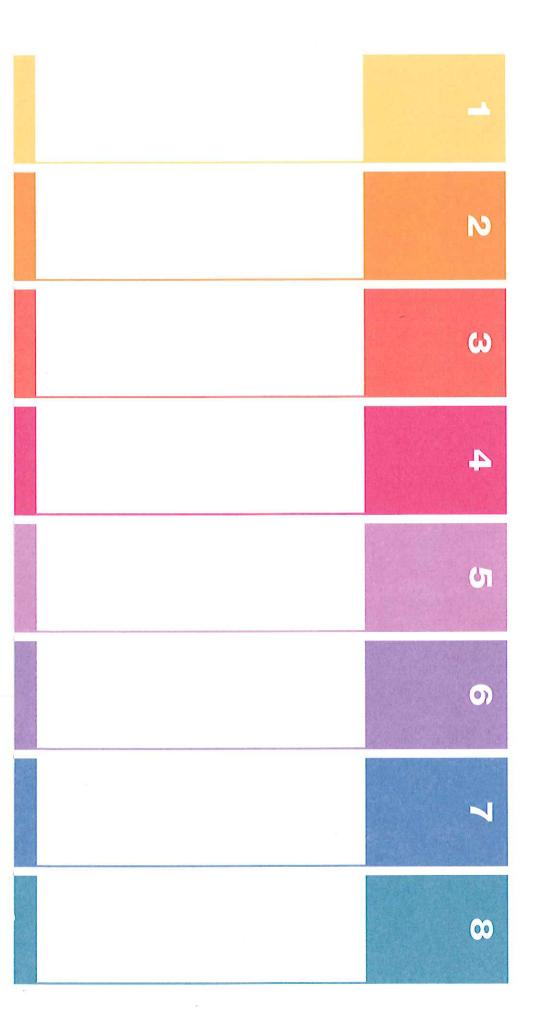
CITY OF KIRTLAND

City of Faith and Beauty

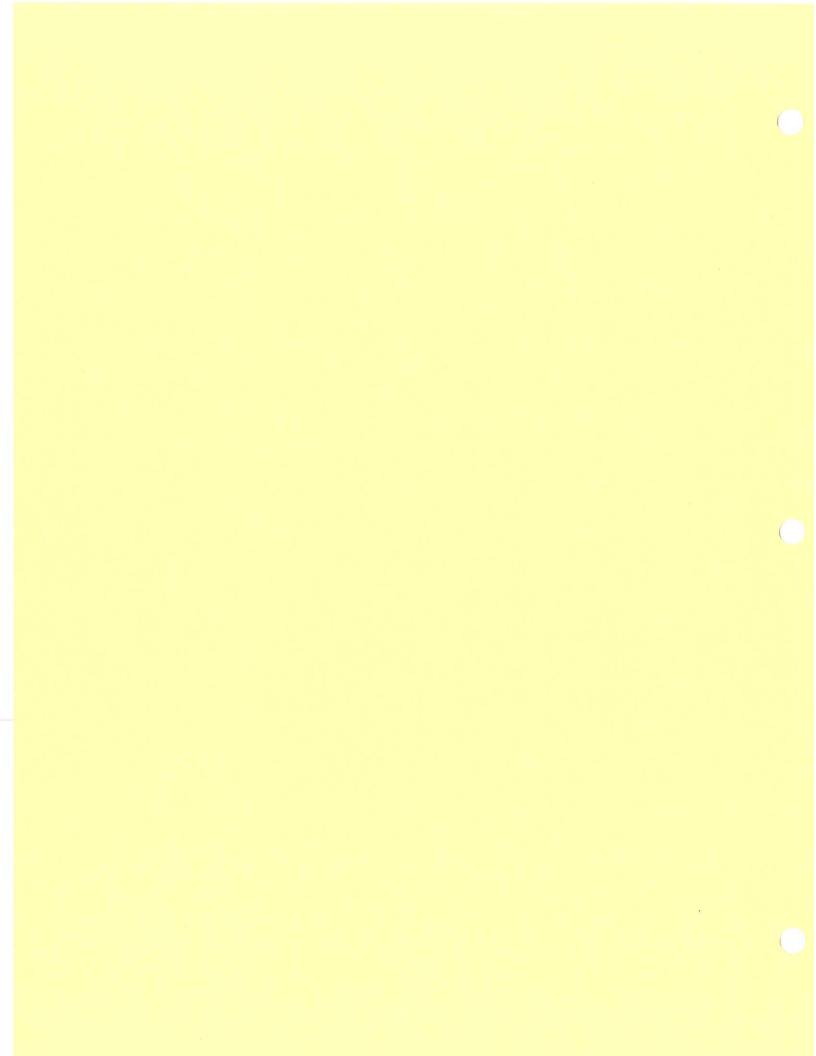


2018
ANNUAL OPERATING BUDGET
&
2018-2022
CAPITAL IMPROVEMENTS

1	MAYOR'S LETTER
2	OPERATING BUDGET
3	OTHER GOVERNMENTAL BUDGET
4	SUMMARY OF CAPITAL BUDGET
5	CODE OF ACCOUNTS
6	FY 2018 CAPITAL BUDGET
7	CAPITAL IMPROVEMENTS PROGRAM FY 2018-2022
8	SCHEDULE OF DEBT SERVICE



MAYOR'S LETTER OF TRANSMITTAL







9301 CHILLICOTHE ROAD KIRTLAND, OHIO 44094

February 21, 2018

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Honorable Members of Council City of Kirtland Kirtland, Ohio

In accordance with the provisions of the <u>City Charter</u>, submitted herewith is the <u>Mayor's Recommended Annual Operating Budget</u> for Fiscal Year 2018 and <u>Capital Improvement Plan</u> for the Fiscal Years 2018 - 2022.

ANNUAL OPERATING BUDGET

The Mayor's recommended <u>Annual Operating Budget</u> for FY 2018 totals \$8,438,077, which reflects an increase of \$148,519 or 1.79%, from last year's FY 2017 appropriation of \$8,289,558.

Estimated Revenues

Revenues in the FY 2018 Budget are estimated at \$7,942,100, which represents a decrease of \$74,246 or -.93% compared to the actual FY 2017 receipts of \$8,016,346. Revenues in the FY 2018 Budget combined with \$811,638 of unencumbered FY 2017 opening balance, estimated FY 2018 resources total \$8,753,738. The FY 2018 opening balance is increased \$133,844 from a FY 2017 opening balance of \$677,794.

Municipal Tax Revenues

Municipal tax revenues in FY 2018 are estimated at \$5,889,000 reflecting a increase of \$47,424 or 0.81% over actual FY 2017 receipts of \$5,841,576.

Property Tax revenues in FY 2018 are estimated at \$2,139,000, resulting in a decrease of \$58,729 or -2.67% from actual FY 2017 Property Tax receipts of \$2,197,729.

Municipal Income Tax revenues, which provide approximately 47.22% of FY 2018 <u>Annual Operating Budget</u> revenues, are estimated at \$3,750,000, representing an increase of \$106,153 or 2.91% over actual FY 2017 receipts of \$3,643,847.

Special Revenues

Special Revenues in FY 2018 are estimated at \$665,600, reflecting a increase of \$15,166 or 2.33% from actual FY 2017 receipts of \$650,434.

	,	

Kirtland City Council Members February 21, 2018 Page 2

Local Government Fund

This primary source of State aid to the City is expected to decrease \$3,027 or -0.80% from actual receipts of \$378,027 in FY 2017 to estimated receipts of \$375,000 in FY 2018.

Estimated Expenditures

Recommended expenditures in FY 2018 totaling \$8,438,077, which reflects an increase of \$148,519 or 1.79% from last year's appropriation of \$8,289,558, are allocated as indicated in the following table:

	<u>A</u> ı	2017 Budget opropriation	Ì	2018 Department <u>Request</u>	R	2018 ecommended <u>Budget</u>	(Budget Increase (Decrease) Dollars	Budget Increase (Decrease) Percentage
Personal Services	\$	3,574,590		3,659,555		3,659,555		84,965	2.38%
Service & Supplies		3,499,444		3,790,995		3,603,045		103,601	2.96%
Capital Outlay		856,500		803,000		719,000		(137,500)	-16.05%
Sub-Total	\$	7,930,534		8,253,550		7,981,600		51,066	0.64%
Non-Governmental_	\$	359,024		456,477		456,477		97,453	27.14%
Total	\$	8,289,558	\$	8,710,027	\$	8,438,077	\$	148,519	1.79%

Conclusion

The proposed FY 2018 <u>Annual Operating Budget</u> is a financial plan that emphasizes "Programs of Services" provided to the community. This permits the City Council and residents to understand the cost of individual municipal services.

The Recommended Total Government budget expenditures in FY2018 show an increase as compared to the FY2017 budget appropriation. The proposed budget reflects an increase of approximately \$51,066 or 0.64%.

Non-governmental expenses of \$359,024 from FY2017 are estimated to increase approximately \$97,453 or 27.14% to \$456,477 in FY2018.

2018 CAPITAL IMPROVEMENT PLAN

The proposed five-year <u>Capital Improvement Plan</u>, as required by the <u>City Charter</u>, includes several capital projects for City Council consideration in FY 2018. The first year of the <u>Plan</u>, which is the City's FY 2018 <u>Capital Budget</u>, contains the following \$3,998,500 in major capital projects:

- \$2,250,000 for Highway/Major Road Improvements
- \$739,500 for Road Resurfacing & Storm Drainage
- \$490,000 for Capital Equipment and Vehicles
- \$300,000 for Recreation Park Development
- \$219,000 for Facility Construction and Improvements

The City has obtained \$2,348,600 of State, County, and other aid for these projects, which reduces the City's cost to \$1,649,900. The City's portion of the projects will be funded by current revenues and short-term borrowing.

I would like to express my appreciation to the city staff and Finance Department for their assistance in preparing this proposed <u>Operating Budget and Capital Improvement Plan</u>. I look forward to reviewing this recommended financial plan with City Council.

Douglas E. Davidson

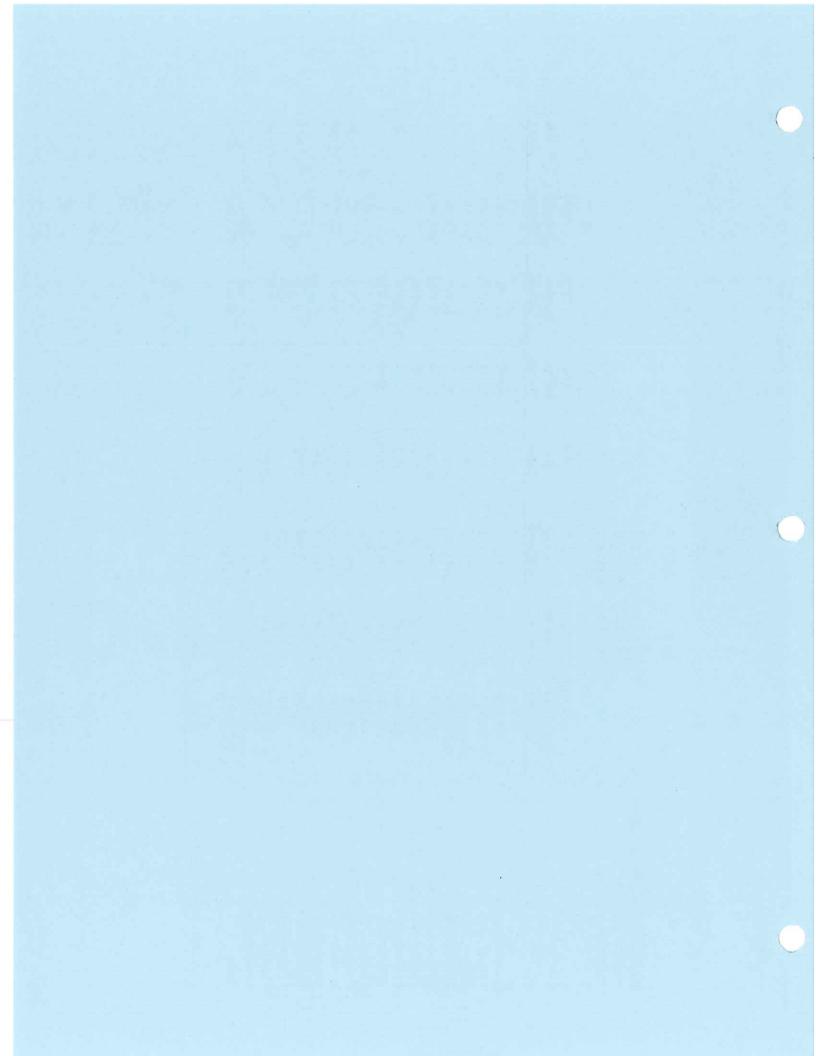
Mayor

City of Kirtland Budget in Brief Fiscal Year 2018

2017

2018

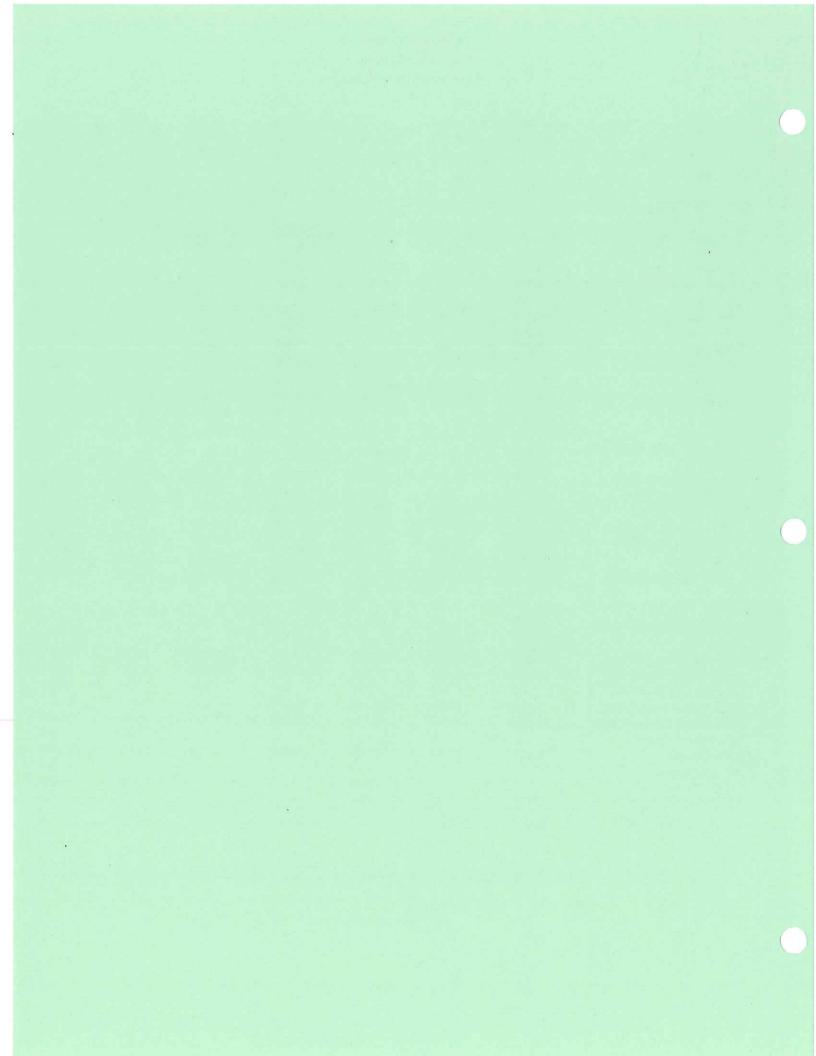
	2018 Other Change	1 1 1	ei i	1 1	1 1	1,650 (11,000)	850	97,453	95,453	
	2018 Capital Change		53,500 (43,000)	i i		rr	1 1		(137,500)	
	2018 Supplies Change	61,045 \$ (5,250)	(9,800)	(10,500)	(2,500)	ť t		1 1 1	100,545	
	2018 Payroll Change	9,090 \$ 28,950	7,450	2,000	(200)	1 1		1 1 1	84,965	
	2018 Net Change	75,135 \$ 214,200	(49,300)	(8,500)	(2,700)	1,650 (11,000)	850	97,453	143,463	
\$ 677,794 7,767,100 8,444,894	2017 Mayor Approved	\$ 585,290 \$ 1,283,450	2,040,800	95,300	46,000	566,550	755,400	1,500 334,024 25,000	8,7	\$ 150,280
\$ 811,638 7,947,100 8,758,738	2018 Mayor Approved	\$ 660,425 (1,497,650 1,487,925	2,168,800	86,800	43,300	568,200	756,250	1,500 431,477 25,000	8,438,077	\$ 320,661
	2018 Department Request	\$ 738,425 \$ 1,543,700	2,290,000	87,300	43,300	568,200 65,000	756,250	1,500 431,477 25,000	8,710,027	\$ 48,711
Beginning Unencumbered Balance Projected Revenues Total Funds Available		General Government Police Fire	Public Works Parks & Recreation	Planning & Zoning Public Health	Engineering Claims	Pension/Retirement Workers' Comp	Employee Insurance City Insurance	Unemployment Transfers Contingencies	Total	Projected Excess or (Deficit)



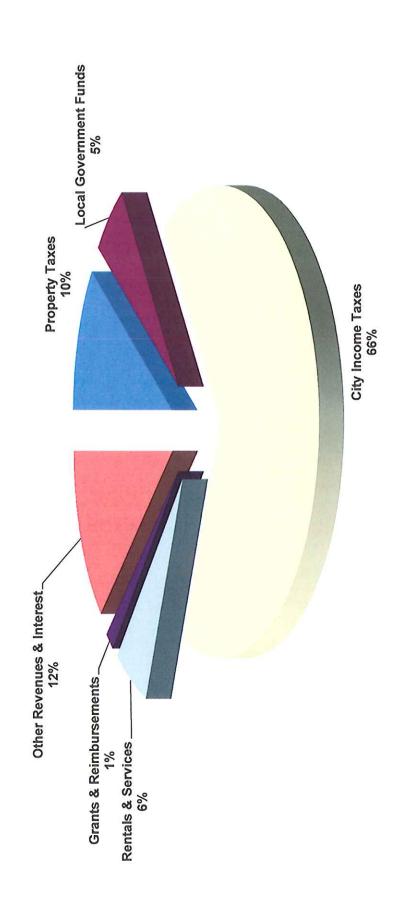
GOVERNMENTAL REVENUES

City of Kirtland Summary of Receipts Fiscal Years 2015 to 2018

	2015	2016	2017	2017	. 2018	2018	2018
	Actual	Actual	Actual	Budget	Budget	Beg. Bal.	Available
							* * * * * * * * * * * * * * * * * * * *
Governmental Revenues							
GENERAL FUND							
Property Taxes	562,698	575,403	573,117	570,000	570,000		
Local Government Funds	324,608	314,347	307,330	315,000	305,000		
City Income Taxes	3,211,700	3,423,120	3,643,847	3,495,000	3,750,000		
Fines & Forfeitures	30,499	41,708	52,203	35,000	48,000		
Interest	359	1,760	6,012	2,000	6,500		
Rentals	188,314	211,727	193,410	210,000	200,000	.,	
Services	114,074	119,415	114,490	110,000	113,000		
Recreation Programs	53,004	61,682	67,468	77,000	65,000		
Other Grants & Remb.'s	20,118	136,844	33,396	40,000	30,000		
Other Revenues	654,244	647,128	750,027	705,500	620,000		
Total General Fund	5,159,618	5,533,134	5,741,300	5,559,500	5,707,500	346,758	6,054,258
SPECIAL REVENUE-LEVIES							
BI BOIND ICE VENUE BE VISE							
Police Operating Fund	107,091	108,341	107,620	103,000	104,000	12,751	116,751
Police Pension Fund	72,335	73,915	73,051	71,000	70,000	7,075	77,075
Fire Operating Levy	142,127	143,466	142,409	137,000	137,000	9,522	146,522
Senior Citizens/Recr.	148,397	149,371	147,646	143,000	143,000	16,889	159,889
Fire Emergency Fund	675,026	679,681	673,096	650,000	650,000	30,862	680,862
Road Levy	482,173	485,489	480,790	460,000	465,000	154,225	619,225
Total Special Rev-Levies	1,627,149	1,640,263	1,624,612	1,564,000	1,569,000	231,324	1,800,324
SPECIAL REVENUE-OTHER							
Street Const., Maint. & Rep.	370,880	377,840	378,027	370,000	375,000	17,536	392,536
State Highway Improvement	37,573	30,636	30,651	30,000	30,000	6,297	36,297
Enforcement & Education	592	585	677	600	600	2,740	3,340
K.F.D. Capital Improvement	10,000	15,000	15,000	15,000	15,000	10,817	25,817
Major Capital Equipment Fd.	150,256	160,144	176,377	160,000	170,000	31,094	201,094
Governmental Grants						5,172	5,172
Senior Citizens	80,000	74,163	46,322	68,000	75,000	153,686	228,686
Law Enforcement		_		-		1,234	1,234
OPOTC Police Training			3,080			3,080	3,080
Recreation Park Fund	1,300	300	300			1,900	1,900
Total Special Rev-Other	650,601	658,668	650,434	643,600	665,600	233,556	899,156
Total Special Nev-Other							
m-4-1 O	¢ 7,427,260	¢ 7822.065	\$ 8,016,346	\$ 7,767,100	\$ 7,942,100	\$ 811,638	8,753,738
Total Governmental	\$ 7,437,368	\$ 7,832,065	Ψ 0,010,540	ψ 1,101,100	- 1,7 12,100		

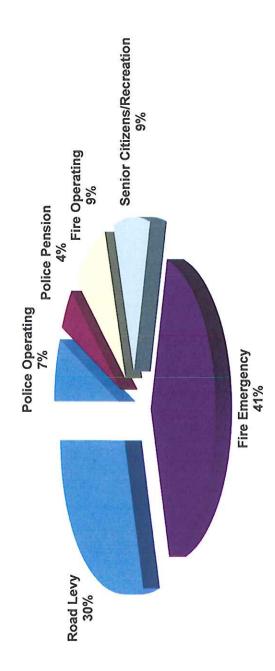


General Fund Sources Total \$5,707,500



Rentals & Services Grants & Reimbursements Other Revenues & Interest City Income Taxes ■ Property Taxes ■ Local Government Funds

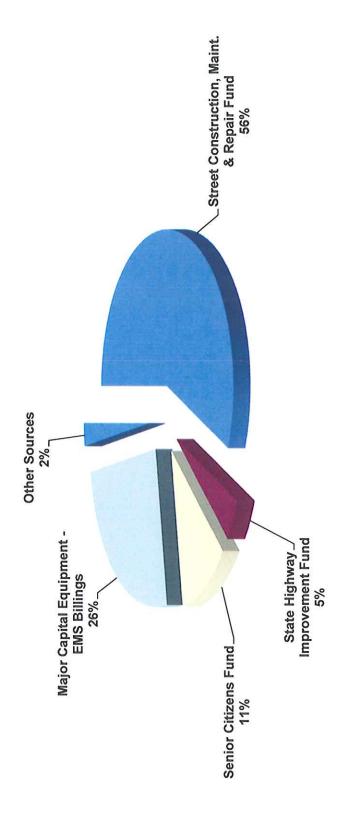
Revenues from Levies Total \$1,569,000



■ Police Operating ■ Police Pension Fire Operating Senior Citizens/Recreation

■ Fire Emergency

Revenues from Other Sources Total \$665,600



Street Construction, Maint. & Repair Fund
 Major Capital Equipment - EMS Billings

State Highway Improvement FundOther Sources

Senior Citizens Fund



SUMMARY OF GOVERNMENTAL EXPENDITURES

No.	Actual	2016 Actual	. 2017 Budget	2017 Actual	Dept. Request	Mayor Recomd.
General Government						
LEGISLATIVE						
100 City Council						
Personal Service	28,250	28,250	28,250	28,250	28,250	28,250
Service & Supplies Capital Outlay	1,582	1,652	1,700	1,467	1,700	1,700
Total	29,832	29,902	29,950	29,717	29,950	29,950
105 Clerk of Council						
Personal Service	13,378	13,779	14,350	14,192	14,500	14,500
Service & Supplies Capital Outlay	9,878	5,237	7,100	3,407	13,500	13,500
Total	23,256	19,016	21,450	17,599	28,000	28,000
BOARDS & COMMISSIONS						
110 Civil Service Personal Service	3,242	3,340	3,440	3,440	3,530	3,530
Service & Supplies	5,242	5,540	100	2,440	100	100
Capital Outlay	-				-	
Total	3,242	3,340	3,540	3,440	3,630	3,630
Total Legislative						
Personal Service	44,870	45,369	46,040	45,882	46,280	46,280
Service & Supplies Capital Outlay	11,460	6,889	8,900	4,874	15,300	15,300
Total	56,330	52,258	54,940	50,756	61,580	61,580
115 MUNICIPAL COURT						
Personal Service	- I	-		•		
Service & Supplies	11,747	9,215	12,000	14,785	15,000	15,000
Capital Outlay	11 747	0.016	10,000	14705	15,000	15,000
Total	11,747	9,215	12,000	14,785	15,000	15,000
120 LEGAL COUNSEL						
Personal Service	50,923	52,451	54,025	52,451	53,750	53,750
Service & Supplies Capital Outlay	14,676	11,754	14,500	12,536	14,000	14,000
Total	65,599	64,205	68,525	64,987	67,750	67,750

		2015	2016	. 2017	2017	Dept.	Mayor
No.		Actual	Actual	Budget.	Actual	Request	Recomd.
(General Government (continued)						
125	ELECTIONS					* .	
	Personal Service				re.		
	Service & Supplies	179	1,648	1,500	3,187	1,500	1,500
	Capital Outlay _	<u> </u>	•		111115		• •
	Total	179	1,648	1,500	3,187	1,500	1,500
	EXECUTIVE						
130	Mayor						
	Personal Service	79,454	80,277	83,775	83,178	85,300	85,300
	Service & Supplies	1,911	2,446	1,800	1,986	1,545	1,545
	Capital Outlay		-	-		· ·	-
	Total	81,365	82,723	85,575	85,164	86,845	86,845
132	HUMAN RESOURCES						
	Personal Service		-	-	-	he him years	-
	Service & Supplies	1,540	993	1,800	1,289	1,800	1,300
	Capital Outlay			<u> </u>			-
	Total	1,540	993	1,800	1,289	1,800	1,300
133	COMMUNITY DEVELOPMEN	IT					
	Personal Service			-		-	-
	Service & Supplies	2,836	1,977	2,000	1,969	20,000	20,000
	Capital Outlay				-		
	Total	2,836	1,977	2,000	1,969	20,000	20,000
135	MUNICIPAL CENTER						
	Personal Service	22,226	26,355	27,150	32,188	33,000	33,000
	Service & Supplies	60,173	52,875	56,500	64,544	86,000	59,500
	Capital Outlay	159,824	835	50,000	13,330	105,000	55,000
	Total .	242,223	80,065	133,650	110,062	224,000	147,500
	FINANCE						
140	Administration						
	Personal Service	34,568	35,605	36,700	36,673	37,600	37,600
	Service & Supplies	50	50	50	586	50	50
	Capital Outlay		<u> </u>		-	<u> </u>	
	Total	34,618	35,655	36,750	37,259	37,650	37,650
142	Accounting & Treasury						
	Personal Service	51,444	50,317	51,900	51,465	52,750	52,750
	Service & Supplies	15,324	19,197	22,650	21,986	22,650	21,650
	Capital Outlay	-					
	Total	66,768	69,514	74,550	73,451	75,400	74,400

No.		2015 Actual	2016 Actual	2017 Budget	2017 Actual	Dept Request	Mayor Recomd.
	General Government (continued)						
145	Independent Auditors						
	Personal Service	-				40.000	40.000
	Service & Supplies	7,075	38,170	10,000	9,150	40,000	40,000
	Capital Outlay				0.150	40,000	40,000
	- Total	7,075	38,170	10,000	9,150	40,000	40,000
150	Municipal Tax Collection						
	Personal Service	•		-	-	70.600	70.600
	Service & Supplies	71,743	71,447	75,000	77,312	79,600	79,600
	Capital Outlay	·			-	70.600	70.600
	Total	71,743	71,447	75,000	77,312	79,600	79,600
155	Property Tax Collection		at .				
	Personal Service	-	1	-	05.000	27 200	27 200
	Service & Supplies Capital Outlay	28,100	27,235	29,000	25,022	27,300	27,300
	Total	28,100	27,235	29,000	25,022	27,300	27,300
	Total Finance						
	Personal Service	86,012	85,922	88,600	88,138	90,350	90,350
	Service & Supplies	122,292	156,099	136,700	134,056	169,600	168,600
	Capital Outlay	-	<u></u>		-		
	Total	208,304	242,021	225,300	222,194	259,950	258,950
	TOTAL GENERAL GOVT.						
	Personal Service	283,485	290,374	299,590	301,837	308,680	308,680
	Service & Supplies	226,814	243,896	235,700	239,226	324,745	296,745
	Capital Outlay	159,824	835	50,000	13,330	105,000	55,000
	Total	670,123	535,105	585,290	554,393	738,425	660,425

No		2015	2016	2017	2017	Department	Mayor
No.	ıblic Safety	Actual	Actual	Budget	Actual	Request	Recomd.
						a suctori	
	POLICE	*					
200	Administration			,			
200	Personal Service	101,203	107,279	112,500	139,526	116,400	116,400
	Service & Supplies	3,048	2,730	4,300	4,129	4,600	4,100
	Capital Outlay		1,017			1,500	1,500
	Total	104,251	111,026	116,800	143,655	122,500	122,000
205	Records						
	· Personal Service	51,652	50,795	48,200	48,427	49,700	49,700
	Service & Supplies	17,060	16,078	19,000	16,813	20,100	18,500
	Capital Outlay	1,339	1,637			15,000	15,000
	Total	70,051	68,510	67,200	65,240	84,800	83,200
210	Criminal Investigation/Juve	enile Sevices					
	Personal Service	-	184				
	Service & Supplies	3,111	720	1,500	1,331	2,000	1,500
	Capital Outlay						
	Total	3,111	904	1,500	1,331	2,000	1,500
215	Patrol Services						
	Personal Service	679,232	712,324	718,300	730,588	737,300	737,300
	Service & Supplies	29,492	27,372	32,100	23,883	32,100	28,900
	Capital Outlay	1,000	2,393			9,000	9,000
	Total	709,724	742,089	750,400	754,471	778,400	775,200
220	Communications						
	Personal Service	133,246	133,437	140,000	147,614	143,500	143,500
	Service & Supplies	44,143	38,815	46,650	34,343	50,650	40,400
	Capital Outlay		1,017			135,000	135,000
	Total	177,389	173,269	186,650	181,957	329,150	318,900
225	Police Station						
	Personal Service	21,748	25,877	24,300	31,711	24,910	24,910
	Service & Supplies	29,114	28,073	25,200	21,332	29,000	26,500
	Capital Outlay	-	•		15,774	25,000	-
	Total	50,862	53,950	49,500	68,817	78,910	51,410
230	Equipment Maintenance						
	Personal Service						
	Service & Supplies	43,050	60,949	63,300	60,311	69,400	66,900
	Capital Outlay	66,421	3,830	30,000	29,241	60,000	60,000
	Total	109,471	64,779	93,300	89,552	129,400	126,900

				•			
		2015	2016	2017	2017	Department	Mayor
No.		Actual	Actual	Budget	Actual	Request	Recomd.
Pu	blic Safety (continued)						
235	Community Service						
	Personal Service	19,341	8,887	17,600	22,258	18,040	18,040
	Service & Supplies	499		500	214	500	500
	Capital Outlay		<u> </u>	15 12			
	Total	19,840	8,887	18,100	22,472	18,540	18,540
			*				
	TOTAL POLICE						
	Personal Service	1,006,422	1,038,783	1,060,900	1,120,124	1,089,850	1,089,850
	Service & Supplies	169,517	174,737	192,550	162,356	208,350	187,300
	Capital Outlay	68,760	9,894	30,000	45,015	245,500	220,500
	Total	1,244,699	1,223,414	1,283,450	1,327,495	1,543,700	1,497,650

		2015	2016	2017	2017	Department	Mayor
No.		Actual	Actual	Budget	Actual	Request	Recomd.
Pu	blic Safety						
	FIRE					* * *	
300	Administration						
A A	Personal Service	112,165	110,550	116,000	115,874	118,900	118,900
	Service & Supplies	2,368	2,594	3,200	3,047	3,200	3,200
	Capital Outlay		7,7	-	-,-,-	46,500	46,500
	Total	114,533	113,144	119,200	118,921	168,600	168,600
305	Fire Prevention						
	Personal Service	36,011	38,386	41,000	38,848	42,025	42,025
	Service & Supplies	2,154	2,000	5,800	5,027	5,800	5,800
	Capital Outlay	•			-		
	Total	38,165	40,386	46,800	43,875	47,825	47,825
310	Fire & Rescue						
310	Personal Service	868,461	882,370	933,000	915,455	956,325	956,325
	Service & Supplies	31,361	28,742	34,500	34,678	36,000	36,000
	Capital Outlay	1,028	12,247		69,886	10,000	10,000
	Total	900,850	923,359	967,500	1,020,019	1,002,325	1,002,325
315	Communications						
	Personal Service	65,629	65,723	68,000	72,064	73,900	73,900
	Service & Supplies	8,606	8,806	9,500	9,075	12,000	10,750
	Capital Outlay	Li Cv. II.	-	-			
	Total	74,235	74,529	77,500	81,139	85,900	84,650
320	Fire Buildings						47
320	Personal Service						- ·
	Service & Supplies	34,534	35,432	42,500	41,008	42,500	42,500
	Capital Outlay	7,846	-	50,000	45,745	50,000	50,000
	Total	42,380	35,432	92,500	86,753	92,500	92,500
325	Equipment Maintenance						
	Personal Service	36,236	38,084	41,000	38,324	42,025	42,025
	Service & Supplies	43,388	45,661	50,500	40,296	50,500	45,500
	Capital Outlay	42,574	326,228	400,000	406,162	-	
	Total	122,198	409,973	491,500	484,782	92,525	87,525
220	Tuelding and Pdured						
330	Training and Education Personal Service						
	Service & Supplies	1,221	2,103	3,000	1,550	3,000	2,500
	Capital Outlay	1,221	2,103	5,000	1,550	-	2,500
	Total	1,221	2,103	3,000	1,550	3,000	2,500
	Total	1,221	2,105	5,000	1,550	3,000	2,500

No. 2015 2016 2017 2017 Department Actual Actual Budget Actual Request	Recomd.
Public Safety (continued)	
335 Public Education	
Personal Service	
Service & Supplies 1,044 744 750 134 1,000	1,000
Capital Outlay	 ,
Total 1,044 744 750 134 1,000	1,000
340 Emergency Preparedness	
Personal Service	*
Service & Supplies 661 661 1,000 751 1,000	1,000
: Capital Outlay 3,575 831	
Total 4,236 1,492 1,000 751 1,000	1,000
TOTAL FIRE	
1 Clashid Col (100	,233,175
Service & Supplies 125,337 126,743 150,750 135,566 155,000	148,250
Capital Outlay <u>55,023</u> <u>339,306</u> <u>450,000</u> <u>521,793</u> <u>106,500</u>	106,500
Total 1,298,862 1,601,162 1,799,750 1,837,924 1,494,675 1	,487,925

No.		2015	2016	2017	2017	Department	Mayor
	ublic Works	Actual	Actual	Budget	Actual	Request	Recomd.
					* * * * * * * * * * * * * * * * * * * *	*	
400	ADMINISTRATION						
	Personal Service	105,856	107,924	111,200	112,143	114,950	114,950
	Service & Supplies	3,500	3,584	3,700	4,206	5,550	4,650
	Capital Outlay		425	500	<u> </u>	1,000	
	Total	109,356	111,933	115,400	116,349	121,500	.119,600
	STREETS & HIGHWAYS						
405	Roadways						
	Personal Service	393,080	339,628	350,000	322,335	330,400	330,400
	Service & Supplies	539,626	405,424	474,500	385,452	571,000	569,200
	Capital Outlay	<u> </u>	Table 1			ng ni jusa-	
	Total	932,706	745,052	824,500	707,787	901,400	899,600
410	Snow & Ice Control						
	Personal Service	96,780	159,050	164,000	163,183	167,300	167,300
	Service & Supplies	194,685	162,461	151,000	104,204	141,000	126,000
	Capital Outlay		-	-	_	-	-
	Total	291,465	321,511	315,000	267,387	308,300	293,300
415	0, 5					× 11 = 1 + 1	
415	Storm Drainage	16 100	16 100	17.000	10.202	10,000	10.000
	Personal Service	16,198	16,138	17,000	18,392	18,900	18,900
	Service & Supplies Capital Outlay	58,687	24,197	70,000	55,790	110,000	70,000
	Total	74,885	40,335	87,000	. 74,182	128,900	88,900
420	Street Lighting						
	Personal Service	-		-			
	Service & Supplies	40,222	40,688	41,000	37,533	50,000	41,000
	Capital Outlay		*		-	-	-
	Total	40,222	40,688	41,000	37,533	50,000	41,000
425	Sidewalk/Bikeway Impr.						
	Personal Service			-61			
	Service & Supplies		15,400	10,000	6,119	12,000	7,500
	Capital Outlay						
	Total		15,400	10,000	6,119	12,000	7,500
	Total Streets & Highways						
	Personal Service	506,058	514,816	531,000	503,910	516,600	516,600
	. Service & Supplies	833,220	648,170	746,500	589,098	884,000	813,700
	Capital Outlay						
	Total	1,339,278	1,162,986	1,277,500	1,093,008	1,400,600	1,330,300

		2015	2016	2017	2017	Department	Mayor
No.		Actual	Actual	Budget	Actual	Request	Recomd.
430	TRAFFIC CONTROL			1	74		
	Personal Service	* II = 0. - .	-				-
	Service & Supplies	6,278	34,106	55,100	. 41,448	59,500	58,500
	Capital Outlay						
	Total	6,278	34,106	55,100	41,448	59,500	58,500
P	ublic Works (continued)						
435	Bulk Waste Collection						
	Personal Service		-				
	Service & Supplies	5,240	4,068	5,000	4,093	5,500	4,000
	Capital Outlay				3 " upi- p		- 1985 A
	Total	5,240	4,068	5,000	4,093	5,500	4,000
	DUDI IC WODKE DI DCE						
440	PUBLIC WORKS BLDGS.						
440	Maintenance Garage						
	Personal Service	40,370	37,057	36,000	29,034	37,500	36,500
	Service & Supplies Capital Outlay	40,370	37,037	30,000	29,034	57,500	30,300
		40.270	27.057	26,000	20.024	37,500	36,500
	Total	40,370	37,057	36,000	29,034	37,300	30,300
	MACHINERY, EQUIP. & VE	EHICLES		*			
445	Equipment Maintenance						
	Personal Service	51,430	45,307	54,600	55,702	57,100	57,100
	Service & Supplies	230,671	. 159,752	187,000	191,329	213,500	183,000
	Capital Outlay	13,368	76,989	196,000	204,123	258,000	250,000
	Total	295,469	282,048	437,600	451,154	528,600	490,100
450	COLOR OF WELL OF WELL DIE	0	*				
450	COMMUNITY CEMETERIE		104,255	107,400	119,968	123,000	123,000
	Personal Service	103,658 6,834	5,462	6,800	5,997	13,800	6,800
	Service & Supplies Capital Outlay	900	3,402	0,800	2,771	15,800	- 0,000
	Total	111,392	109,717	114,200	125,965	136,800	129,800
1	COTAL PUBLIC WORKS					011 650	011.750
	Personal Service	767,002	772,302	804,200	791,723	811,650	811,650
	Service & Supplies	1,126,113	892,199	1,040,100	865,205	1,219,350	1,107,150
THE B	Capital Outlay	14,268	77,414	196,500	204,123	259,000	250,000
	Total	1,907,383	1,741,915	2,040,800	1,861,051	2,290,000	2,168,800

No.		2015	2016	2017	2017	Department	Mayor
	arks & Recreation	Actual	Actual	Budget	Actual	Request	Recomd.
	arks & Recreation						
500	ADMINISTRATION						
	Personal Service			**			
	Service & Supplies		577 4			-	
	Capital Outlay			_	<u> </u>		
	Total	-					
505	RECREATION						
505	Parks & Field Maintenance		0.5.000				
	Personal Service	25,000	25,750	26,600	26,600	27,300	27,300
	Service & Supplies	14,030	34,418	37,350	26,179	40,400	32,650
	Capital Outlay			5,000	8,744	12,000	12,000
	Total	39,030	60,168	68,950	61,523	79,700	71,950
509	Administration						
309	Personal Service	25,750	. 26,600	27,000	27,000	27,700	27 700
	Service & Supplies	9,645	11,704	9,350	10,860	12,700	27,700 12,500
	Capital Outlay	-	11,701	2,550	10,000	12,700	12,500
	Total	35,395	38,304	36,350	37,860	40,400	40,200
		33,373	30,304	50,550	37,000	40,400	40,200
510	Youth Recreation						
	Personal Service						
	Service & Supplies	3,968	3,022	4,500	3,695	4,500	4,500
	Capital Outlay						
	Total	3,968	3,022	4,500	3,695	4,500	4,500
515	Teen Recreation						
	Personal Service						
	Service & Supplies	386	438	750	281	700	700
	Capital Outlay					<u> </u>	
	Total	386	438	750	281	700	700
500	Adalah						
520	Adult Recreation						
	Personal Service Service & Supplies	4 247	1 (15	(250	4.015	-	
	Capital Outlay	4,247	4,645	6,250	4,015	6,250	6,250
				-			•
	Total	4,247	4,645	6,250	4,015	6,250	6,250
525	Senior Recreation						
323	Personal Service	36,050	37,200	38,000	38,000	.30 000	20.000
	Service & Supplies	84,055	108,107	. 115,250	108,945	39,000	39,000
	Capital Outlay	01,000	3,790	113,230	100,743	115,750	114,750
	Total	120,105	149,097	153,250	146 045	154.750	152 750
	Total	120,103	143,037	133,230	146,945	154,750	153,750

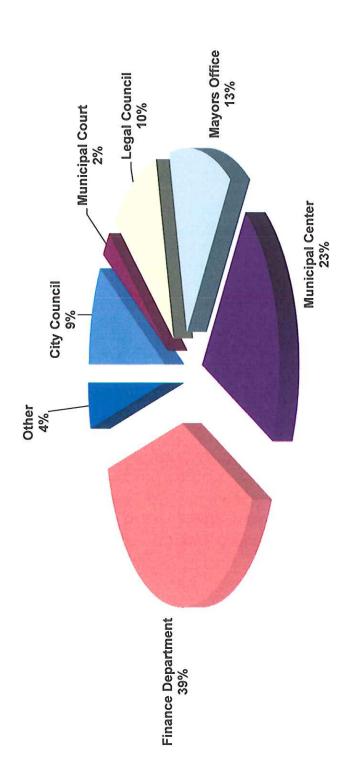
No.		2015 Actual	2016 Actual	2017 Budget	2017 Actual	Department Request	Mayor Recomd.
Par	rks & Recreation (continued)						
530	Community Activities						
	Personal Service			-	- 1-1-		
	Service & Supplies	12,676	12,152	15,000	10,943	15,000	15,000
	Capital Outlay			<u> </u>		<u> </u>	
	Total .	12,676	12,152	15,000	10,943	15,000	15,000
	RECREATION CENTERS						(a)
535	Community Center					1000	
	Personal Service	38,650	39,980	43,000	43,000	44,100	44,100
	Service & Supplies	57,057	48,677	63,000	52,537	65,800	55,300
	Capital Outlay	24,100	8,393	125,000	T	75,000	75,000
	Total	119,807	97,050	231,000	95,537	184,900	174,400
				*			(A)
TO	OTAL PARKS & RECREATION	N		*			
	Personal Service	125,450	129,530	134,600	134,600	138,100	138,100
	Service & Supplies .	186,064	223,163	251,450	217,455	261,100	241,650
	Capital Outlay	24,100	12,183	130,000	8,744	87,000	87,000
	Total	335,614	364,876	516,050	360,799	486,200	466,750

No.		2015 Actual	2016 Actual	2017 Budget	2017 Actual	Department Request	Mayor Recomd.
)	Planning & Zoning						
	ADMINISTRATION						
600	Supervision					**	
	Personal Service	62,991	64,853	66,800	67,152	68,800	68,800
	Service & Supplies	707	549	1,750	205	1,750	1,250
	Capital Outlay		4				
	Total	63,698	65,402	68,550	67,357	70,550	70,050
605	PLANNING & ZONING COM	MISSION					
	Personal Service	3,835	3,900	4,000	3,900	4,000	4,000
	Service & Supplies	10,775	11,818	21,250	8,734	10,750	10,750
	Capital Outlay				-		•
	Total	14,610	15,718	25,250	12,634	14,750	14,750
610	DO LED OF GOVERNO LEDERA	T.O.		*			
610	BOARD OF ZONING APPEA Personal Service	630	245	1,000	980	1,000	1,000
	Service & Supplies	446	245	500	874	1,000	1,000
	Capital Outlay	440	243	500	-	1,000	- 1,000
	Total	1,076	490	1,500	1,854	2,000	2,000
	Total	1,070	470	1,500	1,054	2,000	2,000
	TOTAL PLANNING & ZONNI	NG					
	Personal Service	67,456	68,998	71,800	72,032	73,800	73,800
	Service & Supplies	11,928	12,612	23,500	9,813	13,500	13,000
	Capital Outlay						-
	Total	79,384	81,610	95,300	81,845	87,300	86,800
	CONSERVATION OF HEAL	TH					
650	Health Services						
	Personal Service						_
	Service & Supplies	70,926	77,593	92,000	91,992	95,000	95,000
	Capital Outlay						-
	Total	70,926	77,593	92,000	91,992	95,000	95,000
							i din
	TOTAL PUBLIC HEALTH						
	Personal Service	go 006	77 500	02.000	01.000	05.000	05.000
	Service & Supplies	. 70,926	77,593	92,000	91,992	95,000	95,000
	Capital Outlay				01.000		05.000
	Total	70,926	77,593	92,000	91,992	95,000	95,000

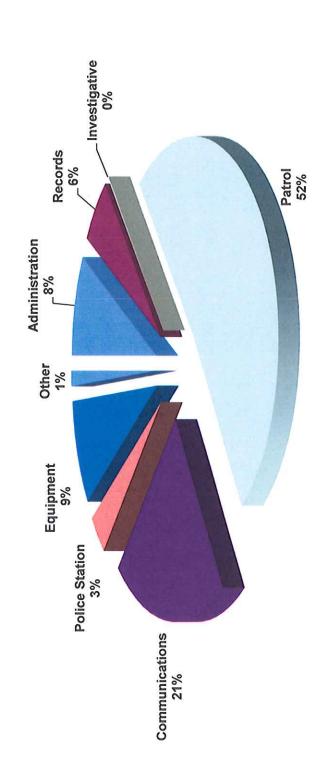
	2015	2016	2017	2017	Dept.	Mayor
No.	Actual	<u>Actual</u>	Budget	Actual	Request	Recomd.
City Engineering						
700 ADMINISTRATION						
Personal Service		-	-	× ·		
Service & Supplies	31,088	29,610	31,500	33,662	34,000	34,000
Capital Outlay		<u> </u>				-
Total	31,088	29,610	31,500	33,662	34,000	34,000
705 PLAN REVIEW						
Personal Service		0 7 14,	-			
Service & Supplies			-			
Capital Outlay					<u>-</u>	
Total			34 -			-
710 CONSRTUCTION INSPEC	TION					
Personal Service			= '3m' * '-	- 1 F.C - 1	du di I-	-
Service & Supplies	-	8,000	10,000	2,000	5,000	5,000
Capital Outlay		-				
Total		8,000 -	10,000	2,000	5,000	5,000
715 PREVAILING WAGE ENF	ORCEMENT	r				
Personal Service	3,935	4,052	4,500	4,175	4,300	4,300
Service & Supplies	-	-		-	-	
Capital Outlay						
Total	3,935	4,052	4,500	4,175	4,300	4,300
TOTAL CITY ENGINEERING		4.050	4.500	4,175	4,300	4,300
Personal Service	3,935	4,052	4,500 41,500	35,662	39,000	39,000
Service & Supplies Capital Outlay	31,088	37,610	41,300	33,002	39,000	32,000
	35,023	41,662	46,000	39,837	43,300	43,300
Total	33,023	41,002	40,000	37,037	43,300	45,500
DEPARTMENT SUBTOTALS						
Personal Service	3,372,252	3,439,152	3,574,590	3,605,056	3,659,555	3,659,555
Service & Supplies	1,947,787	1,788,553	2,027,550	1,757,275	2,316,045	2,128,095
Capital Outlay	321,975	439,632	856,500	793,005	803,000	719,000
Total	5,642,014	5,667,337	6,458,640	6,155,336	6,778,600	6,506,650

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		2015	2016	2017	2017	Dept.	Mayor
No.	dissellar Ct	Actual	Actual	Budget	Actual	Request	Recomd.
The state of	Aiscellaneous Govt.				y * t		
	CLAIMS & LOSSES			Mark Color			
800	Claims & Judgements	5,000	F	5,000	TEREST IN	5,000	5,000
		,,,,,,		2,000		5,000	3,000
	PENSIONS & RETIREMENT	rs					
805	Police Pension	128,719	135,910	140,000	135,545	140,000	140,000
806	Fire Pension ·	163,801	167,794	167,794	174,666	178,500	178,500
807	PERS	223,701	222,379	229,000	219,579	224,500	224,500
808	FICA	21,016	23,910	24,700	24,558	25,200	25,200
	. Total Pension	537,237	549,993	561,494	554,348	568,200	568,200
	WORKERS' COMP						
815	Workers' Comp. Pymt	84,205	. 74,243	76,000	64,561	65,000	65,000
		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,					05,000
	EMPLOYEE INSURANCE				74		
820	Accident & Life Ins.	2,306	2,576	2,700	2,956	3,250	3,250
823	Hospital & Medical	646,026	659,063	700,000	645,571	700,000	700,000
826	Medicare	48,358	51,136	52,700	51,692	53,000	53,000
	Total Employee Ins.	696,690	712,775	755,400	700,219	756,250	756,250
	CITY INSURANCE						
830	Insurance & Bonds	69,975	69,016	72,500	74 105	70.000	70.000
050	mattance & Bonds	07,773	09,010	12,300	74,105	79,000	79,000
	UNEMPLOYMENT COMP.						
835	OBES Payments			1,500		1,500	1,500
							.,,,,,
	UNCLASSIFIED						
840	Retirements & 27 P/r	-	126,619				
	Total Misc. Government	1,393,107	1,532,646	1,471,894	1,393,233	1,474,950	1,474,950
	Total Government	7,035,121	7,199,983	7,930,534	7,548,569	8,253,550	7,981,600
					*		
ı	Aiscellaneous Non-Governmen	it					
843	Transfers	370,662	364,789	334,024	333,931	431,477	431,477
846	Principal on Debt	-	-	551,021	-	751,777	451,477
849	Interest on Debt					4 - 1 <u>-</u>	
851	Contingencies-Capital						
852	Contingencies-Operating	<u> </u>		25,000		25,000	25,000
	Total Misc. Non-Goyt.	370,662	364,789	359,024	333,931	456,477	456,477
	Total Expenditures .	7,405,783	7,564,772	8,289,558	7,882,500	8,710,027	8,438,077
						E-F-I	
	BREAKDOWN OF:						
	Expenditures						
	Personal Service	3,372,252	3,439,152	3,574,590	3,605,056	3,659,555	3,659,555
	Service & Supplies	3,340,894	3,321,199	3,499,444	3,150,508	3,790,995	3,603,045
	Capital Outlay	321,975	439,632	856,500	793,005	803,000	719,000
	Sub-Total-Exp's	7,035,121	7,199,983	7,930,534	7,548,569	8,253,550	7,981,600
	Non-Governmental	370,662	364,789	359,024	333,931	456,477	456,477
	Grand Total	7,405,783	7,564,772	8,289,558	7,882,500	8,710,027	8,438,077
			-				



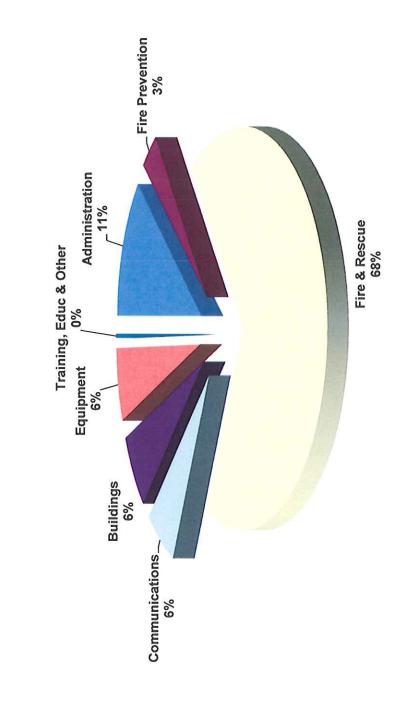
Legal Council ■ Municipal Court City Council



Equipment Police Station Communications Patrol Investigative Records Administration

Other

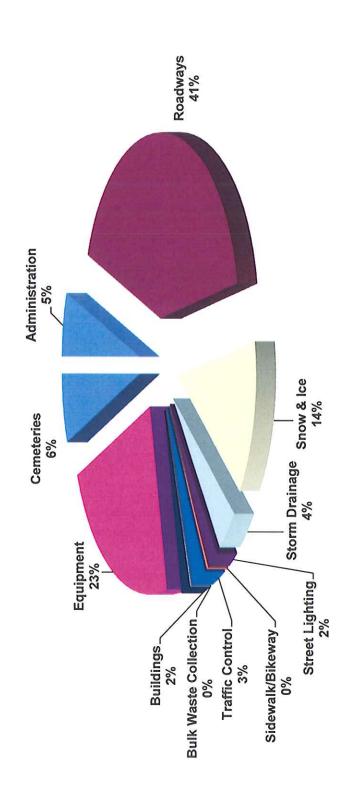
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Training, Educ & Other Equipment ■ Buildings Communications Fire & Rescue ■ Fire Prevention Administration

		(
		(

Public Works Budget Total \$2,168,800



Storm Drainage

Bulk Waste Collection

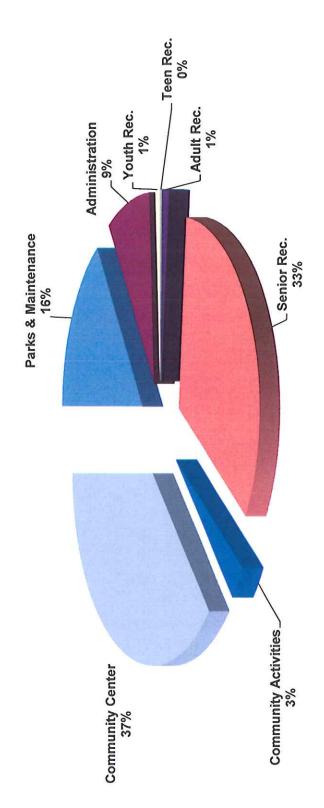
Snow & Ice
Traffic Control
Cemeteries

RoadwaysSidewalk/BikewayEquipment

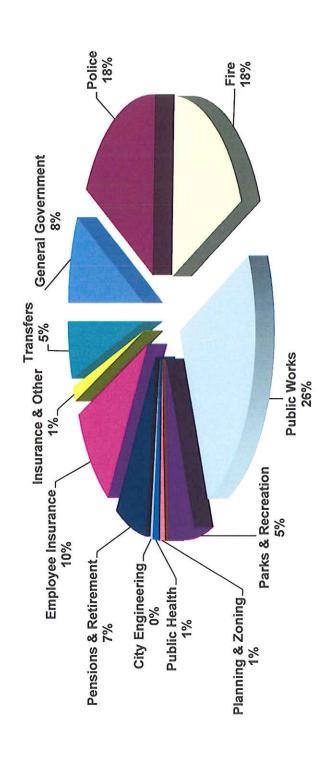
AdministrationStreet LightingBuildings

	(
	(

Parks & Recreation Budget Total \$466,750



Total Departmental Expenses Total \$8,438,077





GENERAL GOVERNMENT

	and a						
No.	85	2015 Actual	2016 Actual	2017 Budget	2017 <u>Actual</u>	Dept. <u>Request</u>	Mayor <u>Recomd</u>
	General Government	Hotaur	Hotaar	Baaget	·	Request	recoma
	LEGISLATIVE				e) jd		
100	City Council		K (×	×6 € .\	9	
ĸ	Personal Service	28,250	28,250	28,250	28,250	28,250	28,250
	Service & Supplies	1,582	1,652	1,700	1,467	1,700	1,700
E	Capital Outlay						
(1) (1)	Total	29,832	29,902	29,950	29,717	29,950	29,950
105	Clerk of Council	: 12 279	12 770	14.250	14 100	14.500	14.500
	Personal Service Service & Supplies	13,378 9,878	13,779 5,237	14,350 7,100	14,192 3,407	14,500 13,500	14,500 13,500
	Capital Outlay),070 -	-	7,100	5,407	13,300	- 15,500
	Total	23,256	19,016	21,450	17,599	28,000	28,000
a ^G	BOARDS & COMMISSIONS				15 2 2400		
110	Civil Service						
	Personal Service	3,242	3,340	3,440	3,440	3,530	3,530
	Service & Supplies	-	-	100	(-	100	100
	Capital Outlay						
₩	Total	3,242	3,340	3,540	3,440	3,630	3,630
	Total Legislative						
	Personal Service	44,870	45,369	46,040	45,882	46,280	46,280
	Service & Supplies	11,460	6,889	8,900	4,874	15,300	15,300
	Capital Outlay						
	Total	56,330	52,258	54,940	50,756	61,580	61,580
115	MUNICIPAL COURT						
	Personal Service			-		-	-
	Service & Supplies Capital Outlay	11,747 -	9,215	12,000	14,785	15,000	15,000
	Total	11,747	9,215	12,000	14,785	15,000	15,000
120	LEGAL COUNSEL						
	Personal Service	50,923	52,451	54,025	52,451	53,750	53,750
	Service & Supplies	14,676	11,754	14,500	12,536	14,000	14,000
	Capital Outlay					· · · · · · · · · · · · · · · · · · ·	··
	Total	65,599	64,205	68,525	64,987	67,750	67,750

5) ²⁶							
١	Jo.	2015 Actual	2016 <u>Actual</u>	2017 Budget	2017 <u>Actual</u>	Dept. <u>Request</u>	Mayor Recomd.
	General Government (continued)	*				
1	25 ELECTIONS			*	ŵ.	1.00	3.
	Personal Service): a) 2	2	·		=	597) 5 5
	Service & Supplies	179	1,648	1,500	3,187	1,500	1,500
	Capital Outlay						2
	Total	179	1,648	1,500	3,187	1,500	1,500
	EXECUTIVE						
1	30 Mayor						
	Personal Service	79,454	80,277	83,775	83,178	85,300	85,300
	Service & Supplies	1,911	2,446	1,800	1,986	1,545	1,545
	Capital Outlay			<u> </u>	-		*0=
	Total	81,365	82,723	85,575	85,164	86,845	86,845
1	32 HUMAN RESOURCES						
	Personal Service	-	-	<u>.</u>		-	-
	Service & Supplies	1,540	993	1,800	1,289	1,800	1,300
	Capital Outlay		-	<u> </u>	.		
	Total	1,540	993	1,800	1,289	1,800	1,300
1	33 COMMUNITY DEVELOPME	NT					¥
	Personal Service	v e	-	y-	:-	-	/4 (
	Service & Supplies	2,836	1,977	2,000	1,969	20,000	20,000
	Capital Outlay		<u> </u>	<u>=</u>			
	Total	2,836	1,977	2,000	1,969	20,000	20,000
1	35 MUNICIPAL CENTER						
	Personal Service	22,226	26,355	27,150	32,188	33,000	33,000
	Service & Supplies	60,173	52,875	56,500	64,544	86,000	59,500
	Capital Outlay	159,824	835	50,000	13,330	105,000	55,000
	Total	242,223	80,065	133,650	110,062	224,000	147,500
	FINANCE						
1	40 Administration						華
	Personal Service	34,568	35,605	36,700	36,673	37,600	37,600
	Service & Supplies	50	. 50	50	586	50	50
	Capital Outlay						
	Total	34,618	35,655	36,750	37,259	37,650	37,650
1	42 Accounting & Treasury		× 0				
	Personal Service	51,444	50,317	51,900	51,465	52,750	52,750
	Service & Supplies	15,324	19,197	22,650	21,986	22,650	21,650
	Capital Outlay Total	66,768	69,514	74,550	72 /51	75 400	74.400
	. otal	00,708	07,314	14,550	73,451	75,400	74,400

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		W.						
				ŝ				
:6			2015	2016	2017	2017	Dept.	Mayor
(No.		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	Request	Recomd.
	G	eneral Government (continued	1)	*				
	145	Independent Auditors						
		Personal Service] == (-	~	726	34	-
		Service & Supplies	7,075	38,170	10,000	9,150	40,000	40,000
		Capital Outlay	-					-
		Total	7,075	38,170	10,000	9,150	40,000	40,000
	150	Municipal Tax Collection						
	100	Personal Service	2	_	2	2:		_
		Service & Supplies	71,743	71,447	75,000	77,312	79,600	79,600
321		Capital Outlay	* V*** V*	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	-	-	-	-
		Total	71,743	71,447	75,000	77,312	79,600	79,600
	155	Property Tax Collection						
		Personal Service	-	•	_	_	×	_
		Service & Supplies	28,100	27,235	29,000	25,022	27,300	27,300
		Capital Outlay			-			
		Total	28,100	27,235	29,000	25,022	27,300	27,300
		Total Finance						
		Personal Service	86,012	85,922	88,600	88,138	90,350	90,350
(Service & Supplies	122,292	156,099	136,700	134,056	169,600	168,600
		Capital Outlay				-		
		Total	208,304	242,021	225,300	222,194	259,950	258,950
	Т	OTAL GENERAL GOVT.						
		Personal Service	283,485	290,374	299,590	301,837	308,680	308,680
		Service & Supplies	226,814	243,896	235,700	239,226	324,745	296,745
		Capital Outlay	159,824	835	50,000	13,330	105,000	55,000
		Total	670,123	535,105	585,290	554,393	738,425	660,425

PROGRAM DETAIL

100 CITY COUNCIL

PROGRAM DESCRIPTION

The City Council is the legislative body of the City. There are seven members who are elected by voters, three of whom are elected at-large and four of whom are elected by ward. As a result of the amendments to the City's Charter approved by voters in November of 2000, Council terms are now four years. The Council-at-Large positions are four-year terms starting in 2001 and Ward Council members are elected to four year terms starting in 2003. The President of the Council is elected yearly by the other council members.

The responsibilities of the City Council include enacting ordinances and resolutions necessary for the proper governing of the City's affairs; approving zoning changes as authorized by the City Charter; adopting the annual budget; awarding municipal contracts; appointing the Clerk of Council and approving appointments of citizens to various boards and commissions; levying assessments and establishing such other policies and measures as necessary to promote the general welfare of the City and the safety and health of its citizens.

DepartmentGeneral GovernmentDivisionLegislativeProgramCity CouncilProgram Number100

No. Ехре	enditure Classifications	2015 Actual	2016 <u>Actual</u>	2017 <u>Budget</u>	2017 <u>Actual</u>	Department Request	Mayor Recomd.
10 PER	RSONAL SERVICES	28,250	28,250	28,250	28,250	28,250	28,250
SER	RVICES & SUPPLIES						
20 Mate	erials & Supplies	433	264	250	318	. 300	300
	ks & Periodicals	.	.	:=	<u> </u>	=	-
28 Unif	forms	-	<u> </u>); au	■ 3	-	- 2
32 Men	nberships	-	-	-	-	=	-
36 Recr	ruitment & Training	1,149	1,388	1,450	1,149	1,400	1,400
	vel & Meetings	-	-		-	-	
44 Misc	cellaneous		-	1 m	-	-	-
	trct Services	% <u>=</u>	2	=	-	¥1	-
52 Utili		/ =	-	÷.	-	-	-
56 Rent	tals	0=	-	-	-		-
60 Adv	ertising	-	=	=	12	2 1	*
64 Repa	airs & Maintenance	-	-	-			(=)
	ip. Operation & Maint.	-	2 8	煌	=	2	<u> 188</u> 9
72 Fuel	l & Oil				-		-
Tota	al Service & Supplies	1,582	1,652	1,700	1,467	1,700	1,700
CAI	PITAL OUTLAY						
	artment Equipment	200	-	0 ₩	#8	-	ies o
	ce Equipment	1 	=	-	-	=	=
88 Capi	ital Improvements	3 M 3		- -		<u> </u>	-
Tota	al Capital	194	-	2₩	-	-	=0
Prog	gram Total	29,832	29,902	29,950	29,717	29,950	29,950
		2015	2016	2017	2017	Department	Mayor
Pers	sonnel	Actual	Actual	Recomd.	Actual	Request	Recomd.
Ful	ll Time	-	-	æ ⁸	-	-	w:
Par	t Time	7	7	7	7	7	7

105 CLERK OF COUNCIL

PROGRAM DESCRIPTION

The Clerk of Council performs a variety of administrative activities associated with the official functions of the City Council. The Clerk of Council is appointed by City Council.

Responsibilities of the Council Clerk include preparing the agenda and recording minutes of all Council meetings; publishing and indexing Council resolutions, ordinances and legal notices; and preparing official correspondence as directed by City Council.

PROGRAM COMMENTARY

Contract Services includes fees for recodification of the codified ordinances and maintenance of their on-line access. Several large items included in this update are: animal ordinance, CRA ordinances, police and fire contracts, police code updates, and fee ordinance and cross referencing throughout code.

Department
Division
Program
Program Number

General Government
Legislative
Clerk of Council
105

No. Expenditure Classifications	2015 Actual	2016 Actual	2017 Budget	2017 Actual	Department <u>Request</u>	Mayor <u>Recomd.</u>
10 PERSONAL SERVICES	13,378	13,779	14,350	14,192	14,500	14,500
SERVICES & SUPPLIES						
20 Materials & Supplies	524	223	500	301	500	500
24 Books & Periodicals	•	•	-	=	:=x	₩
28 Uniforms	*	:#:	-	-	-	-
32 Memberships	<u> </u>		-	<u> </u>	=	<u> </u>
36 Recruitment & Training	-	-	-		-	-
40 Travel & Meetings	~		*	= "	~	-
44 Miscellaneous	-		:=:	-	i,=:	=
48 Contract Services	8,598	4,233	5,600	350	12,000	12,000
52 Utilities	. €		-	=		2
56 Rentals	i - -	, -	-	-11	-	-):
60 Advertising	756	781	1,000	2,441	1,000	1,000
64 Repairs & Maintenance	-	-	-	315	-	-
68 Equip, Operation & Maint.	-	5=1	-	-	:	-
72 Fuel & Oil		-	-			
Total Service & Supplies	9,878	5,237	7,100	3,407	13,500	13,500
CAPITAL OUTLAY						
80 Department Equipment	=	-	••	-	-	· · · · · · · · · · · · · · · · · · ·
84 Office Equipment			-	n <u>e</u>	-	-
88 Capital Improvements			-			
Total Capital			•	(E		094
Program Total	23,256	19,016	21,450	17,599	28,000	28,000
	2015	2016	2017	2017	Department	Mayor
Personnel	Actual	Actual	Recomd.	Actual	Request	Recomd.
Full Time	-	-	~ = :	-	-	e <u>-</u>
Part Time	1	1	1	1	1	1

110 CIVIL SERVICE COMMISSION

PROGRAM DESCRIPTION

The Civil Service Commission shall consist of three (3) electors of the municipality, not holding other municipal office or employment, to be appointed by the Mayor, subject to confirmation by a majority vote of the members of Council; for terms of six (6) years each, except that the three (3) original members of the Commission shall be appointed for terms expiring on the last day of December of the second, fourth, and sixth years after their appointment. The Commission shall designate one of its members as chairman and may appoint a secretary who need not be a member of the Commission and may hold other municipal office or appointment.

The Commission shall, consistent with all the provisions of the City Charter, determine which employees of the municipality shall be within the classified service and which shall be within the unclassified service.

Department Division

General Government
Boards & Commissions
Civil Service
110

Program
Program Number

			2015	20	16		2017		2017	Dep	artment	May	yor
No. Expendit	ure Classifications		Actual	Act			udget		Actual	•	Request	Recon	
escribiscore Assertante de escribista de la constante de la co									***************************************		•		
10 PERSO	NAL SERVICES		3,242	3,34	10	3	,440		3,440		3,530	3,53	30
SERVIC	CES & SUPPLIES												
20 Material	s & Supplies		-		Ē		-	0.00	-				20
	Periodicals		; 		-				=				200
28 Uniform	S		F=1		-		8 =		34 3		14		-
32 Member					=		-				-	•	•
36 Recruitn	nent & Training		:=		-		=		(=)(-		
40 Travel &			9. 5		-		=		-		* =		-
44 Miscella	1.7		-		-		-		-		-		:#:
48 Contract			ě		•				-		2		-
52 Utilities			-		-		m		-		-		-
56 Rentals			=		27		-		-		-		(*)
60 Advertis			=		-		100		-		100	1	00
	& Maintenance		-		-		*		-		-	81	
	peration & Maint.		Ş		-		200		=		=		20
72 Fuel & 0	Dil												-
Total Se	ervice & Supplies		=		-		100				100	1	00
	AL OUTLAY												
	ent Equipment		=		2		2		•		-		-
84 Office E			-		-		=		-		-		-
88 Capital	Improvements		=				-		-	,			-
Total C	apital								12				
Prograi	n Total		3,242	3,3	40	3	3,540		3,440		3,630	3,6	30
J		\$ 1			-								
			2015	20	116		2017		2017	Dep	artment	Ma	yor
Personr	iel		Actual	Act	ual	Re	comd.		Actual		Request	Recor	nd.
			\$	X	-				w=====================================				
Full Tir	ne		2		-		-		-		-		-
Part Ti	ne	**	1		1		1		1		1		1
	∺	95											

115 MUNICIPAL COURT

PROGRAM DESCRIPTION

The Willoughby Municipal Court was established to serve the City of Kirtland and several other communities. Willoughby Municipal Court tries all misdemeanors, ordinance violations and traffic cases occurring within its jurisdiction, civil cases (where \$15,000 or less is in controversy) and small claim complaints (where \$3,000 or less is in controversy). Felony cases are heard for determination of probable cause prior to being bound over to the Lake County Common Pleas Court.

Department Division

General Government

Judicial
Municpal Court
115

Program
Program Number

No. Expenditure Classifications	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 Budget	2017 Actual	Department Request	Mayor Recomd.
10 PERSONAL SERVICES	es	₩ 	li a	=		an an
SERVICES & SUPPLIES						
20 Materials & Supplies	-	-	i .	¥1	-	-
24 Books & Periodicals				-	·=	-
28 Uniforms	-	? ≅	: <u>-</u>	420 H20	·	2 8
32 Memberships		-			a is n	
36 Recruitment & Training	-	<u> </u>		40	-	~
40 Travel & Meetings		=		.e.x	S 	(7.)
44 Miscellaneous	-	=	=	-	-	2. 180
48 Contract Services	11,747	9,215	12,000	14,785	15,000	15,000
52 Utilities	-	-	-		-	1-1
56 Rentals	H2	= -	=	-	-	12
60 Advertising	100	=	=	±a.	-	
64 Repairs & Maintenance	=	-	-	149		·
68 Equip, Operation & Maint.	:=	=	=		107	•
72 Fuel & Oil		<u>.</u> .			<u></u>	
Total Service & Supplies	11,747	9,215	12,000	14,785	15,000	15,000
CAPITAL OUTLAY						
80 Department Equipment	-	=	-	-	-	-
84 Office Equipment	-	-)=	-	N =	•
88 Capital Improvements						(2)
Total Capital	-		H	-	-	-
Program Total	11,747	9,215	12,000	14,785	15,000	15,000
					_	
	2015	2016	2017	2017	Department	Mayor
Personnel	Actual	Actual	Recomd.	Actual	Request	Recomd.
Full Time		8	-	(8)	9	=
Part Time	(E)	<u> </u>	* III	<u>g</u> v		-

120 LEGAL COUNSEL

PROGRAM DESCRIPTION

The Law Director, appointed by the Mayor and confirmed by City Council, is the legal advisor for the City. The Law Director also serves as counsel for the Mayor, City Council, city officials, boards and commissions, and upon request furnishes a written opinion on questions of law. The Law Director represents the City in litigation; prepares ordinances, contracts, deeds and other legal instruments; and prosecutes for offenses against city ordinances and state statutes, as required by law.

PROGRAM COMMENTARY

Per Resolution 15-R-44, the wage and fee arrangement with Daniel F. Richards as Law Director of Kirtland ceases on December 31, 2016. A wage increase is usually given every other year. Last increase was January 1, 2016 – December 31, 2016. Following suit, the next increase would be recommended for 2018.

Department Division

General Government

Program

Legal
Legal Counsel
120

Program Number

No.	Expenditure Classifications	2015 Actual	2016 Actual	2017 <u>Budget</u>	2017 Actual	Department Request	Mayor <u>Recomd.</u>
10	PERSONAL SERVICES	50,923	52,451	54,025	52,451	53,750	53,750
	SERVICES & SUPPLIES						
20	Materials & Supplies	-	9 20	(-	-	:=:	# %
24	Books & Periodicals	-	-	<u> </u>	=7	~	<u> </u>
28	Uniforms		*		-	=	
32	Memberships	(2)	-	-	2	-	-
36	Recruitment & Training	: :	=	,=	=0		5
40	Travel & Meetings	120	-		¥	-	-
44	Miscellaneous	77 77	-	12	B.	-	
48	Contract Services	14,676	11,754	14,500	12,536	14,000	14,000
52	Utilities		-	2	2	s %=	14
	Rentals	:: : :	-	=	=). 	
60	Advertising	_	-	-	-	_	-
64	Repairs & Maintenance		=	100	=	-	-
	Equip. Operation & Maint.	स्=	-	~	-	:=	(=))
72	Fuel & Oil		<u> </u>	-			-
	Total Service & Supplies	14,676	11,754	14,500	12,536	14,000	14,000
	CAPITAL OUTLAY						
80	Department Equipment) -	-	-	-		-
	Office Equipment	14	÷	-	=:	-	·
88	Capital Improvements	-	<u> </u>				
	Total Capital	, se		11.28			
	Program Total	65,599	. 64,205	68,525	64,987	67,750	67,750
	•						
		2015	2016	2017	2017	Department	Mayor
	Personnel	Actual	<u>Actual</u>	Recomd.	Actual	Request	Recomd.
*	Full Time	2 - 0	-	: -			(H 3)
	Part Time	1	1	1	1	1	1

125 ELECTION DEDUCTION

PROGRAM DESCRIPTION

This account reflects the amount deducted from the property tax settlement for the municipal portion of the cost of conducting special elections.

Department Division

General Government
Elections
Elections-Deduction
125

Program

Program Number

No.	Expenditure Classifications	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Budget</u>	2017 Actual	Department Request	Mayor Recomd.
10	PERSONAL SERVICES	# #	=	#5			= 0
	SERVICES & SUPPLIES						
	Materials & Supplies	140		-	-	2 2	~ 0
	Books & Periodicals	-	<u> </u>	-	*	(=	37
	Uniforms	-	=	-	-	S.	
	Memberships	-	= (-	=	e = =	20
	Recruitment & Training	=	20	-	-		
	Travel & Meetings	•	7	-	2)	=	
	Miscellaneous Contract Services	179	1,648	1,500	3,187	1,500	1,500
	Utilities Utilities	179	1,046	1,300	3,167	1,300	1,300
	Rentals	-	_	_		_	_
	Advertising		_	2	_	2	_
	Repairs & Maintenance	-	-	-		_	_
	Equip. Operation & Maint.	=		102	20	=	-
	Fuel & Oil	-		-	<u> </u>	ä	-
	Total Service & Supplies	179	1,648	1,500	3,187	1,500	1,500
	CAPITAL OUTLAY		16				
80	Department Equipment	v :==		:-	21	2	-
	Office Equipment	0=1	***	1.7	5.1	-	= 2
88	Capital Improvements	:- :-	-				-
	Total Capital						**
	Program Total	<u>179</u>	1,648	1,500	3,187	1,500	1,500
		2015	2016	2017	2017	Department	Mayor
	Personnel	Actual	Actual	Recomd.	Actual	Request	Recomd.
	Full Time	-	-	1 	-	-	-8
	Part Time	-	•	:=	-	: .	-

130 MAYOR

PROGRAM DESCRIPTION

The Mayor is the Chief Executive Officer of the City and is directly responsible for planning, organizing and directing the activities of all municipal operations. The Mayor ensures that all laws and ordinances governing the City are enforced, makes recommendations to the City Council, recommends municipal ordinances and regulations, prepares and submits the administrative budget and capital improvement program to Council, and performs other duties as provided in the City Charter.

PROGRAM COMMENTARY

Personal Services reflects Resolution 11-R-44, an increase for Safety and Service Director equivalent to the increase for other employees factored into the budget.

Department General Government Division Executive Program Mayor Program Number 130 2015 2016 2017 2017 Department Mayor Actual Request Recomd. No. Expenditure Classifications Actual Budget Actual 10 PERSONAL SERVICES 79,454 80,277 83,775 83,178 85,300 85,300 **SERVICES & SUPPLIES** 850 650 650 20 Materials & Supplies 1,314 1,014 618 24 Books & Periodicals 260 770 300 527 200 200 28 Uniforms 595 500 545 32 Memberships 195 695 545 36 Recruitment & Training 112 25 150 150 40 Travel & Meetings 30 67 150 44 Miscellaneous 121 48 Contract Services 52 Utilities 56 Rentals 60 Advertising 64 Repairs & Maintenance 68 Equip. Operation & Maint. 72 Fuel & Oil 1,800 1,986 1,545 1,545 Total Service & Supplies 1,911 2,446 CAPITAL OUTLAY 80 Department Equipment 84 Office Equipment 88 Capital Improvements Total Capital Program Total 81,365 82,723 85,575 85,164 86,845 86,845 2015 2016 2017 2017 Department Mayor Request Personnel Actual Actual Recomd. Actual Recomd. Full Time 1 1 1 1 1

1

1

1

1

Part Time

132 HUMAN RESOURCES

PROGRAM DESCRIPTION

This program is responsible for compensation, employee benefits, processing accident and injury reports and maintaining employee records.

General Government Department Division Executive · Program Human Resources Program Number <u>132</u> 2015 2016 2017 2017 Department Mayor No. Expenditure Classifications Actual Actual Budget Actual Request Recomd. 10 PERSONAL SERVICES SERVICES & SUPPLIES 20 Materials & Supplies 350 605 500 374 400 500 24 Books & Periodicals 28 Uniforms 32 Memberships 190 449 400 209 400 400 36 Recruitment & Training 500 170 500 450 400 400 40 Travel & Meetings 25 44 Miscellaneous 48 Contract Services 500 500 500 52 Utilities 56 Rentals 60 Advertising 64 Repairs & Maintenance 68 Equip. Operation & Maint. 72 Fuel & Oil Total Service & Supplies 1,540 993 1,800 1,800 1,289 1,300 CAPITAL OUTLAY 80 Department Equipment 84 Office Equipment 88 Capital Improvements

Personnel	2015	2016	2017	2017	Department	Mayor
	<u>Actual</u>	<u>Actual</u>	<u>Recomd.</u>	<u>Actual</u>	<u>Request</u>	<u>Recomd.</u>
Full Time	¥ %		÷	<u></u>	¥	2 -

993

1,800

1,289

1,800

1,300

1,540

Total Capital Program Total

Part Time

133 COMMUNITY DEVELOPMENT FORMERLY PUBLIC INFORMATION

PROGRAM DESCRIPTION

This program provides for the City's community development and public information. Activities include:

- Preparation and distribution of printed and on-line information.
- Promoting development opportunities, plan assistance, advocacy with other public and private service providers, site selections, and other assistance to attract and retain businesses to the City.

CAPITAL IMPROVEMENT

Capital Improvements includes the cost of updating the City of Kirtland website.

Department

General Government

. Division

Executive
Community Development (formerly Public Information)

Program Program Number

133

		2015	2016	2017	2017	Department	Mayor
No.	Expenditure Classifications	Actual	Actual	Budget	Actual	Request	Recomd.
1101	Emperior Characteristics				 		
			280	3			
10	PERSONAL SERVICES	_	;:=	_	_	: -	-
10	I BROOTHIE BERTTOES					8	
	SERVICES & SUPPLIES						
20	Materials & Supplies	(24)	_	-		í.	-
	Books & Periodicals	-	-	, -	=)	ie.	-
28	Uniforms	344	-		-		-
32	Memberships	· .	=	-	•	72	-
	Recruitment & Training	(14)	-0	-	- 9	-	· - 3
	Travel & Meetings	-	-	7 4	Ψ.,	-	(#)
	Miscellaneous		- //	-	-		4
48	Contract Services	2,836	1,977	2,000	1,969	20,000	20,000
52	Utilities		=	*	-	E .	-
56	Rentals	·=		F (3)	· :	無	(=)
60	Advertising	-		=	-	u u	-
64	Repairs & Maintenance	·-	-	=	=:	=	7.
68	Equip. Operation & Maint.	. =	=	-	-	-	5 4 0
72	Fuel & Oil		.	= = = = = = = = = = = = = = = = = = = =	-		-
	Total Service & Supplies	2,836	1,977	2,000	1,969	20,000	20,000
	L	*************************************	& ₽ 02 & 85 95	550 to 1 € 1000 500 5 300	201 - 01-0000 (00)		
	CAPITAL OUTLAY						
80	Department Equipment	-		-	-	-	3 = 0
	Office Equipment	.=	= 1	¥	=	, ë	<u> </u>
88	Capital Improvements	-		=			
	Total Capital	· · · · · · · · · · · · · · · · · · ·		=	-		-
	Program Total	2,836	1,977	2,000	1,969	20,000	20,000
	Togram Total						
		2					
		2015	2016	2017	2017	Department	Mayor
	Daysannal		Actual	Recomd.	Actual	Request	Recomd.
	Personnel	Actual	Actual	Recomu.	Actual	Request	Recomu.
	Full Time			guil.	3,470	34.	16
	run inne		-	-	-	-	-
	Port Time			8			
	Part Time		-	-)=)	-	-

135 MUNICIPAL CENTER

PROGRAM DESCRIPTION

The Municipal Center contains offices for the general government of Kirtland. This activity represents the cost of operating the Municipal Center, including the utility costs, and building maintenance and cleaning expenses.

CAPITOL IMPROVEMENTS

Unknown

	Department Division Program Program Number	General Gover Office Building Municpal Cent 135	g <u>s</u>		00 16		
No	Expenditure Classifications	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 Budget	2017 <u>Actual</u>	Department Request	Mayor Recomd.
10	PERSONAL SERVICES	22,226	26,355	27,150	32,188	33,000	33,000
24 28 32 36 40 44 48 52 56 60 64	SERVICES & SUPPLIES Materials & Supplies Books & Periodicals Uniforms Memberships Recruitment & Training Travel & Meetings Miscellaneous Contract Services Utilities Rentals Advertising Repairs & Maintenance Equip. Operation & Maint.	1,800 31,058	1,800 22,508 - 28,567	2,500 24,000 - 30,000	1,808 21,702 - 41,034	27,000 24,000 - 35,000	2,500 22,000
84	Total Service & Supplies CAPITAL OUTLAY Department Equipment Office Equipment Capital Improvements Total Capital Program Total Personnel	60,173 159,824 159,824 242,223 2015 Actual	52,875	56,500 50,000 50,000 133,650 2017 Recomd.	13,330 13,330 110,062 2017 Actual	86,000 - 105,000 105,000 224,000 Department Request	59,500 - 55,000 55,000 147,500 Mayor Recomd.
	Full Time	- Totali	<u> </u>	recoma.	7 totaar	- request	-
	Part Time	-	-	-		-	N=

Shared employee (1/4 total cost) with community center & police department

140 ADMINISTRATION

PROGRAM DESCRIPTION

The Finance Department is responsible for administration of all financial matters related to operation of the City. The Director of Finance, as Chief Finance Officer, is responsible for overall municipal fiscal planning and management. The Finance Director's duties include supervision of the Finance Department, estimation of city operating and debt service budgets, the sale of city bonds, administration of city accounting, debt service, submission of financial reports to the Mayor and City Council, and administration of an efficient cash-flow management program to meet all city financial commitments on schedule and maximize investment income.

Department Division

General Government

Finance

Program

Administration

Program Number

140

No. Expenditure Classifications	2015 Actual	2016 Actual	2017 Budget	2017 <u>Actual</u>	Department Request	Mayor Recomd.
10 PERSONAL SERVICES	34,568	35,605	36,700	36,673	37,600	37,600
SERVICES & SUPPLIES		5		7		
20 Materials & Supplies	-	-	-	207	-	
24 Books & Periodicals	-	12		-	-	=8
28 Uniforms	-	8 5	=	 .		≅.
32 Memberships	50	50	50	- 50	50	50
36 Recruitment & Training	-	ā	, =	267	=	9
40 Travel & Meetings	-		-	-	-	(40)
44 Miscellaneous	-	=		-	-	=
48 Contract Services		-	-	-	o =	1-
52 Utilities	-	12	_ =	· ·	5-	-
56 Rentals	-	÷	=	-	* 1=	-
60 Advertising		-	-	(4)	-	/ = 5
64 Repairs & Maintenance	-	=	. 4	62	W <u>~</u>	-
68 Equip. Operation & Maint.) = ;	15	() =	-	.=	-
72 Fuel & Oil		<u> </u>			-	
Total Service & Supplies	50	50	50	586	50	50
CAPITAL OUTLAY						
80 Department Equipment		-	30 70 ,	-		a
84 Office Equipment	120	: <u>=</u>			: E	-
88 Capital Improvements		<u>. </u>				
Total Capital		_		<u> </u>		
Program Total	34,618	35,655	36,750	<u>37,259</u>	37,650	37,650
	2015	2016	2017	2017	Department	Mayor
Personnel	Actual	Actual	Recomd.	Actual	Request	Recomd.
Full Time	-	8 	-	-	:-	- 3
Part Time	ĺ	1	1	1	1	Ĭ

142 ACCOUNTING AND TREASURY MANAGEMENT

PROGRAM DESCRIPTION

This program is responsible for assuring that all municipal revenues are received, managed, disbursed and recorded in accordance with legal requirements and accepted financial practices. Accounting and treasury functions include maintenance of accounting records and controls, auditing and processing invoices, preparing vendor checks, processing payrolls and maintaining employee records, processing special assessments, bank statements, maintaining custody of deeds and performance bonds, and preparing all financial and personnel reports. This department is also responsible for administering the City's purchasing system.

Division	Finance	mnone				
	Accounting &	Transuru			(f) Si	
Program		Treasury				
Program Number	<u>142</u>		•0			
	2015	2016	2017	2017	Danartwant	Mayor
N. P. I'm Ol. 'C. I'					Department	. Mayor
No. Expenditure Classifications	Actual	<u>Actual</u>	Budget	<u>Actual</u>	Request	Recomd.
6						
10 DEDCONAL CEDVICES	61.444	60 217	£1,000	51,465	50.750	52.750
10 PERSONAL SERVICES	51,444	50,317	51,900	31,403	52,750	52,750
SERVICES & SUPPLIES						
20 Materials & Supplies	9,335	7,564	10,000	10,812	10,000	10,000
24 Books & Periodicals	9,555	7,504	10,000	10,012	10,000	10,000
28 Uniforms	0 0	9 -		-		
			¥ -			
32 Memberships	1.5	35 5	×=	-	17	-
36 Recruitment & Training 40 Travel & Meetings	3. m	21 -	% =		-	(= .)
44 Miscellaneous		.=	<u>.</u>	-		7
48 Contract Services	5,365	11,009	12,000	10,115	12,000	11,000
52 Utilities	3,303	11,009	12,000	10,113	12,000	11,000
56 Rentals	624	624	650	629	650	650
	024	024	030	029	030	030
60 Advertising	=	-	=	420	·=	-
64 Repairs & Maintenance	-	-	-	430) = 1
68 Equip. Operation & Maint.	=	=	=	-	•	
72 Fuel & Oil						
Total Service & Supplies	15,324	19,197	22,650	21,986	22,650	21,650
CAPITAL OUTLAY				8		
80 Department Equipment	-	<u> </u>	N#	-	-	=
84 Office Equipment	15	-	×=	:=:	.=	150
88 Capital Improvements					-)5 (m)
Total Capital						(= :
Program Total	66,768	69,514	74,550	73,451	75,400	74,400
	2015	. 2016	2017	2017	Department	Mayor
Personnel	Actual	Actual	Recomd.	Actual	Request	Recomd.
				+		
Full Time	-	+	7-	-	120	~
	21					
Part Time	2	2	2	2	2	2

General Government

Department

145 INDEPENDENT AUDITING

PROGRAM DESCRIPTION

This activity reflects the cost of the audit of municipal financial records and activities by the State Auditor.

Department	General Government
Division	Finance
Program	Independent Auditors
Program Number	<u>145</u>

No. Expenditure Classifications	2015 <u>Actual</u>	2016 Actual	2017 Budget	2017 Actual	Department Request	Mayor Recomd.
2		9				
10 PERSONAL SERVICES		-	ē =	-	2. S 	.
SERVICES & SUPPLIES				42		
20 Materials & Supplies	4	<u> </u>	15 <u>0</u>	~	-	(=)
24 Books & Periodicals	:	-		(-)	-	ĕ
28 Uniforms	· ·	2	1=	-	-	346
32 Memberships	o = 1	-	-		-	(E)
36 Recruitment & Training	(=	•	. <u>.</u> =	~	=	,
40 Travel & Meetings		= 0	-	.=	Ħ	.7
44 Miscellaneous	=	-		5 4	=)	·
48 Contract Services	7,075	38,170	10,000	9,150	40,000	40,000
52 Utilities	-	-	■.)	196	3 (1)	i n
56 Rentals	<u></u>		<u> </u>	-	=	.
60 Advertising	=	-				-
64 Repairs & Maintenance	-	=	-	-	=1	-
68 Equip. Operation & Maint.	=	-	-		<u></u>	
72 Fuel & Oil				(
Total Service & Supplies	7,075	38,170	10,000	9,150	40,000	40,000
CAPITAL OUTLAY						
80 Department Equipment	-	-	E	-	<u> </u>	_
84 Office Equipment	÷	=)	~	-	= :	-
88 Capital Improvements	<u> </u>	· ·				1=
Total Capital		-	-	-	_	% ≅
Program Total	7,075	38,170	10,000	9,150	40,000	40,000
	2015	0017	2017	0017	D	
D	2015	2016	2017	2017	Department	Mayor
Personnel	Actual	Actual	Recomd.	Actual	Request	Recomd.
Full Time	-	-	e ē:	¥	*a	
Part Time	ĕ	-	-	-	-	120

150 MUNICIPAL TAX COLLECTION

PROGRAM DESCRIPTION

The cost of collecting the City's primary source of operating revenue, the municipal income tax, is reflected in this activity. Kirtland has a contractual agreement with the Regional Income Tax Agency (R.I.T.A.) which collects the municipal income tax for the City (at a fee determined by R.I.T.A.). Operating costs and the volume of city transactions are included in the amount collected. Collections are received twice each month for deposit into the City's General Fund.

Department Division

General Government

Finance

Program

Municpal Tax Collection
150

Program Number

SERVICES & SUPPLIES SUPPLIES SERVICES & SUPPLIES Supplies	No. Expenditure Classifications	2015 <u>Actual</u>	2016 <u>Actual</u>	2017 <u>Budget</u>	2017 <u>Actual</u>	Department Request	Mayor Recomd.
20 Materials & Supplies	10 PERSONAL SERVICES	t) ₩	5 =	-	26.	~	-
20 Materials & Supplies	SERVICES & SUPPLIES	₩ €					
24 Books & Periodicals		0 2	17 2		<u> </u>	-	_
32 Memberships	24 Books & Periodicals	12	N 55	- 19	5 0	, s	a
36 Recruitment & Training	28 Uniforms	.=	C#	-	-		-
1		-	-	-	-	*	-
148 Miscellaneous	9	14	2	-	# *	5 2	140
148 Contract Services 71,743 71,447 75,000 77,312 79,600 79,600 52 Utilities		1 -	-	=		X =	-
Signature Sign			_	-	-	_	
Second S		71,743	71,447	75,000	77,312	79,600	79,600
60 Advertising -		:	7	-	(*)	-	
64 Repairs & Maintenance - </td <td></td> <td></td> <td>- . ×</td> <td>-</td> <td>·</td> <td>=</td> <td>-</td>			- . ×	-	·	=	-
68 Equip. Operation & Maint. -		-	. .	-	-	5	-
Total Service & Supplies T1,743 T1,447 T5,000 T7,312 T9,600 T9,600			-	=	-	(I 	
Total Service & Supplies 71,743 71,447 75,000 77,312 79,600 79,600 CAPITAL OUTLAY 80 Department Equipment		_	-	-			_
CAPITAL OUTLAY 80 Department Equipment -		71.742	71 447	75,000	77.212	70.600	70.600
80 Department Equipment - <td>Total Service & Supplies</td> <td>71,743</td> <td>/1,44/</td> <td>75,000</td> <td>11,312</td> <td>79,600</td> <td>79,600</td>	Total Service & Supplies	71,743	/1,44/	75,000	11,312	79,600	79,600
80 Department Equipment - <td>CADITAL OUTLAY</td> <td></td> <td></td> <td></td> <td>¥!</td> <td></td> <td></td>	CADITAL OUTLAY				¥!		
84 Office Equipment -		1142		12		952	
Total Capital		_	_		_		-
Total Capital - <		-	-	_	_	-	_
Program Total 71,743 71,447 75,000 77,312 79,600 79,600 Personnel 2015 2016 2017 2017 Department Mayor Recomd. Mayor Recomd. Full Time - <td< td=""><td>32/</td><td></td><td></td><td></td><td></td><td>a -</td><td></td></td<>	32/					a -	
2015 2016 2017 2017 Department Mayor Personnel Actual Actual Recomd. Actual Request Recomd. Full Time	1.50	71.742	71 447	75,000	77.212	70.600	70.600
Personnel Actual Actual Recomd. Actual Request Recomd. Full Time - - - - - -	Frogram Total	/1,/43	71,447	73,000	77,312	79,600	79,000
Personnel Actual Actual Recomd. Actual Request Recomd. Full Time - - - - - -	8					90	
Personnel Actual Actual Recomd. Actual Request Recomd. Full Time - - - - - -		20	- A				
Personnel Actual Actual Recomd. Actual Request Recomd. Full Time - - - - - -		2015	2016	2017	2017	Department	Mayor
Full Time	Personnel						
· ·	N.	·	(********** /)				
Dead Time	Full Time		_		_	Š izi	-
Dot Thus	•						
Part Time	Part Time		-		-	-	u u

155 PROPERTY TAX COLLECTION

PROGRAM DESCRIPTION

The Lake County Treasurer collects property taxes and advertises for delinquent land sales on behalf of the City of Kirtland. The fees associated with these services are deducted from the property tax settlement and reflected in this program.

Department General Government

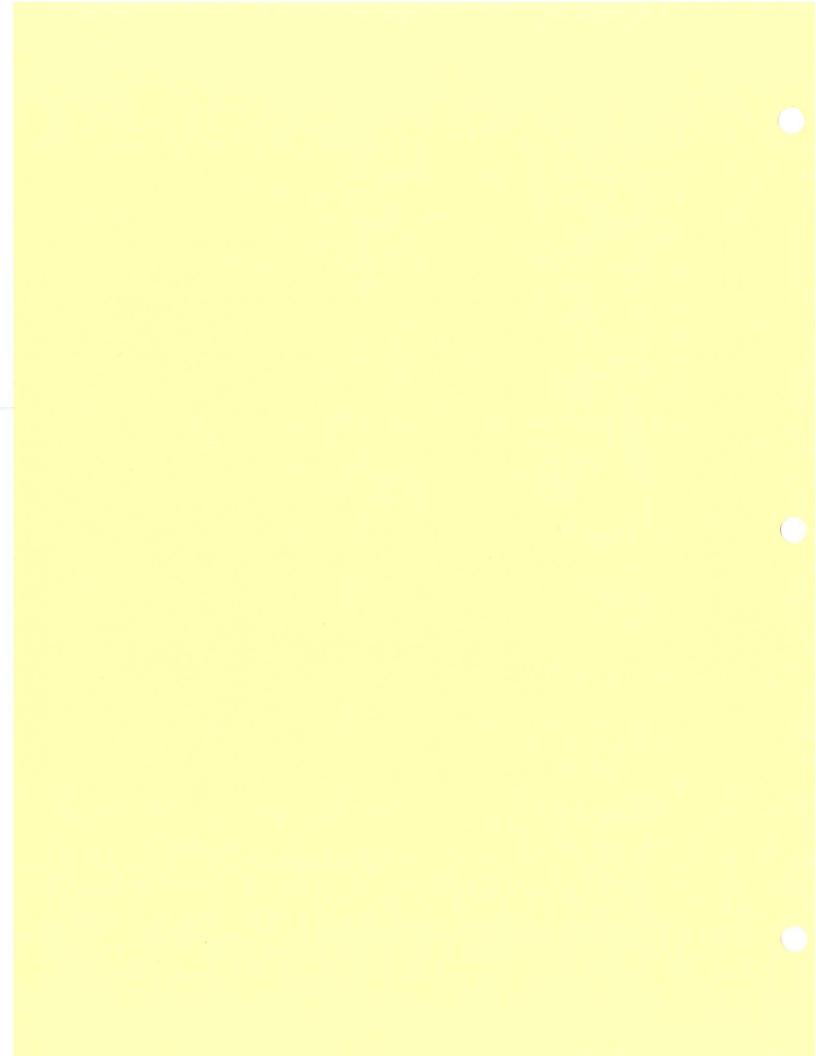
Division Finance

Program Program Number Program 155

No. Exper	nditure Classifications	2015 <u>Actual</u>	2016 Actual	2017 <u>Budget</u>	2017 Actual	Department Request	Mayor <u>Recomd.</u>
10 PERS	SONAL SERVICES	e	-	; °E	·	8 a	
SERV	VICES & SUPPLIES						
	ials & Supplies	-	~	- 2		ij	-
	s & Periodicals	-	=	-	-	-	-
28 Unifo		-	-	; =	-	9	- ** ±1
32 Meml	perships	2	er	-	-		
	itment & Training	-	=	-	-	=	-
40 Trave	l & Meetings	20.100	-	-	-	-	
	act Services	28,100	27,235	29,000	25,022	27,300	27,300
52 Utilit		-	8	-	-	-	(=)
56 Renta			-	-	6 4 0	=	<u> </u>
60 Adve		-	-	-	-	-	-
	rs & Maintenance	-	≅				-
	. Operation & Maint.		-	-	-		8)
72 Fuel 8				-	-	-	
	Service & Supplies	28,100	27,235	29,000	25,022	27,300	27,300
CAPI	TAL OUTLAY						
	tment Equipment	_		1989			
	Equipment	~	·-	_	-	-	2 5
	al Improvements	-	-	_	_	_	
	Capital		-				
	am Total	28,100	27,235	20,000	25.022	27.200	27.200
11061	am Total	28,100	21,233	29,000	25,022	27,300	27,300
		2015	2016	2017	2017	Donastores	N 4
Perso	nnel	Actual	Actual	Recomd.	Actual	Department	Mayor
2 0.30	2000,73	notual	<u>Hottial</u>	Accoma.	Actual	Request	Recomd.
Full	Γime	2	40	(8	Ä.	2 6	o =:
Part 7	Γime	* ~	4 2	×	=	-	

	É
	(

PUBLIC SAFETY - POLICE



	. 2	(2) (2) (3)						
Y.		9	2015	2016	2017	2017	Department	Ma
	No.	1. U. O. O. /	Actual	<u>Actual</u>	Budget	Actual	Request	Recor
	Pu	blic Safety						
	8	POLICE				•		72 194
	200	Administration	84		ş ·			
		Personal Service	101,203	107,279	112,500	139,526	116,400	116,4
		Service & Supplies	3,048	2,730	4,300	4,129	4,600	4,1
*		Capital Outlay		1,017			1,500	1,5
52		Total	104,251	111,026	116,800	143,655	122,500	122,0
: xi	205	Records			Yall	anas nananna		
		Personal Service	51,652	50,795	48,200	48,427	49,700	49,7
		Service & Supplies	17,060 1,339	16,078 1,637	19,000	16,813	20,100 15,000	18,5 15,0
		Capital Outlay Total	70,051	68,510	67,200	65,240	84,800	83,
ane .	2	•		0 20 0 00 00 00				
	210	Criminal Investigation/Juve Personal Service	enile Sevices	184		_	<u>-</u>	
		Service & Supplies	3,111	720	1,500	1,331	2,000	1,
		Capital Outlay	-	-	-,	-		
		Total	3,111	904	1,500	1,331	2,000	1,
	215	Patrol Services			22	*		
		Personal Service	679,232	712,324	718,300	730,588	737,300	737,
		Service & Supplies	29,492	27,372	32,100	23,883	32,100	28,
	n.F.	Capital Outlay	1,000	2,393			9,000	9,
		Total	709,724	742,089	750,400	754,471	778,400	775,
	220	Communications	Managaran Managaran	S)				
		Personal Service	133,246	133,437	140,000	147,614	143,500	143,
		Service & Supplies Capital Outlay	44,143	38,815 1,017	46,650	34,343	50,650 135,000	40, 135,
		Total	177,389	173,269	186,650	181,957	329,150	318,
	225	Police Station						
	223	Personal Service	21,748	25,877 -	24,300	31,711	24,910	24,
*		Service & Supplies	29,114	28,073	25,200	21,332	29,000	26,
		Capital Outlay				15,774	25,000	
	12	Total	50,862	53,950	49,500	68,817	78,910	51,
	230	Equipment Maintenance	*					
		Personal Service	₩Y		N≅	***		
		Service & Supplies	43,050	60,949	63,300	60,311	69,400	66,
		Capital Outlay	66,421	3,830	30,000	29,241	60,000	60,
		Total	109,471	64,779	93,300	89,552	129,400	126,

61			G.	2.00				
*	*						•	
	*					19	2.2	
		2015	2016	2017	2017	Department	Mayor	1
No.	# 5	<u>Actual</u>	<u>Actual</u>	Budget	<u>Actual</u>	Request	Recomd.	}
P	ublic Safety (continued)		Įą.			*	e e	*
235	Community Service	4						
	Personal Service	19,341	8,887	17,600	22,258	18,040	18,040	
	· Service & Supplies	499	-	500	214	500	500	
	Capital Outlay)#)				-	
	Total	19,840	8,887	18,100	22,472	18,540	18,540	
							89	
	TOTAL POLICE							
	Personal Service	1,006,422	1,038,783	1,060,900	1,120,124	1,089,850	1,089,850	
	Service & Supplies	169,517	174,737	192,550	162,356	208,350	187,300	
	Capital Outlay	68,760	9,894	30,000	45,015	245,500	220,500	
	Total	1,244,699	1,223,414	1,283,450	1,327,495	1,543,700	1,497,650	

PROGRAM DETAIL

200 ADMINISTRATION

PROGRAM DESCRIPTION

The administrative unit of the Police Division is responsible for the planning, organizing, directing, coordinating, controlling and reporting of all law enforcement tasks and responsibilities in the City. Through these processes, the administration develops and directs the utilization of police resources to protect life and property and preserve the peace in the community through programs designed to enforce laws, prevent crime, educate and provide community services.

PROGRAM COMMENTARY

Personal Services includes the cost for the Police Chief's salary including professional Pay, Longevity Pay, Firearms Pay, and clothing Allowance. This also includes the cost for the Part-time Administrative Assistant wages.

Memberships, recruitment and training are for the continued services that IACP, OACP, LCPCA, NUTI, and Sam's Club offer to the police department and its personnel.

DepartmentPublic SafetyDivisionPoliceProgramAdminstrationProgram Number200

Ne Form diam Classifications	2015	2016	2017 - Budget	2017 Actual	Department Request	Mayor Recomd.
No. Expenditure Classifications	Actual	Actual	Duaget	Actual	. <u>Request</u>	Kecomu.
10 PERSONAL SERVICES	101,203	107,279	112,500	139,526	116,400	116,400
SERVICES & SUPPLIES						
20 Materials & Supplies	377	329	500	378	800	400
24 Books & Periodicals	275		500	356	500	400
28 Uniforms	1,035	1,222	1,200	1,564	1,200	1,200
32 Memberships	530	- 530	600	635	600	600
36 Recruitment & Training	698	275	1,000	800	1,000	1,000
40 Travel & Meetings	133	374	500	396	500	500
44 Miscellaneous	-	(= 0)	-		=	
48 Contract Services	-	-	<u> </u>	(4)	-	; -
52 Utilities	8 €		2		=	-
56 Rentals	= 1	:=0	-9	•	-	-
60 Advertising	₩	-	=	•	-	:
64 Repairs & Maintenance	•	(=)	₩ ///			=
68 Equip. Operation & Maint.	= 0	-	w)	4	=	-
72 Fuel & Oil						-
Total Service & Supplies	3,048	2,730	4,300	4,129	4,600	4,100
# ⁻	**					*
CAPITAL OUTLAY			¥			2
80 Department Equipment	-	1,017	-	₩ 7	1,500	1,500
84 Office Equipment	-			# ()	-	•
88 Capital Improvements						
Total Capital	-8	1,017	•0	•	1,500	1,500
Program Total	104,251	111,026	116,800	143,655	122,500	122,000
6	, —		2			
•	22					
a	2015	2016	2017	2017	Department	Mayor
Personnel	Actual	Actual	Recomd.	Actual	Request	Recomd.
Full Time	1	.1	1	1	1	1
						
Part Time	1	1	1	1	1	. 1
e reconstituti de la constituti de la co						

205 <u>RECORDS</u>

PROGRAM DESCRIPTION

The Records program is the Police Division's memory system. This unit stores and retains all police reports, arrest, criminal records and accident reports. Data, which is recorded and systematically stored for quick retrieval, are utilized for the purposes of statistical analysis, presentation for court and operational planning as well as public service.

PROGRAM COMMENTARY

Personal services include the salary increase for the Clerk along with longevity pay. Additional costs are for clothing allowance, training and travel to mandatory classes for records retention and LEADS audits.

Contracts services includes the cost to maintain the TAC reporting system, Copier maintenance and service along with services to OLEN and OLESIEN.

E P	Department Division Program Program Number	Public Safety Police Records 205		×	er en 4	a g	
No. E	Expenditure Classifications	2015 Actual	2016 Actual	2017 Budget	2017 <u>Actual</u>	Department Request	Mayor <u>Recomd.</u>
10 P	PERSONAL SERVICES	51,652	50,795	48,200	48,427	49,700	49,700
20 M 24 B 28 U 32 M 36 R 40 T 44 M 48 C 52 U 56 F	GERVICES & SUPPLIES Materials & Supplies Books & Periodicals Jniforms Memberships Recruitment & Training Fravel & Meetings Miscellaneous Contract Services Jtilities Rentals Advertising	3,229 - 70 - 176 - 13,585	3,454 - - - - - 12,624 - -	3,200 400 400 - 15,000	2,734 - - - - - 14,079 -	3,300 - 400 - 400 - 16,000	3,300 - 100 - 100. - - 15,000
68 E	Repairs & Maintenance Equip. Operation & Maint. Fuel & Oil	-		-	-		-
	Total Service & Supplies	17,060	16,078	19,000	16,813	20,100	18,500
80 E 84 C 88 C	CAPITAL OUTLAY Department Equipment Office Equipment Capital Improvements Fotal Capital Program Total	1,339 - - - - - - - - - - - - - - - - - -	1,637 - - 1,637 - - - - - - - - - - - - - - - - - - -	67,200	65,240	15,000 - - - - - - - - - - - - - - - - - -	15,000 - - 15,000 83,200
	<u>Personnel</u>	2015 Actual	2016 Actual	2017 <u>Recomd.</u>	2017 <u>Actual</u>	Department <u>Request</u>	Mayor <u>Recomd.</u>
N	Full Time	Ī	Ĭ	1	1	. 1	1
	Part Time			E X	*	υÄ	

210 CRIMINAL INVESTIGATION/JUVENILE SERVICES

PROGRAM DESCRIPTION

Criminal Investigation is responsible for the investigation, arrest and successful prosecution of all serious crimes beyond the scope of the uniformed force, including narcotics, liquor, vice and gambling activities, burglaries, thefts and other crime against persons and property. The unit maintains files of all fingerprint and criminal photograph records for identification purposes.

This unit is also responsible for follow up investigation on juvenile referrals from the uniformed patrol service and for initiating investigations involving serious juvenile offenses. It also provides liaison between the law enforcement and educational communities in the City by advising educators of applicable juvenile court procedures and correctional programs.

PROGRAM COMMENTARY

Materials for this program are for the unexpected services for the Intoxilizer 8000 and Data Master along with the purchase of the testing solution for each unit. The purchase of investigative rape kits, blood and urine samples collection kits, and drug/narcotic testing supplies all relating to investigations.

Contract services are for the unexpected medical cost of any prisoner or detainee that may require transport to the Hospital for sudden illness or injury. Average cost per visit is \$415.00

Department Division

210

Program

Public Safety
Police
Criminal Investigation/Juvenile Services

Program Number

	2015	2016	2017	2017	Department	Mayor
No. Expenditure Classifications	Actual	Actual	Budget	Actual	Request	Recomd.
		\$200a000		<u> </u>		
E						
10 PERSONAL SERVICES	-	184	-	= 1	-	114
SERVICES & SUPPLIES						7. 4 12
20 Materials & Supplies	3,111	720	1,000	917	1,000	1,000
24 Books & Periodicals		7/ 2	N=	140		-
28 Uniforms	7-	-	-	= 0		10 <u>\$</u>
32 Memberships	8.		£#	(#1)	× 90	=
36 Recruitment & Training	-	-	500		500	=
40 Travel & Meetings	1	-	>>==	-		= 1
44 Miscellaneous	-	=	-		1947	=0
48 Contract Services	-			414	500	500
52 Utilities	* *		En/ 1/25	-	·	•
56 Rentals	=	=	載 機		•	=
60 Advertising	-	-	21 44	(-)	-	=2
64 Repairs & Maintenance	"	÷	()	-		-
68 Equip. Operation & Maint.	-		∂ =	(**);		= 0
72 Fuel & Oil			(1 (1 <u>4</u>)	-		
Total Service & Supplies	3,111	720	1,500	1,331	2,000	1,500
						2
CAPITAL OUTLAY				¥		
80 Department Equipment	-	-	2.	-		<u> </u>
84 Office Equipment	-	-	5#	(a)	1=1	-
88 Capital Improvements						
Total Capital					-	<u> </u>
Program Total	3,111	904	1,500	1,331	2,000	1,500
		•				
	2015	2016	2017	2017	Department	Mayor
Personnel	Actual	Actual	Recomd.	Actual	Request	Recomd.
2 010011101		2	•	: 	-	
Full Time				()	# S\$.	-
***************************************				525		
Part Time		9 -0 8	9		4	-
				6.5		

215 PATROL SERVICES

PROGRAM DESCRIPTION

The Patrol Services functions as the major component and most visible unit of the Police Division. Much of the Patrol Service activity is preventative in nature, and is responsible for providing continuous 24-hour per day police service to the City. In addition to responding to requests for police assistance, patrol services are responsible for all investigations relating to motor vehicle crashes, criminal complaints, juvenile complaints, follow-up investigations, and court proceedings. The Patrol Service conduct active patrols in residential, business, and commercial areas of the City along with being responsible for traffic enforcement.

PROGRAM COMMENTARY

Personal services reflect the replacement of one full-time and two parttime officer's which were lost through attrition. This includes longevity, professional, and firearms pay for the full-time officers. This also includes the cost to replace one Sergeant also lost to attrition.

Training indicates the necessary mandated training the State of Ohio has imposed on every sworn officer. This mandated training continues to increase which is expected to be at a minimum of 80 hours for this upcoming year. This training is in an addition to the required continued education/training already in place.

Division Program Program Number	Police Patrol Services 215	*2			is a	* 0 1
No. Expenditure Classifications	2015 <u>Actual</u>	2016 Actual	2017 Budget	2017 Actual	Department Request	Mayor Recomd.
*5	: *					38
10 PERSONAL SERVICES	679,232	712,324	718,300	730,588	737,300	737,300
SERVICES & SUPPLIES			7			
20 Materials & Supplies	4,960	3,318	4,000	2,588	4,000	4,000
24 Books & Periodicals		()	(= :		₩.	-
28 Uniforms	14,665	15,968	14,000	13,957	14,000	14,000
32 Memberships		(50)				
36 Recruitment & Training	9,367	7,128	13,000	7,213	13,000	10,000
40 Travel & Meetings	500	358	500		500	500
44 Miscellaneous	•	-	-	\$ -	-	-
48 Contract Services		600	600	125	. 600	400
52 Utilities	e#3	-			-	-
56 Rentals	-	-	-	:=		-
60 Advertising	-	-		(4)	-	S=
64 Repairs & Maintenance	-	-	-	× 0=	=-	-
68 Equip. Operation & Maint.		-		84	=	-
72 Fuel & Oil		-				
Total Service & Supplies	29,492	27,372	32,100	23,883	32,100	28,900
CAPITAL OUTLAY						
80 Department Equipment	1,000	2,393	-		9,000	9,000
84 Office Equipment			.=1	-	•	-
88 Capital Improvements	-					_
Total Capital	1,000	2,393	(14)		9,000	9,000
Program Total	709,724	742,089	750,400	754,471	778,400	775,200
	ä	12				*
						8 . €
11 - 3	2015	2016	2017	2017	Department	Mayor
Personnel	<u>Actual</u>	<u>Actual</u>	Recomd.	<u>Actual</u>	Request	Recomd.
Full Time	9	9	9	9	9	9
Part Time	8	8	8	8	8	8

Public Safety

Department

220 COMMUNICATIONS

PROGRAM DESCRIPTION

The Communication Systems unit is responsible for providing continuous 24-hour per day communication for all police and fire/rescue activities. Communication Systems personnel handle all telephone and personal requests for alarms, receive messages from and dispatch all police and fire/rescue vehicles, maintain communications with other local as well as state and national law enforcement agencies, initiate inquires and disseminate information through the police computer information system and provide information to the general public on miscellaneous matters. The dispatcher is a critical link in our communications system and they act as the partner for the officer on the road. The dispatch center also monitors the jail when prisoners are incarcerated.

PROGRAM COMMENTARY

Personal Services covers 3/4 the cost for Dispatch wages including longevity pay.

Contract Services covers the cost for Mobile Data Terminals, wireless services including cell phones/WIFI, and LEADS contract.

Utilities covers cable TV/internet, and the Lake County 800 MHz radio system "Backbone Contract", monthly State of Ohio LEADS fee and copier charges.

Division	Police					
Program	Communication	ons				
Program Number	220		74		e!	
,						
v 8	2015	2016	2017	2017	Department	Mayor
No. Expenditure Classifications	Actual	Actual	Budget	Actual	Request	Recomd.
50 00 1 000000000				39		
e						
10 PERSONAL SERVICES	133,246	133,437	140,000	147,614	143,500	143,500
В		•				
SERVICES & SUPPLIES						
20 Materials & Supplies	347	268	750	332	750	500
24 Books & Periodicals		-	-	-	= (**	-
28 Uniforms	1,516	1,513	2,400	755	2,400	2,400
32 Memberships		-	-		= 17	=
36 Recruitment & Training	2,173	1,078	1,500	580	1,500	1,500
40 Travel & Meetings	•	-	=	æ	E**	**************************************
44 Miscellaneous	i -	* · ·-	(-			-
48 Contract Services	25,294	24,905	29,000	22,771	30,000	25,000
52 Utilities	14,813	10,246	12,000	9,077	15,000	10,000
56 Rentals	•		1967	: ·	# 2	=
60 Advertising		-		•	-	7
64 Repairs & Maintenance	-	-	1=		= 0	:==
68 Equip. Operation & Maint.		805	1,000	828	1,000	1,000
72 Fuel & Oil		-				
Total Service & Supplies	44,143	38,815	46,650	34,343	50,650	40,400
	ā					
CAPITAL OUTLAY		ar memerian				
80 Department Equipment	-	1,017	-	£ -	135,000	135,000
84 Office Equipment	·54		-	.e.		-
88 Capital Improvements	-					
Total Capital		1,017	(-)	10-1	135,000	135,000
Program Total	177,389	173,269	186,650	181,957	329,150	318,900
9-					ā	
						Ø.
	2015	2016	2017	2017	Department	Mayor
Personnel	<u>Actual</u>	<u>Actual</u>	Recomd.	Actual	Request	Recomd.

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Public Safety

Department

Full Time

Part Time

225 POLICE STATION

PROGRAM DESCRIPTION

The expense of operating and maintaining the Police Station is reflected in this account. The Police Station provides facilities for the Police Division including administrative, investigative, uniformed patrol, communications and detention activities.

PROGRAM COMMENTARY

Personal Services is a shared cost of salary for one employee (1/4 total cost) with community center and city administration.

8	Division Program Program Number	Police Station 225		l u i	1928 13.	46 g	ē a
No.	Expenditure Classifications	2015 <u>Actual</u>	2016 Actual	2017 Budget	2017 Actual	Department Request	Mayor <u>Recomd.</u>
10	PERSONAL SERVICES	21,748	25,877	24,300	31,711	24,910	24,910
20	SERVICES & SUPPLIES Materials & Supplies	929	1,091	1,500	1,518	2,000	2,000
	Books & Periodicals	-	-		-		
28	Uniforms	-	.	· ·	-	18	¥.
32	Memberships	- '	4 1	3 2 3	5 2 0	·=	•
36	Recruitment & Training	(=	₩.	:	. 0	-	-
	Travel & Meetings		₩0.	7 .4	×	⊞	-
	Miscellaneous		÷		-		
	3 Contract Services	New Countries Constitute	-	0 -	-	-	-
	2 Utilities	25,352	17,428	17,500	16,548	20,000	17,500
	Rentals	e 188.	. 	1155	. 	4. 11	-
	Advertising	2.062	0.010	5.000	2.610	5.000	5 000
	Repairs & Maintenance	2,063	9,212	5,000	2,610 656	5,000	5,000 2,000
	B Equip. Operation & Maint. 2 Fuel & Oil	770	342	1,200	030	2,000	2,000
12						20,000	26.500
	Total Service & Supplies	29,114	28,073	25,200	21,332	29,000	26,500
	CAPITAL OUTLAY	×					9
80	Department Equipment		_		15,774		_
	Office Equipment	-		-	15,771		_
	Capital Improvements	-		-	-	25,000	-
	Total Capital				15,774	25,000	
	Program Total	50,862	53,950	49,500	68,817	78,910	51,410
	Trogram Total		33,730	47,300		70,710	31,410
	100	2015	2016	2017	2017	Department	Mayor
	Personnel	Actual	Actual	Recomd.	<u>Actual</u>	Request	Recomd.
¥ ,	Full Time	- %	* :	(-	 (8.■	=8
	Part Time	-	-	-	•	: 	- 0

Shared employee (1/4 total cost) with community center and city administration

Public Safety

Department

230 EQUIPMENT MAINTENANCE

PROGRAM DESCRIPTION

The Equipment Maintenance program reflects the expense of maintaining and repairing all vehicles in the police fleet. In addition to providing routine vehicle maintenance, a preventative maintenance program is employed to minimize repair costs and downtime of police vehicles. These vehicles are an important aspect of how we complete our mission.

PROGRAM COMMENTARY

Fuel and oil reflects the projected gasoline expense increases which was at \$2.70 a gallon. Department Equipment reflects the replacement of two high mileage police cruisers.

Our fleet is in desperate need of new vehicles. The average cost of a vehicle for 2017 was \$27,000 with an average cost of \$10,000 for the equipment and installation of same. Currently we have three cruisers with well over 120000 miles at this time.

Rentals indicates the payment for the two (02) leased vehicle which is in their third year.

Department Division Program Program Number

Public Safety
Police
Equipment Maintenance
230

No. Expenditure Classifications	2015 <u>Actual</u>	2016 . <u>Actual</u>	2017 Budget	2017 Actual	Department <u>Request</u>	Mayor <u>Recomd.</u>
10 PERSONAL SERVICES	-	3		- u		
SERVICES & SUPPLIES						
20 Materials & Supplies	83	188	1,000	477	1,000	500
24 Books & Periodicals	(-		-	7.61 	#	5.
28 Uniforms	. 		-	-	m -	-0
32 Memberships	12		-	-	÷	- "
36 Recruitment & Training		,=-	= 0	(4)	<u>-</u>	-
40 Travel & Meetings 44 Miscellaneous	-		-		-	-
48 Contract Services	600	500	600	160	700	700
52 Utilities	-	500	-	100	700	700
56 Rentals	-	25,627	25,700	25,627	25,700	25,700
60 Advertising	** <u>-</u>	,	-	-	-	25,700
64 Repairs & Maintenance	.=	-	-	•		-2
68 Equip. Operation & Maint.	18,673	14,738	14,000	12,892	17,000	15,000
72 Fuel & Oil	23,694	19,896	22,000	21,155	25,000	25,000
Total Service & Supplies	43,050	60,949	63,300	60,311	69,400	66,900
CAPITAL OUTLAY		₩9				
80 Department Equipment	66,421	3,830	30,000	29,241	60,000	60,000
84 Office Equipment	-		×	=		10.
88 Capital Improvements						()=
Total Capital	66,421	3,830	30,000	29,241	60,000	60,000
Program Total	109,471	64,779	93,300	89,552	129,400	126,900
		(-)				
	2015	2016	2017	2017	Department	Mayor
Personnel	Actual	Actual	Recomd.	Actual	Request	Recomd.
4					:	**************************************
Full Time		₩3	35 % =	2	•	75
Part Time	-	-	-	-	* =	:=
Price of Gasoline (per gallon)	\$ 2.33	\$ 2.07		\$ 2.51		

235 COMMMUNITY SERVICES

PROGRAM DESCRIPTION

Community Services reflects the efforts of the Police Division to inform the public about law enforcement activities in the City and to assist residents and businesses in developing crime prevention measures. Services include residential and business security surveys and meetings with social, fraternal, community and civic organizations to discuss and provide information for a better understanding of the police function and the citizen role in making the community safer. This program also provides for the Kirtland Safety Town Program in association with the Kirtland School System. This account reflects the costs for the School Crossing guard, overtime for programs and Officer Liaison at the Schools.

PROGRAM COMMENTARY

Personal services indicate the shared cost with the Kirtland Schools to have a School Resource Officer during scheduled school hours.

Department Division Program

Public Safety
Police
Community Service
235

Program Number

			6.5%			
No. The second s	2015	2016	2017	2017	Department	Mayor
No. Expenditure Classifications	Actual	Actual	Budget	<u>Actual</u>	Request	Recomd.
10 PERSONAL SERVICES	19,341	8,887	17,600	22,258	18,040	18,040
All and the second seco		0,007	17,000	22,230	10,040	10,040
SERVICES & SUPPLIES					×	
20 Materials & Supplies	499	-	500	214	500	500
24 Books & Periodicals	5 am	-	-			-
28 Uniforms	n u	-	-			a
32 Memberships	\$! **	*	-	= 2	-	<u>-</u>
36 Recruitment & Training	-		=	Ψ.		_
40 Travel & Meetings	.	-	-	Δ.	:=:	-
44 Miscellaneous	-	-2	•	-		-
48 Contract Services	-	<u>~</u> .	ž	-0	-	_
52 Utilities	, = .	_	-	~	-	
56 Rentals	=	-	-	.=	_	
60 Advertising		-	-		**	2
64 Repairs & Maintenance		8 -	-	- 1	.);	-
68 Equip. Operation & Maint.	-	, -	-	-	=2	-
72 Fuel & Oil		-	=	ğ <u></u>	=	•
Total Service & Supplies	499	-	500	214	500	500
CAPITAL OUTLAY			50			
80 Department Equipment						
84 Office Equipment	-	-	=	(M)	1=	4 8
88 Capital Improvements	** 2 .	-	-		(=	-
	 -					
Total Capital	-	· · · · · · · ·			-	
Program Total	19,840	8,887	18,100	22,472	18,540	18,540
			_			
	2015	2016	2015		· »	an - 26
Personnel	2015	2016	2017	2017	Department	Mayor
T CLOUINCI	Actual	<u>Actual</u>	Recomd.	<u>Actual</u>	Request	Recomd.
Full Time		<u>a</u>	2 ² * : = :	- 9		3)분
D (m)	3					
Part Time	. 1	1	1	1	1	1
			-			

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