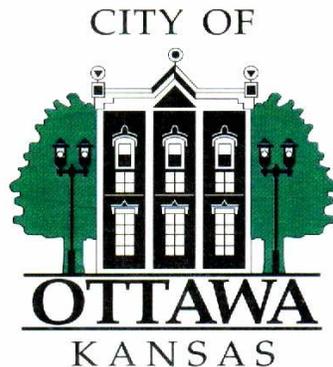


CITY OF OTTAWA, KANSAS 2007 BUDGET

Deborah Henningsen – Mayor
Richard Jackson – Commissioner
Gene Ramsey – Commissioner
Rocky Fleer – Commissioner
Blake Jorgensen – Commissioner



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

**CITY OF OTTAWA
2007 BUDGET**

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BUDGET LETTER

To: Mayor and City Commission
From: Weldon M. Padgett, City Manager
RE: 2007 Budget Highlights

Date: 22 August 2006

INTRODUCTION

An important duty of municipal government is to set public policy by developing a budget that allocates our limited public resources to achieve basic services and address public goals. With the financial problems identified in mid-2005, the 2007 budget for the City could very well have been one filled with position cuts, diminished services, and higher taxes. Thankfully this was not the case, due to the overwhelming public support for the additional ½-cent sales tax that passed in April 2006. The difference is staggering. Rather than seeing a deficit of around \$700,000 at the end of 2008, the General Fund cash balance at the end of 2007 is projected to be up around \$995,000. This includes the 6-mill decrease in the City's ad valorem property tax rate as promised by the City Commission during the sales tax election.

TRIBUTE

It is a tribute to the leadership of the City Commission, the assistance from the Citizens for Lower City Property Taxes, the expertise of City staff, and most of all, the trust and support of the voting citizens of Ottawa that lead the community to adding another ½-cent sales tax. This action placed Ottawa more in line with surrounding and peer cities, and allowed us to lower our mill levy by around 13% in the first year.

Special thanks needs to go to Scott Bird (City Clerk), Donna Kipper (Treasurer) and Nikki Spencer (Assistant to the City Manager) for their long hours of work on our budget and the State of Kansas budget forms. They have done a great job of putting together an easy to understand document that reflects the wishes of the Commission and community and the needs of the departments. Finally, the department heads need to be praised for helping craft a balanced budget that adequately provides services to the public and protects against wastefulness, padding and inefficiency.

BUDGETS

The City separates its budget into three groups: the General Fund, Enterprise Funds and Special Revenue Funds. The total expenditures for 2007 for each of these groups is projected to be around \$8,350,000 for the General Fund, \$16,430,000 for the Enterprise Funds and \$4,501,000 for the Special Revenue Funds. A synopsis of the 2007 budget is provided below.

The **General Fund** accounts for around 28% of the City's total expenditures. This fund includes separate budgets for the City Commission/ City Manager's Office; City Clerk/ Finance; Planning, Zoning and Codes; Cemetery; Streets; Fleet Management; Parks; Police; Municipal Court; Fire; Human Resources; Information Technology; Employee Benefits and non-operating Transfers. There are around 100 people employed to provide these basic city services. For 2007, the most significant changes are occurring in these funds:

- a) Planning and Zoning. A Plan Reviewer position is budgeted to be added, based upon a management analysis and subsequent Manager's Memo explaining that the such position is warranted in order to effectively address the sustained increase in development activity.
- b) Fire. The department will begin the practice of making transfers to the equipment reserve fund to replace fire vehicles on a programmed schedule.
- c) Employee Benefit. Due to State mandated increases in employer contributions towards retirement, as well as higher insurance costs, this fund will see an increase of about 8.6%.
- d) Information Technology. This activity has had two important positions unfilled that were delayed in 2006 until the budget issues had been addressed; and
- e) Police. Increases in this department are due mostly to funding of the grant supported domestic violence detective and scheduled police vehicle replacements.

The **Enterprise Funds** account for about 55% of the City's total 2007 budget, and include Water Treatment and Distribution, Wastewater Treatment and Collection, Electric Production and Distribution, Utility Warehouse and Utility Billing. There are around 60 people employed to provide these utilities and related services.

For 2007, the biggest change in these funds is the increase expected for purchasing electric power, which is then sold by the City throughout the community. Due to many different market factors it is projected that a \$1.1 million increase in purchased power, demand and fuel costs will occur. These increased costs are covered by a one-to-one offsetting increase in revenue.

The Special Revenue funds account for approximately 17% of total annual expenditures in 2007. There are 15 people employed in the Library and two in the municipal auditorium. Other budgets in this category include the Community Services Support fund (which helps pay for the Bea Martin Peck Animal Shelter, Ottawa Main Street and economic development contract with the Chamber of Commerce), the Airport, Special Parks & Recreation, Special Drug & Alcohol, Economic Development, Special Streets, Revolving Loan and Risk Management funds. The largest changes in these budgets are in the following funds:

- a) Economic Development. The City usually budgets 100% of the anticipated revenues in this fund. For 2007 we expect a large increase in the amount of money going into this budget due to some new revenue streams, therefore it is showing a marked increase in possible expenditures..
- b) Ottawa Municipal Auditorium. Increases between 2006 and 2007 reflect the desire to once again hire a Director for this activity.
- c) Library. With it's own mill levy and Board of Directors, the Ottawa Library increases mostly involve staff salaries, materials and supplies and transfers to a new equipment replacement fund.
- d) Special Streets. There is a \$200,000 project added in this fund for 2007 to develop the public parking lots at 1st and Hickory to accommodate increased employment and activity downtown.

Miscellaneous items to note include:

- a) lower budgets in the City Clerks office, equipment reserve fund, power supply fund and water fund between 2006 and 2007, and
- b) essentially flat (less than a 3% increase) budgets in the City Commission/ City Manager's Office, Police, municipal court, airport, risk management, wastewater treatment plant debt fund and wastewater fund between 2006 and 2007.

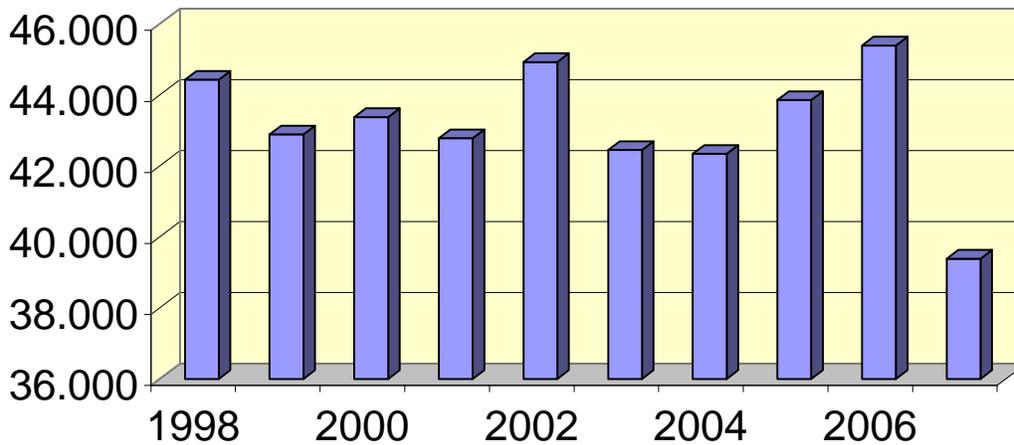
Finally, it is an unusual occurrence for a City to lower its mill levy by 6 mills in one year. But even more unusual is for the County to lower its budget by around 9 mills and the USD to also lower its levy by around 2.75 mills, all in the same year. High property taxes have been "cussed and discussed" for many years, and it is a great thing for our local economy and property owners to have all of the taxing entities working together to tighten belts and lower taxes.

CITY MILL LEVY BY FUND

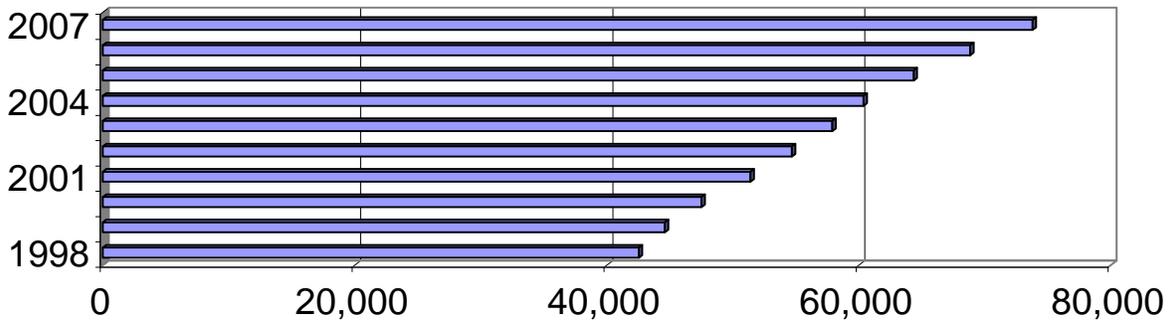
1998 - 2007

FUND	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007
General	11.750	10.160	10.521	23.994	22.858	23.871	25.210	25.146	26.782	21.029
Employee Benefit	14.429	13.941	13.047	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Safety Equipment	1.645	1.569	1.578	1.459	1.518	0.000	0.000	0.000	0.000	0.000
Bond & Interest	5.758	6.388	7.264	6.323	8.369	6.909	6.856	8.72	8.584	7.995
Library	8.557	8.563	8.742	8.627	9.741	9.386	8.108	7.847	7.741	8.643
Auditorium	2.287	2.264	2.221	2.377	2.437	2.280	2.164	2.141	2.281	1.721
TOTAL LEVY	44.426	42.885	43.373	42.780	44.923	42.446	42.338	43.854	45.388	39.387
ASSESSED VAL.	42,553	44,617	47,522	51,399	54,691	57,896	60,389	64,362	68,852	73,798
TOTAL TAXES	1,890,438	1,913,363	2,061,182	2,198,800	2,456,895	2,457,446	2,563,285	2,791,186	3,125,071	2,906,700

Annual Mill Levy 1998 - 2007

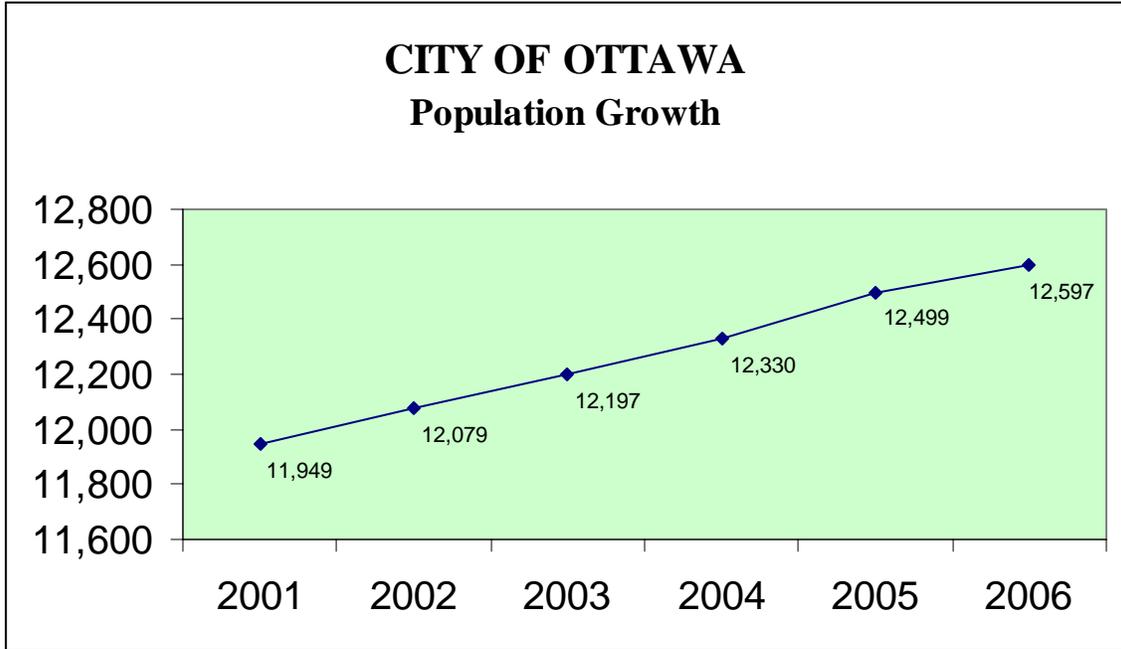


Assessed Valuation 1998 - 2007



POPULATION

The population of the City of Ottawa has grown from approximately 10,700 in 1991 to 12,597 in 2006. Ottawa's current 12,597 residents represent forty eight percent of the total for Franklin County.



Source: US Census

MAJOR EMPLOYERS

The following table sets forth the largest employers of the City as of July 2006:

Employer	Service/Product	Employees
Wal-Mart DC	Distribution	1,500
Wal-Mart Store	Retail	350
KALMAR Ind.	Semi-tractors	350
USD 290	Education	340
Ransom Hospital	Medical/Surgical	289
American Eagle	Distribution Center	250
Franklin County	Government	225
Schuff Steel	Structural	150
Ottawa University	Education	145
Midwest Cabinets	Cabinets	120
COF Training Services	Assembly	82

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 .039388 = \452.96

CITY TAX LIABILITY = \$452.96



MONTHLY EXPENSE FOR CITY SERVICES

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

$\$452.96 \text{ divided by } 12 = \37.75 per month

The following represents a sampling of City services provided for the \$37.75/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 \$2.08/gallon will cost **\$52.00**.

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 **\$72.75** 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. In 2006 a home insured for \$100,000, with HO3 insurance and \$500 deductible, will cost an Ottawa Resident approximately \$873 per year. The same home outside of Ottawa with equivalent coverage in a Class 9 rating will cost \$1,068 in annual premiums. The savings of **\$195** in premiums offsets 43.1% 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 timely manner. City budgets present actual figures for prior years, revised figures for the current year and budgeted figures 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 to be transferred out of one fund and into another.

Debt Service: Is the principal and interest payment on our outstanding municipal 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 levy 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. Revenue collected for service provided to another party, such as water service charges, special assessments, license fees, rental of facilities, etc.

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

Municipal Court Fines. Fines levied by the judge of the municipal court for legal infractions.

Cash Balances From Prior Year. 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 years 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 all cash is kept in one bank account, a separate accounting is kept of all Funds within a computerized accounting system. Expenditures and revenues are shown in the budget by Fund.

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 to that process. These are discussed below.

Budget law. The City is required to establish a budget of planned expenditures for every fund, except 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 the City must follow in order to adopt the budget. The law requires the City to hold a public hearing prior to budget adoption. This hearing must be publicized by public notice in the official city newspaper at least ten days prior to the date of 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.

REVENUE FORECAST METHODOLOGY

AD VALOREM PROPERTY TAXES - KEY FACTORS

The ad valorem levy is based on an amount needed to fund the ad valorem property tax requirement for the fund, based on the County Clerk's projection. The basis of this tax is the assessed valuation of taxable real and tangible personal property in each taxing district. State law requires all real and tangible personal property to be assessed at fair market value. Property is classified into various classes and assessed at different percentages based on classification. Each individual government controls the tax levy set for its jurisdiction.

MOTOR VEHICLE TAX

Based on County estimates as provided by the County Treasurer. The basis of this tax is a levy of the County's average mill rate applied against the assessed valuation of registered motor vehicles within the City. The tax is payable annually at the time of registration. The City receives its distribution of revenue as collected by the County.

DELINQUENT PROPERTY TAXES

Based on historical receipts. The County Clerk is responsible for placing on the tax rolls any land or improvements which have previously escaped taxation in the amount equal to that amount which would have been paid had the property been on the tax rolls, plus delinquent taxes paid after the due date.

LOCAL AD VALOREM TAX REDUCTION OR (LAVTR)

The governor eliminated this revenue source in the fall of 2002.

FRANCHISE TAX - CABLE TV

Based on historical receipts. The City has a Franchise Agreement with the local cable company from which they collect 5% of gross sales generated within the City limits. Payments are received from the cable provider on a quarterly basis.

FRANCHISE TAX - GAS

Based on historical revenues. The City levies a franchise tax of 1% of gross receipts for gas sold to industrial customers located in the present corporate boundaries of the City of Ottawa and 5% of total gross receipts received by the company for all other customers within the City of Ottawa. Payments are received monthly.

FRANCHISE TAX - TELEPHONE

Based on historical revenues. The city collects 5% of the phone utility gross receipts. Payments are received monthly.

LIQUOR TAX

Based on information received from the County Treasurer and the State of Kansas. The State levies 10% surtax on the sale of all alcoholic beverages sold in private clubs. The taxes paid within City limits are returned to the respective cities and must be allocated 1/3 each to the following funds: General, Special Park and Recreation, and Special Alcohol Fund.

HIGHWAY CONNECTING LINKS

Based on a State estimate of 23.46 miles. The State makes quarterly payments to the City for Connecting Link Highways maintained by the City at a rate of \$3,000 per lane mile of connecting link.

RENT - AIRPORT

In addition, the City receives a land lease payment from Dodson Aviation for use of the airport space. It also received a payment from Kansas State University for agricultural uses of the surrounding farm ground.

LICENSES

Based on historical revenues. The City collects building permit fees; taxi licensing fees, itinerant merchant and alcoholic liquor fees.

DOG LICENSES

Based on historical receipts. The City imposes a fee of \$5 per year for each spayed or neutered dog, and \$15 per year for each un-sterilized dog kept within the City limits.

INTEREST INCOME

Based on year-to-date information, historical revenues and current rates of return. The City Treasurer invests idle City funds in investment securities approved by the State of Kansas and the City Commission.

REIMBURSED EXPENSES

Based on historical receipts. The City receives various and sundry reimbursed expenses. For example: The school district reimburses the City for the cost of the School Resource Officer. According to State budget laws, these types of receipts may be used to reduce the amount of expenditures in a budget year, but must be shown as revenue as a reimbursed expense.

CEMETERY LOT SALES

Based on historical receipts. Lots at both Highland and Hope Cemetery are currently sold for \$250 a space.

BURIAL FEES

Based on historical receipts. Burial fees are collected at Hope and Highland Cemeteries. Charges are \$175 on weekdays and \$275 on Saturdays.

FINES AND FEES

Based on historical receipts. Municipal Court is charged with the enforcement of penalties upon municipal violators. Fees collected are returned to the general fund.

OVERTIME PARKING

Based on historical receipts. Public Safety is charged with enforcement of parking violations in the downtown Ottawa area.

PERMITS AND FEES

Based on historical receipts. Building permits and the Governing Body establishes fees.

SALES TAX - CITY

The City collects 1.1% on all retail sales within the City limits.

SALES TAX - COUNTY

The City receives a portion of the 1% retail sales tax imposed by Franklin County.

COMPENSATING USE TAX

Compensating use tax is sales tax paid by out-of-county residents to companies who remit sales tax to the State of Kansas under the Streamlined Sales Tax Project.

TRANSFER SPECIAL ALCOHOL

\$32,000 has been allocated from the Special Alcohol Fund to pay a portion of the cost for the D.A.R.E. Program.

TRANSFER - ELECTRIC

The Electric Department will transfer \$990,000 in support of general administration in 2007.

TRANSFER – WATER

In 2007 the Water Department will transfer \$370,000 in support of general administration.

TRANSFER – WASTEWATER

The Wastewater Department will transfer \$190,000 in support of general administration in 2007.

SPECIAL HIGHWAY

Based on State projections. All cities receive directly from the State Treasurer certain highway aid payments distributed on a per capita basis. Payments are made from the State's Special City and County Highway Fund. The amounts cities receive are distributed as of January 15, April 15, July 15 and October 15. Please note: this revenue stream was reduced by an act of the State Legislature for year 2002.

MISCELLANEOUS

Based on historical receipts. The City from time-to-time receives various receipts that cannot be classified in any other revenue source. Often times these are in the form of reimbursements, which are not in the same fiscal year as the expenditure.

RENTS AND LEASES

The City rents and leases agricultural property, as well as, other small pieces of property for regulating stations.

CITY OF OTTAWA, KANSAS ADMINISTRATIVE 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, facilities, 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, facilities, 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, facilities, and equipment, regardless of the economic conditions, will assist in maintaining equipment and infrastructure in good operating condition.

7. The City will attempt to 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 adopted 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.

11. The City will utilize information obtained from the annual audit process, professional associations and best practices from other municipalities in an effort to improve the City budget process.

Rationale: Evolving developments in municipal budgeting are to be utilized to better serve the community in ways that will hold costs down while at the same time maintain services that are essential to serving the needs of the community.

**CITY PROFILE
OTTAWA, KANSAS**

Ottawa was incorporated in 1866 and in 1867 voted to become a city of the second class under the guidelines established by the State of Kansas. During the same time frame, a bridge company was formed, and constructed a suspension bridge across the Marais des Cygnes River at Main Street, purchased by the City in 1874.

The City of Ottawa is a full-service entity with a \$30,000,000 budget. The City purchased the utilities in 1905 and currently operates the electric, water and wastewater utilities. The electric system transfers approximately \$1,000,000 to the General Fund each year. The City employs 27 full-time police officers and in 2005 received a 2-year Domestic Violence Grant awarded by the Office of Justice Programs.

The City owns and operates a municipal auditorium, which was constructed at the corner of Third and Hickory in 1919. City Hall was constructed at the corner of Fourth & Walnut in 1911 and remained at that location until August 1996 when it moved to 101 S. Hickory.

Ottawa was governed by a Mayor-Council system until 1913 when the City became a Commission form of government. In 1970 voters established the City Manager form of government with a five (5) member Commission, which annually selects a Mayor from its ranks. Three seats on the Commission are open every odd numbered year. Two Commissioners are elected to four-year terms and one is elected to a two-year term.

The City Commission is the legislative and policy making body of the City. Regular City Commission meetings are held on the first and third Wednesday of each month. The first Wednesday meeting is scheduled at 7:00 p.m. and the third Wednesday is set at 9:30 a.m. The City Commission also meets at 4:00 p.m. every Monday afternoon in work session and in joint session with the County Commission and members of the U.S.D. 290 School Board every third Wednesday at noon. All meetings are open to the public.

The City Manager is appointed by the City Commission to serve as agreed upon by a written employment agreement. The City Commission may remove the City Manager from office at any time. The City Manager serves as the CEO of the City and is charged with the responsibility of supervision, coordination, and administration of the City, and carrying out policies of the City Commission.

Ottawa is located in a strategic area approximately 25 miles south of Lawrence and 30 miles southwest of the greater Kansas City area, and is experiencing an upward growth cycle. Residential electric accounts are up to 4,997 as of August 2006. This compares to 4,631 in January 1999. Over the last 12 years 2,800 jobs opportunities have been established by the expansion of existing businesses and the development of new business locations in the Ottawa area.

Building Permits

Year	Value
2000	\$10,560,525
2001	\$17,534,344
2002	\$11,441,331
2003	\$36,172,426
2004	\$18,518,326
2005	\$16,348,645
Sept 06	\$52,788,885

The official United States Census figures indicate the population of Ottawa was 10,193 in 1940; 10,081 in 1950; 10,673 in 1960; 11,036 in 1970; 11,016 in 1980 and 10,585 in 1990, 11,921 in 2000 and 12,597 in 2006.

The City maintains six parks: Forest Park in the northwest corner of the city is notable for its mature trees and recreational facilities, including the municipal swimming pool. Kanza Park has a 4,200 foot walking track lit with vintage Victorian light fixtures from Main Street. City Park has a renovated bandstand used for summer concerts and the Carnegie Cultural Center, operated by the Community Arts Council. Freedom Park is a neighborhood facility on the east side of town. Haley Park serves as a focal point for downtown events. Heritage Park, located on the northeast side of town, boasts a ¼ mile-walking track. The Prairie Spirit Rail Trail, a state park, starts in Ottawa and extends through Garnett.

The City owns and operates a Municipal Airport encompassing 440 acres of land. Located there is a main hangar and shop building, a T-hangar, a hard surface tie-down area, a hard surface runway, hard surface taxi-way, and two sod run-ways. Ottawa is served by the Burlington Northern Santa Fe Railroad, several trucking firms and by Interstate 35, US-59 and Kansas Highway 68.

There are five elementary schools, one senior high school and one middle school in Ottawa. Voters approved a \$25,900,000 bond issue for construction of one new elementary school and improvements to the high school and Garfield Elementary. These schools are staffed with a faculty of approximately 201 teachers and administrators. Past enrollment statistics follow:

ENROLLMENT

1999–2000	2,329
2000–2001	2,474
2001–2002	2,431
2002–2003	2,503
2003–2004	2,472
2004–2005	2,445
2005–2006	2,459

Ottawa is home to Ottawa University, a private four-year liberal arts college that provides many cultural events for the citizens of Ottawa, as well as, providing a general atmosphere of higher education. The City is also the home a satellite of Neosho County Community College, a two-year junior college. In addition, the University of Kansas, located at Lawrence, Kansas, 25 miles North of Ottawa, provides additional access for the community to higher education and cultural benefits.

The Ottawa Library is located in the same building with City Hall and provides over 52,000 print and non-print informational, educational, cultural, and recreational materials, public use computers, as well as, programs for children and adults. A seven-member board oversees library management, which is appointed by the mayor and approved by the city commission.

The community is served by Ransom Memorial Hospital, a 55-bed hospital, located in Ottawa. Eleven full-time physicians serve the area and twenty-four specialists who make scheduled visits to the community.

The City serves as a retail and agricultural center for a trade area containing some 73,500 people. Ottawa’s industries include a manufacturer of plastic kennel products, a manufacturer of air filtration units, a manufacturer of steel fabrication components, a manufacturer of steel aircraft components, restaurant cabinets and equipment, semi-trailer tractors, and two regional distribution facilities.

Significant businesses added to the area in the last decade include a regional distribution center for Wal-Mart located three miles east of Ottawa, which started construction in 1994 and now employs approximately 1,500 workers at the 205-acre facility. In 2001 American Eagle Outfitters located in Ottawa's Industrial Park. This facility is currently operating with approximately 250 employees. In 2006 American Eagle Outfitters broke ground on a \$54,000,000 addition to its current facility, doubling their presence in the community and adding up to 300 additional jobs.

Through the efforts of the Chamber of Commerce and downtown business community, Ottawa achieved designation as a Kansas Main Street City. One member of the City Commission sits on the Main Street Board of Directors and the Commission has provided financial support of up to \$30,000 per year. In addition, the City offers low interest economic development loans and participates in a tax-increment financing plan known as the Neighborhood Revitalization Act. This Act helps retain valuable retail businesses and provides potential development opportunities in the future.

The City works closely with local retailers. The Sears store relocated as a strong anchor in the downtown area. In addition to providing low interest economic development loans, the City also participates in a tax increment-financing plan known as the Neighborhood Revitalization Act. This act helps retain valuable retail businesses and should provide potential development opportunities in the future.

MAJOR EMPLOYERS

Wal-Mart DC	Distribution	1,500
Wal-Mart Store	Retail	350
KALMAR Ind.	Semi-tractors	350
USD 290	Education	340
Ransom Hospital	Medical/Surgical	289
American Eagle	Distribution Center	250
Franklin County	Government	225
Schuff Steel	Structural	150
Ottawa University	Education	145
Midwest Cabinets	Cabinets	120
COF Training Services	Assembly	82

Agriculture of Franklin County and surrounding counties contribute substantially to the economy of Ottawa. Cattle production, corn, milo, soybeans and wheat are the major agricultural activities in the area.

Last updated 11/7/06

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 streets 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. The City is currently developing its first comprehensive CIP in several years.

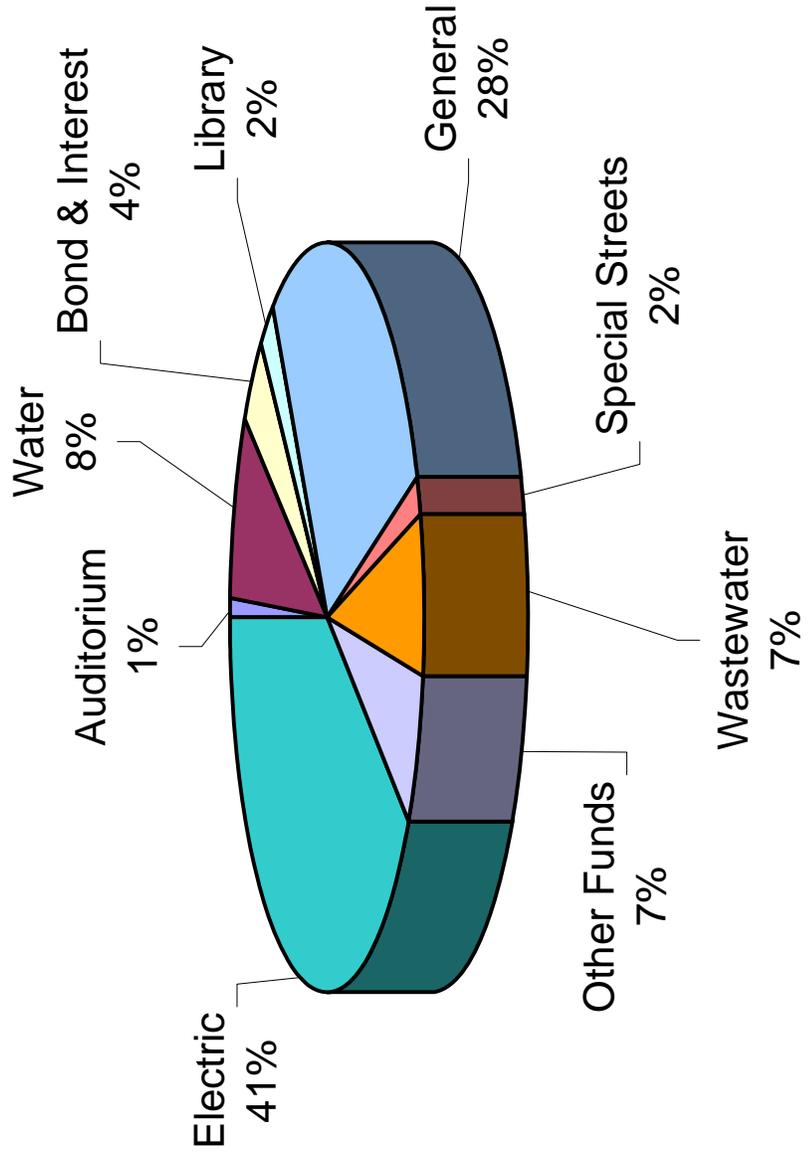
2007 CURRENT DEBT																	
Existing Obligations/Projects																	
Project Description	Year Issued	Bond Type	Avg Int Rate		2007	2008	2009	2010	2011	2012							
2004 Refund Bonds Pay out 2011	2004	G.O.	3.2	DEBT	2,220,000	1,680,000	1,015,000	610,000	190,000	0							
				PRINCIPLE	540,000	665,000	405,000	420,000	190,000	0							
				INTEREST	61,555	42,649	25,261	12,380	3,040	0							
				TOT PMT	601,555	707,649	430,261	432,380	193,040	0							
				Financed by Water Fund	9,969	0	0	0	0	0							
				Financed 97 & 2000 Specials	33,347	32,047	4,800	4,100	0	0							
				Financed by Special Street Fund	64,317	64,289	65,418	66,305	0	0							
				Finance by Sewer Fund	70,000	70,000	70,000	70,000	70,000	0							
				G.O. Financed	493,922	541,313	290,043	291,975	123,040	0							
				Public Works Facility & Res. St/ Phase 2	2000	G.O.	5.17	DEBT	0	0	0	0	0	0			
Pay out 2010				PRINCIPLE	0	0	0	0	0	0							
				INTEREST	0	0	0	0	0	0							
				TOT PMT	0	0	0	0	0	0							
				Special Street Fund	0	0	0	0	0	0							
				Financed by Specials	0	0	0	0	0	0							
				G.O. Financed	0	0	0	0	0	0							
				City/State Improv. 23rd St. and 59 Hwy. K 68 Sewer	2001	G.O.	4.75	DEBT	870,000	0	0	0	0				
				NOTES SOLD AT 4.4% MATURE ON 6/1/2001	(10 yr.)			PRINCIPLE	160,000	0	0	0	0	0			
								INTEREST	8,038	0	0	0	0	0			
								TOT PMT	168,038	0	0	0	0	0			
Financed by Sewer Fund	70,000	0	0					0	0	0							
G.O. Financed	98,038	0	0					0	0	0							
Law Enforcement Facility Police and Court	G.O.	4.72	DEBT					2,560,000	2,445,000	2,320,000	2,190,000	2,055,000	1,910,000				
(20 yr.)								PRINCIPLE	115,000	125,000	130,000	135,000	145,000	150,000			
								INTEREST	119,068	112,208	105,020	99,820	94,420	88,475			
								TOT PMT	234,068	237,208	235,020	234,820	239,420	238,475			
								Financed by Electric	170,000	165,000	160,000	155,000	150,000	120,000			
				Financed by Water	45,000	45,000	40,000	35,000	25,000	20,000							
				Levee Project/RipRap G.O. Financed	(20 yr.)	4.4263	DEBT	955,000	915,000	875,000	835,000	790,000	745,000				
								PRINCIPLE	40,000	40,000	40,000	45,000	45,000	50,000			
								INTEREST	40,148	38,548	37,048	35,708	34,185	32,633			
								TOT PMT	80,148	78,548	77,048	80,708	79,185	82,633			
								G.O. Financed	80,148	78,548	77,048	80,708	79,185	82,633			
23rd St Sewer Improvement	Estimated	5.00	DEBT					1,065,000	965,000	860,000	750,000	635,000	515,000				
23 St Water Improvements Cedar Street	Issue dt 11/1/2006	Estimated						PRINCIPLE	100,000	105,000	110,000	115,000	120,000	125,000			
								INTEREST	35,868	32,818	29,510	25,990	22,253	18,233			
								TOT PMT	135,868	137,818	139,510	140,990	142,253	143,233			
								Special Assessments	29,128	28,367	27,600	27,608	26,847	26,047			
								Water Fund	29,891	30,320	30,692	31,018	31,296	31,511			
				Special Street Fund	69,972	70,976	71,848	72,610	73,260	73,765							
				GO Debt	6,877	8,155	9,370	9,754	10,850	11,910							
				Payment Subtotals	TOTAL	DEBT	7,670,000	6,005,000	5,070,000	4,385,000	3,670,000	3,170,000					
								PRINCIPLE	955,000	935,000	685,000	715,000	500,000	325,000			
								INTEREST	264,676	226,221	196,839	173,898	153,898	139,340			
Princ/Int.	1,219,676	1,161,221	881,839					888,898	653,898	464,340							
Estimated Assessed Valuation (In thousands)				71,606	74,471	77,450	80,548	83,769	87,120								
Financed by Sales Tax Financed by Federal Funds Financed by Economic Dev. Fund Financed by Special Street Transfer Capital Projects Financed by Water Fund (Debt Service) Financed by Water (Transfer) Financed by Electric Construction Fund Financed by Electric Fund (Debt Service) Financed by Electric Fund (Transfer) Financed by Wastewater Fund Reimbursed Income Interest Financed by Special Assessments Vehicle Taxes Back Taxes Estimated Uncollectable Subtotal-Other Financing					Mill Equiv.	Mill Equiv.	Mill Equiv.	Mill Equiv.	Mill Eq	Mill Eq							
					1.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
					2.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
					3.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
					4.0	134,289	2.33	135,265	2.35	137,266	2.38	138,915	2.41	73,260	1.27	73,765	1.28
					5.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
					5.5	39,860	0.69	30,320	0.53	30,692	0.53	31,018	0.54	31,296	0.54	31,511	0.55
					6.0	84,860	0.78	45,000	0.78	40,000	0.69	35,000	0.61	25,000	0.43	20,000	0.35
					7.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
					8.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
					9.0	170,000	2.95	165,000	2.86	160,000	2.78	155,000	2.69	150,000	2.60	120,000	2.08
					10.0	70,000	1.22	70,000	1.22	70,000	1.22	70,000	1.22	70,000	1.22	0.00	0.00
					11.0	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
					12.0	6,000	0.10	6,000	0.10	4,000	0.07	2,000	0.03	1,000	0.02	1,000	0.02
					13.0	62,475	1.08	60,414	1.05	32,400	0.56	31,708	0.55	26,847	0.47	26,047	0.45
14.0	71,333	1.24	74,186	1.29	77,153	1.34	80,239	1.39	83,449	1.45	86,787	1.51					
15.0	20,000	0.35	20,000	0.35	20,000	0.35	20,000	0.35	20,000	0.35	20,000	0.35					
Estimated Uncollectable	-25,960	-0.45															
Subtotal-Other Financing	592,997	10.29	606,185	10.52	571,511	9.92	563,880	9.79	480,852	8.35	379,110	6.58					
Reduction in Cash Carry Overy	-36,970																
Financed by G.O. Debt Fund	589,709		555,037	9.63	310,328	5.39	325,017	5.64	173,046	3.00							
Estimated Future Mill Levy, Assuming 4% AV Growth.					7.45		4.01	4.04	2.07								

**CITY OF OTTAWA, KANSAS
ALL FUNDS
EXPENDITURE SUMMARY**

FUND	Actual 2004	Actual 2005	Estimated 2006	Budgeted 2007
General	\$ 7,046,967	\$ 7,189,593	\$ 7,863,910	\$ 9,346,593
Bond & Interest	\$ 1,208,478	\$ 1,169,944	\$ 1,261,888	\$ 1,335,661
Auditorium	\$ 236,573	\$ 225,598	\$ 131,765	\$ 287,493
Library	\$ 585,302	\$ 581,389	\$ 623,712	\$ 727,838
Special Streets	\$ 493,094	\$ 324,570	\$ 398,530	\$ 588,929
Community Services	\$ 133,247	\$ 140,202	\$ 135,700	\$ 149,075
Special Parks & Rec.	\$ 26,590	\$ 30,637	\$ 21,829	\$ 49,830
Special Alcohol	\$ 30,000	\$ 30,000	\$ 31,000	\$ 42,312
Economic Development	\$ 82,191	\$ 66,819	\$ 81,000	\$ 249,596
Equipment Reserve	\$ 294,224	\$ 377,303	\$ 478,438	\$ 1,343,133
Revolving Loan Fund	\$ 526,304	\$ 130,949	\$ 200	\$ 75,302
Risk Mgt. Reserve	\$ 400,753	\$ 192,716	\$ 93,000	\$ 321,003
Water Operations	\$ 2,266,041	\$ 2,302,204	\$ 2,376,104	\$ 3,362,218
Wastewater Operation	\$ 2,028,890	\$ 2,036,868	\$ 2,044,783	\$ 2,931,543
Electric Fund	\$ 10,016,079	\$ 10,939,751	\$ 10,659,653	\$ 14,939,479
Airport Fund	\$ 47,927	\$ 57,951	\$ 59,872	\$ 64,106
Wastewater Treatment Plant	\$ -	\$ 695,950	\$ 712,936	\$ 1,296,420
KMEA Power Supply Fund	\$ 925,041	\$ 307,365	\$ 334,243	\$ 1,066,743
Totals	\$ 26,347,701	\$ 26,799,811	\$ 27,308,563	\$ 38,177,274
Less Budgeted Reserves				\$ 8,796,408
Net Budgeted Expenditures	\$ 26,347,701	\$ 26,799,811	\$ 27,308,563	\$ 29,380,866
Less Budgeted Transfers	\$ 3,316,065	\$ 3,329,244	\$ 3,260,690	\$ 3,336,719
Net Exp. Less Transfers	\$ 23,031,636	\$ 23,470,567	\$ 24,047,873	\$ 26,044,147

2007 CITY EXPENDITURE BY FUND

ALL FUNDS



Schedule of Transfers				
Fund Transferred From:	Fund Transferred To:	2005	2006	2007
General	Airport	50,500	60,111	61,000
General	E. Development	10,000	-	-
General	Community Services	36,000	22,000	28,000
General	WWT Plant	199,573	211,000	222,500
General	Equipment Res (PD)	35,550	57,460	71,760
General	Equipment Res (Fire)	90,439	65,292	95,152
General	Equipment Res (Plan)	3,000	4,000	3,000
Economic Development	General	-	-	45,000
Library	Electric	64,400	56,139	56,139
Special Street	GO Debt	104,822	144,154	134,289
Special Alcohol	General	30,000	31,000	32,000
Water	GO Debt	105,000	99,000	84,860
Water	General	350,000	384,712	370,000
Water	Community Services	36,000	29,000	36,000
Water	Equipment Reserve	76,287	73,415	73,415
Water	Risk Management	6,700	10,000	10,000
Wastewater	GO Debt	139,895	70,000	70,000
Wastewater	General	300,000	183,750	190,000
Wastewater	Equipment Reserve	115,710	88,792	73,739
Wastewater	Risk Management	6,700	10,000	10,000
Wastewater	Community Services	36,000	29,000	36,000
Wastewater	WWT Plant	220,000	330,000	330,000
Electric	GO Debt	178,000	175,000	170,000
Electric	General	957,500	984,712	984,712
Electric	Equipment Reserve	134,468	103,153	103,153
Electric	Risk Management	6,700	10,000	10,000
Electric	Community Services	36,000	29,000	36,000
Total		3,329,244	3,260,690	3,336,719

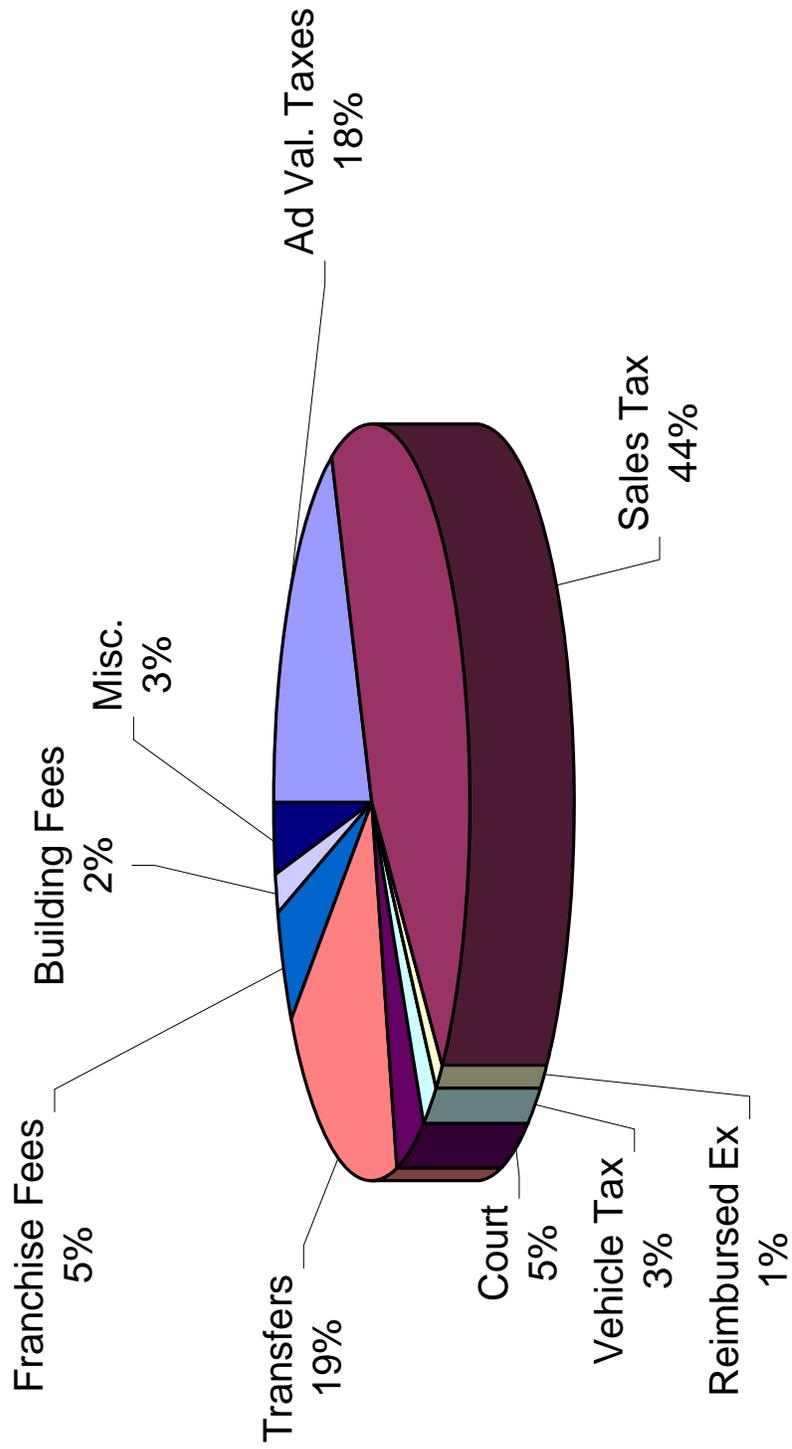
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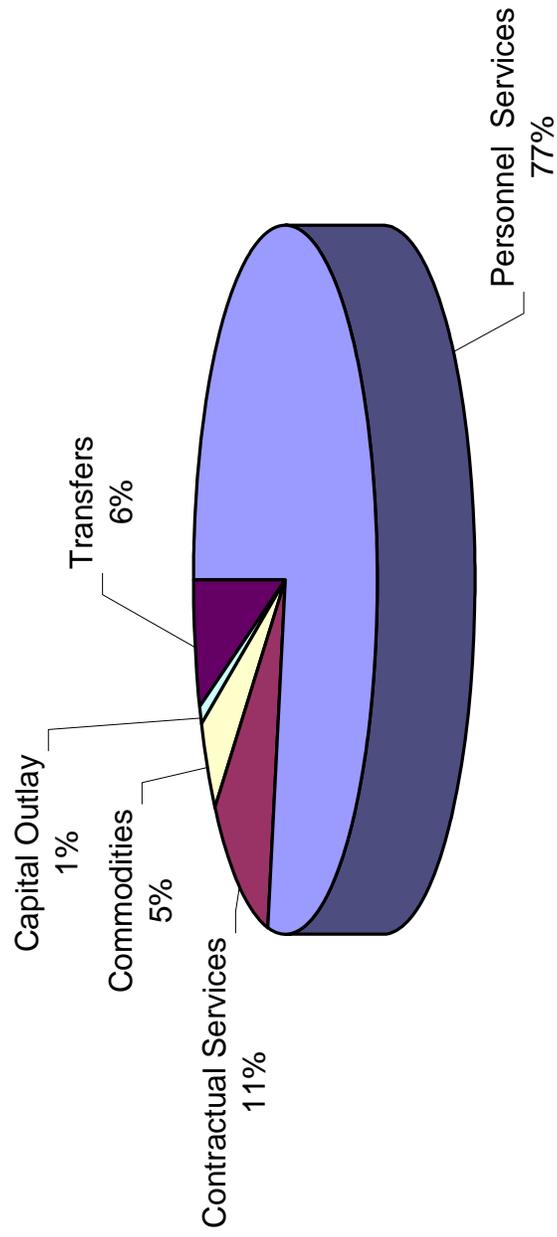
OTTAWA

KANSAS

GENERAL FUND REVENUE



GENERAL FUND EXPENDITURES



GENERAL FUND (0100)

REVENUE DETAIL

	Actual 2003	Actual 2004	Actual 2005	Revised 2006	Budget 2007
Unencumbered Cash Balance, Jan. 1	1,448,696	761,691	779,516	792,411	897,046
Revenue					
Ad Valorem Taxes	1,293,880	1,442,706	1,546,508	1,843,951	1,551,888
Sales Tax - City	972,798	1,007,247	997,864	1,482,736	2,155,386
Sales Tax - City for Sewer Plant	175,000	200,000	199,573	211,547	222,125
Sales Tax - County	955,599	968,918	992,141	1,051,670	1,093,736
Transfer - Electric	795,500	950,000	957,500	984,712	990,000
Transfer - Water	191,000	350,000	350,000	384,712	370,000
Court Fines	337,079	291,495	283,390	285,000	300,000
Transfer - Wastewater	174,500	300,000	300,000	211,212	190,000
Vehicle Tax	199,704	196,472	214,505	206,482	222,448
Franchise Tax Gas	207,782	249,844	257,702	265,000	270,000
Comp. Use Tax	111,662	207,635	178,517	215,000	225,000
Municipal Court Fees	54,141	97,675	109,659	100,000	95,000
Reimbursed Expense	82,556	250,580	122,644	140,000	125,000
Franchise Tax - CATV	88,243	85,426	86,453	85,000	85,000
Permits & Fees	70,359	62,254	218,842	175,000	150,000
Highway Connecting Links	58,434	58,474	58,394	58,500	70,500
Back Tax Collections	52,342	50,956	77,497	55,000	60,000
Franchise Tax Telephone	56,591	60,087	63,951	65,000	66,300
Interest Income	31,087	46,662	39,177	60,000	60,000
Transfer - Special Alcohol	25,000	30,000	25,539	31,000	32,000
Burial	24,975	26,975	24,450	25,000	25,000
Cemetery Lot Sales	21,875	25,000	16,000	30,000	30,000
Liquor Tax	27,065	23,387	25,328	25,000	25,000
Rents & Leases	16,723	12,000	12,351	13,000	13,000
Miscellaneous	23,949	23,442	13,978	15,000	15,000
Dog License	9,970	9,726	9,008	10,000	10,000
License	13,616	13,150	13,770	14,000	14,000
Sale of Land	33,500	16,681	2,500	0	0
LAVTR	0	0	0	0	0
Rent - Airport	9,950	8,000	5,250	8,000	8,000
Transfer - Economic Development	0	0	0	0	45,000
Uncollected Ad Valorem Tax	0	0	0	-82,978	-69,835
Total Revenue	6,114,880	7,064,793	7,202,489	7,968,544	8,449,548
Total Resources	7,563,576	7,826,484	7,982,005	8,760,956	9,346,593

EXPENDITURE DETAIL

Personnel Services	4,819,758	5,384,637	5,622,645	6,104,270	6,519,360
Contractual Services	941,641	884,204	871,538	906,292	898,854
Commodities	255,858	290,024	317,936	352,540	379,040
Capital Outlay	61,091	30,579	8,342	80,945	71,450
Transfers	517,969	452,524	369,132	419,863	481,412
Reserves	198,888	5,000	0	0	0
Total Requirements	6,795,205	7,046,968	7,189,593	7,863,910	8,350,116
Unencumbered Cash Bal, Dec. 31	761,691	779,516	792,411	897,046	
Reserves					996,477

GENERAL FUND (0100)

GENERAL FUND (0100)						
	SOURCE OF REVENUE 0100	ACTUAL 2003	ACTUAL 2004	ACTUAL 2005	REVISED 2006	BUDGET 2007
100	Unencumbered Cash	1,448,696	761,691	779,516	792,411	897,046
301	Ad Valorem Property Tax	1,293,880	1,442,706	1,546,508	1,843,951	1,551,888
301	Uncollected Ad Valorem Tax				-82,978	-69,835
302	Back Tax Collections	52,342	50,956	77,497	55,000	60,000
303	Sales Tax - City	972,798	1,007,247	997,864	1,482,736	2,155,386
303	Sales Tax - City	175,000	200,000	199,573	211,547	222,125
304	Sales Tax - County	955,599	968,918	992,141	1,051,670	1,093,736
305	Comp. Use Tax	111,662	207,635	178,517	215,000	225,000
306	Franchise Tax - CATV	88,243	85,426	86,453	85,000	85,000
307	Franchise Tax Gas	207,782	249,844	257,702	265,000	270,000
309	Local Ad Valorem Tax Reduction	0	0	0	0	0
311	Franchise Tax Telephone	56,591	60,087	63,951	65,000	66,300
314	Liquor Tax	27,065	23,387	25,328	25,000	25,000
315	Vehicle Tax	199,704	196,472	214,505	206,482	222,448
318	Business License	13,616	13,150	13,770	14,000	14,000
319	Rent - Airport	9,950	8,000	5,250	8,000	8,000
320	Highway Connecting Links	58,434	58,474	58,394	58,500	70,500
321	Rent & Leases	16,723	12,000	12,351	13,000	13,000
323	Dog License	9,970	9,726	9,008	10,000	10,000
324	Interest Income	31,087	46,662	39,177	60,000	60,000
325	Reimbursed Expense	82,556	250,580	122,644	140,000	125,000
331	Cemetery Lot Sales	21,875	25,000	16,000	30,000	30,000
332	Burial Fees	24,975	26,975	24,450	25,000	25,000
333	Fines	337,079	291,495	283,390	285,000	300,000
335	Court Fees	54,141	97,675	109,659	100,000	95,000
336	Building Permits & Fees	70,359	62,254	218,842	175,000	150,000
342	Transfer from Special Alcohol Fund	25,000	30,000	25,539	31,000	32,000
345	Transfers - Electric	795,500	950,000	957,500	984,712	990,000
347	Transfers - Water	191,000	350,000	350,000	384,712	370,000
344	Transfers - Wastewater	174,500	300,000	300,000	211,212	190,000
367	Transfers - Economic Development	0	0	0	0	45,000
396	Sale of Land	33,500	16,681	2,500	0	0
399	Miscellaneous	23,949	23,442	13,978	15,000	15,000
	TOTAL	7,563,576	7,826,484	7,982,005	8,760,956	9,346,593

CITY COMMISSION

CITY MANAGER'S OFFICE

Description of Services

The City Commission serves as the board of directors of the municipal corporation, in which are vested all municipal powers granted by the constitution and laws of the State of Kansas. The Commission makes policy through ordinance, resolution and the annual budget process. The Commission appoints the City Manager to serve as the chief executive officer of the City.

The City Manager is hired contractually by the City Commission to oversee the day-to-day operations of the City organization. The City Manager serves at the pleasure of the City Commission and serves as the Chief Executive Officer of the City. He is charged with the responsibility of supervision, coordination, and administration of all departments of the City. The Manager must supervise all daily activities and must review and oversee departmental operations. In addition to the City Manager, this division has a full time Assistant to the City Manager.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
Account	2004	2005	2006	2007
Personnel Services	163,911	162,042	163,050	164,950
Contractual Services	42,767	35,462	41,740	43,550
Commodities	7,586	4,494	8,000	9,000
Capital Expenditures	8,503	64	1,430	0
Total	222,768	202,063	214,220	217,500

PERSONNEL SCHEDULE

	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
City Manager	1.00	1.00	1.00	1.00
Assistant to the City Manager	0.00	1.00	1.00	1.00
Executive Secretary	1.00	0.00	0.00	0.00
Full Time Administrative Intern	1.00	.50	0.00	0.00
Administrative Intern	1.00	1.00	.5	0.00
City Commission	5.00	5.00	5.00	5.00
Total	9.00	8.50	7.50	7.50

CITY COMMISSION & CITY MANAGER (0110)

CITY COMMISSION & CITY MANAGER (0110)						
	EXPENDITURE DETAIL		ACTUAL	ACTUAL	REVISED	BUDGET
			2004	2005	2006	2007
	PERSONNEL SERVICES					
411	Salaries (full time)		132,348	144,942	152,000	158,100
411	Salaries (Commissioners)		6,000	6,000	6,000	6,000
411	Salaries (Interns)		24,227	10,347	4,200	0
410	Overtime		1,336	754	850	850
	SUBTOTAL		163,911	162,042	163,050	164,950
	CONTRACTUAL SERVICES					
502	Postage		1,426	108	300	300
503	Telecommunications		1,105	1,568	1,500	1,200
504	Travel Expense		19,485	18,565	19,500	22,500
505	Professional Development		5,550	2,971	5,000	5,000
512	Employee Recognition		3,000	2,770	3,000	3,500
513	Mayor's Luncheon		2,247	2,247	2,200	2,500
514	Printing Expense		0	1,100	1,390	1,000
524	Bonds		350	350	350	350
551	Dues & Subscriptions		4,417	1,958	4,000	4,000
558	Other Cont. Services		5,188	3,825	4,500	3,200
	SUBTOTAL		42,767	35,462	41,740	43,550
	COMMODITIES					
600	Office Supplies		3,206	2,265	3,000	3,000
612	Receptions & Meals		4,380	2,229	5,000	5,000
999	Misc.		0	0	0	1,000
	SUBTOTAL		7,586	4,494	8,000	9,000
	CAPITAL OUTLAY					
702	Furniture (Office Furniture)		5,440	0	0	0
704	Office Equipment		3,063	64	1,150	0
705	Computer Equipment		0	0	280	0
	SUBTOTAL		8,503	64	1,430	0
	TOTAL		222,768	202,063	214,220	217,500

FINANCE/CITY CLERK



Description of Services

The Administration Division of the Finance Department is responsible for all financial and accounting functions of the City, including budget administration, financial reporting, and treasury management. Administration is also responsible for the record-keeping functions, including minutes of official meetings of the Governing Body. The Data Processing Division operates and maintains the City's equipment including the IBM A/S 400, which runs the payroll program, general ledger, utility billing and other programs. The City's main computer system is used to calculate utility bills for Ottawa's 6,000 electric and 5,000 water customers. Meter Reading and Building Maintenance functions are also part of this division.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
Account	2004	2005	2006	2007
Personnel Services	226,316	207,489	250,500	262,500
Contractual Services	114,958	112,771	103,261	91,104
Commodities	13,267	12,741	14,700	14,200
Capital Expenditures	3,294	2,737	1,700	1,700
Total	357,835	335,738	370,161	369,504

PERSONNEL SCHEDULE

	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
City Attorney	0.00	0.00	0.00	1.00
City Clerk/Finance Director	1.00	0.50	0.75	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00
Account Clerk	1.00	1.00	1.00	1.00
Program Manager	1.00	0.00	0.00	0.00
Custodian	2.00	2.00	2.00	2.00
Total	6.00	4.50	4.75	6.00
Seasonal				1.00

CITY CLERK/FINANCE OFFICE (0115)

CITY CLERK/FINANCE OFFICE (0115)						
	EXPENDITURE DETAIL	ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
	PERSONNEL SERVICES					
411	Salaries	256,996	221,947	201,764	245,000	257,000
410	Overtime		4,369	5,725	5,500	5,500
	SUBTOTAL	256,996	226,316	207,489	250,500	262,500
	CONTRACTUAL SERVICES					
502	Postage	2,644	2,027	4,639	5,600	5,600
503	Telecommunications	7,101	7,397	7,468	7,600	7,600
505	Professional Development	30	1,294	1,787	600	2,000
515	Advertising & Publications	3,210	3,913	4,986	5,700	5,700
520	Ins. - Bldg. & Contents	2,664	2,929	4,392	4,831	5,314
524	Bonds	982	512	125	500	500
525	Boiler Insurance	2,700	2,800	3,200	3,200	3,520
530	Utilities (City Hall)	1,001	379	410	500	500
551	Dues & Subscriptions	838	95	137	250	250
558	Other Cont. Services	27,053	22,345	21,171	22,500	22,500
558	Special Election	0	0	0	14,360	0
558	Attorney	30,019	39,948	25,871	0	0
558	Tech Support	31,069	2,524	0	0	0
558	Elevator Service	5,166	3,792	2,509	3,000	3,000
558	HVAC Service	17,357	16,711	23,537	22,000	22,000
558	Pest Control	640	560	480	520	520
558	Solid Waste Disposal	705	540	545	600	600
558	Building Maintenance	6,000	191	4,514	4,500	4,500
571	Audit (General Fund Share)	4,500	7,000	7,000	7,000	7,000
	SUBTOTAL	137,678	114,958	112,771	103,261	91,104
	COMMODITIES					
600	Office Supplies	5,590	5,520	5,388	6,000	5,500
601	Computer Supplies	20	0	0	600	600
614	Books	0	213	0	400	400
615	Uniforms (Custodial)	715	474	604	700	700
620	Supplies (Custodial)	7,560	7,060	6,749	7,000	7,000
	SUBTOTAL	13,884	13,267	12,741	14,700	14,200
	CAPITAL OUTLAY					
702	Furniture (Office Furniture)					
704	Office Machines	393	3,200	0	1,700	1,700
710	Buildings	677	94	2,737	0	0
	SUBTOTAL	1,070	3,294	2,737	1,700	1,700
	TOTAL	409,629	357,835	335,738	370,161	369,504

GENERAL FUND TRANSFERS

Description of Services

Activity 0117 was originally established as a Non-Operation Activity for the General Fund. Over the last several years, many of the expenditures previously assigned to this activity have been allocated to those funds that should more appropriately bear those expenses. The only expenditures remaining are transfers made from the General Fund in support of other City funding activities. As the expenditure detail indicates, the General Fund transfers moneys to the Community Services, Airport and the Wastewater Treatment Funds.

In addition, the City uses this activity to fund its 50 percent share of the County's cost of operating the Emergency Dispatch Center. Finally, the General Fund Contingency Reserve is budgeted here. This allows the Governing Body the authority to spend these funds if the need arises without having to amend the budget.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
Account	2004	2005	2006	2007
Contractual Services	218,772	213,431	235,000	254,000
Capital Expenditures	5,000	8,500	0	0
Transfers	322,124	288,846	293,111	311,500
Total	545,896	510,777	528,111	565,500

TRANSFERS (0117)

TRANSFERS (0117)						
	EXPENDITURE DETAIL	ACTUAL 2003	ACTUAL 2004	ACTUAL 2005	REVISED 2006	BUDGET 2007
TRANSFERS						
712	Transfer to Airport Capital Improvement	0	22,318	0	0	0
907	Transfer to Economic Development	15,400	10,000	0	0	0
912	Transfer to Airport Fund	133,657	51,000	53,273	60,111	61,000
915	Transfer to Electric Fund	0	0	0	0	0
916	Transfer to St. Rehab.	0	0	0	0	0
906	Transfer to Reserve Funds	0	3,306	0	0	0
909	Transfer to Community Service Fund	0	37,000	36,000	22,000	28,000
918	Transfer to WWTP Fund	198,500	198,500	199,573	211,000	222,500
511	B. Martin Peck Animal Shelter	47,500	0	0	0	0
SUBTOTAL		395,057	322,124	288,846	293,111	311,500
CONTRACTUAL						
507	911 Services	217,270	212,500	212,500	235,000	254,000
558	Other Cont.	0	6,272	931	0	0
SUBTOTAL		217,270	218,772	213,431	235,000	254,000
MISCELLANEOUS						
925	Reserves	18,135	5,000	8,500		
SUBTOTAL		18,135	5,000	8,500	0	0
TOTAL		630,462	545,896	510,777	528,111	565,500



PLANNING AND CODES ADMINISTRATION

Description of Services

The Planning & Codes Administration Department assists the City by providing for orderly growth, planning for appropriate land use, the preservation of resources for the future, and enforcement of codes. The Planning Director serves as the staff liaison for the Planning Commission and the Board of Zoning Appeals. Staff administers the Comprehensive Plan, Zoning, and Subdivision Regulations. The Planning Department coordinates and manages implementation and revision of the Comprehensive Plan and capital improvement planning to govern development of individual sites and whole new areas.

Another way the department serves the public is through enforcement of construction codes, and Chapter 10 of the Municipal Code, which deals with nuisances and health hazards. The inspectors review all construction within the City for compliance, and assist builders and residents with construction methods. The inspectors also oversee the licensing of electricians, plumbers and gas fitters, and serve as staff liaison to contractor appeal boards. Staff in this department also inspects the community for violations of the nuisance, weed, and inoperable vehicle ordinances.

An increase in this department's budget will fund the hiring of a plan reviewer. Recent years have seen a considerable increase in development activity, thus warranting the addition of a full-time staff person to replace contractual plan review services.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
Account	2004	2005	2006	2007
Personnel Services	266,806	270,354	290,760	363,260
Contractual Services	51,808	57,668	78,884	70,820
Commodities	7,421	6,283	9,100	9,600
Capital Expenditures	12,147	2,794	6,200	4,750
Transfers	1,000	3,000	4,000	3,000
Total	339,181	340,099	388,944	451,430

PERSONNEL SCHEDULE

Director of Planning & Zoning	1.00	1.00	1.00	1.00
Planner/Codes Officer	1.00	1.00	1.00	1.00
Planning Administrative Assistant 1	1.00	1.00	1.00	1.00
Codes Inspector	2.00	2.00	2.00	2.00
Plan Reviewer	0.00	0.00	0.00	1.00
Planning Secretary	1.00	1.00	1.00	1.00
Total	6.00	6.00	6.00	7.00
Seasonal		1.00	1.00	1.00

PLANNING & CODE ADMINISTRATION (0130)

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
PERSONNEL SERVICES						
411	Salaries	249,330	264,769	264,607	280,500	353,000
411	Seasonal			3,828	7,200	7,200
410	Overtime		2,036	1,919	3,060	3,060
	SUBTOTAL	249,330	266,806	270,354	290,760	363,260
CONTRACTUAL SERVICES						
502	Postage	1,975	2,285	2,039	2,500	2,500
503	Telecommunications	3,027	2,959	3,079	3,400	3,600
505	Professional Dev./Meetings	4,724	7,553	7,475	7,000	9,000
509	Meeting Expense	0	1,118	1,002	1,900	1,500
515	Legal & Other Advertising	2,401	2,343	3,801	2,750	3,000
523	Vehicle Ins-Risk Mgt.	950	800	1,244	1,334	1,470
533	Equipment Repair	269	136	84	750	500
534	Vehicle Repair	845	1,012	249	1,000	1,000
558	Other Cont. Services	696	5,700	2,510	3,000	3,000
558	Temp Services	9,626	0	255	750	750
558	Weeds	5,605	5,603	3,844	7,000	7,000
558	Nuisance	1,526	1,308	270	2,000	2,500
558	Condemnation & Demolition	4,995	125	16,308	25,000	25,000
558	Annexation	10,699	3,060	1,541	2,500	2,000
558	Comp Plan	31,771	4,472	0	0	0
558	Zoning/Subdivision Regulations	13,500	9,250	0	0	0
590	Planning Services	0	4,085	3,840	10,000	8,000
591	Building Code Plan Check	0	0	10,128	8,000	0
	SUBTOTAL	92,609	51,808	57,668	78,884	70,820
COMMODITIES						
600	Office Supplies	3,474	4,081	3,456	4,700	4,800
608	Vehicle Operations	1,581	1,765	2,204	2,500	2,900
614	Books	461	1,177	187	1,200	1,200
615	Uniforms	0	398	436	700	700
	SUBTOTAL	5,516	7,421	6,283	9,100	9,600
CAPITAL OUTLAY						
702	Furniture	379	0	0	0	500
704	Office Machines (Copier lease)	0	2,297	2,794	2,500	1,250
705	Computer Equipment (2 PCs)	2,794	0	0	3,700	3,000
711	Vehicles	0	9,850	0	0	0
	SUBTOTAL	3,173	12,147	2,794	6,200	4,750
711	Transfer to Equipment Reserve	0	1,000	3,000	4,000	3,000
	TOTAL	350,627	339,181	340,099	388,944	451,430

CEMETERY

Description of Services

The Cemetery Division is a General Fund activity responsible for operation and maintenance of Highland Cemetery. In addition to burial services, staff provides perpetual care for the site, including turf care, mowing, and trimming. Proper maintenance and a neat appearance are high priorities, especially for occasions such as Memorial Day, which bring a large number of visitors. The staff is comprised of two full time employees who also supervise several seasonal workers.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
Account	2004	2005	2006	2007
Personnel Services	64,147	69,696	74,160	76,520
Contractual Services	7,890	8,283	9,225	8,625
Commodities	5,473	8,157	9,400	9,300
Capital Expenditures	3,408	0	1,000	11,000
Total	80,918	86,136	93,785	105,445

PERSONNEL SCHEDULE

	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Sexton/Lead Equipment Operator	1.00	1.00	1.00	1.00
Equipment Operator	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00
Seasonal	4.00	2.00	2.00	2.00

	Actual	Actual	Actual	As of Sept.
	2003	2004	2005	2006
Highland Cemetery				
Spaces Sold	114	85	59	116
Burials	101	71	88	85
Available Spaces				6,322
Hope Cemetery				
Spaces Sold	1	2	2	2
Burials	1	9	8	5
Available Spaces				961

CEMETERY (0140)

CEMETERY (0140)						
	EXPENDITURE DETAIL	ACTUAL	ACTUAL	ACTUAL	REVISED	PROPOSED
		2003	2004	2005	2006	2007
PERSONNEL SERVICES						
411	Salaries	63,258	61,158	65,513	61,800	63,550
411	Seasonal				9,000	9,500
410	Overtime		2,990	4,183	3,360	3,470
	SUBTOTAL	63,258	64,147	69,696	74,160	76,520
CONTRACTUAL SERVICES						
503	Telecommunications	866	895	872	1,200	1,200
505	Professional Development	154	344	430	800	800
520	Insurance - Bldg. & Contents	625	695	784	725	1,035
523	Vehicle Insurance	625	922	1,163	900	990
530	Utilities	2,643	735	886	1,000	1,000
532	Repairs: Buildings & Structures	1,372		876	1,600	600
533	Machinery & Equipment Repair	1,815	3,311	1,577	2,000	2,000
558	Other Cont. Services	940	986	1,695	1,000	1,000
	SUBTOTAL	9,040	7,890	8,283	9,225	8,625
COMMODITIES						
608	Vehicle Operations	2,251	3,709	3,694	3,800	3,800
611	Chemical Supplies	0		153	750	750
615	Uniforms	1,210	410	1,054	1,400	1,400
617	Fertilizer & Seed	192	165	600	1,000	1,000
620	Supplies	1,453	1,190	2,106	1,900	1,800
622	Hand Tools and Supplies	329		350	350	350
629	Cement, Gravel & Rebar	153		200	200	200
	SUBTOTAL	5,588	5,473	8,157	9,400	9,300
CAPITAL OUTLAY						
705	Computer & Software	2,604	40	0	0	1,500
710	Equipment (Mud Tracks)	0	3,368	0	1,000	2,000
710	36" Mower (Replace 166)	0				7,500
	SUBTOTAL	2,604	3,408	0	1,000	11,000
	TOTAL	80,489	80,918	86,136	93,785	105,445

STREETS



Description of Services

The Streets Division is responsible for maintenance of all City driving surfaces, whether they are permanently improved or gravel-surfaced. Division duties include, but are not limited to grading, patching, sweeping and striping streets and alleys. The Streets Division also mows along some of the highway rights-of-way and maintains the storm drainage system directly associated with the streets and highways within the city limits. The Streets Division removes snow from the Central Business District streets, plows snow from other streets, treats selected intersections where stopping movements are necessary with salt/sand mixture in order to assist the safety of the driving public during adverse conditions. This division also takes care of flood control issues that were previously budgeted through a separate budget activity.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
Account	2004	2005	2006	2007
Personnel Services	554,605	583,889	603,500	634,790
Contractual Services	85,340	101,932	95,586	104,050
Commodities	87,809	101,566	107,500	117,500
Capital Expenditures	0	0	30,000	15,000
Total	727,754	787,388	836,586	871,340

PERSONNEL SCHEDULE

	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Director of Public Works	1.00	1.00	1.00	1.00
Administrative Assistant	1.00	1.00	1.00	1.00
Superintendent of Streets	1.00	1.00	1.00	1.00
Assistant Street Superintendent	1.00	1.00	1.00	1.00
Maintenance Crew Leader	1.00	1.00	1.00	1.00
Heavy Equipment Operator	4.00	4.00	4.00	4.00
Equipment Operator	5.00	5.00	5.00	5.00
Total	14.00	14.00	14.00	14.00
Seasonal/Temporary	7.00	7.00	7.00	7.00

GENERAL FUND - STREETS (0141)

GENERAL FUND - STREETS (0141)						
	EXPENDITURE DETAIL	ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
PERSONNEL SERVICES						
411	Salaries	550,447	496,413	509,568	540,000	567,000
411	Seasonal		35,000	39,427	38,500	40,040
410	Overtime		23,192	34,894	25,000	27,750
	SUBTOTAL	550,447	554,605	583,889	603,500	634,790
CONTRACTUAL SERVICES						
503	Telecommunications	1,518	2,125	2,668	3,000	3,000
505	Professional Development	6,185	5,157	6,149	6,500	6,500
520	Insurance - Bldg. & Contents	3,700	4,067	4,758	5,368	6,200
523	Vehicle Insurance	9,280	10,999	13,275	14,118	16,250
530	Utilities	13,333	4,985	6,695	5,500	7,000
532	Building Repairs	1,172	1,648	1,759	1,800	1,800
533	Machinery & Equipment Repair	19,899	19,722	21,465	22,000	24,000
539	Repair	291	0	1,573	2,300	2,300
543	Rent - Machinery & Equipment	52	60	21		
558	Other Cont. Services	24,980	10,251	20,570	12,000	13,000
559	Environmental Compliance	9,333	26,326	22,999	23,000	24,000
	SUBTOTAL	89,742	85,340	101,932	95,586	104,050
COMMODITIES						
600	Office Supplies	1,084	1,125	663	900	900
608	Vehicle Operations	29,027	31,342	46,006	47,100	47,100
611	Chemical Supplies	1,071	169	712	3,000	3,000
615	Uniforms	4,769	5,130	3,631	5,500	5,500
617	Seed, Trees, & Fertilizer	0	0	0	0	2000
620	Supplies	10,610	12,368	6,500	10,500	9,500
624	Asphalt & Asphalt Patch	5,469	12,120	9,305	7,000	10,000
626	Ice control Materials	18,127	15,886	20,833	20,000	22,000
628	Signs & Material	6,020	7,779	12,274	11,000	15,000
629	Gravel, Rock & Cement	892	1,891	1,643	2,500	2,500
	SUBTOTAL	77,072	87,809	101,566	107,500	117,500
CAPITAL OUTLAY						
705	Computer Equipment	2,930	1,241	0	0	0
710	Equipment (Mowing Deck)	0	0	0	0	15,000
711	Equipment (Skid Loader)	0	0	0	0	0
712	Trucks (Replace 114 w/2 ton flatbed)		0	0	30,000	0
	SUBTOTAL	0	0	0	30,000	15,000
	TOTAL	717,261	727,754	787,388	836,586	871,340

FLEET MANAGEMENT

Description of Services

The Fleet Management Division is responsible for the preventive maintenance, servicing and repair of City vehicles and equipment. Employees in this Division schedule and complete preventive maintenance services and repairs for City-owned automobiles, trucks, utility and construction equipment, grounds maintenance equipment and emergency equipment, including Police and Fire vehicles. Although the City Garage is a General Fund activity, partial funding for this activity is apportioned to the Utilities Department for the services they receive.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
Account	2004	2005	2006	2007
Personnel Services	75,465	77,540	83,000	86,500
Contractual Services	16,634	18,774	19,711	21,042
Commodities	17,781	15,168	20,350	20,350
Capital Expenditures	0	625	0	0
Total	109,880	112,107	123,061	127,892

PERSONNEL SCHEDULE

	Actual	Actual	Revised	Budget
	2003	2004	2005	2006
Garage Superintendent	1.00	1.00	1.00	1.00
Mechanic	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

FLEET MANAGEMENT (0144)

EXPENDITURE DETAIL						
		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
PERSONNEL SERVICES						
411	Salaries	72,702	75,162	76,771	82,500	86,000
410	Overtime		302	769	500	500
	SUBTOTAL	72,702	75,465	77,540	83,000	86,500
CONTRACTUAL SERVICES						
503	Telecommunications	716	586	575	700	700
505	Professional Development	95	123	301	1,200	1,200
520	Insurance - Bldg. & Contents	2,322	2,497	4,469	4,759	5,235
523	Vehicle Insurance	759	956	992	1,052	1,157
530	Utilities	6,332	4,355	5,447	4,500	5,000
532	Repairs: Buildings & Structures	1,060	945	317	750	750
533	Machinery & Equipment Repair	32	2,003	642	1,300	1,300
543	Rent: Machinery & Equipment	384	156	278	700	700
550	Towel & Laundry Service	1,842	2,068	2,388	2,300	2,300
558	Other Contractual Services	10,012	1,590	2,186	1,250	1,500
559	Environmental Services	1,022	1,357	1,180	1,200	1,200
	SUBTOTAL	24,576	16,634	18,774	19,711	21,042
COMMODITIES						
600	Office Supplies	1,692	1,368	363	750	750
608	Vehicle Operations	208	1,327	1,214	1,500	1,500
609	Motor Oil	1,749	4,410	2,721	5,000	5,000
614	Books (Maintenance Library Replacement)	813	224	685	1,000	1,000
615	Uniforms	745	627	345	1,100	1,100
620	Supplies	10,117	8,830	8,894	10,000	10,000
622	Hand Tool Supplies	1,516	994	947	1,000	1,000
	SUBTOTAL	16,840	17,781	15,168	20,350	20,350
CAPITAL OUTLAY						
710	Equipment	5,824	0	0	0	0
705	Computer Equipment	0	0	625	0	0
	SUBTOTAL	5,824	0	625	0	0
	TOTAL	119,942	109,880	112,107	123,061	127,892

PARKS

Description of Services

The Parks Division is responsible for maintenance of 7 parks totaling 89 acres of highly visible grounds and facilities that are a major contributor to the quality of life in Ottawa, as well as Hope Cemetery. Forest Park, in the northwest corner of the City, is notable for its mature oak and walnut trees and its array of recreational facilities. Included are a 475,000 gallon full size municipal swimming pool, 5 new lit tennis courts, 18 individual horseshoe courts, 1 basketball court, a lit baseball diamond, a lit softball diamond, and four playgrounds including a "tots lot." Forest Park hosts a number of community events each year, including the Ole Marais River Run (a custom car show), the Power of the Past Antique Tractor and Engine Show, and Chautauqua Days (a July 4th celebration). Kanza Park serves as a storm water detention pond on the upper end of the Skunk Run drainage basin, but Kanza Park has been enhanced by the addition of a hard-surfaced walking track almost a mile long, and lit with salvaged Victorian fixtures from early 20th Century Main Street (downtown). City Park, which is home to the Carnegie Cultural Center, boasts a gazebo/bandstand used for summer evening concerts, weddings, and other similar events. City Park includes playground equipment, pre-World War II naval artillery, and Dietrich Cabin, an original 1859 Franklin County home. Other park facilities include The Prairie Spirit Rail Trail, Haley Park, Heritage Park, Cox Field, and Freedom Park.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
Account	2004	2005	2006	2007
Personnel Services	188,922	187,742	203,500	209,500
Contractual Services	22,504	29,925	33,446	36,391
Commodities	30,972	30,722	27,120	32,500
Capital Expenditures	149	3,965	1,750	5,500
Total	242,547	252,354	265,816	283,891

PERSONNEL SCHEDULE

	Actual	Actual	Revised	Budget
	2003	2004	2005	2006
Superintendent of Parks	1.00	1.00	1.00	1.00
Park Equipment Operator	3.00	3.00	3.00	3.00
Equip. Op/Forestry Specialist	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00
Seasonal	3.00	3.00	3.00	3.00

PARKS (0146)

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
PERSONNEL SERVICES						
411	Salaries	185,683	163,852	164,536	177,000	182,000
411	Seasonal		15,447	14,458	16,500	17,000
410	Overtime		9,623	8,748	10,000	10,500
	SUBTOTAL	185,683	188,922	187,742	203,500	209,500
CONTRACTUAL SERVICES						
503	Telecommunications	1,071	937	798	2,000	2,000
505	Professional Development	1,922	1,378	2,832	3,000	3,000
520	Insurance - Bldg. & Cont.	1,100	1,257	1,570	1,830	2,013
523	Vehicle Insurance	1,518	2,495	2,496	2,616	2,878
530	Utilities	12,224	3,796	3,418	5,000	5,000
532	Repairs: Buildings & Structures	1,930	979	283	2,000	3,000
533	Machinery & Equipment Repair	3,576	3,891	3,860	5,000	5,000
536	Facility Repairs	3,485	3,514	3,980	4,000	5,000
537	Recreation Facility Repair	2,907	3,019	7,787	3,500	4,000
543	Rent: Machinery & Equipment	0	92	16	1,000	1,000
558	Other Cont. Services	3,755	1,134	2,885	3,500	3,500
559	Environmental Services	0	13	0	0	0
	SUBTOTAL	33,489	22,504	29,925	33,446	36,391
COMMODITIES						
600	Office Supplies	619	1,037	577	1,000	1,000
608	Vehicle Operation	5,138	6,114	7,815	5,000	8,000
611	Chemical Supplies	408	2,075	2,099	1,500	2,500
615	Uniforms	2,185	2,496	1,504	2,500	2,500
620	Supplies	7,460	6,444	10,318	10,000	11,000
622	Hand Tools & Supplies	477	500	148	500	500
628	Signs	284	0	129	200	200
629	Gravel & Cement	69	1,016	681	1,800	1,800
632	Pool Chemicals	3,904	11,291	7,451	4,620	5,000
	SUBTOTAL	20,542	30,972	30,722	27,120	32,500
CAPITAL OUTLAY						
705	Computer Equipment	614	149	0	750	0
710	Equipment (Ice Machine)	2,385	0	3,965	0	1,500
710	Equipment (Picnic Tables)	0	0	0	0	4,000
730	Capital Improvements	0	0	0	1,000	0
	SUBTOTAL	2,999	149	3,965	1,750	5,500
	TOTAL	242,714	242,547	252,354	265,816	283,891

POLICE DEPARTMENT



Description of Services

The Police Department serves as the law enforcement branch of City government. One of the primary objectives is to promote a safe community for all residents. The department serves the community by protecting life and property, preserving peace and order, preventing and detecting crime, enforcing all laws and ordinances, and promoting safe use of city streets. Crime prevention programs such as D.A.R.E. (Drug Abuse Resistance Education) and McGruff are provided as educational programs by the Police Department. The Police Department constantly strives to improve its ability to “serve and protect” the citizens of Ottawa. The Department pursues training and education in new and better methods of crime prevention, detection and investigation. The most recent example of this is the creation of the grant-supported Domestic Violence Unit, to meet the needs of an underserved segment of our community who are victims of family violence. An increase in the 2007 budget is primarily due to matching funds for the Domestic Violence Grant and scheduled police vehicle replacements.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
Account	2004	2005	2006	2007
Personnel Services	1,516,167	1,531,737	1,590,000	1,644,800
Contractual Services	153,333	136,229	144,255	124,203
Commodities	76,283	85,411	100,600	101,800
Capital Expenditures	0	0	18,460	9,500
Transfers	38,000	35,550	57,460	71,760
Total	1,783,782	1,788,927	1,910,775	1,952,063

PERSONNEL SCHEDULE

	2004	2005	2006	2007
Chief of Police	1.00	1.00	1.00	1.00
Staff Commander/Captain/Lt.	2.00	2.00	2.00	2.00
Sergeant	5.00	5.00	5.00	5.00
Police Officer	16.00	16.00	16.00	16.00
School Resource Officer	1.00	1.00	1.00	1.00
Detective (Drug Officer)	1.00	1.00	1.00	1.00
Detective (Domestic Violence)	0.00	0.00	0.50	1.00
Community Service	0.00	0.00	0.50	0.50
Total Commissioned	26.00	26.00	27.00	27.50
Custodian	1.00	1.00	1.00	1.00
Office Manager	1.00	1.00	1.00	1.00
Records Clerk	1.00	1.00	1.00	1.00
Special Services Officer	1.50	2.00	1.00	1.00
Community Service Officer	0.00	0.00	0.50	0.50
Total Non-Commissioned	4.50	5.00	4.50	4.50
Total	30.50	31.00	31.50	32.00

POLICE DEPARTMENT (0151)

POLICE DEPARTMENT (0151)						
	EXPENDITURE DETAIL	ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
PERSONNEL SERVICES						
411	Salaries	1,422,256	1,292,066	1,304,152	1,370,000	1,424,800
411	Retirements	0	63,701	0	0	0
410	Overtime		160,400	227,584	220,000	220,000
	SUBTOTAL	1,422,256	1,516,167	1,531,737	1,590,000	1,644,800
CONTRACTUAL SERVICES						
501	Communications	4,786	5,347	5,194	5,000	6,043
502	Postage	1,654	1,713	870	1,700	2,070
503	Telecommunications	13,166	15,152	16,690	14,500	15,840
505	Professional Development	11,191	11,445	9,193	14,900	14,900
513	Prisoner Care	36,911	46,541	36,903	38,000	30,000
514	Printing	2,253	1,702	1,993	2,000	2,000
520	P & I Insurance	1,640	6,237	6,461	7,155	7,900
523	Motor Vehicle Insurance	5,200	6,416	7,882	8,500	9,350
530	Utilities	20,067	948	80	0	0
532	Building Maintenance	2,273	5,212	2,803	4,500	2,600
533	Equipment Repair	4,382	6,547	5,674	6,000	6,000
534	Repair Motor Vehicle	6,873	10,281	9,637	8,000	8,000
543	Lease Payment	6,843	8,300	6,906	6,500	6,500
558	Other Cont. Services	21,921	22,884	21,810	22,000	7,500
564	Community & Public Relations	4,393	4,607	4,134	5,500	5,500
	SUBTOTAL	143,553	153,333	136,229	144,255	124,203
COMMODITIES						
600	Office Supplies	6,353	6,354	6,378	6,400	6,400
608	Vehicle Operations	30,849	35,905	47,378	42,000	43,200
611	Chemical supplies	514	326	286	700	700
615	Uniforms	15,312	15,640	15,549	18,000	18,000
621	Public Safety Equipment	6,809	6,945	7,000	7,000	7,000
630	Operating Supplies	10,388	9,270	7,620	11,000	11,000
635	Star Team Supplies	1,139	1,843	1,200	6,500	6,500
	Ammunition				6,000	6000
	Firearms and Equipment				3,000	3,000
	SUBTOTAL	71,364	76,283	85,411	100,600	101,800
CAPITAL OUTLAY						
705	Computer Equipment (See note 1)	12,320	0	0	11,740	9,500
710	Equipment (Digital Video Cameras)	2,667	0	0	6,720	0
	SUBTOTAL	14,987	0	0	18,460	9,500
TRANSFERS						
906	Transfer to Equip. Reserve (Cars)	38,000	38,000	35,550	57,460	71,760
	SUBTOTAL	38,000	38,000	35,550	57,460	71,760
	TOTAL	1,690,160	1,783,782	1,788,927	1,910,775	1,952,063

Note1: Line 705 includes, one printer at \$3,500, two desktop computers at \$4,000, and one stand-alone computer for forensics at \$2,000.

MUNICIPAL COURT

Description of Services

The Municipal Court adjudicates cases involving violations of City ordinances and applicable state laws and handles all paperwork and fines associated with those cases. Municipal Court is held every Tuesday, part of Wednesday and the first Friday of every month at the Law Enforcement Center. The Court Clerk manages all Court activity. Sharing with the Police Department improves communication and accessibility of records between these two divisions.

The City Attorney's office acts as prosecutor for the Municipal Court and as legal counsel to the City Commission and City staff. The Municipal Court Judge is hired by the City Manager.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
Account	2004	2005	2006	2007
Personnel Services	60,058	96,929	121,800	123,500
Contractual Services	84,631	65,854	39,980	40,050
Commodities	3,173	2,842	2,950	2,950
Capital Expenditures	0	0	0	0
Total	147,861	165,625	164,730	166,500

PERSONNEL SCHEDULE

	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Part Time Judge	0.00	1.00	1.00	1.00
Municipal Court Clerk	1.00	1.00	1.00	1.00
Assistant Clerk	0.50	1.00	1.00	1.00
Part Time Prosecutor	0.00	1.00	1.00	1.00
Part Time Baliff	2.00	2.00	2.00	2.00
Total	3.50	6.00	6.00	6.00

MUNICIPAL COURT (0155)

MUNICIPAL COURT (0155)						
	EXPENDITURE DETAIL	ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
	PERSONNEL SERVICES					
411	Salaries	50,412	59,724	94,416	118,800	120,500
410	Overtime		334	2,513	3,000	3,000
	SUBTOTAL	50,412	60,058	96,929	121,800	123,500
	CONTRACTUAL SERVICES					
502	Postage	662	1,009	997	700	770
503	Telecommunications	1,967	2,042	1,771	1,880	1,880
504	Professional Development	351	383	205	500	500
514	Printing	824	715	425	900	900
556	Defense Attorneys	55,365	40,275	32,598	30,000	30,000
558	Other Cont. Services	19,947	17,262	17,255	6,000	6,000
558	Muni Judge	18,074	22,945	12,604	0	0
	SUBTOTAL	97,190	84,631	65,854	39,980	40,050
	COMMODITIES					
600	Office Supplies	2,904	2,485	2,431	2,750	2,750
614	Books	90	665	128	200	200
615	Uniforms	230	23	283	0	0
	SUBTOTAL	3,224	3,173	2,842	2,950	2,950
	TOTAL	150,827	147,861	165,625	164,730	166,500

Note: In 2005 the Municipal Judge and the City Prosecutor were moved from line 558-Other Contractual Service to line 411-Salaries.



FIRE DEPARTMENT

Description of Services

The mission of the Ottawa Fire Department is to protect lives and conserve property by minimizing the frequency and effect of fires, hazardous material incidents, disasters and other like occurrences. The methods used to accomplish this mission are prevention, control, training and public education. The Department is committed to being efficient, and effective, and innovative.

The nature of firefighting service is varied. Examples include but are not limited to:

- Equal, equitable, and fair service to all.
- Responding to all calls for service.
- Inspections, preplanning and public relations contacts.
- A personal demeanor, conduct, and image of our personnel on duty as well as off duty.

An increase in the 2007 budget illustrates the new practice of making transfers to the equipment reserve fund for the replacement of fire vehicles on a detailed and programmed schedule.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
Account	2004	2005	2006	2007
Personnel Services	808,334	820,170	865,000	906,400
Contractual Services	43,297	44,655	47,136	43,510
Commodities	27,022	27,679	28,500	35,900
Capital Expenditures	0	0	15,730	15,000
Transfers	91,400	90,438	65,292	95,152
Total	970,053	982,942	1,021,658	1,095,962

PERSONNEL SCHEDULE

	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Fire Chief	1.00	1.00	1.00	1.00
Assistant Fire Chief	1.00	1.00	1.00	1.00
Captain	3.00	3.00	3.00	3.00
Lieutenant	1.00	1.00	1.00	1.00
Driver Engineer/EMT	7.00	7.00	7.00	7.00
Driver Engineer	1.00	1.00	1.00	1.00
Firefighter/EMT	6.00	6.00	6.00	6.00
Total	20.00	20.00	20.00	20.00

FIRE DEPARTMENT (0157)

FIRE DEPARTMENT (0157)						
	EXPENDITURE DETAIL	ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
PERSONNEL SERVICES						
411	Salaries	770,684	788,513	790,638	835,000	868,400
411	Retirements	0	0	0	0	8,000
410	Overtime		19,821	29,532	30,000	30,000
	SUBTOTAL	770,684	808,334	820,170	865,000	906,400
CONTRACTUAL SERVICES						
502	Postage	185	202	78	300	200
503	Telecommunications	5,194	5,589	4,626	6,000	5,700
505	Professional Development	4,560	5,415	7,325	6,700	6,700
514	Printing	408	259	270	400	500
520	General Ins. (EMT Prof. Liability)	1,640	2,001	2,054	2,595	2,855
523	Motor Vehicle Insurance	3,035	3,360	3,900	4,141	4,555
530	Utilities	20,231	1,313	1,806	2,000	2,000
532	Repair of Building & Structure	2,958	3,187	3,872	3,200	4,200
533	Equipment Repair	1,411	2,222	1,979	1,800	900
534	Repair Motor Vehicle	7,932	7,903	7,735	8,000	4,000
543	Lease Payment	0	154	0	0	0
551	Dues & Subscriptions	667	594	504	600	600
553	Service Agreements	1,497	2,275	1,658	2,300	2,200
558	Other Cont. Services	8,965	8,823	8,850	9,100	9,100
	SUBTOTAL	58,682	43,297	44,655	47,136	43,510
COMMODITIES						
600	Office Supplies	996	1,100	1,453	1,200	1,400
614	Public Education Materials	0	0	975	1,000	1,500
608	Vehicle Operations	3,994	5,181	6,750	5,200	7,000
611	Chemical Supplies	1,885	1,751	1,871	1,800	1,600
612	Vehicle & Equipment Repair/Supplies					4,900
615	Uniforms & Turn out Gear	9,899	13,817	12,158	14,000	14,000
620	Supplies	5,116	5,174	4,472	5,300	5,500
	SUBTOTAL	21,889	27,022	27,679	28,500	35,900
CAPITAL OUTLAY						
704	Office Equipment	400	0	0	0	0
710	Equipment	4,807	0	0	15,730	15,000
715	Building Improvement	25,226	0	0	0	0
731	Capital Improvement	0	0	0	0	0
	SUBTOTAL	30,433	0	0	15,730	15,000
TRANSFERS						
906	Transfer to Equipment Reserve (mower)	0	0	0	4,000	4,000
906	Lease purchase (2001 Pumper)	84,912	84,912	90,438	55,765	0
906	Lease purchase (Durango)	6,488	6,488	0	5,527	5,527
906	Transfer to Equipment Reserve					85,625
	SUBTOTAL	91,400	91,400	90,438	65,292	95,152
	TOTAL	973,089	970,053	982,942	1,021,658	1,095,962

Notes:

The lease purchase for the 2001 Pumper paid out in August of 2006.

A Mini Pumper purchased with grant funds will become active November 2006

INFORMATION TECHNOLOGY

Description of Services

Created in 2005, the Information Technology Department provides computer and technology support ranging from procurement, repair, replacement, virus prevention, e-mail management, PC and network installations as well as PC troubleshooting, printer, fax machines and phone systems. The department also provides maintenance of and improvement to the City's website, and handles all aspects of the City's Government Access Channel 20 television station. The Media Services and Broadcast Coordinator is responsible not only for website updates and enhancements but the broadcast and re-broadcast of City Commission meetings on the Government Access Channel, special programs, community events as well as daily programming. Additionally, photography and videotaping, editing and production occur through this position. The creation of an IT Support Specialist position will help support the technical needs of the entire City and reduce the need for contractual support services.

DIVISION EXPENDITURES

	Estimate	Revised	Budget
Account	2005	2006	2007
Personnel Services	0	95,000	135,140
Contractual Services	0	9,068	9,810
Commodities	0	6,320	7,940
Capital Expenditures	0	3,425	7,750
Total	0	113,813	160,640

PERSONNEL SCHEDULE

	Actual	Revised	Budget
	2005	2006	2007
IT Director	1.00	1.00	1.00
IT Specialist	0.00	0.25	1.00
Multimedia Specialist	1.00	0.25	1.00
Total	2.00	1.50	3.00

INFORMATION TECHNOLOGY (0159)						
	EXPENDITURE DETAIL				REVISED	BUDGET
					2006	2007
	EXPENDITURE DETAIL					
411	Salaries				95,000	134,140
410	Overtime					1,000
	SUBTOTAL				95,000	135,140
	CONTRACTUAL SERVICES					
502	Postage				300	400
503	Telecommunications				1,000	1,750
505	Professional Development				1,500	2,500
533	Equipment & Machinery Repair				500	800
543	Lease Payments (video production etc.)				0	0
551	Dues and Subscriptions				1,000	1,000
553	Service Agreements/Contract				3,768	2,000
558	Other Contractual (consulting, tech work)				1,000	1,360
	SUBTOTAL				9,068	9,810
	COMMODITIES					
600	Office Supplies				1,000	1,500
601	Computer Supplies (repair inventory)				2,000	2,000
614	Books & Instructional Materials				100	600
615	Uniforms				120	240
620	Operating Supplies (GAC, Web etc.)				1,600	1,600
622	Tools				1,500	2,000
	SUBTOTAL				6,320	7,940
	CAPITAL OUTLAY					
705	Digital Cameras				425	0
705	Computer Equip (Network Related)				3,000	3,000
705	Computer Equip (System Firewall)				0	2,500
705	Computer Equip (Computing)				0	1,000
710	Office Furniture and Equipment				0	1,250
	SUBTOTAL				3,425	7,750
	TOTAL				113,813	160,640

HUMAN RESOURCES

Description of Services

The Human Resources Department is responsible for the activities associated with the City's personnel. Employees of the City are the number one resource in meeting the needs of our community. Department functions include administering benefit programs, risk management, performance evaluation, recruitment and retirement. Beginning in the second quarter of 2003 the City of Ottawa changed the way employment applications are received. Applicants are directed to a computer link with HRePartners Online Employment Opportunities. Persons interested in pursuing employment opportunities with the City of Ottawa will find detailed descriptions of all the positions available, employee benefits and other pertinent information.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
Account	2004	2005	2006	2007
Personnel Services	104,749	110,674	113,000	117,500
Contractual Services	42,271	46,553	49,000	51,700
Commodities	13,238	22,873	18,000	18,000
Capital Expenditures	1,836	950	1,250	1,250
Total	162,094	181,050	181,250	188,450

PERSONNEL SCHEDULE

	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
HR/Risk Management Director	1.00	1.00	1.00	1.00
Secretary	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

HUMAN RESOURCES (0175)

HUMAN RESOURCES (0175)						
	EXPENDITURE DETAIL	ACTUAL	ACTUAL	ACTUAL	REVISED	PROPOSED
		2003	2004	2005	2006	2007
	PERSONNEL SERVICES					
411	Salaries	102,475	103,367	110,376	112,500	117,000
410	Overtime		1,382	298	500	500
	SUBTOTAL	102,475	104,749	110,674	113,000	117,500
	CONTRACTUAL SERVICES					
500	Training - (City Wide Confined Space, BB F	6,006	5,292	4,907	2,000	3,000
501	Education Reimbursement		4,733	3,587	8,000	8,000
502	Postage	19	96	74	100	200
503	Telecommunications	1,121	800	826	1,000	1,000
504	Travel Expense	531	487	562	900	1,000
505	Professional Development	258	398	83	500	2,000
512	Meeting Expenses/Meals	0	0	0	2,500	2,500
515	Advertising (City Wide Recruitment)	7,885	6,529	11,882	0	0
516	Recruitment & Screening	0	0	0	25,000	25,000
551	Dues & Subscriptions	772	1,290	360	1,000	1,000
558	Other Cont. Services	21,221	22,647	24,273	8,000	8,000
	SUBTOTAL	37,813	42,271	46,553	49,000	51,700
	COMMODITIES					
600	Office Supplies	2,315	1,527	281	2,000	2,000
620	Operating Supplies	1,034	1,800	3,522	0	0
630	Safety Related Supplies	16,588	9,911	19,070	16,000	16,000
	SUBTOTAL	19,937	13,238	22,873	18,000	18,000
	CAPITAL OUTLAY					
702	Furniture	0	150	501	0	0
704	Office Machines	0	1,687	449	1,250	1,250
	SUBTOTAL	0	1,836	950	1,250	1,250
	TOTAL	160,225	162,094	181,050	181,250	188,450

EMPLOYEE BENEFITS

Description of Services

In order to remain competitive with other employers, the City strives to offer solid benefits for employees and their families. Benefits include a self-funded health insurance program; KPERS state retirement and KP&F, which is a state retirement program for law enforcement personnel. This activity was originally established as a stand alone Employee Benefits Fund to pay the City's share of benefits for City employees who are paid through the General Fund. In 2001 the Employee Benefits Fund was consolidated with the General Fund, which was part of a larger effort to reduce the number of unnecessary funds and to simplify City bookkeeping. Each year the Finance Department collects data from various sources to project the cost of benefits. These estimates, along with known historical information are used to establish budget calculations for the upcoming year.

Expenditure Detail					
		Actual	Actual	Revised	Budget
		2004	2005	2006	2007
412	State Contribution Fund - FICA	286,179	296,526	322,000	345,000
413	State Retirement Fund - KPERS	57,623	69,871	84,000	105,000
416	State Retirement Fund - KP&F	206,667	262,398	292,000	330,000
414	Health Insurance	665,260	725,991	820,000	879,000
521	Worker's Compensation Insurance	132,509	134,672	127,000	129,000
522	Unemployment Insurance	6,919	4,924	6,000	6,000
558	Other Contractual Services	0	10,000	0	0
	Total	1,355,158	1,504,382	1,651,000	1,794,000

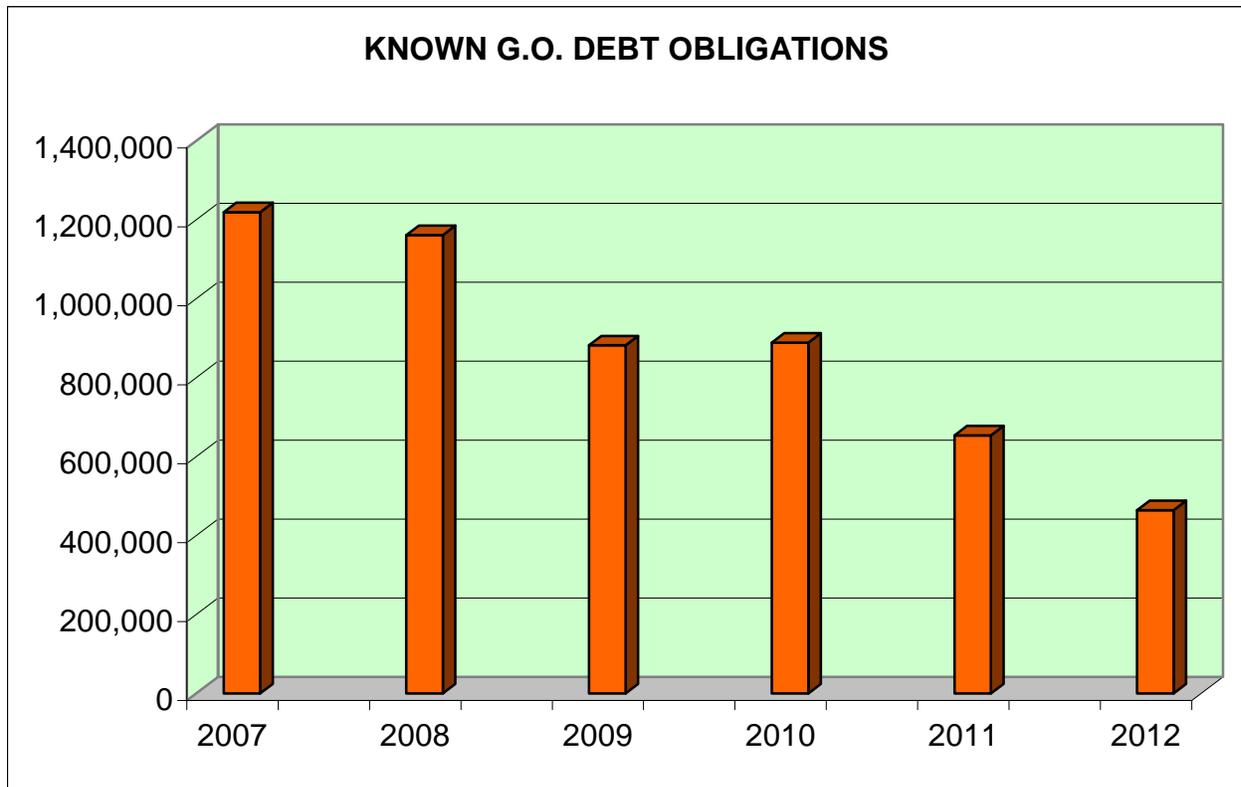
DEBT FINANCING PRINCIPLES

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 costs, including the debt issuance and interest costs of project financing.

Through the use of 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 uses debt when necessary to provide financing for essential and necessary capital projects.



G. O. DEBT RETIREMENT FUND (0500)

REVENUE DETAIL

	Actual	Actual	Actual	Budget	Budget
	2003	2004	2005	2006	2007
Unencumbered Cash Balance, Jan. 1	443,165	356,535	163,891	190,942	152,465
Ad Valorem Taxes	374,436	392,360	536,539	590,975	590,000
Back Taxes	17,201	15,038	22,561	15,000	20,000
Special Assessments	44,317	45,825	43,461	77,700	62,675
Vehicle Tax	65,386	57,280	58,371	71,585	71,333
Interest	3,199	6,090	5,090	6,000	6,000
Reimbursed Expense Income	24,900	627	0	0	0
Transfer from Wastewater	142,000	144,500	139,895	70,000	70,000
Transfer from Economic Development	60,421	0	0	0	0
Transfer from Electric	178,000	178,000	178,000	175,000	170,000
Transfer from Water	111,500	60,000	105,000	99,000	84,860
Transfer from Capital Project Funds	94,007	14,613	3,254	0	0
Transfer from Special Streets	102,371	101,500	104,822	144,154	134,289
Estimated Unpaid Taxes				-26,003	-25,960
Total Revenue	1,217,738	1,015,834	1,196,994	1,223,411	1,183,197
Total Resources	1,660,903	1,372,369	1,360,886	1,414,353	1,335,661

EXPENDITURE DETAIL

Commission & Postage	50	50	0	50	50
Principal	901,107	845,000	890,000	925,000	955,000
Interest	403,211	359,609	279,944	336,838	264,676
Reserves	0	3,819	0	0	0
Total Requirements	1,304,368	1,208,478	1,169,944	1,261,888	1,219,726
Covenant Reserve					115,935
Unencumbered Cash Balance, Dec. 31	356,535	163,891	190,942	152,465	

PROJECT	PRINCIPLE	INTEREST	TOTAL	PAYOUT
2004 Refunding	\$ 540,000	\$ 61,555	\$ 601,555	2011
23rd St and 59 Hwy & K68 Sewer	\$ 160,000	\$ 8,038	\$ 168,038	2011
Law Enforcement Center	\$ 115,000	\$ 119,068	\$ 234,068	2021
Levee Project (Rip Rap)	\$ 40,000	\$ 40,148	\$ 80,148	2023
23rd St Water and Sewer & Cedar St.	\$ 100,000	\$ 35,868	\$ 135,868	2015
TOTAL	\$ 955,000	\$ 264,676	\$ 1,219,676	

G. O. DEBT RETIREMENT FUND (0500)

	Mill Levy	6.909	6.856	8.720	8.584	8.239
		ACTUAL	ACTUAL	ACTUAL	BUDGET	BUDGET
	SOURCE OF REVENUE	2003	2004	2005	2006	2007
100	Unencumbered Cash	443,165	356,535	163,891	190,942	152,465
301	Ad Valorem Tax	374,436	392,360	536,539	590,975	590,000
301	Estimated Unpaid Taxes				-26,003	-25,960
302	Back Taxes	17,201	15,038	22,561	15,000	20,000
310	Special Assessments	44,317	45,825	43,461	77,700	62,675
315	Vehicle Tax	65,386	57,280	58,371	71,585	71,333
324	Interest	3,199	6,090	5,090	6,000	6,000
325	Reimbursed Expense Income	24,900	627	0	0	0
344	Transfer from Wastewater Fund	142,000	144,500	139,895	70,000	70,000
351	Transfer from Economic Development	60,421	0	0	0	0
345	Transfer from Electric	178,000	178,000	178,000	175,000	170,000
347	Transfer from Water	111,500	60,000	105,000	99,000	84,860
348	Transfer from Cap. Project	94,007	14,613	3,254	0	0
350	Transfer from Special Streets	102,371	101,500	104,822	144,154	134,289
	TOTAL	1,660,903	1,372,369	1,360,886	1,414,353	1,335,661

G. O. DEBT RETIREMENT FUND (0500)

		ACTUAL	ACTUAL	REVISED	BUDGET	PROPOSED
	EXPENDITURE DETAIL	2003	2004	2005	2006	2007
502	Commission & Postage	50	50	0	50	50
800	Principal	901,107	845,000	890,000	925,000	955,000
803	Interest	403,211	359,609	279,944	336,838	264,676
925	Covenant Reserve		3,819			115,935
	TOTAL	1,304,368	1,208,478	1,169,944	1,261,888	1,335,661

The General Obligation Retirement fund provides principal and interest payments on the City's general obligation bond issues. The budget sets appropriations for an amount needed to meet the budget year debt service obligations, and a small carry over to provide positive cash flow in the following year. This additional amount remains in fund balance to be used as a financing source for the subsequent year's debt service payments.

COMMUNITY SERVICES SUPPORT (1100)

Description of Activities

Community Services Support does just what its name suggests; provides support for community groups and activities that provide a community wide service. Transfers from the Utility Funds and the General Fund, generates revenue for this activity. This fund supports Youth in Government, Ottawa Jaycees 4th of July Fireworks, Holiday Lights on Main Street, the Veteran's Day Parade and the City Band. Contractual agreements for services with the Ottawa Area Chamber of Commerce for economic Development and Ottawa Main Street are funded through this activity, as is the City's contribution to the Bea Martin Peck Animal Shelter

REVENUE DETAIL				
	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Cash Balance, Jan. 1	18,666	37,327	39,775	13,075
Reimbursed Expense	3,534	650	0	0
Donations	375	0	0	0
Transfer from Wastewater	37,000	36,000	29,000	36,000
Transfers from Electric	37,000	36,000	29,000	36,000
Transfers from Water	37,000	36,000	29,000	36,000
Transfers from General	37,000	34,000	22,000	28,000
Total Revenue	151,909	142,650	109,000	136,000
Total Resources	170,575	179,977	148,775	149,075
EXPENDITURE DETAIL				
Bea Martin Peck	45,500	45,500	40,000	45,500
Chamber of Commerce	45,000	45,000	45,000	45,000
Ottawa Main Street	30,000	30,000	27,500	30,000
Christmas Lighting	0	0	8,200	8,200
Youth Conference Activities	711	4,500	4,500	4,500
City Band	2,300	2,702	3,000	3,000
Jaycees Fireworks	2,500	2,500	2,500	2,500
Veteran's Day Parade	1,000	1,000	1,000	1,000
Contractual Services	3,025	0	500	500
Historical Society	0	2,500	2,500	0
Receptions & Meals	1,351	0	0	0
Skunk Run	500	500	0	0
Miscellaneous	1,360	0	0	0
Reserves (Hurricane relief in 05)	0	6,000	1,000	0
Total Requirements	133,247	140,202	135,700	140,200
Contingency Reserve				8,875
Cash Balance, Dec. 31	37,327	39,775	13,075	

COMMUNITY SERVICES SUPPORT (1100)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	SOURCE OF REVENUE	2003	2004	2005	2006	2007
100	Unencumbered Cash	95,074	18,666	37,327	39,775	13,075
325	Reimbursed Expense	6,260	3,534	650	0	0
327	Donations	0	375	0	0	0
344	Transfer from Wastewater	5,000	37,000	36,000	29,000	36,000
345	Transfers from Electric	5,000	37,000	36,000	29,000	36,000
347	Transfers from Water	5,000	37,000	36,000	29,000	36,000
349	Transfers from General	0	37,000	34,000	22,000	28,000
	TOTAL	116,334	170,575	179,977	148,775	149,075

COMMUNITY SERVICES SUPPORT (1100)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	EXPENDITURE DETAIL	2003	2004	2005	2006	2007
502	Postage	0	661	0	0	0
504	Travel Expense	15,793	238	0	0	0
511	Bea Martin Peck Shelter	47,500	45,500	45,500	40,000	45,500
512	Receptions & Meals	10,042	1,351	0	0	0
515	Advertising	3,223	461	0	0	0
551	Dues & Subscriptions	85	0	0	0	0
558	Contractual Services	9,757	3,025	0	500	500
564	Veteran's Day Parade	0	1,000	1,000	1,000	1,000
564	Franklin Co. Visitor Information/Tourism	14,250	0	0	0	0
564	Historical Society	7,500	0	2,500	2,500	0
569	City Band	0	2,300	2,702	3,000	3,000
572	Chamber/Economic Dev. Agreement	50,000	45,000	45,000	45,000	45,000
575	Youth In Gov't Conference Activities	3,700	711	4,500	4,500	4,500
577	Ottawa Main Street	30,000	30,000	30,000	27,500	30,000
578	Jaycees Fireworks	2,500	2,500	2,500	2,500	2,500
579	Christmas Lighting	0	0	0	8,200	8,200
	Skunk Run Committee	0	500	500	0	0
925	Hurricane Relief	0	0	6,000	0	0
925	Contingency Reserve	817	0	0	1,000	
	TOTAL	145,168	133,247	140,202	135,700	8,875
						149,075

Note 1: The Bea Martin Peck expenditure in 2003 was actually expended from the General Fund and is illustrated here for historical purposes only.

Note 2: The 2003 Chamber of Commerce payment was actually expended from Economic Development. It is illustrated here for historical purposes only.

AUDITORIUM (1300)

Description of Activities

The Ottawa Municipal Auditorium (OMA) was built to serve as a community cultural, entertainment and educational facility. The auditorium offers special programming, a venue for community theatre productions, and a facility for private rentals. Revenue is a combination of a dedicated mill levy approved by the City Commission, as well as ticket and concession sales, grants and donations. The 2006 season saw a reduction of productions for the auditorium. For the past few years, personnel has consisted of one full-time Administrative Manager and several part-time staff. The 2007 budget reflects an increase, which will fund the hiring of a Director.

REVENUE DETAIL				
	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Mill Levy	2,164	2,141	2,281	1,774
Cash Balance, Jan. 1	10,544	-6,557	13,776	70,448
Ad Valorem Tax	123,845	131,748	149,150	127,000
Ticket Sales	42,907	55,096	7,521	47,500
Vehicle Tax	19,470	18,398	17,581	18,945
Grants, Foundation	10,980	7,560	650	4,000
Rentals	7,002	12,263	5,215	7,000
Concessions	6,635	6,467	2,730	3,000
Back Tax Collections	4,107	7,086	4,200	4,200
Interest Income	850	456	754	200
Reimbursed Expense	143	560	350	200
Donations	2,903	3,870	286	3,000
Program Advertising	960	2,428	0	2,000
Total Revenue	219,802	245,932	188,437	217,045
EXPENDITURE DETAIL				
Personnel Services	122,256	88,048	77,800	139,090
Contractual Services	103,302	128,913	41,239	86,480
Commodities	4,949	5,232	4,426	4,700
Capital Expenditures	6,396	3,405	8,300	4,000
Total Requirements	236,903	225,598	131,765	234,270
Reserves				53,223
Cash Bal., Dec. 31	-6,557	13,776	70,448	
PERSONNEL SCHEDULE				
Auditorium Director	0	0	0.25	1
Secretary/Bookkeeper	0	0	0	1
Operations Manager	1	1	0	0
Administrative Manager	1	0.5	1	0
Janitorial	0.5	0.5	0	0
Total	2.5	2	1.25	2
Temporary	7	7	7	7

AUDITORIUM (1300)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	SOURCE OF REVENUE	2003	2004	2005	2006	2007
100	Unencumbered Cash	8,195	10,544	-6,557	13,776	70,448
301	Ad Valorem Tax	123,579	123,845	131,748	149,150	127,000
301	Uncollected Ad Valorem Tax					
302	Back Tax Collections	5,307	4,107	7,086	4,200	4,200
315	Vehicle Tax	19,224	19,470	18,398	17,581	18,945
	Total Tax Revenue	148,110	147,422	157,232	170,931	150,145
321	Rentals	8,797	7,002	12,263	5,215	7,000
324	Interest Income	306	850	456	754	200
325	Reimbursed Expense	66	143	560	350	200
327	Donations	973	2,903	3,870	286	3,000
328	Concessions	5,176	6,635	6,467	2,730	3,000
329	Ticket Sales	34,800	42,907	55,096	7,521	47,500
343	Grants, Foundation	13,410	10,980	7,560	650	4,000
346	Transfers	0	0	0	0	0
399	Miscellaneous	0	0	0	0	0
337	Program Advertising	1,575	960	2,428	0	2,000
	Total Other Revenue	65,103	72,380	88,699	17,506	66,900
	TOTAL	221,408	230,346	239,375	202,213	287,493

EXPENDITURE DETAIL

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	EXPENDITURE DETAIL	2003	2004	2005	2006	2007
	PERSONNEL SERVICES					
411	Salaries	69,367	78,879	47,163	55,000	100,000
411	Temporary	7,713	7,912	14,607	4,200	8,000
410	Overtime	11,833	7,616	7,938	4,200	6,000
412	Social Security	6,740	6,956	5,336	3,400	8,721
413	Retirement	2,432	2,739	2,171	2,000	5,369
414	Health Insurance	12,752	18,155	10,833	9,000	11,000
	SUBTOTAL	110,836	122,256	88,048	77,800	139,090
	CONTRACTUAL SERVICES					
502	Postage	675	421	386	200	400
503	Telephone	1,550	1,357	1,258	950	950
504	Travel Expense	150	402	589	213	400
505	Educational Advancement	0	1,950	65	100	200
514	Printing	843	770	678	500	1,000
515	Advertising	9,220	11,806	13,306	950	12,350
520	Insurance - Bldg. & Contents	2,166	2,381	2,961	3,318	3,500
521	Worker's Comp	1,045	1,318	1,090	1,400	1,400
522	Unemployment Insurance	152	329	235	175	175
525	Boiler Insurance	1,000	1,200	1,250	1,300	1,430
530	Utilities	14,166	17,531	18,512	16,000	16,000
551	Dues & Subscriptions	538	851	658	525	525
552	Ticket Refunds	525	47	2,035	308	100
555	Public Relations	161	56	106	100	250
558	Other Cont. Services	3,182	2,996	14,353	3,500	3,500
560	Auditorium Maintenance	7,469	1,569	921	4,000	4,000
567	Event Fees & Deposits	35,377	54,187	53,115	6,700	40,000
570	Misc. Event Expenses	2,641	4,133	17,396	1,000	300
	SUBTOTAL	80,858	103,302	128,913	41,239	86,480
	COMMODITIES					
600	Office Supplies	1,050	1,010	1,138	651	700
613	Janitorial Supplies	915	672	595	621	500
619	Concession Supplies	2,682	2,678	2,949	2,500	3,000
630	Other Operating Supplies	593	588	551	654	500
	SUBTOTAL	5,240	4,949	5,232	4,426	4,700
	CAPITAL EXPENDITURES					
702	Furniture & Fixtures	30	309	376	0	0
704	Office Machines	371	0	0	0	0
709	Stage Equipment	2,744	243	1,139	4,300	0
715	Renovations	0	5,844	1,890	4,000	4,000
	SUBTOTAL	3,145	6,396	3,405	8,300	4,000
925	Reserves					53,223
	TOTAL	200,079	236,903	225,598	131,765	287,493

AIRPORT (1400)

Description of Activities

The Ottawa Municipal Airport covers 440 acres and consists of runways and several buildings including a main hangar, shop building and a t-hangar. Currently there is a contractual Fixed Base Operator who is in charge of the day-to-day functions of the airport. In 2001 the City completed an Airport Master Plan to establish a "road map" for projects at the facility. Several exciting developments have been taking place at the Airport including the installation of PAPI lights and reconstruction of the apron. These projects have been made possible by the attainment of grants from the Federal Aviation Administration, which is reimbursing the expenses of both projects at 95%.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Contractual Services	41,284	57,939	55,872	56,318
Commodities	3,022	12	4,000	4,000
Capital Outlay	3,705	0	0	0
Contingency	0	0	0	3,788
Total	48,011	57,951	59,872	64,106

AIRPORT (1400)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	SOURCE OF REVENUE	2003	2004	2005	2006	2007
100	Unencumbered Cash	0	516	3,505	2,867	3,106
349	Transfers - General	43,657	51,000	57,313	60,111	61,000
	TOTAL	43,657	51,516	60,818	62,978	64,106

AIRPORT (1400)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	EXPENDITURE DETAIL	2003	2004	2005	2006	2007
	CONTRACTUAL SERVICES					
503	Telecommunications	154	0	0	0	0
520	Insurance - Bldg. & Contents	1,112	1,199	1,310	1,472	1,618
526	Insurance - Aviation Liability	1,667	2,000	2,000	2,000	2,200
530	Utilities	1,097	843	940	1,000	1,000
532	Repair - Building, etc.	100	145	106	200	200
533	Equipment Repairs	50	301	1,085	200	300
549	Airport Management Contract	33,500	33,500	48,000	48,000	48,000
558	Other Cont. Services	3,320	3,146	4,498	3,000	3,000
559	Environmental Compliance	10	150	0	0	0
	SUBTOTAL	41,011	41,284	57,939	55,872	56,318
	COMMODITIES					
616	Paint	0	1,173	0	500	500
620	Supplies	0	85	12	1,000	1,000
624	Asphalt (Patch)	0	1,764	0	2,000	2,000
629	Gravel, Rock & Cement	0	0	0	500	500
	SUBTOTAL	0	3,022	12	4,000	4,000
	CAPITAL OUTLAY					
710	Equipment (8' Bushhog Mower Deck)	2,130	3,705	0	0	0
	SUBTOTAL	2,130	3,705	0	0	0
	CONTINGENCY RESERVE					3,788
	TOTAL	43,141	48,011	57,951	59,872	64,106

SPECIAL PARKS AND RECREATION (1600)

Description of Activities

The Special Parks and Recreation activity gains its revenue from 1/3 of all Liquor Drink Tax distributed to the City. This activity allows for special projects to be completed in parks and other areas that will enhance recreation opportunities for the community. Larger projects have included playground equipment and the swimming pool filtration system. In 2007, city staff will look to purchase and install shade structures at the newly renovated swimming pool.

REVENUE DETAIL				
	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Cash Balance, Jan. 1	13,709	26,968	21,659	24,830
Liquor Selling Taxes	23,387	25,328	25,000	25,000
Reimbursed Expense Income	695	0	0	0
Prior Year Adjustment	13,677	0	0	0
Total Revenue	37,759	25,328	25,000	25,000
Total Resources	51,468	52,296	46,659	49,830
EXPENDITURE DETAIL				
Supplies	500	0	0	2,500
Capital Outlay	0	11,817	4,829	14,000
Old Depot Trail Match	24,000	0	0	0
Swimming Pool Filtration	0	14,000	14,000	14,000
Playground Equipment	0	0	0	0
Contractual Services	0	3,370	3,000	3,500
Reserves	0	1,450	0	0
Total Requirements	24,500	30,637	21,829	34,000
Contingency Reserve				15,830
Cash Balance, Dec. 31	26,968	21,659	24,830	

SPECIAL PARKS AND RECREATION (1600)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	SOURCE OF REVENUE	2003	2004	2005	2006	2007
100	Unencumbered Cash	29,927	13,709	26,968	21,659	24,830
314	Liquor Drink Taxes	27,065	23,387	25,328	25,000	25,000
325	Reimbursed Expense Income	2,725	695	0	0	0
	Prior year reimbursement	0	13,677	0	0	0
	TOTAL	59,717	51,468	52,296	46,659	49,830

SPECIAL PARKS AND RECREATION (1600)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	EXPENDITURE DETAIL	2003	2004	2005	2006	2007
CONTRACTUAL SERVICES						
558	Contractual Services	16,276	0	3,370	3,000	3,500
	SUBTOTAL	16,276	0	3,370	3,000	3,500
CAPITAL OUTLAY						
710	Capital Outlay	0	0	10,022	4,829	0
715	(Roof Repair DWCC)	800	0	0	0	0
753	(Drake Field Dugouts)	1,900	0	0	0	0
729	(City & Kanza Park) Water Fountains 06	0	0	1,795	0	5,000
730	(Tennis Courts)	8,292	0	0	0	0
730	(Old Depot Trail Match)	11,970	24,000	0	0	0
730	(Swimming Pool Filter, 4 yrs)	0	0	14,000	14,000	14,000
730	(Shade Structures for Pool)	0	0	0	0	9,000
	SUBTOTAL	22,962	24,000	25,817	18,829	28,000
MISCELLANEOUS						
620	Supplies	2,840	500	0	0	2,500
925	Contingency Reserve	3,930	0	1,450	0	15,830
	TOTAL	46,008	24,500	30,637	21,829	49,830

Liquor Drink Tax for 2006 and 2007 is estimated. 2007 will be updated based upon the estimates by the County Treasurer.

By statute, the Special Parks and Recreation fund receives 1/3 of the City's Liquor Drink Tax. In addition to Special Parks, the General and Special Alcohol Funds each receive 1/3 of the Drink Tax.

SPECIAL DRUG AND ALCOHOL PROGRAM (1700)

Description of Activities

The Special Drug and Alcohol Program activity receives revenue from 1/3 of the Liquor Drink Tax distributed to the City and collected on the sale of liquor by the drink. This activity allows for funding of programming and education for youth against the use of drugs and alcohol. The Police Department sponsors a Drug Abuse Resistance Education (DARE) program, which is a preventative educational program targeting grade school children in the USD 290 school system. The DARE Officer and DARE programs are partially funded from the Special Alcohol Program.

REVENUE DETAIL				
	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Cash Balance, Jan. 1	32,795	26,183	23,312	17,312
Liquor Selling Taxes	23,388	25,329	25,000	25,000
Reimbursed Expenses		1,800		
Total Revenue	23,388	27,129	25,000	25,000
Total Resources	56,183	53,312	48,312	42,312
EXPENDITURE DETAIL				
Transfer for DARE Officer	30,000	30,000	31,000	32,000
Total Requirements	30,000	30,000	31,000	32,000
Reserves				10,312
Cash Balance, Dec. 31	26,183	23,312	17,312	

SPECIAL ALCOHOL PROGRAM (1700)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	SOURCE OF REVENUE	2003	2004	2005	2006	2007
100	Unencumbered Cash	31,730	32,795	26,183	23,312	17,312
314	Liquor Drink Taxes	27,065	23,388	25,329	25,000	25,000
325	Reimbursed Expense			1,800		
	TOTAL	58,796	56,183	53,312	48,312	42,312

SPECIAL ALCOHOL PROGRAM (1700)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	EXPENDITURE DETAIL	2003	2004	2005	2006	2007
	CONTRACTUAL SERVICES					
558	Contractual Services, (DARE Program)	1,000	0	0	0	0
	MISCELLANEOUS					
901	Transfer to Gen Fund for DARE Officer	25,000	30,000	30,000	31,000	32,000
925	Reserves					10,312
	TOTAL	26,000	30,000	30,000	31,000	42,312

Liquor Drink Tax for 2006 and 2007 is estimated. Estimates for 2007 are based upon information provided by the County Treasurer. By state statute, the General Fund, Special Parks and Recreation Fund and Special Alcohol Fund each receive one third of the Drink Tax.

LIBRARY (1800)

Description of Activity

The Library functions with a separate Board appointed by the City Commission, a Library Director and several staff. Revenue consists of a dedicated mill levy approved by the City Commission during the annual budget process. The library has been dedicated to keeping a relatively flat mill levy over the last several years during recent budget stress. Increases in 2007 are primarily for personnel costs, materials and supplies for programming and the new practice of transferring funds to an equipment replacement fund.

REVENUE DETAIL				
	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Mill Levy	8.108	7.847	7.741	8.643
Cash Balance, Jan. 1	0	0	0	0
Ad Valorem Taxes	490,905	482,906	532,935	637,812
Back Taxes	20,000	27,480	25,000	25,000
Vehicle Taxes	73,797	69,114	64,447	64,026
Interest	600	1,889	1,330	1,000
Total Revenue	585,302	581,389	623,712	727,838
Total Resources	585,302	581,389	623,712	727,838
EXPENDITURE DETAIL				
Appropriations to Library Board	524,913	517,739	567,573	671,699
Transfer to Electric	60,389	63,650	56,139	56,139
Total Expenditures	585,302	581,389	623,712	727,838
Cash Balance, Dec. 31	0	0	0	0

PERSONNEL SCHEDULE

	2006	2007
Library Director	1.00	1.00
Administrative Assistant	1.00	1.00
Librarians	6.98	6.98
Circulation, ILL, Ref, Tech	3.40	3.40
Library Assistants	2.35	2.35
Custodian	.625	.625
Total	15.35	15.35

LIBRARY (1800)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	SOURCE OF REVENUE	2003	2004	2005	2006	2007
100	Unencumbered Cash	127	0	0	0	0
301	Ad Valorem Tax	508,675	490,905	482,906	532,935	637,812
302	Back Tax	20,806	20,000	27,480	25,000	25,000
315	Vehicle Tax	76,590	73,797	69,114	64,447	64,026
324	Interest	1,110	600	1,889	1,330	1,000
	TOTAL	607,309	585,302	581,389	623,712	727,838

LIBRARY (1800)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	EXPENDITURE DETAIL	2003	2004	2005	2006	2007
576	Appropriations to Library Board	550,299	524,913	517,739	567,573	671,699
904	Transfer - Reimbursement to Electric	57,000	60,389	63,650	56,139	56,139
	TOTAL	607,299	585,302	581,389	623,712	727,838

LIBRARY EQUIPMENT RESERVE RESERVE WORKSHEET

EQUIPMENT RESERVE WORKSHEET		Year Of Purch	Est. Replace Year	Est. Replace Cost	Funds In Reserve EOY 2006	Funds Expended 2006	Dollars Needed After 06	2007 Request	Dollars Needed After 07	2008 Request	Dollars Needed After 08	2009 Request	Dollars Needed After 09	2010 Request	Dollars Needed 2010
DEPARTMENT															
LIBRARY															
Carpet Circ.		1982	2007	\$11,000	\$11,000	\$0	\$0	\$0	\$12,766	\$0	\$12,766	\$1,277	\$11,489	\$1,277	\$10,213
Carpet Ref.		1996	2007	\$5,000	\$5,000	\$0	\$0	\$0	\$5,803	\$0	\$5,803	\$0	\$5,803	\$0	\$5,803
Carpet Children's		1996	2007	\$5,000	\$5,000	\$0	\$0	\$0	\$5,803	\$0	\$5,803	\$0	\$5,803	\$0	\$5,803
Shelving/Furniture		1996	2007	\$8,500	\$8,500	\$0	\$0	\$0	\$11,448	\$0	\$11,448	\$0	\$11,448	\$0	\$11,448
Security System		1999	2007	\$10,000	\$8,000	\$0	\$2,000	\$2,000	\$11,098	\$0	\$11,098	\$0	\$11,098	\$1,850	\$9,249
8 Computers		2003	2007	\$5,000	\$0	\$0	\$5,000	\$5,000	\$5,307	\$1,327	\$3,980	\$1,327	\$2,653	\$1,327	\$1,326
Circulation Area Remodel		1996	2008	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0	\$25,005	\$0	\$25,005	\$1,786	\$23,219
Copier		1998	2008	\$6,668	\$5,000	\$0	\$1,668	\$1,668	\$0	\$0	\$6,668	\$0	\$6,668	\$0	\$6,668
Sirsi major upgrade (Circ. System)		2000	2008	\$15,500	\$12,000	\$0	\$3,500	\$1,350	\$2,150	\$2,150	\$38,298	\$3,830	\$34,468	\$3,830	\$30,638
8 Computers		2004	2008	\$8,000	\$0	\$0	\$8,000	\$1,000	\$7,000	\$4,000	\$8,400	\$0	\$8,400	\$1,800	\$6,600
8 Computers		2005	2009	\$8,000	\$0	\$0	\$8,000	\$0	\$8,000	\$2,500	\$5,500	\$5,500	\$0	\$0	\$0
Library cards		2006	2009	\$3,000	\$0	\$3,000	\$0	\$1,000	\$2,000	\$1,000	\$1,000	\$1,000	\$0	\$0	\$0
Building Design		2009	2009	\$20,000	\$15,500	\$0	\$4,500	\$0	\$4,500	\$2,250	\$2,250	\$2,250	\$0	\$0	\$0
Server, Oracle, Pocket Circ.		2006	2010	\$25,685	\$0	\$24,200	\$25,685	\$0	\$25,685	\$8,562	\$17,123	\$8,562	\$8,562	\$8,562	\$0
8 Computers		2006	2010	\$8,000	\$5,000	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	\$0
Copier		2006	2014	\$7,290	\$0	\$6,471	\$7,290	\$0	\$7,290	\$1,041	\$6,248	\$1,041	\$5,207	\$1,041	\$4,165
Less Operating Expenditures						-\$8,600									
Subtotal				\$166,642	\$95,000	\$25,071	\$68,642	\$12,018	\$108,849	\$22,829	\$161,390	\$24,786	\$136,603	\$24,472	\$81,865

LIBRARY

CITY REVENUE	2003 Actual	2004 Actual	2005 Actual	2006 Budget	2006 Rev Budget	2007 Proposed
Previous Year Carryover	\$0	\$0	\$0	\$357	\$0	\$0
City ad valorem	\$508,675	\$464,035	\$482,569	\$532,908	\$532,935	\$637,812
Back Tax	\$20,806	\$19,244	\$27,480	\$25,000	\$25,000	\$25,000
Motor vehicle tax	\$76,590	\$77,181	\$69,451	\$64,447	\$64,447	\$64,026
Interest	\$1,110	\$872	\$1,889	\$1,000	\$1,330	\$1,000
Uncollected taxes @ 2.5%						(\$15,556)
Total City Revenue	\$607,181	\$561,332	\$581,389	\$623,712	\$623,712	\$712,282
Building Payment Withheld	-\$57,000	-\$60,389	-\$63,650	-\$56,139	-\$56,139	-\$56,139
Actual Appropriations	\$550,181	\$500,943	\$517,739	\$567,573	\$567,573	\$656,143

OTHER REVENUE	2003	2004	2005	2006	2006	2007
State aid	\$8,559	\$8,428	\$8,385	\$8,000	\$8,617	\$8,000
Grants	\$27,824	\$20,075	\$25,237	\$18,000	\$23,624	\$22,250
Fines & Fees	\$14,898	\$16,442	\$17,149	\$15,000	\$15,000	\$16,000
Endowment Interest	\$11,000	\$0	\$0	\$11,000	\$11,000	\$30,453
Interest	\$3,945	\$4,040	\$4,687	\$3,000	\$3,500	\$4,000
Gifts	\$18,523	\$5,394	\$3,505	\$0	\$0	\$0
Reserve	\$0	\$43,446	\$71,183	\$94,027	\$87,286	\$30,754
Special Purchase/Pass-Thru	\$2,580	\$3,048	\$1,965	\$0	\$0	\$0
Reimbursements/Misc	\$329	\$420	\$2,658	\$0	\$0	\$0
Total Other Revenue	\$87,658	\$101,293	\$134,769	\$149,027	\$149,027	\$111,457
TOTAL ALL SOURCES	\$637,839	\$602,236	\$652,508	\$716,600	\$716,600	\$767,600

BALANCE SHEET	2003	2004	2005	2006	2006	2007
Beginning Balance, Jan 1st	\$177,524	\$232,669	\$189,223	\$106,783	\$118,040	\$30,754
Revenue	\$637,839	\$602,236	\$652,508	\$716,600	\$716,600	\$736,846
Total Funds Available	\$815,363	\$834,905	\$841,731	\$823,383	\$834,640	\$767,600
Less Fund Expenditures	\$582,694	\$602,236	\$652,508	\$716,600	\$716,600	\$767,600
Ending Balance, Dec 31st	\$232,669	\$232,669	\$189,223	\$106,783	\$118,040	\$0
Reserves Expended	\$0	\$43,446	\$71,183	\$94,027	\$87,286	\$30,754
Operating Cash Carryover	\$232,669	\$189,223	\$118,040	\$12,756	\$30,754	\$0

EXPENDITURE SUMMARY	2003	2004	2005	2006	2006	2007
Personnel Services	\$395,197	\$416,391	\$457,373	\$507,200	\$507,200	\$548,000
Materials & Programs	\$77,218	\$81,965	\$90,724	\$90,900	\$90,900	\$91,000
Operating Expenses	\$110,365	\$103,880	\$104,411	\$118,500	\$118,500	\$128,600
Total	\$582,780	\$602,236	\$652,508	\$716,600	\$716,600	\$767,600

OTHER CASH	2003	2004	2005	2006	2006	2007
Capital Improvement Fund Balance	\$126,712	\$127,749	\$127,837	\$120,000	\$95,000	\$107,000
Endowment Fund Balance	\$385,013	\$412,192	\$429,032	\$437,196	\$437,196	\$437,196
Total Unappropriated Cash	\$359,381	\$316,972	\$245,877	\$132,756	\$125,754	\$107,000

LIBRARY

	2003	2004	2005	2006	2006 Rev	2007
	Actual	Actual	Actual	Budget	Budget	Proposed
Personnel Services						
Staff Salaries	\$339,817	\$361,401	\$392,699	\$429,000	\$429,000	\$459,000
Employee benefits	\$55,380	\$54,989	\$64,674	\$78,200	\$78,200	\$89,000
Total	\$395,197	\$416,390	\$457,373	\$507,200	\$507,200	\$548,000
Materials and Programs						
Books/Periodicals	\$58,906	\$67,910	\$77,096	\$79,275	\$79,275	\$80,000
AV Materials	\$2,768	\$6,341	\$6,811	\$8,900	\$8,900	\$9,000
Programs	\$997	\$1,582	\$1,982	\$1,500	\$1,500	\$2,000
Binding	\$8	\$54	\$262	\$225	\$225	\$0
Special Materials/Programing Grants	\$5,408	\$1,457	\$0	\$0	\$0	\$0
Gifts	\$8,485	\$4,227	\$3,745	\$0	\$0	\$0
Total	\$76,572	\$81,571	\$89,896	\$89,900	\$89,900	\$91,000
Operating Expenditures						
Building insurance	\$1,545	\$1,833	\$3,403	\$5,400	\$4,417	\$4,900
Audit	\$2,161	\$2,161	\$2,259	\$2,400	\$2,463	\$2,700
Utilities	\$20,356	\$18,747	\$22,039	\$23,000	\$23,000	\$24,000
Telephone	\$1,699	\$2,884	\$3,799	\$2,500	\$2,500	\$2,500
Postage	\$8,916	\$7,519	\$5,626	\$5,000	\$9,000	\$9,000
Public Relations	\$1,205	\$2,533	\$1,378	\$2,000	\$2,000	\$2,000
Custodial Supplies & Bldg Maint.	\$26,946	\$25,461	\$26,694	\$30,000	\$28,000	\$28,000
Office Supplies & Copy Machine Exp	\$9,659	\$12,394	\$11,294	\$12,500	\$11,500	\$12,000
Prof.Mtgs., Mbrshps, & Mi. Expenses	\$7,519	\$10,427	\$8,106	\$10,500	\$10,500	\$10,000
Equip. Purchase	\$2,018	\$7,679	\$6,870	\$12,000	\$11,500	\$7,300
Equip.Rental & Repair	\$748	\$658	\$719	\$1,000	\$920	\$1,000
Miscellaneous	\$79	\$237	\$714	\$500	\$500	\$500
Automation Support	\$6,936	\$7,132	\$7,154	\$9,000	\$9,000	\$9,000
Electronic Access Expenditures	\$646	\$395	\$828	\$1,000	\$1,000	\$1,000
Collection Agency	\$0	\$0	\$0	\$700	\$700	\$700
Computer Stwr. Upgrades	\$702	\$1,168	\$1,902	\$2,000	\$1,500	\$1,982
Cont. Ed Grant	\$836	\$0	\$0			
Operating Grants	\$12,200	\$0	\$489			
Special Purchase & Pass-Thru	\$2,580	\$3,048	\$1,965			
Equipment Reserve (CIF)	\$4,260	\$0	\$0			\$12,018
Reserve	\$0	\$0	\$0			
Total	\$111,011	\$104,276	\$105,239	\$119,500	\$118,500	\$128,600

CITY OF



OTTAWA

KANSAS

ECONOMIC DEVELOPMENT (2500)

Description of Activities

The Economic Development Fund has a revenue source that is made up primarily from building permit fees with additional revenue from the renting or leasing of public property. The 2007 budget year should see a notable increase in revenue due to a gas franchise agreement approved in 2006. This fund is responsible for paying the engineering and other contractual fees related to the city's portion of development expenses. It is also being utilized to fund the purchase of property located at 1st and Hickory for a public parking lot.

REVENUE DETAIL				
	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Cash Balance, Jan. 1	90,152	20,761	88,296	114,696
Interest	755	2,018	2,200	2,200
Reimbursed Expenses	2,047	55,578	2,000	2,000
Franchise	0	0	10,000	40,000
Building Permits	0	0	80,000	77,500
Transfer from General Fund	10,000	0	0	0
Other Rents/T-Mobile Lease	0	10,858	13,200	13,200
Sale of Property	0	65,900	0	0
Total Revenue	12,801	134,354	107,400	134,900
Total Resources	102,953	155,115	195,696	249,596
EXPENDITURE DETAIL				
Transfers to General Fund	0	0	0	45,000
Transfers to Debt Fund	0	0	0	0
Engineering	29,096	50,247	60,000	60,000
Economic Development	53,095	16,572	15,000	138,596
Land Purchase	0	0	6,000	6,000
Total Requirements	82,191	66,819	81,000	249,596
Cash Balance, Dec. 31	20,762	88,296	114,696	0

ECONOMIC DEVELOPMENT (2500)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	SOURCE OF REVENUE	2003	2004	2005	2006	2007
100	Unencumbered Cash	232,520	90,152	20,761	88,296	114,696
307	Franchise	0	0	0	10,000	40,000
321	Other Rents/T-Mobile Lease	0	0	10,858	13,200	13,200
324	Interest	1,917	755	2,018	2,200	2,200
325	Reimbursed Expense	2,000	2,047	55,578	2,000	2,000
336	Building Permits	0	0	0	80,000	77,500
349	Transfer from General Fund	15,400	10,000	0	0	0
398	Sale of Industrial Park Property	0	0	65,900	0	0
	TOTAL	251,837	102,953	155,115	195,696	249,596

ECONOMIC DEVELOPMENT (2500)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	EXPENDITURE DETAIL	2003	2004	2005	2006	2007
558	Engineering & Other Contractual	37,975	29,096	50,247	60,000	60,000
558	Airport Improvement	10,831	0	0	0	0
572	Economic Development	52,458	53,095	16,572	15,000	138,596
734	Land Purchase	0	0	0	6,000	6,000
900	Transfer to Bond & Interest Fund	60,421	0	0	0	0
901	Transfer to General Fund	0	0	0	0	45,000
925	Contingency Reserve	0	0	0	0	0
	TOTAL	161,685	82,191	66,819	81,000	249,596

Note: Line 336, Building Permits is a new line to this fund in 2006 to capture part of those fees for economic development. Land purchase in 2006 was for public parking at 1st and Hickory. A final payment of \$53,000 is due in 2008. \$53,095 in 2004, line 572 resulted from a bank error, which was reimbursed in 2005.

SPECIAL STREET (2800)

Description of Activities

The Special Street Fund receives its revenue primarily from the State's City and County Special Highway Fund. Additionally, street impact fees collected are posted in this fund. Street expenditures consist of a variety of projects including the repair and maintenance of traffic signals, alley maintenance, some street construction and transfers to the Bond and Interest Fund for long term financing of street projects. An increase in the 2007 budget reflects the improvement of the public parking lot located at 1st and Hickory. This project will allow for additional parking to be available to businesses in the area as well as downtown shoppers.

REVENUE DETAIL				
	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Cash Balance, Jan. 1	59,867	74,244	176,999	195,929
Special Highway	338,453	356,715	362,460	373,000
Reimbursed Expense	36,944	20,957	10,000	10,000
Transfer From Capital Improvement	98,286	25,396	0	0
Total Revenue	507,472	427,325	417,460	393,000
Total Resources	567,338	501,569	594,459	588,929
EXPENDITURE DETAIL				
Repair & Main. of Traffic Signals	1,553	9,302	20,000	20,000
Other Contractual	273	152	1,000	1,000
Transfer to Bond & Interest	101,500	104,822	144,154	134,289
Street Maintenance	64,995	145,350	148,500	120,000
Rail Trail Grant Match	70,000	0	0	0
Transfer Street Const.	95,071	0	0	0
Parking Lot (1st & Hickory)	0	0	0	200,000
Transfer Sidewalk Replacement	101,500	0	40,000	0
Alley Maintenance	28,351	18,103	20,000	30,000
Equipment	29,851	46,842	24,876	0
Trucks, 2 ea. 3/4 Ton Pickup Trucks	0	0	0	0
Total Requirements	493,094	324,570	398,530	505,289
Contingency Reserve				83,640
Cash Balance, Dec. 31	74,244	176,999	195,929	
EQUIPMENT DETAIL				
Street Sweeper Lease	29,851	29,851	24,876	0
1 Skid Loader		16,991		
Total	29,851	46,842	24,876	0

SPECIAL STREET (2800)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	SOURCE OF REVENUE	2003	2004	2005	2006	2007
100	Unencumbered Cash	732,245	59,867	74,244	176,999	195,929
317	Special Highway	330,020	338,453	356,715	362,460	373,000
325	Reimbursed Expense	48,088	36,944	20,957	10,000	10,000
348	Transfer From Capital Improvement	45,529	98,286	25,396	0	0
369	Impact Fees	14,001	33,789	24,257	45,000	10,000
	TOTAL	1,169,883	567,338	501,569	594,459	588,929

SPECIAL STREET (2800)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	EXPENDITURE DETAIL	2003	2004	2005	2006	2007
508	Bad Debt Expense	0	209	0	0	0
533	Repair & Main. of Traffic Signals	9,293	1,553	9,302	20,000	20,000
554	Engineering Services	0	0	0	0	0
558	Other Contractual	879	64	152	1,000	1,000
558	Dust Control	0	8,374	15,363	10,000	
625	Street Maintenance	0	56,621	129,987	100,000	100,000
625	Rail Trail Grant Match	0	70,000	0	0	0
625	Transfer Street Const.	536,121	95,071	0	0	0
625	Street Const. (15th Street Bridge)	125,000	0	0	0	0
625	Transfer Sidewalk Replacement Program	235,363	101,500	0	40,000	0
625	Overlay at Forest Park	0	0	0	38,500	20,000
629	Alley Maintenance	19,002	28,351	18,103	20,000	30,000
710	Equipment	0	0	0	0	0
710	Street Sweeper Lease	29,851	29,851	29,851	24,876	0
710	1 Skid Loader	0	0	16,991	0	0
712	Trucks, 2 ea. 3/4 Ton Pickup Trucks	52,137	0	0	0	0
751	Parking Lot Improvements (1st & Hickory)	0	0	0	0	200,000
918	Transfer to Bond & Interest	102,371	101,500	104,822	144,154	134,289
925	Contingency Reserve					83,640
	TOTAL	1,110,017	493,094	324,570	398,530	588,929

Note: Special Highway Revenue is estimated by the State.

KMEA POWER SUPPLY FUND (4100)

Description of Activities

The KMEA Power Supply Fund was originally created to fund the city's share of the capital cost of participating in the Nearman Power Pool. In 2002, after the fulfillment of that obligation, the Governing Body executed Resolution 1136-02, authorizing these funds to be utilized for other capital improvements to the City's electric system. One of those improvements was the development of the Southeast Substation, which was financed with long-term debt that is being paid for through this fund. Other expenditures in this fund include major maintenance items and the purchase of new equipment to sustain operations at the Municipal Power Plant. For example, in 2004-2005 a new transformer was installed at the power plant substation, which added flexibility to the plant's ability to supply power to the community.

REVENUE DETAIL				
	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Cash Balance, Jan. 1	875,694	298,501	544,706	636,103
Interest	5,649	5,569	15,000	20,000
Refunds	342,200	548,000	410,640	410,640
Nearman Bond Payout Distribution	0	0	0	0
Total Revenue	347,849	553,569	425,640	430,640
Total Resources	1,223,542	852,071	970,346	1,066,743
EXPENDITURE DETAIL				
Capital Expenditures (Plant)	274,589	0	0	0
Capital Expenditures (Dist.)	250,000	0	0	0
Principal for SE Substation	335,285	140,000	145,000	150,000
Interest for SE Substation	64,978	167,165	189,043	182,880
Bank Fees	190	200	200	200
Total Expenditures	925,041	307,365	334,243	333,080
Designated Reserves				733,663
Cash Balance, Dec. 31	298,501	544,706	636,103	0

POWER SUPPLY FUND 4100

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	SOURCE OF REVENUE	2003	2004	2005	2006	2007
100	Unencumbered Cash		875,694	298,501	544,706	636,103
324	Interest	3,154	5,649	5,569	15,000	20,000
344	Refunds	444,860	342,200	548,000	410,640	410,640
	Nearman Bond Payout Distribution	427,680			0	0
	TOTAL	875,694	1,223,542	852,071	970,346	1,066,743

POWER SUPPLY FUND 4100

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	EXPENDITURE DETAIL	2003	2004	2005	2006	2007
710	Capital Expenditures (Plant Transformer)		274,589	0	0	0
710	Capital Expenditures (Distrib. Construction)		250,000	0	0	0
800	Principal Payment COPs for SE Substation		335,285	140,000	145,000	150,000
803	Interest Payment COPs for SE Substation		64,978	167,165	189,043	182,880
803	Bank Fees		190	200	200	200
925	Designated Reserves		0	0	0	733,663
	TOTAL	0	925,041	307,365	334,243	1,066,743

EQUIPMENT RESERVE (5300)

Description of Activity

The Equipment Reserve Fund is authorized by KSA 12-1,117 and is used by the City for the acquisition of equipment that is not purchased through the operating budget, e.g. utility vehicles, fire trucks, police vehicles, etc. This fund is financed by transfers from the three utility funds, the general fund and by interest earnings. The Equipment Reserve Fund was established for the purpose of setting funds aside on a rational basis for the systematic and planned replacement of rolling equipment.

REVENUE DETAIL				
	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Cash Balance, Jan. 1	275,313	531,284	738,818	895,240
Transfer from Electric Fund	174,059	134,468	103,153	103,153
Transfer from Wastewater Fund	132,930	115,710	88,792	73,414
Transfer from Fire	91,400	45,219	110,511	95,152
Transfer from Police	38,000	17,775	100,740	71,760
Transfer from Water Fund	88,912	76,287	73,414	73,414
Loan Proceeds	0	147,000	0	0
Grants (2006 Mini Pumper)	0	0	128,250	0
Transfer from Planning	0	0	4,000	4,000
Interest	2,468	10,794	21,000	22,000
Reimbursed Income	22,427	37,584	5,000	5,000
Total Revenue	550,196	584,837	634,860	447,893
Total Resources	825,509	1,116,122	1,373,678	1,343,133
EXPENDITURE DETAIL				
Equipment Purchase-Mini Pumper	53,237	194,260	140,539	0
Equipment Purchase PWs	0	0	0	0
Equipment Purchase Water	0	0	0	40,000
Equipment Purchase Wastewater	0	24,420	190,000	0
Equipment Purchase Electric	122,339	38,139	0	160,000
Equipment Lease Purchase PD	27,729	30,122	57,460	71,760
Equipment Lease Purchase FD	90,919	90,361	90,439	95,152
Total Requirements	294,224	377,303	478,438	366,912
Designated Funds				950,424
Undesignated Funds				25,797
Cash Balance, Dec. 31	531,284	738,818	895,240	

EQUIPMENT RESERVE (5300)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	SOURCE OF REVENUE	2003	2004	2005	2006	2007
100	Unencumbered Cash	250,009	275,313	531,284	738,818	895,240
324	Interest	1,773	2,468	10,794	21,000	22,000
325	Reimbursed Income	13,472	22,427	37,584	5,000	5,000
343	Grants (2006 Mini Pumper)	0	0	0	128,250	0
344	Transfer - Wastewater	49,000	132,930	115,710	88,792	73,414
345	Transfer Electric	63,000	174,059	134,468	103,153	103,153
347	Transfer Water	37,000	88,912	76,287	73,414	73,414
367	Transfer - Library	0	0	0	0	0
373	Transfer - Police	38,000	38,000	17,775	100,740	71,760
373	Transfer - Fire	91,400	91,400	45,219	110,511	95,152
399	Loan Proceeds	0	0	147,000	0	0
399	Transfer - Planning	0	0		4,000	4,000
	TOTAL	543,654	825,509	1,116,122	1,373,678	1,343,133

EQUIPMENT RESERVE (5300)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	EXPENDITURE DETAIL	2003	2004	2005	2006	2007
701	Fire Equipment (2006 Mini Pumper)	0	22,370	0	140,539	0
710	Equipment Purchase	16,776		55,496	0	0
711	Equipment Purchase	0	0	80,004	0	0
713	Equipment Purchase	0	0	0	0	0
717	Equipment Purchase Public Works	0	0	0	0	0
718	Equipment Purchase Police Dept.	5,778	30,867	58,760	0	0
719	Equipment Purchase-Water	44,338	0	0	0	40,000
720	Lease Purchase Fire Dept.	91,333	90,919	90,361	90,439	95,152
721	Lease Purchase Police Dept.	37,854	27,729	30,122	57,460	71,760
722	Equipment Purchase Water	0	0	0	0	0
723	Equipment Purchase Wastewater	45,011	0	24,420	190,000	0
724	Equipment Purchase Electric	27,252	122,339	38,139	0	160,000
925	Designated Funds	0	0	0	0	950,424
926	Undesignated Funds					25,797
	TOTAL	268,341	294,224	377,303	478,438	1,343,133

EQUIPMENT RESERVE WORKSHEET

EQUIPMENT RESERVE WORKSHEET DEPARTMENT	Year Of Purch	Est. Replace Year	Est. Replace Cost	Designated Funds EOY 2007	2007 Request	Dollars Needed After 07	2008 Request	Dollars Needed After 08
WATER OPERATIONS								
Dodge 1/2 Ton Pick-up	1999	2011	\$29,890	\$16,191	\$3,425	\$13,700	\$3,425	\$10,275
Ford 1/2 Ton Pick-up	2002	2014	\$29,890	\$12,454	\$2,491	\$17,436	\$2,491	\$14,945
Subtotal			\$59,781	\$28,645	\$5,916	\$31,136	\$5,916	\$25,220
WATER DISTRIBUTION								
GMC 1 Ton Pick-up	1997	2007	\$38,298	\$0	\$8,617	\$44,446	\$4,445	\$40,002
Head Earth Auger	1978	2008	\$46,892	\$37,514	\$9,378	\$9,378	\$9,378	\$73,297
Dodge Dakota	1999	2008	\$19,000	\$16,625	\$2,375	\$2,375	\$2,375	\$22,050
Case Loader	1993	2008	\$87,516	\$71,180	\$16,336	\$16,336	\$16,336	\$109,416
Dodge 1/2 Ton	1999	2009	\$29,014	\$20,309	\$4,352	\$8,704	\$4,352	\$4,352
Case Loader	1999	2010	\$75,435	\$46,339	\$9,699	\$29,096	\$9,699	\$19,398
Chevrolet 2 T. with Auto Crane	2002	2011	\$111,412	\$75,638	\$9,662	\$38,646	\$9,662	\$28,985
Chevy 3/4 Ton Pick-up	2002	2012	\$32,495	\$16,248	\$3,250	\$16,248	\$3,250	\$12,998
Skid Steer Loader	2003	2013	\$38,298	\$15,319	\$3,830	\$22,979	\$3,830	\$19,149
Subtotal			\$478,360	\$299,172	\$67,499	\$188,209	\$63,326	\$329,645
WASTEWATER TREATMENT								
Ford 3/4 T. Pick-up	1999	2010	\$32,495	\$19,961	\$4,178	\$12,534	\$4,178	\$8,356
John Deere Tractor	2002	2012	\$17,408	\$8,704	\$1,741	\$8,704	\$1,741	\$6,963
Bobcat 773 Skid Steer Loader	1999	2014	\$25,005	\$10,153	\$2,122	\$14,851	\$2,122	\$12,730
GMC 2 T. Flatbed with Dump	2004	2019	\$31,256	\$6,252	\$2,084	\$25,004	\$2,084	\$22,921
Subtotal			\$106,164	\$45,070	\$10,124	\$61,094	\$10,124	\$50,969
WASTEWATER COLLECTION								
Ford Jet Vac	1992	2006	\$187,535	\$33,833	\$18,842	\$263,790	\$18,842	\$244,948
Sreco Flex Sewer Rodder	1998	2008	\$40,619	\$33,308	\$7,311	\$7,311	\$7,311	\$47,140
GMC 1 1/2 T. Flatbed	1995	2010	\$37,507	\$22,504	\$5,001	\$15,003	\$5,001	\$10,002
Sewer Rodder	1996	2011	\$43,758	\$23,338	\$5,105	\$20,420	\$5,105	\$15,315
Sewer TV Camera	2001	2011	\$63,830	\$35,106	\$7,181	\$28,723	\$7,181	\$21,543
Ford Camera Van	2001	2011	\$58,027	\$31,915	\$6,528	\$26,112	\$6,528	\$19,584
Backhoe	2003	2013	\$81,238	\$32,495	\$8,124	\$48,743	\$8,124	\$40,619
Chevrolet 2 T. Flatbed with dump	2002	2017	\$43,758	\$14,586	\$2,917	\$29,172	\$2,917	\$26,255
Chevrolet 1/2 T. Pick-up	2005	2020	\$39,077	\$17,191	\$2,605	\$33,867	\$2,605	\$31,262
Subtotal			\$595,349	\$244,275	\$63,615	\$473,142	\$63,615	\$456,667
ELECTRIC PRODUCTION								
John Deere	1968	2007	\$21,227	\$0	\$3,980	\$31,262	\$2,084	\$29,177
Riding Lawn Mower	2003	2011	\$17,123	\$8,561	\$2,140	\$8,561	\$2,140	\$6,421
Director Vehicle (Used)	2004	2014	\$22,868	\$7,341	\$2,259	\$15,810	\$2,259	\$13,551
GMC 1/2 Ton	2003	2018	\$31,256	\$8,335	\$2,084	\$22,921	\$2,084	\$20,837
Chevrolet 1/2 T. Pick-up	2005	2020	\$30,006	\$12,290	\$2,000	\$26,005	\$2,000	\$24,004
Subtotal			\$122,479	\$36,527	\$12,463	\$104,558	\$10,567	\$93,991
ELECTRIC DISTRIBUTION								
Ford 2 1/2 T. Bucket Truck	1995	2007	\$137,496	\$0	\$25,916	\$164,393	\$13,699	\$150,693
Brush Bandit Chipper	1997	2008	\$29,890	\$24,411	\$5,480	\$5,480	\$5,480	\$35,738
Dodge 3/4 T. w Service Bed	1999	2008	\$29,014	\$23,791	\$5,222	\$5,222	\$5,222	\$33,671
Ford Digger Derrick	1998	2010	\$137,496	\$83,480	\$18,005	\$54,016	\$18,005	\$36,011
Ford 11/2 T. Bucket Truck	2000	2012	\$119,562	\$58,674	\$12,178	\$60,888	\$12,178	\$48,710
Chevrolet 2 T. Flatbed	1999	2014	\$53,803	\$22,418	\$4,484	\$31,385	\$4,484	\$26,901
Dodge Dakota	2005	2015	\$20,203	\$15,076	\$2,020	\$16,162	\$2,020	\$14,142
Ford 2 1/2 T. Bucket Truck	2004	2016	\$119,562	\$29,890	\$9,964	\$89,672	\$9,964	\$79,708
Pole Trailer	1992	2017	\$9,431	\$2,964	\$647	\$6,467	\$647	\$5,820
Subtotal			\$656,457	\$260,703	\$83,915	\$433,686	\$71,699	\$431,396
ELECTRIC WAREHOUSE								
3/4 T. Pick-up	2005	2020	\$38,757	\$16,946	\$2,584	\$33,590	\$2,584	\$31,006
Hyster Forklift	1999	2024	\$58,038	\$12,934	\$2,653	\$45,104	\$2,653	\$42,451
Generator	2003	2028	\$38,450	\$6,152	\$1,538	\$32,298	\$1,538	\$30,760
Subtotal			\$135,245	\$36,032	\$6,775	\$110,991	\$6,775	\$104,216
Total			\$2,153,834	\$950,424	\$250,306		\$232,022	
Total Electric Contribution					\$103,153		\$89,041	
Total Wastewater					\$73,739		\$73,739	
Total Water					\$73,415		\$69,242	

CITY OF



OTTAWA

KANSAS

REVOLVING LOAN (5500)

Description of Activity

The Revolving Loan Fund was established as part of the State of Kansas economic development initiatives. The purpose of the fund is to assist new or existing industrial or commercial businesses in creating, expanding, or relocating jobs to Ottawa. The use of the Fund is intended to impact the economy of Ottawa in a positive manner, allowing the loan generated to remain in and benefit the community meeting the “appropriateness” criterion of the Kansas Department of Commerce (KDOC) and the City’s Revolving Loan policy.

REVENUE DETAIL				
	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Cash Balance, Jan. 1	167,239	4,132	30,694	53,090
Agreement (Fashion)	0	22,111	18,874	18,874
Agreement (Crist Auto)	3,238	3,238	3,238	3,238
Interest	3,364	622	100	100
Reimbursed Expense	356,595	131,540	0	0
Misc	0	0	384	0
Total Revenue	363,197	157,511	22,596	22,212
Total Resources	530,436	161,643	53,290	75,302
EXPENDITURE DETAIL				
Grant Proceeds for Fashion	355,595	0	0	0
Loans	161,000	0	0	75,102
Misc.	187	0	200	200
Other Contractual	9,522	130,949	0	0
Total Requirements	526,304	130,949	200	75,302
Cash Balance, Dec. 31	4,132	30,694	53,090	

REVOLVING LOAN FUND (5500)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	SOURCE OF REVENUE	2003	2004	2005	2006	2007
100	Unencumbered Cash	155,300	167,239	4,132	30,694	53,090
321	Agreement (COF)	0	0	0	0	0
322	Agreement (Crist Auto)		3,238	3,238	3,238	3,238
322	Agreement (Sears)	9,787	0	0	0	0
322	Agreement (Fashion)	0	0	22,111	18,874	18,874
324	Interest	2,228	3,364	622	100	100
325	Reimbursed Expense	0	356,595	131,540	0	0
399	Misc	0	0	0	384	0
	TOTAL	167,315	530,436	161,643	53,290	75,302

REVOLVING LOAN FUND (5500)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	EXPENDITURE DETAIL	2003	2004	2005	2006	2007
572	Grant Proceeds for Fashion CDBG	0	355,595	0	0	0
572	Loans	0	161,000	0	0	75,102
558	Misc.	76	187	0	200	200
558	Other Contractual	0	9,522	130,949	0	0
	TOTAL	76	526,304	130,949	200	75,302

Notes:

The loan to Crist Auto is current with a remaining balance of \$16,433.
 Fashion, Inc. borrowed \$161,000 at 3% from this fund in 2004. Payments began in 2005.
 The 2007 loan amount has not been specified and is shown for budgetary purposes only.

RISK MANAGEMENT (5600)

Description of Activity

The Risk Management Fund receives revenue primarily from transfers from the General and Enterprise Funds and has expenditures related to maintaining a safe work environment for city employees. Expenditures also include repair and replacement of vehicles or machinery, contractual agreements for education and assessment of risk and potentially the payment of judgments and claims filed against the city.

REVENUE DETAIL				
	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Cash Balance, Jan. 1	454,777	336,088	295,203	261,603
Interest	4,230	7,652	9,400	9,400
Transfer Water	0	6,700	10,000	10,000
Transfer Wastewater	0	6,700	10,000	10,000
Transfer Electric	0	6,700	10,000	10,000
Reimbursed Expense Income	255,019	124,079	20,000	20,000
Grant Funds, (Fire Exhaust System)	22,815	0	0	0
Total Revenue	282,064	151,831	59,400	59,400
Total Resources	736,841	487,919	354,603	321,003
EXPENDITURE DETAIL				
Insurance	58,673	29,344	0	0
Repair & Replacement	19,557	10,869	23,000	23,000
Fire Station Exhaust System	25,774	0	0	0
Other Contractual	25,406	29,504	20,000	20,000
Building Maintenance	261,280	61,246	0	0
Judgments & Claims	10,000	61,753	50,000	50,000
Reserves	62	0	0	0
Total Requirements	400,753	192,717	93,000	93,000
Reserves				228,003
Cash Balance, Dec. 31	336,088	295,203	261,603	

RISK MANAGEMENT (5600)

RISK MANAGEMENT (5600)						
		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	SOURCE OF REVENUE	2003	2004	2005	2006	2007
100	Unencumbered Cash	394,029	454,777	336,088	295,203	261,603
301	Ad Valorem Tax	0	0	0	0	0
302	Back Tax	3	0	0	0	0
315	Vehicle Tax	0	0	0	0	0
325	Reimbursed Expense Income	159,457	255,019	124,079	20,000	20,000
344	Transfers - Sewer	0	0	6,700	10,000	10,000
345	Transfers - Electric	0	0	6,700	10,000	10,000
347	Transfers - Water	0	0	6,700	10,000	10,000
349	Transfers - General	0	0	0	0	0
	Total Transfers	0	0	20,100	30,000	30,000
343	Grant Funds, (Fire Station Exhaust System)	0	22,815	0	0	0
324	Interest	4,255	4,230	7,652	9,400	9,400
	TOTAL	557,743	736,841	487,919	354,603	321,003

RISK MANAGEMENT (5600)

RISK MANAGEMENT (5600)						
		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	EXPENDITURE DETAIL	2003	2004	2005	2006	2007
523	Vehicle Insurance	4,961	41,636	7,250	0	0
526	Insurance	21,573	17,037	22,094	0	0
533	Machine & Equipment Repair	24,868	3,008	1,547	3,000	3,000
534	Vehicle Repair	21,590	13,054	9,322	20,000	20,000
558	Other Contractual	11,626	25,406	29,504	20,000	20,000
710	Equipment Purchase	0	3,495	0	0	0
715	Building Maintenance	0	261,280	61,246	0	0
720	Equipment Purchase - Fire Exhaust	0	25,774	0	0	0
812	Judgments & Claims	18,349	10,000	61,753	50,000	50,000
925	Reserves	0	62	0	0	228,003
	TOTAL	102,966	400,753	192,717	93,000	321,003

WASTEWATER DEBT FUND (7800)

Description of Activity

This fund receives a transfer of sales tax from the General Fund, equal to 1/10 of a cent of sales tax collected in Ottawa, and a transfer of wastewater surcharge fees from the Wastewater fund. Principal and interest payments are made to KDHE for the Wastewater Treatment Plant and River Lift Station projects per the amended Kansas Water Pollution Control Revolving Loan agreement and payment schedule dated March 1, 2006.

REVENUE DETAIL				
	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Cash Balance, Jan. 1	582,201	1,008,367	866,356	721,420
Interest	7,666	20,371	27,000	23,000
Transfers - Wastewater Fund	220,000	220,000	330,000	330,000
Transfers - General Fund	198,500	199,573	211,000	222,000
Transfers - Capital Projects	0	113,995	0	0
Total Revenue	426,166	553,939	568,000	575,000
Total Resources	1,008,367	1,562,306	1,434,356	1,296,420
EXPENDITURE DETAIL				
Principal	0	382,314	396,317	425,783
Interest	0	288,013	290,752	279,291
State of KS Service Fees	0	25,624	25,868	24,848
Total Expenditures	0	695,950	712,936	729,922
Dedicated Reserve				566,497
Cash Bal. Dec. 31	1,008,367	866,356	721,420	

WWTP DEBT FUND (7800)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	SOURCE OF REVENUE	2003	2004	2005	2006	2007
100	Unencumbered Cash	0	582,201	1,008,367	866,356	721,420
324	Interest	4,100	7,666	20,371	27,000	23,000
344	Transfers - Wastewater Fund	204,601	220,000	220,000	330,000	330,000
349	Transfers - General Fund	373,500	198,500	199,573	211,000	222,000
348	Transfer - Capital Project (WWTP) Fund			113,995		
	TOTAL	582,201	1,008,367	1,562,306	1,434,356	1,296,420

WWTP DEBT FUND (7800)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	EXPENDITURE DETAIL	2003	2004	2005	2006	2007
502	Postage	0	0	0	0	0
800	Principal	0	0	382,314	396,317	425,783
803	Interest	0	0	288,013	290,752	279,291
803	Service Fee	0	0	25,624	25,868	24,848
925	Designated funds	0	0	0	0	566,497
	TOTAL	0	0	695,950	712,936	1,296,420

Note: This fund receives a transfer of sales tax from the General Fund and a transfer of Wastewater surcharge fees from the Wastewater Fund. Principal and interest payments are made to KDHE for the Wastewater Treatment Plant and River Lift Station projects as per amended Kansas Water Pollution Control Revolving Loan agreement and payment schedule dated March 1, 2006.

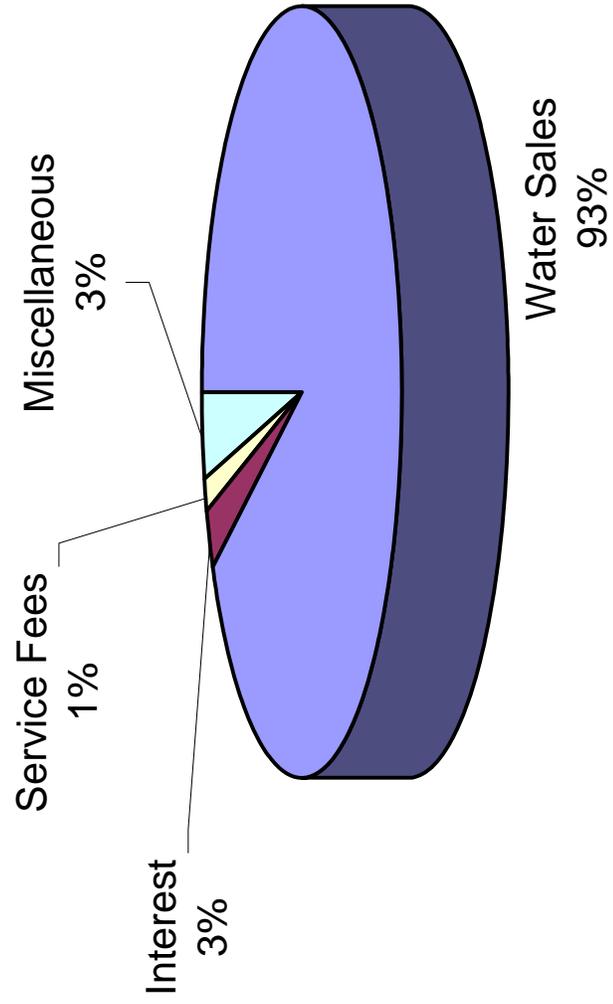
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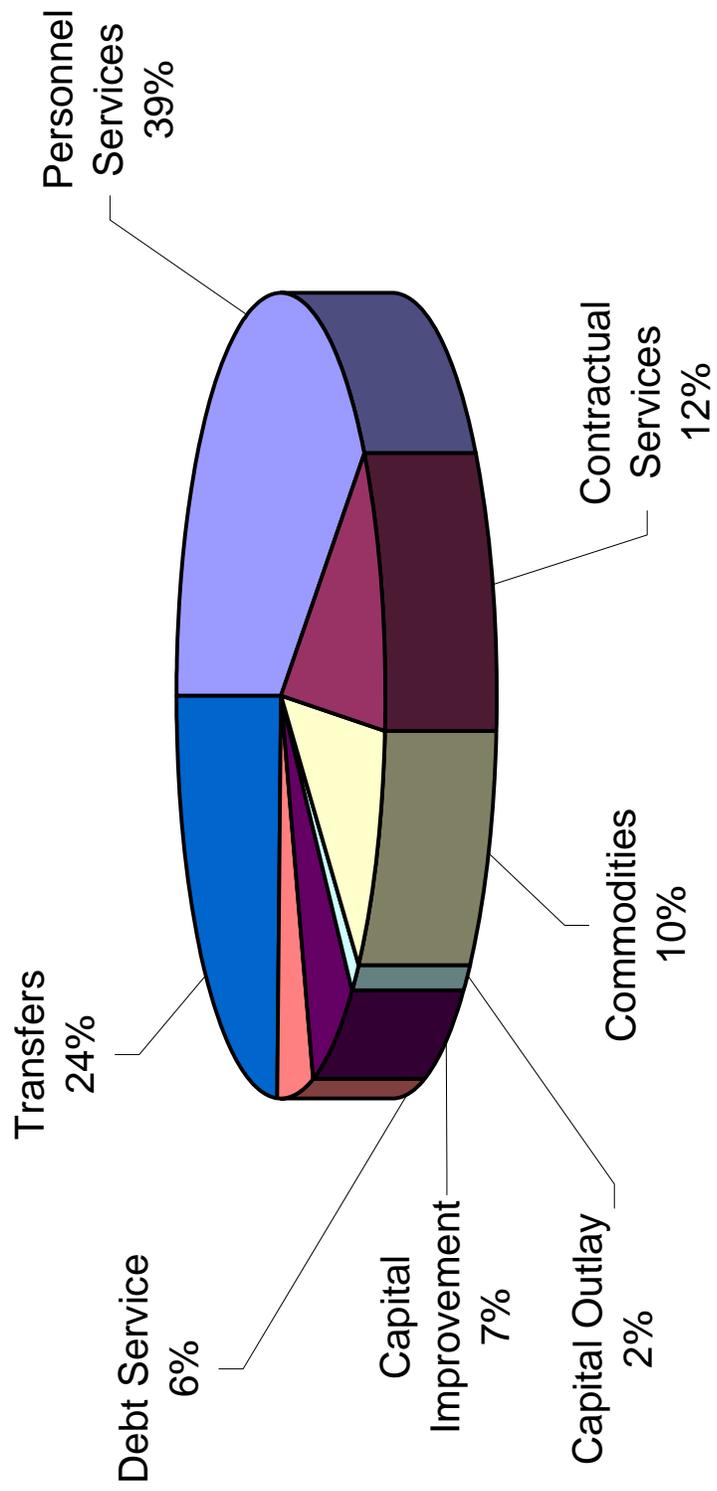
OTTAWA

KANSAS

WATER FUND REVENUE



WATER FUND EXPENDITURES

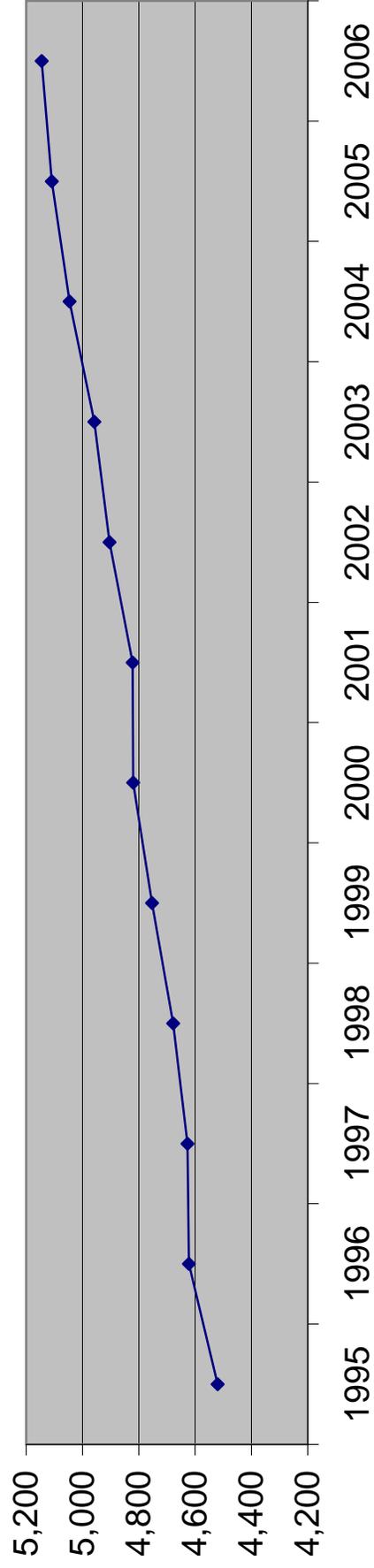


CITY OF OTTAWA - UTILITIES DEPARTMENT

WATER METER COUNT

METER TYPE	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
BULK	1	1	1	1	1	1	1	1	1	1	1	1
WHOLESALE	5	5	5	5	5	5	5	5	5	5	5	5
RURAL SMALL BUS	12	9	10	10	10	10	10	9	10	10	9	9
SMALL BUSINESS	491	511	530	532	542	543	553	560	532	555	527	521
RURAL LARGE BUS	2	2	2	2	2	2	2	2	2	2	2	2
LARGE BUSINESS	58	62	58	57	53	54	53	53	75	75	75	81
CITY	20	31	30	30	31	27	27	35	40	38	38	41
SCHOOLS	24	24	22	22	25	25	28	28	28	28	29	29
RURAL RES.	13	11	10	9	8	8	8	7	6	5	5	7
RESIDENCE	3,894	3,966	3,959	4,010	4,076	4,145	4,135	4,204	4,259	4,327	4,418	4,449
TOTAL	4,520	4,622	4,627	4,678	4,753	4,820	4,822	4,904	4,958	5,046	5,109	5,145
ANNUAL INCREASE		102	5	51	75	67	2	82	54	88	63	36
TOTAL INCREASE			107	158	233	300	302	384	438	526	589	625

Water Meter Growth
1995 - 2006



WATER (3000)

REVENUE DETAIL					
	Actual	Actual	Actual	Revised	Budget
	2003	2004	2005	2006	2007
Unencumbered Cash Bal. Jan. 1	1,936,782	2,118,377	1,803,522	1,495,822	1,237,718
Water Sales					
Residential	960,347	928,060	940,040	980,000	985,000
Small Business	222,295	217,770	215,538	235,000	235,000
Wholesale	227,009	220,068	247,625	230,000	230,000
Large Business	298,437	286,083	269,477	305,000	305,000
School	77,581	68,828	72,025	78,500	80,000
Surcharge	42,273	41,049	41,950	42,500	42,500
Sales- Rural Large Business	33,765	25,824	31,695	35,000	35,000
City	22,328	23,945	29,616	23,000	23,000
Bulk	13,080	9,680	8,704	14,500	14,500
Rural Small Business	6,110	5,886	6,111	7,200	7,200
Fire Hydrant Rental	4,906	4,863	2,345	5,000	5,000
Rural Residential	2,645	2,295	2,220	3,100	3,100
Total Water Sales	1,910,776	1,834,350	1,867,347	1,958,800	1,965,300
Interest	23,200	20,590	41,339	55,000	55,000
State Fee	13,304	12,111	12,254	13,000	13,000
Reimbursed Expense	2,118	9,274	3,549	12,000	12,000
Service Installations	8,112	13,904	8,850	11,000	11,000
Service Fee	27,395	30,316	29,334	30,000	30,000
Labor & Materials	4,448	2,892	1,574	3,000	3,000
Sale of Used Equipment	0	20	0	500	500
Miscellaneous	6,490	5,129	5,272	7,000	7,000
Reconnect Fees	5,280	7,288	7,789	9,500	9,500
Impact Fees	0	2,113	2,113	5,000	5,000
Other Rents (Sprint Tower Lease)	14,300	13,200	15,085	13,200	13,200
Total Revenue	2,015,422	1,951,186	1,994,505	2,118,000	2,124,500
Total Resources	3,952,204	4,069,563	3,798,026	3,613,822	3,362,218
EXPENDITURE DETAIL					
Personnel Services	816,728	839,287	854,986	954,092	932,714
Contractual Services	151,154	200,549	188,535	230,883	276,641
Commodities	174,056	185,966	209,181	227,400	235,900
Capital Outlay	86,740	223,141	79,960	57,400	35,500
Capital Improvement	125,879	116,906	135,534	179,500	162,000
Debt Service	133,490	132,119	130,703	130,703	130,703
Transfers	351,474	568,073	676,910	596,127	574,275
Reserves			26,395		
Total Requirements	1,839,520	2,266,041	2,302,204	2,376,104	2,347,732
Reversed prior year encumbrances	5,693				
Reserves					1,014,485
Unencumbered Cash Balance Dec. 31	2,118,377	1,803,522	1,495,822	1,237,718	

WATER (3000)

	SOURCE OF REVENUE	ACTUAL 2003	ACTUAL 2004	ACTUAL 2005	REVISED 2006	BUDGET 2007
100	Unencumbered Cash	1,936,782	2,118,377	1,803,522	1,495,822	1,237,718
321	Other Rents (Sprint Lease)	14,300	13,200	15,085	13,200	13,200
324	Interest	23,200	20,590	41,339	55,000	55,000
325	Reimbursed Expense	2,118	9,274	3,549	12,000	12,000
341	Fire Hydrant Rental	4,906	4,863	2,345	5,000	5,000
348	Transfer From Capital Improvement	37	0	0	0	0
353	Residential	960,347	928,060	940,040	980,000	985,000
354	Rural Residential	2,645	2,295	2,220	3,100	3,100
355	Small Business	222,295	217,770	215,538	235,000	235,000
356	Rural Small Business	6,110	5,886	6,111	7,200	7,200
357	Large Business	298,437	286,083	269,477	305,000	305,000
358	School	77,581	68,828	72,025	78,500	80,000
359	City	22,328	23,945	29,616	23,000	23,000
360	Wholesale	227,009	220,068	247,625	230,000	230,000
361	Bulk	13,080	9,680	8,704	14,500	14,500
362	State Fee	13,304	12,111	12,254	13,000	13,000
363	Labor & Materials	4,448	2,892	1,574	3,000	3,000
364	Service Installations & Tap Fees	8,112	13,904	8,850	11,000	11,000
365	Service Fee	27,395	30,316	29,334	30,000	30,000
366	Rural Large Business	33,765	25,824	31,695	35,000	35,000
369	Impact Fees	0	2,113	2,113	5,000	5,000
385	Surcharge	42,273	41,049	41,950	42,500	42,500
390	Sale of Used Equipment	0	20	0	500	500
392	Reconnect Fees	5,280	7,288	7,789	9,500	9,500
399	Miscellaneous	6,453	5,129	5,272	7,000	7,000
	TOTAL	3,952,204	4,069,563	3,798,026	3,613,822	3,362,218
		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
	ADMINISTRATIVE EXPENSE	2003	2004	2005	2006	2007
	DEBT SERVICE					
800	Principal	0	0	0	0	0
804	Interest	0	0	0	0	0
809	Debt Reduction (K68 Water Line) Note 1	133,490	132,119	130,703	92,203	92,203
809	Debt Reduction (Wtr Assurance District)				38,500	38,500
	SUBTOTAL	133,490	132,119	130,703	130,703	130,703
	TRANSFERS					
900	Transfer to Bond and Interest	111,500	60,000	105,000	99,000	84,860
901	Transfer to General Fund	191,000	350,000	350,000	384,712	370,000
904	Transfer to Electric Fund	0	0	0	0	0
909	Transfer to Community Services	5,000	37,000	36,000	29,000	36,000
906	Transfer to Equipment Reserve	37,000	88,912	76,287	73,415	73,415
906	Transfer to Risk Management	0	0	6,700	10,000	10,000
908	Transfer to Technology Fund	0	0	36,000	0	0
918	Transfer to Capital Projects	6,974	32,161	66,923	0	0
	Total Transfers	351,474	568,073	676,910	596,127	574,275
925	Reserves			26,395		
	SUBTOTAL	351,474	700,192	834,008	726,830	704,978

Note 1: The K-68 Water Line is a 3.8% loan from the Kansas Revolving Loan Fund that pays out 3/15/2010.

WATER PRODUCTION

Description of Services

The current water plant began production in 1980 and is listed by EPA and KDHE as a Class IV facility. The plant has had no violation, exemption or variance of Kansas or EPA requirements in over 26 years. The City provides water service to over 5,000 City meters, four rural water districts and the City of Princeton, with production of over 590 million gallon per year. Source water is the Marais des Cygnes River. The plant uses four multimedia filters for final cleaning. Treatment process is free chlorine as the primary disinfectant. Activated carbon is used for taste and odor control. The plant has a 1.2 million gallon underground basin where water is stored prior to being pumped into the distribution system. The 2007 budget for water production has been kept primarily flat, while a small decrease in personnel reflects the retirement of a long-time employee.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
Account	2004	2005	2006	2007
Personnel Services	492,267	505,013	576,038	535,252
Contractual Services	96,211	98,295	133,856	172,661
Commodities	87,375	98,568	109,300	113,700
Capital Expenditures	221,941	79,960	57,400	35,000
Transfers	0	5,916	5,916	5,916
Total	897,794	787,751	882,510	862,529

PERSONNEL SCHEDULE

	2004	2005	2006	2007
Director of Utilities	0	0.33	0.33	0.33
Superintendent	1.00	1.00	1.00	1.00
Assistant Superintendent	1.00	1.00	1.00	1.00
Water Plant Operator	4.00	4.00	3.00	3.00
Maintenance	1.00	1.00	2.00	2.00
Meter Reader	1.00	1.00	1.00	0.00
Auto-Cad Tech	1.00	0.25	0.25	0.25
Environmental Coordinator	0.25	0.25	0.25	0.25
Total	8.83	8.83	8.83	7.83
Seasonal	1.00	1.00	1.00	1.00

WATER PRODUCTION (3001)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
	PERSONNEL SERVICES					
411	Salaries	369,633	357,361	363,202	388,546	362,000
411	Retirement (R. Snethen)				21,000	
411	Seasonal	0	3,440	3,647	4,700	4,900
410	Overtime	29,787	24,846	22,324	27,510	28,872
412	Social Security	27,373	28,704	28,852	32,188	30,277
413	Retirement (KPERs)	11,297	13,610	16,112	20,585	19,544
414	Health Insurance	53,557	64,306	70,877	81,509	89,660
522	Unemployment	304	0	0	0	0
	SUBTOTAL	491,951	492,267	505,013	576,038	535,252
	CONTRACTUAL SERVICES					
502	Postage	1,690	1,768	1,750	2,200	2,500
503	Telephone	1,529	1,539	1,715	2,600	2,600
505	Professional Development & Dues	2,347	3,288	3,474	13,700	13,700
514	Printing	270	396	389	500	500
515	Advertising - Legal & Other (HR)	495	173	0	250	250
520	Insurance - Bldg. & Contents	6,546	7,196	8,949	9,396	9,396
521	Worker's Compensation Ins.	15,313	14,386	15,162	16,900	16,900
523	Vehicle Insurance	650	752	1,163	800	800
526	General Liability Insurance	2,079	2,099	2,010	2,110	2,215
530	Utilities	9,979	14,463	18,170	15,000	21,000
532	Building & Structure Repair	7,029	11,924	9,221	15,000	11,000
533	Equipment Repair	15,018	17,712	17,930	18,800	32,000
534	Vehicle Repair	42	170	493	600	800
558	Other Contractual Services	28,361	12,038	11,930	28,000	26,000
559	Environmental Compliance	3,243	0	0	0	0
564	Community Support					
565	Taxes - Compensating Use					
568	Professional Services	18,707	5,806	2,940	5,000	30,000
571	Audit Expenses	1,500	2,500	3,000	3,000	3,000
	SUBTOTAL	114,796	96,211	98,295	133,856	172,661
	COMMODITIES					
601	CAD Supplies	1,514	1,048	554	500	500
608	Vehicle Supplies	1,577	2,264	2,649	3,400	3,800
611	Chemical Supplies	63,101	67,150	73,902	81,600	85,000
615	Uniforms	3,171	2,553	2,534	4,400	4,400
630	Other Operating Supplies	10,721	10,769	11,980	12,600	13,000
633	Water Testing Supplies	5,869	3,591	6,947	6,800	7,000
	SUBTOTAL	85,952	87,375	98,568	109,300	113,700
	CAPITAL OUTLAY					
705	Computers	5,920	1,759	0	400	0
710	Equipment	19,785	19,187	34,392	10,000	0
710	Equipment (4 Filter Valves)	0	0	0	8,000	0
710	Equipment (Pump Replacement)	0	0	0	8,000	0
710	Equipment (Chem. Metering Sys.)	0	0	0	3,000	0
710	Equipment (CL2 Analyzer)	0	0	0	3,000	0
710	Equipment (Spectrophotometer)	0	0	0	0	3,000
710	Equipment (HS Pump Motor)	0	0	0	0	5,000
710	Equipment (Air Compressor)	0	0	0	0	5,000
710	Equipment (2 Gear Boxes)	0	0	0	0	22,000
710	Cloritainers	0	150,010	0	0	0
715	Building & Basins	49,710	40,905	45,568	25,000	0
730	Capital Improvements	10,000	10,080	0	0	0
	SUBTOTAL	85,415	221,941	79,960	57,400	35,000
	TRANSFERS					
906	Transfer to Equipment Reserve			5,916	5,916	5,916
	TOTAL	778,115	897,794	787,751	882,510	862,529

WATER DISTRIBUTION

Description of Services

During the last seven years the Water Distribution Division has focused on water line construction. This division not only maintains 82 miles of water line, but also replaces and adds new lines. This division averages over 25 new services, 10 new fire hydrants, 26 new water values and over 5,000 feet of new or replacement water lines per year.

DIVISION EXPENDITURES

	Actual	Actual	Revised	Budget
	2004	2005	2006	2007
Personnel Services	347,020	349,973	378,054	397,462
Contractual Services	71,450	90,240	97,027	103,979
Commodities	98,591	110,614	118,100	122,200
Capital Expenditures	118,106	135,534	179,500	162,500
Transfers	0	70,371	67,499	67,499
Total	635,167	756,731	840,180	853,641

PERSONNEL SCHEDULE

	2004	2005	2006	2007
Superintendent	1.00	1.00	1.00	1.00
Assistant Superintendent	1.00	1.00	1.00	1.00
Water/Sewer Technical	3.00	3.00	3.00	3.00
Meter Reader	1.00	1.00	1.00	1.00
Service Representative	0.50	0.50	0.50	0.50
Auto-CAD Tech	0.50	0.50	0.50	0.50
Total	7.00	7.00	7.00	7.00
Seasonal	2.00	2.00	2.00	2.00

WATER DISTRIBUTION (3002)

		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
PERSONNEL SERVICES						
411	Salaries	247,541	242,693	246,020	264,000	275,000
411	Seasonal		13,402	8,020	9,400	9,600
410	Overtime	13,127	11,891	12,935	10,000	10,000
412	Social Security	18,192	19,493	19,943	21,680	22,537
413	Retirement	7,654	8,840	10,822	12,905	14,250
414	Health Insurance	37,959	50,700	52,233	60,068	66,075
522	Unemployment	304	0	0	0	0
	SUBTOTAL	324,777	347,020	349,973	378,054	397,462
CONTRACTUAL SERVICES						
503	Telephone	1,590	2,485	2,705	2,400	2,400
505	Professional Development	1,404	669	1,437	2,500	2,500
520	Insurance - Bldg. & Contents	6,546	7,196	8,949	7,934	8,727
521	Worker's Compensation Ins.	12,042	10,853	11,438	12,600	13,860
523	Vehicle Ins. - Risk Management	2,900	3,010	4,650	4,883	5,371
526	General Liability Insurance	2,079	2,099	2,010	2,110	2,321
530	Utilities	0	0	0	800	800
533	Equipment Repair	2,555	3,895	6,674	6,000	7,000
534	Vehicle Repair	514	2,323	201	3,500	3,500
535	Radio Maintenance	0	668	272	1,100	500
558	Other Contractual Services	7,160	14,280	27,665	26,200	30,000
566	State Water Protection Fees	26,923	23,973	24,240	27,000	27,000
	SUBTOTAL	63,712	71,450	90,240	97,027	103,979
COMMODITIES						
600	Office Supplies	525	531	282	600	600
601	CAD Supplies	976	0	0	0	0
608	Vehicles Supplies	9,934	10,121	12,154	11,400	12,000
615	Uniforms	2,619	1,552	2,530	3,700	3,700
620	Supplies	50,879	36,573	53,496	61,000	61,000
623	Bedding and Fill Material	17,420	46,985	34,828	35,000	38,500
629	Road Rock, Cement & Gravel	0	0	1,415	0	0
630	Other Operating Supplies	5,750	2,830	5,908	6,400	6,400
	SUBTOTAL	88,104	98,591	110,614	118,100	122,200
CAPITAL OUTLAY						
705	Computer Equipment	0	1,200	0	0	500
710	Equipment (Safety)	1,299	0	0	0	0
	SUBTOTAL	1,299	1,200	0	0	500
CAPITAL IMPROVEMENT						
746	Water Line Construction	95,731	99,465	113,601	115,500	117,000
744	Distribution Line Supplies	13,727	17,441	21,933	64,000	45,000
748	Fire Hydrants	16,420	0	0	0	0
	SUBTOTAL	125,879	116,906	135,534	179,500	162,000
TRANSFERS						
908	Transfer to Equipment Reserve			70,371	67,499	67,499
	TOTAL	603,770	635,167	756,731	840,180	853,641

CITY OF



OTTAWA

KANSAS

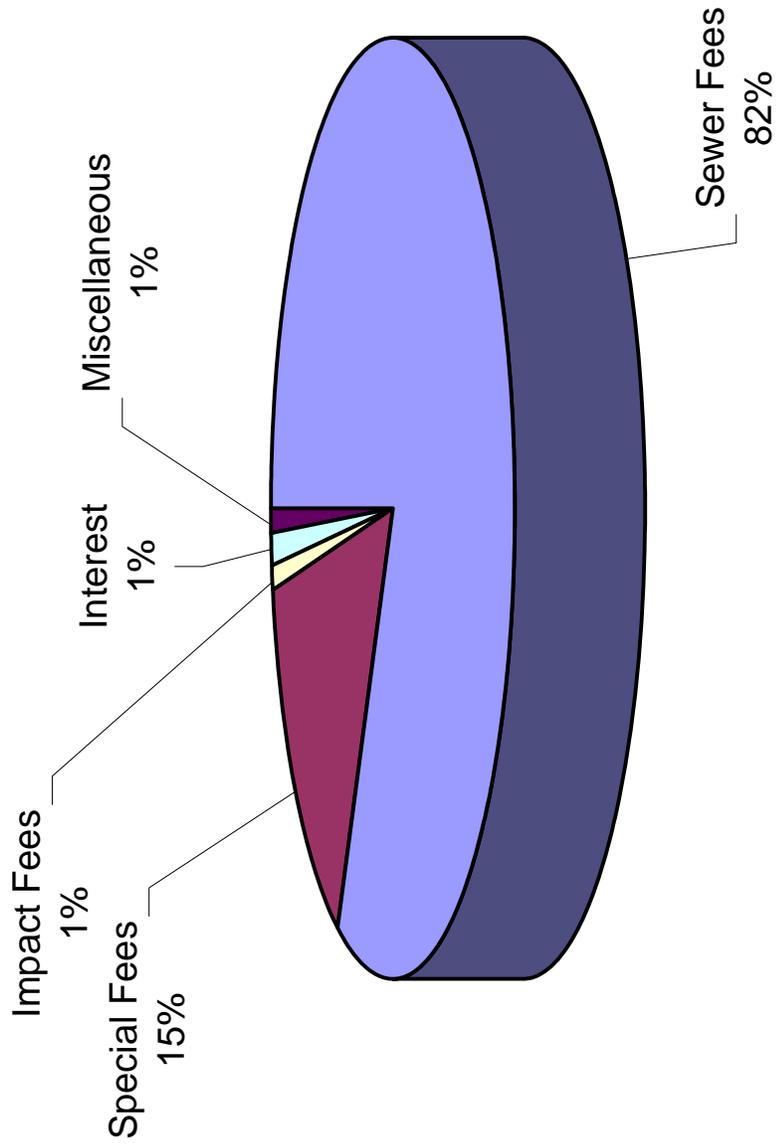
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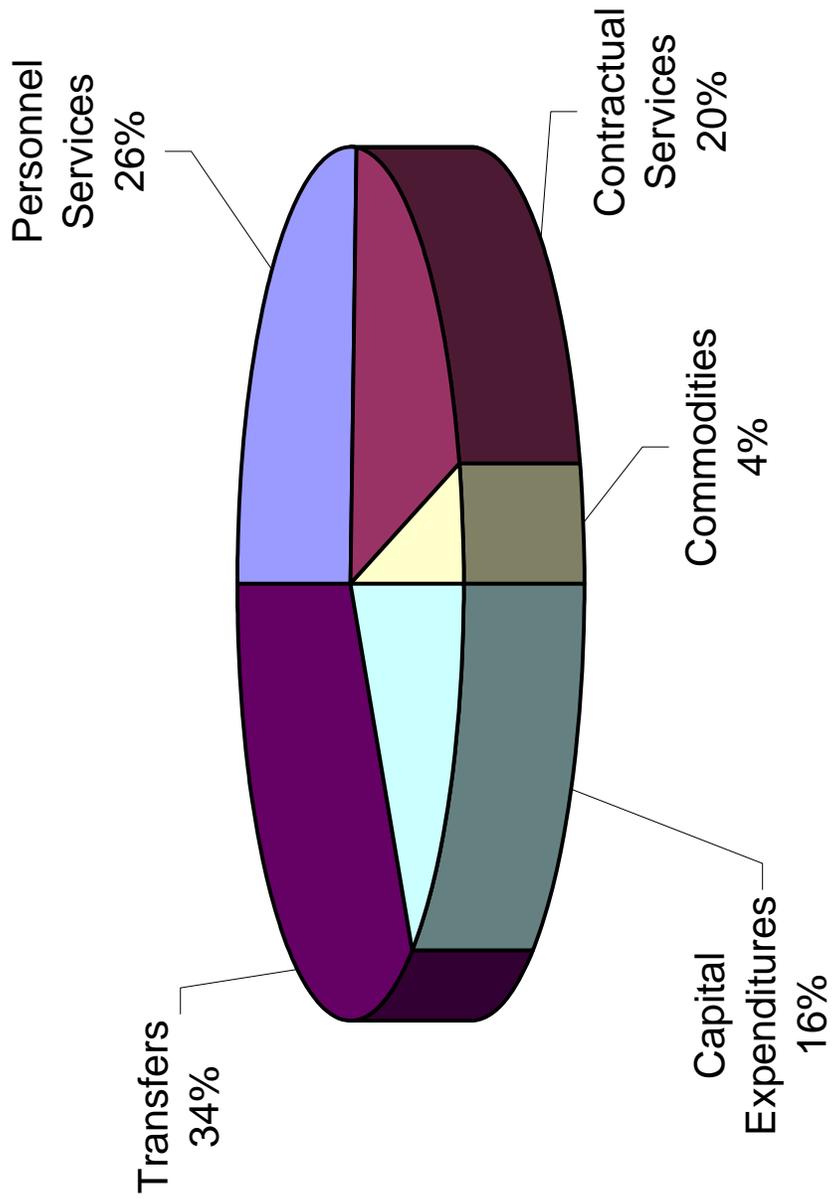
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KANSAS

WASTEWATER FUND REVENUE



WASTEWATER EXPENDITURES



WASTEWATER (3600)

REVENUE DETAIL					
	Actual	Actual	Actual	Revised	Budget
	2003	2004	2005	2006	2007
Sewer Service Charges	1,353,436	1,327,807	1,381,683	1,685,000	1,838,000
Special Service Charges	119,065	221,094	228,736	330,000	330,000
Impact Fees	12,281	33,321	963	30,000	20,000
Tap Fees	4,547	1,271	4,080	5,000	5,000
Interest	18,860	14,549	23,200	24,000	24,000
Reimbursed Expenses	893	15,636	508	13,000	13,000
Labor & Materials	208	0	0	700	700
Misc. Revenues	2,036	12	0	300	300
Total Revenue	1,511,326	1,613,689	1,639,171	2,088,000	2,231,000
EXPENDITURE DETAIL					
Personnel Services	395,597	461,040	476,326	502,441	534,228
Contractual Services	242,153	331,409	335,451	408,063	411,483
Commodities	79,357	79,330	73,136	85,100	89,500
Capital Expenditures	323,107	310,681	222,224	337,700	326,045
Debt Service (Transfer)	142,000	144,500	144,500	70,000	70,000
Transfer to General	174,500	300,000	300,000	183,750	190,000
Transfer to Equipment Reserve	49,000	132,930	115,710	88,729	73,739
Transfer to Risk Management Reserve	0	0	6,700	10,000	10,000
Transfer to Community Service	5,000	37,000	36,000	29,000	36,000
Transfer to Capital Projects (WWTP)	379,601	232,000	250,437	330,000	330,000
Reserves	0	0	76,384	0	0
Total Requirements	1,790,315	2,028,890	2,036,868	2,047,783	2,070,994
Unencumbered Cash					
Unencumbered Cash Balance, January 1	1,752,213	1,473,224	1,058,023	660,326	700,543
Total Revenue	1,511,326	1,613,689	1,639,171	2,088,000	2,231,000
Total Resources	3,263,539	3,086,913	2,697,194	2,748,326	2,931,543
Total Requirements	1,790,315	2,028,890	2,036,868	2,047,783	2,070,994
Unencumbered Cash Balance, Dec. 31	1,473,224	1,058,023	660,326	700,543	
Reserves					860,549

WASTEWATER (3600)						
	SOURCE OF REVENUE	ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
100	Unencumbered Cash	1,752,213	1,473,224	1,058,023	660,326	700,543
324	Interest	18,860	14,549	23,200	24,000	24,000
325	Reimbursed Expenses	893	15,636	508	13,000	13,000
364	Service Installation & Tap Fee	4,547	1,271	4,080	5,000	5,000
369	Impact Fees	12,281	33,321	963	30,000	20,000
368	Sewer Service Charges	1,353,436	1,327,807	1,381,683	1,685,000	1,838,000
370	Labor & Materials	208	0	0	700	700
394	Special Fee	119,065	221,094	228,736	330,000	330,000
399	Miscellaneous Revenues	2,036	12	0	300	300
	TOTAL	3,263,539	3,086,913	2,697,194	2,748,326	2,931,543
	ADMINISTRATIVE EXPENSE	ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
809	Transfer Debt Reduction	142,000	144,500	139,895	70,000	70,000
901	Transfer to General Fund	174,500	300,000	300,000	183,750	190,000
904	Transfer to Electric Fund	0	0	0	0	0
905	Transfer to WWTP Fund	112,733	220,000	220,000	330,000	330,000
909	Transfer to Community Services	5,000	37,000	36,000	29,000	36,000
906	Transfer to Equipment Reserve	49,000	132,930	115,710	88,729	73,739
906	Transfer to Risk Mgt	0	0	6,700	10,000	10,000
918	Transfer to Capital Projects (WWT Plant)	266,868	12,000	30,437	0	0
925	Reserves	0	0	76,384	0	0
	SUBTOTAL	750,101	846,430	925,126	711,479	709,739

WASTEWATER TREATMENT

Description of Services

The recently completed Wastewater Treatment Plant has been operational since May 2004. The cost of the plant for construction and engineering services was approximately \$11,000,000. The new facility is an extended aeration activated sludge process, contained in a multiple compartment, ditch configuration. The design flow is 2.68 million gallons per day, which doubled the capabilities of the previous facility. The projected flow coming into the plant is estimated to reach the 2.6 MGD level by the year 2022. Disinfection is accomplished by ultra-violet light. The plant also has an extensive odor control system which is much more “friendly” to the community.

	Actual	Actual	Revised	Budget
Division Expenditures	2004	2005	2006	2007
Personnel Services	284,638	295,426	309,465	328,420
Contractual Services	287,339	307,059	369,372	365,114
Commodities	41,141	35,144	42,700	46,700
Capital Expenditures	20,691	21,249	33,500	25,245
Transfers	20,540	10,124	10,124	10,124
Total	654,349	669,001	765,161	775,603

Personnel Schedule	2004	2005	2006	2007
Director of Utilities	0.33	0.33	0.33	0.33
Superintendent	1.00	1.00	1.00	1.00
Wastewater Plant Operator	3.00	3.00	3.00	3.00
Environmental Coordinator	0.50	0.50	0.50	0.50
Total	4.83	4.83	4.83	4.83

WASTEWATER TREATMENT (3601)

WASTEWATER TREATMENT (3601)						
	EXPENDITURE DETAIL	ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
PERSONNEL SERVICES						
411	Salaries	175,589	217,307	217,949	224,200	235,410
411	Seasonal			4,662	4,300	4,400
410	Overtime	5,811	6,686	5,868	7,000	7,350
412	Social Security	12,787	15,796	16,382	17,687	18,571
413	Retirement	5,921	7,672	9,349	10,880	12,891
414	Health Insurance	26,280	34,987	38,726	42,599	46,858
521	Worker's Compensation Insurance	4,272	2,191	2,491	2,800	2,940
	SUBTOTAL	230,660	284,638	295,426	309,465	328,420
CONTRACTUAL SERVICES						
502	Postage	436	223	158	800	400
503	Telephone	1,676	1,791	1,714	2,000	2,000
505	Professional Development	1,230	6,090	4,467	12,630	12,600
515	Advertising - (HR)	910		0	0	0
518	Waste Removal	32,614	58,355	53,811	70,000	65,000
519	Odor Control	13,582	17	80	8,000	16,000
520	Insurance - Bldg. & Contents	2,882	3,337	4,306	4,521	4,747
523	Vehicle Ins. - Risk Management	700	752	1,163	1,221	1,282
526	General Liability Insurance	1,373	1,387	3,652	1,700	1,785
530	Utilities	69,899	142,004	155,945	160,000	165,000
533	Equipment Repair	12,829	7,130	29,703	30,000	30,000
534	Motor Vehicle Repair	1,213	640	136	1,000	800
558	Other Contractual Services	21,432	55,889	42,198	52,000	52,000
558	Other Contractual Services (Lab)	7,114	7,502	7,781	8,000	8,000
559	Environmental Compliance	39,859	720	446	1,000	4,000
568	Professional Serv. (NPDS Permit, RBC)	0	0	0	15,000	0
571	Audit Expense	1,500	1,500	1,500	1,500	1,500
	SUBTOTAL	209,249	287,339	307,059	369,372	365,114
COMMODITIES						
600	Office Supplies	221	555	370	1,100	1,100
601	CAD Supplies	2,400	471	592	500	1,000
608	Vehicle Operation	4,804	2,114	2,720	3,000	4,500
611	Chemical Supplies	29,805	17,385	9,727	12,000	14,000
615	Uniforms	1,632	1,023	1,075	2,100	2,100
620	Operating and Maintenance Supplies	14,678	19,594	20,659	24,000	24,000
	SUBTOTAL	53,540	41,141	35,144	42,700	46,700
CAPITAL EXPENDITURES						
705	Computer Equipment		198		1,700	500
710	Equipment	20,825	14,918	16,986	23,500	10,000
712	Trucks					
730	Capital Improvements					14,245
731	Buildings & Structures	2,284	5,575	4,262	10,000	1,000
	SUBTOTAL	23,108	20,691	21,249	33,500	25,245
TRANSFERS						
906	Transfer To Equipment Replacemen		20,540	10,124	10,124	10,124
	TOTAL	516,558	654,349	669,001	765,161	775,603

WASTEWATER COLLECTION

Description of Services

The Wastewater Collection System includes five lift stations north of the Marais Des Cygnes River and four south of the river. These lift stations are maintained by plant personnel. The Wastewater Collection Division maintains 61 miles of sanitary sewer line. Contractors are hired where depths of sewer is beyond the reach of the City's backhoes or where time is the overriding factor. In addition to the maintenance, the Division has averaged replacing or upgrading over 650 feet of sewer line each year for the last six years. The Division has also undertaken an Inflow/Infiltration removal program. The program involves cleaning over 40,000 feet of line per year, televising over 15,000 feet per year and contracting for approximately 7,500 feet of slip form over the last two years. The crew has been involved in replacing 96 grade adjustments, and replacing 49 manholes.

	Actual	Actual	Estimated	Proposed
Division Expenditures	2004	2005	2006	2007
Personnel Services	176,402	180,901	192,975	205,807
Contractual Services	30,385	25,563	38,691	46,368
Commodities	38,189	37,992	42,400	42,800
Capital Expenditures	289,989	200,975	304,200	300,800
Transfers	112,390	105,586	78,605	63,615
Total	647,355	552,017	656,872	659,391

Personnel Schedule	2004	2005	2006	2007
Maintenance Crew Leader	1.00	1.00	1.00	1.00
Water/Sewer Technical	3.00	3.00	3.00	3.00
Total	4.00	4.00	4.00	4.00
Seasonal	1.00	1.00	1.00	1.00

WASTEWATER COLLECTION (3602)

WASTEWATER COLLECTION (3602)						
	EXPENDITURE DETAIL	ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
PERSONNEL SERVICES						
411	Salaries	120,926	129,045	125,116	131,662	138,245
411	Seasonal			4,016	3,672	3,856
410	Overtime	5,077	3,190	3,519	5,000	5,250
412	Social Security	8,973	9,350	9,292	10,455	10,977
413	Retirement	3,518	4,589	5,546	6,437	7,620
414	Health Insurance	23,360	29,048	32,071	34,250	38,360
521	Worker's Compensation Insurance	3,083	1,180	1,341	1,500	1,500
	SUBTOTAL	164,937	176,402	180,901	192,975	205,807
CONTRACTUAL SERVICES						
503	Telephone	1,664	1,636	1,973	1,650	1,650
505	Professional Development	2,656	926	1,250	3,000	3,000
515	Advertising - Human Resources	0		0		
520	Insurance - Bldg. & Contents	2,882	3,000	3,690	3,875	4,069
523	Vehicle Ins. - Risk Management	2,500	2,634	4,069	4,272	4,486
526	General Liability Insurance	1,373	1,387	1,328	1,394	1,464
533	Equipment Repair	8,598	3,767	3,508	6,200	6,000
534	Vehicle Repair	1,438	1,505	484	1,800	1,800
558	Other Contractual Services	10,293	14,030	8,760	15,000	22,400
571	Audit Expense	1,500	1,500	1,500	1,500	1,500
	SUBTOTAL	32,904	30,385	26,563	38,691	46,368
COMMODITIES						
600	Office Supplies	374	303	332	400	400
601	CAD Supplies	0	985	973	1,000	1,100
608	Vehicle Supplies	4,014	4,740	5,709	6,000	6,000
615	Uniforms	2,400	1,639	1,515	3,000	3,100
620	Supplies	6,479	10,293	7,090	11,000	11,000
622	Small Tools	127		683	1,000	1,000
623	Concrete & Masonry	5,296	15,188	17,458	12,000	13,200
629	Sand, Gravel & Rock	3,405	1,891	2,219	4,000	3,500
630	Other Operating Supplies	3,721	3,149	2,012	4,000	3,500
	SUBTOTAL	25,816	38,189	37,992	42,400	42,800
CAPITAL EXPENDITURE						
705	Computer Equipment	0	1,200	0	1,200	800
747	Sewer Line Construction	149,999	147,264	144,179	153,000	150,000
760	Inflow & Infiltration Removal	150,000	141,525	56,796	150,000	150,000
762	Easement Acquisition					
	SUBTOTAL	299,999	289,989	200,975	304,200	300,800
TRANSFERS						
906	Transfer To Equipment Replacement		112,390	105,586	78,605	63,615
	TOTAL	523,656	647,355	552,017	656,872	659,391

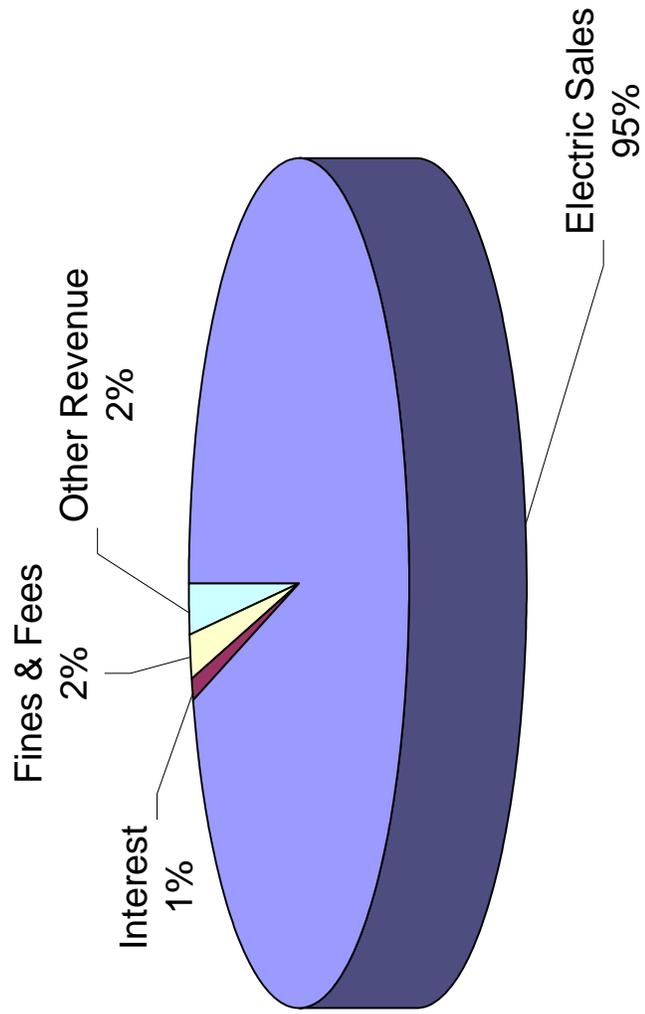
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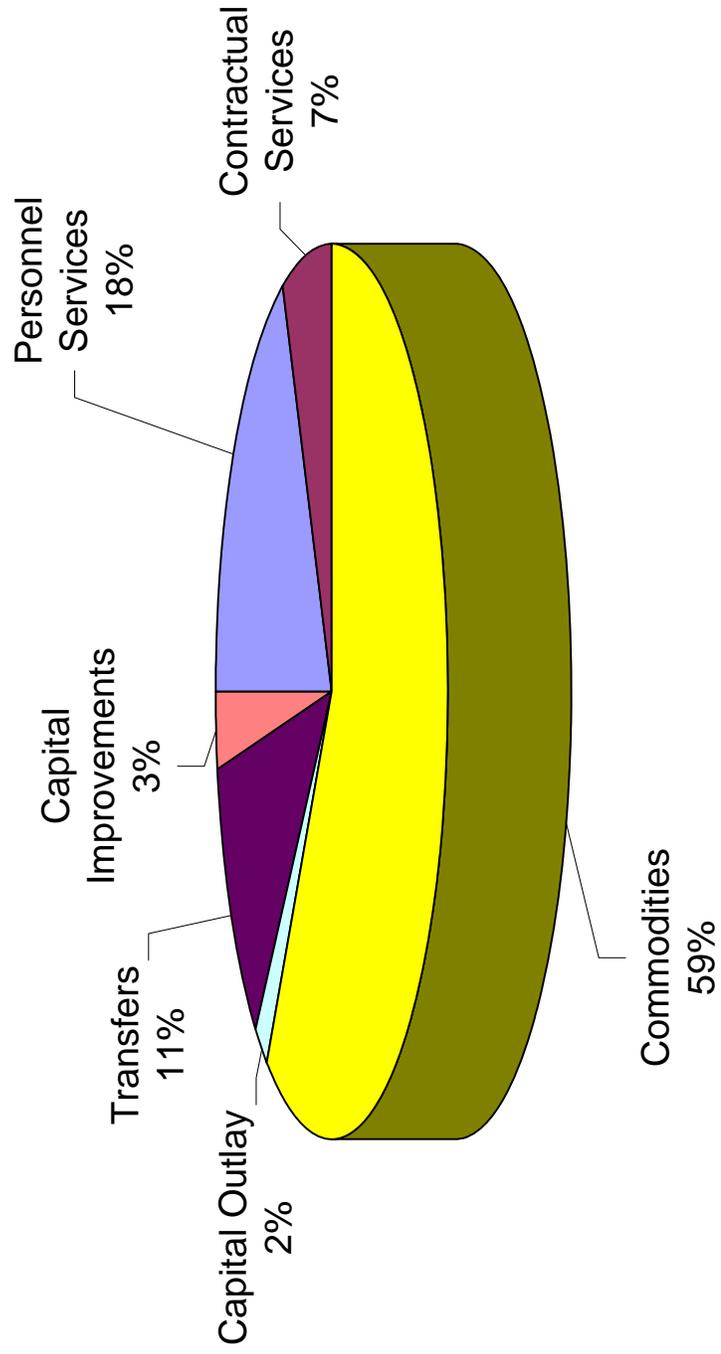
OTTAWA

KANSAS

ELECTRIC FUND REVENUE



ELECTRIC FUND EXPENDITURES

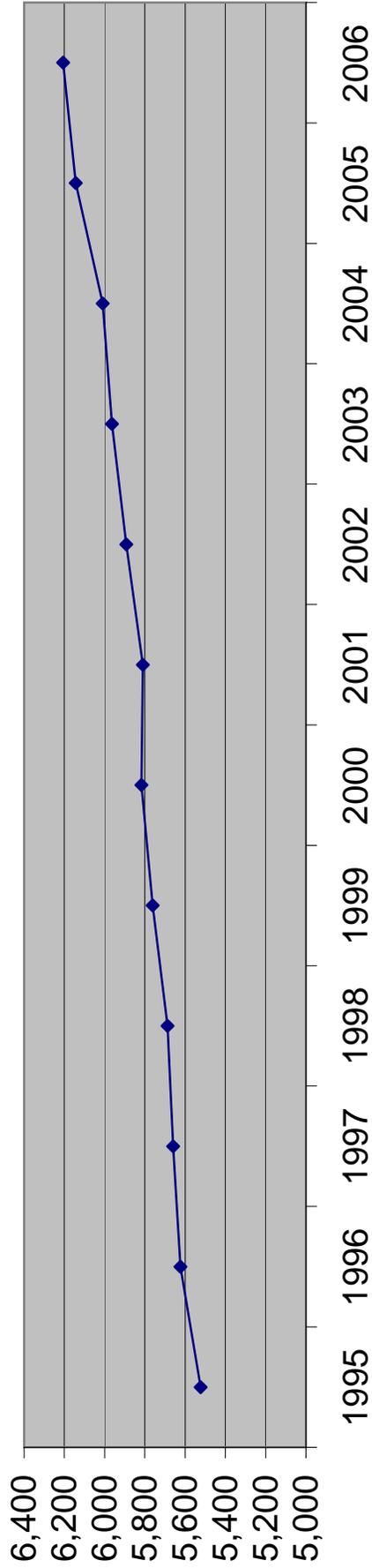


CITY OF OTTAWA - UTILITIES DEPARTMENT

ELECTRIC METER COUNT

METER TYPE	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006
STREET LIGHTS	13	14	14	15	15	14	14	14	14	14	14	14
AREA LIGHTS	285	285	285	294	301	299	286	286	283	271	323	311
RURAL SMALL BUS.	15	14	14	14	14	14	14	14	14	15	15	12
SMALL BUSINESS	515	514	547	532	530	528	550	568	554	595	595	629
LARGE POWER	91	96	99	104	115	118	115	116	115	105	106	109
SCHOOL/CITY	77	98	98	98	102	103	102	105	110	108	108	111
RES. RURAL	19	18	18	18	17	17	17	16	15	14	14	13
RES. URBAN	4,508	4,585	4,584	4,613	4,667	4,724	4,712	4,774	4,858	4,888	4,969	5,007
TOTAL	5,523	5,624	5,659	5,688	5,761	5,817	5,810	5,893	5,963	6,010	6,144	6,206
ANNUAL INCREASE		101	35	29	73	56	-7	83	70	47	134	62
TOTAL INCREASE			136	165	238	294	287	370	440	487	621	683

Electric Meter Growth
1995 - 2006



ELECTRIC (3700)

REVENUE DETAIL					
	Actual	Actual	Actual	Revised	Budget
	2003	2004	2005	2006	2007
Unencumbered Cash Balance, Jan. 1	5,170,475	4,009,111	3,373,411	2,834,183	3,095,660
Electric Sales					
Residential Urban	3,576,462	3,439,354	3,976,933	4,400,000	4,600,000
Large Power	3,351,847	3,347,530	3,642,990	3,964,529	4,623,110
General Service Small Urban	770,426	805,441	904,739	1,016,279	1,141,571
School & City	606,575	631,745	706,536	790,182	820,000
Area Lights	44,792	44,510	48,809	50,000	50,000
Service Fee	4,307	0	0	0	0
Service Fee	42,203	47,854	47,031	47,000	47,000
General Service Small Rural	13,878	14,559	16,469	20,000	20,000
Electric Sales-Rural Res.	12,323	10,876	12,996	15,000	15,000
Reconnect Fees	12,625	13,773	10,493	13,000	13,000
Total Electric Sales	8,435,438	8,355,641	9,366,996	10,315,990	11,329,681
Interest	51,828	38,415	85,751	96,000	100,000
Fines & Fees	175,998	189,560	183,896	200,000	200,000
Reimbursed Expense	33,259	647,533	582,643	60,000	60,000
Miscellaneous	0	19,105	73,513	20,000	20,000
Sale - Junk & Equipment	3,377	6,207	13,093	5,000	5,000
Labor & Materials	23,843	23,528	23,504	23,000	23,000
Refunds (2005 reversed encumbrance)	2,385	40,000	7,478	25,000	25,000
Pool Loan Repayment	0	0	0	120,000	25,000
Total Other Revenue	290,691	964,348	969,878	549,000	458,000
Transfers from Library Fund	57,000	60,389	63,650	56,139	56,139
Total Transfers	57,000	60,389	63,650	56,139	56,139
Total Revenue	8,783,129	9,380,378	10,400,524	10,921,129	11,843,820
Total Resources	13,953,604	13,389,489	13,773,935	13,755,312	14,939,479
EXPENDITURE DETAIL					
Personnel Services	1,981,146	1,794,088	2,035,527	2,059,487	2,169,412
Contractual Services	961,192	1,054,353	769,508	835,151	840,976
Commodities	5,018,476	5,066,308	5,746,990	6,108,900	7,122,100
Capital Outlay	151,683	137,002	71,598	113,250	239,700
Capital Improvement	218,562	210,370	211,548	241,000	333,000
Construction	0	414,899	416,246	0	0
Transfer to Bond & Interest	178,000	178,000	178,000	175,000	170,000
Transfer to General Fund	795,500	950,000	957,500	984,712	984,712
Transfer to Equipment Reserve Fund	63,000	174,059	134,468	103,153	103,153
Transfer to Risk Management Fund	0	0	6,700	10,000	10,000
Transfer to Community & Utility	5,000	37,000	36,000	29,000	36,000
Transfer to Stormwater Utility	0	0	75,667	0	0
Loan to Pool Project	0	0	300,000	0	0
Total Requirements	9,372,559	10,016,078	10,939,751	10,659,653	12,009,053
Unencumbered Cash Balance, Dec 31	4,009,111	3,373,411	2,834,183	3,095,660	2,930,426
Represented by:					
Operating Reserve					1,000,000
Contingency Reserve					500,000
Electric Fuel Purchase Power Reserve					1,430,426

ELECTRIC (3700)

ELECTRIC (3700)						
	SOURCE OF REVENUE	ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
100	Unencumbered Cash	4,599,908	4,009,111	3,373,410	2,834,183	3,095,660
324	Interest	51,828	38,415	85,751	96,000	100,000
325	Reimbursed Expense	33,259	647,533	582,643	60,000	60,000
333	Fines & Fees	175,998	189,560	183,896	200,000	200,000
364	Service Installation & Tap Fees	4,307	0	0	0	0
367	Transfer from Library	57,000	60,389	63,650	56,139	56,139
375	Electric Sales, Res. Urban	3,576,462	3,439,354	3,976,933	4,400,000	4,600,000
376	Electric Sales, Rural Res.	12,323	10,876	12,996	15,000	15,000
377	General Service Small Urban	770,426	805,441	904,739	1,016,279	1,141,571
378	General Service Small Rural	13,878	14,559	16,469	20,000	20,000
380	General Service Large	3,351,847	3,347,530	3,642,990	3,964,529	4,623,110
382	Area Lights	44,792	44,510	48,809	50,000	50,000
383	School & City	606,575	631,745	706,536	790,182	820,000
388	Origination Service Fee	42,203	47,854	47,031	47,000	47,000
389	Labor & Materials	23,843	23,528	23,504	23,000	23,000
390	Sale - Junk & Equip.	3,377	6,207	13,093	5,000	5,000
393	Refunds	2,385	40,000	7,478	25,000	25,000
392	Reconnection Fees	12,625	13,773	10,493	13,000	13,000
393	Pool Loan Repayment	0	0	0	120,000	25,000
399	Miscellaneous	0	19,105	73,513	20,000	20,000
	TOTAL	13,383,037	13,389,489	13,773,934	13,755,312	14,939,479
	TRANSFER EXPENSE	ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
900	Transfer to Bond & Interest	178,000	178,000	178,000	175,000	170,000
901	Transfer to General Fund	795,500	950,000	957,500	984,712	984,712
906	Transfer to Equipment Reserve Fund	63,000	174,059	134,468	103,153	103,153
906	Transfer to Risk Management Fund	0	0	6,700	10,000	10,000
909	Transfer to Community & Utility	5,000	37,000	36,000	29,000	36,000
924	Swimming Pool Loan	0	0	300,000	0	0
999	Transfer to Stormwater Mgt.	0	0	75,667	0	0
	SUBTOTAL	1,041,500	1,339,059	1,688,335	1,301,865	1,303,865

ELECTRIC PRODUCTION

Description of Services

The Ottawa electric system is a combination of purchased power and peaking generation. The City is interconnected to Kansas City Power and Light (KCPL) via a 161Kv and 35Kw lines. The interconnection was upgraded in 2004 to provide dual feed points.

The City has a contract with Kansas City Board of Public Utilities for purchased capacity of 10 Mw. A contract with the Grand River Dam Authority (GRDA) provides an additional 12 Mw during the summer months and 4 Mw during the winter months. Both contracts provide coal-fired generation with GRDA also supplying hydropower. The City is also able to purchase economy energy from KCPL. This energy is normally available during winter months or off peak hours during the spring and fall seasons.

Under normal circumstances, the interconnection supplies the City's needs for approximately seven months out of each year. When the peak demand exceeds 23 Mw the power plant is capable of generating the remainder of the load. A peak demand of 37.9 Mw was established in 2006. Total capacity of the Ottawa system with purchased power and generation is 49.7 Mw. A considerable increase in this fund is primarily attributed to the increasing cost of purchasing power and the increasing demand.

	Actual	Actual	Revised	Budget
Division Expenditures	2004	2005	2006	2007
Personnel Services	790,769	817,088	874,030	905,740
Contractual Services	649,156	393,347	532,540	525,914
Commodities	4,966,207	5,640,845	5,996,200	6,997,200
Capital Expenditures	45,503	33,726	43,450	202,000
Transfers	0	18,494	12,463	12,463
Total	6,451,635	6,903,500	7,449,683	8,643,317

Personnel Schedule	2004	2005	2006	2007
Director of Utilities	0.33	0.33	0.33	0.33
Superintendent	1.00	1.00	1.00	1.00
Assistant Superintendent	1.00	1.00	1.00	1.00
Operator/Maintenance	8.00	8.00	8.00	8.00
Maintenance	2.00	2.00	2.00	2.00
Auto-CAD Tech	0.25	0.25	0.25	0.25
Total	13.58	13.58	13.58	13.58
Seasonal	1.00	1.00	1.00	1.00

ELECTRIC PRODUCTION (3703)

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
PERSONNEL SERVICES						
410	Overtime	15,000	18,827	16,750	19,636	20,500
412	Social Security	39,338	44,657	44,384	49,697	50,605
413	KPERS	15,217	23,022	24,807	30,598	35,126
414	Health Insurance	73,775	91,201	107,938	118,732	130,605
521	Worker's Comp. Ins.	25,212	29,314	23,061	25,368	27,904
SUBTOTAL		696,895	790,769	817,088	874,030	905,740
CONTRACTUAL SERVICES						
503	Telephone	5,473	4,767	4,690	5,500	6,000
505	Professional Development	5,302	15,838	11,294	10,000	10,000
520	Insurance - Bldg. & Cont.	39,921	42,853	43,632	45,000	47,250
523	Vehicle Ins.	1,600	1,781	2,569	2,500	2,800
525	Boiler Insurance (Plant)	42,880	43,199	46,619	57,109	59,964
526	General Liability Ins.	17,826	18,001	17,234	21,781	22,000
528	SCADA Maintenance & Equipment	4,694	24,793	4,266	12,000	12,000
530	Utilities	30,101	34,923	35,286	35,000	35,000
532	Building & Structure Repair	912	2,468	155	5,000	5,000
533	Equipment Repair	174,351	228,811	68,915	182,500	
	Retube STAG Boiler Superheat Section					35,000
	Latner Boiler Replacement					5,000
	Replacement of Oil Type 34.5 kv Breaker					75,000
	Replacement of Oil Type 24.7 kv Breaker					95,000
	Unexpected Repairs					45,000
534	Vehicle Repair	1,337	674	561	600	600
550	Towel & Laundry Service	342	742	924	650	800
558	Other Contractual Services	235,243	220,370	146,238	131,400	55,000
558	Other Contractual Services (HR)	0	0	0	0	0
559	Environmental Compliance	39,372	146	0	0	0
561	Utility Assistance	5,664	5,945	5,232	8,500	8,500
565	State Taxes	3,755	3,847	5,731	6,000	6,000
SUBTOTAL		608,771	649,156	393,347	523,540	525,914
COMMODITIES						
600	Office Supplies	3,149	3,546	3,752	3,500	4,500
601	CAD Supplies	1,071	255	986	1,200	1,200
605	Purchase Power	2,683,661	2,728,817	3,661,942	3,700,000	4,250,000
606	Purchase Demand	1,339,455	1,479,320	1,533,752	1,500,000	2,000,000
607	Natural Gas	709,576	592,490	291,570	600,000	500,000
608	Vehicle Operations	2,980	4,666	5,728	6,000	6,000
609	Motor Oil	15,223	15,546	6,439	18,000	18,000
610	Fuel Oil (Plant Engines)	81,637	80,314	89,836	100,000	150,000
611	Chemical Supplies	20,343	16,751	11,209	20,000	15,000
615	Uniforms	4,852	3,024	3,103	7,500	7,500
620	Supplies	37,092	41,479	32,528	40,000	45,000
SUBTOTAL		4,899,039	4,966,207	5,640,845	5,996,200	6,997,200
CAPITAL OUTLAY						
714	Oil Breakers	0	0	0	0	70,000
702	Furniture & Fixtures	959	0	0	2,500	2,000
704	Office Equipment	413	0	0	1,500	1,500
710	Equipment	20,990	8,859	5,689	15,500	105,000
710	Equipment (Safety Equipment HR)	0	0	0	1,250	
710	Computer Equipment	0	0	0	2,700	3,500
715	Building Maintenance	54,558	36,644	28,037	20,000	20,000
SUBTOTAL		76,919	45,503	33,726	43,450	202,000
TRANSFERS						
	Transfer to Equipment Reserve	0	0	18,494	12,463	12,463
TOTAL		6,281,624	6,451,635	6,903,500	7,449,683	8,643,317

ELECTRIC DISTRIBUTION

Description of Services

The Electric Distribution Division involves maintenance and construction. This division has completed construction of one major circuit and installation of electric service in six new additions over the last eight years. The division has one crew dedicated primarily to line clearance. The remainder completes required and routine maintenance of over 60 miles of 12.4 and 4.6 kV lines.

	Actual	Actual	Revised	Budget
Division Expenditures	2004	2005	2006	2007
Personnel Services	541,054	616,055	611,341	646,799
Contractual Services	100,187	119,267	104,158	105,466
Commodities	61,734	71,075	65,300	77,300
Capital Expenditures	224,293	225,580	254,700	347,200
Transfers	0	97,421	83,915	83,915
Total	927,268	1,129,398	1,119,414	1,260,680

Personnel Schedule	2004	2005	2006	2007
Superintendent	1.00	1.00	1.00	1.00
Assistant Superintendent	1.00	1.00	1.00	1.00
Electric Distribution Crew Chief	3.00	3.00	3.00	3.00
Line Electrician	4.00	4.00	4.00	4.00
Service Representative	0.50	0.50	0.50	0.50
Total	9.50	9.50	9.50	9.50

ELECTRIC DISTRIBUTION (3704)

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
PERSONNEL SERVICES						
411	Salaries	474,312	382,811	428,650	427,000	447,000
410	Overtime	17,000	29,967	45,206	26,835	26,836
412	Social Security	34,851	30,378	32,935	34,718	36,248
413	KPERS	14,870	13,601	17,070	21,376	25,161
414	Health Insurance	56,108	63,925	76,169	83,786	92,165
521	Worker's Comp. Ins.	17,885	20,371	16,024	17,627	19,389
SUBTOTAL		615,026	541,054	616,055	611,341	646,799
CONTRACTUAL SERVICES						
502	Postage	5	0	0	100	100
503	Telephone	3,044	2,320	2,689	3,000	3,000
505	Professional Development	3,803	4,490	4,022	4,000	4,000
520	Insurance - Bldg. & Cont.	12,769	14,037	17,457	18,330	19,246
523	Vehicle Ins.	2,800	3,186	4,231	4,655	4,887
526	General Liability Insurance	12,388	12,509	11,976	13,174	13,832
530	Utilities	0	0		900	900
533	Equipment Repair	7,310	9,008	14,971	8,000	7,500
534	Motor Vehicle Repair	3,476	6,272	1,261	4,000	4,000
558	Other Contractual Services	51,747	47,021	60,138	45,000	45,000
565	Sales Tax - Compensating Use	2,514	1,343	2,522	3,000	3,000
SUBTOTAL		99,856	100,187	119,267	104,158	105,466
COMMODITIES						
600	Office Supplies	455	40	230	500	500
601	Computer Supplies (CAD)	1,200	1,024	1,035	1,000	1,000
608	Vehicle Operations	6,592	8,887	13,656	13,700	13,700
615	Uniforms	5,329	3,689	2,834	5,100	5,100
620	Supplies	56,574	48,094	53,320	45,000	57,000
SUBTOTAL		70,150	61,734	71,075	65,300	77,300
CAPITAL OUTLAY						
646	Traffic Signals	5,826	5,605	4,236	6,000	6,000
705	Computer Equipment	0	1,174	0	200	700
710	Equipment	9,203	7,144	9,797	7,500	7,500
SUBTOTAL		15,030	13,924	14,033	13,700	14,200
CAPITAL IMPROVEMENT						
642	Transformers	56,125	84,666	96,064	110,000	109,000
644	Meters	17,788	18,823	20,830	30,000	44,000
745	Street Light Construction	26,198	26,727	21,395	41,000	40,000
749	Electric Line Cons..	118,451	80,155	73,258	60,000	140,000
SUBTOTAL		218,562	210,370	211,548	241,000	333,000
TRANSFERS						
	Transfer to Equipment Reserve	0	0	97,421	83,915	83,915
TOTAL		1,018,623	927,268	1,129,398	1,119,414	1,260,680

Utility Warehouse

Description of Services

The Utility Warehouse is home to the Electric Distribution Division, Water Distribution Division, and the Wastewater Collection Division. Three administrative employees who are responsible for all inventory and associated records staff the Utility Warehouse. The physical inventory for the Division in 2006 exceeded 1.1 million dollars.

The Warehouse was built in 1983, and contains 2,660 square feet of office space, 3,760 square feet of indoor inventory space and 8,195 square feet of equipment space. The indoor parking space has provided quicker more reliable response in inclement weather. The property also includes a storage yard of approximately 14,000 square feet.

	Actual	Actual	Revised	Budget
Division Expenditures	2004	2005	2006	2007
Personnel Services	127,523	134,194	146,831	156,279
Contractual Services	28,579	36,233	39,903	41,763
Commodities	6,191	4,799	8,900	9,100
Capital Expenditures	29,855	17,212	8,400	7,800
Transfers		18,553	6,775	6,775
Total	192,148	210,992	210,809	221,717

	Actual	Actual	Revised	Budget
Personnel	2004	2005	2006	2007
Utilities Warehouse Manager	1.00	1.00	1.00	1.00
Warehouse Worker	1.00	1.00	1.00	1.00
Secretary/Computer Operator	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00
Seasonal	0.00	0.00	1.00	1.00

UTILITY WAREHOUSE (3705)

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
PERSONNEL SERVICES						
411	Salaries	88,493	93,218	95,881	105,000	110,250
410	Overtime	416	159	1,123	193	194
412	Social Security	6,441	7,064	7,137	8,047	8,449
413	KPERS	2,912	3,258	4,038	4,955	5,865
414	Health Insurance	17,520	21,786	24,053	26,459	29,105
521	Workers Comp. Ins.	2,142	2,039	1,962	2,178	2,417
	SUBTOTAL	117,924	127,523	134,194	146,831	156,279
CONTRACTUAL SERVICES						
502	Postage	0	0	0	100	100
503	Telephone	2,991	2,664	2,616	2,750	2,750
505	Professional Development	0	1,235	130	800	800
520	Insurance - Bldg. & Cont.	3,939	4,331	5,386	5,924	6,220
523	Vehicle Ins.	350	375	1,163	1,279	1,343
530	Utilities	14,623	14,698	16,158	17,000	18,000
532	Building Repair	5,760	2,416	5,709	5,000	5,000
533	Equipment Repair	649	740	692	750	750
534	Motor Vehicle Repair	139	74	0	500	500
558	Other Contractual Services	6,193	2,012	4,307	5,500	6,000
565	Sales Taxes - Comp Use	492	34	72	300	300
	SUBTOTAL	35,135	28,579	36,233	39,903	41,763
COMMODITIES						
600	Office Supplies	806	581	110	1,000	1,000
601	Computer Supplies	397	155	306	400	400
604	Small Tools Expense	97	78	143	200	200
608	Vehicle Operation	729	527	746	1,700	1,800
615	Uniforms	1,393	1,168	647	1,700	1,700
620	Supplies	3,100	3,683	2,847	3,900	4,000
	SUBTOTAL	6,521	6,191	4,799	8,900	9,100
CAPITAL OUTLAY						
702	Furniture & Fixtures	0	0	0	1,100	2,000
704	Office Equipment	260	1,225	682	1,500	1,200
710	Equipment	17,953	0	0	0	1,100
715	Building Improvements	8,594	28,630	16,530	5,800	3,500
	SUBTOTAL	26,807	29,855	17,212	8,400	7,800
TRANSFERS						
712	Transfer to Equipment Reserve	0	0	18,553	6,775	6,775
	TOTAL	186,388	192,148	210,992	210,809	221,717

Utility Billing

Description of Services

The Utility Billing Division is responsible for monthly billing of Ottawa's 6200 electric and 5100 water customers. This division operates and maintains the City's main computer, which runs the payroll program, general ledger, utility billing and other programs. 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 are installed in all new subdivisions and are 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	2004	2005	2006	2007
Personnel Services	334,742	468,189	427,284	460,594
Contractual Services	260,552	211,406	167,550	167,833
Commodities	32,176	30,271	38,500	38,500
Capital Expenditures	47,612	6,627	15,700	15,700
Total	675,081	716,493	649,034	682,627

Personnel Schedule	2004	2005	2006	2007
City Attorney	0.00	0.00	0.00	1.00
Administrative Secretary	0	0	0	0
City Clerk/Finance Director	0.5	0.5	0.25	0.00
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	0.5	0.5	0.5	0.5
Environmental Coordinator	0.25	0.25	0.25	0.25
Assistant Finance Director	1.00	1.00	1.00	1.00
Total	8.25	9.25	9.00	9.75
Seasonal	0	1.00	1.00	1.00

UTILITY BILLING (3710)

EXPENDITURE DETAIL		ACTUAL	ACTUAL	ACTUAL	REVISED	BUDGET
		2003	2004	2005	2006	2007
PERSONNEL SERVICES						
411	Salaries	443,381	251,987	356,806	309,000	330,000
410	Overtime	2,500	1,518	2,416	2,582	2,582
412	Social Security	32,311	18,183	26,433	23,836	25,443
413	KPERS	13,470	7,272	12,362	14,676	17,660
414	Health Insurance	56,909	53,186	67,606	74,366	81,803
521	Workers Comp. Ins.	2,731	2,597	2,567	2,824	3,106
SUBTOTAL		551,302	334,742	468,189	427,284	460,594
CONTRACTUAL SERVICES						
502	Postage	30,061	33,072	32,568	34,000	34,000
503	Telephone	3,234	3,157	3,295	3,900	3,900
505	Professional Development	8,178	10,122	10,986	10,500	10,500
508	Bad Debt Expense	322	1,055	36,740	1,200	1,200
509	Meeting Expense	788	0	0	1,000	1,000
514	Printing	1,500	0	219	1,500	1,500
520	Ins. Building & Content	2,660	2,924	3,637	4,001	4,201
523	Vehicle Insurance	1,000	1,452	1,500	1,649	1,732
553	Service Agreements	28,450	48,350	11,355	15,000	15,000
558	Other Contractual Services					
	Attorney	33,356	42,350	24,778		
	Kansas Comp Use Tax	2,358	794	603	2,500	2,500
	Programming Support	27,031	37,002	41,574	40,000	40,000
	Technical Support	32,515	37,203	7,891	8,000	8,000
	IBM Support	4,072	2,787	2,888	5,500	5,500
	Temp Service	15,482	8,343	7,935	8,300	8,300
	Building Services	6,000	467	814	1,000	1,000
	Other Contractual Services		15,503	4,291	10,000	10,000
599	Refunds	1,434	1,098	3,292	2,000	2,000
571	Audit	18,988	14,872	17,040	17,500	17,500
SUBTOTAL		217,429	260,552	211,406	167,550	167,833
COMMODITIES						
600	Office Supplies	11,193	10,007	2,301	9,000	9,000
601	Computer Supplies	5,578	5,472	9,270	4,500	4,500
601	Billing Supplies	25,955	14,355	14,634	20,000	20,000
614	Books & Instructional Materials	41	84	0	500	500
615	Uniforms	0	1,265	595	1,500	1,500
620	Custodial Supplies		992	3,471	3,000	3,000
SUBTOTAL		42,766	32,176	30,271	38,500	38,500
CAPITAL OUTLAY						
704	Office Machines (Computers)	578	0	431	2,700	2,700
705	Computer Equipment	20,147	6,733	494	8,000	8,000
705	Computer Equipment (Impact Printer)	0	13,066	0	0	0
710	Equipment	11,554	26,653	5,703	0	0
715	Building Maintenance - Capital Imp.	648	1,160		5,000	5,000
SUBTOTAL		32,927	47,612	6,627	15,700	15,700
TOTAL		844,424	675,081	716,493	649,034	682,627