



# General Government

2012

**FUNDING BY PROGRAM AREA**

**RECOMMEND**

**GENERAL GOVERNMENT**

General Government

City Council	\$183,019
Mayor	10,002
Community Support	74,000
City Manager	295,961
Human Resources	72,496
Civil Service Commission	131,234
Law	436,453
Financial Administration	493,640
Income Tax Administration	415,853
Service Administration	602,751
Engineering	281,227
Facilities Expansion	42,000
Miscellaneous and Sundry	306,300

**SUBTOTAL** 3,344,936

Basic Utility Services

Human Resources Support	55,480
Financial Admin. Support	473,627
Service Admin. Support	365,916
Engineering Admin. Support	499,731

**SUBTOTAL** 1,394,754

**TOTAL** \$4,739,690

Department:  
General Government

Division:  
City Council

Fund:  
General

Account No:  
570-08

Resource Summary Expenditure Categories	2010 Actual	2011 Budget	2012 Recommend
Personnel Services	\$ 143,215	\$ 164,579	\$ 164,819
Operation and Maintenance	16,812	18,200	18,200
Capital Outlay	0	0	0
Total	<u>\$ 160,027</u>	<u>\$ 182,779</u>	<u>\$ 183,019</u>
Total Positions	10	10	10
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Funding by Source			
General	\$ <u>160,027</u>	\$ <u>182,779</u>	\$ <u>183,019</u>
Total	<u>\$ 160,027</u>	<u>\$ 182,779</u>	<u>\$ 183,019</u>

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Program Description:

The City Council serves as the legislative and policy-making body for the City of Kent. Proposed policies are considered by one of five standing committees and are officially adopted by the Council. The Clerk of Council is responsible for maintaining an official record of the Council's activities and all formal actions, as well as minutes of all meetings.

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Program Comments:

The 2012 recommended operation and maintenance budget reflects no changes as compared to the 2011 budget. In an effort to limit spending while maintaining the quality of service delivery, this division was able to avoid nonessential expenses to contain their budget.

Department: General Government	Division: City Council	Fund: General	Account No: 570-08
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Line Description	2010 Actual	2011 Budget	2012 Recommend
11 Employee - Regular Salaries	\$ 117,817	\$ 130,235	\$ 130,235
14 Retirement (PERS)	16,494	18,303	18,303
15 Medicare	1,701	1,896	1,896
16 Health Insurance	5,525	11,040	11,280
18 Overtime	0	500	500
19 Unemployment & Workers' Comp	1,678	2,605	2,605
<u>Total Personnel Services</u>	<u>\$ 143,215</u>	<u>\$ 164,579</u>	<u>\$ 164,819</u>
21 Travel & Transportation	\$ 35	\$ 500	\$ 500
32 Communications/Postage	2,426	4,000	4,000
33 Rents and Leases	0	0	0
34 Professional Services	5,102	2,000	2,000
35 Maintenance of Equipment & Facility	750	2,500	2,500
36 Insurance & Bonding	16	100	100
37 Printing, Photocopy, Advertising	3,221	3,000	3,000
39 Misc. Contractual Service	3,501	3,600	3,600
41 Office Supplies	528	1,200	1,200
42 Operating Materials	444	1,200	1,200
44 Small Tools/Minor Equipment	789	100	100
<u>Total Operation &amp; Maintenance</u>	<u>\$ 16,812</u>	<u>\$ 18,200</u>	<u>\$ 18,200</u>
63 Equipment Items > \$2,500	\$ 0	\$ 0	\$ 0
<u>Total Capital Outlay</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
<u>Total</u>	<u>\$ 160,027</u>	<u>\$ 182,779</u>	<u>\$ 183,019</u>

Department:  
General Government

Division:  
Mayor

Fund:  
General

Account No:  
570-01

Resource Summary Expenditure Categories	2010 Actual	2011 Budget	2012 Recommend
Personnel Services	\$ 7,717	\$ 7,752	\$ 7,752
Operation and Maintenance	1,449	2,250	2,250
Capital Outlay	0	0	
Total	<u>\$ 9,166</u>	<u>\$ 10,002</u>	<u>\$ 10,002</u>
Total Positions	1	1	1
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Funding by Source General	\$ 9,166	\$ 10,002	\$ 10,002
Total	<u>\$ 9,166</u>	<u>\$ 10,002</u>	<u>\$ 10,002</u>

Program Description:

This budget division is used to account for the expenditures relating to the office of the Mayor. The Mayor is elected by the voters and serves in a ceremonial capacity. This position also serves as President of Council and convenes all regular and special meetings of Kent's governing board.

Program Comments:

The 2012 recommended operation and maintenance budget reflects no change compared to the 2011 budget.

Department:  
General Government

Division: Fund:  
Mayor General

Account No:  
570-01

Line Description	2010 Actual	2011 Budget	2012 Recommend
11 Employee - Regular Salaries	\$ 6,600	\$ 6,600	\$ 6,600
14 Retirement (PERS)	925	924	924
15 Medicare	96	96	96
16 Health Insurance	0	0	0
18 Overtime	0	0	0
19 Unemployment & Workers' Comp	96	132	132
<u>Total Personnel Services</u>	<u>\$ 7,717</u>	<u>\$ 7,752</u>	<u>\$ 7,752</u>
32 Communications/Postage	\$ 926	\$ 1250	\$ 1250
33 Rents and Leases	0		0
34 Professional Services	0		0
37 Printing, Photocopy, Advertising	187	200	200
39 Misc. Contractual Service	80	100	100
41 Office Supplies	179	200	200
42 Operating Materials	77	500	500
44 Small Tools/Minor Equipment	0	0	0
<u>Total Operation &amp; Maintenance</u>	<u>\$ 1,449</u>	<u>\$ 2,250</u>	<u>\$ 2,250</u>
63 Equipment Items > \$2,500	\$ 0	\$ 0	0
<u>Total Capital Outlay</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0</u>
<u>Total</u>	<u>\$ 9,166</u>	<u>\$ 10,002</u>	<u>\$ 10,002</u>

Department:	Division:	Fund:	Account No:
General Government	Community Support	General	570-35
Resource Summary	2010	2011	2012
Expenditure Categories	Actual	Budget	Recommend
Personnel Services	\$ 0	\$ 0	\$
Operation and Maintenance	61,863	74,000	74,000
Capital Outlay	0	0	
Total	<u>\$ 61,863</u>	<u>\$ 74,000</u>	<u>\$ 74,000</u>
Total Positions	0	0	0
Funding by Source			
General	\$ 61,863	\$ 74,000	\$ 74,000
Total	<u>\$ 61,863</u>	<u>\$ 74,000</u>	<u>\$ 74,000</u>

Program Description:

This cost center has been created to account for activities that benefit the community in general. Included in this cost center is the downtown litter pickup contract, funds for a downtown festival and funds for unexpected requests that come before Council.

Program Comments:

The 2012 recommended operation and maintenance budget of \$74,000 reflects no change compared to the 2011 budget. This budget center consists of the following: \$29,000 for the downtown litter pickup program with Kevin Coleman; \$30,000 for community wide economic development promotional grants; \$5,500 for a downtown festival; \$4,500 for trash hauling of the downtown litter receptacles; \$1,000 for the required sharing of bed tax with the Convention and Visitor's Bureau; \$1,000 to support and maintain the City's website; \$1,000 for fuel expense, and \$2,000 for miscellaneous, unexpected requests that come before Council. At the 11/3/10 Finance Committee Meeting, City Council directed that the allocation for "Celebrate Kent", i.e. community wide economic development promotional grants, be increased to \$30,000 for at least a two year period beginning with FY2011.

Department:  
General Government

Division:  
Community Support

Fund:  
General

Account No:  
570-35

Line Description	2010 Actual	2011 Budget	2012 Recommend
28 Vehicle Fuel	\$ 854	\$ 1,000	\$ 1,000
39 Misc. Contractual Service	58,946	70,000	70,000
42 Operating Materials	1,782	2,000	2,000
78 Bed Tax Shared	281	1,000	1,000
<u>Total Operation &amp; Maintenance</u>	<u>\$ 61,863</u>	<u>\$ 74,000</u>	<u>\$ 74,000</u>
63 Equipment Items > \$2,500	\$ 0	\$ 0	\$ 0
<u>Total Capital Outlay</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
<u>Total</u>	<u>\$ 61,863</u>	<u>\$ 74,000</u>	<u>\$ 74,000</u>

Department:  
General Government

Division:  
City Manager

Fund:  
General

Account No:  
570-02

Resource Summary Expenditure Categories	2010 Actual	2011 Budget	2012 Recommend
Personnel Services	\$ 212,658	\$ 241,481	\$ 241,961
Operation and Maintenance	56,683	54,000	54,000
Capital Outlay	0	0	
Total	<u>\$ 269,341</u>	<u>\$ 295,481</u>	<u>\$ 295,961</u>
Total Positions	2	2	2
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Funding by Source			
General	\$ <u>269,341</u>	\$ <u>295,481</u>	\$ <u>295,961</u>
Total	<u>\$ 269,341</u>	<u>\$ 295,481</u>	<u>\$ 295,961</u>
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Program Description:

The City Manager is the Chief Executive Officer for the City organization serving the residents, businesses and students of the Kent community. The City Manager's Office provides centralized direction and leadership for the effective administration and operations of all municipal services for the City as directed by the City Council and serves as the focal point for the management of the City staff. The City Manager's Office is responsible for leading the City's organizational priorities in adherence with the policy goals and objectives established by the City Council while employing such managerial techniques as needed to assure efficient and effective utilization of the City's resources.

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Program Comments:

The 2012 recommended operation and maintenance budget essentially reflects no changes as compared to the 2011 budget.



Department:  
General Government

Division:  
City Manager

Fund:  
General

Account No:  
570-02

Line Description	2010 Actual	2011 Budget	2012 Recommend
11 Employee - Regular Salaries	\$ 167,714	\$ 186,796	\$ 186,796
14 Retirement (PERS)	23,511	25,581	25,581
15 Medicare	2,443	2,716	2,716
16 Health Insurance	16,575	22,080	22,560
18 Overtime	222	500	500
19 Unemployment & Workers' Comp	2,193	3,808	3,808
<u>Total Personnel Services</u>	<u>\$ 212,658</u>	<u>\$ 241,481</u>	<u>\$ 241,961</u>
21 Travel & Transportation	\$ 313	\$ 3,900	\$ 3,900
25 Auto Allowance	3,600	3,600	3,600
32 Communications/Postage	5,038	5,000	5,000
34 Professional Services	17,117	10,000	10,000
35 Maintenance of Equipment & Facility	1,060	500	500
36 Insurance & Bonding	16	100	100
37 Printing, Photocopy, Advertising	1,419	2,200	2,200
39 Misc. Contractual Service	23,735	22,000	22,000
41 Office Supplies	861	4,000	4,000
42 Operating Materials	323	1,200	1,200
44 Small Tools/Minor Equipment	3,201	1,500	1,500
<u>Total Operation &amp; Maintenance</u>	<u>\$ 56,683</u>	<u>\$ 54,000</u>	<u>\$ 54,000</u>
63 Equipment Items > \$2,500	\$ 0	\$ 0	\$ 0
<u>Total Capital Outlay</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
<u>Total</u>	<u>\$ 269,341</u>	<u>\$ 295,481</u>	<u>\$ 295,961</u>

Department:	Division:	Fund:	Account No:
General Government	Human Resources	General et al	570-26
Resource Summary	2010	2011	2012
Expenditure Categories	Actual	Budget	Recommend
Personnel Services	\$ 84,533	\$ 110,718	\$ 110,958
Operation and Maintenance	12,448	17,018	17,018
Capital Outlay	0	0	0
Total	<u>\$ 96,981</u>	<u>\$ 127,736</u>	<u>\$ 127,976</u>
Total Positions	1	1	1
Funding by Source			
General	\$ 54,725	\$ 72,376	\$ 72,496
Water	21,128	27,680	27,740
Sewer	21,128	27,680	27,740
Total	<u>\$ 96,981</u>	<u>\$ 127,736</u>	<u>\$ 127,976</u>

Program Description:

This division facilitates the tracking of expenditures related to the Human Resources Manager and the specific programs and services provided through this office. This division accounts for the administration of the employee health care plan, the Employee Assistance Program (EAP), the drug and alcohol testing program (DOT), pre-employment hiring activities, serves as the administration's liaison to the Civil Service Commission, and monitors compliance with equal employment opportunity policies, the family medical leave requirements, sexual harassment regulation, accommodating disabled workers under the Americans with Disabilities Act (ADA), the Fair Labor Standards Act (FLSA), workplace safety standards under OSHA, annual filing of the EEOC report, and Public Records law as it pertains to personnel files. Additionally, there is continuously evolving state and federal case law being promulgated which constantly changes labor and employment requirements affecting public sector employers. The Human Resources Manager also coordinates employment related disputes, including all grievances and disciplinary actions as well as representing the City administration involving matters directly associated with collective bargaining agreements and other union matters. This position receives half of its funding allocation from the general fund while the other half is evenly divided among the water and sewer funds.

Program Comments:

The 2012 recommended operation and maintenance budget reflects no changes as compared to the 2011 budget. In an effort to limit spending while maintaining the quality of service delivery, this division was able to avoid nonessential expenses to contain their budget.

Department:  
General Government

Division:  
Human Resources

Fund:  
General et al

Account No:  
570-26

Line Description	2010 Actual	2011 Budget	2012 Recommend
11 Employee - Regular Salaries	\$ 66,886	\$ 85,235	\$ 85,235
14 Retirement (PERS)	9,344	11,511	11,511
15 Medicare	942	1,236	1,236
16 Health Insurance	6,446	11,040	11,280
19 Unemployment & Workers' Comp	916	1,696	1,696
<u>Total Personnel Services</u>	<u>\$ 84,533</u>	<u>\$ 110,718</u>	<u>\$ 110,958</u>
21 Travel & Transportation	\$ 1,434	\$ 1,300	\$ 1,300
32 Communications/Postage	19	152	152
34 Professional Services	8,590	11,400	11,400
35 Maint of Equip & Facility	12		0
36 Insurance & Bonding	16	100	100
37 Printing, Photocopy, Advertising	9	480	480
39 Misc. Contractual Service	1,663	2,525	2,525
41 Office Supplies	126	202	202
42 Operating Materials	579	409	409
44 Small Tools/Minor Equipment	0	450	450
<u>Total Operation &amp; Maintenance</u>	<u>\$ 12,448</u>	<u>\$ 17,018</u>	<u>\$ 17,018</u>
63 Equipment Items > \$2,500	\$ 0	\$ 0	\$ 0
<u>Total Capital Outlay</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
<u>Total</u>	<u>\$ 96,981</u>	<u>\$ 127,736</u>	<u>\$ 127,976</u>



Department:  
General Government

Division:  
Human Resources

Fund:  
General et al

Account No:  
570-26

Line Description					2012
	General	Water	Sewer	Total	
11 Employee - Regular Salaries	\$ 42,617	\$ 21,309	\$ 21,309	\$ 85,235	
14 Retirement (PERS)	5,755	2,878	2,878	11,511	
15 Medicare	618	309	309	1,236	
16 Health Insurance	5,640	2,820	2,820	11,280	
19 Unemployment & Workers' Comp	848	424	424	1,696	
<u>Total Personnel Services</u>	<u>\$ 55,478</u>	<u>\$ 27,740</u>	<u>\$ 27,740</u>	<u>\$ 110,958</u>	
21 Travel & Transportation	\$ 1,300	\$ 0	\$ 0	\$ 1,300	
32 Communications/Postage	152	0	0	152	
34 Professional Services	11,400	0	0	11,400	
35 Maint of Equip & Facility	0	0	0	0	
36 Insurance & Bonding	100	0	0	100	
37 Printing, Photocopy, Advertising	480	0	0	480	
39 Misc. Contractual Service	2,525	0	0	2,525	
41 Office Supplies	202	0	0	202	
42 Operating Materials	409	0	0	409	
44 Small Tools/Minor Equipment	450	0	0	450	
<u>Total Operation &amp; Maintenance</u>	<u>\$ 17,018</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 17,018</u>	
63 Equipment Items > \$2,500	\$ 0	\$ 0	\$ 0	\$ 0	
<u>Total Capital Outlay</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	
<u>Total</u>	<u>\$ 72,496</u>	<u>\$ 27,740</u>	<u>\$ 27,740</u>	<u>\$ 127,976</u>	

Department:  
General Government

Division:  
Civil Service

Fund:  
General

Account No:  
570-15

Resource Summary	2010	2011	2012
Expenditure Categories	Actual	Budget	Recommend
Personnel Services	\$ 71,714	\$ 80,294	\$ 100,534
Operation and Maintenance	14,436	30,700	30,700
Capital Outlay	0	0	
Total	<u>\$ 86,150</u>	<u>\$ 110,994</u>	<u>\$ 131,234</u>
Total Positions	4	4	4
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Funding by Source			
General	\$ 86,150	\$ 110,994	\$ 131,234
Total	<u>\$ 86,150</u>	<u>\$ 110,994</u>	<u>\$ 131,234</u>

Program Description:

The Civil Service Commission prescribes, amends and enforces rules for the classification of positions in the civil service of the City government and the Kent City School District. These rules include matters such as examinations, resignations, appointments, promotions, removals, transfers, layoffs, suspensions, reductions and reinstatements. The Civil Service Commission exercises all other powers and performs all other duties as prescribed by Chapter 124.40 of the Ohio Revised Code.

Program Comments:

The 2012 recommended operation and maintenance budget reflects no changes as compared to the 2011 budget.

Department:	Division:	Fund:	Account No:
General Government	Civil Service	General	570-15

Line Description	2010 Actual	2011 Budget	2012 Recommend
11 Employee - Regular Salaries	\$ 56,855	\$ 58,467	78,467
14 Retirement (PERS)	7,774	8,097	8,097
16 Health Insurance	5,525	11,040	11,280
18 Overtime	754	1,500	1,500
19 Unemployment & Workers' Comp	806	1,190	1,190
<u>Total Personnel Services</u>	<u>\$ 71,714</u>	<u>\$ 80,294</u>	<u>100,534</u>
21 Travel & Transportation	\$ 0	\$ 500	500
32 Communications/Postage	1,245	2,000	2,000
33 Rents and Leases	400	500	500
34 Professional Services	7,228	20,000	20,000
35 Maintenance of Equipment & Facility	410	500	500
36 Insurance & Bonding	16	100	100
37 Printing, Photocopy, Advertising	3,878	4,000	4,000
39 Misc. Contractual Service	38	200	200
41 Office Supplies	459	1,300	1,300
42 Operating Materials	762	1,500	1,500
44 Small Tools/Minor Equipment	0	100	100
<u>Total Operation &amp; Maintenance</u>	<u>\$ 14,436</u>	<u>\$ 30,700</u>	<u>30,700</u>
63 Equipment Items > \$2,500	\$ 0	\$ 0	0
<u>Total Capital Outlay</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0</u>
<u>Total</u>	<u>\$ 86,150</u>	<u>\$ 110,994</u>	<u>131,234</u>

Department:	Division:	Fund:	Account No:
General Government	Law	General	570-05
Resource Summary	2010	2011	2012
Expenditure Categories	Actual	Budget	Recommend
Personnel Services	\$ 263,985	\$ 321,173	\$ 321,653
Operation and Maintenance	177,606	114,800	114,800
Capital Outlay	0	0	0
Total	<u>\$ 441,591</u>	<u>\$ 435,973</u>	<u>\$ 436,453</u>
Total Positions	4	4	4
Funding by Source			
General	\$ 441,591	\$ 435,973	\$ 436,453
Total	<u>\$ 441,591</u>	<u>\$ 435,973</u>	<u>\$ 436,453</u>

Program Description:

The Law Department serves as the City's primary legal counsel for matters pending before City Council, all boards and commissions and all administrative matters with the various departments in the City, including the Parks and Recreation and Health Departments.

The Law Department prosecutes all misdemeanor cases filed pursuant to the ordinances of the City of Kent and assists the Kent Police Department in other cases where such assistance is deemed necessary.

The Law Department is ultimately responsible for enforcing all actions brought under the City's health, building, zoning and other regulatory codes, and facilitates the collection of water, sewer, ambulance and other general credit matters. The department also is ultimately responsible for defending the City in all actions brought against the City.

Program Comments:

The 2012 recommended operation and maintenance budget reflects no changes as compared to the 2011 budget. The amount required in the professional service line is dependent upon the level of specialized litigation required and may increase or decrease as the need for outside counsel fluctuates.



Department:  
General Government

Division: Fund:  
Law General

Account No:  
570-05

Line Description	2010 Actual	2011 Budget	2012 Recommend
11 Employee - Regular Salaries	\$ 208,664	\$ 255,327	\$ 255,327
14 Retirement (PERS)	28,223	34,479	34,479
15 Medicare	3,000	3,709	3,709
16 Health Insurance	21,180	22,080	22,560
18 Overtime	0	500	500
19 Unemployment & Workers' Comp	2,918	5,078	5,078
<b>Total Personnel Services</b>	<b>\$ 263,985</b>	<b>\$ 321,173</b>	<b>\$ 321,653</b>
21 Travel & Transportation	\$ 1,196	\$ 1,200	\$ 1,200
32 Communications/Postage	2,089	2,500	2,500
34 Professional Services	166,128	100,700	100,700
35 Maintenance of Equipment & Facility	196	0	0
36 Insurance & Bonding	31	100	100
37 Printing, Photocopy, Advertising	1,139	500	500
39 Misc. Contractual Service	5,090	4,200	4,200
41 Office Supplies	277	1,100	1,100
42 Operating Materials	1,460	3,500	3,500
44 Small Tools/Minor Equipment	0	1,000	1,000
<b>Total Operation &amp; Maintenance</b>	<b>\$ 177,606</b>	<b>\$ 114,800</b>	<b>\$ 114,800</b>
62 Buildings	\$ 0	\$ 0	\$ 0
63 Equipment Items > \$2,500	0	0	0
<b>Total Capital Outlay</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Total</b>	<b>\$ 441,591</b>	<b>\$ 435,973</b>	<b>\$ 436,453</b>

Department: General Government	Division: Financial Administration	Fund: General et al	Account No: 570-03
Resource Summary	2010	2011	2012
Expenditure Categories	Actual	Budget	Recommend
Personnel Services	\$ 537,656	\$ 716,544	\$ 718,704
Operation and Maintenance	202,476	229,375	233,875
Capital Outlay	0	50,000	14,688
Total	<u>\$ 740,132</u>	<u>\$ 995,919</u>	<u>\$ 967,267</u>
Total Positions	9	9	9
Funding by Source			
General	\$ 239,691	\$ 299,236	\$ 299,276
Income Tax	134,409	179,136	179,676
Water	148,365	196,736	197,276
Sewer	145,375	193,636	194,176
Utility Billing	72,292	77,175	82,175
Capital Projects	0	50,000	14,688
Total	<u>\$ 740,132</u>	<u>\$ 995,919</u>	<u>\$ 967,267</u>

Program Description:

Financial administration provides various customer services to Kent citizens in addition to operational support services in accounting, budget, data processing, debt management, utility billing, risk management and treasury management functions. This division is responsible for the timely processing of payroll, purchase orders, accounts payable, and utility account records, work orders and invoices. It maintains the records for approximately 6,700 city water, sewer and recycling accounts and storm water. Employees are responsible for collecting all City revenues, updating appropriate data bases, and depositing funds on a timely basis. The Budget and Finance Department prepares a wide range of financial reports throughout the fiscal year, many of which are required by law and have established deadlines for compliance.

Program Comments:

The 2012 recommended operation and maintenance budget reflects an increase of \$4,500 or 1.96%, as compared to the 2011 budget. This increase is primarily attributable to improvements in customer services capabilities and convenience as we provide enhanced functionality for our internal users as well as for our citizens such as internet customer utility bill viewing and payment options.

The \$14,688 Capital item is intended to add to the FY2010 & FY2011 budgeted capital amounts to enable the replacement or upgrade of the City's financial system upon determination of a best fit solution. Currently, the Financial System operates on software and hardware that evidence all of the risks and operating inefficiencies commonly associated with the many years of service provided to date. Because this system is mission critical for the City of Kent, it is imperative that changes be accomplished as quickly as possible. In addition to the reduction of significant risk factors, implementation of a more current system solution is expected to yield numerous operational efficiencies including the ability to provide broader authorized user access and more timely system information.

Department:  
General Government

Division:  
Financial Administration

Fund: Account No:  
General et al 570-03

Line Description	2010 Actual	2011 Budget	2012 Recommend
11 Employee - Regular Salaries	\$ 397,120	\$ 521,976	\$ 521,976
14 Retirement (PERS)	55,090	72,496	72,496
15 Medicare	4,956	6,928	6,928
16 Health Insurance	73,211	99,360	101,520
18 Overtime	1,495	5,400	5,400
19 Unemployment & Workers' Comp	5,784	10,384	10,384
<b>Total Personnel Services</b>	<b>\$ 537,656</b>	<b>\$ 716,544</b>	<b>\$ 718,704</b>
21 Travel & Transportation	\$ 2,628	\$ 4,300	\$ 4,300
25 Auto Allowance	0	3,600	3,600
32 Communications/Postage	47,788	46,100	46,100
33 Rents & Leases	8,322	9,675	8,675
34 Professional Services	6,204	9,100	9,100
35 Maintenance of Equipment & Facility	4,974	6,500	6,500
36 Insurance & Bonding	2,666	3,400	3,400
37 Printing, Photocopy, Advertising	9,107	11,500	11,500
39 Misc. Contractual Service	100,151	116,000	121,000
41 Office Supplies	3,455	4,000	4,000
42 Operating Materials	10,580	4,950	5,450
44 Small Tools/Minor Equipment	1,718	5,750	5,750
52 Liability	5,000	4,500	4,500
79 Over/Under	-117	0	0
<b>Total Operation &amp; Maintenance</b>	<b>\$ 202,476</b>	<b>\$ 229,375</b>	<b>\$ 233,875</b>
63 Equipment Items > \$2,500	\$ 0	\$ 0	
Finance System Upgrade	0	50,000	14,688
<b>Total Capital Outlay</b>	<b>\$ 0</b>	<b>\$ 50,000</b>	<b>\$ 14,688</b>
<b>Total</b>	<b>\$ 740,132</b>	<b>\$ 995,919</b>	<b>\$ 967,267</b>

Department:  
General Government

Division:  
Financial Administration

Fund:  
General et al

Account No:  
570-03

Line Description	General	Inc.Tax	Water	Page 1 Subtotal
11 Employee - Regular Salaries	\$ 130,494	\$ 130,494	\$ 130,494	\$ 391,482
14 Retirement (PERS)	18,124	18,124	18,124	54,372
15 Medicare	1,732	1,732	1,732	5,196
16 Health Insurance	25,380	25,380	25,380	76,140
18 Overtime	1,350	1,350	1,350	4,050
19 Unemployment & Workers' Comp	2,596	2,596	2,596	7,788
<b>Total Personnel Services</b>	<b>\$ 179,676</b>	<b>\$ 179,676</b>	<b>\$ 179,676</b>	<b>\$ 539,028</b>
21 Travel & Transportation	\$ 4,000	\$	\$	\$ 4,000
25 Auto Allowance	3,600			3,600
32 Communications/Postage	8,000		3,300	11,300
33 Rents & Leases	700		7,600	8,300
34 Professional Services	7,000			7,000
35 Maintenance of Equipment & Facility	4,000			4,000
36 Insurance & Bonding	3,000		200	3,200
37 Printing, Photocopy, Advertising	6,000			6,000
39 Misc. Contractual Service	73,000		6,500	79,500
41 Office Supplies	2,000			2,000
42 Operating Materials	3,300			3,300
44 Small Tools/Minor Equipment	5,000			5,000
52 Liability	0			0
79 Over/Under	0			0
<b>Total Operation &amp; Maintenance</b>	<b>\$ 119,600</b>	<b>\$ 0</b>	<b>\$ 17,600</b>	<b>\$ 137,200</b>
63 Equipment Items > \$2,500	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total Capital Outlay</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Total</b>	<b>\$ 299,276</b>	<b>\$ 179,676</b>	<b>\$ 197,276</b>	<b>\$ 676,228</b>

Department: General Government      Division: Financial Administration      Fund: General et al      Account No: 570-03

Line Description	Capital Projects	Sewer	Utility Billing	2012 Total
11 Employee - Regular Salaries	\$	\$ 130,494	\$ 0	\$ 521,976
14 Retirement (PERS)		18,124	0	72,496
15 Medicare		1,732	0	6,928
16 Health Insurance		25,380	0	101,520
18 Overtime		1,350	0	5,400
19 Unemployment & Workers' Comp		2,596	0	10,384
<b>Total Personnel Services</b>	<b>\$ 0</b>	<b>\$ 179,676</b>	<b>\$ 0</b>	<b>\$ 718,704</b>
21 Travel & Transportation	\$	\$	\$ 300	\$ 4,300
25 Auto Allowance				3,600
32 Communications/Postage		3,300	31,500	46,100
33 Rents & Leases			375	8,675
34 Professional Services			2,100	9,100
35 Maintenance of Equipment & Facility			2,500	6,500
36 Insurance & Bonding		200		3,400
37 Printing, Photocopy, Advertising			5,500	11,500
39 Misc. Contractual Service		6,500	35,000	121,000
41 Office Supplies			2,000	4,000
42 Operating Materials			2,150	5,450
44 Small Tools/Minor Equipment			750	5,750
52 Liability		4,500		4,500
79 Over/Under				0
<b>Total Operation &amp; Maintenance</b>	<b>\$ 0</b>	<b>\$ 14,500</b>	<b>\$ 82,175</b>	<b>\$ 233,875</b>
63 Equipment Items > \$500	\$	\$ 0	\$ 0	\$ 0
Finance System Replacement/Upgrade		14,688		14,688
<b>Total Capital Outlay</b>	<b>\$ 14,688</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 14,688</b>
<b>Total</b>	<b>\$ 14,688</b>	<b>\$ 194,176</b>	<b>\$ 82,175</b>	<b>\$ 967,267</b>

Department:	Division:	Fund:	Account No:
General Government	Income Tax Admin.	Income Tax	570-25
Resource Summary	2010	2011	2012
Expenditure Categories	Actual	Budget	Recommend
Personnel Services	\$ 66,953	\$ 68,963	\$ 69,203
Operation and Maintenance	317,594	343,650	346,650
Capital Outlay	0	0	0
Total	<u>\$ 384,547</u>	<u>\$ 412,613</u>	<u>\$ 415,853</u>
Total Positions	1	1	1
Funding by Source			
Income Tax	\$ 384,547	\$ 412,613	\$ 415,853
Total	<u>\$ 384,547</u>	<u>\$ 412,613</u>	<u>\$ 415,853</u>

Program Description:

This division is responsible for the administration and collection of the City of Kent's municipal income tax. The division provides citizens with walk-in and telephone tax related customer services on an as needed basis. It also performs a variety of liaison services between the City's Income Tax contractor, the Regional Income Tax Agency (RITA), and taxpayers. Additionally, the division provides all of the City's internal liaison/support needs involving municipal income taxes including activities such as gathering, monitoring, and coordinating the update of pertinent information regarding sources of income from residents and employers. This division also enforces compliance with ordinances regarding payment of taxes. Approximately 15,000 separate accounts are now maintained on RITA's income tax computer system and are accessed directly by designated personnel within the Budget and Finance Department in the performance of this division's role.

Program Comments:

The 2012 recommended Operation and Maintenance budget reflects a increase of \$3,000, or 0.87% overall as compared to the 2011 budget. This is primarily attributable to projected increases for income tax collections and commensurate related expenses

Department:	Division:	Fund:	Account No:
General Government	Income Tax Admins	Income Tax	570-25

Line Description	2010 Actual	2011 Budget	2012 Recommend
11 Employee - Regular Salaries	\$ 47,100	\$ 48,334	\$ 48,334
14 Retirement (PERS)	6,710	6,907	6,907
15 Medicare	661	715	715
16 Health Insurance	11,050	11,040	11,280
18 Overtime	825	1,000	1,000
19 Unemployment & Workers' Comp	607	967	967
<b>Total Personnel Services</b>	<b>\$ 66,953</b>	<b>\$ 68,963</b>	<b>\$ 69,203</b>
21 Travel & Transportation	\$ 124	\$ 200	\$ 200
32 Communications/Postage	2,536	3,500	3,500
33 Rents & Leases	0	0	0
34 Professional Services	3,557	8,750	5,750
35 Maintenance of Equipment & Facility	51	400	400
36 Insurance & Bonding	16	100	100
37 Printing, Photocopy, Advertising	149	500	500
39 Misc. Contractual Service	306,061	324,000	330,000
41 Office Supplies	0	750	750
42 Operating Materials	100	200	200
44 Small Tools/Minor Equipment	0	250	250
71 Refunds	0	0	0
72 Reimbursements	* 5,000	5,000	5,000
79 Over / Under	0	0	0
<b>Total Operation &amp; Maintenance</b>	<b>\$ 317,594</b>	<b>\$ 343,650</b>	<b>\$ 346,650</b>
63 Equipment Items > \$2,500	\$ 0	\$ 0	\$ 0
<b>Total Capital Outlay</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Total</b>	<b>\$ 384,547</b>	<b>\$ 412,613</b>	<b>\$ 415,853</b>

\* Field Local School- Land O Lakes

Department: General Government	Division: Service Administration	Fund: General et al	Account No: 570-06
Resource Summary	2010	2011	2012
Expenditure Categories	Actual	Budget	Recommend
Personnel Services	\$ 315,626	\$ 348,704	\$ 349,664
Operation and Maintenance	424,098	513,600	513,600
Capital Outlay	83,631	56,000	105,403
Total	<u>\$ 823,355</u>	<u>\$ 918,304</u>	<u>\$ 968,667</u>
Total Positions	3	4	4

Funding by Source			
General	\$ 477,000	\$ 573,056	\$ 573,200
Water	66,116	73,812	74,016
Sewer	66,116	73,812	143,868
Solid Waste	66,117	73,812	74,016
Storm	65,831	73,812	74,016
Capital Project	82,175	50,000	29,551
Total	<u>\$ 823,355</u>	<u>\$ 918,304</u>	<u>\$ 968,667</u>

Program Description:

Service Administration is responsible for oversight and direction of the Engineering, Central Maintenance, Utilities Production (Water Treatment Plant and Water Reclamation Facility), Storm Water Utility and Solid Waste Divisions. In addition, it is responsible for maintaining the City's buildings, open-land areas and street lighting.

Program Comments:

The 2012 operation and maintenance budget is unchanged as compared to the 2011 budget. The Service Administration utilities line includes funds for all City facilities except Safety and Parks & Recreation.

The 2012 recommended capital includes the items that were presented in the five year capital plan and the annual \$6,000.00 for decorative street light poles.



Department: General Government	Division: Service Administration	Fund: General et al	Account No: 570-06
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Line Description	2010 Actual	2011 Budget	2012 Recommend
11 Employee - Regular Salaries	\$ 229,483	\$ 249,462	\$ 249,462
14 Retirement (PERS)	31,778	35,687	35,687
15 Medicare	3,350	3,768	3,768
16 Health Insurance	44,928	44,160	45,120
18 Overtime	3,362	10,432	10,432
19 Unemployment & Workers' Comp	2,724	5,195	5,195
<b>Total Personnel Services</b>	<b>\$ 315,626</b>	<b>\$ 348,704</b>	<b>\$ 349,664</b>
21 Travel & Transportation	\$ 365	\$ 2,400	\$ 2,400
25 Auto Allowance	3,600	3,600	3,600
31 Utilities	287,174	320,000	320,000
32 Communications/Postage	3,180	4,600	4,600
33 Rents & Leases	0	500	500
34 Professional Services	4,150	4,800	4,800
35 Maintenance of Equipment & Facility	19,916	19,600	19,600
36 Insurance & Bonding	4,824	6,000	6,000
37 Printing, Photocopy, Advertising	265	2,000	2,000
39 Misc. Contractual Service	86,422	137,000	137,000
41 Office Supplies	2,576	3,500	3,500
42 Operating Materials	10,975	7,600	7,600
44 Small Tools/Minor Equipment	651	2,000	2,000
<b>Total Operation &amp; Maintenance</b>	<b>\$ 424,098</b>	<b>\$ 513,600</b>	<b>\$ 513,600</b>
61 Lands	\$ 0	\$ 0	\$ 0
62 Buildings	33,000	25,000	18,000
63 Equipment Items > \$2,500	8,938	25,000	81,403
64 Street Lighting	1,456	6,000	6,000
68 Contract	40,237		0
<b>Total Capital Outlay</b>	<b>\$ 83,631</b>	<b>\$ 56,000</b>	<b>\$ 105,403</b>
<b>Total</b>	<b>\$ 823,355</b>	<b>\$ 918,304</b>	<b>\$ 968,667</b>

Department: General Government      Division: Service Administration      Fund: General et al      Account No: 570-06

Line Description	General	Water	Sewer	Solid Waste	2012 Subtotal
11 Employee - Regular Salaries	\$ 38,990	\$ 52,618	\$ 52,618	\$ 52,618	196,844
14 Retirement (PERS)	5,459	7,557	7,557	7,557	28,130
15 Medicare	580	797	797	797	2,971
16 Health Insurance	6,768	9,588	9,588	9,588	35,532
18 Overtime	1,000	2,358	2,358	2,358	8,074
19 Unemployment & Workers' Comp	803	1,098	1,098	1,098	4,097
<b>Total Personnel Services</b>	<b>\$ 53,600</b>	<b>\$ 74,016</b>	<b>\$ 74,016</b>	<b>\$ 74,016</b>	<b>275,648</b>
21 Travel & Transportation	\$ 2,400	\$ 0	\$ 0	\$ 0	2,400
25 Auto Allowance	3,600	0	0	0	3,600
31 Utilities	320,000	0	0	0	320,000
32 Communications/Postage	4,600	0	0	0	4,600
33 Rents & Leases	500	0	0	0	500
34 Professional Services	4,800	0	0	0	4,800
35 Maintenance of Equipment & Facility	19,600	0	0	0	19,600
36 Insurance & Bonding	6,000	0	0	0	6,000
37 Printing, Photocopy, Advertising	2,000	0	0	0	2,000
39 Misc. Contractual Service	137,000	0	0	0	137,000
41 Office Supplies	3,500	0	0	0	3,500
42 Operating Materials	7,600	0	0	0	7,600
44 Small Tools/Minor Equipment	2,000	0	0	0	2,000
<b>Total Operation &amp; Maintenance</b>	<b>\$ 513,600</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>513,600</b>
61 Lands	\$ 0	\$ 0	\$ 0	\$ 0	0
62 Buildings					
Carpet Replacement-Council,B&F,Health		0	0	0	0
Service Admin Roof Repair		0	0	0	0
63 Equipment Items > \$2,500					
Server Replacement		0	0	0	0
Fiber to P&R and WRF			69,852		69,852
64 Street Lighting	6,000	0	0	0	6,000
68 Contract					
<b>Total Capital Outlay</b>	<b>\$ 6,000</b>	<b>\$ 0</b>	<b>\$ 69,852</b>	<b>\$ 0</b>	<b>75,852</b>
<b>Total</b>	<b>\$ 573,200</b>	<b>\$ 74,016</b>	<b>\$ 143,868</b>	<b>\$ 74,016</b>	<b>865,100</b>

Department:	Division:	Fund:	Account No:
General Government	Service Administration	General et al	570-06

Line Description	Page A Subtotal	Storm Water	Capital Projects	2012 Total
11 Employee - Regular Salaries	\$ 196,844	\$ 52,618	\$ 0	\$ 249,462
14 Retirement (PERS)	28,130	7,557	0	35,687
15 Medicare	2,971	797	0	3,768
16 Health Insurance	35,532	9,588	0	45,120
18 Overtime	8,074	2,358	0	10,432
19 Unemployment & Workers' Comp	4,097	1,098	0	5,195
<b>Total Personnel Services</b>	<b>\$ 275,648</b>	<b>\$ 74,016</b>	<b>\$ 0</b>	<b>349,664</b>
21 Travel & Transportation	\$ 2,400	\$ 0	\$ 0	2,400
25 Auto Allowance	3,600	0	0	3,600
31 Utilities	320,000	0	0	320,000
32 Communications/Postage	4,600	0	0	4,600
33 Rents & Leases	500	0	0	500
34 Professional Services	4,800	0	0	4,800
35 Maintenance of Equipment & Facility	19,600	0	0	19,600
36 Insurance & Bonding	6,000	0	0	6,000
37 Printing, Photocopy, Advertising	2,000	0	0	2,000
39 Misc. Contractual Service	137,000	0	0	137,000
41 Office Supplies	3,500	0	0	3,500
42 Operating Materials	7,600	0	0	7,600
44 Small Tools/Minor Equipment	2,000	0	0	2,000
<b>Total Operation &amp; Maintenance</b>	<b>\$ 513,600</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>513,600</b>
61 Lands	\$ 0	\$ 0	\$ 0	0
62 Buildings				
Carpet Replacement-Council,B&F,Health			18,000	18,000
Service Admin Roof Repair	0		0	0
63 Equipment Items > \$2,500				
Phone System Upgrade			0	0
Server Replacement	0	0	0	0
Fiber to P&R and WRF	69,852		11,551	81,403
64 Street Lighting	6,000	0	0	6,000
68 Contract		0		0
<b>Total Capital Outlay</b>	<b>\$ 75,852</b>	<b>\$ 0</b>	<b>\$ 29,551</b>	<b>105,403</b>
<b>Total</b>	<b>\$ 865,100</b>	<b>\$ 74,016</b>	<b>\$ 29,551</b>	<b>968,667</b>

Department:	Division:	Fund:	Account No:
General Government	Engineering	General et al	570-17
Resource Summary	2010	2011	2012
Expenditure Categories	Actual	Budget	Recommend
Personnel Services	\$ 618,135	664,868	\$ 666,308
Operation and Maintenance	79,224	115,850	114,650
Capital Outlay	0	0	0
Total	<u>\$ 697,359</u>	<u>\$ 780,718</u>	<u>\$ 780,958</u>
Total Positions	7.6	6.6	6.6
Funding by Source			
General	\$ 233,758	\$ 282,067	\$ 281,227
Water	154,534	166,217	166,577
Sewer	154,534	166,217	166,577
Storm	154,533	166,217	166,577
Total	<u>\$ 697,359</u>	<u>\$ 780,718</u>	<u>\$ 780,958</u>

Program Description:

The Engineering Division provides engineering information, surveys, design and construction inspection for streets, water, sewers and other public projects. This division's primary function consists of the planning and implementation of the capital facilities program and yearly budget. The Engineering division is also responsible for inspections of private developments occurring with current or future City right-of-way and private property within three feet of a building for sewer and water laterals.

Program Comments:

The 2012 recommended operation and maintenance budget reflects a decrease of 1.0% or \$1,200 overall divided into a decrease in Contractual Services of \$500, Operating Materials of \$200, and a decrease in Small Tools/Minor Equipment of \$500, as compared to the 2011 budget.

Department: General Government	Division: Engineering	Fund: General et al	Account No: 570-17
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Line Description	2010 Actual	2011 Budget	2012 Recommend
11 Employee - Regular Salaries	\$ 451,196	\$ 474,172	\$ 474,172
14 Retirement (PERS)	66,624	70,952	70,952
15 Medicare	6,852	7,396	7,396
16 Health Insurance	56,172	66,240	67,680
18 Overtime	27,828	36,000	36,000
19 Unemployment & Workers' Comp	9,464	10,108	10,108
<b>Total Personnel Services</b>	<b>\$ 618,135</b>	<b>\$ 664,868</b>	<b>\$ 666,308</b>
21 Travel & Transportation	\$ 2,776	\$ 7,300	\$ 7,300
28 Vehicle Fuel	2,192	2,750	2,750
32 Communications/Postage	5,810	8,500	8,500
33 Rents & Leases	0	0	0
34 Professional Services	52,526	70,000	70,000
35 Maintenance of Equipment & Facility	2,352	3,000	3,000
36 Insurance & Bonding	1,432	2,000	2,000
37 Printing, Photocopy, Advertising	1,122	1,400	1,400
39 Misc. Contractual Service	6,751	9,600	9,100
41 Office Supplies	1,009	3,000	3,000
42 Operating Materials	2,822	3,800	3,600
44 Small Tools/Minor Equipment	432	4,500	4,000
<b>Total Operation &amp; Maintenance</b>	<b>\$ 79,224</b>	<b>\$ 115,850</b>	<b>\$ 114,650</b>
63 Equipment Items > \$2,500	\$ 0	\$ 0	\$ 0
<b>Total Capital Outlay</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Total</b>	<b>\$ 697,359</b>	<b>\$ 780,718</b>	<b>\$ 780,958</b>



Department: General Government      Division: Engineering      Fund: General et al      Account No: 570-17

Line Description	General	Water	Sewer	Storm Water	2012 Total
11 Employee - Regular Salaries	\$ 118,543	\$ 118,543	\$ 118,543	\$ 118,543	\$ 474,172
14 Retirement (PERS)	17,738	17,738	17,738	17,738	70,952
15 Medicare	1,849	1,849	1,849	1,849	7,396
16 Health Insurance	16,920	16,920	16,920	16,920	67,680
18 Overtime	9,000	9,000	9,000	9,000	36,000
19 Unemployment/Workers' Comp	2,527	2,527	2,527	2,527	10,108
<b>Total Personnel Services</b>	<b>\$ 166,577</b>	<b>\$ 166,577</b>	<b>\$ 166,577</b>	<b>\$ 166,577</b>	<b>\$ 666,308</b>
21 Travel & Transportation	\$ 7,300	\$ 0	\$ 0	\$ 0	\$ 7,300
28 Vehicle Fuel	2,750	0	0	0	2,750
32 Communications/Postage	8,500	0	0	0	8,500
33 Rents & Leases	0	0	0	0	0
34 Professional Services	70,000	0	0	0	70,000
35 Maint.of Equipment & Facility	3,000	0	0	0	3,000
36 Insurance & Bonding	2,000	0	0	0	2,000
37 Printing, Photocopy, Advertising	1,400	0	0	0	1,400
39 Misc. Contractual Service	9,100	0	0	0	9,100
41 Office Supplies	3,000	0	0	0	3,000
42 Operating Materials	3,600	0	0	0	3,600
44 Small Tools/Minor Equipment	4,000	0	0	0	4,000
<b>Total Operation &amp; Maintenance</b>	<b>\$ 114,650</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 114,650</b>
63 Equipment Items > \$2,500	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total Capital Outlay</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>Total</b>	<b>\$ 281,227</b>	<b>\$ 166,577</b>	<b>\$ 166,577</b>	<b>\$ 166,577</b>	<b>\$ 780,958</b>

Department:  
General Government

Division:  
Rental Units

Fund:  
General

Account No:  
570-07

Resource Summary Expenditure Categories	2010 Actual	2011 Budget	2012 Recommend
Personnel Services	\$ 0	\$ 0	\$
Operation and Maintenance	31,965	42,000	42,000
Capital Outlay	0		
Total	<u>\$ 31,965</u>	<u>\$ 42,000</u>	<u>\$ 42,000</u>
Total Positions	0	0	0
<hr/>			
Funding by Source			
General	\$ 31,965	\$ 42,000	\$ 42,000
Total	<u>\$ 31,965</u>	<u>\$ 42,000</u>	<u>\$ 42,000</u>

Program Description:

This cost center is currently used to track expenditures related to general governmental rental properties.

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Program Comments:

The 2012 recommended operation and maintenance budget reflects no changes as compared to the 2011 budget. The amounts budgeted relate to the following properties: the Summit Street Business Development Center and 408 North Mantua (the house next to the West Side Fire Station). In 2009, a millage line was included to facilitate tracking of property taxes related to the City's rentals. The budgeted amount is based upon the current year's property tax bills.



Department:  
General Government

Division: Fund:  
Rental Units General

Account No:  
570-07

Line Description	2010 Actual	2011 Budget	2012 Recommend
31 Utilities	\$ 6,959	\$ 3,000	\$ 3,000
34 Professional Services	2,055	2,500	2,500
35 Maintenance of Equipment & Facilities	7,243	10,000	10,000
39 Misc. Contractual Service	3,071	4,000	4,000
49 Mileage (Property Taxes)	12,637	22,500	22,500
71 Refunds	0	0	
<u>Total Operation &amp; Maintenance</u>	<u>\$ 31,965</u>	<u>\$ 42,000</u>	<u>\$ 42,000</u>
63 Equipment Items > \$2,500	\$ 0	\$ 0	0
<u>Total Capital Outlay</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>0</u>
<u>Total</u>	<u>\$ 31,965</u>	<u>\$ 42,000</u>	<u>\$ 42,000</u>



Department:  
General Government

Division:  
Miscellaneous & Sundry

Fund:  
General

Line Description	2010 Actual	2011 Budget	2012 Recommend
Judgments & Moral Claims	\$ 33,316	\$ 20,000	\$ 20,000
Elections	27,789	23,000	23,000
County Auditor & Treasurer Fees	31,658	33,000	33,000
Delinquent Land Advertising	123	500	500
Independent Auditor	46,280	48,800	48,800
State Audit Fees	762		
Standing Rock Cemetery	140,048	148,000	151,000
Property Taxes	4,153	14,500	14,500
Ambulance Collection Fees/Refunds	0	0	0
Brimfield-Kent JEDD M & I Fund	0	3,000	3,000
Workers' Compensation	9,387	12,500	12,500
Misc. Refunds & Reimbursements	0	0	0
<b>Total</b>	<b>\$ 293,516</b>	<b>\$ 303,300</b>	<b>306,300</b>

