

CITY OF OTTAWA, KANSAS 2006 BUDGET

Presented: August 17, 2005

Richard Jackson – Mayor
Deborah Henningsen – Commissioner
Gene Ramsey – Commissioner
Rocky Fler-Husted – Commissioner
Blake Jorgensen – Commissioner



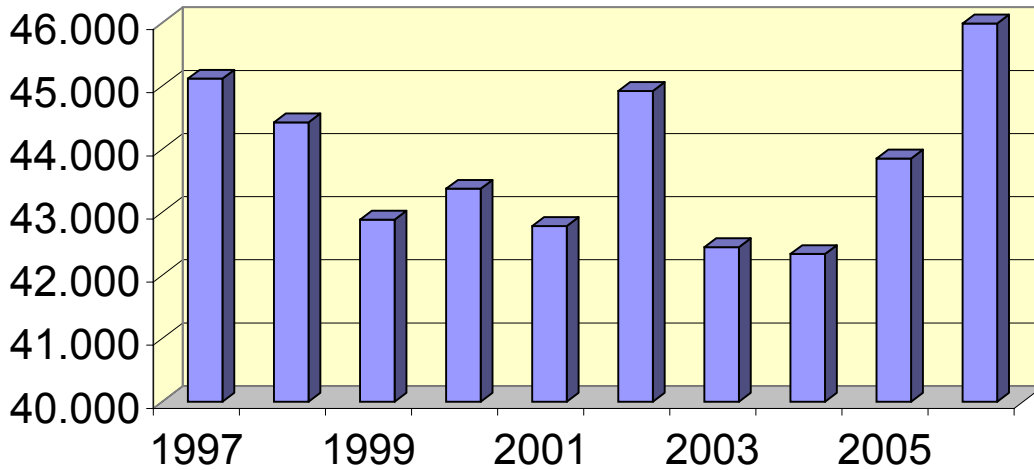
Weldon M. Padgett – City Manager
Scott D. Bird – City Clerk/Finance Director
Wynndee Lee – Codes Administration
James Bradley – Utility Director
Jeff Carner – Fire Chief
Andy Haney – Public Works Director
Judy Hasty – Human Resource Director
Dennis Butler – Police Chief
Chuck Bigham – Information Technology

CITY MILL LEVY BY FUND

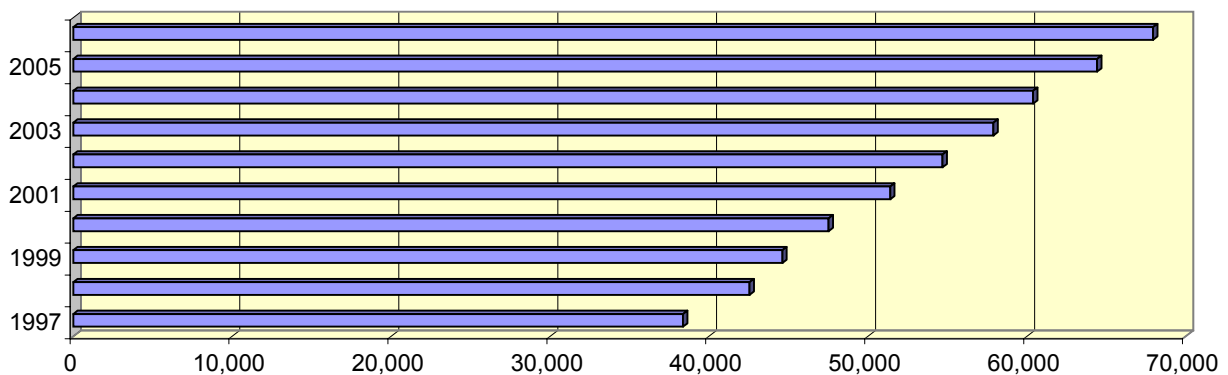
1997 - 2006

FUND	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
General	11.340	11.750	10.160	10.521	23.994	22.858	23.871	25.210	25.146	27.139
Employee Benefit	14.338	14.429	13.941	13.047	0.000	0.000	0.000	0.000	0.000	0.000
Safety Equipment	1.668	1.645	1.569	1.578	1.459	1.518	0.000	0.000	0.000	0.000
Bond & Interest	7.612	5.758	6.388	7.264	6.323	8.369	6.909	6.856	8.72	8.698
Library	8.829	8.557	8.563	8.742	8.627	9.741	9.386	8.108	7.847	7.844
Auditorium	1.330	2.287	2.264	2.221	2.377	2.437	2.280	2.164	2.141	2.311
TOTAL LEVY	45.117	44.426	42.885	43.373	42.780	44.923	42.446	42.338	43.854	45.992
ASSESSED VAL.	38,360	42,553	44,617	47,522	51,399	54,691	57,896	60,389	64,420	67,944
TOTAL TAXES	1,730,666	1,890,438	1,913,363	2,061,182	2,198,800	2,456,895	2,457,446	2,563,285	2,791,186	3,328,693

Annual Mill Levy 1997 - 2006



Assessed Valuation 1997-2006



VALUE OF YOUR CITY TAX DOLLAR

MARKET VALUE OF HOME: \$100,000
 To determine assessed valuation, multiply by 11.5%
 $\$100,000 \times 11.5\% = \$11,500$

ASSESSED VALUATION: \$11,500
 To determine city tax liability, multiply
 assessed valuation by published mill levy
 $\$11,500 \times .045992 = \528.91

CITY TAX LIABILITY = \$528.91



MONTHLY EXPENSE FOR CITY SERVICES

To determine the monthly expense for city services, divide tax liability by 12 months.

$\$528.91 \text{ divided by } 12 = \44.08 per month

The following represents a sampling of City services provided for the \$44.08/month:

Police Protection	Street Lighting	Flood Plain Management
Fire Protection	Cemetery Care	Capital Improvements
Community Planning	City Administration	Engineering Services
Building Inspection	Snow Removal	Public Library
Street Maintenance	Traffic Control & Marking	Animal Control Services
Park Maintenance	Public Parking Services	Drug Task Force Services
Swimming Pool	Auditorium Events	Government TV
Dare & McGruff Programs	School Resource Officer	Airport

For comparison purposes, the following items illustrate other common monthly expenses experienced by an Ottawa family:

Twenty-five gallons of unleaded self-service fuel at \$2.59/gallon will cost **\$64.75**.

Expanded Basic cable television service and movie entertainment will cost **\$61.50** per month.

The monthly cost of homeowners insurance for a \$100,000 house is approximately **\$64.25** for a standard protection policy.

All business and residences within the City of Ottawa enjoy a Class 4 fire rating. The rural fire districts around Ottawa have a Class 9 or Class 10 fire rating. According to a local insurance firm, a home insured for \$100,000, with HO3 insurance and \$500 deductible, will cost an Ottawa Resident approximately \$760 per year. The same home outside of Ottawa with equivalent coverage in a Class 9 rating will cost \$906 in annual premiums. The savings of **\$146** in premiums accounts for 27.6% of the owners City tax liability.

City of Ottawa, Kansas -- Budget Guide

The purpose of the budget guide is to assist the public and City Commission in understanding the way the City budget is prepared, adopted, implemented and amended. It provides information about the citizens' rights to get involved in the budget process, and shows how to exercise that right. Some of the constraints placed upon the City in regard to the budget and financial operations are highlighted. The budget guide also provides an overview of the types of information presented in the budget document and how that information is formatted.

What Is A Budget?

The budget is one of the most important processes a City Commission engages in on a continuing basis. The budget is, first of all, a policy document and operations plan. It establishes the activities and projects that the City is going to pursue and provides a plan of organization for implementing those activities. Staffing and resource levels are set.

The budget is also a financial plan. It identifies financial resources and ties those resources to specific activities. A comparison of prior years' activities is included. Finally, the budget serves as a communication device to the public about the planned activities of the City. The budget consists of the operating budget that identifies the necessary resources to complete the activities planned for the year, and projects that effect those decisions.

Budget Process

Preparation and implementation of the City's budget is a year-round process, although this process attracts the most attention during the summer just prior to setting the level of property taxes for the following year. Although the City of Ottawa uses a single-year approach, some cities use a multi-year approach to budgeting. This enables cities to identify future effects of current decisions in a more timely manner. City budgets often present actual figures for prior years, a budgeted figure for the current year and for the next year. In arriving at next year's budget, City staff works to determine anticipated needs and reviews prior expenditures.

In Ottawa, the City Manager and City Clerk/Finance Director meet with each Department Head who has already prepared an initial budget estimate based on the projected needs within their Department's scope of responsibility. Each line item is discussed and adjusted to fit next year's projections. The City Manager's approach in these meetings is to make certain the Department Head has adequate justification for increasing budget requests based on a detailed scope of work or specific need to purchase items. Similarly, there needs to be justification for maintaining an existing line item budget level if historically the funds have not been used. Finally, the City Manager reviews areas that may need more funding to fit into priorities for the community based upon his perceptions, management experience, and especially City Commission priorities. The final budget requests are submitted to the City Commission, which may further refine items based on input from the public and community leaders, as well as the formal budget hearings.

Throughout the year, interim financial reports are generated during the course of implementing and monitoring the program of work. Reports detailing budgetary performance by minor and major item are provided to Department Heads and City Manager. The City Commission may amend the budget at any time during the year by publishing a notice and holding a public hearing on the amendment. Amendments may be used to expend unanticipated revenues, however, taxes may not be increased through a budget amendment.

During the budget process, the City Manager makes it clear to each Department Head that should an unfunded and unforeseen emergency arise which requires an increase in budget expenditure, the City Commission will be approached and a recommendation made for increasing the budget authority or expending budgeted contingency funds. The city tries to maintain sufficient levels of reserves or cash carry over in specific funds to cover such emergencies. The city does not budget “padding” in line items, knowing that a truly realistic operational budget will help ensure that reserves can be available in an emergency.

Financial Operations and Structure

The city’s accounting system is established to conform to requirements of State Law and good financial management practices. The city has established the minimum number of funds necessary to ensure that all receipts are expended for legally permitted or required purposes. Expenditure categories are generally classified by department, category (personnel, contractual, commodity, etc.) and line item (salaries, utilities, office supplies, etc.) For the purpose of management control, and for showing the total cost of a particular activity, expenditures are shown by department or function. For the purpose of showing compliance with restrictions on the use of funds, expenditures are also shown by fund. The budget document breaks expenditures down to the line item level of detail. Major categories include:

Personnel: These are salary and wages, overtime, employee liability costs, etc.

Contractual: Services the City buys, such as electricity, telephone, insurance, rentals, etc.

Commodity: Tangible supplies the City buys (office supplies, street & sidewalk materials, etc.).

Major Capital Items: Major items such as equipment, buildings, and vehicles, that are a significant investment but that are still appropriate to fund out of current revenue.

Transfers: Money which is to be transferred out of one fund and into another.

Debt Service: This is the principal and interest payment on our outstanding debt.

The city receives revenues from a wide variety of sources. A general classification of revenues is provided below.

Property Taxes. Taxes levied on the value of property. The amount of the tax depends on the assessed value of the property and on the tax rate established by the city (and other taxing entities in the city, such as the school, county, etc.).

County, State and Federal Aid. Revenues received from other governments that are not specifically attributable to a particular service that the city has provided, although the City may be restricted as to how the money may be spent.

Sales and Use Taxes. Tax levied by the city on the value of a sale. These have been authorized by election and are collected by the state for the city.

Interest on Investment. Interest the city earns on money it temporarily invests.

Service Charges. This is revenue collected for service provided to another party, such as water service charges, special assessments, license fees, rental of facilities, etc.

Franchise Fees. These are fees that the city charges other entities for the use of city right-of-way. (i.e. Cable TV, telephone, gas companies, etc.).

Municipal Court Fines. These are fines levied by the judge of the municipal court for infractions of the law.

Cash Balances From Prior Year. This is money that has been left over from the prior year operations. This money is often used to maintain an adequate level of cash reserves for emergencies but portions are also budgeted for expenditure in future year to help reduce reliance on other funding sources.

Miscellaneous Revenues. This is a category for anything that is not included in any of the above categories.

Fund Accounting

The use of Fund Accounting is one of the major differences between governmental and commercial accounting. It requires separate record keeping for each individual Fund. Each Fund operates as a self-contained entity with its own revenue sources, expenses, assets, liabilities, and fund balance. Even though the actual cash is kept in one bank account, a separate accounting is kept of all Funds by the use of a computerized accounting system. Expenditures and revenues by Fund are shown in the budget document.

Departments

Operationally, the city is divided into a number of departments, activities, or programs. A department is generally responsible to one Department Head and performs a related group of services. One example would be a Parks and Recreation Department, which usually takes care of all public parks and recreational facilities in a city. A department's employees are the people who actually deliver the service to the citizen. A department may draw on the financial resources of one or more Funds.

Basis of Accounting

All city funds are reported on a cash basis of accounting. Revenues are recognized when they become measurable and available. Expenditures are recognized in the fiscal year in which the liability has been incurred, whether or not the money has actually been spent. In simple terms, a city cannot spend money it does not have in hand, and expenditures are recognized as soon as a commitment to buy is made (i.e. an order is placed).

Financial Audit

Each year the city's financial system and activity is audited by an independent public accountant. The audit is prepared according to Generally Accepted Auditing Standards and the Kansas Minimum Standard Audit Program. The final audit is presented to the City Commission, the Municipal Accounting section of the Kansas Department of Administration, and other regulatory or oversight bodies as required.

Legal Restrictions and Provisions Relating to Budgeting

The city is subject to a number of requirements imposed by state law and by local policy that either restrict the activity of the city or provide the public with certain rights. Some of these extend beyond the budget process but are particularly important with regard to that process. These are discussed below.

Budget law. The City is required to establish a budget of planned expenditures for every fund, except for capital project funds for which debt has been issued. The budget law also prohibits the city from expending an amount that exceeds the amount budgeted for that Fund. The City may, without violation of the budget law, transfer budget authority within the General Fund from department to department or between items of expenditure. As mentioned earlier, the Fund budgets may be amended by following the procedure prescribed for original adoption of the budget, although no additional taxes may be levied through such amendment.

The budget law also prescribes a minimum procedure that the City must follow in order to adopt the budget. The law requires that the City hold a public hearing prior to adopting the budget. This hearing must have been publicized by public notice in the official city newspaper at least ten days prior to the date set for the hearing.

Cash Basis Law. The Kansas Cash Basis Law prohibits cities from creating a financial obligation unless there is money on hand in the proper fund with which to pay the indebtedness.

Limit on Indebtedness. Kansas law limits the long term debt (Bonds and Temporary Notes) outstanding to a maximum of 30% of assessed valuation. Assessed value for the purposes of establishing the debt limit includes the value assigned to motor vehicles. Motor vehicles are not included in the assessed value for the purposes of establishing the mill levy. Debt issued for the purposes of storm or sanitary sewers for City utilities are not subject to the limit. In addition, debt issued under some statutes may be specifically exempt by the authorizing legislation.

Open Meetings. Generally, any time a quorum of the City Commission meets for the purpose of conducting or discussing business, the meeting must be open to the public. State law provides for specific instances in which the City Commission may go into executive session (non-public meeting), but no binding decisions may be made in such closed sessions.

The City of Ottawa prepares an agenda for all meetings and tries to provide at least twenty-four hours notice of any meeting to all news media. The public is encouraged to attend and participate in all City Commission meetings pursuant to the rules of order. Special meetings, work sessions or changes in the place or time of regular meetings will be announced in advance through normal news media channels.

Kansas Open Records Act. The Kansas Open Records Act provides that, unless specifically exempt by law or court ruling, all public records are open to public inspection. The basic policy is that the public has a right to public records unless that right has been limited by state or federal law. Access may be charged if substantial amounts of staff time are required to provide access. Copies of records can be provided for a nominal fee. If a record is requested and access is denied, a specific reason for denial must be given.

GLOSSARY OF BUDGET TERMS

Appropriation. An authorization granted by the City Commission to make expenditures and to incur obligations for purposes specified in the Appropriation Ordinance.

Assessed Value. A value set upon real estate or other property by the County Assessor and the State as a basis for levying ad valorem property taxes.

Beginning Balance. The beginning balance is the residual funds brought forward from the previous fiscal year (unencumbered cash balance).

Bonds. Bonds are debt instruments that require repayment of a specified principal amount on a certain date (maturity date), together with interest at a stated rate, or according to a formula for determining the interest rate.

Budget. A budget is a plan of financial operation embodying an estimate of proposed expenditures and the means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. In practice, the term “budget” is used in two ways. Sometimes it designates the financial plan presented for adoption and sometimes it designates the plan finally approved. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether the Governing Body has approved it.

Capital Improvement Program (CIP). The Capital Improvement Program is a plan for capital expenditures needed to maintain and expand the public infrastructure. It projects the infrastructure needs for a set number of years (usually five) and is updated annually to reflect the latest priorities, cost estimates, or changing financial strategies. The first year of the adopted Capital Improvement Program becomes the Annual Capital Budget.

Major Capital Item. These are usually items that cost more than \$2,000, and have a useful life of more than two years.

Commodity Items. Consumable goods such as office supplies, small tools, fuel, etc. Commodities also include repair and replacement parts and non-capital materials.

Contractual Services. Services provided by firms, individuals, or other city departments.

Debt Service. Payment of interest and principal on an obligation resulting from the issuance of bonds or other such financing methods.

Encumbrance. A reservation of funds to cover purchase orders, contracts or other funding commitments which are yet to be fulfilled. The budget basis of accounting considers an encumbrance to be the equivalent of an expenditure.

Enterprise Funds. Funds which are accounted for in a manner similar to a private business enterprise. Usually the governmental entity intends for enterprise funds to fully recover their costs (including depreciation) through user fees. The City of Ottawa has three Enterprise Funds: Electric, Wastewater and Water.

Expenditures. Refers to current cash operating expenses and encumbrances.

Full-Time Equivalent. A part-time position converted to the decimal equivalent of a full-time position, usually based on 2,080 work hours/ year or 40 hours/week. For example, a part-time person working 20 hours/week is equal to .5 of a full-time position.

Fund. An independent governmental accounting entity with a self-balancing group of accounts, including assets, liabilities and fund balance.

General Purpose Funds. Funds supported by taxes and fees that have unrestricted use.

Grant. A contribution usually from one government unit or funding source to another. The contribution is usually made to aid in the support of a specified function, i.e., library materials, drug enforcement, but it is sometimes for general purposes.

In-Lieu of Property Taxes. An amount which may be charged to enterprise operations equal to the real and personal property taxes that would be due to the city on plant and equipment if the enterprise operation was a for-profit private company. Used as a justification for making a transfer of funds to the General Fund.

Operating Funds. Resources derived from reoccurring revenue sources used to finance ongoing operating expenditures and pay-as-you-go capital projects.

Resources. Total funds available for appropriation including estimated revenues, fund transfers, beginning balances.

Salary Savings. Savings realized while a position is vacant until a new employee is hired.

State-Shared Revenues. Money collected by the State but shared on a predetermined basis with local governments.

Transfers. Transfers are the authorized exchanges of cash or other resources between funds. The transfer of resources between funds is not recorded as revenues to the fund receiving or expenditures to the fund providing.

Tax Levy. The total amount to be raised by general property taxes for purposes specified in the Tax Levy Ordinance.

Zero Base Budgeting. A process for allocating financial resources that provides for the comparison and prioritization of existing programs and services relative to the need for new programs and services. The process includes organizing expenditures in discrete decision packages and absolute priority ranking of the decision packages.

CITY OF OTTAWA, KANSAS BUDGET POLICY

This policy outlines the conventions used in guiding the preparation and management of the city's overall budget and the major objectives to be accomplished. The rationale that led to the establishment of each policy statement is also identified.

1. A comprehensive annual budget will be prepared for all funds expended by the city.

Rationale: State law provides that *"the budget as approved and filed with the county clerk for each year shall constitute and shall hereafter be declared to be an appropriation for each fund...."* Inclusion of all funds in the budget enables the commission, the administration, and the public to consider all financial aspects of city government when preparing, modifying, and monitoring the budget.

2. The budget will be prepared in such a manner as to facilitate its understanding by citizens and elected officials.

Rationale: One of the stated purposes of the budget is to present a picture of city government operations and intentions for the year to the citizens of Ottawa. Presenting a budget document that is understandable furthers the goal of effectively communicating local government finance issues to both elected officials and the public.

3. In addition to required public hearings, the Commission will hold work sessions on the budget, which will be open to the public, and a preliminary hearing for additional public input.

Rationale: These sessions provide all citizens with a forum for meaningful participation in the budget process. They enable citizens to: obtain an understanding of the budget; provide public input to the proposed budget; and to monitor the changes to the proposed budget.

4. Copies of the proposed budget will be made available to citizens and elected officials prior to the work sessions.

Rationale: Providing copies of the proposed budget in advance of the work sessions enables the public to become better informed on the issues facing the commission and the administration during the budget process.

5. Budgetary emphasis will focus on providing those basic municipal services which provide the maximum level of services, to the most citizens, in the most cost effective manner, with due consideration being given to all costs-economic, fiscal, and social.

Rationale: Adherence to this basic philosophy provides the citizens of Ottawa assurance that its government and elected officials are responsive to the basic needs of the citizens and that its government is operated in an economical and efficient manner.

6. The budget will provide for adequate maintenance of capital, plant, and equipment and for their orderly replacement.
Rationale: All governments experience prosperous times as well as periods of economic decline. In periods of economic decline, proper maintenance and replacement of capital, plant, and equipment is generally postponed or eliminated as a first means of balancing the budget. Recognition of the need for adequate maintenance and replacement of capital, plant, and equipment, regardless of the economic conditions, will assist in maintaining equipment and infrastructure in good operating condition.
7. The city will avoid budgetary practices that balance current expenditures at the expense of meeting future years' expenses.
Rationale: Budgetary practices such as postponing capital expenditures, accruing future years' revenues, or rolling over short-term debt are budgetary practices, which can solve short-term financial problems. However, they can create financial problems for future administrations and commissions. Avoidance of these budgetary practices will assure citizens that current problems are not being deferred to future years.
8. The city will give highest priority in the use of one-time revenues to the funding of capital asset and/or other non-recurring expenditures.
Rationale: Utilizing one-time revenues to fund on-going expenditures results in incurring annual expenditure obligations which may be unfunded in future years. Using one-time revenues to fund non-recurring expenditures better enables future administrations and commissions to cope with the financial problems when these revenue sources are discontinued.
9. The city will maintain a budgetary control system to help it adhere to the established budget.
Rationale: The budget passed by the commission establishes the legal spending limits for the city. A budgetary control system is essential in order to insure legal compliance with the city's budget.
10. The City will exercise budgetary control (maximum spending authority) through City Commission approval of appropriation authority for each appropriated fund and each activity within a fund.
Rationale: Exercising budgetary control for each fund satisfies requirements of state law. It assists the Administration in monitoring current year operations and acts as an early warning mechanism when departments deviate in any substantive way from the original budget.

CAPITAL IMPROVEMENT PROGRAM CITY OF OTTAWA, KANSAS

WHAT IS A CAPITAL IMPROVEMENT PROJECT?

A capital improvement project is a project that may include the construction of new facilities as additions to the City's assets, and/or infrastructure, renovation of existing structures to significantly extend useful life, and major repair operations of a comprehensive and non-routine nature. To be defined as a capital project, the project must exceed \$100,000 in cost, and should be an expense that is nonrecurring (not an operating budget item). Most generally, the cost of a capital improvement project requires the issuance of public debt. Common examples of capital improvement projects include the construction of roads and bridges, facility construction, and land acquisition. However, the funding of certain other large ticket items, such as fire trucks, are considered to be capital projects as well.

WHAT IS A CAPITAL IMPROVEMENT PROGRAM?

A capital improvement plan is a document that is the result of a systematic evaluation of capital projects. The plan serves as a guide for the efficient and effective provision of public facilities, outlining a timing and financing schedule of capital projects for a five year period of time. In the process of formulating the plan, public improvements are prioritized and costs are projected, thereby allowing the City to take maximum advantage of federal, state, and county funds. However, the capital improvement plan is not a document of long-term certainty. Rather, the plan is reviewed annually, during which time the needs of the City may be re-prioritized and financial status re-evaluated. This allows the City further flexibility in maintaining and promoting an effective level of service for present and future citizens.

WHAT ARE THE OBJECTIVES OF A CAPITAL IMPROVEMENT PROGRAM?

- 1) To forecast and provide public improvements in a systematic manner.
- 2) To anticipate and project financing needs in order to maximize available federal, state and county funds.
- 3) To promote a sound financial plan to enhance and protect the City's ability to issue debt, in accordance with the Debt Policy.
- 4) To avoid, through sound financial planning, dramatic fluctuations of the tax rate.
- 5) To focus attention on and assist in the implementation of established community goals as outlined in the official Comprehensive Plan.
- 6) To serve as a guide for local officials in making budgetary decisions.
- 7) To balance the needs of development throughout the Community.
- 8) To promote and enhance the economic development of the City.
- 9) To strike a balance between improvement needs and the financial capability of the City.
- 10) To provide an opportunity for citizens and interest groups to voice their opinion regarding request for improvement needs.

HOW DOES CAPITAL SPENDING IMPACT THE OPERATION BUDGET?

Capital spending impacts the operating budget by adding additional revenue and also additional expenses sometimes. When the City undertakes a capital improvement such as streets, sometimes it is undertaken to attract new businesses or industries to the City. Thus, the businesses will increase the City's property tax distribution and also increase the sales tax distribution. Building permits also increase due to construction of the buildings used in the businesses.

The Construction of a new street will:

- 1) Increase the expenditure side of the operating budget.
- 2) Parks and Recreation Department will have additional areas to maintain.
- 3) Planning and Development has additional area to zone.
- 4) The Police Department has additional street(s) to patrol.
- 5) The Public Works Department has an additional street(s) to maintain.
- 6) The Fire Department has additional areas to provide fire protection to.

HOW IS THE CAPITAL IMPROVEMENT PROGRAM FORMULATED?

Since a capital improvement program is intended to schedule major physical improvements, it is necessary to allow all City departments an opportunity to submit capital improvement requests that are anticipated over a five-year period. Likewise, citizens and public interest groups are offered the opportunity to voice their requests for community improvements.

Once a composite list of capital improvement requests has been created, and the administrative recommendations submitted, the Planning Commission is responsible for reviewing and recommending project priority from a professional planning perspective. The Governing Body is responsible for recommending and prioritizing projects from a budgetary and affordability perspective, as well as, examining the need and priority of the projects themselves. The scheduling of projects over a five-year period is based on an evaluation of Ottawa's development policies, plans for future growth, and the ability of the City to amortize the debt.

It is important to understand that the Governing Body is not committed to a particular expenditure in a particular year. Instead, the capital improvement programming process is repeated each year to allow re-evaluation of previous requests, consider new requests based on changing needs, and to reestablish capital priorities.

CITY OF OTTAWA, KANSAS

Schedule of Transfers

Fund Transferred From:	Fund Transferred To:	2004	2005	2006
General	Airport	51,000	50,500	60,111
General	E. Development	10,000	10,000	-
General	Community Services	37,000	36,000	22,000
General	WWT Plant	200,000	200,000	220,000
General	Equipment Res (PD)	38,000	41,469	57,460
General	Equipment Res (Fire)	91,400	90,439	65,292
General	Equipment Res (Plan)	-	-	4,000
Library	Electric	60,389	64,400	56,139
Special Highway	GO Debt	101,500	104,822	144,154
Special Alcohol	General	30,000	30,000	31,000
Water	GO Debt	60,000	104,330	99,000
Water	General	350,000	357,500	384,712
Water	Community Services	37,000	36,000	29,000
Water	Equipment Reserve	76,287	77,712	73,414
Water	Risk Management	0	10,000	10,000
Wastewater	GO Debt	144,500	139,895	70,000
Wastewater	General	300,000	300,000	211,212
Wastewater	Equipment Reserve	132,930	122,590	88,792
Wastewater	Risk Management	0	10,000	10,000
Wastewater	Community Services	37,000	36,000	29,000
Wastewater	WWT Plant	220,000	220,000	330,000
Electric	GO Debt	178,000	178,000	175,000
Electric	General	950,000	957,500	984,712
Electric	Equipment Reserve	174,059	138,336	103,153
Electric	Risk Management	0	10,000	10,000
Electric	Community Services	37,000	36,000	29,000
Total		3,316,065	3,361,493	3,297,151

GENERAL FUND 0100

REVENUE DETAIL

	ACTUAL 2002	ACTUAL 2003	ACTUAL 2004	REVISED 2005	BUDGET 2006
Unencumbered Cash Balance, Jan. 1	1,948,234	1,448,696	761,691	779,517	543,337
Revenue					
Ad Valorem Taxes	1,265,612	1,293,880	1,442,706	1,600,500	1,843,951
Sales Tax - City	924,588	972,798	1,007,247	1,050,000	1,102,500
Sales Tax - City for Sewer Plant	175,000	175,000	200,000	210,000	220,000
Sales Tax - County	843,228	955,599	968,918	990,000	990,000
Transfer - Electric	525,000	795,500	950,000	968,125	984,712
Transfer - Water		191,000	350,000	368,125	384,712
Court Fines	287,270	337,079	291,495	350,000	350,000
Transfer - Wastewater		174,500	300,000	310,625	211,212
Vehicle Tax	180,005	199,704	196,472	207,621	206,482
Franchise Tax Gas	167,480	207,782	249,844	250,000	255,000
Comp. Use Tax	48,730	111,662	207,635	205,000	210,000
Municipal Court Fees	0	54,141	97,675	125,000	125,000
Reimbursed Expense	131,999	82,556	250,580	116,000	116,000
Franchise Tax - CATV	85,845	88,243	85,426	90,000	95,000
Permits & Fees	51,986	70,359	62,254	120,000	120,000
Highway Connecting Links	58,434	58,434	58,474	58,500	58,500
Back Tax Collections	42,381	52,342	50,956	55,000	55,000
Franchise Tax Telephone	90,101	56,591	60,087	60,000	60,000
Interest Income	95,348	31,087	46,662	40,000	40,000
Transfer - Special Alcohol	190,600	25,000	30,000	30,000	30,000
Burial	25,150	24,975	26,975	25,000	25,000
Cemetery Lot Sales	30,625	21,875	25,000	25,000	25,000
Liquor Tax	14,119	27,065	23,387	27,000	27,500
Rents & Leases	12,723	16,723	12,000	17,000	17,000
Miscellaneous	9,778	23,949	23,442	15,000	15,000
Dog License	7,117	9,970	9,726	9,000	10,000
License	9,160	13,616	13,150	12,000	12,000
Sale of Land	0	33,500	16,681	0	0
Special Highway Fund	355,306	0	0	0	0
LAVTR	99,969	0	0	0	0
Rent - Airport	10,359	9,950	8,000	8,000	8,000
State Local Revenue Sharing	50,915	0	0	0	0
Transfer - Employee Benefits	0	0	0	0	0
Uncollected Ad Valorem Tax	0	0	0	-81,205	-82,978
Total Revenue	5,788,828	6,114,880	7,064,793	7,261,291	7,514,592
Total Resources	7,737,062	7,563,576	7,826,484	8,040,808	8,057,929

EXPENDITURE DETAIL

Personnel Services	4,024,743	4,819,758	5,384,637	5,737,265	6,039,035
Contractual Services	803,289	724,372	676,084	789,746	784,740
Commodities	268,889	255,858	285,643	309,920	334,840
Capital Outlay	65,977	67,772	31,579	15,550	78,565
Cost Allocation Operating	11,999	0	0	0	0
Transfers	723,933	735,239	664,024	644,989	659,863
Reserves	122,255	198,888	5,000		
Total Requirements	6,021,084	6,801,886	7,046,967	7,497,470	7,897,043
Auditors restatements					
Unencumbered Cash Bal, Dec. 31	1,448,696	761,691	779,517	543,337	
Reserves					160,886

GENERAL FUND - CITY COMMISSION/MANAGER 0110

	EXPENDITURE DETAIL	ACTUAL 2002	ACTUAL 2003	ACTUAL 2004	REVISED 2005	BUDGET 2006
	PERSONNEL SERVICES					
411	Salaries (full time)			132,348	134,000	152,000
411	Salaries (Commissioners)			6,000	6,000	6,000
411	Salaries (Interns)			24,227	22,357	12,200
410	Overtime			1,336	750	750
	SUBTOTAL	0	0	163,911	163,107	170,950
	CONTRACTUAL SERVICES					
502	Postage			1,426	300	300
503	Telecommunications			1,105	1,200	1,200
504	Commission Travel Expense			19,475	26,800	25,000
505	Professional Development			5,550	5,000	5,000
509	Meeting Expense			10	2,500	2,500
512	Receptions & Meals			4,380	7,000	7,000
512	Mayor's Luncheon			2,247	3,500	3,500
524	Bonds			350	350	350
551	Dues & Subscriptions			4,417	4,800	4,800
558	Other Cont. Services			5,188	5,200	5,200
558.1	Employee Recognition			3,000	3,250	3,100
	SUBTOTAL	0	0	47,147	59,900	57,950
	COMMODITIES					
600	Office Supplies			2,380	2,100	2,100
601	Computer Supplies (1 upgrade for 06)			780	250	250
615	Uniforms			46	300	120
	SUBTOTAL	0	0	3,206	2,650	2,470
	CAPITAL OUTLAY					
702	Furniture (Office Furniture)			5,440		
704	Color Laser Printer			3,063	1,350	
	SUBTOTAL	0	0	8,503	1,350	0
	TOTAL	0	0	222,767	227,007	231,370

GENERAL FUND - CITY CLERK/FINANCE 0115

	EXPENDITURE DETAIL	ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2002	2003	2004	2005	2006
PERSONNEL SERVICES						
411	Salaries	59,718	256,996	221,947	236,000	222,000
410	Overtime			4,369	4,500	5,400
	SUBTOTAL	59,718	256,996	226,316	240,500	227,400
CONTRACTUAL SERVICES						
502	Postage	6,385	2,644	2,027	5,600	5,600
503	Telecommunications	8,037	7,101	7,397	7,600	7,600
504	Travel Expense					
515	Advertising & Publications	6,702	3,210	3,913	5,700	5,700
520	Ins. - Bldg. & Contents	2,247	2,664	2,929	4,392	4,400
524	Bonds	962	982	512	650	650
525	Boiler Insurance	2,575	2,700	2,800	3,200	3,200
530	Utilities (City Hall)	1,091	1,001	379	1,000	1,000
551	Dues & Subscriptions	1,023	838	95	450	450
558	Other Cont. Services	38,776	27,053	22,345	29,055	29,055
558	Attorney	29,814	30,019	39,948	40,000	40,000
558	Tech Support	4,299	31,069	2,524	3,000	3,000
558	Elevator Service	4,641	5,166	3,792	4,000	4,000
558	HVAC Service	14,172	17,357	16,711	17,500	17,500
558	Pest Control	780	640	560	640	640
558	Solid Waste Disposal	647	705	540	705	705
558	Cleaning	9,210	6,000	191	1,000	1,000
571	Audit (General Fund Share)	7,344	4,500	7,000	7,000	7,000
	SUBTOTAL	140,221	137,678	114,958	132,092	132,100
COMMODITIES						
600	Office Supplies	6,457	5,590	5,520	6,000	6,000
601	Computer Supplies	467	20		600	600
614	Books	50	0	213	400	400
615	Uniforms (Custodial)	422	715	474	700	700
620	Supplies (Custodial)	6,504	7,560	7,060	7,000	7,000
	SUBTOTAL	13,899	13,884	13,267	14,700	14,700
CAPITAL OUTLAY						
704	Office Machines	104	393	3,200	3,200	1,700
710	Buildings	2,547	677	94	0	0
	SUBTOTAL	2,651	1,070	3,294	3,200	1,700
	TOTAL	216,489	409,629	357,835	390,492	375,900

GENERAL FUND TRANSFERS 0117

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2002	2003	2004	2005	2006
TRANSFERS						
711	Transfer to Tech Fund	0	0	0	0	0
712	Transfer to Airport Capital Improvement	0	0	22,318	0	0
907	Transfer to Economic Development	70,000	15,400	10,000	0	0
912	Transfer to Airport Fund		133,657	51,000	57,500	60,111
915	Transfer to Electric Fund	0	0	0	0	0
916	Transfer to St. Rehab.	220,000	0	0	0	0
906	Transfer to Reserve Funds	0	0	3,306	0	0
909	Transfer to C & U Fund		0	37,000	36,000	22,000
918	Transfer to WWTP Fund	175,000	198,500	198,500	210,000	220,000
507	911 Services	217,650	217,270	212,500	212,500	235,000
511	B. Martin Peck Animal Shelter	35,000	47,500	0	0	0
	SUBTOTAL	717,649	612,327	534,624	516,000	537,111
CONTRACTUAL						
531	Street Lighting	15,776	0	0	0	0
542	Hydrant Rental	0	0	0	0	0
558	Other Cont.	41,842	0	6,272	0	0
564	Community Support	0	0	0	0	0
565	Compensating Use Tax	0	0	0	0	0
	SUBTOTAL	57,618	0	6,272	6,272	0
MISCELLANEOUS						
798	Cost Allocation Admin. Computer	8,540	0	0	0	0
796	Weed Control	0	0	0	0	0
705	Equipment (Computers)	6,284	0	0	0	0
925	Reserves	122,255	18,135	5,000	0	0
710	Equipment	253	0	0	0	0
	SUBTOTAL	140,790	18,135	5,000	0	0
	TOTAL	916,058	630,462	545,896	516,000	537,111

GENERAL FUND - PLANNING & CODE ADMINISTRATION 0130

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2002	2003	2004	2005	2006
PERSONNEL SERVICES						
411	Salaries	218,695	249,330	264,769	270,597	280,500
411	Seasonal				5,000	10,000
410	Overtime			2,036	2,900	3,060
	SUBTOTAL	218,695	249,330	266,806	278,497	293,560
CONTRACTUAL SERVICES						
502	Postage	2,810	1,975	2,285	2,100	2,500
503	Telecommunications	3,089	3,027	2,959	3,200	3,400
505	Professional Dev./Meetings	5,724	4,724	7,553	8,000	8,500
509	Meeting Expense			1,118	1,850	1,900
515	Legal & Other Advertising	2,129	2,401	2,343	2,500	2,750
523	Vehicle Ins-Risk Mgt.	874	950	800	1,250	1,320
533	Equipment Repair	1,375	269	136	500	750
534	Vehicle Repair	2,553	845	1,012	1,200	1,400
558	Other Cont. Services	1,554	696	5,700	11,000	7,000
558	Temp Services	7,751	9,626	0	0	750
558	Weeds	11,483	5,605	5,603	7,500	7,000
558	Nuisance	1,735	1,526	1,308	3,000	2,500
558	Condemnation & Demolition	53,660	4,995	125	24,000	25,000
558	Annexation		10,699	3,060	1,000	2,000
558	Comp Plan	14,582	31,771	4,472	0	0
558	Zoning/Subdivision Regulations	0	13,500	9,250	0	0
590	Planning Services	1,101	0	4,085	10,500	8,000
591	Building Code Plan Check	0	0	0	8,000	8,000
	SUBTOTAL	110,420	92,609	51,808	85,600	82,770
COMMODITIES						
600	Office Supplies	4,364	3,474	4,081	5,500	5,000
608	Vehicle Operations	1,109	1,581	1,765	1,800	2,100
614	Books	1,110	461	1,177	1,000	1,200
615	Uniforms	263	0	398	800	800
	SUBTOTAL	6,846	5,516	7,421	9,100	9,100
CAPITAL OUTLAY						
702	Furniture	1,819	379	0	0	0
704	Office Machines (Copier lease)	875	0	2,297	2,500	2,500
705	Computer Equipment (2 PCs)	2,401	2,794	0	0	1,500
711	Vehicles	0	0	9,850	0	0
711	Transfer to Equipment Reserve	0	0	1,000	3,000	4,000
	SUBTOTAL	5,095	3,173	13,147	5,500	8,000
	TOTAL	341,056	350,627	339,181	378,697	393,430

GENERAL FUND - CEMETERY 0140

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2002	2003	2004	2005	2006
PERSONNEL SERVICES						
411	Salaries	63,767	63,258	61,158	58,835	61,800
411	Seasonal				9,000	9,000
410	Overtime			2,990	3,360	3,360
SUBTOTAL		63,767	63,258	64,147	71,195	74,160
CONTRACTUAL SERVICES						
503	Telecommunications	1,303	866	895	1,200	1,200
505	Professional Development	1,174	154	344	800	800
520	Insurance - Bldg. & Contents	594	625	695	725	725
523	Vehicle Insurance	583	625	922	925	925
530	Utilities	2,788	2,643	735	1,000	1,000
532	Repairs: Buildings & Structures	1,165	1,372	0	600	600
533	Machinery & Equipment Repair	2,083	1,815	3,311	2,000	2,000
559	Environmental Compliance	0	0	0	100	100
SUBTOTAL		10,202	9,040	7,890	8,350	8,350
COMMODITIES						
608	Vehicle Operations	1,907	2,251	3,709	3,000	3,000
611	Chemical Supplies	1141	0	0	750	750
615	Uniforms	1,302	1,210	410	1,400	1,400
617	Fertilizer & Seed	1,864	192	165	1,000	1,000
620	Supplies	1,687	1,453	1,190	1,700	1,700
622	Hand Tools and Supplies	51	329	0	350	350
629	Cement, Gravel & Rebar	0	153	0	200	200
SUBTOTAL		7,952	5,588	5,473	8,400	8,400
CAPITAL OUTLAY						
705	Computer & Software	0	2,604	40	0	0
710	Equipment (Mud Tracks)	1,864	0	3,368	0	2,000
710	Equipment	0	0	0	0	0
731	Buildings	0	0	0	0	0
SUBTOTAL		1,864	2,604	3,408	0	2,000
TOTAL		83,784	80,489	80,918	87,945	92,910

GENERAL FUND - STREETS 0141

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2002	2003	2004	2005	2006
PERSONNEL SERVICES						
411	Salaries	514,462	550,447	496,413	538,000	540,000
411	Seasonal			35,000	35,000	38,500
410	Overtime			23,192	40,000	25,000
	SUBTOTAL	514,462	550,447	554,605	613,000	603,500
CONTRACTUAL SERVICES						
503	Telecommunications	1,468	1,518	1,646	1,800	1,800
505	Professional Development	7,130	6,185	5,157	7,500	6,500
520	Insurance - Bldg. & Contents	3,120	3,700	4,067	4,680	4,680
523	Vehicle Insurance	8,165	9,280	10,999	11,000	11,000
530	Utilities	9,194	11,914	4,545	5,500	5,500
532	Building Repairs	230	1,172	1,648	1,800	1,800
533	Machinery & Equipment Repair	28,970	19,899	19,722	24,000	24,000
543	Rent - Machinery & Equipment	14	52	60	750	750
558	Other Cont. Services	7,987	16,790	1,489	7,400	7,400
559	Environmental Compliance	0	9,333	26,326	25,100	25,100
	SUBTOTAL	66,279	79,842	75,658	89,530	88,530
COMMODITIES						
600	Office Supplies	987	1,084	1,125	900	900
608	Vehicle Operations	28,787	29,027	31,342	28,000	28,000
611	Chemical Supplies	1,304	1,071	169	2,000	2,000
615	Uniforms	5,873	4,769	5,130	6,500	6,500
620	Supplies	13,319	8,844	7,871	16,000	16,000
624	Asphalt & Asphalt Patch	9,512	5,469	12,120	7,000	7,000
625	Downtown - Maintenance Material	4,021	0	23	0	0
626	Ice control Materials	9,608	18,127	15,886	20,000	20,000
628	Signs & Material	7,327	6,020	7,779	11,000	11,000
	SUBTOTAL	80,738	74,414	81,444	91,400	91,400
CAPITAL OUTLAY						
705	Computer Equipment	0	2,930	1,241	0	0
708	Radio Equipment	0	0	0	0	0
710	Equipment (2 Mowing Decks)	0	0	0	0	0
711	Equipment (Skid Loader)	0	0	0	0	0
712	2 Trucks (Lease Payment)	0	0	0	0	30,000
731	Salt Storage Building	0	0	0	0	0
	SUBTOTAL	0	2,930	1,241	0	30,000
	TOTAL	661,479	707,633	712,948	793,930	813,430

GENERAL FUND - FLOOD CONTROL 0142

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2002	2003	2004	2005	2006
CONTRACTUAL SERVICES						
503	Telecommunications	0	0	479	1,200	1,200
530	Utilities	1,509	1,419	440	0	0
539	Repair	407	291	0	2,300	2,300
558	Other Cont. Services	1,827	8,190	8,762	9,000	9,000
559	Environmental Compliance	0	0	0	200	200
	SUBTOTAL	3,743	9,900	9,681	12,700	12,700
COMMODITIES						
611	Chemical Supplies	1043	0	0	1,000	1,000
620	Supplies	6,913	1,766	4,474	4,000	4,000
629	Gravel, Rock & Cement	3,781	892	1,891	2,500	2,500
	SUBTOTAL	11,737	2,658	6,365	7,500	7,500
736	Engineering	0	3,750	0	0	0
	TOTAL	15,480	16,308	16,046	20,200	20,200

GENERAL FUND - FLEET MANAGEMENT 0144

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2002	2003	2004	2005	2006
PERSONNEL SERVICES						
411	Salaries	18,244	72,702	75,162	78,000	82,500
410	Overtime			302	600	500
SUBTOTAL		18,244	72,702	75,465	78,600	83,000
CONTRACTUAL SERVICES						
503	Telecommunications	514	716	586	700	700
505	Professional Development	605	95	123	1,200	1,200
520	Insurance - Bldg. & Contents	1,486	2,322	2,497	4,500	4,500
523	Vehicle Insurance	292	759	956	960	960
530	Utilities	5,838	6,332	4,355	4,500	4,500
532	Repairs: Buildings & Structures	813	1,060	945	750	750
533	Machinery & Equipment Repair	1,251	32	2,003	1,300	1,300
543	Rent: Machinery & Equipment	337	384	156	700	700
550	Towel & Laundry Service	1,755	1,842	2,068	1,800	1,800
558	Other Contractual Services	1,001	10,012	1,590	1,250	1,250
559	Environmental Services	1,322	1,022	1,357	1,200	1,200
SUBTOTAL		15,213	24,576	16,634	18,860	18,860
COMMODITIES						
600	Office Supplies	270	1,692	1,368	750	750
608	Vehicle Operations	318	208	1,327	750	750
609	Motor Oil	3,307	1,749	4,410	5,000	5,000
614	Books (Maintenance Library Replacement)	735	813	224	1,000	1,000
615	Uniforms	1,046	745	627	1,100	1,100
620	Supplies	11,726	10,117	8,830	12,000	10,000
622	Hand Tool Supplies	1,462	1,516	994	1,000	1,000
SUBTOTAL		18,865	16,840	17,781	21,600	19,600
CAPITAL OUTLAY						
710	Equipment	0	5,824	0	0	0
712	Trucks	25,446	0	0	0	0
SUBTOTAL		25,446	5,824	0	0	0
TOTAL		77,768	119,942	109,880	119,060	121,460

GENERAL FUND - POLICE 0151

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2002	2003	2004	2005	2006
PERSONNEL SERVICES						
411	Salaries	1,333,319	1,422,256	1,292,066	1,323,500	1,370,000
411	Retirements			63,701	0	0
410	Overtime			160,400	175,000	189,000
	SUBTOTAL	1,333,319	1,422,256	1,516,167	1,498,500	1,559,000
CONTRACTUAL SERVICES						
501	Communications	5,912	4,786	5,347	5,000	5,000
502	Postage	1,201	1,654	1,713	1,700	1,700
503	Telecommunications	14,270	13,166	15,152	14,500	14,500
505	Professional Development	14,459	11,191	11,445	14,900	14,900
513	Prisoner Care	33,215	36,911	46,541	37,000	40,000
514	Printing	1,709	2,253	1,702	2,000	2,000
520	P & I Insurance	1,383	1,640	6,237	6,500	7,150
523	Motor Vehicle Insurance	5,557	5,200	6,416	6,240	6,864
530	Utilities	14,818	20,067	948	0	0
532	Building Maintenance	345	2,273	5,212	4,500	4,500
533	Equipment Repair	5,887	4,382	6,547	6,000	6,000
534	Repair Motor Vehicle	9,796	6,873	10,281	8,000	8,000
543	Lease Payment	4,240	6,843	8,300	6,500	6,500
558	Other Cont. Services	23,068	21,921	22,884	22,000	22,000
564	Community & Public Relations	5,929	4,393	4,607	5,500	5,500
	SUBTOTAL	141,787	143,553	153,333	140,340	144,614
COMMODITIES						
600	Office Supplies	5,913	6,353	6,354	6,400	6,400
608	Vehicle Operations	26,220	30,849	35,905	32,000	42,000
611	Chemical supplies	356	514	326	700	700
615	Uniforms	17,401	15,312	15,640	18,000	18,000
621	Public Safety Equipment	7,035	6,809	6,945	7,000	7,000
630	Other Operating Supplies	8,088	10,388	9,270	11,000	11,000
635	Star Team Supplies	799	1,139	1,843	1,200	6,500
	Ammunition	0	0	0	0	6,000
	Firearms and Equipment	0	0	0	0	3,000
	SUBTOTAL	65,811	71,364	76,283	76,300	100,600
CAPITAL OUTLAY						
705	Computer Equipment	0	12,320	0	0	11,740
710	Equipment (Digital Video Cameras)	0	2,667	0	0	6,720
711	Vehicles	0	0	0	0	0
	SUBTOTAL	0	14,987	0	0	18,460
TRANSFERS						
711	Transfer to Equip. Reserve (3 Vehicles)	0	38,000	38,000	13,000	11,600
711	Transfer to Equip. Reserve (4 Vehicles)	0	0	0	22,550	45,860
	SUBTOTAL	0	38,000	38,000	35,550	57,460
	TOTAL	1,540,918	1,690,160	1,783,782	1,750,690	1,880,134

GENERAL FUND - MUNICIPAL COURT 0155

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2002	2003	2004	2005	2006
PERSONNEL SERVICES						
411	Salaries	33,336	50,412	59,724	80,744	85,000
410	Overtime			334	2,700	3,000
SUBTOTAL		33,336	50,412	60,058	83,444	88,000
CONTRACTUAL SERVICES						
502	Postage	1,308	662	1,009	700	700
503	Telecommunications	1,710	1,967	2,042	1,880	1,880
504	Professional Development	534	351	383	500	500
514	Printing	747	824	715	900	900
556	Defense Attorneys	43,450	55,365	40,275	50,000	50,000
558	Other Cont. Services	23,497	19,947	40,206	28,000	28,000
558	Muni Judge	17,084	18,074		18,000	18,000
SUBTOTAL		88,331	97,190	84,631	99,980	99,980
COMMODITIES						
600	Office Supplies	2,577	2,904	2,485	3,650	3,650
614	Books	111	90	665	200	200
615	Uniforms	266	230	23	300	300
SUBTOTAL		2,953	3,224	3,173	4,150	4,150
TOTAL		124,621	150,827	147,861	187,574	192,130

GENERAL FUND - FIRE 0157

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2002	2003	2004	2005	2006
PERSONNEL SERVICES						
411	Salaries	700,974	770,684	788,513	812,000	835,000
410	Overtime			19,821	30,000	30,000
	SUBTOTAL	700,974	770,684	808,334	842,000	865,000
CONTRACTUAL SERVICES						
502	Postage	281	185	202	300	300
503	Telecommunications	4,101	5,194	5,589	6,000	6,000
504	Travel & Meeting Expense					
505	Professional Development	6,058	4,560	5,415	6,700	6,700
514	Printing	305	408	259	400	400
520	General Ins. (EMT Prof. Liability)	1,383	1,640	2,001	2,000	2,200
523	Motor Vehicle Insurance	2,333	3,035	3,360	3,400	3,740
530	Utilities	15,529	20,231	1,313	2,000	2,000
532	Repair of Building & Structure	3,248	2,958	3,187	3,200	3,200
533	Equipment Repair	1,935	1,411	2,222	1,800	1,800
534	Repair Motor Vehicle	8,486	7,932	7,903	8,000	8,000
543	Lease Payment	397	0	154	0	0
551	Dues & Subscriptions	640	667	594	600	600
553	Service Agreements	1,954	1,497	2,275	2,300	2,300
558	Other Cont. Services	9,512	8,965	8,823	9,100	9,100
	SUBTOTAL	56,160	58,682	43,297	45,800	46,340
COMMODITIES						
600	Office Supplies	1,089	996	1,100	1,200	1,200
	Public Education Materials				1,000	1,000
608	Vehicle Operations	3,816	3,994	5,181	5,200	5,200
611	Chemical Supplies	1,869	1,885	1,751	1,800	1,800
615	Uniforms & Turn out Gear	10,065	9,899	13,817	14,000	14,000
620	Supplies	5,438	5,116	5,174	5,300	5,300
	SUBTOTAL	22,276	21,889	27,022	28,500	28,500
CAPITAL OUTLAY						
704	Office Equipment	0	400	0	0	0
710	Equipment	0	4,807	0	0	15,730
715	Building Improvement	10,380	25,226	0	0	0
	SUBTOTAL	10,380	30,433	0	0	15,730
TRANSFERS						
711	Transfer to Equipment Reserve (mower)	0	0	0	0	4,000
711	Lease purchase (Pumper)	0	84,912	84,912	84,912	55,765
711	Lease purchase (Durango)	0	6,488	6,488	5,527	5,527
	SUBTOTAL	0	91,400	91,400	90,439	65,292
	TOTAL	789,790	973,089	970,053	1,006,739	1,020,862

INFORMATION TECHNOLOGY 0159

					1/2 Yr Est	BUDGET
EXPENDITURE DETAIL					2005	2006
411	Salaries			42,000	91,000	
410	Overtime			500	1,000	
SUBTOTAL					42,500	92,000
CONTRACTUAL SERVICES						
502	Postage			150	300	
503	Telecommunications			500	1,000	
505	Professional Development			750	1,500	
533	Equipment & Machinery Repair			250	500	
543	Lease Payments (video production etc.)			500	1,000	
551	Dues and Subscriptions			500	1,000	
553	Service Agreements/Contract			75	150	
558	Other Contractual (consulting, tech work)			500	1,000	
SUBTOTAL					3,225	6,450
COMMODITIES						
600	Office Supplies			500	1,000	
601	Computer Supplies (repair inventory)			500	1,000	
614	Books & Instructional Materials			200	400	
615	Uniforms			120	120	
620	Operating Supplies (GAC, Web etc.)			600	1,200	
622	Tools			1,000	2,000	
SUBTOTAL					2,920	5,720
CAPITAL OUTLAY						
705	Digital Cameras			0	425	
705	Computer Equip (Network Storage)			0	3,000	
710	Office Furniture and Equipment			0	1,250	
SUBTOTAL					0	4,675
TOTAL					48,645	108,845

GENERAL FUND - EMPLOYEE BENEFITS 0180

	EXPENDITURE DETAIL	ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2002	2003	2004	2005	2006
412	State Contribution Fund - FICA	229,260	267,179	286,179	305,000	322,000
413	State Retirement Fund - KPERS	36,150	49,356	57,623	73,000	86,000
416	State Retirement Fund - KP&F	130,410	139,881	206,667	269,000	298,000
414	Health Insurance	384,030	511,011	665,260	731,787	804,965
521	Worker's Compensation Insurance	106,683	124,702	132,509	135,000	148,000
522	Unemployment Insurance	3,108	3,386	6,919	7,000	7,000
	TOTAL	889,641	1,095,516	1,355,158	1,520,787	1,665,965

Note: 0180 was a new activity in the 2001 General Fund. These activities were previously handled by fund 0800.

Note: KPERS was set at 2.77% for 2001, 3.52 for 2002, 3.67 for 2003, 3.6 in 2004, an avg of 4.21% in 2005 & an avg of 4.71 in 2006.

Note: KP&F rate was 6.89% in 2001, 6.79 for 2002, 6.86 for 2003, 9.47 in 2004, 11.69% for 2005 & 12.39 in 2006.

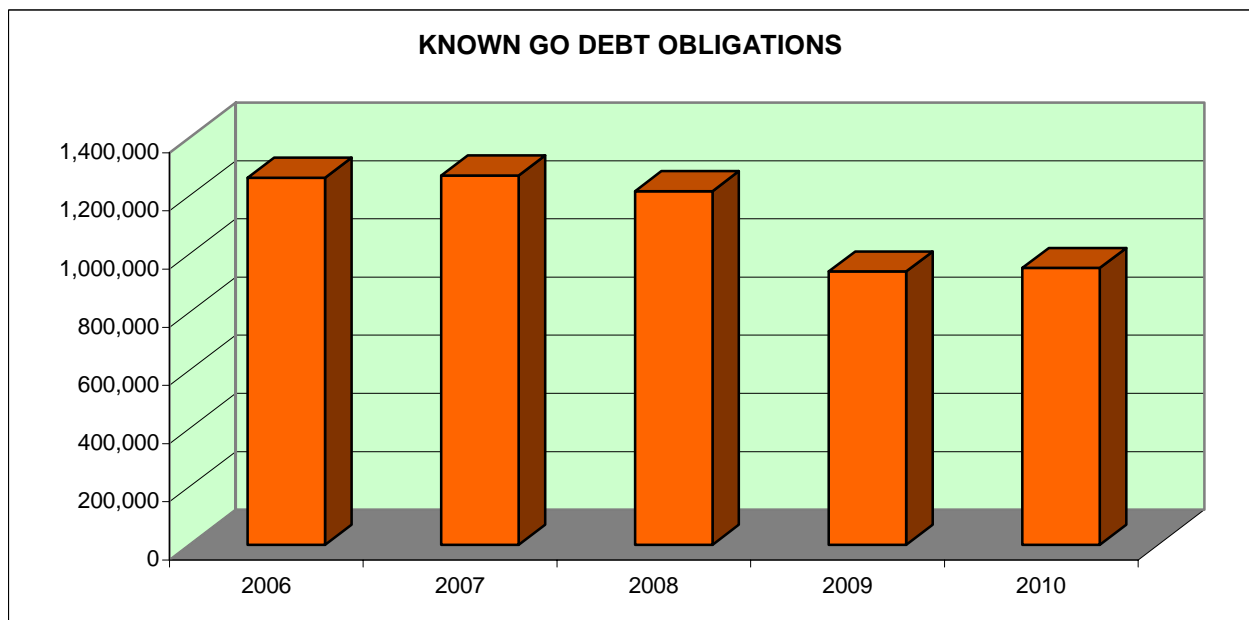
DEBT FINANCING PRINCIPLES

Through debt financing the city can construct improvements in advance of or as the need arises rather than delaying projects. Debt financing distributes the cost of the improvements more fairly to users over the useful life of project.

The goal of Ottawa's debt policy is to maintain the ability to provide high quality essential services in a cost effective manner. The city uses the following guidelines before financing projects with long-term debt:

1. Administration and the Governing Body conservatively project the revenue sources to pay off debt.
2. The financing of the improvement will not exceed its useful life.
3. The benefits of the improvement must outweigh its costs, including the debt issuance and interest costs of project financing.

Through the use of the Strategic Plan and the Capital Projects Debt Schedule, the staff within the direction and policy of the Governing Body prepares for upcoming financial requirements. The City of Ottawa then uses debt when necessary to provide financing for essential and necessary capital projects.



Utility Billing

Description of Services

The Utility Billing Division is responsible for billing, on a monthly basis, Ottawa's 5800 electric and 4800 customers. This division operates and maintains the City's main computer equipment including the IBM A/S 400, which runs the payroll program, general ledger, utility billing and other programs. This division also oversees the computer information systems for the city. The Meter Readers use an ITRON reading device to collect data in the field, which is downloaded to the city's main computer system and used to calculate utility bills. Radio read meters were recently installed for the first time in the City of Ottawa and is proving capable of dramatically reducing read time.

The Utility Billing Division department was delighted with the final installation and implementation of a new IBM AS/400 computer in 2003. This improvement drastically increased processing speeds, improved storage capacity and moved the city a giant step towards a true disaster recovery program. The old AS/400 was relocated to the Fire Station to be used as a backup system and thereby allows the city a disaster recovery system, something that has been talked about for several years.

	Actual	Actual	Revised	Budget
Division Expenditures	2003	2004	2005	2006
Personnel Services	551,302	334,742	403,952	381,213
Contractual Services	217,429	260,552	231,463	204,149
Commodities	42,766	32,176	46,200	46,200
Capital Expenditures	32,927	47,612	25,349	17,700
Total	844,424	675,081	706,964	649,262

Personnel Schedule	2003	2004	2005	2006
City Manager	1.00	0	0	0
Administrative Secretary	1.00	0	0	0
Director of Utilities	1.00	0	0	0
Office Manager	1.00	1.00	1.00	1.00
Utility Clerk II	3.00	3.00	3.00	3.00
Payable Clerk	1.00	1.00	1.00	1.00
Data Operator	2.00	2.00	2.00	2.00
Custodian	0	0	.5	.5
Environmental Coordinator	0.25	0.25	0.25	0.25
Assistant Finance Director	1.00	1.00	1.00	1.00
Total	11.25	8.25	8.75	8.75
Seasonal	0	0	1.00	1.00