TENTATIVE AGENDA

SPECIAL CITY COUNCIL MEETING
SIKESTON CITY HALL

Wednesday, June 15, 2016
5:00 P.M.

I. CALL TO ORDER

II. RECORD OF ATTENDANCE

III. OPENING PRAYER

IV. APPROVAL OF CITY COUNCIL MINUTES
A. Regular Council Minutes June 6, 2016

V. ITEMS OF BUSINESS
A. Award Bid 16-37, Purchase of Network Switches with Voice Gateways for Public Safety and Public Works Facilities
B. 2nd Reading and Consideration of Bill #6024, Amending FY-16 Budget Ordinance
C. 2nd Reading and Consideration of Bill #6025, FY-17 Budget Ordinance
D. 2nd Reading and Consideration of Bill #6026, FY-17 Staffing & Compensation Ordinance
E. Other Items As May Be Determined During the Course of the Meeting

VI. ADJOURNMENT

Dated this 9th day of June 2016

Carroll Couch, City Clerk

The City of Sikeston complies with ADA guidelines. Notify Linda Lowes at 471-2512 (TDD Available) to notify the City of any reasonable accommodation needed to participate in the City Council's Meeting.
The regular Sikeston City Council meeting of June 6, 2016 was called to order at 5:00 p.m. in the City Council Chambers, located at 105 East Center, Sikeston. Present at the meeting were: Mayor Steven Burch and Councilmen Bob Depro, Karen Evans, Jon Gilmore, Ryan Merideth, Gerald Settles, and Mary White-Ross. Staff in attendance were: City Manager Jonathan Douglass, City Clerk Carroll Couch, Governmental Services Director Linda Lowes, DPS Director Drew Juden, Public Works Director Jay Lancaster, Economic Development Director Ed Dust, Street Superintendent Brian Dial, Street Supervisor Darren Martin, Public Safety Captain Bill Mygatt, and Account Clerk Amanda Groves.

APPROVAL OF CITY COUNCIL MINUTES

City Council minutes of May 2 and May 16, 2016 were presented for approval. Councilman Depro moved to approve the minutes as presented. Councilman Gilmore seconded the motion and the following roll call vote was recorded:


ACCEPTANCE OF BOARD AND COMMISSION MINUTES

Minutes from various board and commission meetings were presented to the City Council. Councilwoman Evans moved to approve the minutes as presented. The motion was seconded by Councilman Merideth and voted as follows:


ITEMS OF BUSINESS

Bid Award: CDBG Demolition Project #08-PF-26

DPW Director Lancaster briefed Council on plans to use CDBG funds to demolish 5 residential structures, 1 commercial structure, and 11 residential structures that also require asbestos removal. Three firms submitted bids with Bill James Excavating submitting the lowest and best bid of $94,100. Staff requested Council award this demolition project to Bill James Excavating.

Councilman Depro moved to award the project to Bill James Excavating for $94,100. The motion was seconded by Councilwoman White-Ross and the following vote recorded:


Bid Award 16-32: Street, Storm Sewer and Sidewalk Improvements

DPW Director Lancaster provided an overview of this 2016 Street & Stormwater Drainage Project that addresses stormwater drainage improvements at Maple and Greer, and on Davis Boulevard; make ADA improvements to downtown sidewalks; and perform milling and resurfacing on Virginia from Warner to Maple, and on Compress Road from Petty to Sunset...
Boulevard. Lancaster requested the low bidder, Apex Paving Company, be awarded this project for a cost of $243,410.15.

Councilman Gilmore made the motion to award this project to Apex Paving Company for $243,410.15. Councilman Depro provided the second and the following roll call vote was recorded:


Authorization to Purchase Bat-Wing Mower

During FY-17 budget discussions the need for an oversized mower was established. Using monies obtained from FY-16 cost savings, Public Works sought bids for the purchase of a 15' wide, batwing mower. Holt Ag submitted the lowest bid, $12,500. Staff requested the award of this purchase to Holt Ag.

Councilman Depro made the motion to award the purchase to Holt Ag. The motion was seconded by Councilman Merideth and the following vote recorded:


Award of RFP 16-19, Rail-to-Trail Consultant

Upon acquisition of trail rights along the former Union Pacific Railroad corridor, the City issued a RFP to acquire professional services for the development of a rail-to-trail master plan. Four firms responded with both staff and the Professional Consulting Committee recommending the contract be awarded to Gateway Design Studio of St. Louis for costs not exceed $10,000 with no more than $1,000 in reimbursable expenses.

Councilman Gilmore made the motion to award the project to Gateway Design Studio. The motion was seconded by Councilman Merideth and the following vote recorded:


Authorization to Proceed with 2016 Byrnes-JAG Grant Application

DPS Captain Mygatt requested Council authorization to proceed with a Byrnes-JAG Law Enforcement Grant application. Grant proceeds of $27,645 will be shared with the Scott County Sheriff’s Department. $19,351.50 (70%) of this amount will be used by Sikeston DPS for officer body cameras and associated digital data storage.

Councilman Depro made the motion to proceed with application. The motion was seconded by Councilman Evans and the following vote recorded:

Briefing: STP Urban Funding Program

DPW Director Lancaster briefed Council regarding his concerns with the Missouri Highway Commission’s discussions on abandoning the STP Urban Funding Program. The STP Urban program provides smaller cities throughout Missouri with annual funding to address road and bridge repairs. The City receives $66,000 annually through this program and has used these funds to replace the Wakefield Avenue Bridge and install a traffic signal at the entrance to Three Rivers College.

Council directed staff to issue a letter to the Missouri Highway Commission expressing the City’s concern with the Commission’s plan to abandon this program.

Briefing: Chamber/DED Partnership

City Manager Douglass briefed Council on plans to create a single economic development point of contact by merging Sikeston DED with the Chamber of Commerce. Council was presented the proposed organizational chart and contracts for this merger. No formal Council action was taken.

First Reading of Bill 6024, Amending FY-16 Budget Ordinance

Councilman Gilmore made the motion to conduct the first reading of Bill Number 6024. The second was provided by Councilman Evans, discussed and the following roll call vote recorded:

   White-Ross Aye, Burch Aye, Depro Aye, Evans Aye, Gilmore Aye,
   Merideth Aye, and Settles Aye, thereby being passed.

City Clerk Couch presented the bill for reading. This bill as adopted shall become emergency ordinance 6024, and shall amend ordinance number 5988, the FY-16 budget.

First Reading of Bill 6025, FY-17 Budget Ordinance

Councilman Depro made the motion to conduct the first reading of Bill Number 6025. The second was provided by Councilwoman White-Ross, discussed and the following roll call vote recorded:

   White-Ross Aye, Burch Aye, Depro Aye, Evans Aye, Gilmore Aye,
   Merideth Aye, and Settles Aye, thereby being passed.

City Clerk Couch presented the bill for reading. In discussions that followed Council directed staff to amend Bill 6025 to include adding appropriations for these previously unfunded projects: $50,000 for downtown bathroom facility; $90,000 for City Hall awning repairs and ADA sidewalk improvements; and $25,000 for installation of a warning siren in the Sikeston Business, Education & Technology Park. This bill adopted, as amended, shall become emergency ordinance 6025, the FY-17 budget ordinance.

First Reading of Bill 6026, FY_17 Staffing and Compensation Ordinance

Councilman Depro made the motion to conduct the first reading of Bill Number 6026. The second was provided by Councilman Merideth, discussed and the following roll call vote recorded:

   White-Ross Aye, Burch Aye, Depro Aye, Evans Aye, Gilmore Aye,
   Merideth Aye, and Settles Aye, thereby being passed.

City Clerk Couch presented the bill for reading. This bill as adopted shall become emergency ordinance 6026, the FY-17 staffing and compensation ordinance.

**ADJOURNMENT**

There being no further business before the City Council, Councilman Depro moved to adjourn. The motion was seconded by Councilman Evans and the following roll call vote was recorded:


APPROVED:

__________________________________

STEVEN BURCH, MAYOR

ATTEST:

__________________________________

CARROLL L. COUCH, CITY CLERK

SEAL:
Date of Meeting: 16-06-15

Originating Department: Governmental Services, IT Unit

To the Mayor and City Council:

Subject: Award of Bid 16-37, Network Switch Upgrade (Public Works and Fire Dept)

Attachment(s):
1. Bid Tabulation Sheet

Action Options:
1. Award Bid-16-20 to Broadtek for $23,924.12
2. Other action Council may deem appropriate

Background:

Bids were opened on June 6 from vendors who could provide the required network equipment to complete upgrades for the City of Sikeston’s switch infrastructure at the Public Works compound, Clinton Building and all Three Fire stations. The network equipment will include a voice router and a layer 2 switch at each location along with licensing and warranty on those devices. This project will eliminate the switches and voice routers at each location that are at end of life.

Currently, the I.T department is managing respectively within all five locations five switches and five voice gateways that have been deemed by Cisco enterprise as outdated or end of life. What this means for the city is that in an event of failure from one or more of the switches, the switches themselves are no longer covered by Cisco next business day guarantee service.

Companies submitting bids were Broadtek, Zones, and CDWG. Both Zones and CDWG submitted incorrect bids for the equipment that is required eliminating them from the bid process. Broadtek submitted a bid of $23,924.12, which consisted of hardware, licensing and maintenance.

Based on the information received, Staff would like Council’s approval to award Bid 16-37 to Broadtek in the amount of $23,924.12.
Bids for Network Switches with Voice Gateway were opened on Monday, June 6, 2016 at 1:30 p.m. Present for the opening were Sam Villagrana, IT Administrator; Rhonda Council, Administrative Assistant; and Amanda Groves, Account Clerk. Three companies, CDWG, Zones and Broadtek, submitted the following bids:

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<tr>
<th></th>
<th>CDWG</th>
<th>Zones</th>
<th>Broadtek</th>
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<tr>
<td>Layer 2 24 Port PoE Switch (5)</td>
<td>$7,940.20</td>
<td>$7479.00</td>
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<td>NIM (4)</td>
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<td>Licensing (6)</td>
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<td>Maintenance</td>
<td>$2,554.85</td>
<td>$1,772.10</td>
<td>$3,220</td>
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<td>TOTAL</td>
<td>$20,814.88</td>
<td>$16,521.33</td>
<td>$23,924.12</td>
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PURCHASE RESPONSE NETWORK SWITCH
BID #16-37
June 6, 2016
Date of Meeting: 16-06-15

Originating Department: Administrative Services

To the Mayor and City Council:

Subject: 2\textsuperscript{nd} Reading, Bill # 6024, Amending FY-16 Budget Ordinance

Attachments:

1. Bill 6024
2. Budget Amendment Detail

Action Options:

1. 2\textsuperscript{nd} Reading & Approval of Bill #6024, Amending FY-16 Budget Ordinance
2. Other Action Council may deem appropriate

Background:

Ordinance 6024 amends the original FY-16 appropriation ordinance 5988 to reflect activity throughout the fiscal year. Major events reflected include the Santie Oil fire, Airport terminal construction, repairs to fire apparatus ladder number two, roof damage in the Public Works Complex, grant activity, personnel, and demolition of the Odd Fellows building. The City received insurance proceeds in a prior fiscal year to help offset the roof damage. Also, the City received $74,000 in insurance proceeds to offset additional costs for personnel, fire hose and suppression chemicals used in relation to the Santie Oil fire.
BILL Number 6024 ORIDINANCE Number 6024

THIS BILL AS ADOPTED SHALL BECOME AN EMERGENCY ORDINANCE NUMBER 6024, AND SHALL AMEND ORDINANCE NUMBER 5988, THE FY-16 BUDGET.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SIKESTON, MISSOURI, AS FOLLOWS:

SECTION I: General
A. Codification:
   1. This ordinance shall not be codified as part of the SIKESTON MUNICIPAL CODE.
   2. Ordinance Number 6024 is hereby amended to read as follows:

SECTION II: Appropriations
A. General Fund 010: The sum of $10,199,583 is hereby appropriated out of revenues accruing to the CITY, transfers from other Funds and Fund balance, for the payment of operating and capital expenses, for designated governmental services.

B. Transportation Sales Tax 025: The sum of $1,772,907 is hereby appropriated out of Sales Tax Revenue accruing to the City and available Fund balance, to provide financial support for construction, reconstruction, repair and maintenance of streets, street drainage, roads, bridges and equipment necessary for same, in accordance with the provisions of the Transportation Sales Tax Ordinance Number 4775.

C. Essex Fund 031: The sum of $979,000 is hereby appropriated out of revenues accruing to the City, available fund balances, and transfers from other funds for the purpose of maintaining the Essex building, and other economic development functions.

D. Park Fund 040: The sum of $545,414 is hereby appropriated out of revenues accruing to the Park Fund, transfers from other funds and available fund balance for the payment of operating and capital expenses designated for public park functions.

E. Tourism Fund 065: The sum of $117,582 is hereby appropriated out of revenues accruing to the Tourism Tax Fund, transfers from other funds, and available Fund balance, for the payment of operating and capital expenses designated for tourism promotion and marketing functions.

F. Rodeo Trust Fund 066: The sum of $976,520 is hereby appropriated out of revenues accruing to the City, transfers from other funds, and available Fund balance, for the payment of Airport Improvements.

G. 911 Fund 070: The sum of $1,042,874 is hereby appropriated out of revenues accruing to the CITY, transfers from other Funds and Fund balance, for the payment or expenses related to E-911 operations.

H. Capital Improvement Sales Tax Fund 075: The sum of $1,518,816 is hereby appropriated out of revenues accruing to the City, transfers from other funds and fund balance, for the payment or expenses resulting from designated capital items.

SECTION III: Repealer. Any other ordinances or part(s) thereof inconsistent herewith are hereby repealed.

SECTION IV: Severability. Should any part or parts of this ordinance be found or held to be invalid by any court of competent jurisdiction, the remaining part or parts shall be severable and shall continue in full force and effect.

SECTION V: Emergency Clause. This Ordinance is adopted as an emergency measure so that the effective date is prior to the end of FY-16.

SECTION VI: Record of Passage:
A. Bill Number 6024 was introduced to Council and read the first time this 6th day of June 2016.

B. Bill Number 6024 was read the second time this 15th day of June 2016, discussed and was voted as follows:

 Depro, Evans, Settles, Merideth, White-Ross, Gilmore, and Burch,

thereby being,

becoming Ordinance 6024.
C. Upon passage by a majority of the Council, this Bill shall become Ordinance 6024 and shall be in full force and effect.

Steven Burch, Mayor

Approved as to Form
Charles Leible, City Counselor

SEAL/ATTEST:

Carroll Couch, City Clerk
### GENERAL FUND

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Total General Fund: 329,634
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Amended Appropriation: 10,199,583
LESS: INSURANCE AND GRANTS: 129,512
NET: 10,070,071

### TRANS. SALES

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Total Trans. Sales Tax: 137,800
Original Appropriation: 1,635,107
Amended Appropriation: 1,772,907
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<td>75-47-558.5646</td>
<td>7800</td>
<td>10000</td>
<td>2,200</td>
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<tr>
<td>75-47-558.5756</td>
<td>80000</td>
<td>81375</td>
<td>1,375</td>
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<tr>
<td><strong>Total Capital Fund</strong></td>
<td></td>
<td></td>
<td></td>
<td>108,621</td>
</tr>
<tr>
<td><strong>Original Appropriation</strong></td>
<td></td>
<td></td>
<td></td>
<td>1,410,195</td>
</tr>
<tr>
<td><strong>Amended Appropriation</strong></td>
<td></td>
<td></td>
<td></td>
<td>1,518,816</td>
</tr>
<tr>
<td><strong>SIXTY SIXTY-ONE TIF</strong></td>
<td></td>
<td></td>
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<tr>
<td>90-05-440.4901</td>
<td>44,476</td>
<td>44,476</td>
<td></td>
<td></td>
</tr>
<tr>
<td>90-10-554.5254</td>
<td></td>
<td>(44,479)</td>
<td>-44,479</td>
<td></td>
</tr>
</tbody>
</table>
Date of Meeting: June 15, 2016

Originating Department: City Manager

To the Mayor and City Council:

Subject: Fiscal Year 2017 Budget

Attachment(s):

1. Budget Ordinance #6025
2. Budget Transmittal Letter
3. FY2017 Budget

Action Options:

1. 2nd Reading and Approval of Bill #6025
2. Other Action Council May Deem Necessary

Background

Ordinance # 6025 provides for the adoption of the Fiscal Year 2017 (FY17) budget for the City of Sikeston. As directed by Council at the June 6 meeting, we have added $25,000 to the Capital Improvement Fund budget for a tornado siren at the Sikeston Business, Education and Technology Park.

Staff requests that the City Council conduct a second reading and approve Bill #6025 appropriating the Fiscal Year 2017 Budget.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SIKESTON, MISSOURI, AS FOLLOWS:

SECTION I: General
A. Ordinances Repealed:
   1. Ordinance Number 5988 and all amendments to the FY-16 Budget are hereby repealed.

B. Codification:
   1. This ordinance as may be amended and the attached detailed financial plan shall not be codified as part of the SIKESTON MUNICIPAL CODE.

C. Purpose and Responsibility:
   1. This financial plan or budget, as submitted by the City Manager of the City of Sikeston, hereinafter referred to as “MANAGER” and “CITY” respectively and approved by the City Council, hereinafter referred to as “COUNCIL”, shall represent the entire financial plan of anticipated revenues, fund balances and expected expenses of the CITY for the period aforesaid, and shall be referred to collectively as the “FY-2017 BUDGET”.

SECTION II: Appropriations
A. General Fund 010: The sum of $9,682,682 is hereby appropriated out of revenues accruing to the CITY, transfers from other Funds and Fund balance, for the payment of operating and capital expenses, for designated governmental services as itemized, to wit;

B. Sales Tax Fund 020: The sum of $3,118,169 is hereby appropriated out of Sales Tax Revenue accruing to the CITY and available Fund balance, for payment of operating and capital expenditures for designated governmental functions, in accordance with the provisions of the Sales Tax Ordinance Number 3798.

C. SAHEC Sales Tax 022: The sum of $69,272 is hereby appropriated out of Sales Tax Revenue accruing to the City and available Fund balance, for payment of expenditures relating to the construction, furnishing, and debt service of the Sikeston Area Higher Education Center.

D. Transportation Sales Tax 025: The sum of $1,562,653 is hereby appropriated out of Sales Tax Revenue accruing to the City and available Fund balance, for payment of capital item purchases and capital improvements for designated governmental projects and related equipment only, in accordance with the provisions of the Transportation Sales Tax Ordinance Number 4775.

E. Economic Development 030: The sum of $306,787 is hereby appropriated out of revenues accruing to the City, transfers from other funds, and available fund balances for the payment of operating expenses designated for economic development functions.

F. Essex Fund 031: The sum of $40,000 is hereby appropriated out of revenues accruing to the City, available fund balances, and transfers from other funds for the purpose of maintaining the Essex building, and other economic development functions.

G. Park Fund 040: The sum of $538,863 is hereby appropriated out of revenues accruing to the Park Fund, transfers from other funds, and available Fund balance, for the payment of operating and capital expenses designated for public park functions.

H. Municipal Court Fund 050: The sum of $267,178 is hereby appropriated out of revenues accruing to the CITY, transfers from other funds and fund balance, for the payment or expenses resulting from designated capital items and capital improvements.
I. **Tourism Fund 065:** The sum of $140,750 is hereby appropriated out of revenues accruing to the Tourism Tax Fund, transfers from other funds, and available Fund balance, for the payment of operating and capital expenses designated for tourism promotion and marketing functions.

J. **Rodeo Trust Fund 066:** The sum of $10,000 is hereby appropriated out of revenues accruing to the City, transfers from other funds, and available Fund balance, for the payment of Airport Improvements.

K. **911 Fund 070:** The sum of $724,343 is hereby appropriated out of revenues accruing to the CITY, transfers from other Funds and Fund balance, for the payment of expenses related to E-911 operations.

L. **Capital Improvement Fund 075:** The sum of $1,675,317 is hereby appropriated out of revenues accruing to the City, transfers from other funds and fund balance, for the payment or expenses resulting from designated capital items.

M. **60 West TIF District Fund 091:** The sum of $-0- is hereby appropriated out of revenues accruing to the City, transfers from other funds and Fund balance, for the payment of Public Improvements.

N. **60/61 TIF District Fund 090:** The sum of $93,000 is hereby appropriated out of revenues accruing to the City, transfers from other funds and fund balance, for the payment of TIF Notes.

O. **Main & Malone TIF District Fund 095:** The sum of $118,200 is hereby appropriated out of revenues accruing to the City, transfers from other funds and fund balance, for the payment of TIF Bond issuances.

**SECTION III: Administration**

A. The **MANAGER** shall be responsible for:
   1. Ensuring compliance with the provisions of this ordinance; the general and specific administration of the FY-2017 Budget plan and may adopt any supportive policy or procedure he deems appropriate to and in support of such administration.
   2. Monitoring revenues, fund balances and expenditures to ensure compliance with this ordinance and appropriate use of City funds.
   3. Disapproving any expenditure and/or disallowing any claim, which in his sole opinion is not justified or not in compliance with this ordinance or City Code or established policy or procedure.
   4. Authorizing minor transfers, re-appropriation and/or expenditure in excess of specific accounts or Divisional appropriations, provided Fund appropriations based on revenue receipts plus fund balance are not exceeded.
   5. Drafting or causing to be drafted for Council consideration any amendment to this Ordinance when 1) significant change may be required; 2) to address Council action; revenue(s) and/or expenditure(s) which differ from estimates by greater than ten percent (10%) of the estimates or plan.

B. The **CITY CLERK** shall be responsible for:
   1. Confirming and certifying that total expenditures plus encumbrances shall not at any time exceed the total of actual revenue received plus fund balances.
   2. Providing monthly financial statements to the:
      a. Council and Manager, summarizing all financial activity of all Funds, in a format to be approved by the Manager.
      b. Manager containing detailed budget summaries of all Fund, Department and Division financial activity, including direct expenditures and encumbrances, in a format to be approved by the Manager.
      c. Department heads containing detailed budget summaries of all Personnel, Maintenance and Operation accounts, and Capital Items/Improvements, by line item, for which they are responsible, including expenditures and encumbrances, in a format to be approved by the Manager.
3. Ensuring no expenditure is authorized from the Capital Improvement Fund, except as approved by Council and/or Manager action as appropriate and in compliance with the Municipal Code Title 3 et. seq.

4. Developing, implementing, monitoring, revising and/or upgrading the City’s accounting system and purchasing policy and procedures, at the direction and with the approval of the Manager.

C. All Department Heads are responsible for:
1. Exercising prudent management control over each account assigned to their respective department.
2. Ensuring compliance with this ordinance and policy and procedure currently or as may be established.
3. Continually striving for the most cost effective method(s) of operation of their department, in all areas including personnel, maintenance, operations and capital expenditures.

D. No expenditure shall be made for any fund which is not in compliance with this ordinance and/or with the formal detailed financial plan or Budget, City Code and policy or procedure as approved by the Manager.

SECTION IV: Compensation and staffing levels.
A. Shall be in accordance with the provisions of Ordinance Number 6026.
B. Administration of Compensation and Staffing Levels shall be in accordance with Ordinance Number 6026.

SECTION V: Repealer. Any other ordinances or part(s) thereof inconsistent herewith are hereby repealed.

SECTION VI: Severability. Should any part or parts of this ordinance be found or held to be invalid by any court of competent jurisdiction, the remaining part or parts shall be severable and shall continue in full force and effect.

SECTION VII: Emergency Clause. This Ordinance is adopted as an emergency measure so that the effective date corresponds with the fiscal year.

SECTION VIII: Record of Passage:
A. Bill Number 6025 was introduced to Council and read the first time this 6th day of June 2016
B. Bill Number 6025 was read the second time this 15th day of June 2016 discussed and was voted as follows:

   Depro_________,  Settles _________,  Gilmore ________,  Evans__________
   White-Ross_______,  Meredith ______,  and Burch_______,
   thereby being__________________
   becoming Ordinance 6025.

C. Upon passage by a majority of the Council, this Bill shall become Ordinance 6025 and shall be in full force and effect from and after July 1, 2016.

________________________________________
Steven Burch, Mayor

Approved as to Form
Charles Leible, City Counselor
SEAL/ATTEST:

Carroll Couch, City Clerk
To the Mayor and City Council,

In accordance with the Sikeston City Charter, the City’s proposed budget for Fiscal Year 2017 (July 1, 2016 through June 30, 2017) is hereby submitted. This budget is balanced, adds a small amount to our healthy reserves, and allocates the new capital improvement sales tax in accordance with the City Council’s pledge to voters. Approximately half of the capital improvement sales tax is used fund current capital improvements, thus freeing general funds to make Public Safety salaries market competitive, and the other half is used for new capital improvements in streets and parks. Employees not included in the Public Safety salary adjustments are also provided a fair salary adjustment. New seasonal employees are added to the Parks and Streets divisions to help during summertime mowing and construction seasons.

Mission and Vision of the City

Sikeston is organized under Missouri state laws as a Constitutional Charter City, governed by the City Charter adopted by Sikeston voters in 2002. The City provides traditional municipal services including police and fire protection, street and park maintenance, 911 dispatching, storm water management, airport maintenance and operations, economic development, planning and development services, animal control, municipal court, and other associated services. Residential trash service is provided by the City through a contracted vendor. The Sikeston Board of Municipal Utilities is a separate public entity (not covered by this budget) providing electric, water, and sewer services.

The City of Sikeston Long Term Strategic Plan, adopted in 2009 and updated in 2016, identifies four performance areas as key to Sikeston’s future: economic development, education, housing, and quality of life. The City Council Goals adopted in July 2015 identify the following goals areas as priorities for the city staff and Council:

- Housing
- Economic Development and Marketing
- Revenue Enhancement and Financial Stewardship
- Quality of Life

Services provided by the City of Sikeston are vital contributors to the goals identified by the Strategic Plan and the City Council.

Revenue Sources

Property and Sales Tax Trends
The dominant long term assumption for our budgeting purposes has been flat revenues. As seen in the chart below, property tax and sales tax revenues have been relatively flat from 2004 through 2014. After the property tax reduction associated with passage of the one cent sales tax measure in
2004, property tax revenues have grown at a steady but slow rate. In FY15, sales tax revenues grew by an encouraging 9% over the previous year. In FY16 year-to-date, sales taxes are up by an additional 1% over FY15. For FY17, we have budgeted an additional 1% increase in sales tax revenues. If revenues come in lower than expected, mid-year adjustments to expenditures (such as not filling vacant positions) are always an option. The graph below also illustrates the City’s relative dependence on sales taxes vs. property taxes and the importance of growing our sales tax generation. The graph accounts only for the City of Sikeston sales taxes, and does not include franchise fees or other taxes that might be grouped with sales taxes.

![Property and Sales Tax Revenue History](image)

**Property Tax Rate**

The precise property tax rate (for real estate and personal property) will be adopted by ordinance by the City Council after going through a process to review compliance with the Missouri Hancock Amendment. First, the Scott County and New Madrid County assessors’ offices will determine the appraised value of property in the city. Commercial, residential, and agricultural properties are then assessed at different percentages of the appraised valuation in order to determine the assessed valuation, and the tax rate is applied to the assessed valuation. After the counties determine the assessed valuation of property within the city, the Missouri State Auditor’s Office reviews the valuation and the tax rates for compliance with the Hancock Amendment, which requires that if the assessed valuation of property within the city increases faster than inflation, then the City must reduce its maximum authorized current levy. After the State Auditor’s Office review is complete the City Council will adopt the tax rate prior to the statutory deadline of September 1, 2016.

The City of Sikeston’s current property tax rate is $0.7532 per $100 dollars of assessed valuation (an explanation and example of how that property tax rate would be applied to a residential home will follow). Portions of that rate are designated for certain purposes:

- **General Fund**: $0.4024
- **Public Library Fund**: $0.1754
Public Parks: $0.1754

Total: $0.7532 per $100 of assessed valuation

Commercial, residential, and agricultural properties are assessed at different percentages of appraised value:

- Commercial: 32%
- Residential: 19%
- Agricultural: 12%

To estimate the city portion of real estate taxes on a residential property, first determine the assessed valuation of the property by multiplying the appraised value of the home (as determined by the county assessor’s office) by 19%:

\[
\text{Appraised value of home} = \$100,000 \\
\times \frac{19\%}{100} = \frac{19,000}{100} = \$190
\]

Then divide the assessed valuation by 100 (because the city tax rate is calculated per 100 dollars of assessed valuation) and multiply by the tax rate of 0.7532.

\[
\$190 \times 0.7532 = \$143.11
\]

<table>
<thead>
<tr>
<th>Appraised Value of Home</th>
<th>Assessed Valuation</th>
<th>Approximate City Real Estate Tax Bill</th>
</tr>
</thead>
<tbody>
<tr>
<td>$100,000</td>
<td>$19,000</td>
<td>$143.11</td>
</tr>
<tr>
<td>$150,000</td>
<td>$28,500</td>
<td>$214.66</td>
</tr>
<tr>
<td>$200,000</td>
<td>$38,000</td>
<td>$286.22</td>
</tr>
<tr>
<td>$250,000</td>
<td>$47,500</td>
<td>$357.77</td>
</tr>
<tr>
<td>$300,000</td>
<td>$57,000</td>
<td>$429.32</td>
</tr>
</tbody>
</table>

**Property Tax History**

<table>
<thead>
<tr>
<th>Fiscal Year</th>
<th>Total Assessed Valuation</th>
<th>Total Rate</th>
<th>General Fund</th>
<th>Park Fund</th>
<th>Library Fund</th>
</tr>
</thead>
<tbody>
<tr>
<td>2016</td>
<td>$209,454,171</td>
<td>.7532</td>
<td>.4024</td>
<td>.1754</td>
<td>.1754</td>
</tr>
<tr>
<td>2015</td>
<td>$200,667,773</td>
<td>.7490</td>
<td>.4002</td>
<td>.1744</td>
<td>.1744</td>
</tr>
<tr>
<td>2014</td>
<td>$194,539,415</td>
<td>.7494</td>
<td>.4004</td>
<td>.1745</td>
<td>.1745</td>
</tr>
<tr>
<td>2013</td>
<td>$193,769,215</td>
<td>.7494</td>
<td>.4004</td>
<td>.1745</td>
<td>.1745</td>
</tr>
<tr>
<td>2012</td>
<td>$185,295,894</td>
<td>.7482</td>
<td>.3998</td>
<td>.1742</td>
<td>.1742</td>
</tr>
<tr>
<td>2011</td>
<td>$185,569,398</td>
<td>.7366</td>
<td>.3936</td>
<td>.1715</td>
<td>.1715</td>
</tr>
<tr>
<td>2010</td>
<td>$181,501,570</td>
<td>.7366</td>
<td>.3936</td>
<td>.1715</td>
<td>.1715</td>
</tr>
<tr>
<td>2009</td>
<td>$192,481,876</td>
<td>.6911</td>
<td>.3693</td>
<td>.1609</td>
<td>.1609</td>
</tr>
<tr>
<td>2008</td>
<td>$173,290,246</td>
<td>.6911</td>
<td>.3693</td>
<td>.1609</td>
<td>.1609</td>
</tr>
<tr>
<td>2007</td>
<td>$173,290,346</td>
<td>.6911</td>
<td>.3693</td>
<td>.1609</td>
<td>.1609</td>
</tr>
<tr>
<td>2006</td>
<td>$169,528,091</td>
<td>.6911</td>
<td>.3693</td>
<td>.1609</td>
<td>.1609</td>
</tr>
</tbody>
</table>
Sales Tax Rates

Portions of Sikeston fall within two different counties, Scott and New Madrid, and different sales tax rates apply in each county. Various entities, including the City of Sikeston, levy sales taxes within their jurisdictions. The City of Sikeston receives three cents for every one dollar of taxable sales within the city limits (i.e. a rate of .03000).

<table>
<thead>
<tr>
<th>Taxing Authority</th>
<th>Rate Within Scott County</th>
<th>Rate Within New Madrid County</th>
</tr>
</thead>
<tbody>
<tr>
<td>State of Missouri</td>
<td>.04225</td>
<td>.04225</td>
</tr>
<tr>
<td>County General Revenue</td>
<td>.01000</td>
<td>.01000</td>
</tr>
<tr>
<td>County Transportation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>County Ambulance District</td>
<td>.00500</td>
<td></td>
</tr>
<tr>
<td>City General Revenue</td>
<td>.02000</td>
<td>.02000</td>
</tr>
<tr>
<td>City Transportation</td>
<td>.00500</td>
<td></td>
</tr>
<tr>
<td>City Capital Improvements</td>
<td>.00500</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td><strong>.08225</strong></td>
<td><strong>.00925</strong></td>
</tr>
</tbody>
</table>

In August 2016, Sikeston voters will be asked to approve the continued collection of sales tax on the titling of vehicles purchased out-of-state. This will not be a new tax, but a continuation of an existing tax. Due to legislation adopted by the Missouri General Assembly, this tax will be outlawed unless continuation is approved by voters. If continuation of this tax is not approved, the City of Sikeston will lose around $168,000 in annual revenue. Expiration of the tax will also put Sikeston car dealers at a disadvantage against dealers across state lines.

Fund Balances (Reserves)

The City’s finances are split into various funds. Each of these funds has a “balance” at the end of the year which serves as the City’s reserves. These reserves are important both for emergency preparedness and cash management purposes. Maintaining healthy fund balances is also important because of the City’s heavy reliance on sales tax revenues. Sales tax revenues are somewhat unpredictable, and could be dramatically affected by decisions of individual retailers or efforts by the Missouri General Assembly to carve out special interest tax exemptions.

Here are some things to know about fund balances generally, and about the effect of this budget on the fund balances:

- City funds are classified as either restricted or unrestricted. Restricted funds may only be used for certain purposes. For example, the Tourism Fund may only be expended on items related to promoting tourism. The Transportation Tax Fund, Park Fund, Capital Improvement Sales Tax Fund and E-911 Fund are also restricted funds. The General Fund, Sales Tax Fund, and Municipal Court Fund are all unrestricted funds. Unrestricted funds may be spent on any lawful City purpose.

- The Government Finance Officers Association (GFOA) is a professional association providing financial policy research and best practices for government finance. GFOA notes that the individual circumstances and risks a city may face dictate different levels of fund balance in order to mitigate those risks. Risks to consider may include: revenue...
volatility, ability to increase tax revenue, risk of infrastructure failure, vulnerability to extreme events including weather and other natural disasters, exposure to lawsuits, and cash flow needs.

- City policies call for minimum fund balances for restricted funds of at least 15% of revenues, and minimum fund balances for unrestricted funds of at least 25% of revenues. Individually, all fund balances in the FY17 budget comply with these policies, except for the Municipal Court Fund. The court is projected to operate at a small deficit this year, and several expenditure cuts have been made, but I recommend waiting to see how recent regulatory changes and new electronic ticketing systems affect court operations before making further adjustments. Collectively, both restricted funds and unrestricted funds easily comply with the fund balance policies.

- The General Fund balance under this first draft of the FY17 budget increases from $4,590,013 to $4,621,537.

- The overall fund balance (for all funds together) increases from $7,246,642 to $7,490,711. This equates to 50.2% of total revenues, meaning we have about six months of reserves.

- On-going expenditures, such as personnel costs or routine maintenance, need on-going funding sources. For some one-time expenditures, such as catching up on deferred maintenance or investing in a new building or piece of equipment, it may be appropriate to use a one-time funding source, such as a grant. Spending money out of fund balances is another one-time funding source.

- In December 2015, following the passage of the new ½ Cent Capital Improvement Sales Tax, the City Council approved a three year plan for Public Safety Officer and Dispatcher compensation which included merit increases and varying adjustments based on position in FY17, merit increases in FY18, and merit increases and a 2% COLA in FY19. This plan complies with the Council’s pledge to use half of the new sales tax revenue to offset capital improvement expenditures currently made out of the general fund, thus freeing up general funds to make Public Safety salaries more market competitive.

In order to make sure ongoing operating funds are available for the compensation increases pledged in FY18 and FY19, the increase in the general fund balance needs to be at least $167,042 from FY16 to FY17, and at least $123,674 from FY17 to FY18. In layman’s terms, we need to make sure we save some of the new funds so we can afford the salary adjustments pledged for years two and three of the plan. The FY17 budget as proposed at the May 16 public hearing contained sufficient funds for these future salary adjustments. At that time the City Council directed staff to fund two additional one-time projects out of the general fund balance: the city hall awning repairs and downtown bathroom now included in the capital improvement budget. Funds were thus transferred from the General Fund to the Capital Improvement Fund to pay for these projects. Due to this transfer the General Fund balance does not appear to contain sufficient surplus for the future salary adjustments, however, because the additional projects funded from the balance are not ongoing expenditures, sufficient funds are available for the pledged salary adjustments.
Employee Compensation

During the budget process for Fiscal Year 2016, and after passage of the new Capital Improvement Sales Tax in November 2015, the City Council approved salary adjustments for sworn law enforcement officers and communication officers (9-1-1 dispatchers) to be effective with the beginning of Fiscal Year 2017 (July 2016). These compensation adjustments were made in order to bring our salaries, which were far below the market, to a competitive position and allow us to address a critical hiring shortage.

For the 43 other City employees not included in the DPS salary adjustments, the FY17 budget proposes a $1,000 increase to base annual pay. For an employee making $25,000 per year, this would equate to a 4% increase, or the largest COLA granted since 2004. While the dollar amount would be the same at all salary levels, as a percentage of salary the increase would be smaller for higher paid employees. For an employee making $50,000, a $1,000 COLA would equate to a 2% increase.

Capital Improvements

One of the biggest decisions to be made with the FY17 budget is how to spend the new voter-approved Capital Improvement Sales Tax, which went into effect April 1, 2016. The City Council pledged that half of those revenues would pay for capital improvements currently funded from general revenues (thus freeing up money to make Public Safety salaries more competitive), and the other half will be used to fund additional park and street division capital improvement needs. State statutes allow capital improvement sales taxes to be spent on new capital assets and maintenance of capital assets, and we have transferred a number of such expenditures from the General Fund to the Capital Improvement Sales Tax Fund. Capital improvements included in the FY17 budget are outlined below.

<table>
<thead>
<tr>
<th>General Government</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Switches and Routers (3 fire stations, DPW complex, Clinton Building)</td>
<td>$60,000</td>
</tr>
<tr>
<td>MUNIS Content Manager</td>
<td>$26,000</td>
</tr>
<tr>
<td>City Hall Air Conditioner</td>
<td>$40,000</td>
</tr>
<tr>
<td>City Hall Awning Structural Repairs</td>
<td>$90,000</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$216,000</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Public Safety Administration</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>DPS Building Lease</td>
<td>$313,017</td>
</tr>
<tr>
<td>Headquarters Building Maintenance</td>
<td>$27,000</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$340,017</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Public Safety - Police</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chevy Tahoe – Patrol/Pursuit</td>
<td>$42,000</td>
</tr>
<tr>
<td>Pickup</td>
<td>$35,000</td>
</tr>
<tr>
<td>Camera/photographic Supplies</td>
<td>$3,000</td>
</tr>
<tr>
<td>Vehicle Maintenance</td>
<td>$65,000</td>
</tr>
<tr>
<td>Radio Maintenance</td>
<td>$2,500</td>
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<tr>
<td>Weapons</td>
<td>$7,000</td>
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<tr>
<td>Bullet Proof Vests</td>
<td>$20,000</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td><strong>$174,500</strong></td>
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<tr>
<td>Category</td>
<td>Item</td>
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<tr>
<td>----------------------------------</td>
<td>----------------------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Public Safety - Fire</strong></td>
<td>Chevy Tahoe - Supervisor</td>
</tr>
<tr>
<td></td>
<td>Pumper and Ladder Lease Purchase Payment</td>
</tr>
<tr>
<td></td>
<td>Fire Hose</td>
</tr>
<tr>
<td></td>
<td>Turn-Out Gear</td>
</tr>
<tr>
<td></td>
<td>Furniture and Fixtures</td>
</tr>
<tr>
<td></td>
<td>Building Maintenance – Roof Repairs, Stations 2 &amp; 3</td>
</tr>
<tr>
<td></td>
<td>Vehicle Maintenance</td>
</tr>
<tr>
<td></td>
<td>Radio Maintenance</td>
</tr>
<tr>
<td></td>
<td>Equipment Maintenance</td>
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<tr>
<td></td>
<td><strong>Subtotal</strong></td>
</tr>
<tr>
<td><strong>Public Safety – Emergency Management</strong></td>
<td>Tornado Siren Maintenance/Batteries</td>
</tr>
<tr>
<td></td>
<td>New Tornado Siren at Industrial Park</td>
</tr>
<tr>
<td></td>
<td><strong>Subtotal</strong></td>
</tr>
<tr>
<td><strong>Public Works – Administration</strong></td>
<td>Aerial Photography for GIS System</td>
</tr>
<tr>
<td></td>
<td><strong>Subtotal</strong></td>
</tr>
<tr>
<td><strong>Public Works – Streets</strong></td>
<td>Snow Plow Attachment for Pickup Truck</td>
</tr>
<tr>
<td></td>
<td>Dump Truck Lease Purchase</td>
</tr>
<tr>
<td></td>
<td>Salt Spreader Stands</td>
</tr>
<tr>
<td></td>
<td>Portable Radios</td>
</tr>
<tr>
<td></td>
<td>Milling Head Attachment for Bobcat</td>
</tr>
<tr>
<td></td>
<td>Slash Buster Attachment for Bobcat</td>
</tr>
<tr>
<td></td>
<td>Stump Grinder Attachment for Bobcat</td>
</tr>
<tr>
<td></td>
<td>Building Maint. – Routine</td>
</tr>
<tr>
<td></td>
<td>Building Maint. – Lights, Heaters, Concrete Repairs at Dump Truck Bldg.</td>
</tr>
<tr>
<td></td>
<td>Building Maint. – Repair Window, Interior/Exterior Lights, McCord Bldg.</td>
</tr>
<tr>
<td></td>
<td>Street Sweeper Lease</td>
</tr>
<tr>
<td></td>
<td>Streets and Alleys (Addition to Summer Street Programs TBD)</td>
</tr>
<tr>
<td></td>
<td><strong>Subtotal</strong></td>
</tr>
<tr>
<td><strong>Public Works - Garage</strong></td>
<td>Building Maintenance</td>
</tr>
<tr>
<td></td>
<td>Vehicle Maintenance</td>
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<tr>
<td></td>
<td>Equipment Maintenance</td>
</tr>
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</tr>
<tr>
<td><strong>Public Works – Planning</strong></td>
<td>Used Pickup Truck – Code Enforcement</td>
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<td></td>
<td>Vehicle Maintenance</td>
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<td></td>
<td><strong>Subtotal</strong></td>
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<tr>
<td><strong>Public Works – Animal Control</strong></td>
<td>Animal Shelter Doors and Routine Maintenance</td>
</tr>
</tbody>
</table>
Pest Control Equipment – Mosquito Fogger $10,000

Subtotal $17,400

Public Works – Parks and Recreation

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
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<tbody>
<tr>
<td>Mowing Equipment – 2 mowers</td>
<td>$20,000</td>
</tr>
<tr>
<td>Bleachers – 2 deluxe and 4 standard lightweight</td>
<td>$20,000</td>
</tr>
<tr>
<td>Restrooms – T-Ball Area of Complex, Downtown</td>
<td>$100,000</td>
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<tr>
<td>Fencing and Lighting (2 backstop replacements and lights on 1 field)</td>
<td>$105,000</td>
</tr>
<tr>
<td>Pave Parking Lot at Lincoln Park</td>
<td>$10,000</td>
</tr>
<tr>
<td>Trail Improvements</td>
<td>$12,000</td>
</tr>
<tr>
<td>Infield Renovations, 2 fields</td>
<td>$14,000</td>
</tr>
<tr>
<td>Infield Groomer Equipment</td>
<td>$4,500</td>
</tr>
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</table>

Subtotal $285,500

TOTAL CAPITAL IMPROVEMENTS $1,675,317

Other Significant Issues and Changes from Previous Budget

Other significant issues and changes from the previous budget year include the following:

- **Municipal Court Operations** – Court revenues and expenditures were significantly affected by Senate Bill 5 (SB5) adopted by the Missouri General Assembly last year. Most notably, SB5 reduced from $500 to $250 the total cap on fines, court costs and fees that may be assessed on minor traffic violations. SB5 also placed new restrictions on the ability of the court to incarcerate defendants for contempt (including failure to pay fines). While the number of citations issued by DPS is up after several years of decline (due to better staffing and the streamlined paperwork associated with e-ticketing), fines and forfeits are still down approximately $17,000 from FY15 to FY16, and are projected to recover somewhat in FY17 but remain below FY15 figures.

- **Health Insurance** – For FY17 we have budgeted a 10% increase in health insurance costs effective December 1 (when begin paying premiums for January coverage). The City self-insures for employee health insurance, and we will work with our third party administrator this fall to consider plan design changes, claims history, and network discounts which all play a role in determining the premiums that the City and the employees will need to pay. We believe that 10% is a conservative estimate based on general trends in health care costs, but we will strive to minimize the increase.

- **Parks Division Staffing** – Beginning in late FY16 and continued in the FY17 budget, we have replaced the Community Sheltered Workshop (CSW) contract for park cleaning with 2 seasonal employees after CSW quoted us a price more than twice the amount of their previous contract, due to increased labor costs.

The Parks budget also includes an addition of one seasonal worker (full-time for 26 weeks) and one part-time administrative assistant (25 hours per week, year round). The administrative assistant will primarily deal with Clinton Building and pavilion reservations, and other public inquiries to the Parks Division. These tasks were previously completed by the Parks and Recreation Director, but with the hiring of a new director the City has attempted to
have that person out in the field more often overseeing operations and relating with the public, ball leagues, and other users of the park system.

- **Seasonal Mowing Staffing, Public Works** – The FY17 budget contains funding for an additional seasonal mower in the Public Works Department (increasing from 2 to 3). These seasonal employees are mainly utilized to mow Land Clearance for Redevelopment Authority lots and chronic nuisance lots.

- **Economic Development/Chamber of Commerce Partnership** – The Department of Economic Development Budget reflects a new contractual arrangement whereunder the Department of Economic Development and the Chamber of Commerce share administrative staffing. The city will contract with a new non-profit economic development authority and the Chamber of Commerce for economic development activities including recruiting and retention of businesses, workforce development, economic development policy analysis, negotiation of incentive packages, and related activities. Economic development activities continue to be funded by the Board of Municipal Utilities through a $250,000 annual allocation to the City. The City will retain $25,000 of those funds for activities including industrial park maintenance, City membership in the Bootheel Regional Planning and Economic Development Commission and other associations, and postage/legal advertising related to economic development. The other $225,000 will be allocated by the City to the new economic development authority which will contract with the Chamber of Commerce for staffing. The FY17 budget also includes funds (paid out of the fund balance of the Economic Development Fund) to pay the current Economic Development Director through his departure at the end of calendar year 2016. Agreements relating to this new partnership are expected to be finalized and executed within the next few months.

- **Recreation Complex/Bootheel Golf Master Plan** – The FY17 Budget contains $15,000 for a master plan of the Recreation Complex and the adjacent Bootheel Golf property. The Bootheel Golf property was purchased by the Board of Municipal Utilities in 2013 with the eventual goal to develop it into a public convention center type use. The 136 acre property is of sufficient size to accommodate several uses that would be complementary to the adjacent Recreation Complex. The City plans to approach the BMU in the coming months to hopefully partner on a master plan of both properties to ensure that future development is thoughtfully planned to meet the needs of the community.

- **Elections** – The FY17 budget contains $16,000 for three planned elections. These elections include an August ballot question regarding continuation of the sales tax on titling of out of state vehicle purchases, a possible February City Council primary election, and a City Council election in April. Election costs are somewhat unpredictable depending on what other jurisdictions also have concurrent elections, but based on past elections $16,000 should cover the City’s costs if all three elections are needed.

- **Demolitions** – Beginning in FY16 and continuing in FY17, we have budgeted $30,000 per year for demolitions. These funds are used to demolish dilapidated structures when the property owner fails to do so after the structure is condemned and the demolition is ordered by the City. If the City pays for such a demolition the costs are then added as a lien against the property, hopefully to be recovered by the City at a later date. In previous years the City would order some demolitions but if the property owner failed to act the City did not have the funds to carry out the demolitions.
• **Animal Control, Chemicals** – In the FY17 Budget we have moved mosquito control chemicals from the Transportation Fund to the Animal Control Division. While employees of the street division, park division, and code enforcement division are all utilized at times in mosquito spraying operations, we felt that the funding more appropriately belonged under animal control.

• **Crack Sealing Equipment Rental** – The Street Division budget (General Fund) contains $15,000 for rental or lease of crack sealing equipment. This equipment would allow us to seal cracks in the pavement during dry weather, so that when winter weather hits not as much water gets into cracks and then freezes, which causes pavement to break down faster.

• **Barricades and Warning Equipment** – The Street Division budget (General Fund) contains $5,700 for additional barricades and warning equipment. With several significant flooding events over the past couple of years, it has become apparent that we do not have sufficient stock of barricades to adequately close streets in emergency situations and during construction season.

• **Ditch Maintenance** – In FY16 we budgeted $50,000 for ditch maintenance projects and accomplished cleanouts of numerous ditches that have not been cleaned out in years. In FY17 we have budgeted another $50,000 for additional ditch maintenance projects.

• **Recreation Programming and Advertising** – The Park Fund contains $5,000 (a $2,000 increase) for recreation programming and $1,800 additional for marketing of park programs. The City’s new Parks and Recreation Director hopes to do additional marketing of the park system and to create new recreational offerings.

• **Rail Trail Master Plan** – The Essex Fund budget had contained $15,000 for a rail trail master plan in FY16 and an additional $15,000 in FY17. City staff is currently evaluating master plan proposals and we expect to undertake the project in FY17. Because all of the expenditures now are likely to take place in FY17, we have moved the FY16 funds to FY17, for a total FY17 budget of $30,000 for the rail trail master plan.

• **Wayfinding/Welcome Signage** – The Tourism Tax Fund is funded by a 4% tax on hotel/motel room stays. Use of this fund is restricted to tourism related expenses. With the opening of the new Holiday Inn Express our tourism tax has increased significantly. In FY16 some of these new revenues were used to design a new wayfinding/welcome signage program, and in FY17 we have budgeted $40,000 for fabrication and installation of wayfinding signs and $20,000 for monument/destination signs.

### Unmet Needs

With this budget we have made strides toward responsibly addressing significant deferred maintenance and other needs. However, there are many other needs that are not funded at this time because the funds are not available. The following projects were contemplated, requested, or identified as needs via the budget and capital improvement planning processes, but were not funded in this budget.

<table>
<thead>
<tr>
<th>Unfunded Item</th>
<th>Amount</th>
<th>Consequences of Not Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ballfield Lights and Backstops</td>
<td>$105,000</td>
<td>Replacement of lights at one ballfield and backstops at 2 fields will not proceed this year</td>
</tr>
</tbody>
</table>
(although the budget does contain funds for lights at one other field and backstops at 2 other fields). Wooden light poles and old fixtures need to be replaced (and moved outside the field of play). Deteriorating back stops (especially the pole sections underground) need to be replaced.

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADA playground equipment</td>
<td>$16,000</td>
<td>Availability of accessible playground equipment will continue to be limited.</td>
</tr>
<tr>
<td>MUNIS improvements for Code Enforcement</td>
<td>$5,000</td>
<td>The budget contains funds for some consulting and analysis by MUNIS of our needs, but funds for the next step of improvements will wait for the next budget year.</td>
</tr>
<tr>
<td>Additional Staffing, Code Enforcement</td>
<td>TBD</td>
<td>Code Enforcement staffing is currently insufficient for the inspection programs called for by the city code.</td>
</tr>
<tr>
<td>Additional Staffing, Street Division</td>
<td>TBD</td>
<td>The Street Division could accomplish more in-house infrastructure maintenance projects with more staffing.</td>
</tr>
<tr>
<td>Permanent restroom at RS Matthews Park</td>
<td>$40,000</td>
<td>Portable toilet will continue to be utilized.</td>
</tr>
<tr>
<td>Soccer goals</td>
<td>$8,100</td>
<td>Replacement of a number of soccer goals will be deferred to a future year.</td>
</tr>
<tr>
<td>Wireless scoreboards (2)</td>
<td>$10,000</td>
<td>Replacement of 2 troublesome scoreboards will be deferred to a future year.</td>
</tr>
<tr>
<td>Dump truck storage/wash</td>
<td>$50,000</td>
<td>This investment would have allowed us to store dump trucks inside and have a convenient facility for cleaning them.</td>
</tr>
<tr>
<td>McCord Building repairs</td>
<td>$21,400</td>
<td>The McCord Building at the Public Works Complex is underutilized because of inadequate lighting and heat. The budget contains funds for lights and window repair, but before new heaters can be installed the electric service needs upgrades. Electric and heating upgrades are not funded yet, so the building will not yet be used to its full potential.</td>
</tr>
<tr>
<td>Interior painting at City Hall</td>
<td>$30,000</td>
<td>Interior painting will wait for another budget year.</td>
</tr>
<tr>
<td>Interior painting at DPS headquarters</td>
<td>$63,000</td>
<td>Interior painting in high traffic areas will wait for another budget year.</td>
</tr>
<tr>
<td>Salt storage building</td>
<td>$25,000</td>
<td>Current building is undersized and suffering from severe corrosion. A new building could allow more storage of salt out of the elements.</td>
</tr>
<tr>
<td>Recreation Complex lake dredging</td>
<td>$20,000</td>
<td>The lake is in need of dredging, which will make the water deeper and less prone to weed growth.</td>
</tr>
<tr>
<td>Fitness equipment around Complex lake</td>
<td>$20,000</td>
<td>The fitness equipment around the lake’s walking trail is in need of replacing and updating.</td>
</tr>
<tr>
<td>Comprehensive Land Use Plan update</td>
<td>$25,000</td>
<td>Currently the land use plan is several decades old and badly out of date. Many new streets, subdivisions, and other developments are not taken into account.</td>
</tr>
<tr>
<td>Fire Station 2 replacement</td>
<td>$4,000,000</td>
<td>This centrally located station houses a full fire crew and expensive fire apparatus 24/7, and it regularly floods and has major maintenance</td>
</tr>
<tr>
<td>Issue</td>
<td>Cost</td>
<td>Description</td>
</tr>
<tr>
<td>--------------------------------------</td>
<td>-------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Mausoleum roof repairs</td>
<td>$11,000+</td>
<td>Members of the mausoleum association will have to find funding for any repairs they wish to make to the building. Following discussions with the mausoleum association, City staff is researching potential improvements, such as addition of a columbarium, which could generate some funds to put toward needed roof repairs.</td>
</tr>
<tr>
<td>Leaf Machine Lease</td>
<td>$50,000</td>
<td>Curbside collection of leaves will not return this year. Staff recommends that we continue with last year’s program of expanded hours for the compost site.</td>
</tr>
<tr>
<td><strong>TOTAL UNFUNDED</strong></td>
<td>$4,474,500+</td>
<td></td>
</tr>
</tbody>
</table>

**Conclusion**

The City has lived within its means despite flat revenues for a number of years, and there are many unmet needs and improvements we would still like to address. Nevertheless, this budget enhances the City’s ability to serve our citizens, addresses many capital needs, and will benefit the quality of life and economic vitality of our community. As city manager and as a resident of Sikeston, I am grateful for the dedication and professionalism of the department heads and other employees of the City of Sikeston. Because of their hard work and careful management of the public resources placed in their trust, the City of Sikeston is financially stable and able to provide quality services to our community.

My sincere thanks go to the department heads and division managers who submitted, amended, and consulted on their budgets. Special thanks also go to Carroll Couch, Karen Bailey, Linda Lowes, and Rhonda Council, who have helped prepare the city-wide budget.

Respectfully Submitted,

Jonathan M. Douglass  
City Manager
### CITY OF Sikeston
#### FY-17 BUDGET SUMMARY-MAJOR FUNDS

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>General Fund</th>
<th>Sales Tax Fund</th>
<th>Trans. Tax Fund</th>
<th>Park Fund</th>
<th>Mun Ct. Fund</th>
<th>Tourism Fund</th>
<th>E-911 Fund</th>
<th>Cap Impr Fund</th>
<th>TOTAL FUNDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taxes</td>
<td>1,729,658</td>
<td>3,114,023</td>
<td>1,557,012</td>
<td>390,747</td>
<td>119,867</td>
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<td>1,583,012</td>
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<td>8,494,319</td>
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<tr>
<td>Licenses &amp; Permits</td>
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<td></td>
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<td>231,856</td>
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<tr>
<td>Intergovernmental</td>
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<td></td>
<td></td>
<td></td>
<td>3,787,055</td>
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<tr>
<td>Charges for Services</td>
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<td>20</td>
<td>85</td>
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<td></td>
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<td></td>
<td>1,635,191</td>
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<tr>
<td>Rents &amp; Leases</td>
<td>127,562</td>
<td>27,555</td>
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<td></td>
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<td></td>
<td>155,117</td>
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<tr>
<td>Miscellaneous Revenues</td>
<td>230,352</td>
<td>4,146</td>
<td>6,700</td>
<td>50</td>
<td>3,945</td>
<td>550</td>
<td>1,600</td>
<td>126,500</td>
<td>373,843</td>
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<tr>
<td>Fines &amp; Forfeits</td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>256,674</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>7,445,384</td>
<td>3,118,169</td>
<td>1,563,732</td>
<td>418,437</td>
<td>260,619</td>
<td>140,417</td>
<td>277,785</td>
<td>1,709,512</td>
<td>14,934,055</td>
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<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th>General Government</th>
<th>Administrative Services</th>
<th>Public Safety</th>
<th>Public Works</th>
<th>Parks</th>
<th>Municipal Court</th>
<th>Airport Improvements</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>2,864,941</td>
<td>480,974</td>
<td>5,674,521</td>
<td>662,246</td>
<td>538,863</td>
<td></td>
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<td></td>
<td></td>
<td></td>
<td></td>
<td>1,562,653</td>
<td></td>
<td>267,178</td>
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</tr>
<tr>
<td><strong>TOTAL EXPEND.</strong></td>
<td>9,682,682</td>
<td>0</td>
<td>1,562,553</td>
<td>538,863</td>
<td>267,178</td>
<td>140,750</td>
<td>1,675,317</td>
</tr>
</tbody>
</table>

| EXCESS (DEFICIENCY OF) REVENUE OVER EXPEND. | (2,237,298) | 3,118,169 | 1,079 | (120,426) | (6,550) | (333) | (446,558) | 34,195 | 342,269 |
| OTHER SOURCES        | 3,082,969         |           |       | 120,000   | 0       | 468,493 | 172,000  | 3,843,462 |
| OTHER USES           | 823,493           | 3,118,169 |       | 0         | 0       |       | 0        | 3,941,662 |
| **BEG. FUND BALANCE** | 4,590,013         | 916,554   | 976,960 | 114,688   | 37,046  | 135,837 | 407,347  | 68,197 | 7,246,642 |
| **END. FUND BALANCE**| 4,612,191         | 916,554   | 978,039 | 114,262   | 30,487  | 135,504 | 429,282  | 274,392 | 7,490,711 |
### CITY OF SIKESTON

#### FY-17 BUDGET SUMMARY

#### OTHER FUNDS

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>SAHEC FUND</th>
<th>DED FUND</th>
<th>ESSEX FUND</th>
<th>RODEO TRUST</th>
<th>'60/61 TIF</th>
<th>'60 WEST TIF</th>
<th>M &amp; M TIF</th>
<th>TOTAL FUNDS</th>
</tr>
</thead>
<tbody>
<tr>
<td>TAXES</td>
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<td></td>
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<td></td>
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<td>MISCELLANEOUS REVENUE</td>
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<td>ECONOMIC DEVELOPMENT</td>
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<td></td>
<td></td>
<td>400</td>
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</tr>
<tr>
<td>TIF REVENUES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>92,520</td>
<td>0</td>
<td></td>
<td>206,520</td>
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<tr>
<td>TOTAL REVENUES</td>
<td>0</td>
<td>600</td>
<td>41,169</td>
<td>400</td>
<td>92,520</td>
<td>0</td>
<td>114,000</td>
<td>248,669</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPENDITURES</th>
<th>SAHEC LOAN PAYMENTS</th>
<th>63,272</th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>ECONOMIC DEVELOPMENT</td>
<td></td>
<td>306,787</td>
<td>40,000</td>
<td></td>
<td></td>
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<td></td>
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</tr>
<tr>
<td>AIRPORT EXPENDITURES</td>
<td></td>
<td></td>
<td></td>
<td>10,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TIF EXPENDITURES</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>93,000</td>
<td>0</td>
<td>118,200</td>
<td>211,200</td>
</tr>
<tr>
<td>TOTAL EXPENDITURES</td>
<td></td>
<td>63,272</td>
<td>306,787</td>
<td>40,000</td>
<td>10,000</td>
<td>93,000</td>
<td>0</td>
<td>118,200</td>
</tr>
</tbody>
</table>

| EXCESS (DEFICIENCY OF) REVENUES OVER EXPEND | (306,187) | 1,169 | (9,600) | (480) | (4,200) | (382,570) |
| OTHER SOURCES | 63,000 | 250,000 |          |            |           |           |           |             |

| OTHER USES | 313,000 |

| BEG. FUND BALANCE | 329 | 50,264 | 165,491 | 61,718 | 16,004 | 11,385 | 305,191 |
| END. FUND BALANCE | 57  | (5,923) | 166,660 | 52,118 | 15,524 | 7,185  | 235,621 |
### CITY OF SIKESTON
### SUMMARY OF EXPENDITURES, BY DIVISION
### JULY 1, 2016 THROUGH JUNE 30, 2017

<table>
<thead>
<tr>
<th>DIVISION</th>
<th>PERSONNEL SERVICES</th>
<th>PROFESSIONAL SERVICES</th>
<th>CONTRACTUAL SERVICES</th>
<th>MAINTENANCE/OPERATIONS</th>
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<td>32,071</td>
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### GENERAL GOVERNMENT 10

#### CITY OF SIKESTON

**FY-17 BUDGET**

**JULY 1, 2016 - JUNE 30, 2017**

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<th></th>
<th>FY-2015 YEAR ACTUAL</th>
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<th>FY-2016 YEAR-END ESTIMATE</th>
<th>FY-2017 PROJECTED BUDGET</th>
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<td>554.5276 INSURANCE-UMBRELLA</td>
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<td>554.5326 SOLID WASTE</td>
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### GENERAL 10 EXPENDITURES

#### GENERAL GOVERNMENT 10, GENERAL OVERHEAD

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#### MAINTENANCE OPERATIONS

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<td>556.5486 VISION COMMISSION EXPENSES</td>
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### TOTAL GENERAL GOVT-GENERAL GOVT

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## General 10, Expenditures

### Governmental Services

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### Maintenance and Operations

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### Total City Manager

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## City of Sikeston
### July 1, 2016 - June 30, 2017

### General 10, Expenditures

#### City Counselor 16

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### GENERAL 10, EXPENDITURES
ADMIN. SERVICES
CITY TREASURER 22

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<th>FY-2017 PROJECTED BUDGET</th>
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**TOTAL CITY TREASURER**                                 | 195,287        | 196,354                | 207,126                   | 202,289                  |
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<th>Personnel Services</th>
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<th>FY-2016 Year-End Estimate</th>
<th>FY-2017 Projected Budget</th>
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<td>550.5221 Unemployment Comp.</td>
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<tr>
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## GENERAL FUND 10-EXPENDITURES
PUBLIC SAFETY
ADMINISTRATION 30

### CITY OF Sikeston
FY-17 BUDGET
JULY 1, 2016 - JUNE 30, 2017

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SUBTOTAL PERSONNEL SERVICES | 618,123 | 647,581 | 654,137 | 678,017 |

### CONTRACTUAL SERVICES

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SUBTOTAL CONTRACTUAL SERVICES | 462,878 | 395,617 | 420,626 | 111,050 |
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**Total Police**                           | 2,921,354     | 3,176,595       | 2,984,788        | 3,151,882        |
### General Fund 10 Expenditures

**Public Safety**

**Fire 34**

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**Total Fire**

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### GENERAL FUND 10 EXPENDITURES
### PUBLIC SAFETY
### EMERGENCY MGT 38

#### CITY OF SIKESTON
#### FY-17 BUDGET
#### JULY 1, 2016 - JUNE 30, 2017

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| PROFESSIONAL SERVICES                                 |                |                        |                 |                         |
| 552.5245 EMPLOYMENT SCREENING FEES                    |                |                        |                 |                         |
| SUBTOTAL PROFESSIONAL SERVICES                        | 0              | 0                      | 0               | 0                       |

| CONTRACTUAL SERVICES                                  |                |                        |                 |                         |
| 554.5263 TELEPHONE-LONG DISTANCE                     |                |                        |                 |                         |
| 554.5329 OTHER CONTRACTUAL SERVICES                  |                |                        |                 |                         |
| SUBTOTAL CONTRACTUAL SERVICES                         | 0              | 0                      | 0               | 0                       |

| MAINTENANCE AND OPERATIONS                            |                |                        |                 |                         |
| 556.5352 OFFICE SUPPLIES                              | 171            | 300                    | 200             | 670                     |
| 556.5356 BUILDING MAINTENANCE                         | 10,719         | 2,000                  | 3,000           |                        |
| 556.5362 JANITORIAL SUPPLIES                          | 66             | 200                    | 200             |                        |
| 556.5386 MINOR EQUIP. AND APPARATUS                   | 1,318          | 2,500                  | 1,600           | 2,500                   |
| 556.5390 FUEL, LUBE, AND COOLANT                      | 1,993          | 3,000                  | 1,100           | 2,200                   |
| 556.5392 VEHICLE MAINTENANCE                          | 1,020          | 800                    | 800             |                        |
| 556.5400 UNIFORMS                                    | 1,708          | 1,600                  | 1,600           | 1,600                   |
| 556.5401 SAFETY APPAREL                               | 300            | 200                    | 300             |                        |
| 556.5404 SAFETY EQUIPMENT                             |                |                        |                 |                         |
| 556.5406 FIRST AID                                   |                |                        |                 | 200                     |
| 556.5411 RADIO MAINTENANCE                            |                |                        |                 |                         |
| 556.5416 EQUIPMENT MAINTENANCE                        | 1,469          | 1,500                  | 1,500           |                        |
| 556.5450 PROFESSIONAL DEVELOPMENT                     | 459            | 500                    | 500             | 300                     |
| 556.5452 PER DIEM                                     | 100            |                        |                 | 100                     |
| 556.5454 REIMBURSABLE EXPENSES                        |                |                        |                 |                         |
| SUBTOTAL MAINTENANCE AND OPERATIONS                   | 18,923         | 12,800                 | 10,500          | 8,070                   |

<p>| TOTAL GARAGE                                          | 140,991        | 132,538                | 130,039         | 131,904                 |</p>
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<th>Service Description</th>
<th>FY-2015 Actual</th>
<th>FY-2016 Amended Budget</th>
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<td><strong>Maintenance and Operations</strong></td>
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### GENERAL FUND 10-EXPENDITURES

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<tr>
<td>FY-17 BUDGET</td>
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<td>JULY 1, 2016 - JUNE 30, 2017</td>
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<th>FY-2016</th>
<th>FY-2016</th>
<th>FY-2017</th>
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<td>550.5203 OVERTIME</td>
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<tr>
<td>550.5213 FICA</td>
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<td>550.5215 RETIREMENT-LAGERS</td>
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<tr>
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<tr>
<td>550.5218 LIFE INSURANCE</td>
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<td>550.5219 WORKERS COMP.</td>
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<td>550.5221 UNEMPLOYMENT COMP.</td>
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| PROFESSIONAL SERVICES | |
|-----------------------|
| 552.5245 EMPLOYMENT SCREENING FEES | |
| **TOTAL PROFESSIONAL SERVICES** | 0 | 0 | 0 | 0 |

| CONTRACTUAL SERVICES | |
|----------------------|
| 554.5318 HUMANE SOCIETY | 63,000 | 63,000 | 63,000 | 63,000 |
| 554.5324 IMPOUNDMENT FEES | | | | |
| **SUBTOTAL CONTRACTUAL SERVICES** | 63,000 | 63,000 | 63,000 | 63,000 |

| MAINTENANCE AND OPERATIONS | |
|----------------------------|
| 556.5358 BUILDING MAINTENANCE | 28,699 | 10,500 | 2,800 | |
| 556.5368 CHEMICALS-ANIMAL CONTROL | 145 | 150 | 160 | 30,500 |
| 556.5386 MINOR EQUIP. AND APPARATUS | 89 | 500 | 641 | 500 |
| 556.5390 FUEL, LUBE, AND COOLANT | | | | |
| 556.5392 VEHICLE MAINTENANCE | | | | |
| 556.5424 FOOD FOR ANIMALS | 22 | 70 | 50 | |
| 556.5450 PROFESSIONAL DEVELOPMENT | 500 | | 500 | |
| 556.5452 PER DIEM | 200 | | 250 | |
| **SUBTOTAL MAINTENANCE AND OPERATIONS** | 28,955 | 11,850 | 3,671 | 31,800 |

| TOTAL ANIMAL CONTROL | 91,955 | 74,850 | 66,671 | 94,800 |

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<td>(63,272)</td>
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### CITY OF SIKESTON
#### FY-17 BUDGET
##### JULY 1, 2016 - JUNE 30, 2017

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<th>FY-2016 AMENDED BUDGET</th>
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<td>1,545,421</td>
<td>1,557,012</td>
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## CITY OF SIKESTON
### FY-17 BUDGET
#### JULY 1, 2016-JUNE 30, 2017

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<th>FY-2016</th>
<th>FY-2016</th>
<th>FY-2017</th>
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**MAINTENANCE AND OPERATIONS**

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**PERSONNEL SERVICES**

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# CITY OF SIKESTON
## FY-17 BUDGET
### JULY 1, 2016 - JUNE 30, 2017

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<th>FY-2016 ESTIMATE</th>
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### CITY OF SIKESTON
### FY-17 BUDGET
### JULY 1, 2016-JUNE 30, 2017

#### EXPENDITURES (CONTINUED)

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<th>Description</th>
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<tr>
<td>558.5734 STREETS AND ALLEYS</td>
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<td>558.5735 WAKEFIELD BRIDGE PROJECT</td>
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<tr>
<td>558.5749 MO HEALTH-WALKING TRAIL</td>
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**TOTAL STREETS**

1,186,146 976,595 1,261,200 869,400
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<tr>
<th>EXPENDITURES (CONTINUED)</th>
<th>FY-2015 ACTUAL</th>
<th>FY-2016 AMENDED BUDGET</th>
<th>FY-2016 ESTIMATED</th>
<th>FY-2017 PROJECTED BUDGET</th>
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<tbody>
<tr>
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<td>FY-2016 AMENDED BUDGET</td>
<td>FY-2016 YEAR ESTIMATE</td>
<td>FY-2017 PROJECTED BUDGET</td>
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<tr>
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<tr>
<td>426.4104 CORPORATE GAMES FEES</td>
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<td>432.4147 MISCELLANEOUS REVENUE</td>
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<td>432.4148 DONATIONS</td>
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<td>432.4149 INTEREST INCOME</td>
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<td>432.4162 SALE OF REAL PROPERTY</td>
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<td>TOTAL MISCELLANEOUS REVENUES</td>
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## CITY OF SIKESTON
### FY-17 BUDGET
#### JULY 1, 2016 - JUNE 30, 2017

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<tr>
<th>Personnel Services</th>
<th>FY-2015 YEAR</th>
<th>FY-2016 AMENDED BUDGET</th>
<th>FY-2016 YEAR ESTIMATE</th>
<th>FY-2017 PROJECTED BUDGET</th>
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<tr>
<td>552.5234 ARCHITECT / ENGINEERING</td>
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<tr>
<td>552.5236 PLANNERS / SURVEYORS</td>
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<tr>
<td>552.5248 OTHER PROFESSIONAL SERVICES</td>
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<table>
<thead>
<tr>
<th>Contractual Services</th>
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<tr>
<td>554.5263 TELEPHONE - LONG DISTANCE</td>
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<tr>
<td>554.5304 JANITORIAL SERVICE</td>
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<td>7,750</td>
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<td>800</td>
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<td>554.5339 OTHER CONTRACTUAL SERVICES</td>
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<td>6,800</td>
<td>8,356</td>
<td>232,750</td>
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<table>
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<td>556.5352 OFFICE SUPPLIES</td>
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<td>9,500</td>
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<td>556.5386 MINOR EQUIP. &amp; APPARATUS</td>
<td>1,238</td>
<td>1,000</td>
<td>1,100</td>
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<tr>
<td>556.5390 FUEL, LUBE, AND COOLANT</td>
<td>1,485</td>
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<td>556.5392 VEHICLE MAINTENANCE</td>
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<td>556.5400 UNIFORMS</td>
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<td>556.5450 Professional Development</td>
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<td>556.5458 Books and Publications</td>
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<td>1,500</td>
<td>1,500</td>
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<td>556.5462 Printing &amp; Binding</td>
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<tr>
<td><strong>Subtotal Maintenance &amp; Operations</strong></td>
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<td><strong>61,510</strong></td>
<td><strong>52,692</strong></td>
<td><strong>17,250</strong></td>
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<td>235,893</td>
<td>236,713</td>
<td>306,787</td>
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<td><strong>Excess (Deficiency of) Revenues</strong></td>
<td>(231,671)</td>
<td>(228,093)</td>
<td>(225,683)</td>
<td>(306,187)</td>
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</table>

**Other Financing Sources**

<p>| 460.4849 Transfer from General Fund | 200,427 | 241,932 | 242,000 | 250,000 |
| 460.4856 Transfer from Essex       |         |         |         |         |
| 460.4858 Transfer from B.M.U.     | 200,427 | 241,932 | 242,000 | 250,000 |
| 562.5875 Transfer to General      |         |         |         |         |
| <strong>Total Other Financing Sources</strong> | 200,427 | 241,932 | 242,000 | 250,000 |
| <strong>Fund Balance-Beg of Year</strong>      | 65,191  | 65,802  | 33,947  | 50,264  |
| <strong>Fund Balance-End of Year</strong>      | 33,947  | 79,641  | 50,264  | (5,923) |</p>
<table>
<thead>
<tr>
<th>REVENUES</th>
<th>FY-2015 ACTUAL</th>
<th>FY-2016 AMENDED BUDGET</th>
<th>FY-2016 ESTIMATE</th>
<th>FY-2017 PROJECTED BUDGET</th>
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<tbody>
<tr>
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<td>38,466</td>
<td>50,922</td>
<td>39,669</td>
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<td>3,340</td>
<td>1,500</td>
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<td>15432.4149 INTEREST INCOME</td>
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<tr>
<td>15432.4161 SALE OF REAL ESTATE</td>
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</tr>
<tr>
<td>15432.4162 SALE OF PERSONAL PROPERTY</td>
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<tr>
<td><strong>TOTAL REVENUES</strong></td>
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<td><strong>42,766</strong></td>
<td><strong>54,262</strong></td>
<td><strong>41,169</strong></td>
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<td>556.5258 UTILITIES-GAS</td>
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<td>556.5358 BUILDING MAINTENANCE</td>
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<td>556.5377 RAILROAD SURVEYING</td>
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<tr>
<td>558.5603 SEDANS; ADMINISTRATION</td>
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<tr>
<td>558.5734 STREETS AND ALLEYS</td>
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<tr>
<td>558.5742 LAND/PROPERTY ACQUISITION</td>
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<td><strong>TOTAL EXPENDITURES</strong></td>
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<td><strong>25,000</strong></td>
<td><strong>19,000</strong></td>
<td><strong>40,000</strong></td>
</tr>
</tbody>
</table>

| EXCESS (DEFICIENCY OF) REVENUES OVER EXPENDITURES | -355,273 | 17,766 | 35,262 | 1,169 |

| OTHER FINANCING SOURCES |                |                        |                  |                          |
| TRANSFER FROM CAPITAL IMPROV |                |                        |                  |                          |
| **TOTAL OTHER FINANCING SOURCES** | 0            | 0                     | 0                 | 0                         |

| OTHER FINANCING USES |                |                        |                  |                          |
| TRANSFER TO GENERAL |                |                        |                  |                          |
| 562.5891 TRANSFER TO RODEO TRUST (AIRPORT) | 75,000   | 75,000                |                  |                          |
| 562.5893 TRANSFER TO 60 WEST TIF | 710,000    | 870,000               |                  |                          |
| TRANSFER TO ECON DEV. |                |                        |                  |                          |
| **TOTAL OTHER FINANCING USES** | 0            | 785,000               | 945,000          | 0                         |

<p>| FUND BALANCE-BEGINNING OF YEAR | 1,430,502 | 1,051,702 | 1,075,229 | 165,491 |
| FUND BALANCE-END OF YEAR       | 1,075,229 | 284,468   | 165,491   | 166,660 |</p>
<table>
<thead>
<tr>
<th></th>
<th>FY-2015 ACTUAL</th>
<th>FY-2016 AMENDED BUDGET</th>
<th>FY-2016 ESTIMATE</th>
<th>FY-2017 PROJECTED BUDGET</th>
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<td><strong>PROPERTY TAXES</strong></td>
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<td>125,830</td>
<td>124,264</td>
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<td><strong>CHARGES FOR SERVICES</strong></td>
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<td>426.4104 CORPORATE GAME FEES</td>
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<td>426.4105 RECREATION ACTIVITIES</td>
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<td><strong>SUBTOTAL CHARGES FOR SERVICES</strong></td>
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<td>85</td>
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<td><strong>RENTS AND LEASES</strong></td>
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<td><strong>MISCELLANEOUS REVENUES</strong></td>
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<tr>
<td>432.4147 MISCELLANEOUS REVENUE</td>
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<td>50</td>
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<tr>
<td>432.4148 DONATIONS</td>
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<td>432.4149 INTEREST INCOME</td>
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<td><strong>SUBTOTAL MISCELLANEOUS REVENUES</strong></td>
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### Personnel Services

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<th>Description</th>
<th>FY-2015 ACTUAL</th>
<th>FY-2016 AMENDED BUDGET</th>
<th>FY-2016 YEAR ESTIMATE</th>
<th>FY-2017 PROJECTED BUDGET</th>
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</thead>
<tbody>
<tr>
<td>550.5201 Salaries and Wages</td>
<td>211,434</td>
<td>207,449</td>
<td>229,702</td>
<td>242,768</td>
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<tr>
<td>550.5203 Overtime</td>
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<td>550.5218 Life Insurance</td>
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<td>550.5219 Workers Comp.</td>
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<td>550.5220 Flexible Spending</td>
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<td>550.5221 Unemployment Comp.</td>
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<td><strong>323,018</strong></td>
<td><strong>321,994</strong></td>
<td><strong>337,526</strong></td>
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### Professional Services

<table>
<thead>
<tr>
<th>Description</th>
<th>FY-2016 AMENDED BUDGET</th>
<th>FY-2016 YEAR ESTIMATE</th>
<th>FY-2017 PROJECTED BUDGET</th>
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</thead>
<tbody>
<tr>
<td>552.5234 Architect / Engineering</td>
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<td>552.5245 Employment Screening Fees</td>
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<tr>
<td><strong>Subtotal Professional Services</strong></td>
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### Contractual Services

<table>
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<tr>
<th>Description</th>
<th>FY-2016 AMENDED BUDGET</th>
<th>FY-2016 YEAR ESTIMATE</th>
<th>FY-2017 PROJECTED BUDGET</th>
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</thead>
<tbody>
<tr>
<td>554.5263 Telephone-Long Distance</td>
<td>26,706</td>
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<td>554.5299 Park Clean-Up Services</td>
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<tr>
<td>554.5302 Mowing and Landscaping</td>
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<td>72,000</td>
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<tr>
<td>554.5339 Contractual Services</td>
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<td>554.5343 P.I.L.O.T. 60/61 T.I.F.</td>
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<tr>
<td>554.5344 P.I.L.O.T. M &amp; M T.I.F.</td>
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<td>554.5347 P.I.L.O.T. Coltons</td>
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<td>510</td>
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<td>554.5348 P.I.L.O.T. 60/61-Holiday Inn</td>
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## Maintenance and Operations

<table>
<thead>
<tr>
<th>Description</th>
<th>FY-2015 Year Actual</th>
<th>FY-2016 Year Amended Budget</th>
<th>FY-2016 Year Estimate</th>
<th>FY-2017 Year Projected Budget</th>
</tr>
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<tbody>
<tr>
<td>556.5352 Office Supplies</td>
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<td>700</td>
<td>800</td>
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<tr>
<td>556.5355 Computer Maintenance</td>
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<td>6,000</td>
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<td>7,000</td>
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<td>556.5360 Grounds Maintenance</td>
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<td>28,000</td>
<td>22,000</td>
<td>39,000</td>
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<td>556.5362 Janitorial Supplies</td>
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<td>5,500</td>
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<td>556.5363 Recreation Programs</td>
<td>3,275</td>
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<td>556.5366 Chemicals-Grounds &amp; Streets</td>
<td>5,075</td>
<td>4,000</td>
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<td>10,750</td>
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<td>556.5386 Minor Equip. and Apparatus</td>
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<td>5,000</td>
<td>3,000</td>
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<td>556.5390 Fuel, Lube, and Coolant</td>
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<td>14,000</td>
<td>13,000</td>
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<td>556.5400 Uniforms</td>
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<td>556.5401 Safety Apparel</td>
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<td>556.5404 Safety Equipment</td>
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<td>100</td>
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<td>556.5406 First Aid</td>
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<td>100</td>
<td>100</td>
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<td>556.5411 Radio Maintenance</td>
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<tr>
<td>556.5416 Equipment Maintenance</td>
<td>4,688</td>
<td>4,500</td>
<td>4,500</td>
<td>6,000</td>
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<td>556.5421 Corporate Games Expense</td>
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<td>556.5422 Food for Employees</td>
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<td>650</td>
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<td>556.5447 Boards and Commissions</td>
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<td>556.5460 Postage</td>
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<td>556.5461 Advertising and Publishing</td>
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<td>556.5492 Mill Tax Disbursement Fee</td>
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<td>10,500</td>
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<td>556.5495 Refunds</td>
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<td>113,288</td>
<td>111,550</td>
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## Total Expenditures

<table>
<thead>
<tr>
<th>Description</th>
<th>FY-2015 Year Actual</th>
<th>FY-2016 Year Amended Budget</th>
<th>FY-2016 Year Estimate</th>
<th>FY-2017 Year Projected Budget</th>
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</thead>
<tbody>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>528,219</td>
<td>542,314</td>
<td>547,246</td>
<td>538,663</td>
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41
<table>
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<tr>
<th>MAINTENANCE AND OPERATIONS</th>
<th>FY-2015 ACTUAL</th>
<th>FY-2016 AMENDED BUDGET</th>
<th>FY-2016 ESTIMATE</th>
<th>FY-2017 PROJECTED BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXCESS (DEFICIENCY OF) REVENUES OVER EXPENDITURES</td>
<td>(129,069)</td>
<td>(135,787)</td>
<td>(140,060)</td>
<td>(120,426)</td>
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<td>OTHER FINANCING SOURCES</td>
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<td></td>
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<tr>
<td>460.4849 TRANSFERS FROM GENERAL FUND TRANSFER TO CAPITAL REFUND TIF</td>
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<td>140,000</td>
<td>140,000</td>
<td>(20,000)</td>
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<td>140,000</td>
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<td>120,000</td>
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<td>114,688</td>
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<td>FUND BALANCE-END OF YEAR</td>
<td>114,748</td>
<td>112,381</td>
<td>114,688</td>
<td>114,262</td>
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<td>Item Description</td>
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<td>FY-2016 Amended</td>
<td>FY-2016 Year Estimate</td>
<td>FY-2017 Projected</td>
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<td>-------------------------------------------------------</td>
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<td>428.4115 PRISONER RETENTION FEES</td>
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<td>49,301</td>
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<td>428.4127 INMATE SECURITY SURCHARGE</td>
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<td>3,634</td>
<td>3,665</td>
<td>3,391</td>
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<td>428.4128 FINES &amp; FORFEITS</td>
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<td>212,080</td>
<td>187,740</td>
<td>194,616</td>
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<td>428.4129 DOMESTIC SHELTER SURCHARGE</td>
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<td>3,550</td>
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<td>428.4130 TRAINING FEES</td>
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<td>428.4131 COURT COSTS</td>
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<td>18,852</td>
<td>19,321</td>
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<tr>
<td>428.4133 CRIME VICTIM FEES</td>
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<td>11,538</td>
<td>11,782</td>
<td>12,063</td>
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<td>428.4134 INDEPENDENT LIVING FEES</td>
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<td>2,814</td>
<td>4,663</td>
<td>4,741</td>
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<td>249,618</td>
<td>256,674</td>
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<td>MISCELLANEOUS REVENUES</td>
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<td>432.4147 MISCELLANEOUS REVENUE</td>
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<td>432.4148 INTEREST INCOME</td>
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<td>781</td>
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<td>445</td>
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<td>12,311</td>
<td>3,744</td>
<td>3,945</td>
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<td>318,322</td>
<td>253,362</td>
<td>260,619</td>
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<td>Personnel Services</td>
<td>FY-2015 Actual</td>
<td>FY-2016 Amended Budget</td>
<td>FY-2016 Year Estimate</td>
<td>FY-2017 Projected Budget</td>
</tr>
<tr>
<td>--------------------</td>
<td>---------------</td>
<td>------------------------</td>
<td>-----------------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>550.5201 Salaries and Wages</td>
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<td>71,017</td>
<td>72,162</td>
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<td>400</td>
<td>402</td>
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<tr>
<td>550.5217 Health Insurance</td>
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<td>22,823</td>
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<td>550.5218 Life Insurance</td>
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<td>201</td>
<td>225</td>
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<td>550.5219 Workers Comp.</td>
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<td>226</td>
<td>220</td>
<td>236</td>
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<tr>
<td>550.5220 Flexible Spending Account</td>
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<td>80</td>
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<td><strong>Subtotal Personnel Services</strong></td>
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<td><strong>104,011</strong></td>
<td><strong>104,649</strong></td>
<td><strong>107,843</strong></td>
</tr>
</tbody>
</table>

| Professional Services | |
|-----------------------|---------------|----------------|-------------------|-------------------|
| 552.5232 Legal | 53,744 | 53,360 | 53,360 | 53,680 |
| 552.5245 Employment Screening Fees | 45 | 50 | 50 | 50 |
| 552.5248 Other Professional Services |  | 500 | 500 | 500 |
| **Subtotal Professional Services** | **53,789** | **53,910** | **53,910** | **54,230** |

<p>| Contractual Services | |
|-------------------------------|---------------|----------------|-------------------|-------------------|
| 554.5300 Rentals and Leases | 8,641 | 9,000 | 8,643 | 9,000 |
| 554.5301 Collection Fees |  |  |  | 800 |
| 554.5331 Fingerprint Machine | 3,681 | 3,791 | 3,865 | 4,000 |
| 554.5339 Other Contractual Services | 26,544 | 35,490 | 35,490 | 37,160 |
| <strong>Subtotal Contractual Services</strong> | <strong>38,866</strong> | <strong>48,281</strong> | <strong>47,998</strong> | <strong>50,960</strong> |</p>
<table>
<thead>
<tr>
<th>Description</th>
<th>FY-2015 Actual</th>
<th>FY-2016 Amended Budget</th>
<th>FY-2016 Estimate</th>
<th>FY-2017 Projected Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>556.5351 Office Machine Maintenance</td>
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<td>2,600</td>
<td>1,900</td>
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<tr>
<td>556.5352 Office Supplies</td>
<td>2,542</td>
<td>2,900</td>
<td>500</td>
<td>500</td>
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<tr>
<td>556.5355 Computer Maintenance</td>
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<td>600</td>
<td>1,600</td>
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<tr>
<td>556.5358 Building Maintenance</td>
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<td>1,800</td>
<td>150</td>
<td>180</td>
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<td>556.5362 Janitorial Supplies</td>
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<td>220</td>
<td>150</td>
<td>500</td>
</tr>
<tr>
<td>556.5400 Uniforms</td>
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<td>500</td>
<td>500</td>
<td>500</td>
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<tr>
<td>556.5435 Prisoner Retention Fee</td>
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<td>80,000</td>
<td>67,000</td>
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<td>556.5450 Professional Development</td>
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<td>500</td>
<td>1,165</td>
</tr>
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<td>556.5452 Per Diem</td>
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<tr>
<td>556.5460 Postage</td>
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<td>1,200</td>
<td>1,000</td>
<td>800</td>
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<td>556.5465 Crime Victim Costs</td>
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<td>12,000</td>
<td>10,000</td>
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<td>556.5468 P.O.T. Expenses</td>
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<td>556.5471 Domestic Shelter</td>
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<td>3,500</td>
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<td>556.5479 Sheriff's Retirement Fund</td>
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<td>556.5496 Reimbursable Rev / Refunds</td>
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<td><strong>Subtotal Maintenance and Operations</strong></td>
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<td>96,542</td>
<td>54,145</td>
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<tr>
<td><strong>Total Expenditures</strong></td>
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<td>318,322</td>
<td>303,099</td>
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<td>(6,559)</td>
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<tr>
<td><strong>Other Financing Uses</strong></td>
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<tr>
<td>552.5875 Transfer to General Fund</td>
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<tr>
<td><strong>Total Other Financing Uses</strong></td>
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<td><strong>Fund Balance-Beg of Year</strong></td>
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<td>86,783</td>
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<td>FY-17 BUDGET</td>
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<td>JULY 1, 2016 - JUNE 30, 2017</td>
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<th>FY-2016 AMENDED BUDGET</th>
<th>FY-2016 YEAR ESTIMATE</th>
<th>FY-2017 PROJECTED BUDGET</th>
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<td>550.5215 RETIREMENT-LAGERS</td>
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<td>554.5272 GENERAL LIABILITY</td>
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<td>554.5300 OFFICE RENT</td>
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<td>554.5333 CELLULAR TEL. SERVICE</td>
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<td>65,557</td>
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### CITY OF SIKESTON
#### FY-17 BUDGET
##### JULY 1, 2016 - JUNE 30, 2017

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<thead>
<tr>
<th>TOURISM EXPENDITURES</th>
<th>FY-2015 ACTUAL</th>
<th>FY-2016 AMENDED BUDGET</th>
<th>FY-2016 ESTIMATE</th>
<th>FY-2017 PROJECTED BUDGET</th>
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<tbody>
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<td>MAINTENANCE AND OPERATIONS</td>
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<td>556.5458 BOOKS AND PUBLICATIONS</td>
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<td>556.5460 POSTAGE</td>
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<td>94,472</td>
<td>17,842</td>
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<td>556.4849 TRANSFER FROM GENERAL FUND</td>
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<td>89,357</td>
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<td>135,504</td>
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## Rodeo Trust Fund (Airport) 066

**City of Sikeston**  
**FY-17 Budget**  
**July 1, 2016-June 30, 2017**

<table>
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<tr>
<th>Revenues</th>
<th>FY-2015 Year Actual</th>
<th>FY-2016 Year Budget</th>
<th>FY-2016 Year Estimate</th>
<th>FY-2017 Proposed Budget</th>
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<tbody>
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<td>432.4162 Sale of Real Property</td>
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<table>
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<th>Expenditures</th>
<th>FY-2015 Year Actual</th>
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<th>FY-2016 Year Estimate</th>
<th>FY-2017 Proposed Budget</th>
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<td>946,159</td>
<td>969,672</td>
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<td>946,159</td>
<td>969,672</td>
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Excess (Deficiency of) Revenues Over Expenditures  
-3,430 -67,405 -105,760 -9,600

Other Financing Sources  
460.4856 Transfer from Essex Fund Transfer from Trans. S.Tax  
75,000 75,000

**Fund Balance-Beginning of Year**  
95,908 92,927 92,478 61,718

**Fund Balance-End of Year**  
92,478 100,522 61,718 52,118
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<th>E-911 FUND 70</th>
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<td>JULY 1, 2016 - JUNE 30, 2017</td>
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<td>CHARGES FOR SERVICES</td>
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<td>432.4148 DONATIONS</td>
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<td>558.5690 COMPUTERS &amp; EQUIPMENT</td>
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### CAPITAL IMPROVEMENT 75

**CITY OF SIKESTON**  
**FY-17 BUDGET**  
**JULY 1, 2016 - JUNE 30, 2017**

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>FY-2015 YEAR ACTUAL</th>
<th>FY-2016 AMENDED BUDGET</th>
<th>FY-2016 YEAR ESTIMATE</th>
<th>FY-2017 PROJECTED BUDGET</th>
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<tr>
<td><strong>INTERGOVERNMENTAL</strong></td>
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<td>125,880</td>
<td>1,583,012</td>
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</tbody>
</table>

| **MISCELLANEOUS REVENUE**     |                     |                        |                       |                          |
| 432.4147 MISCELLANEOUS REVENUE |                     |                        |                       |                          |
| 432.4149 INTEREST             | 726                 | 1,500                  | 336                   | 1,500                    |
| 432.4150 INSURANCE REFUND     |                     |                        |                       |                          |
| 432.4148 DONATIONS REFUND 60/61 |                   |                        |                       |                          |
| 432.4162 SALE OF REAL PROPERTY |                     |                        |                       | 7,489                    |
| 432.4162 SALE OF PERSONAL PROPERTY |   20,294           | 157,500                | 7,825                 | 126,500                  |
| **SUBTOTAL MISCELLANEOUS**    | 21,020              | 159,000                | 7,825                 | 126,500                  |
| **TOTAL REVENUE**             | 59,502              | 184,230                | 133,705               | 1,709,512                |
# CAPITAL IMPROVEMENT 075
## GENERAL GOVERNMENT 010

**CITY OF SIKESTON**
**FY-17 BUDGET**
**JULY 1, 2016 - JUNE 30, 2017**

<table>
<thead>
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<th>EXPENDITURES</th>
<th>FY-2015 ACTUAL</th>
<th>FY-2016 AMENDED BUDGET</th>
<th>FY-2016 ESTIMATE</th>
<th>FY-2017 PROJECTED BUDGET</th>
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<tbody>
<tr>
<td>558.5673 TELEPHONE &amp; SYSTEMS EQUIP</td>
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<tr>
<td>558.5677 CAMERAS &amp; VIDEO EQUIP</td>
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<td>558.5690 COMPUTERS AND EQUIP</td>
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**SUBTOTAL GEN. GOVT**

|                | 67,305 | 80,000 | 80,000 | 216,000 |

## CITY MANAGER 14

| 558.5603 SEDANS: ADMIN                        |                        |
| 558.5690 COMPUTERS & EQUIPMENT                |                        |
| 558.5694 FURNITURE & FIXTURES                 |                        |

**SUBTOTAL CITY MANAGER**

|                | 0     | 0     | 0      | 0      |

## ECON DEVELOPMENT 15

| 558.5690 COMPUTERS & EQUIPMENT                |                        |
| 558.5603 SEDANS, ADMIN.                      |                        |
| 558.5695 COPIERS                             |                        |
| 558.5702 BUILDING RENOVATION                 |                        |

**SUBTOTAL ECON DEVELOPMENT**

|                | 0     | 0     | 0      | 0      |

## CITY ATTORNEY 16

| 558.5690 COMPUTERS & EQUIPMENT                |                        |

**SUBTOTAL CITY ATTORNEY**

<p>|                | 0     | 0     | 0      | 0      |</p>
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<th>FY-2016</th>
<th>FY-2017</th>
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### CAPITAL IMPROVEMENT 075
ADMIN. SERVICES 020

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<td>558.5694 FURNITURE &amp; FIXTURES</td>
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<td>SUBTOTAL ADMIN SERV / CITY CLERK</td>
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| CITY TREASURER 22      | FY-2015 ACTUAL      | FY-2016 AMENDED BUDGET       | FY-2016 ESTIMATE | FY-2017 PROJECTED BUDGET |
| 558.5690 COMPUTERS & EQUIPMENT |                    | 350                          |                 |                          |
| 558.5694 FURNITURE & FIXTURES |                    |                              |                 |                          |
| SUBTOTAL ADMIN SERV / CITY TREASURER | 0                   | 0                            | 350            | 0                         |

| CITY COLLECTOR 24      | FY-2015 ACTUAL      | FY-2016 AMENDED BUDGET       | FY-2016 ESTIMATE | FY-2017 PROJECTED BUDGET |
| 558.5690 COMPUTERS & EQUIPMENT |                    |                              |                 |                          |
| 558.5694 FURNITURE & FIXTURES |                    |                              |                 |                          |
| 558.5695 COPIERS & RECORDING EQUIPMENT |                    |                              |                 |                          |
| SUBTOTAL CITY COLLECTOR | 0                   | 0                            | 0              | 0                         |

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<th>FY-2016 AMENDED BUDGET</th>
<th>FY-2016 ESTIMATE</th>
<th>FY-2017 PROJECTED BUDGET</th>
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| POLICE 32                                                                      |                |                         |                       |                          |
| 558.5480 SEMA-RADIOS/INTEROPERABLE                                              |                |                         |                       |                          |
| 558.5601 SEDANS-PATROLS / PURSUIT                                               | 59,110         | 40,000                  | 62,879                | 42,000                   |
| 558.5602 SEDANS-HOUSING AUTHORITY                                               |                |                         | 42,171                |                          |
| 558.5603 SEDANS-ADMINISTRATIVE                                                  |                |                         | 85,000                | 35,000                   |
| 558.5604 REFURBISH VEHICLES                                                     |                |                         |                       |                          |
| CAMERA & PHOTOGRAPHIC                                                           |                |                         | 3,000                 |                          |
| VEHICLE MAINTENANCE                                                            |                |                         | 65,000                |                          |
| RADIO MAINTENANCE                                                              |                |                         | 2,500                 |                          |
| 558.5637 MOBILE COMMAND POST                                                    |                |                         |                       |                          |
| 558.5663 BURN JAG GRANT                                                         |                |                         |                       |                          |
| 558.5667 CANINE AND EQUIPMENT                                                   |                |                         |                       |                          |
| 558.5668 WEAPONS                                                               |                |                         | 4,367                 | 7,000                    |
| 558.5669 C.O.P.S. EQUIPMENT                                                    |                |                         |                       |                          |
| 558.5674 PORTABLE RADIOS                                                        |                |                         |                       |                          |
| 558.5677 CAMERAS & VIDEO                                                        |                |                         | 1,500                 |                          |
| 558.5679 BULLET PROOF VESTS                                                     | 11,710         |                         |                       | 20,000                   |
| SUBTOTAL POLICE                                                                | 75,187         | 165,000                 | 186,932               | 174,500                  |
## FIRE 34

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</tr>
<tr>
<td>OVER EXPENDITURES</td>
<td>(841,282)</td>
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<tr>
<td>OTHER FINANCING SOURCES</td>
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<tr>
<td>460.4848 LEASE/PURCHASE PROCEEDS</td>
<td>465,000</td>
</tr>
<tr>
<td>460.4849 TRANSFER FROM GENERAL</td>
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<tr>
<td>560.5857 TRANSFER FROM E-911</td>
<td></td>
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<tr>
<td>TOTAL OTHER FINANCING SOURCES</td>
<td>815,000</td>
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<tr>
<td>OTHER FINANCING USES</td>
<td></td>
</tr>
<tr>
<td>562.5875 TRANSFER TO GENERAL</td>
<td></td>
</tr>
<tr>
<td>562.5886 TRANSFER TO 070</td>
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<tr>
<td>TOTAL OTHER FINANCING USES</td>
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<tr>
<td>BEGINNING FUND BALANCE</td>
<td>138,273</td>
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<td>ENDING FUND BALANCE</td>
<td>111,991</td>
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</table>
### CITY OF SIKESTON
### FY-17 BUDGET
### JULY 1, 2016-JUNE 30, 2017

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>FY-2015</th>
<th>FY-2016</th>
<th>FY-2016</th>
<th>FY-2017</th>
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<tbody>
<tr>
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<td>ACTUAL</td>
<td>BUDGET</td>
<td>ESTIMATE</td>
<td>BUDGET</td>
</tr>
<tr>
<td>01432 4149 INTEREST INCOME</td>
<td>9</td>
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<tr>
<td>01440 4501 P.I.L.O.T - RPA-1</td>
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<td>14,224</td>
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<tr>
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<tr>
<td>05440.4901 P.I.L.O.T-HOLIDAY INN</td>
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<td></td>
<td>44,476</td>
<td>44,500</td>
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<tr>
<td>TOTAL TAXES</td>
<td>47,355</td>
<td>48,000</td>
<td>91,700</td>
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<td>TOTAL REVENUES</td>
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<td>91,719</td>
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<tbody>
<tr>
<td>01554.5249 T.I.F. BOND INTEREST PAYMENTS</td>
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<tr>
<td>01554.5250 T.I.F. BOND PRINCIPAL PAYMENTS</td>
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<td></td>
</tr>
<tr>
<td>01554.5267 FOUR CORNERS REIMBURSEMENT</td>
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<tr>
<td>01554.5255 TIF REFUND</td>
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<tr>
<td>01554.5269 TRUSTEE FEES</td>
<td></td>
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<tr>
<td>01554.5253 COLTONS REIMBURSEMENT</td>
<td>49,424</td>
<td>49,500</td>
<td>42,698</td>
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<td>01554.5254 HOLIDAY INN REIMBURSEMENT</td>
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<td>45,000</td>
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<tr>
<td>TOTAL EXPENDITURES</td>
<td>54,115</td>
<td>49,500</td>
<td>87,174</td>
<td>93,000</td>
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</table>

EXCESS (DEFICIENCY OF) REVENUES OVER EXPENDITURES

FUND BALANCE-BEGINNING OF YEAR

FUND BALANCE-END OF YEAR
### CITY OF SIKESTON
#### FY-17 BUDGET
##### JULY 1, 2016-JUNE 30, 2017

<table>
<thead>
<tr>
<th>REVENUES</th>
<th>FY-2015 YEAR</th>
<th>FY-2016 YEAR</th>
<th>FY-2016 YEAR</th>
<th>FY-2017 PROJECTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>9101440.4901 P.I.O.T.-RPA-1</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9101440.4902 E.A.T.S-RPA-1</td>
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<tr>
<td><strong>TOTAL TAXES</strong></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>MISCELLANEOUS REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>9100432.4149 INTEREST INCOME</td>
<td>41</td>
<td>46</td>
<td></td>
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<tr>
<td>9100432.4165 PRELIMINARY FUNDING</td>
<td>56,558</td>
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<tr>
<td><strong>TOTAL MISCELLANEOUS REVENUES</strong></td>
<td>56,599</td>
<td>0</td>
<td>46</td>
<td>0</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>56,599</td>
<td>0</td>
<td>46</td>
<td>0</td>
</tr>
</tbody>
</table>

| EXPENDITURES                  |              |              |              |                   |
| 9100552.5232 LEGAL            | 18,677       |              |              |                   |
| 9100552.5236 PLANNERS/SURVEYORS | 37,881       |              |              |                   |
| 9100558.5744 PROJECT CONSTRUCTION | 710,000     | 870,000      |              |                   |
| **TOTAL EXPENDITURES**        | 56,558       | 710,000      | 870,000      | 0                 |
| **EXCESS (DEFICIENCY) OF) REVENUES** | 41          | -710,000     | -869,954     | 0                 |

| OTHER FINANCING SOURCES       |              |              |              |                   |
| 9185460.4856 TRANSFER FROM ESSEX FUND | 710,000      | 870,000      |              |                   |
| **TOTAL OTHER FINANCING SOURCES** | 0            | 710,000      | 870,000      | 0                 |

<p>| FUND BALANCE-BEGINNING OF YEAR | 16,853       | 41           | 87           |                   |
| FUND BALANCE-END OF YEAR       | 41           | 16,853       | 87           | 87                |</p>
<table>
<thead>
<tr>
<th></th>
<th>FY-2015 ACTUAL</th>
<th>FY-2016 BUDGET</th>
<th>FY-2016 ESTIMATE</th>
<th>FY-2017 PROJECTED BUDGET</th>
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<tbody>
<tr>
<td>9500412 4021 T.D.D. REVENUE</td>
<td>20,725</td>
<td>17,950</td>
<td>21,000</td>
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<td>9501440 4902 E.A.T.S - RPA-1</td>
<td>92,634</td>
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<td>TOTAL TAXES</td>
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<td>102,950</td>
<td>114,000</td>
<td>114,000</td>
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<tr>
<td>9501432 4149 INTEREST INCOME</td>
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<tr>
<td>TOTAL REVENUES</td>
<td>113,390</td>
<td>102,950</td>
<td>114,000</td>
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<tr>
<td>EXPENDITURES</td>
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<td>ADVERTISING AND PUBLISHING</td>
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<tr>
<td>9501554 5269 TRUSTEE FEES</td>
<td>3,212</td>
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<td>3,200</td>
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<tr>
<td>TOTAL EXPENDITURES</td>
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<td>118,200</td>
<td>104,200</td>
<td>118,200</td>
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<tr>
<td>EXCESS (DEFICIENCY OF)</td>
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<tr>
<td>REVENUES OVER EXPEND</td>
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<td>-15,250</td>
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<td>FUND BALANCE-BEGINNING OF YEAR</td>
<td>62,906</td>
<td>110,701</td>
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<td>FUND BALANCE-END OF YEAR</td>
<td>1,585</td>
<td>95,451</td>
<td>11,385</td>
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### REVENUES

<table>
<thead>
<tr>
<th>Description</th>
<th>FY-2015 ACTUAL</th>
<th>FY-2016 BUDGET</th>
<th>FY-2016 ESTIMATE</th>
<th>FY-2017 BUDGET</th>
</tr>
</thead>
<tbody>
<tr>
<td>9651430.4137 RENTS AND LEASES</td>
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<tr>
<td>9651432.4149 INTEREST INCOME</td>
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<tr>
<td><strong>TOTAL REVENUES</strong></td>
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<td><strong>313,033</strong></td>
<td><strong>313,033</strong></td>
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### EXPENDITURES

<table>
<thead>
<tr>
<th>Description</th>
<th>FY-2015 ACTUAL</th>
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<th>FY-2016 ESTIMATE</th>
<th>FY-2017 BUDGET</th>
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<tbody>
<tr>
<td>9651552.5248 OTHER PROFESSIONAL SERVICES</td>
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<td>9651556.5393 REAL ESTATE TAXES</td>
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<td>CONSTRUCTION-PENZEL</td>
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<tr>
<td>FURNITURE</td>
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<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>392,631</strong></td>
<td><strong>375,473</strong></td>
<td><strong>376,173</strong></td>
<td><strong>376,550</strong></td>
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<tr>
<td><strong>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</strong></td>
<td><strong>(79,598)</strong></td>
<td><strong>-62,440</strong></td>
<td><strong>-63,140</strong></td>
<td><strong>-63,517</strong></td>
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</table>

### OTHER FINANCING SOURCES (USES)

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>LOAN PROCEEDS USDA RURAL DEVELOPMENT</td>
<td>306,715</td>
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### FUND BALANCE-BEGINNING OF YEAR

<table>
<thead>
<tr>
<th>Description</th>
<th>FY-2015 ACTUAL</th>
<th>FY-2016 BUDGET</th>
<th>FY-2016 ESTIMATE</th>
<th>FY-2017 BUDGET</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>107,782</td>
<td>162,935</td>
<td>334,899</td>
<td>271,759</td>
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### FUND BALANCE-END OF YEAR

<table>
<thead>
<tr>
<th>Description</th>
<th>FY-2015 ACTUAL</th>
<th>FY-2016 BUDGET</th>
<th>FY-2016 ESTIMATE</th>
<th>FY-2017 BUDGET</th>
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<tbody>
<tr>
<td></td>
<td>334,899</td>
<td>100,495</td>
<td>271,759</td>
<td>208,242</td>
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</table>
Council Letter

Date of Meeting: 16-06-15

Originating Department: Governmental Services

To the Mayor and City Council:

Subject: 2nd Reading & Consideration of Bill #6026 Establishing Staffing and Compensation Levels for FY-17

Attachment(s):
   1. Bill 6026 with associated tables

Action Options:
   1. 2nd Reading & Approval of Bill Number 6026
   2. Other action Council may deem appropriate

Background:
   In accordance with the City Charter, Bill 6026 establishing staffing levels and the basic compensation plan for the fiscal year ending June 30, 2017 is presented for first reading. As set forth in Table 1-A of Bill 6026 staffing has increased from FY-16 levels.

   In FY2016, the Street Division had 4 part-time seasonal employees, typically filled by college students. The decision was made to pool those budgeted funds and employ one seasonal employee for a longer period of time, at a higher rate of pay.

   The City chose not to renew its annual contract with the Community Sheltered Workshop due to its increased cost. Instead, two (2) part-time employees were hired for litter pick up and bathroom cleaning in the Park Division.

   One part-time field supervisor was added to be available at the sports complex during baseball games. In addition, a part-time secretary was hired to assist with reservations for the Clinton Building. This will allow the Parks and Recreation Director more time out of the office. The position will be located at city hall and will also be able to assist other departments on an 'as needed' basis.

   The Economic Development Director’s salary was budgeted for the remainder of the calendar year. The administrative assistant’s position was eliminated for all of FY2017.

   All non-commissioned employees received a $1,000 cost of living adjustment. Commissioned officers received an increase based upon rank:

   - Public Safety Officers $4,000
   - Sergeants $2,000
   - Captains $3,000
   - Investigators $2,000
   - Lieutenants $3,000
The Department of Public Safety entered into an agreement with H & W Public Safety for the provision of uniforms. Section III: Paid Compensation, B. Allowances was amended to comply with that practice.

Staff asks for Council's approval of Bill #6026. As indicated in Section XIV: Record of Passage, the effective date of this bill will be July 1, 2016.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SIKESTON, MISSOURI, AS FOLLOWS:

SECTION I: General
A. This ordinance shall not be codified as part of the Sikeston Municipal Code.
B. This ordinance and all attachments hereto as may be amended shall be incorporated with and become part of the FY-17 BUDGET CODE.

SECTION II: Administration.
A. The City Manager hereinafter referred to as "MANAGER" shall be responsible for the general and specific provisions of this Ordinance, including but not necessarily limited to:
1. Development, implementation, monitoring and revision of supporting policy and procedure he deems necessary for proper administration and good business practices.
2. Certifying employee compensation records for compliance to the provisions set forth herein and with supporting policy and procedure of II.A.I. Above.
B. The MANAGER may:
1. Approve higher initial compensation for any staff position authorized, when in his sole opinion such action is appropriate based on:
   a. Degree of difficulty in attracting the most wholly qualified applicant at the published beginning rate; or
   b. Specific or special qualifications are required for the position; or
   c. Preferred/best candidate(s) background, experience and/or special qualifications result in extreme difficulty in recruiting at the regular entrance rate; or
   d. The current local compensation trend for the skills required is substantially greater than the published beginning rate.
2. Approve the hiring at a lesser initial compensation when, in his sole opinion, such action is appropriate based on:
   a. An otherwise eligible candidate will require a period of specialized training; or
   b. The current local compensation trend for the skills required is substantially less than the published beginning rate.
3. Increase any employee’s paid compensation when sustained performance indicates such action is appropriate:
   a. Within the guidelines of the merit pay plan, employee or supervisor of the year program; or
   b. When a given position responsibility and/or scope is significantly broadened; or
   c. When a specific employee displays consistent and noteworthy performance, behavior and supportive attitude, which in the MANAGER’S sole opinion, collectively warrant such action.
4. Decrease any employee’s paid compensation:
   a. When sustained or severe single case performance or behavior is below expected standards or represents severe disregard or violation of policy or procedure; or
   b. Upon employee demotion or transfer as appropriate.
C. Changes to and Offers of Compensation:
1. No change to any part of any employee’s compensation in total or in part, either increase or decrease, may be made without the approval of the MANAGER.
2. No offer shall be made to any prospective or current employee of paid compensation or benefits, either greater or lesser than those allowed by this ordinance, except as may be approved by the MANAGER.
3. Entry range compensation and benefits as specified herein may be discussed with potential employees, including whatever action a respective Department Head may intend to make, provided no actual offer is made without the approval of the MANAGER.
D. DEPARTMENT HEAD shall be responsible for:
1. Becoming and remaining knowledgeable with the provisions of this Ordinance including any amendment thereto and supporting policy or procedure as in effect currently or as may be established or revised in future.
2. Ensuring compliance with the provisions of this Ordinance and supporting policy or procedure, as currently in effect or as may be amended.

3. Training their Division Heads and Supervisors on the provisions of this Ordinance and supporting policy and procedure.

4. Recommending any change to the compensation of each employee assigned to their Department, in support of the provisions of this Ordinance and supporting Personnel Policy.

5. Ensuring timeliness and accuracy of any change, either increase or decrease, upon:
   a. Each Anniversary Date
   b. Upon Hiring, Promotion, Transfer, Discipline or Termination

6. May suspend any employee within their Department, pending an appeals hearing in accordance with the provisions of the Discipline Policy, without pay.

E. CITY TREASURER shall be responsible for:

1. Ensuring compliance with the provisions of this Ordinance and supporting policy, reporting any violation of either, immediately to the MANAGER.

2. Generating and maintaining employee compensation records as needed including any change thereto, in a timely fashion.

3. Generating and maintaining personnel rosters, in a format to be approved by the MANAGER, and shall contain as a minimum:
   a. A complete POSITION listing, including current status of each, as authorized by this Ordinance or the MANAGER under the provisions of this Ordinance.
   b. Current EMPLOYEE information including, department/division assignment, pay classification code, FLSA Classification code, hiring date, anniversary date, date of eligibility for next increase, and any other as required by the MANAGER.
   c. Said roster to be updated at least monthly and a working copy updated daily, as may be required, and maintained by the City Treasurer.

4. Generating and forwarding to responsible Department Head, any employee compensation record as needed to support the provisions of this Ordinance and ensuring the completeness and accuracy of any such compensation record.

5. Ensuring timely entry and/or change, as approved by the MANAGER, to any employee’s compensation as specified in the compensation record.

SECTION III: Paid Compensation.

A. Pay Plan (See Tables IIA or IIB as applicable.)

1. Shall be a merit (performance) plan.

2. Shall be constructed of twenty-three (23) levels called GRADES for all employees, and sixteen (16) ranges called STEPS for all employees except Commissioned Public Safety Officers, which have eighteen (18) STEPS. STEPS are based upon years in service and the ability to maintain compliance with ongoing job requirements associated with the merit pay plan. (Please note: Commissioned Public Safety employees are subject to an alternate compensation plan. See Table IIB).

3. Employees must be eligible in all respects on the appropriate anniversary date to receive the indicated increase in paid compensation.

4. Employees ineligible for any reason on the appropriate anniversary date shall be awarded as follows:
   a. The appropriate STEP assignment without any resulting increase in salary or wages.
   b. Any benefit in terms of sick leave, vacation or other such, as would otherwise be awarded had the ineligibility not occurred.
   c. Employees shall not have their eligibility restored to receive a merit raise.

B. Allowances are hereby authorized as follows:

1. Clothing allowance for employees of the Department of Public Safety serving in the positions of Communications Officers, Communications Supervisor, all Public Safety Officers, Sergeants, and Lieutenants, will be earned at a rate of $650.00 annually. The Department of Public Safety will select a uniform vendor to provide uniforms. Employees will receive vendor credit for one-half (1/2) of the clothing allowance on the first pay date in March and the second one-half (1/2) of the allowance credited on the first pay date in September, excluding new hires which will receive the first portion of their uniform allowance immediately and the second portion either on the first pay date in March or the first pay date in September.

2. Command Staff and Investigators of the Department Public Safety will receive a uniform allowance of $650 annually. This will be paid by installment, with one-half (1/2) of the clothing allowance being paid on the first pay date in March and the second one-half (1/2) of the allowance to be paid on the first pay date in September.

3. Clothing and boot allowance for Entry Level Maintenance Workers, Skilled Workers, Mechanic, DPW Supervisors and Code Enforcement Officers at a rate of $400 annually.

4. Clothing allowance for administrative assistants, account clerks, deputy city
treasurer, city collector, city treasurer, secretary/receptionist, IT technician, network administrator, court clerk and deputy court clerk at a rate of $250 annually.

5. Car allowance for City Manager to be paid in either twenty-six (26) or twelve (12) equal installments at the election of the recipient.
   a. The annual amount of this allowance to be individually established, by position.
   b. Payment of this allowance shall only be made, after the completion of the time period of the pro-ration as elected by the employee.
   c. No additional claim for mileage or other operating or maintenance expense shall be authorized for persons receiving this allowance.

6. Mileage in the amount currently established by the United States Internal Revenue Service (IRS) Regulations per documented mile, when a privately owned vehicle is required to be used for CITY business, upon the responsible Department Heads certification of the claim for reimbursement. Said certification to be both for requirement of use and accuracy of the respective claim.

7. Direct reimbursement of “out-of-pocket” expenses of any employee incurred in the performance of their duties subject to Per Diem rates and completion/submission of appropriate claim and required supporting documentation within three (3) working days of return to work.

SECTION IV: Benefits:

A. Vacation banking shall be limited to two (2) times the annual accrual rate.

1. Vacation in excess of this amount shall be lost, without compensation, on the employee’s anniversary date of employment.

2. An employee may submit a request to cash-in vacation time, to the MANAGER. The MANAGER may authorize the payment (cashing in) of vacation, if it is warranted. An employee may request the cashing in of no more than two weeks of vacation within a fiscal year. Council approval is required for the Manager, City Clerk and City Treasurer to cash-in vacation time.

3. Vacation in excess of the limits as herein established, shall be forfeited on the appropriate anniversary date, without recourse or grievance to or by the employee so affected.

4. Vacation shall be earned and accrued monthly after the first anniversary date as follows:
   a. Employment at first anniversary, six (6) days or two and \( \frac{1}{2} \) (2.5) shifts provided however, employees shall not accrue any vacation until the end of their initial employment qualifying period (first anniversary with recommendation for continued employment) and further, employees leaving the service of the City prior to their first anniversary, as established in Section VII of this Ordinance, shall forfeit any and all claim to any vacation time.
   b. Beginning year two (2) to end of year four (4), eleven (11) days or four and \( \frac{1}{2} \) (4.5) shifts.
   c. Beginning year five (5) to end of year eight (8), thirteen (13) days or five and \( \frac{1}{2} \) (5.5) shifts.
   d. Beginning year nine (9) to end of year twelve (12), fifteen (15) days or six and \( \frac{1}{2} \) (6.5) shifts.
   e. Beginning of year thirteen (13) to end of year sixteen (16), seventeen (17) days or seven and \( \frac{1}{2} \) (7.5) shifts.
   f. Beginning of year seventeen (17) to end of year twenty (20), nineteen (19) days or eight and \( \frac{1}{2} \) (8.5) shifts.
   g. Beginning of year twenty-one (21) to end of year twenty-five (25), twenty-one (21) days or nine and \( \frac{1}{2} \) (9.5) shifts.
   h. Beginning of year twenty-six (26) to end of employment, twenty-six (26) days or twelve and \( \frac{1}{2} \) (12.5) shifts.

6. Employees shall not accrue any vacation until the end of their initial employment qualifying period (first anniversary with recommendation for continued employment).
   a. Employees leaving the service of the City prior to their first anniversary as established in Section VII of this Ordinance shall forfeit all claims to any vacation time.

7. Accrued banked vacation shall be bought back at the employee’s regular rate of pay when the employee leaves the service of the City.

8. After the first anniversary of employment, vacation earned at the rates as set out herein above, shall accrue to the employee as follows:
   a. Initial year’s (six (6) days) shall be accrued (provided employee is recommended for continual employment) as a lump sum (in hours), the first pay period immediately following the anniversary date as set forth in Section VII of this Ordinance.
   b. An amount in hours, equal to the rates established herein above, shall be accrued on a one-twelfth (1/12) per year pro-ration, to each eligible employee’s vacation bank and stated on the employee’s check stub on the first pay date immediately following the month the vacation time was earned.
Vacation time used, as indicated on the employee time cards, shall be deducted from this balance on the pay date immediately following use.

9. For the purpose of this Ordinance, a work month shall be defined as thirty (30) consecutive days.

10. Accrual of vacation time shall continue up to the end of the first work month of authorized sick leave usage. Accrual of vacation time shall cease upon the completion of the first work month of sick leave usage, medical leave or leave of absence. Accrual of vacation time shall resume, as herein above set forth, upon the employee’s return to work, upon doctor’s release. Accrual rates may be prorated, to reflect actual work hours, if less than full-time.

B. Sick leave shall be considered an insurance type benefit, the use of which represents a claim against the City and the banking of which shall be limited to 1,040 hours for general and supervisory personnel, 1079 hours for patrol and communication hourly employees and 1404 hours for fire division personnel assigned to 24 hour shifts.

1. Abuse of sick leave shall be considered a false claim against the City and sufficient reason for immediate discharge of any employee when, in the sole opinion of the MANAGER, any such abuse may exist.

2. Sick leave in excess of banked limits shall be lost, without compensation, on the employee’s anniversary date of employment. Employees, which have exceeded the bank limit, shall only be reduced to the bank limit. Employees, who have received their sick leave bank limit and forfeited the excess, shall begin to accrue sick leave in the routine manner until their next anniversary.

3. The MANAGER may authorize carry over, not to exceed one (1) additional year of sick leave accrual when, in his sole opinion, such action is warranted, upon receipt of an appropriate request at least thirty (30) days prior to the anniversary date the employee would otherwise forfeit sick leave time accrued.

4. Trading, transferring or giving of sick leave time between employees is not authorized.

5. Sick leave shall be accrued monthly beginning after the first six (6) months of employment, upon department head recommendation and MANAGER approval as follows:

6. Unused sick leave banked at the time the employee leaves the service of the City shall be forfeited and no paid compensation is authorized for any such time, unless the employee has at least 10 continuous years of service and leaves in good standing, then the employee will be paid for 25% of his accrued sick leave bank at his regular hourly rate.

7. Accrual of sick leave shall continue up to the end of the first work month of authorized sick leave usage. Accrual of sick leave shall cease upon the completion of the first work month of sick leave usage, medical leave or leave of absence. Accrual of sick leave shall resume, as hereinabove set forth, upon the employee’s return to work, upon doctor’s release. Accrual rates may be prorated, to reflect actual work hours, if less than full-time.

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<tr>
<th>Sick Leave Earned Per Month</th>
<th>Leave Based on Years of Completed Service</th>
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<tr>
<td>8</td>
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<tr>
<td>8.3 &amp; communications</td>
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<td>8.5</td>
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<td>24</td>
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C. Holiday time shall be provided at a rate of twelve and one-half (12 ½) days per year, which shall be:

- New Year’s Day (January 1)
- Martin Luther King, Jr. Day (3rd Monday in January)
- President’s Day (3rd Monday in February)
- Memorial Day (Last Monday in May)
- Independence Day (July 4)
- Labor Day (First Monday in September)
- Columbus Day (2nd Monday in October)
- Thanksgiving Day (4th Thursday in November)
- Friday following Thanksgiving (4th Friday in November)
- Christmas Eve, one-half (1/2) day, (December 24)
- Christmas Day (December 25)
- Floating Holidays (City offices remain open)
  Good Friday and Veteran’s Day
1. When any authorized holiday shall fall on a Saturday, that holiday shall be observed on the preceding Friday. When any authorized holiday shall fall on a Sunday, that holiday shall be observed on the following Monday.

2. Whenever an eligible employee is required to work or whenever a scheduled City Holiday shall fall on an eligible employee’s regularly scheduled day off then an employee may be choose to be paid the holiday or that holiday (in hours) shall be credited to the employee’s Personal Hours as follows:

<table>
<thead>
<tr>
<th>Holiday/Personal Hours Banked Per Shift</th>
<th>Salaried/40E</th>
<th>171E (8.3 hour shifts)</th>
<th>171E (8.5 hour shifts)</th>
<th>212 E (24 hours shifts)</th>
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<tbody>
<tr>
<td>8</td>
<td>8.3</td>
<td>8.5</td>
<td>12</td>
<td></td>
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</tbody>
</table>

3. Banked holiday/personal hours shall be reflected in the appropriate box on the next paycheck stub.

4. Banked holiday time shall accrue until the employee requests to be paid or until the employee’s anniversary date, at which time all banked time shall be bought back from the employee at the employee’s regular hourly rate.

5. The MANAGER may authorize a carryover of greater than that referenced in C(4) above, when in his sole opinion such action is warranted and upon written request at least thirty (30) days prior to the employee’s anniversary date, and with Department Head recommendations.

6. Banked holiday time shall be bought back at the employee’s regular rate of pay, when any employee leaves the service of the City.

7. Employees absent for more than 30 consecutive days will not accrue holiday/personal hours.

D. The City shall participate in the Local Government Employee Retirement System (LAGERS) LT8-65 (65)-retirement plan. This retirement plan increases employee benefits to 1.50% for a life allowance; plus an additional 50% allowance to age 65. Effective FY-92 the City changed from a “Contributory” to “Non-Contributory” Plan, and is subject to the administrative requirements of State Statute and LAGERS regulations.

E. The City shall provide an employee health insurance plan and pay eighty percent (80%) of the established premium contribution amount to be effective the first of the month following ninety (90) days of continued employment.

1. Employees shall contribute twenty percent (20%) of the established premium amount.

2. Employees have the opportunity to enroll, when hired, for the health insurance coverage for themselves and any dependents. If coverage is declined at initial employment, employees can only enroll under special circumstances as a special enrollee or late enrollee. Please see the Alliance Benefits booklet for descriptions of special enrollee and late enrollee.

F. The City shall offer a public employees’ cafeteria plan, as allowed under Internal Revenue Code Section 125. All full time employees of the City are eligible for participation in the cafeteria plan. Benefit categories to be offered are as follows:

1. City sponsored medical insurance
2. Flexible medical benefits
3. Dependent care assistance
4. Additional features or benefits the City may desire to add

SECTION V: Classification.

A. Each employee shall be assigned a compensation code; it shall be a three (3)-part code to track, in order: grade, step and longevity. The Compensation Code shall be upgraded at least annually, with an effective date the same as the employee’s anniversary date, or upon any compensation change with the new anniversary date as herein set out, as follows, the:

1. First two (2) digits designate Pay Grade.
2. Letter Designation indicates Pay Step.
3. Last two (2) digits designate completed years of service.

B. In general, higher pay grades reflect:

1. Greater responsibility
2. Hierarchy with the Organization
3. Higher pay and/or allowances

SECTION VI: Eligibility.

A. Eligibility shall encompass any and all criteria established by this Ordinance, and/or City policy and procedure. The absence or loss of any such or part of such eligibility shall limit or disallow pay increase as herein or otherwise authorized. Employees ineligible for, at the time they might normally expect to receive a pay increase, shall be assigned the next higher step designator and forfeit any claim to such compensation increase.
B. Ineligibility may occur, but may not be limited to the following:

1. Qualifying Periods
   a. Initial employment qualifying period for MERIT adjustment only.
   b. An employee under investigation which may result in disciplinary action or who is under assignment to a disciplinary qualifying period shall:
      1. Have the outcome of the investigation applied retroactive to the date of eligibility.
      2. Not be eligible for any compensation increase, but shall be assigned the next STEP as appropriate or as determined by due process.

2. When the overall evaluation grades for the most recent past six (6) evaluations average five point five (5.5) or less.

3. When repeated or severe violations of policy or procedure occur.

4. Upon department head or MANAGER recommendation.

C. Merit Eligibility:

1. Generally:
   a. All positions except MANAGER and DEPARTMENT HEADS shall be eligible for merit increase upon completed service (see Tables II-A and II-B), and compliance with all criteria established by ordinance and/or City policy and procedure.
   b. Merit increases shall be based on the mathematical average of all evaluations received since the employee’s last merit increase, as determined in the Pay Plan Tables II-A and II-B.
   c. Merit increases for the MANAGER and DEPARTMENT HEADS shall be individually determined

2. General Service Employees, for purposes of this ordinance, shall be defined as all employees of the City of Sikeston other than Commissioned Employees. Merit increases shall be awarded to General Service Employees, when eligible in all respects, as set forth in Pay Plan Table II-A.

3. Commissioned Employees, for the purposes of this ordinance, shall be defined as all rookie and commissioned public safety officers employed within the Sikeston Department of Public Safety. Merit increases shall be awarded to Commissioned Employees, when eligible in all respects, as set forth in Pay Plan Table II-B.

D. Reclassifications and Other Compensation Increases:

1. General Service Employees:
   a. Entry Level Maintenance Workers shall be assigned to Grade 9. Upon successful completion of their training, and upon Department Head recommendation and City Manager approval, the employee shall be reclassified to Skilled Worker, Grade 11, and receive appropriate compensation for that grade.
   b. Public Works Skilled Workers and Mechanic, when classified as a leadsman by their Department Head shall receive an additional $.75 per hour.
   c. Rookie Communications Officers shall be assigned to Grade 11. Upon successful completion of their training, and upon Department Head recommendation and City Manager approval, the employee will be reclassified to Communications Officer, Grade 13, and receive appropriate compensation for that grade.
   d. Communications Field Training Officer (FTO) - Communications Officers filling this position shall receive an additional one dollar and twenty-five cents ($1.25) per hour. This additional compensation will only be paid when training a rookie communications officer.
   e. Firefighter - A sub-classification of “Firefighter” will exist within the general classification of PSO. This class is used for non-commissioned officers assigned to Fire Division. Compensation for these employees shall be set by the City Manager, as determined by their training, education and performance.

2. Commissioned Employees:
   a. Public Safety FTO – Additional compensation of One Dollar and twenty-five cents ($1.25) per hour is available for any commissioned Public Safety Officer trained, and designated as a Field Training Officer. This additional compensation will only be paid when training a rookie public safety officer.
   b. Canine Officer – Any commissioned Public Safety Officer trained and designated as the City’s Canine Officer shall receive additional, annualized, compensation of three thousand six hundred dollars ($3,600).

SECTION VII: Anniversary Date.

A. Shall be rounded to the first day of the month when the employee begins employment on or before the sixteenth (16th) day of the employment month, or to the first of the month following the employment month when the employee begins work after the sixteenth (16th) day of the employment month.
B. This anniversary date shall be used when computing all eligibility times throughout the employee’s employment.

C. Merit changes, (pay or benefits) shall be based on employment anniversary dates of consecutive years of service.

D. Employees leaving the service of the City prior to their 1st anniversary shall forfeit any and all claim to any vacation time.

SECTION VIII: Less Than Full Time Employees.
A. The MANAGER shall determine hourly rates for employees working part time or temporary (seasonal) in accordance with sound business practices, the minimum wage laws and provisions of FLSA.

B. The MANAGER may authorize up to one-half (1/2) the holiday time benefits to such employee when in his opinion such is warranted by the nature of the position and the specific employee’s performance both warrant such action and provided said employee(s) is/are regularly scheduled for twenty-five (25) or more hours per week.

SECTION IX: Staffing Generally
A. The City Manager shall be authorized for the following, including but not limited to:
1. Development, monitoring and revision of supporting policy and procedure.
2. Ensuring best-qualified candidate is selected for any given position.
3. Appropriate discipline including removal from the City employ any person he deems necessary, in his sole opinion.
4. Elimination of any position he deems appropriate due to lack of work, changing work process, or reorganization.

B. The MANAGER shall not be required to fill any position simply because a vacancy exists.

C. The MANAGER may amend staffing levels or authorized positions within any specific department, provided
1. Such amendment does not exceed the total number of City employees established hereinafter.
2. Such amendment does not cause the anticipated appropriation budgeted for Personnel Services within said department to be exceeded.

D. The MANAGER may employ additional temporary personnel when regular employees are not available (illness, injury, medical or military leave) or a specific increase in a work process requires such action to maintain levels of service.

SECTION X: Authorized Staffing Levels & Compensation Classifications.

FY-2017 Authorized Staffing Level Totals,
1. 119 Full Time Employees
2. 13 Part Time Employees
3. 9 Seasonal/Temporary Employees

SECTION XI: Repealer. Any other ordinances or part(s) thereof inconsistent herewith are hereby repealed.

SECTION XII: Severability. Should any part or parts of this ordinance be found or held to be invalid by any court of competent jurisdiction, the remaining part or parts shall be severable and shall continue in full force and effect.

SECTION XIII: Emergency Clause. This ordinance is adopted as an emergency measure so that the effective date corresponds with the fiscal year.

SECTION XIV: Record of Passage:
1. Bill Number 6026 was introduced to Council and read the first time this 6th day of June 2016.

2. Bill Number 6026 was read and discussed the second time this 15th day of June 2016 discussed and was voted as follows:

Depro _______, Evans ________, Gilmore ________, Merideth ________,
Settles ________, White-Ross ________, and Burch ________,
thereby being adopted and becoming Ordinance 6026.
3. Upon passage by a majority of the Council, this Bill shall be in full force and effect from and after July 1, 2016.

_________________________________
Steven Burch, Mayor

Approved as to Form
Charles Leible, City Counselor

Seal/Attest:

_________________________________
Carroll Couch, City Clerk
## FY-2017 STAFFING AUTHORIZATION

### TABLE I-A

#### I. STAFFING LEVEL AUTHORIZATION (by Department, Division and Classification)

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</table>

**FY-2017=141**

**FY-2016=140**

### G. FY-2017 CHANGES IN STAFFING:

1. 4 minimum wage seasonal positions utilizing students were merged into 1 part time seasonal, in Street Division
2. 1 part-time secretarial position was added to the Park Division
3. 1 seasonal field supervisor was added to the Park Division
4. Two seasonal employees were added to the Park Division to pick up trash and clean bathrooms
5. A seasonal position was added to assist with mowing in Park Division
6. Administrative assistant's position eliminated in Economic Development
TABLE I-B

<table>
<thead>
<tr>
<th>Department</th>
<th>Division</th>
<th>Position/Title</th>
<th>Grade</th>
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<td></td>
</tr>
<tr>
<td></td>
<td>PSO</td>
<td>15</td>
<td>23 0 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>PSO/Canine Officer</td>
<td>15</td>
<td>1 0 0</td>
<td></td>
</tr>
<tr>
<td>Fire</td>
<td>Lieutenant</td>
<td>20</td>
<td>1 0 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sergeant</td>
<td>17</td>
<td>4 0 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>PSO</td>
<td>15</td>
<td>16 0 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Firefighter</td>
<td>15</td>
<td>0 10 0</td>
<td></td>
</tr>
<tr>
<td>TOTAL PUBLIC SAFETY</td>
<td></td>
<td></td>
<td></td>
<td>80 10 0</td>
</tr>
<tr>
<td>Public Works</td>
<td>Director</td>
<td>23</td>
<td>1 0 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Administrative Assistant</td>
<td>11</td>
<td>1 0 0</td>
<td></td>
</tr>
<tr>
<td>Seasonal Mowing</td>
<td>Skilled Worker</td>
<td>2</td>
<td>0 0 2</td>
<td></td>
</tr>
<tr>
<td>Street</td>
<td>Superintendent</td>
<td>19</td>
<td>1 0 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Supervisor</td>
<td>13</td>
<td>2 0 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Skilled Worker</td>
<td>11</td>
<td>7 0 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Skilled Worker</td>
<td>1</td>
<td>0 0 1</td>
<td></td>
</tr>
<tr>
<td>Garage</td>
<td>Vehicle Maintenance Supervisor</td>
<td>17</td>
<td>1 0 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Mechanic</td>
<td>13</td>
<td>1 0 0</td>
<td></td>
</tr>
<tr>
<td>Planning</td>
<td>Code Enforcement Officer</td>
<td>15</td>
<td>4 0 0</td>
<td></td>
</tr>
<tr>
<td>Parks</td>
<td>Parks &amp; Recreation Director</td>
<td>18</td>
<td>1 0 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Secretary</td>
<td>2</td>
<td>0 1 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Supervisor</td>
<td>11</td>
<td>1 0 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Building Attendant</td>
<td>2</td>
<td>0 2 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Skilled Worker</td>
<td>11</td>
<td>4 0 0</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Skilled Worker</td>
<td>1</td>
<td>0 0 3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Field Supervisor</td>
<td>1</td>
<td>0 0 1</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Grounds Maintenance</td>
<td>1</td>
<td>0 0 2</td>
<td></td>
</tr>
<tr>
<td>TOTAL PUBLIC WORKS</td>
<td></td>
<td></td>
<td></td>
<td>24 3 9</td>
</tr>
<tr>
<td>Economic Dev.</td>
<td>Director</td>
<td>23</td>
<td>1 0 0</td>
<td></td>
</tr>
<tr>
<td>TOTAL ECONOMIC DEVELOPMENT</td>
<td></td>
<td></td>
<td></td>
<td>1 0 0</td>
</tr>
<tr>
<td>TOTAL FY-2017 AUTHORIZED POSITIONS</td>
<td></td>
<td></td>
<td></td>
<td>119 13 9</td>
</tr>
</tbody>
</table>

* The Public Safety Department will be allowed to hire two (2) additional PSO’s to cover staffing shortages, brought about by military commitments of existing personnel.
## ORDINANCE NUMBER 6026 – TABLE II-A
### FY-2017 COMPENSATION AND BENEFITS – GENERAL SERVICES EMPLOYEES

### I. ENTRY GRADES AND RANGES:

#### A. General Service Employees Pay Plan Summary

(All employees except commissioned Public Safety Officers)

<table>
<thead>
<tr>
<th>Grade</th>
<th>Position</th>
<th>Entry Range</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Seasonal or Temporary</td>
<td>Minimum wage</td>
</tr>
<tr>
<td>2</td>
<td>Part-time</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Secretary, Account Clerk, Deputy City Treasurer</td>
<td>$19,623-$20,623</td>
</tr>
<tr>
<td>4</td>
<td>Entry Level Maintenance Worker(^1)</td>
<td>$21,407-$22,407</td>
</tr>
<tr>
<td>5</td>
<td>Rookie Communications Officer(^2), Skilled Worker(^3), Administrative Assistant, Deputy Court Clerk</td>
<td>$23,395-$24,395</td>
</tr>
<tr>
<td>6</td>
<td>Mechanic(^2)</td>
<td>$24,466-$25,466</td>
</tr>
<tr>
<td>7</td>
<td>DPW Supervisor, Communications Officer(^4), Court Clerk</td>
<td>$25,586-$26,586</td>
</tr>
<tr>
<td>8</td>
<td>DPW Mechanic(^5)</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>DPW Inspector</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Street Superintendent</td>
<td>$33,612-$34,612</td>
</tr>
<tr>
<td>11</td>
<td>Communications Officer, IT Technician, City Treasurer/Deputy City Clerk</td>
<td>$36,851-$37,851</td>
</tr>
<tr>
<td>12</td>
<td>Code Enforcement Officer, City Collector</td>
<td>$28,006-$29,006</td>
</tr>
<tr>
<td>13</td>
<td>Vehicle Maintenance Supervisor, Chief Building Inspector</td>
<td>$31,814-$32,814</td>
</tr>
<tr>
<td>14</td>
<td>Park &amp; Recreation Director</td>
<td>$32,104-$33,104</td>
</tr>
<tr>
<td>15</td>
<td>Street Superintendent</td>
<td>$33,691-$35,691</td>
</tr>
<tr>
<td>16</td>
<td>Communications Supervisor, IT Technician, City Treasurer</td>
<td>$36,851-$37,851</td>
</tr>
<tr>
<td>17</td>
<td>Network Administrator</td>
<td>$38,693-$39,693</td>
</tr>
<tr>
<td>18</td>
<td>Management(^6)</td>
<td>***</td>
</tr>
</tbody>
</table>

### II. ADMINISTRATION – GENERAL SERVICES EMPLOYEES

#### A. Entry Range (See Section I, above)

Compensation Increases and Merit Eligibility (See Ord. 5989, Section III). Step changes and associated merit increase eligibility occurs as follows:

<table>
<thead>
<tr>
<th>Step Assignment</th>
<th>Year</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>0</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>B</td>
<td>1</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>C</td>
<td>3</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>D</td>
<td>5</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>E</td>
<td>7</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>F</td>
<td>10</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>G</td>
<td>13</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>H</td>
<td>16</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>I</td>
<td>19</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>J</td>
<td>22</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>K</td>
<td>25</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>L</td>
<td>28</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>M</td>
<td>31</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>N</td>
<td>34</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>O</td>
<td>37</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>P</td>
<td>40</td>
<td>Eligible for standard pay plan increase</td>
</tr>
</tbody>
</table>

#### B. Calculation of Merit Increase based on overall average evaluation grade:

<table>
<thead>
<tr>
<th>Salary Increase</th>
<th>&lt;5.5</th>
<th>5.5-5.99</th>
<th>6.0-6.49</th>
<th>6.5-6.99</th>
<th>7.0-7.49</th>
<th>7.5-7.99</th>
<th>8.0-8.49</th>
<th>8.5-Up</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$0</td>
<td>$500</td>
<td>$675</td>
<td>$850</td>
<td>$1025</td>
<td>$1200</td>
<td>$1375</td>
<td>$1550</td>
</tr>
</tbody>
</table>

\(^1\) Entry level Maintenance Worker designations shall be assigned to all newly appointed “Skilled Worker” employees and such designations shall be classified as a GRADE 9 for all assignments and maintained until the employee completes required Department/Division training. Upon successful completion of training, and upon Department Head recommendation, the compensation grade shall be adjusted to GRADE 11.

\(^2\) Rookie Communications Officer designations shall be assigned to all newly appointed “Communications Officer” employees and such designations shall be classified as a GRADE 11 for all assignments and maintained until the employee completes required Department/Division training, and upon Department Head recommendation, the compensation shall be adjusted to GRADE 13.

\(^3\) Additional compensation is available, at a rate of $.75 per hour, when a Public Works Skilled Worker or the Public Works Mechanic is assigned as a Leadsman.

\(^4\) Additional compensation is available for a Communications Officer who is assigned as a Communications Training Officer (CTO). This additional salary is one dollar and twenty-five cents per hour while training.

\(^5\) Individually determined
I. ENTRY GRADES AND RANGES:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Step Assignment</th>
<th>Minimum Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>15</td>
<td>Rookie Public Safety Officer (PSO)</td>
<td>$37,062</td>
</tr>
<tr>
<td></td>
<td>AP Completion of State Training and OJT/FTO for Police Functions</td>
<td>$37,062</td>
</tr>
<tr>
<td></td>
<td>AF Completion of Fire Training &amp; Firefighter I, OJT/FTO</td>
<td>$37,062</td>
</tr>
<tr>
<td>B</td>
<td>Completion of Total Certification Requirements: Police &amp; Fire Training Completed</td>
<td>$37,062</td>
</tr>
<tr>
<td>16</td>
<td>Investigator</td>
<td>$41,152</td>
</tr>
<tr>
<td>17</td>
<td>Sergeant</td>
<td>$45,927</td>
</tr>
<tr>
<td>20</td>
<td>Lieutenant</td>
<td>$52,694</td>
</tr>
<tr>
<td>21</td>
<td>Captain</td>
<td>$59,271</td>
</tr>
</tbody>
</table>

II. ADMINISTRATION

A. Entry Range (See Section I, herein above).
B. Compensation Increases and Merit Eligibility (See Ord. 5989, Section III).
C. Step Assignment and Merit Increase Eligibility (See Ord. 5989, Section III).
   1. Entry Range (See Section IIA).
   2. Merit Eligibility begins in year three (3). Step changes and associated merit increase eligibility occur as follows:

<table>
<thead>
<tr>
<th>Step Assignment</th>
<th>Year</th>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>C</td>
<td>3</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>D</td>
<td>5</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>E</td>
<td>7</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>F</td>
<td>10</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>G</td>
<td>13</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>H</td>
<td>16</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>I</td>
<td>19</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>J</td>
<td>22</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>K</td>
<td>25</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>L</td>
<td>28</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>M</td>
<td>31</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>N</td>
<td>34</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>O</td>
<td>37</td>
<td>Eligible for standard pay plan increase</td>
</tr>
<tr>
<td>P</td>
<td>40</td>
<td>Eligible for standard pay plan increase</td>
</tr>
</tbody>
</table>

D. Calculation of Merit Increase based on overall average evaluation grade:

<table>
<thead>
<tr>
<th>Grade Range:</th>
<th>&lt;5.5</th>
<th>5.5-5.99</th>
<th>6.0-6.49</th>
<th>6.5-6.99</th>
<th>7.0-7.49</th>
<th>7.5-7.99</th>
<th>8.0-8.49</th>
<th>8.5-Up</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary Increase</td>
<td>-0-</td>
<td>$500</td>
<td>$675</td>
<td>$850</td>
<td>$1025</td>
<td>$1200</td>
<td>$1375</td>
<td>$1550</td>
</tr>
</tbody>
</table>

1 FTO – Additional compensation is available for any commissioned Public Safety Officer trained and designated as a Field Training Officer (FTO). This additional salary one dollar and twenty-five cents per hour while training.

2 Canine Officer – Additional compensation is available to the Public Safety Officer serving in the position of Canine Officer. Upon City Manager approval of the Canine Officer’s training and certification as a dog handler, additional annualized compensation of three thousand six hundred dollars ($3,600) will be paid.