

CITY OF SIKESTON

FY-16 BUDGET



MAYOR

Steven Burch

CITY COUNCIL

Bob Depro

Karen Evans

Jon Gilmore

Maude Harris

Ryan Merideth

Gerald Settles

CITY MANAGER

J.D. Douglass

City of Sikeston Mayor & Council



Steven Burch

Mayor

Bob Depro

Mayor Pro Tem/ Councilman, At-Large

Jon Gilmore

Councilman, Ward 1

Gerald Settles

Councilman, Ward 2

Karen Evans

Councilman, Ward 3

Maude Harris

Councilman, Ward 4

Ryan Merideth

Councilman, At-Large

Administration and Department Heads

Jonathan "J.D." Douglass, City Manager

Linda Lowes, Governmental Services Director

Carroll Couch, Administrative Services Director

Drew Juden, Public Safety Director

Jay Lancaster, Public Works Director

Ed Dust, DED Director

Chuck Leible, City Attorney

Frank Marshall, Municipal Judge

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**Budget Transmittal Message
Fiscal Year 2016 (FY16)**

To the Mayor and City Council,

In accordance with the City Charter, the City of Sikeston's proposed budget for Fiscal Year 2016 (July 1, 2015 through June 30, 2016) is hereby submitted. This budget maintains healthy reserves, addresses some capital needs, and begins to address the market competitiveness of salaries in the Department of Public Safety while providing a modest salary adjustment to other employees.

Mission and Vision of the City

Sikeston is organized under Missouri state laws as a 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, identified four performance areas as key to Sikeston's future: economic development, education, housing, and quality of life. The City Council Goals adopted in August 2014 identify the following goals areas as priorities for the city staff and Council:

- Housing
- Retail and Business Development
- Revenue Enhancement and Financial Stewardship
- Marketing Sikeston
- Quality of Life and Amenities

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

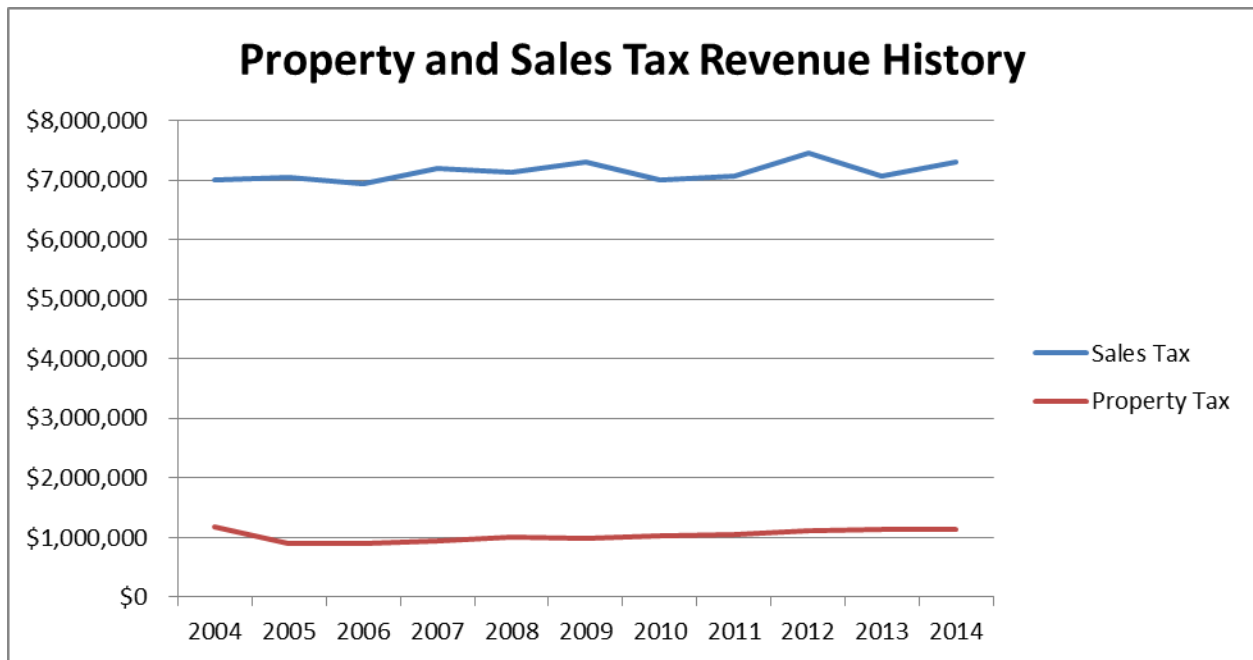
Revenue Sources

Property and Sales Tax Trends

As you can see in the following graph, both sales and property tax revenues have been fairly flat for more than ten years. Sales tax revenues have been up and down over the years but have consistently dropped back to 2004 levels. 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 from 2005 to 2013 but still remain below the amount collected in 2004. The graph below also illustrates the city's relative dependence on sales vs. property taxes and the importance of growing



our sales tax generation. The graph accounts only for the 2.5 cent City of Sikeston sales taxes, and does not include franchise fees or other taxes that might be grouped with sales taxes.



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, 2015.

The City of Sikeston's current property tax rate is \$0.7490 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:	\$0.4002
Public Library Fund:	\$0.1744
Public Parks:	<u>\$0.1744</u>

Total: \$0.7490 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%:

$$\begin{array}{rcl} \text{Appraised value of home} & = & \$100,000 \\ & \times & 19\% \\ \hline \text{Assessed valuation} & = & \$19,000 \end{array}$$

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 0.7490.

$$\$19,000 / 100 = \$190$$

$$\$190 \times 0.7490 = \$142.31$$

Appraised Home Value of	Assessed Valuation	Approximate City Real Estate Tax Bill
\$100,000	\$19,000	\$142.31
\$150,000	\$28,500	\$213.47
\$200,000	\$38,000	\$284.62
\$250,000	\$47,500	\$355.78
\$300,000	\$57,000	\$426.93

Property Tax History					
Fiscal Year	Total Assessed Valuation	Total Rate	General Fund	Park Fund	Library Fund
2015	\$200,667,773	.7490	.4002	.1744	.1744
2014	\$194,539,415	.7494	.4004	.1745	.1745
2013	\$193,769,215	.7494	.4004	.1745	.1745
2012	\$185,295,894	.7482	.3998	.1742	.1742
2011	\$185,569,398	.7366	.3936	.1715	.1715
2010	\$181,501,570	.7366	.3936	.1715	.1715
2009	\$192,481,876	.6911	.3693	.1609	.1609
2008	\$173,290,246	.6911	.3693	.1609	.1609
2007	\$173,290,346	.6911	.3693	.1609	.1609
2006	\$169,528,091	.6911	.3693	.1609	.1609
2005	\$165,066,717	.6911	.3693	.1609	.1609
2004	\$162,958,049	.8748	.5503	.1609	.1609
2003	\$161,583,695	.8700	.5500	.1600	.1600

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 2.5 cents for every one dollar of taxable sales within the city limits (i.e. a rate of .02500).

Taxing Authority	Rate Within Scott County	Rate Within New Madrid County
State of Missouri	.04225	.04225
County General Revenue	.01000	.01000
County Ambulance District		.00250
City General Revenue	.02000	.02000
City Transportation	.00500	.00500
Total	.07725	.07975

An upcoming issue the City Council will be asked to consider is if and when to ask voters to approve continuation of a use tax on out-of-state vehicle purchases where no sales tax is otherwise collected. Due to legislation adopted by the Missouri General Assembly, this use tax will be outlawed unless continuation is approved by voters prior to November 2016. If the use tax is not approved by voters, it is estimated that the City of Sikeston will lose around \$139,000 in annual revenue.

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 can be considered 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 any number of our major retailers or efforts by the Missouri General Assembly to carve out special interest exemptions to taxable sales.

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, Tourism Fund, and E-911 Fund are all restricted funds. Unrestricted funds may be spent on any lawful city purpose. The General Fund, Sales Tax Fund, and Municipal Court Fund are all unrestricted funds.
- The Government Finance Officers Association (GFOA) is a professional association providing financial policy research and best practices for government finance. GFOA does not make a blanket recommendation regarding the size of fund balances cities should carry. 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 of Sikeston policies call for minimum fund balances for unrestricted funds of at least 25% of revenues, and minimum fund balances for restricted funds of at least 15% of revenues. All of the city funds are well above these minimums.
- Overall unrestricted fund balances together amount to 53% of unrestricted revenues. Overall restricted fund balances together amount to 70% of restricted revenues. The overall fund balance (for all funds together) amounts to 56% of total revenues. Essentially, this means 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.

Employee Compensation

For a number of years, and coming to a head during this year's budget deliberations, the city staff and City Council have discussed the need to increase the market competitiveness of our Department of Public Safety (DPS) salaries. Our biggest competitors for Public Safety Officers (PSOs) are typically Perryville, Poplar Bluff and Cape Girardeau, all of whom have starting salaries \$5,000 - \$7,000 higher than Sikeston. We have difficulty recruiting officers against those communities, and we regularly lose officers already on the force to those communities when they have positions open. In some sense, we are training early career officers for those other agencies, when the officers work for us for a short time then take a significant salary increase to move to another agency. We have great Public Safety Officers and we never hire anyone that isn't fully qualified, but it is getting more and more difficult to find enough qualified applicants to fill our positions in a timely manner, and once on board, it is getting more and more difficult to keep officers due to salary disparities.

City management and City Council feels it is imperative to make our DPS salaries more market competitive. Staff in the City Manager's Office, Human Resources, and DPS have been looking at options and analyzing the costs of various scenarios. The most feasible option, in staff's opinion, would be to increase all sworn law enforcement positions in DPS by \$3,000. This does not make our salaries fully market competitive (we would still be 11% below starting PSO salary in Cape Girardeau, 10.5% below Poplar Bluff, and 6% below Perryville) but it takes a significant step in that direction. This plan costs approximately \$264,000.

This budget provides a \$500 across the board increase to base salaries for all regular full-time city employees, except for the sworn law enforcement employees receiving the other increase. I suggest an across the board flat dollar amount rather than a percentage increase. One effect of a flat dollar increase (rather than a percentage increase) is that lower paid employees get a larger percentage increase than higher paid employees. For example, a \$500 increase to an employee currently paid \$25,000 would represent a 2.0% increase, while it would represent a 1.0% increase to an employee currently making \$50,000.

Capital Improvements

The city budgets a Capital Improvement Fund to pay for certain capital improvements outside the scope of the individual departments' maintenance and operation budgets. We define capital improvements as purchases of \$10,000 or more for assets with a useful life of 5 years or greater, and major street, drainage, and construction projects over and above normal street maintenance (such as

mill work, overlays or other measures). Items funded through the Capital Improvement Fund in this budget include the following:

- **Switch Upgrade** – One of the more expensive items in this year's capital improvement fund budget is also a "behind the scenes" item that few people will see, although it is vital to most city operations. We have budgeted \$80,000 for a new network switch which will consolidate four existing switches into one upgraded component. Two of the existing switches were at end of life three years ago and are no longer supported by the manufacturer. Parts are no longer available. Failure of any of the switches would lead to loss of the phone and computer networks at city hall, which houses staff and operations from every department but DPS.
- **Police Vehicles** – A third of the police vehicles in our fleet are 10 years or older, and as newer vehicles are purchased, older vehicles are passed down to less intense uses. The budget includes three new Chevy Tahoes (and after-market equipment such as radios, lights, cages, etc.) and three used Dodge Chargers from the Highway Patrol. \$40,000 is budgeted for each Tahoe and \$15,000 for each Charger.
- **Fire Apparatus** – The City Council previously approved purchase of a new ladder and new pumper. Those fire apparatus have been ordered and are under construction. The total cost is budgeted at \$1,040,345, and as soon as the trucks are ready for delivery we will go out to bid for a lease purchase package to finance them. The annual cost of the lease purchase will be around \$100,000.
- **Battery Backups for Traffic Signals** – Currently, when the electricity is knocked out the traffic signals around town lose all power. MoDOT has indicated that they are willing to partner with the city to install battery backups on all the traffic signals, with the city paying for the equipment and MoDOT paying for the installation. In future years MoDOT and the city would split the cost of battery replacements as needed. We are hoping to budget \$13,000/year for four years to complete all of the traffic signals in town, which would complete about 5 signals per year.
- **Truck for Parks Division** – The budget includes \$24,050 for a full-size four wheel drive pickup for the parks division. The truck it would replace will be passed on to the street division to replace either a 1998 or 2000 model which are both badly in need of replacement.
- **Mower for Parks Maintenance** – A very large part of the Parks Division workload during the spring, summer, and fall is mowing of various facilities. The budget includes \$7,800 for replacement of one mower (two were requested).
- **Replacement of Two Restrooms at Complex** – The budget includes \$80,000 for the replacement of two restroom buildings at the Complex. Initial estimates for a contractor to do the entire job were \$90,000 each, for a total of \$180,000, but the Public Works Department believes it can be done mostly by our in-house crews for \$40,000 each. After these replacements, there will still be one restroom building at the Complex in need of replacement.

Additionally, staff would like to raise one note of caution about funding of capital improvements. In recent years, because of insufficient funds to make timely replacements of capital items such as heavy equipment, the city has had to rely on lease purchases to make these purchases. For example, the city has entered (or will enter in the near future) into lease purchase agreements for the purchase of dump trucks, fire apparatus, and E-911 equipment. Lease purchase has also been

contemplated for a street sweeper. The city must be cautious about tying up too many funds into principal and interest payments that reduce our flexibility in future years.

Other Significant Issues/Changes for the FY2016 Budget

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

- ***Health Insurance*** – A major driver of increased costs in this fiscal year is employee health insurance. The city's portion of these costs increased about \$300,000 this year, and employees also saw substantial increases to their premiums. The plan year for health insurance starts halfway through the fiscal year, and later this summer staff and Council will begin considering health plan changes for the plan year starting January 2016 in order to curb these costs.
- ***Leaf Machines*** – Both leaf collection machines are currently out of service, and money for their repairs had to be cut from this budget. As a result, curbside collection of leaves will be eliminated this fall. Staff will work on a plan to open the compost site more frequently during the fall for residents to drop off leaves if they wish.
- ***LCRA*** – Last year we moved \$10,000 from the LCRA budget to the Public Works Department to fund an intern dedicated to LCRA work. The intern's work helped new staff in the city manager's office and public works administration get a handle on some LCRA issues and better organize the City/LCRA relationship. This year's budget has shifted the \$10,000 back to LCRA.
- ***LCRA Youth Summer Mowing Program*** – As previously discussed with the Council, this budget does not contain funds for the youth mowing program. We were able to save approximately \$46,000 in this year's budget by having seasonal employees in the Street Division handle all of the LCRA mowing.
- ***Tuck Pointing and Painting City Hall*** – The building maintenance budget contains \$25,000 for the tuck pointing and painting of the north and west exterior walls of City Hall. This work is needed to make sure the exterior walls are water tight.
- ***Mobile Hardware and Software for Code Enforcement*** – The budget contains \$5,400 for iPads and mobile GIS software to allow code enforcement officers to document and process code enforcement complaints from the field rather than requiring them to take notes in the field then return to the office to put them into the system, generate letters, etc. This investment is expected to increase the efficiency of our code enforcement efforts.
- ***Animal Shelter HVAC and Plumbing*** – We have budgeted \$10,500 for HVAC and plumbing repairs at the animal shelter. This is part of a multi-year plan to address maintenance needs at the shelter, which is owned by the city and operated by the Humane Society.
- ***Road Salt*** – The city typically buys salt in the summer when prices are lowest, after suppliers have restocked following the winter, but well in advance of the coming winter. Unfortunately, two winters ago the entire country experienced severe weather and salt supplies were scarce and expensive last summer. This past winter was severe in the northeast, but not as bad in other parts of the country. We have budgeted an increase in the chemicals line item in case

of higher salt prices, but we also have seen that our new salt spreaders are more precise and efficient than the old ones, so we can hopefully make the salt go further than before.

- ***In-House Concrete Repairs*** – In the current fiscal year Public Works has attempted to do more in-house repair of concrete curbs, gutters, streets, etc. This has caused some overrun in our construction materials budget. For next year, we have budgeted an additional \$20,000 specifically for concrete pavement repair.
- ***Ditch Maintenance*** – In the past year we completed major ditch cleanout projects at the Greenbrier and Butler ditches. In the coming year, we hope to complete additional cleanouts of various ditches and also consider design of major projects such as Lateral C and St John's. We have increased the budget for ditch maintenance from \$40,000 to \$50,000.
- ***Stormwater Management Consulting*** – We have budgeted \$10,000 for stormwater management consulting – including work by hydraulic engineers on the flood plain issue, and some on-call review of stormwater plans for major developments.
- ***Rail Trail Surveying and Master Plan*** – The Essex Fund budget contains \$15,000 for a rail trail master plan, and \$5,000 for any miscellaneous surveying that may be needed on the railroad corridor.
- ***TIF Infrastructure Construction*** – As previously approved by the City Council, the budget contains a transfer of \$710,000 from the Essex Fund to the Sikeston 60 West TIF fund, for construction of the infrastructure related to the TIF district.
- ***Airport Terminal*** – The Rodeo Trust Fund (created from the proceeds of former airport property sold to the Jaycees for the rodeo grounds, and restricted only to use on the airport) shows all sources of revenue and expenditures associated with the construction of the new airport terminal building.
- ***911/RMS System Replacement*** – The E-911 Fund has \$600,000 budgeted for replacement of the 911/RMS (Records Management System) hardware and software, with funding sources shown as \$400,000 loan proceeds and \$200,000 from fund balance in the E-911 Fund.
- ***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 revenue is expected to increase from \$34,976 in FY14 to \$106,392 in FY16. One project we have budgeted with these new funds is \$25,000 for wayfinding and welcome signage near the Highway 60 exit and at other locations throughout town.

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.

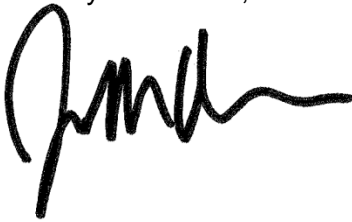
Unfunded Item	Amount	Consequences of Not Funding
Batwing mower for Airport/ROW	\$15,000	A batwing mower could reduce by nearly 75% the amount of time needed to mow the airport.
Snow plow attachment for pickup	\$5,405	The plow would have been used to supplement the plowing done with dump trucks, especially in tight quarters or areas needing touchups.
Used pickup for Code Enforcement	\$12,000	This would have replaced one of the 15 year old Ford Rangers. Both trucks will remain in service as long as maintenance allows.
Additional mower for Parks	\$7,800	Potential for lost time for mower repairs.
New mosquito fogging equipment	\$8,300	Equipment is functional but aging and not as reliable as in the past. Potential for lost time.
Outdoor warning siren for industrial park	\$29,000	This is the last warning siren in a multi-year plan. There is currently no siren at the industrial park.
Street sweeper lease	\$31,000	Street sweeper is currently functional but near end of life. If significant maintenance needs arise this year, the street sweeping program may need to be put on hold until repairs or replacement can be fit into a future budget.
Restrooms near t-ball fields at the Complex	\$40,000	Old, unreliable, unattractive restroom will continue to be utilized.
Permanent restroom at RS Matthews Park	\$40,000	Portable toilet will continue to be utilized.
Complex lake fountain light repairs	\$5,000	Lights in fountain will continue to be non-functional.
Updated aerial photography for GIS system	\$20,000	GIS maps will continue to use older imagery that does not reflect the current built environment.
Salt storage building	\$25,000	Current building is undersized and suffering from severe corrosion. A new building could allow more storage of salt out of the elements.
Ballfield lights, field 5	\$100,000	Wooden light poles and old fixtures need to be replaced (and moved outside the field of play).
Backstops, little league	\$20,000	Deteriorating back stops (especially the pole sections underground) will not be replaced.
Backstops, softball	\$30,000	Deteriorating back stops (especially the pole sections underground) will not be replaced.
Comprehensive Land Use Plan update	\$25,00	Currently land use plan is several decades old and badly out of date. Many new streets, subdivisions, and other developments are not taken into account.
Fire Station 2 replacement	\$4,000,000	This centrally located station houses a full fire crew and expensive fire apparatus 24/7, and it regularly floods and has major maintenance issues.
Mausoleum roof repairs	\$11,000	Members of the mausoleum association will have to find funding for any repairs they wish to make to the building.
Leaf Machine Repairs	\$6,000	Curbside collection of leaves will be eliminated.
TOTAL UNFUNDED	\$4,430,505	

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 make. During my first eighteen months as city manager, I have been impressed by 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,

A handwritten signature in black ink, appearing to read 'J. Douglass', with a stylized, flowing script.

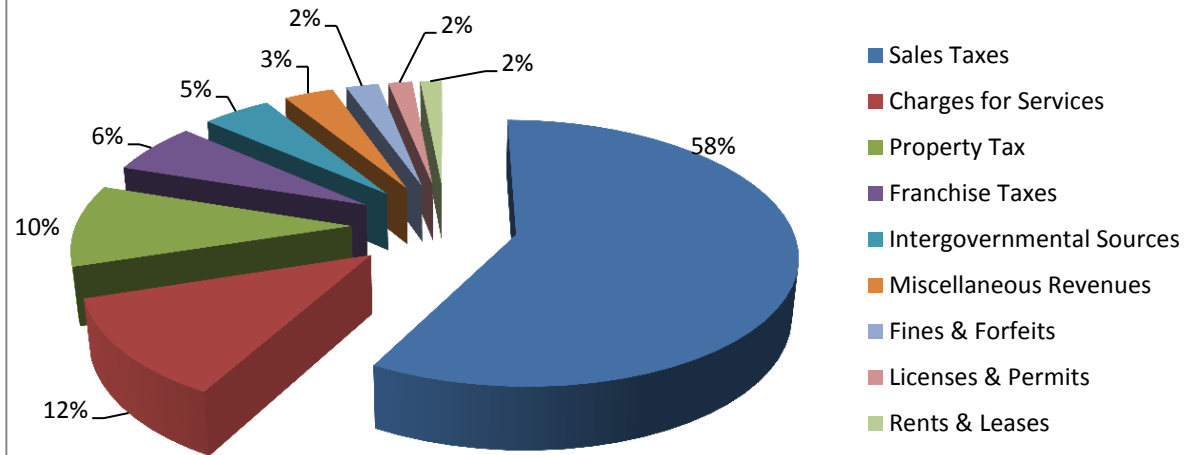
Jonathan M. Douglass
City Manager

CITY OF SIKESTON
ANTICIPATED REVENUES BY SOURCE
FOR THE FISCAL YEAR ENDING JUNE 30, 2016

<u>Revenue Source</u>	<u>Anticipated Revenues</u>
Sales Taxes	\$ 7,881,127
Charges for Services	\$ 1,644,528
Property Tax	\$ 1,368,325
Franchise Taxes	\$ 860,710
Intergovernmental Sources	\$ 640,873
Miscellaneous Revenues	\$ 464,747
Fines & Forfeits	\$ 306,011
Licenses & Permits	\$ 226,450
Rents & Leases	\$ 203,376
Anticipated Total Revenues	<u><u>\$ 13,596,147</u></u>

FY-16 ANTICIPATED REVENUES BY SOURCE

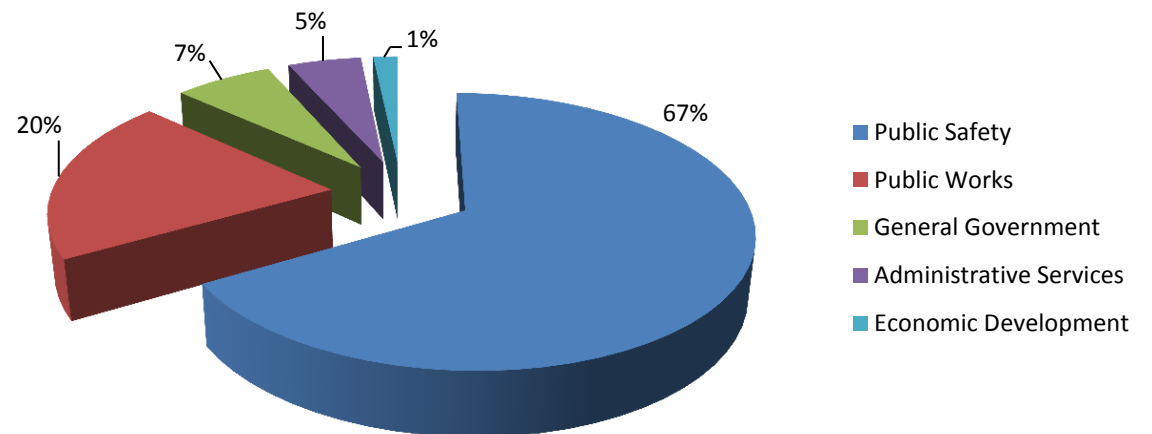
Presented as a Percentage of Total Expenditures



CITY OF SIKESTON
AUTHORIZED STAFFING LEVELS
FOR THE FISCAL YEAR ENDING JUNE 30, 2016

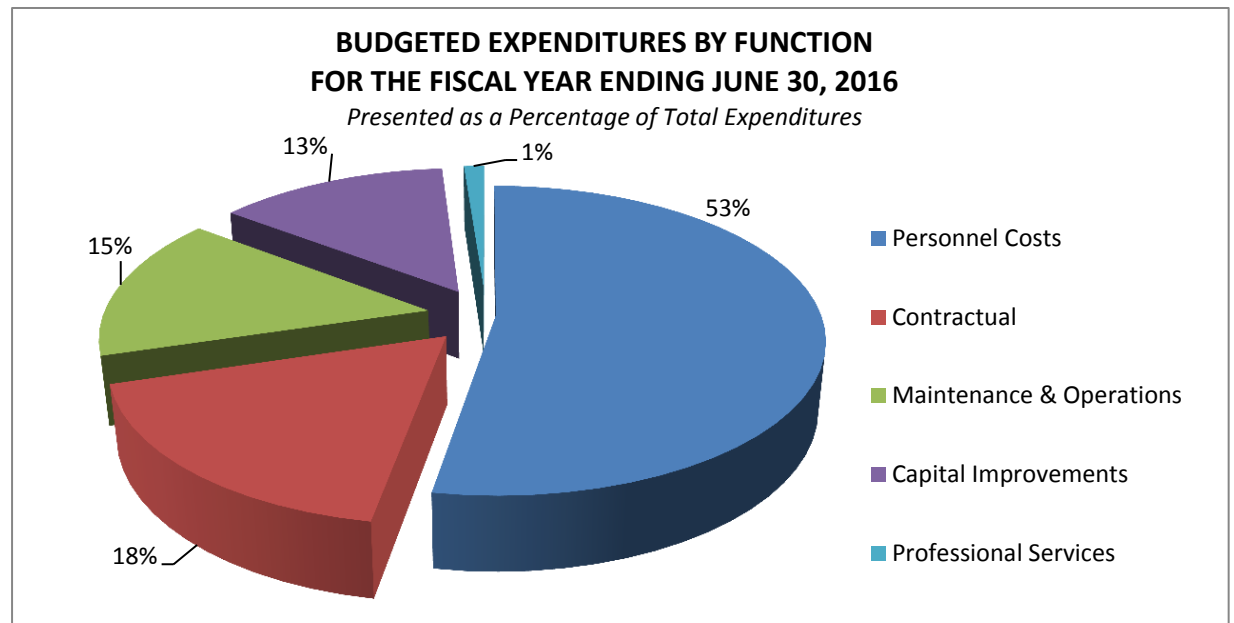
<u>Department</u>	<u>Full Time</u>	<u>Part Time</u>	<u>Seasonal</u>	<u>Total</u>
Public Safety	80	10	0	90
Public Works	24	2	8	34
General Government	8	0	0	8
Administrative Services	6	0	0	6
Economic Development	2	0	0	2
	120	12	8	140

**AUTHORIZED STAFFING LEVELS FOR THE FISCAL YEAR
ENDING JUNE 30, 2016**



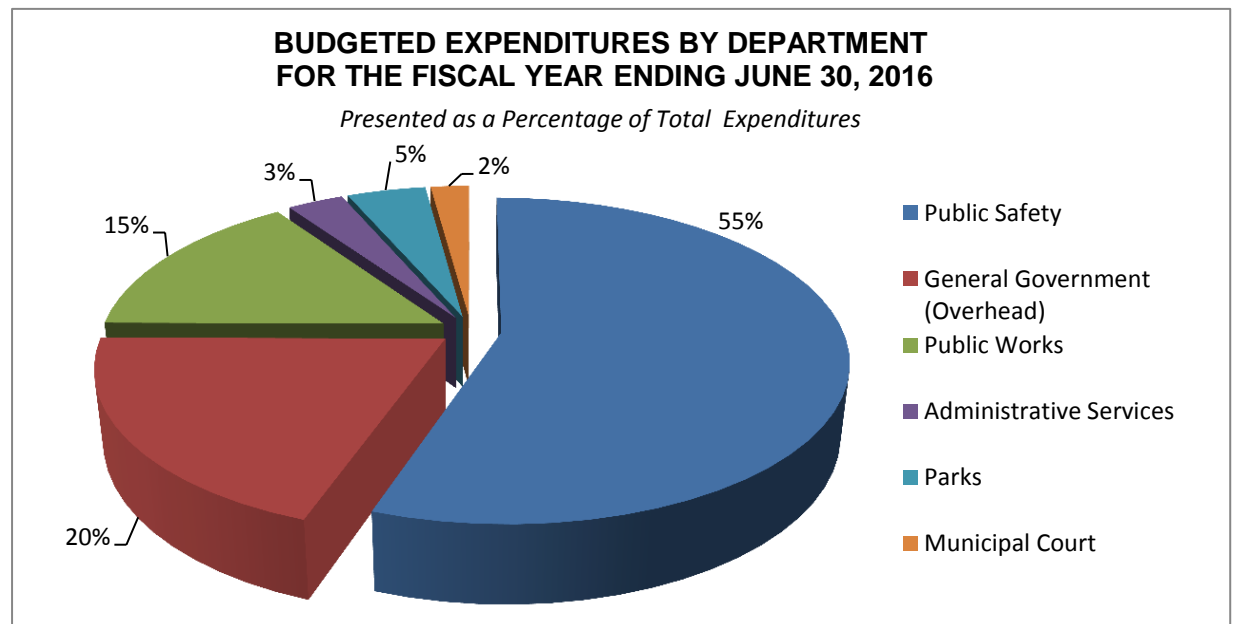
CITY OF SIKESTON
BUDGETED EXPENDITURES BY FUNCTION
FOR THE FISCAL YEAR ENDING JUNE 30, 2016

<u>Function</u>	<u>Amount</u>
Personnel Costs	\$ 7,865,943
Contractual	\$ 2,625,047
Maintenance & Operations	\$ 2,241,510
Capital Improvements	\$ 2,010,195
Professional Services	\$ 176,410
Total Budgeted Expenditures	<u><u>\$ 14,919,105</u></u>



CITY OF SIKESTON
BUDGETED EXPENDITURES BY DEPARTMENT
FOR THE FISCAL YEAR ENDING JUNE 30, 2016

<u>Department</u>	<u>Amount</u>
Public Safety	\$ 8,259,293
General Government (Overhead)	\$ 2,944,932
Public Works	\$ 2,275,561
Administrative Services	\$ 466,833
Parks	\$ 654,164
Municipal Court	\$ 318,322
Total Budgeted Expenditures	<u><u>\$ 14,919,105</u></u>



CITY OF SIKESTON
SCHEDULE OF AUTHORIZED STAFFING LEVELS
FOR FISCAL YEARS ENDING JUNE 30, 2014, 2015 AND 2016

	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>
TOTAL POSITIONS AUTHORIZED	157	161	140
 AUTHORIZED POSITIONS BY DEPARTMENT/DIVISION			
(F=Full-Time; P=Part-Time; and S=Seasonal Position)			
	<u>FY-2014</u>	<u>FY-2015</u>	<u>FY-2016</u>
	F P S	F P S	F P S
<u>GOVERNMENTAL SERVICES</u>			
City Manager	7 0 0	6 0 0	6 0 0
City Court	2 0 0	2 0 0	2 0 0
TOTAL Governmental Services	9 0 0	8 0 0	8 0 0
 <u>ADMINISTRATIVE SERVICES</u>			
Director/City Clerk	1 0 0	1 0 0	1 0 0
Finance/Deputy City Clerk	3 0 0	3 0 0	3 0 0
City Collector	2 0 0	2 0 0	2 0 0
TOTAL Administrative Services	6 0 0	6 0 0	6 0 0
 <u>PUBLIC SAFETY</u>			
Administration/Detention	8 0 0	8 0 0	8 0 0
Communications	9 0 0	9 0 0	9 0 0
Patrol/Fire	63 5 0	63 5 0	63 10 0
TOTAL Public Safety	80 5 0	80 5 0	80 10 0
 <u>PUBLIC WORKS</u>			
Director	0 0 0	2 0 1	2 0 0
Seasonal Mowing	0 0 0	0 0 0	0 0 2
Street	11 0 4	11 0 6	10 0 4
Garage	2 0 0	2 0 0	2 0 0
LCRA	0 0 24	0 0 24	0 0 0
Planning	4 0 0	4 0 0	4 0 0
Animal Control	0 0 0	0 0 0	0 0 0
Parks	6 2 2	6 2 2	6 2 2
TOTAL Public Works	23 2 30	25 2 33	24 2 8
 <u>ECONOMIC DEVELOPMENT</u>			
Director	2 0 0	2 0 0	2 0 0
TOTAL Economic Development	2 0 0	2 0 0	2 0 0
 TOTAL Positions by Employment Type	 120 7 30	 121 7 33	 120 12 8

CITY OF SIKESTON
EXPLANATION OF STAFFING CHANGES
FOR FISCAL YEARS ENDING JUNE 30, 2014, 2015 AND 2016

FY-2014 STAFFING CHANGES FROM PRIOR YEAR:

- 1 Position of Community Redevelopment Coordinator eliminated.
- 2 Land Clearance Redevelopment Authority seasonal staffing reduced by 10 positions.

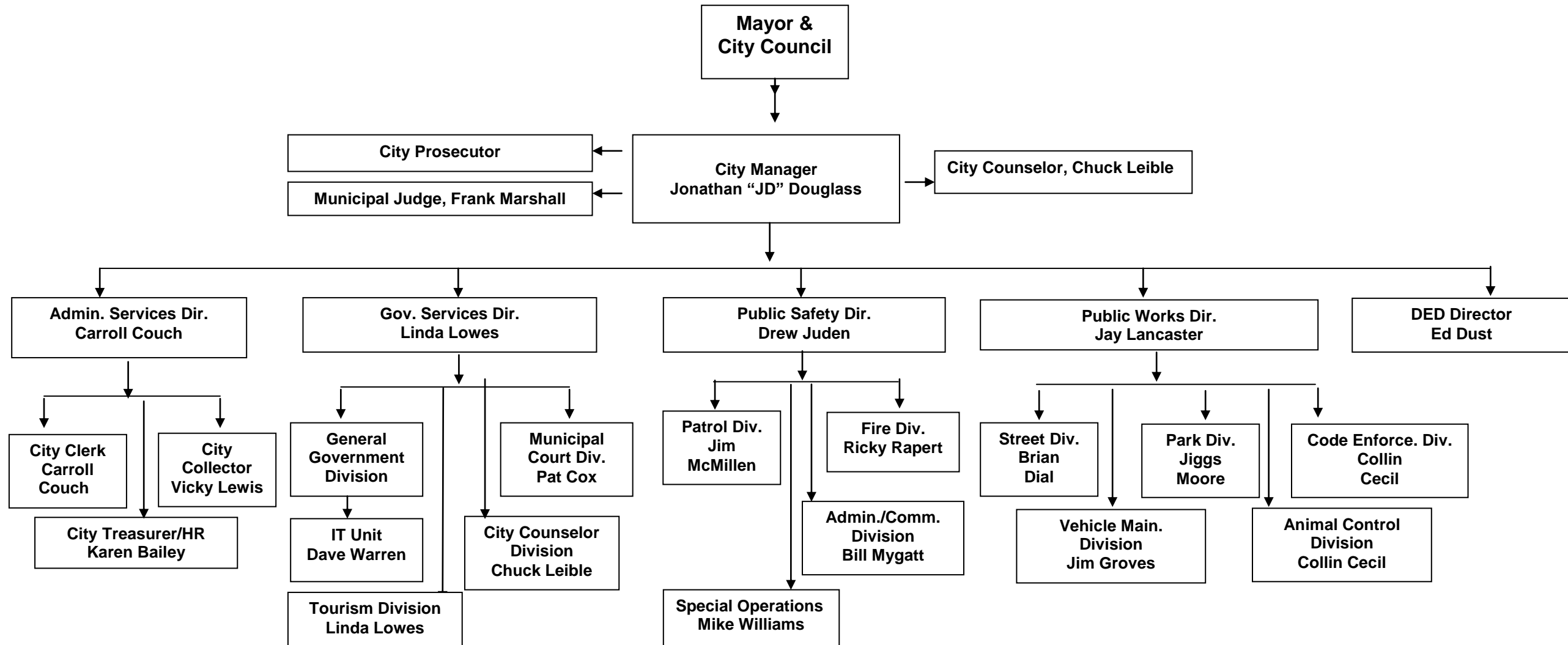
FY-2015 CHANGES IN STAFFING:

- 1 Position of Public Works Director added.
- 2 Public Works Director seasonal position added for GIS Intern.
- 3 Two seasonal positions added in Street Division to assist in mowing of LCRA and abandoned properties

FY-2016 CHANGES IN STAFFING:

- 1 Public Works Director seasonal position (GIS Intern) eliminated.
- 2 Twenty-four seasonal positions associated with LCRA summer mowing program eliminated.
- 3 Two Public Works Seasonal positions were re-classified from Streets Division to Seasonal Mowing. They will be tasked with mowing of LCRA properties.
- 4 Part-time firefighter positions increased from 5 to 10. No additional monies were appropriated for the addition of these positions.

CITY OF SIKESTON - ORGANIZATIONAL CHART



Revised 06/2015

City of Sikeston

FY-2016 Budget Preparation and Approval Process Timeline

Final adoption date: 06/08/15

Sikeston's City Charter sets forth specific deadlines for the review and adoption of the budget and capital improvement plan. This information is detailed in Article VI (page 11) of the Charter. Provided below is the timeline for the FY-2016 budget process.

<u>Required Action</u>	<u>Charter Reference</u>	<u>Statutory Deadline</u>	<u>Proposed Date</u>
CIP Worksheets distributed to Dept. Heads			March 2
CIP Worksheets submitted to City Manager			March 16
City Manager/City Clerk prepare revenue projections	--	--	March 20
City Manager/City Clerk prepare year-end expense estimates	--	--	March 27
Budget worksheets distributed to Dept. Heads	--	--	April 3
Dept. Heads submit budget requests to City Manager	--	--	April 10
City Council Budget Study Session	--	--	April 15
Submission of Proposed Budget & Budget Message to City Council (On or before 60 days prior to July 1, 2015)	6.2	May 2	April 27
Publish Notice of Public Hearing (Not less than 2 weeks prior to public hearing, notice must include budget summary/message)	6.5(a)2	May 2	April 27
Formal Public Hearing on FY-16 Budget	6.5(a)2	May 15	May 12
Public Hearing & 1 st Reading Budget & Staffing Ordinances (At least 1 week must lapse between introduction and passage)	3.12(e)	June 1	June 1
Amendment prior to Adoption: After the public hearing Council may adopt the budget with or without amendment. In amending the budget Council may add or increase programs, delete or decrease any programs or amounts except expenditures required by law for debt service or for estimated cash deficit.	6.5(b)	June 1	June 1
2 nd Reading & Passage of Budget & Staffing Ordinances	6.5(c)2	June 15	June 8
FY-16 Budget Implementation			July 1

CITY OF SKESTON
FY-16 BUDGET SUMMARY

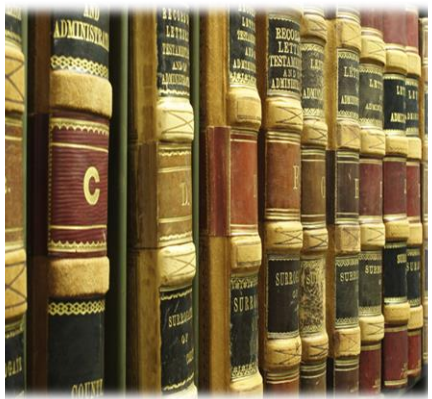
	General Fund	Sales Tax Fund	Trans. Tax Fund	Park Fund	Mun Ct. Fund	Tourism Fund	E-911 Fund	Cap Impr Fund	TOTAL FUNDS
<u>REVENUES</u>									
Taxes	1,850,592	3,118,886	1,511,733	378,443		106,392		25,230	6,991,276
Licenses & Permits	226,450								226,450
Intergovernmental	3,737,159		2,600			20,000			3,759,759
Charges for Services	1,366,618		20	0			277,890		1,644,528
Rents & Leases	176,292			27,084					203,376
Miscellaneous Revenues	279,256	3,400	6,500	1,000	12,311	294	2,986	159,000	464,747
Fines & Forfeits					306,011				306,011
<u>TOTAL REVENUES</u>	7,636,367	3,122,286	1,520,853	406,527	318,322	126,686	280,876	184,230	13,596,147
<u>EXPENDITURES</u>									
General Government	2,756,088					108,844		80,000	2,944,932
Administrative Services	466,833							0	466,833
Public Safety	6,019,574						1,034,374	1,205,345	8,259,293
Public Works	627,454		1,635,107					13,000	2,275,561
Parks				542,314				111,850	654,164
Municipal Court					318,322			0	318,322
Airport Improvements								0	0
<u>TOTAL EXPEND.</u>	9,869,949	0	1,635,107	542,314	318,322	108,844	1,034,374	1,410,195	14,919,105
EXCESS (DEFICIENCY OF) REVENUE OVER EXPEND.	(2,233,582)	3,122,286	(114,254)	(135,787)	0	17,842	(753,498)	(1,225,965)	(1,322,958)
OTHER SOURCES	3,089,086			140,000		0	830,392	1,200,345	5,259,823
OTHER USES	933,392	3,122,286	0		0			0	4,055,678
BEG. FUND BALANCE	4,948,596	919,471	1,076,680	108,168	87,551	71,515	394,979	73,068	7,680,028
END. FUND BALANCE	4,870,708	919,471	962,426	112,381	87,551	89,357	471,873	47,448	7,561,215

CITY OF SIKESTON
SUMMARY OF EXPENDITURES, BY DIVISION
JULY 1, 2015 THROUGH JUNE 30, 2016

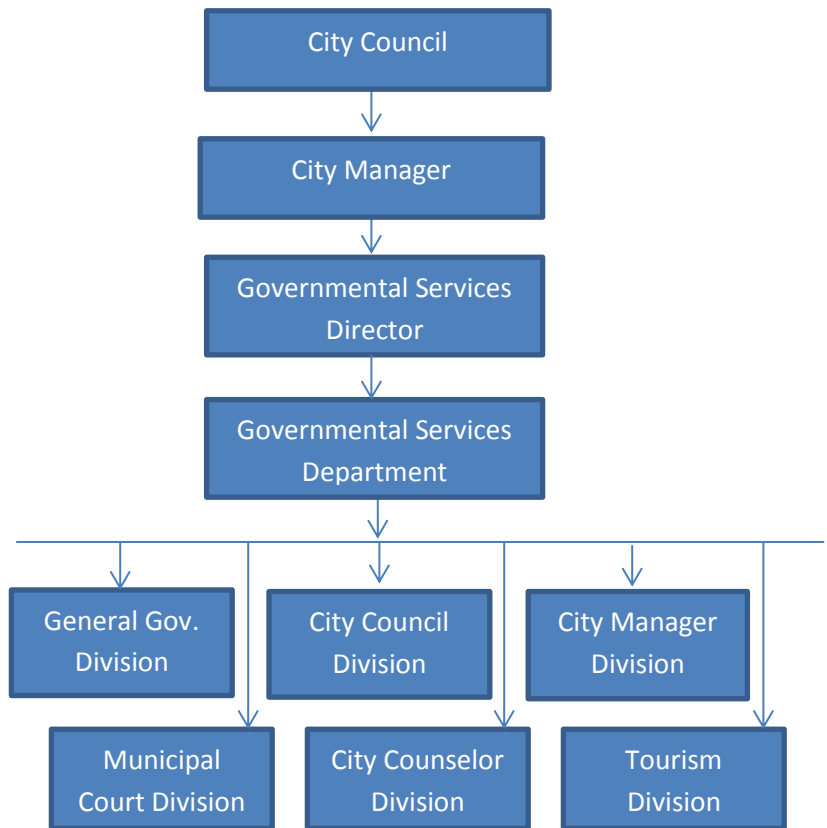
DIVISION	PERSONNEL SERVICES	PROFESSIONAL SERVICES	CONTRACTUAL SERVICES	MAINTENANCE/ OPERATIONS	CAPITAL IMPROVEMENT	TOTAL	PERCENT
General Government		48,300	1,878,610	252,165	80,000	2,259,075	15%
Tourism	0		58,269	50,575		108,844	
City Council	7			3,200		3,207	0%
City Manager	478,346		4,200	20,500	0	503,046	3%
City Counselor		69,000		1,760	0	70,760	0%
Municipal Court	104,011	53,910	48,281	112,120	0	318,322	2%
City Clerk	110,996		550	1,645	0	113,191	1%
City Treasurer	191,504		0	4,850	0	196,354	1%
City Collector	107,813		24,000	25,475	0	157,288	1%
DPS Admin	647,581		395,617	127,900	0	1,171,098	8%
DPS Communications	434,374				600,000	1,034,374	7%
DPS Police	2,865,445	3,400	0	307,750	165,000	3,341,595	22%
DPS Fire	1,502,881		1,750	162,250	1,040,345	2,707,226	18%
DPS Emergency Mgt.				5,000	0	5,000	0%
DPW Director	94,450		10,000	8,300	0	112,750	1%
DPW Streets	0	500	3,000	14,750	13,000	31,250	0%
DPW Streets (Trans. Sales)	638,712		19,800	976,595		1,635,107	11%
DPW Garage	119,738	0	0	12,800	0	132,538	1%
DPW L.C.R.A. Youth	0					0	
DPW Seasonal Mowing	18,790			5,000		23,790	
DPW Planning	229,301	700	9,800	25,475	0	265,276	2%
DPW Animal Control	0		63,000	11,850	0	74,850	1%
Parks & Recreation	321,994	600	108,170	111,550	111,850	654,164	4%
Airport Improvements					0	0	0%
TOTAL EXPENDITURES	7,865,943	176,410	2,625,047	2,241,510	2,010,195	14,919,105	
PERCENTAGE	53%	1%	18%	15%	13%		

City of Sikeston

Fiscal Year 2016 Budget



DEPARTMENT OF GOVERNMENTAL SERVICES ORGANIZATIONAL CHART



This department supports the legislative and judicial functions of municipal government, providing legal and administrative assistance to the City Council, City Manager, and Municipal Court. Governmental Services staff oversees professional, contractual, maintenance, and operational services that affect all departmental operations within the organization.

The Department of Governmental Services is staffed with 8 full-time employees, 1 seasonal employee, and 4 contractual employees who provide legal services.

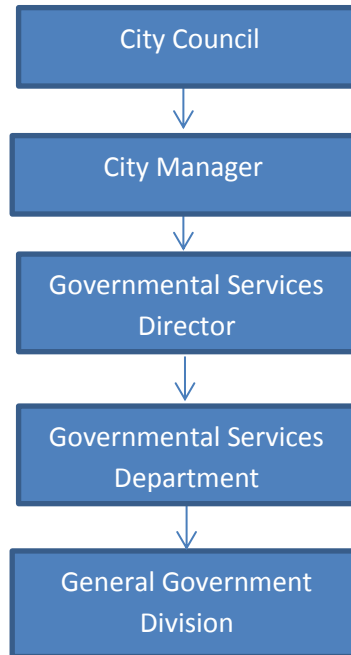
During FY-16 \$582,364 has been budgeted for personnel expenditures, \$171,210 for professional services, \$1.9 million for the City's contractual services, \$440,032 for maintenance and operations, and \$80,000 for capital improvements.

City of Sikeston

Fiscal Year 2016 Budget



DEPARTMENT OF GOVERNMENTAL SERVICES GENERAL GOVERNMENT DIVISION ORGANIZATIONAL CHART



Expenditures within this division consist of the city's "overhead" or those general costs associated with operating a business. In FY-16 the city anticipates spending \$48,300 for audit services, specialized legal services, employee drug and alcohol screenings, and other professional services.

During that same period the city expects to spend \$1.8 million on contractual services. \$1.2 million, of which, will be expended for solid waste services, \$365,560 for insurance coverages, and \$100,000 for Land Clearance Redevelopment Authority operations. The remaining funds will be expended on standard business costs such as telephone/cellular and satellite phone service, office equipment maintenance, and termite and pest control.

\$252,165 has been budgeted for FY-16 general maintenance and operations. This entails \$161,660 for annual software fees and maintenance, \$35,500 for airport maintenance, \$35,000 for building maintenance, \$16,000 for municipal elections and other routine operational expenditures.

FUND: GENERAL 10 - REVENUES

DIV.: GENERAL GOVERNMENT 10

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR-END ESTIMATE	FY-2016 PROJECTED BUDGET
PROPERTY TAXES				
410.4003 REAL PROPERTY TAXES	564,095	565,783	571,479	571,765
410.4006 PERSONAL PROPERTY TAXES	233,059	251,945	275,950	263,361
410.4009 MERCHANTS SUR-TAX	105,808	107,313	107,984	107,744
410.4013 MUNICIPAL TAX	6,604	2,179	8,586	2,957
410.4016 PAYMT IN LIEU OF TAXES	6,225	6,413	5,878	5,898
SUBTOTAL PROPERTY TAXES	915,791	933,633	969,877	951,725
FRANCHISE TAXES				
416.4026 NATURAL GAS	214,362	182,132	193,344	198,691
416.4027 TELEPHONE	443,109	532,363	459,984	471,234
416.4028 CHARTER CABLE TELEVISION	200,397	180,092	187,494	190,785
SUBTOTAL FRANCHISE TAXES	857,868	894,587	840,822	860,710
PENALTIES & INTEREST				
418.4047 PENALTIES & INTEREST	39,975	39,446	36,158	38,157
SUBTOTAL PENALTIES & INTEREST	39,975	39,446	36,158	38,157
BUSINESS LICENSES & PERMITS				
420.4053 MERCHANTS LICENSES	108,292	114,847	112,997	112,349
420.4055 CONTRACTORS LICENSE	20,844	19,699	20,130	20,049
420.4057 PEDDLERS & VENDORS	976	1,091	1,038	1,025
420.4059 LIQUOR LICENSES & PERMITS	24,916	20,824	22,176	22,735
SUBTOTAL BUSINESS LICENSES & PERMITS	155,028	156,461	156,341	156,158
NON-BUSINESS LICENSES & PERMITS				
422.4063 BUILDING PERMITS	15,990	20,814	22,367	22,570
422.4064 ELECTRICAL PERMITS	6,826	8,773	9,088	8,788
422.4065 PLUMBING PERMITS	5,688	9,009	8,153	7,815
422.4067 BURIAL PERMITS	280	684	735	644
422.4068 LAND DISTURBANCE PERMIT	1,170	2,250	2,115	2,010
422.4069 ANIMAL PERMITS	1,450	1,300	1,150	1,100
422.4071 MOTOR VEHICLE LICENSES	27,165	27,906	35,688	27,365
SUBTOTAL NON-BUS. LICENSES & PERMITS	58,569	70,736	79,296	70,292

GENERAL 10

GENERAL GOVERNMENT 10

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR-END ESTIMATE	FY-2016 PROJECTED BUDGET
INTERGOVERNMENTAL				
424.4080 GAS TAX	599,581	620,790	600,792	595,730
424.4082 INTANGIBLE FIN INSTITUTION TAX	20,862	6,569	14,577	20,549
424.4089 P.O.S.T	2,217	2,048	1,921	1,994
424.4090 GENERAL SALES TAX	2,919,601	2,898,937	3,057,731	3,118,886
SUBTOTAL INTERGOVERNMENTAL	3,542,261	3,528,344	3,675,021	3,737,159
CHARGES FOR SERVICES				
426.4097 CLERK FEES	720	623	1,132	597
426.4098 RENTAL INSPECTIONS	12,370	11,330	11,824	12,035
426.4099 MILL TAX COLLECTION	17,560	17,108	17,325	17,418
426.4100 SSA FEES				
426.4101 PLANNING & ZONING	85	163	147	134
426.4102 LIEN FEES	12,545	13,951	11,890	10,619
426.4103 BOARD OF ADJUSTMENTS	90	100	105	100
426.4107 SANITATION	1,310,104	1,327,128	1,303,608	1,306,856
426.4109 OTHER FEES	4,633	5,324	5,094	4,643
SUBTOTAL CHARGES FOR SERVICES	1,358,107	1,375,727	1,351,125	1,352,402
PUBLIC SAFETY				
426.4112 FIRE SERVICE	15,110	10,000	15,270	12,657
426.4113 DISPATCH AGREEMENTS	78,523		8,281	
426.4114 POLICE REPORT FEES	1,738	1,459	4,113	1,559
SUBTOTAL PUBLIC SAFETY	95,371	11,459	27,664	14,216
RENTS AND LEASES				
430.4137 RENTS AND LEASES	73,845	106,000	168,925	168,925
430.4138 AIRPORT LEASE	5,622	4,557	4,886	4,967
430.4140 RENT-CHAMBER OF COMMERCE	2,200	2,400	2,600	2,400
SUBTOTALS RENTS AND LEASES	81,667	112,957	176,411	176,292

GENERAL GOVERNMENT 10

CITY OF SKESTON

FY-16 BUDGET

GENERAL GOVERNMENT 10

JULY 1, 2015 - JUNE 30, 2016

MISCELLANEOUS REVENUES

432.4147 MISCELLANEOUS REVENUE	20,922	13,357	22,439	24,679
432.4148 DONATIONS	8,050		2,000	
432.4149 INTEREST INCOME	68,521	59,617	63,607	63,278
432.4150 INSURANCE REFUNDS				
432.4151 DONATIONS - D.A.R.E.	6,970	500	6,300	6,535
432.4152 DRUG SEIZURE PROCEEDS	10,530	41,341	21,429	22,574
SESQUICENTENNIAL INCOME	9			
REFUND 60/61 TIF	153,393			
432.4159 VISION ACADEMY DUES				
SALE OF PERSONAL PROPERTY	10,754			
432.4162 SALE OF REAL PROPERTY				

SUBTOTAL MISCELLANEOUS REVENUE	279,149	114,815	115,775	117,066
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GRANTS

434.4192 SKESTON PUBLIC SCHOOLS	26,667	60,000	60,000	60,000
434.4193 HOUSING AUTHORITY	82,098	153,000	44,465	45,000
434.4194 MOBILE COMMAND GRANT-EMW-5778	7,478		25,624	12,000
434.4198 EMW-2011-SS-SO1-5009		13,650		
434.4201 BOMB TEAM CANINE-EMW-5777	7,100			
434.4204 VEST PARTNERSHIP GRANT				2,000
JUSTICE ASSISTANCE GRANT	22,504			
434.4205 DOJ OVERTIME REIMBURSEMENT	22,909		14,241	17,190
434.4216 SEMO REG. BOMB TEAM GRANT MAINT				
434.4217 2014-DJ-BX-0562			27,049	26,000
434.4226 EMW-2013-SS-0023-S01-030			18,576	
	168,756	226,650	189,955	162,190

SUBTOTAL GRANTS

TOTAL REVENUES - GENERAL FUND	7,552,542	7,464,815	7,618,445	7,636,367
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GENERAL 10 - EXPENDITURES

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

GENERAL GOVERNMENT 10, GENERAL OVERHEAD

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR-END ESTIMATE	FY-2016 PROJECTED BUDGET
PROFESSIONAL SERVICES				
552.5230 AUDIT	24,600	25,000	25,000	25,500
552.5232 LEGAL	9,236	15,000	6,712	10,000
552.5234 ARCHITECT/ENGINEERING				
552.5239 DRUG TESTING (DOT)	1,788	2,900	2,900	2,900
552.5245 EMPLOYMENT SCREENING FEES	134		33	
552.5248 OTHER PROFESSIONAL SERVICES	7,200	15,000	5,746	9,900
SUBTOTAL PROFESSIONAL SERVICES	42,958	57,900	40,391	48,300
CONTRACTUAL SERVICES				
554.5262 TELEPHONE-EQUIP LEASE/MAINT	26,477	22,000	29,040	29,000
554.5266 UTILITIES ELECTRICAL	544	700	656	700
554.5272 INSURANCE-GENERAL LIABILITY	36,989	37,000	38,452	38,000
554.5274 INSURANCE-PUBLIC OFFICIALS	17,713	17,000	16,570	16,200
554.5276 INSURANCE-UMBRELLA	44,764	46,000	44,978	45,000
554.5277 INSURANCE-POLICE PROFESSIONAL	65,577	70,000	65,334	65,500
554.5281 INSURANCE-RESCUE SQUAD	789	800	790	800
554.5282 INSURANCE-INLAND MARINE	2,046	8,000	8,582	8,600
554.5284 INSURANCE-AUTO	125,865	140,000	135,354	135,000
554.5286 INSURANCE-PROPERTY	22,543	40,000	51,680	56,000
554.5293 INSURANCE-BLANKET BOND		560	560	560
554.5295 INSURANCE-COMPUTER POLICY			589	
554.5297 INSURANCE-CANINE FATALITY	900	900	900	900
554.5304 JANITORIAL SERVICE		3,200	3,200	3,200
554.5306 OFFICE EQUIP. MAINTENANCE	6,161	7,000	6,400	7,500
554.5308 AIRPORT MAINTENANCE	356			
554.5315 ELEVATOR MAINTENANCE	3,798	4,500	3,735	4,000
554.5319 SWIMMING POOL AMORTIZATION	10,000	10,000	10,000	10,000
554.5320 EXTERMINATOR	3,284	6,100	3,300	4,000
554.5321 RICHLAND DRAINAGE FEES	14,000	14,000	14,000	14,000
554.5322 PROPERTY DEMOLITION	12,900	30,000	26,962	30,000
554.5323 L.C.R.A.	100,008	90,000	90,000	100,000
554.5328 SOLID WASTE	1,222,231	1,250,000	1,222,500	1,230,000
554.5330 OTHER DRAINAGE FEES	2,413	2,500	2,742	2,800
554.5333 CELLULAR SERVICE	323	400	462	400
554.5334 SATELLITE PHONE SERVICE	1,890	1,900	1,900	1,900
554.5339 OTHER CONTRACTUAL SERVICES	23,726	35,600	29,727	27,250

GENERAL 10 EXPENDITURES

CITY OF SIKESTON

FY-16 BUDGET

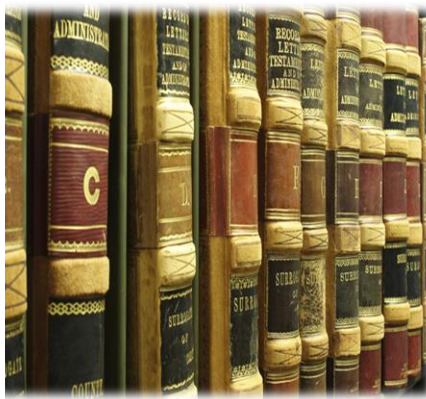
GENERAL GOVERNMENT 10, GENERAL OVERHEAD

JULY 1, 2015 - JUNE 30, 2016

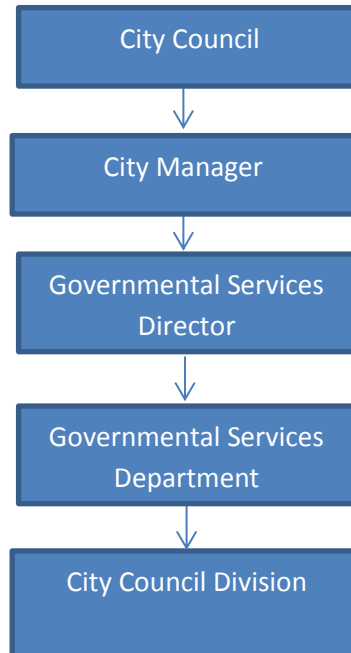
	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR-END ESTIMATE	FY-2016 PROJECTED BUDGET
CONTRACTUAL SERVICES, CONTINUED:				
554.5343 P.I. L.O.T. 60/61 T.I.F.				
554.5344 P.I.L.O.T. M & M T.I.F	10,236	5,000	9,242	9,500
554.5345 E.A.T.S. 60/61 T.I.F				
554.5346 E.A.T.S. M & M T.I.F	25,228	22,000	25,000	25,000
554.5347 P.I.L.O.T. 60/61-COLTONS	1	3,200	2,178	2,200
554.5348 P.I.L.O.T. 60/61-HOLIDAY INN	1		2,200	2,200
554.5349 E.A.T.S. 60/61-COLTONS	8,374	12,500	8,400	8,400
SUBTOTAL CONTRACTUAL SERVICES	1,789,137	1,880,860	1,855,433	1,878,610
MAINTENANCE OPERATIONS				
556.5355 COMPUTER MAINTENANCE	17,098	6,000	5,432	
556.5356 COMPUTER SUPPORT FEES	93,008	137,100	156,312	161,600
556.5357 AIRPORT MAINTENANCE	7,033	10,000	11,015	10,000
556.5358 BUILDING MAINTENANCE	7,951	20,000	15,757	35,500
556.5362 JANITORIAL SUPPLIES	1,528	1,200	1,517	1,700
556.5373 CHAMBER BLDG. MAINTENANCE	83	5,000	2,000	2,000
556.5379 MISCELLANEOUS SUPPLIES	26	500		250
556.5386 MINOR EQUIP. AND APPARATUS	543	600	100	950
556.5406 FIRST AID	14	350	350	350
556.5409 FUEL DEPOT MAINTENANCE	872	2,000	1,000	1,500
556.5422 FOOD FOR EMPLOYEES	720		400	500
556.5423 EMPLOYEE SAFETY TRAINING	265	250	551	250
556.5425 EMPLOYEE WELLNESS	1,880	5,000	2,600	5,000
556.5447 BOARDS AND COMMISSIONS	147	300	250	500
556.5448 CITY MEMBERSHIPS & ASSOC.	2,791	5,510	3,850	5,965
556.5458 BOOKS AND PUBLICATIONS	286	590	400	500
556.5459 FLAGS, LICENSE PLATES & SEALS	1,851	1,000	1,105	1,000
556.5460 POSTAGE	671	1,000	753	1,000
556.5461 ADVERTISING & PUBLISHING	1,468	1,200	1,200	1,200
556.5462 PRINTING AND BINDING	814	950	13	300
556.5475 ELECTIONS	10,482	16,000	5,500	16,000
556.5487 VISION ACADEMY EXPENSES	150	4,500		
556.5488 VISION COMMISSION EXPENSES	240			
556.5490 EMPLOYEE APPRECIATION AWARDS	1,608	9,700	3,863	6,100
556.5496 REIMBURSABLE REV./REFUNDS				
SUBTOTAL MAINTENANCE & OPERATIONS	151,529	228,750	213,968	252,165
TOTAL GENERAL GOV'T-GENERAL GOV'T	1,983,624	2,167,510	2,109,792	2,179,075

City of Sikeston

Fiscal Year 2016 Budget



DEPARTMENT OF GOVERNMENTAL SERVICES CITY COUNCIL DIVISION ORGANIZATIONAL CHART



Expenditures within the City Council Division reflect costs incurred by the Mayor and City Council members when officially representing the City at out-of-town meetings and conferences.

During FY-16, total expenditures are anticipated to be \$3,207. Of this amount \$7.00, reflects Council's annual salary of \$1, with the remaining amount being expended for meetings, travel and training.

Council representatives normally attend state-wide conferences for newly-elected officials, legislative conferences and other regional meetings dealing with issues directly affecting the City.

GENERAL 10, EXPENDITURES
GOVERNMENTAL SERVICES
CITY COUNCIL 12

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR-END ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	6	7	7	7
SUBTOTAL PERSONNEL SERVICES	6	7	7	7
MAINTENANCE AND OPERATIONS				
556.5355 COMPUTER MAINTENANCE				
556.5450 PROFESSIONAL DEVELOPMENT		1,500	1,000	1,500
556.5451 COMMUNITY REPRESENTATION	2,165	1,500	1,000	1,350
556.5454 REIMBURSABLE EXPENSES		350		350
SUBTOTAL MAINTENANCE & OPERATIONS	2,165	3,350	2,000	3,200
TOTAL CITY COUNCIL	2,171	3,357	2,007	3,207

City of Sikeston

Fiscal Year 2016 Budget



DEPARTMENT OF GOVERNMENTAL SERVICES CITY MANAGER DIVISION ORGANIZATIONAL CHART



The City Manager Division coordinates City Council meetings and functions, and prepares for distribution Council meeting agendas and packets. The Division is responsible for multiple facets of communication from issuing press releases and the City's E-newsletter (the "Sikeston Scanner"), to maintenance of the City's public website and social media.

This division includes the City's IT unit which provides all employees with user support, and maintains E911 communications technology in addition to the City's wide and local area networks. Other personnel within Governmental Services manage the City's non-emergency communications, and facilities not associated with DPS or DPW.

Government Services consists of 6 full-time employees. Anticipated FY-16 expenditures are as follows:

Personnel Expenditures	\$478,346
Contractual Expenditures	\$ 4,200
Maintenance & Operations	<u>\$ 20,500</u>
Total	\$503,046

GENERAL 10, EXPENDITURES
GOVERNMENTAL SERVICES
CITY MANAGER 14

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

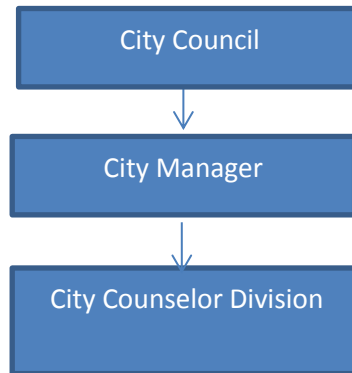
	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR-END ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	357,135	311,562	310,518	319,189
550.5203 OVERTIME	501	400	400	400
550.5207 INCENTIVES	1,500	2,000	1,536	2,000
550.5209 ALLOWANCES	9,643	5,000	5,363	10,000
550.5213 FICA	24,604	23,364	21,952	24,213
550.5215 RETIREMENT-LAGERS	20,965	24,021	24,646	16,879
550.5216 WELLNESS	233	1,314	1,401	1,200
550.5217 HEALTH INSURANCE	87,684	86,824	100,467	102,165
550.5218 LIFE INSURANCE	397	562	791	1,098
550.5219 WORKERS COMP.	1,089	935	1,126	1,022
550.5220 FLEXIBLE SPENDING ACCOUNT	90	120	180	180
550.5221 UNEMPLOYMENT COMP.	1,631			
SUBTOTAL PERSONNEL SERVICES	505,472	456,102	468,380	478,346
CONTRACTUAL SERVICES				
554.5314 CITY MANAGER SEARCH	34,531			
554.5333 CELLULAR SERVICE	4,607	4,000	4,500	4,200
554.5539 OTHER CONTRACTUAL SERVICES				
SUBTOTAL CONTRACTUAL SERVICES	39,138	4,000	4,500	4,200
MAINTENANCE AND OPERATIONS				
556.5352 OFFICE SUPPLIES	3,977	3,300	3,730	3,500
556.5355 COMPUTER MAINTENANCE				2,500
556.5390 FUEL, LUBE & COOLANT	283	500	56	
556.5392 VEHICLE MAINTENANCE	558	350		
556.5400 UNIFORMS	1,246	2,000	1,250	1,500
556.5450 PROFESSIONAL DEVELOPMENT	140	2,000	160	10,000
556.5451 COMMUNITY REPRESENTATION	3,188	2,500	1,570	2,000
556.5452 PER DIEM	272	1,000	255	1,000
SUBTOTAL MAINTENANCE & OPERATIONS	9,664	11,650	7,021	20,500
TOTAL CITY MANAGER	554,274	471,752	479,901	503,046

City of Sikeston

Fiscal Year 2016 Budget



DEPARTMENT OF GOVERNMENTAL SERVICES CITY COUNSELOR DIVISION ORGANIZATIONAL CHART



The City Counselor is a contractual employee charged with providing legal advice and guidance on non-criminal matters to the City Manager, Council members and Department Heads. He represents the City in all courts of record. The City Counselor drafts, upon the direction of the City Manager or his designee, ordinances, contracts, agreements and other legal documents. (The City Counselor is appointed by the City Manager in consultation with the City Council.)

All expenditures associated with the provision of the City Counselor's services are budgeted under this division. FY-16 expenditures are anticipated to be

Contractual Expenditures	\$ 69,000
Maintenance & Operations	<u>\$ 1,760</u>
Total	\$ 70,760



GENERAL 10, EXPENDITURES

CITY OF SIKESTON

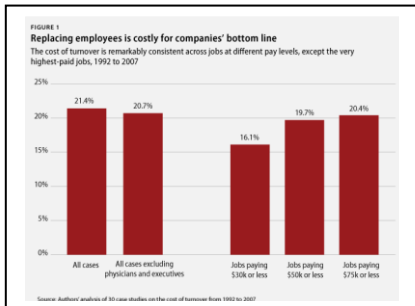
FY-16 BUDGET

JULY 1, 2015 - JUNE 30, 2016

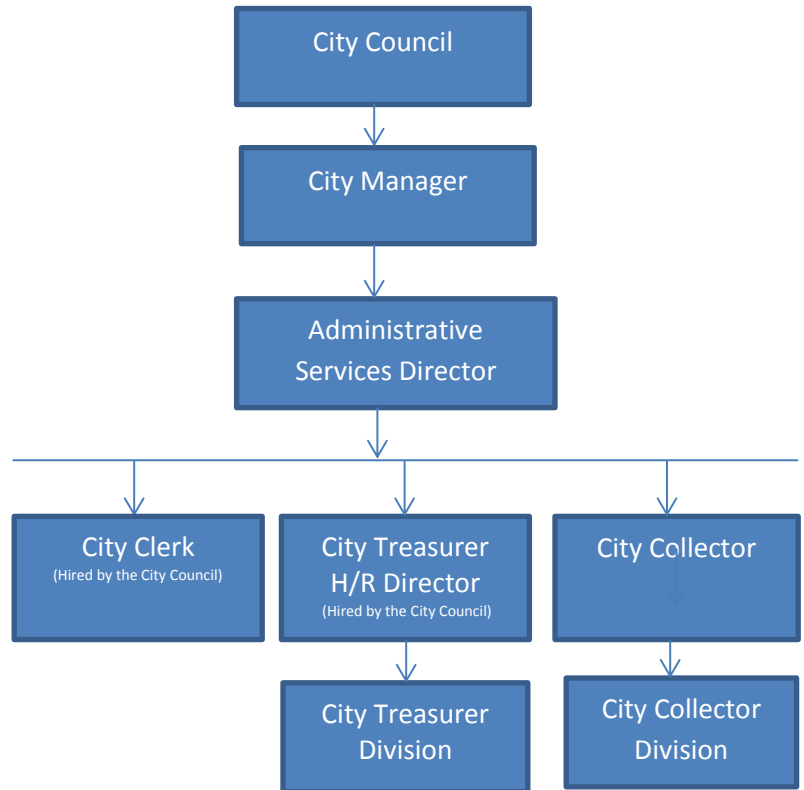
CITY COUNSELOR 16

GOVERNMENTAL SERVICES

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR-END ESTIMATE	FY-2016 PROJECTED BUDGET
PROFESSIONAL SERVICES				
552.5232 LEGAL	61,741	65,000	68,820	69,000
SUBTOTAL PROFESSIONAL SERVICES	61,741	65,000	68,820	69,000
MAINTENANCE AND OPERATIONS				
556.5352 OFFICE SUPPLIES	185	200	259	260
556.5355 COMPUTER MAINTENANCE				
556.5450 PROFESSIONAL DEVELOPMENT		500		500
556.5454 REIMBURSABLE EXPENSES	2,461	500	218	500
556.5458 BOOKS & PUBLICATIONS		500		500
556.5460 POSTAGE				
SUBTOTAL MAINTENANCE & OPERATIONS	2,646	1,700	477	1,760
TOTAL CITY ATTORNEY	64,387	66,700	69,297	70,760
TOTAL GEN. GOV'T	2,604,456	2,709,319	2,660,997	2,756,088



DEPARTMENT OF ADMINISTRATIVE SERVICES ORGANIZATIONAL CHART



The Department of Administrative Services oversees the city's financial accounting systems including accounts receivable, accounts payable, banking, investments, payroll, purchasing, and taxation. Personnel within this department ensure compliance with city personnel and purchasing policies and procedures, maintains official city records, and assessments.

The Department is responsible for the city's financial reporting; preparing monthly and annual statements for council review.

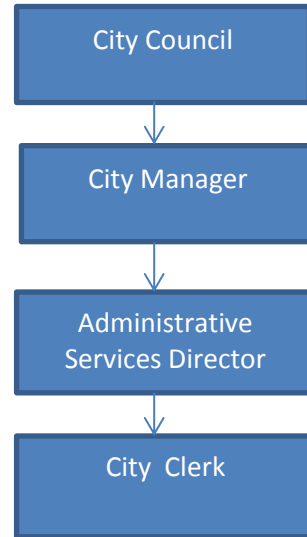
The department is staffed by 6 full-time employees. Anticipated personnel costs in FY-16 are \$410,313. Contractual expenditures are estimated at \$24,550 with anticipated maintenance and operations expenditures of \$31,990.

City of Sikeston

Fiscal Year 2016 Budget



DEPARTMENT OF ADMINISTRATIVE SERVICES CITY CLERK DIVISION ORGANIZATIONAL CHART



At this time the positions of Administrative Services Director and City Clerk are held by a single employee who is a certified public accountant. This position is filled by City Council appointment, insuring accountability directly to the City's elected officials.

The Director, in addition to having oversight responsibility for the handling of all City monies, prepares the City's financial statements, performs all Tax Increment Financing project reporting, coordinates the financing of equipment and/or property, manages local elections, and maintains the City's archives.

Anticipated FY-16 expenditures for this Division are as follows:

Personnel Expenditures	\$110,996
Contractual Services	\$ 550
Maintenance & Operations	<u>\$ 1,645</u>
Total	\$ 113,191

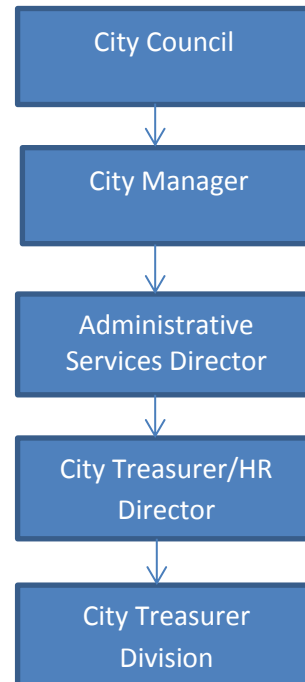
GENERAL 10, EXPENDITURES
ADMIN. SERVICES
DIRECTOR/CITY CLERK 20

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR-END ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	82,621	82,478	81,520	84,529
550.5203 OVERTIME				
550.5213 FICA	6,070	6,067	6,260	6,182
550.5215 RETIREMENT-LAGERS	8,224	6,351	6,772	4,649
550.5216 WELLNESS	33	219	200	200
550.5217 HEALTH INSURANCE	11,593	12,661	13,600	14,887
550.5218 LIFE INSURANCE		103	240	279
550.5219 WORKERS COMP.	310	311	240	270
550.5220 FLEXIBLE SPENDING ACCOUNT				
550.5221 UNEMPLOYMENT COMP.				
SUBTOTAL PERSONNEL SERVICES	108,851	108,190	108,832	110,996
CONTRACTUAL SERVICES				
554.5333 CELLULAR SERVICES	769	765	545	550
554.5539 OTHER CONTRACTUAL SERVICES				
SUBTOTAL CONTRACTUAL SERVICES	769	765	545	550
MAINTENANCE AND OPERATIONS				
556.5351 OFFICE MACHINE MAINTENANCE				
556.5352 OFFICE SUPPLIES	491	300	500	400
556.5355 COMPUTER MAINTENANCE	194			
556.5400 UNIFORMS				
556.5450 PROFESSIONAL DEVELOPMENT	350	350	375	375
556.5452 PER DIEM	44	90	70	70
556.5454 REIMBURSABLE EXPENSES				
556.5458 BOOKS AND PUBLICATIONS	35			
556.5460 POSTAGE	171	200	200	200
556.5461 ADVERTISING AND PUBLISHING				
556.5462 PRINTING AND BINDING	613	600		600
SUBTOTAL MAINTENANCE & OPERATIONS	1,898	1,540	1,145	1,645
TOTAL DIR/CITY CLERK	111,518	110,495	110,522	113,191



DEPARTMENT OF ADMINISTRATIVE SERVICES CITY TREASURER DIVISION ORGANIZATIONAL CHART



The City Treasurer serves as both the Human Relations (HR) Director and Deputy City Clerk, and over sees operations within the City Treasurer Division. The Treasurer is also appointed by the City Council to provide for an additional level of checks and balances.

The division is staffed by three-full time employees that manage the City's investments, insurance, and stop-loss programs. Personnel within this Division also process the City's accounts payable and receivable, assist the Director of Administrative Services with preparation of financial statements and perform all personnel functions including preparation of payroll.

Anticipated FY-16 expenditures for this Division are as follows:

Personnel Expenditures	\$191,504
Maintenance & Operations	<u>\$ 4,850</u>
Total	\$196,354

GENERAL 10, EXPENDITURES
ADMIN. SERVICES
CITY TREASURER 22

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

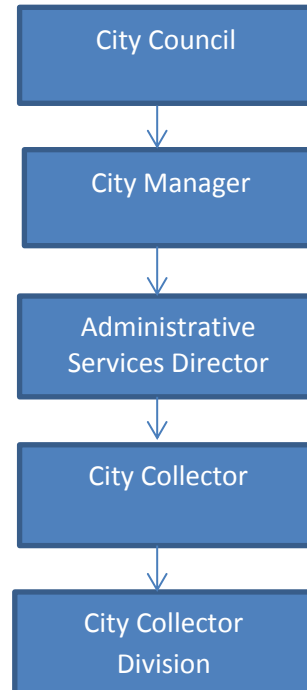
	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR-END ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	119,294	121,579	118,616	122,963
550.5203 OVERTIME		150		150
550.5213 FICA	8,024	8,469	8,068	8,425
550.5215 RETIREMENT-LAGERS	11,720	9,373	9,928	6,771
550.5216 WELLNESS	100	657	467	600
550.5217 HEALTH INSURANCE	39,889	44,114	47,380	51,913
550.5218 LIFE INSURANCE	219	219	328	168
550.5219 WORKERS COMP.	445	459	421	394
550.5220 FLEXIBLE SPENDING ACCOUNT	120	120	120	120
550.5221 UNEMPLOYMENT COMP.				
SUBTOTAL PERSONNEL SERVICES	179,811	185,140	185,328	191,504
CONTRACTUAL SERVICES				
554.5333 CELLULAR SERVICE	774	770	575	
SUBTOTAL CONTRACTUAL SERVICES	774	770	575	0
MAINTENANCE AND OPERATIONS				
556.5352 OFFICE SUPPLIES	2,170	2,000	2,411	2,200
556.5355 COMPUTER MAINTENANCE	194	150		200
556.5400 UNIFORMS	500	750	257	500
556.5450 PROFESSIONAL DEVELOPMENT	655	300	534	300
556.5452 PER DIEM	194	350	214	100
556.5458 BOOKS AND PUBLICATIONS				
556.5460 POSTAGE	1,165	1,350	1,200	1,200
556.5462 PRINTING AND BINDING	347	500	126	350
SUBTOTAL MAINTENANCE & OPERATIONS	5,225	5,400	4,742	4,850
TOTAL CITY TREASURER	185,810	191,310	190,645	196,354

City of Sikeston

Fiscal Year 2016 Budget



DEPARTMENT OF ADMINISTRATIVE SERVICES CITY COLLECTOR DIVISION ORGANIZATIONAL CHART



Staffed with two full-time and one temporary employee, the City Collector Division is responsible for the collection and timely deposit of monies received from municipal taxes, licenses, permits and fees.

This Division works closely with the Scott and New Madrid County Assessors in the preparation of Sikeston's real estate and personal property tax bills.

Anticipated FY-16 expenditures for this Division are as follows:

Personnel Expenditures	\$107,813
Contractual Services	\$ 24,000
Maintenance & Operations	<u>\$ 25,475</u>
Total	\$157,288

GENERAL 10, EXPENDITURES
ADMIN. SERVICES
CITY COLLECTOR 24

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

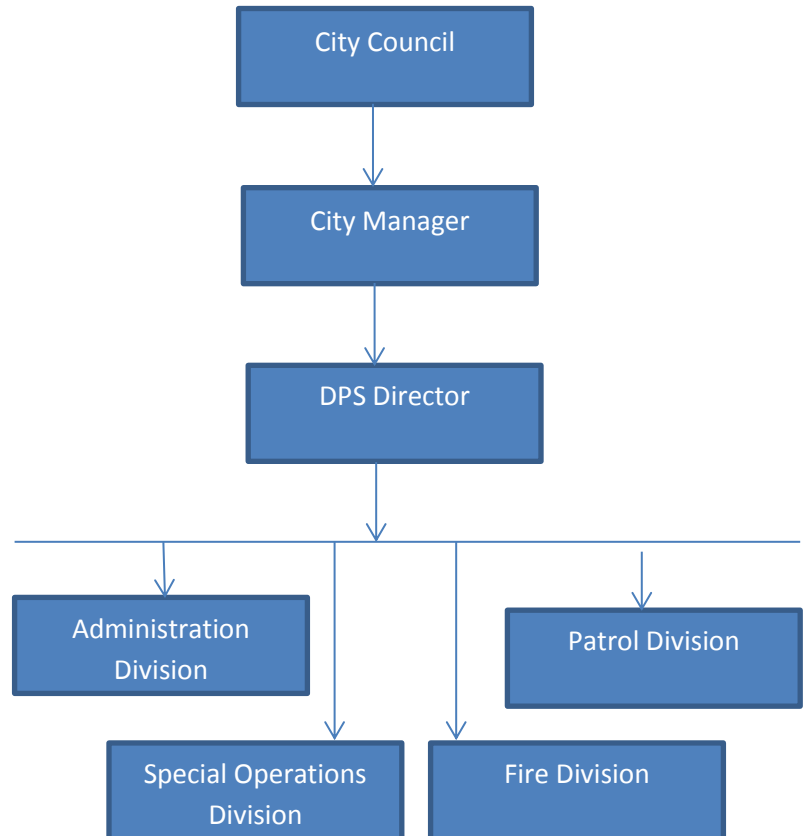
	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR-END ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	64,651	65,771	63,677	68,171
550.5203 OVERTIME		500		500
550.5213 FICA	4,521	4,585	4,368	4,683
550.5215 RETIREMENT-LAGERS	5,937	5,103	4,474	3,777
550.5216 WELLNESS	67	438	400	400
550.5217 HEALTH INSURANCE	22,644	25,370	27,252	29,832
550.5218 LIFE INSURANCE	114	118	172	231
550.5219 WORKERS COMP.	243	249	227	219
550.5220 FLEXIBLE SPENDING ACCOUNT				
550.5221 UNEMPLOYMENT COMP.				
SUBTOTAL PERSONNEL SERVICES	98,177	102,134	100,570	107,813
CONTRACTUAL SERVICES				
554.5339 OTHER CONTRACTUAL SERVICES	23,912	22,000	24,044	24,000
SUBTOTAL CONTRACTUAL SERVICES	23,912	22,000	24,044	24,000
MAINTENANCE AND OPERATIONS				
556.5351 OFFICE MACHINE MAINTENANCE				
556.5352 OFFICE SUPPLIES	2,946	2,800	2,664	2,800
556.5355 COMPUTER MAINTENANCE	175	150	1,458	1,500
556.5400 UNIFORMS	500	500	500	500
556.5450 PROFESSIONAL DEVELOPMENT				
556.5452 PER DIEM	18	50	63	75
556.5454 REIMBURSEABLE EXPENSES				
556.5458 BOOKS AND PUBLICATIONS				
556.5460 POSTAGE	9,933	9,500	9,900	10,000
556.5461 ADVERTISING AND PUBLISHING				
556.5462 PRINTING AND BINDING	10,630	12,000	10,600	10,600
SUBTOTAL MAINTENANCE & OPERATIONS	24,202	25,000	25,185	25,475
TOTAL CITY COLLECTOR	146,291	149,134	149,799	157,288
TOTAL ADMINISTRATIVE SERVICES	443,619	450,939	450,966	466,833

City of Sikeston

Fiscal Year 2016 Budget



DEPARTMENT OF PUBLIC SAFETY ORGANIZATIONAL CHART



In 1978, the City of Sikeston reorganized its police and fire operations, creating the Sikeston Department of Public Safety (DPS). Under this concept, uniformed officers are cross-trained as both certified law enforcement officers and firefighters, thus increasing the number of trained officers available to respond to local emergencies.

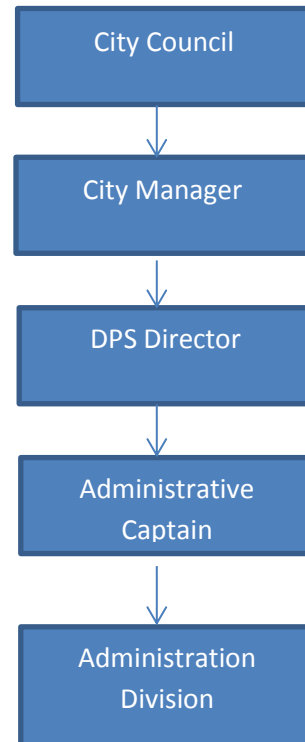
With 80 full-time and 10 part-time employees, DPS is the largest of the City's five departments. Anticipated personnel costs for the department are \$5.4 million. Operational expenditures are estimated to exceed \$1 million, and capital improvements will total \$1.2 million. During FY-16, the City will take delivery of a new Fire Division ladder truck and pumper (purchases approved in FY-15). Three new and three used police vehicles will also be purchased to replace existing fleet vehicles.

City of Sikeston

Fiscal Year 2016 Budget



DEPARTMENT OF PUBLIC SAFETY ADMINISTRATION DIVISION ORGANIZATIONAL CHART



Public Safety's Administration Division maintains all departmental records; manages the City's detention facility; manages the department's news media relations; supervises communications operations, and coordinates emergency management functions. It is staffed by four certified law enforcement officers who are also cross-trained as certified firefighters. The division is supported by three non-certified employees.

Anticipated FY-16 Administrative expenditures are as follows:

Personnel Costs	\$ 647,581
Contractual Expenditures	\$ 395,617
Maintenance & Operations	<u>\$ 127,900</u>
Total	\$1,171,098

GENERAL FUND 10-EXPENDITURES
PUBLIC SAFETY
ADMINISTRATION 30

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	410,938	398,033	390,341	413,063
550.5203 OVERTIME	728	750	183	750
550.5209 ALLOWANCES	3,250	3,250	3,250	3,250
550.5213 FICA	29,149	30,630	28,005	29,093
550.5215 RETIREMENT-LAGERS	38,317	38,261	37,870	36,894
550.5216 WELLNESS	233	1,533	1,401	1,600
550.5217 HEALTH INSURANCE	89,991	107,068	114,926	147,047
550.5218 LIFE INSURANCE	581	690	1,023	1,374
550.5219 WORKERS COMP.	14,346	14,584	18,812	14,390
550.5220 FLEXIBLE SPENDING ACCOUNT	120	120	120	120
550.5221 UNEMPLOYMENT COMP.	3,671		1,066	
SUBTOTAL PERSONNEL SERVICES	591,324	594,919	596,997	647,581
CONTRACTUAL SERVICES				
554.5264 CODE RED	10,000	10,000	10,000	10,000
554.5300 RENTALS AND LEASES	15,605	12,000	15,600	15,600
554.5305 MOBILE COMMAND SUSTAINMENT		12,000	5,053	12,000
554.5306 OFFICE EQUIP. MAINTENANCE	673	4,500	700	4,500
554.5307 WRECKER SERVICE	343		800	500
554.5322 PROPERTY DEMOLITION	14,873			
554.5325 CRIME PREV & DRUG INTERDICTION		5,000	5,000	5,000
554.5332 PAGER SERVICE	31			
554.5333 CELLULAR SERVICE	13,431	16,000	12,342	15,000
554.5336 SOFTWARE SUPPORT	1,280	2,500	1,300	2,500
554.5337 NETWORK SUPPORT	2,092	3,000	2,100	2,500
554.5338 DPS BUILDING LEASE	313,017	315,000	313,017	313,017
554.5339 OTHER CONTRACTUAL SERVICES	11,657	9,500	25,395	15,000
554.5342 2014-DJ-BX-0562			27,049	
554.5495 EMW-2011-SS-S01-5778-MOBILE COMM.	7,478	12,000	7,500	
554.5499 EMW-SS-0002-SO1-019			28,043	
SUBTOTAL CONTRACTUAL SERVICES	390,480	401,500	453,899	395,617

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

GENERAL FUND 10 PUBLIC SAFETY ADMINISTRATION 30 (CONTINUED)	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
MAINTENANCE AND OPERATIONS				
556.5352 OFFICE SUPPLIES	21,125	22,000	18,900	22,000
556.5355 COMPUTER MAINTENANCE	198	4,000	200	20,500
556.5358 BUILDING MAINTENANCE	22,548	27,000	26,999	27,000
556.5362 JANITORIAL SUPPLIES	5,819	8,000	6,518	7,000
556.5365 MODOT 15-M3DA-04-010			25,138	
556.5386 MINOR EQUIP. AND APPARATUS	3,727	3,000	2,665	3,000
556.5400 UNIFORMS	3,945	6,000	4,221	6,000
556.5406 FIRST AID	12	100	100	100
556.5411 RADIO MAINTENANCE	2,021	3,000	2,853	3,000
556.5416 EQUIPMENT MAINTENANCE	4,647	7,000	4,478	6,000
556.5420 FOOD FOR PRISONERS	2,257	3,000	3,024	3,000
556.5441 ACADEMY TRAINING	5,000	10,000		
556.5442 ACADEMY PER DIEM		1,500		
556.5444 FIBER OPTIC MAINTENANCE	7,288			
556.5445 911 SYSTEM SUPPORT				5,000
556.5450 PROFESSIONAL DEVELOPMENT	2,314	4,000	3,880	4,000
556.5452 PER DIEM	9,766	8,000	7,783	8,000
556.5458 BOOKS AND PUBLICATIONS	484	800	460	800
556.5460 POSTAGE	2,120	3,000	2,100	3,000
556.5461 ADVERTISING AND PUBLISHING	376	1,000	400	1,000
556.5462 PRINTING AND BINDING	3,606	3,500	1,700	2,500
556.5467 JAIL MAINTENANCE	1,126	1,000	1,000	1,000
556.5481 EMW-2013-SS-0023-S01-030			18,576	
556.5482 SEMO REGIONAL BOMB TEAM GRANT				
556.5483 BOMB TEAM GRANT-MAINTENANCE				
556.5486 BOMB TEAM-UNREIMBURSABLE	5,024	5,000	2,224	5,000
556.5490 EMPLOYEE APPRECIATION	1,009		3,061	
556.5494 EMW-2011-S-00003-S01-5777	7,102			
SUBTOTAL MAINTENANCE & OPERATIONS	111,514	120,900	136,280	127,900
TOTAL ADMINISTRATION	1,093,318	1,117,319	1,187,176	1,171,098

GENERAL FUND 10

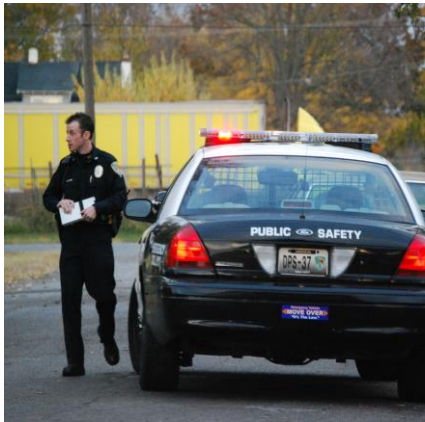
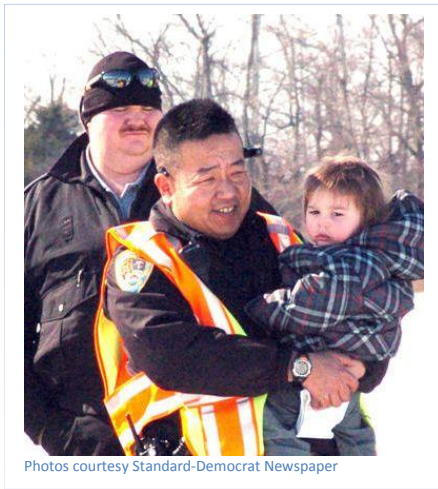
COMMUNICATIONS 31

**CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016**

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	225,592			
550.5203 OVERTIME	26,394			
550.5209 ALLOWANCES	5,850			
550.5213 FICA	18,362			
550.5215 RETIREMENT-LAGERS	23,239			
550.5216 WELLNESS	300			
550.5217 HEALTH INSURANCE	55,865			
550.5218 LIFE INSURANCE	322			
550.5219 WORKERS COMP	1,163			
550.5220 FLEXIBLE SPENDING ACCOUNT				
550.5221 UNEMPLOYMENT COMP				
SUBTOTAL PERSONNEL SERVICES	357,087	0	0	0
PROFESSIONAL SERVICES				
552.5245 EMPLOYMENT SCREENING FEES	1,148			
TOTAL COMMUNICATIONS	358,235	0	0	0

City of Sikeston

Fiscal Year 2016 Budget



DEPARTMENT OF PUBLIC SAFETY PATROL DIVISION ORGANIZATIONAL CHART



Patrol Division is responsible for all law enforcement and crime prevention functions. Special Operations is responsible for all specialized services such as criminal investigations, school resource officers, the DARE program, Housing Authority resource officers, mobile command center operations, the special operations group, and the bomb squad.

The 24 officers and 8 investigators within Patrol Division have completed the Missouri Peace Officer Standards and Training Program (POST), and maintain their POST certification through on-going education and training. Additionally, each is a qualified firefighter having completed Firefighter I and II certification with on-going training in firefighting, rescue and hazardous material incidents.

Anticipated FY-16 Patrol Division expenditures are as follows:

Personnel Costs	\$ 2,865,445
Professional Services	\$ 3,400
Maintenance & Operations	\$ 307,750
Capital Improvements	\$ 165,000
Total	\$ 3,314,595

GENERAL FUND 10 EXPENDITURES
PUBLIC SAFETY
POLICE 32

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	1,548,623	1,607,295	1,545,083	1,743,968
550.5203 OVERTIME	103,508	60,000	105,772	100,000
550.5209 ALLOWANCES	27,625	27,300	27,950	27,300
550.5213 FICA	118,452	120,225	122,403	132,619
550.5215 RETIREMENT-LAGERS	136,660	177,932	162,088	190,869
550.5216 WELLNESS	1,167	8,541	7,002	8,400
550.5217 HEALTH INSURANCE	368,425	492,082	507,767	550,732
550.5218 LIFE INSURANCE	2,398	2,760	4,212	5,868
550.5219 WORKERS COMP.	71,761	99,222	89,931	104,969
550.5220 FLEXIBLE SPENDING ACCOUNT	380	480	580	720
550.5221 UNEMPLOYMENT COMP.				
SUBTOTAL PERSONNEL SERVICES	2,378,999	2,595,837	2,572,788	2,865,445
PROFESSIONAL SERVICES				
552.5245 EMPLOYMENT SCREENING FEES	9,267	3,500	5,052	3,400
552.5248 OTHER PROFESSIONAL SERVICES	600	3,000	100	
SUBTOTAL PROFESSIONAL SERVICES	9,867	6,500	5,152	3,400
CONTRACTUAL SERVICES				
554.5246 HOUSING AUTHORITY EXPENSES	1,808		1,902	
554.5270 CRIME LAB				
SUBTOTAL CONTRACTUAL SERVICES	1,808	0	1,902	0
MAINTENANCE AND OPERATIONS				
556.5352 OFFICE SUPPLIES	186			
556.5353 CAMERA & PHOTOGRAPHIC	3,286	3,500	1,708	13,500
556.5372 CHEMICALS-POLICE OPERATIONS	4,124	5,500	5,500	5,500
556.5386 MINOR EQUIPMENT AND APPARATUS	74			
556.5388 2013-DJ-0307 BYRNE JAG	26,902			
556.5390 FUEL, LUBE, & COOLANT	151,848	150,000	120,500	125,000
556.5392 VEHICLE MAINTENANCE	66,977	65,000	81,469	65,000
556.5400 UNIFORMS	2,111	2,500	4,050	13,000
556.5411 RADIO MAINTENANCE	1,439	3,000	1,717	2,500
556.5414 BULLET PROOF VESTS				4,000
556.5419 WEAPONS				5,000
556.5440 AMMUNITION & SHOOTING SUPPLIES	37,900	20,000	16,000	20,000
556.5450 PROFESSIONAL DEVELOPMENT	4,010	5,000	2,500	5,000
556.5452 PER DIEM	4,551	8,000	6,700	7,500
556.5457 CANINE EXPENSES	4,226	5,000	4,100	4,500
556.5458 BOOKS AND PUBLICATIONS		250	229	250
556.5463 CRIME PREVENTION EXPENSES	7,000	7,000	6,138	7,000
556.5464 LAW ENFORCEMENT	25,515	25,000	22,395	25,000
556.5466 DRUG SEIZURE EXPENSES	7,511	5,000	5,000	5,000
SUBTOTAL MAINTENANCE AND OPERATIONS	347,660	304,750	278,006	307,750
TOTAL POLICE	2,738,334	2,907,087	2,857,848	3,176,595

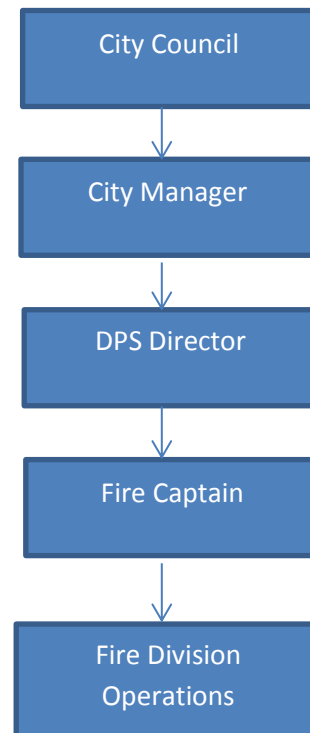
City of Sikeston

Fiscal Year 2016 Budget



Photos courtesy of Standard-Democrat Newspaper

DEPARTMENT OF PUBLIC SAFETY FIRE DIVISION ORGANIZATIONAL CHART



Public Safety's Fire Division is responsible for all fire department functions which include: development and implementation of fire prevention programs and activities; fire suppression and response pre-plans; search and rescue operations; and hazardous materials planning and response. It is staffed by 21 full-time and 10 part-time certified firefighters. During 2014 Fire Division personnel completed 2,633 hours of training.

Anticipated FY-16 Fire Division expenditures are as follows:

Personnel Costs	\$ 1,502,881
Contractual Expenditures	\$ 1,750
Maintenance & Operations	\$ 162,250
Capital Improvements	<u>\$ 1,040,345</u>
Total	\$ 2,707,226

GENERAL FUND 10 EXPENDITURES
PUBLIC SAFETY
FIRE 34

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

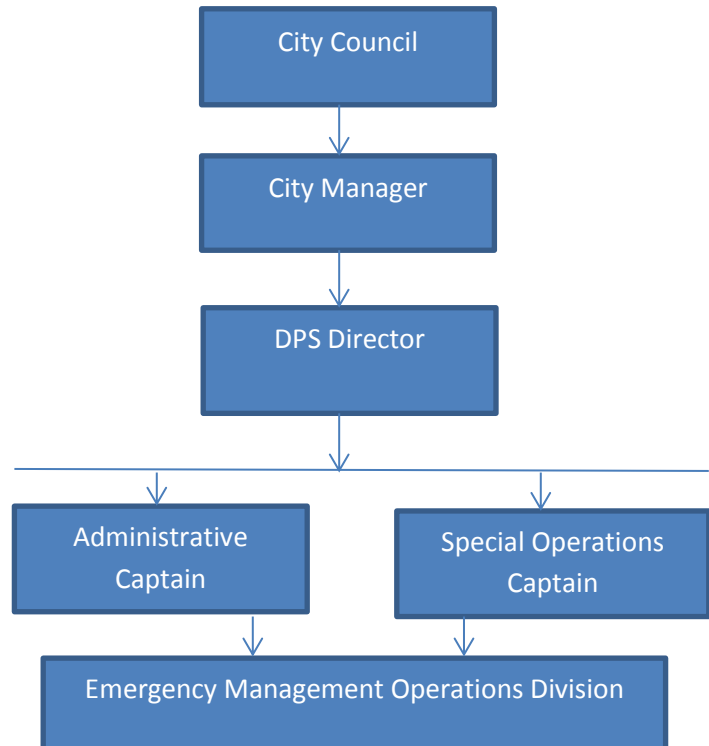
	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	760,976	826,775	764,528	861,059
550.5203 OVERTIME	128,366	77,500	136,972	100,000
550.5209 ALLOWANCES	13,975	13,650	13,650	13,650
550.5213 FICA	64,259	66,046	64,659	69,676
550.5215 RETIREMENT-LAGERS	110,705	93,628	90,455	87,724
550.5216 WELLNESS	500	3,723	3,001	4,200
550.5217 HEALTH INSURANCE	190,009	218,303	181,138	255,638
550.5218 LIFE INSURANCE	846	1,323	1,715	2,814
550.5219 WORKERS COMP.	72,782	93,430	93,612	107,940
550.5220 FLEXIBLE SPENDING ACCOUNT	180	180	70	180
550.5221 UNEMPLOYMENT COMP.				
SUBTOTAL PERSONNEL SERVICES	1,342,598	1,394,558	1,349,800	1,502,881
CONTRACTUAL SERVICES				
554.5262 TELEPHONE-EQUIP. LEASES				
554.5263 TELEPHONE-LONG DISTANCE				
554.5327 S.C.B.A. COMPRESSOR MAINT.		1,750		1,750
SUBTOTAL CONTRACTUAL SERVICES	0	1,750	0	1,750
MAINTENANCE AND OPERATIONS				
556.5358 BUILDING MAINTENANCE	17,732	25,000	19,844	25,000
556.5362 JANITORIAL-SUPPLIES	3,741	3,500	3,778	3,500
556.5370 CHEMICALS-FIRE SUPPRESSION	2,102	2,500	2,100	2,500
556.5386 MINOP EQUIP. AND APPARATUS	2,270	2,000	9,861	4,000
556.5390 FUEL, LUBE, AND COOLANT	35,682	40,000	33,694	40,000
556.5392 VEHICLE MAINTENANCE	45,867	35,000	102,639	35,000
556.5400 UNIFORMS	650	1,000	1,715	1,000
556.5404 SAFETY EQUIPMENT	1,307	3,000	500	3,000
556.5405 FIRE HOSE				5,000
556.5410 TURN-OUT GEAR				23,000
556.5411 RADIO MAINTENANCE	1,520	1,500	500	1,500
556.5416 EQUIPMENT MAINTENANCE	12,797	10,000	8,500	10,000
556.5450 PROFESSIONAL DEVELOPMENT	1,086	3,000	1,847	3,000
556.5452 PER DIEM	1,355	5,000	2,160	5,000
556.5458 BOOKS AND PUBLICATIONS	455	750	435	750
SUBTOTAL MAINTENANCE AND OPERATIONS	126,564	132,250	187,573	162,250
TOTAL FIRE	1,469,162	1,528,558	1,537,373	1,666,881



Photo courtesy of Standard-Democrat Newspaper



DEPARTMENT OF PUBLIC SAFETY EMERGENCY MANAGEMENT DIVISION ORGANIZATIONAL CHART



Preparation for disasters, both natural and man-made, is a vital aspect of the City's responsibility to serve and protect. To meet this challenge, employees from all departments and levels of responsibility receive FEMA's Incident Command Training and participate in local, regional and state training exercises.

Recognizing this area's threat of severe weather, Sikeston residents are served by an outdoor warning system, as well as the "Code Red" personal communications warning system. In cooperation with the State Highway Patrol, Sikeston maintains this region's Mobile Command Center, Hazardous-Material Response Truck and Bomb/Explosives Response Truck. DPS personnel, in addition to staff from other local municipalities train for and respond to regional emergencies.

GENERAL FUND 10 EXPENDITURES
PUBLIC SAFETY
EMERGENCY MGT 38

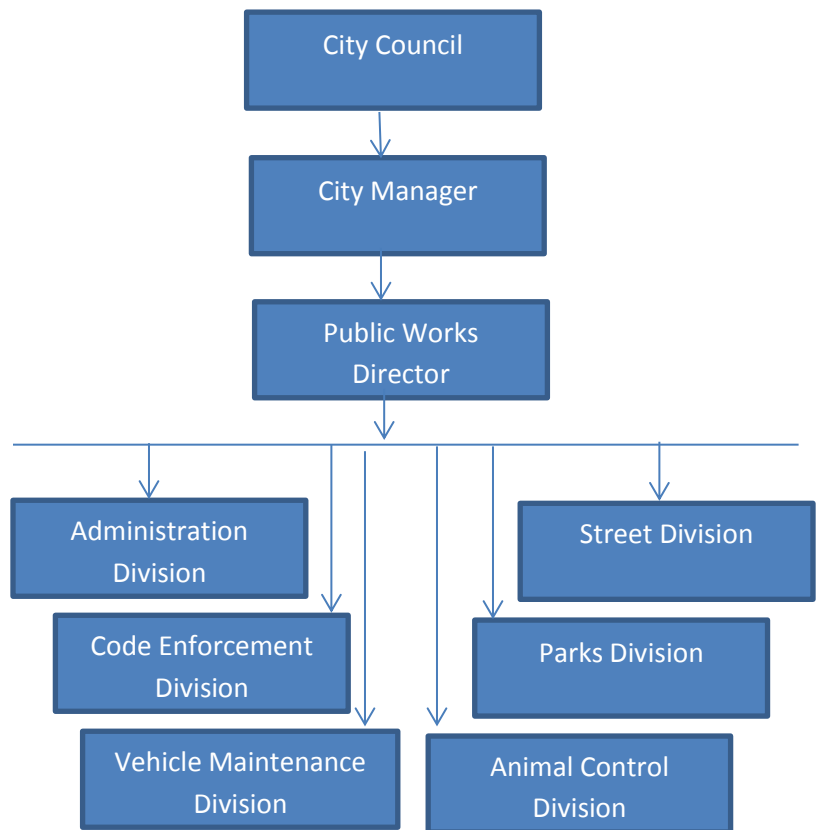
CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
MAINTENANCE AND OPERATIONS				
556.5386 MINOR EQUIP. AND APPARATUS				
556.5392 VEHICLE MAINTENANCE				
556.5401 SAFETY APPAREL				
556.5404 SAFETY EQUIPMENT				
556.5411 RADIO MAINTENANCE				
556.5416 EQUIPMENT MAINTENANCE	4,307	5,000	2,533	<u>5,000</u>
556.5450 PROFESSIONAL DEVELOPMENT				
556.5452 PER DIEM				
556.5456 TRAINING				
556.5458 BOOKS AND PUBLICATIONS				
TOTAL EMERGENCY MANAGEMENT	4,307	5,000	2,533	5,000
TOTAL PUBLIC SAFETY	5,663,356	5,557,964	5,584,930	6,019,574



Photos provided by Jiggs Moore & Standard-Democrat Newspaper

DEPARTMENT OF PUBLIC WORKS ORGANIZATIONAL CHART



Public works is the combination of physical assets, management practices, policies, and personnel necessary for the City to provide and sustain structures and services essential to the welfare and acceptable quality of life for its citizens. Its purpose is to provide safe, integrated public buildings and community infrastructure for existing and future needs; provide citizens with basic services; provide safe parks and public infrastructure; and provide planning and oversight of property and construction that will promote a safe and prosperous community.

Sikeston Public Works consists of 24 full-time, 2-part time, and 8 seasonal employees. Anticipated personnel costs in FY-16 are \$1.4 million, with professional & contractual services estimated to be \$216,570. Operational expenditures will exceed \$1.1 million, and \$124,800 has been budgeted for capital improvements.

City of Sikeston

Fiscal Year 2016 Budget



Greenbrier Ditch Cleanout

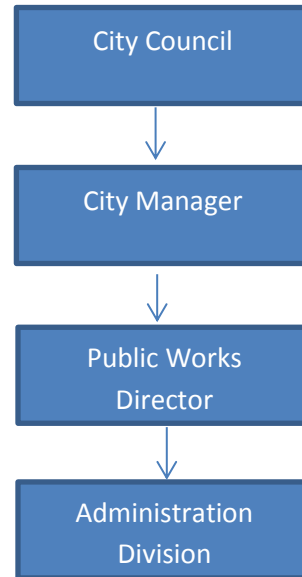


N. New Madrid Street Repairs



Recreation Complex Culvert Replacement

DEPARTMENT OF PUBLIC WORKS ADMINISTRATION DIVISION ORGANIZATIONAL CHART



Public Works Administration is headed by the Director, a civil engineer, who works in conjunction with Council and the City Manager to anticipate future needs, set direction, and establish priorities for the construction and maintenance of the City's infrastructure. The Director also has oversight responsibility for airport operations, and local flood plain management. An administrative assistant, assigned to this Division, supports the functions of all Public Works supervisors.

Anticipated FY-16 expenditures for DPW Administration are as follows:

Personnel Costs	\$ 94,450
Contractual Expenditures	\$ 5,000
Maintenance & Operations	<u>\$ 8,300</u>
Total	\$ 112,750

GENERAL FUND 10 EXPENDITURES
PUBLIC WORKS
DPW ADMINISTRATION 40

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	29,192	70,088	64,557	61,738
550.5203 OVERTIME				
550.5209 ALLOWANCES	505		1,333	
550.5213 FICA	1,955	4,058	4,536	4,258
550.5215 LAGERS	267	4,627	4,520	3,396
550.5216 WELLNESS	17	329	100	300
550.5217 HEALTH INSURANCE	5,753	28,188	16,593	24,296
550.5218 LIFE INSURANCE	36	108	167	174
550.5219 WORKERS COMP.	95	227	218	198
550.5220 FLEXIBLE SPENDING ACCT. EXPENSE	5	125	85	90
550.5221 UNEMPLOYMENT COMP.				
SUBTOTAL PERSONNEL SERVICES	37,825	107,750	92,109	94,450
CONTRACTUAL SERVICES				
554.5300 RENTALS AND LEASES				
554.5303 CEMETARY MOWING				
554.5332 PAGER SERVICE				
554.5333 CELLULAR SERVICE	4,187	4,200	4,929	5,000
554.5339 CONTRACTUAL SERVICES	66			5,000
SUBTOTAL CONTRACTUAL SERVICES	4,253	4,200	4,929	10,000
MAINTENANCE AND OPERATIONS				
556.5352 OFFICE SUPPLIES	521	650	2,250	2,000
556.5355 COMPUTER MAINTENANCE			140	1,750
556.5390 FUEL LUBE & COOLANT	755	1,500	751	1,000
556.5392 VEHICLE MAINTENANCE	37	1,000	50	100
556.5400 UNIFORMS			270	300
556.5401 SAFETY APPAREL				300
556.5416 EQUIPMENT MAINTENANCE				
556.5447 BOARDS AND COMMISSIONS				
556.5450 PROFESSIONAL DEVELOPMENT	150	1,500	218	1,500
556.5451 COMMUNITY REPRESENTATION				200
556.5452 PER DIEM	590	300	227	300
556.5458 BOOKS AND PUBLICATIONS		100		200
556.5460 POSTAGE	33	50	66	100
556.5461 ADVERTISING AND PUBLISHING	238	100	482	500
556.5462 PRINTING AND BINDING				50
CAPITAL OUTLAYS-REAL ESTATE				
SUBTOTAL MAINTENANCE AND OPERATIONS	2,324	5,200	4,454	8,300
TOTAL DIRECTOR	44,402	117,150	101,492	112,750

City of Sikeston

Fiscal Year 2016 Budget



Greenbrier Ditch Cleanout

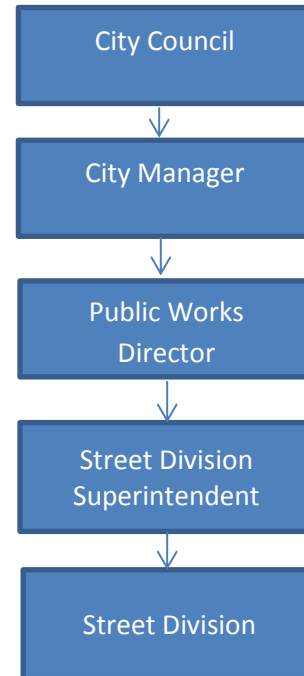


N. New Madrid Sink Hole Repairs



Snow Removal Operations

DEPARTMENT OF PUBLIC WORKS STREET DIVISION ORGANIZATIONAL CHART



Sikeston's Street Division currently maintains about 133 miles of street, 10 miles of alleys, and 3 bridges. Its 10 full-time and 4 seasonal employees patch potholes, plow snow, repair roads, clean out stormwater pipes, mow right-of-way, clean out ditches, and complete many other aspects of keeping the roads and bridges maintained. The City contracts, annually, with outside construction companies for concrete street reconstruction or asphalt overlays. Monies from the City's ½ cent Transportation Sales Tax provides approximately \$1.5 annually for street maintenance/construction.

Anticipated FY-16 expenditures for DPW Street Division are as follows:

Personnel Costs	\$ 638,712
Contractual Expenditures	\$ 21,800
Maintenance & Operations	<u>\$ 991,345</u>
Total	\$1,666,357

GENERAL FUND 10 EXPENDITURES
PUBLIC WORKS
SEASONAL MOWING 41

CITY OF SIKESTON
FY-16 BUDGET
July 1, 2015 - June 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	2,146	15,840	15,840	15,840
550.5213 FICA	77	1,212	1,299	1,212
550.5219 WORKERS COMP	128	1,862	441	1,738
SUBTOTAL PERSONNEL SERVICES	2,351	18,914	17,580	18,790
PROFESSIONAL SERVICES				
552.5245 EMPLOYMENT SCREENING FEES	45			
SUBTOTAL PROFESSIONAL SERVICES	45			
MAINTENANCE AND OPERATIONS				
556.5386 MINOR EQUIPMENT & APPARATUS		5,000	4,115	3,000
556.5390 FUEL, LUBE & COOLANT SEASONAL EQUIPMENT	653	1,200	1,500	2,000
SUBTOTAL MAINTENANCE AND OPERATIONS	653	6,200	5,615	5,000
TOTAL SEASONAL MOWING	3,049	25,114	23,195	23,790

GENERAL FUND 10 EXPENDITURES
PUBLIC WORKS
STREETS 42

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5219 WORKERS COMP.			63	
550.5220 FLEXIBLE SPENDING ACCOUNT				
550.5221 UNEMPLOYMENT COMP.				
SUBTOTAL PERSONNEL SERVICES	0	0	63	0
PROFESSIONAL SERVICES				
552.5245 EMPLOYMENT SCREENING FEES	721	500	246	500
SUBTOTAL PROFESSIONAL SERVICES	721	500	246	500
CONTRACTUAL SERVICES				
554.5263 TELEPHONE-LONG DISTANCE				
554.5298 TIRE REMOVAL SERVICE		3,000		3,000
554.5339 OTHER CONTRACTUAL SERVICES	150			
SUBTOTAL CONTRACTUAL SERVICES	150	3,000	0	3,000
MAINTENANCE AND OPERATIONS				
556.5352 OFFICE SUPPLIES	515	500	500	500
556.5355 COMPUTER MAINTENANCE	129	200	140	1,000
556.5358 BUILDING MAINTENANCE	401	200	10	200
556.5362 JANITORIAL SUPPLIES		200		200
556.5366 CHEMICALS-GROUNDS & STREETS				
556.5386 MINOR EQUIP. AND APPARATUS	26	200		200
556.5400 UNIFORMS	4,946	5,500	5,098	5,500
556.5401 SAFETY APPAREL	810	800	350	800
556.5404 SAFETY EQUIPMENT	120	200	76	200
556.5406 FIRST AID	36	200		200
556.5411 RADIO MAINTENANCE		100	190	200
556.5416 EQUIPMENT MAINTENANCE				
556.5418 GIS MAINTENANCE		1,200	500	1,200
556.5422 FOOD FOR EMPLOYEES	1,536	2,000	1,452	1,600
556.5450 PROFESSIONAL DEVELOPMENT	888	700	1,800	2,000
556.5452 PER DIEM	419	300	300	500
556.5458 BOOKS AND PUBLICATIONS	475			400
556.5461 ADVERTISING AND PUBLISHING			44	50
SUBTOTAL MAINTENANCE AND OPERATIONS	10,301	12,300	10,460	14,750
TOTAL STREETS	11,172	15,800	10,769	18,250

City of Sikeston

Fiscal Year 2016 Budget



Vehicle Fleet Maintenance

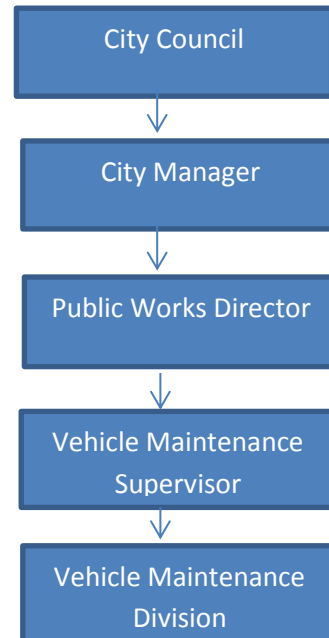


Small Engine Maintenance & Repair



Large Equipment Repairs

DEPARTMENT OF PUBLIC WORKS VEHICLE MAINTENANCE DIVISION ORGANIZATIONAL CHART



Vehicle Maintenance Division operates the city's garage and is responsible for the maintenance of the City's vehicles and equipment. This includes everything from pickup trucks to snow plows to police cars to backhoes. It is staffed by two full-time employees.

Anticipated FY-16 expenditures for DPW Vehicle Maintenance Division operations are as follows:

Personnel Costs	\$ 119,738
Maintenance & Operations	<u>\$ 12,800</u>
Total	\$ 132,538

GENERAL FUND 010 EXPENDITURES
PUBLIC WORKS
GARAGE 43

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	79,893	79,414	79,609	81,847
550.5203 OVERTIME	968	300	1,518	300
550.5213 FICA	5,672	5,730	5,815	5,852
550.5215 RETIREMENT-LAGERS	7,250	6,138	6,943	4,518
550.5216 WELLNESS	67	438	400	400
550.5217 HEALTH INSURANCE	17,534	19,239	20,673	22,580
550.5218 LIFE INSURANCE	136	143	226	188
550.5219 WORKERS COMP.	3,751	5,165	4,288	4,053
550.5221 UNEMPLOYMENT COMP.	5,760			
SUBTOTAL PERSONNEL SERVICES	121,031	116,567	119,472	119,738
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	89	200	171	300
556.5358 BUILDING MAINTENANCE	610	25,000	11,541	2,000
556.5362 JANITORIAL SUPPLIES	14	200	66	200
556.5386 MINOR EQUIP. AND APPARATUS	705	1,700	1,885	2,500
556.5390 FUEL, LUBE, AND COOLANT	1,426	3,000	1,985	3,000
556.5392 VEHICLE MAINTENANCE	802	2,000	252	800
556.5400 UNIFORMS	1,665	1,600	1,371	1,600
556.5401 SAFETY APPAREL	62	200		300
556.5404 SAFETY EQUIPMENT				
556.5406 FIRST AID				
556.5411 RADIO MAINTENANCE				
556.5416 EQUIPMENT MAINTENANCE	70	1,500	1,257	1,500
556.5450 PROFESSIONAL DEVELOPMENT	463		459	500
556.5452 PER DIEM				100
556.5454 REIMBURSABLE EXPENSES				
SUBTOTAL MAINTENANCE AND OPERATIONS	5,906	35,400	18,987	12,800
TOTAL GARAGE	126,937	151,967	138,459	132,538

GENERAL FUND EXPENDITURES

CITY OF SIKESTON

FY-16 BUDGET

PUBLIC WORKS

JULY 1, 2015-JUNE 30, 2016

L.C.R.A. MOWING 44	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	36,430	37,800	14,648	
550.5203 OVERTIME				
550.5213 FICA	2,929	2,892	1,431	
550.5219 WORKERS COMP.	1,591	2,118	832	
550.5220 UNEMPLOYMENT COMP.			16	
SUBTOTAL PERSONNEL SERVICES	40,950	42,810	16,927	0
CONTRACTUAL SERVICES				
552.5302 MOWING AND LANDSCAPING				
SUBTOTAL CONTRACTUAL SERVICES	0	0	0	0
MAINTENANCE AND OPERATIONS				
556.5386 MINOR EQUIPMENT AND APPARATUS	5,156	4,000	1,628	
556.5390 FUEL, LUBE, AND COOLANT	1,535	1,200	812	
556.5392 VEHICLE MAINTENANCE	1,176			
556.5461 ADVERTISING AND PUBLISHING	209			
556.5462 PRINTING AND BINDING	107			
SUBTOTAL MAINTENANCE AND OPERATIONS	8,183	5,200	2,440	0
TOTAL L.C.R.A. MOWING	49,133	48,010	19,367	0

City of Sikeston

Fiscal Year 2016 Budget



Building Safety Inspections

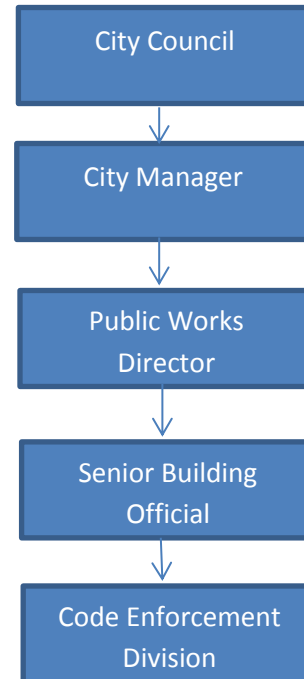


Building Plan Reviews



Construction Site Inspections

DEPARTMENT OF PUBLIC WORKS CODE ENFORCEMENT DIVISION ORGANIZATIONAL CHART



Code Enforcement is primarily responsible for ensuring that all structures within the city are built safely, and remain in a safe condition. This is done through plan review, construction inspection, and routine inspections of certain existing structures. The Division is staffed by 4 full-time employees, knowledgeable of the International Building Code, who work closely with local builders and developers. In addition, Code personnel also patrol the city to limit public nuisances such as tall grass, junk and trash, and derelict vehicles left on private property.

Anticipated FY-16 expenditures for Code Enforcement operations are as follows:

Personnel Costs	\$ 229,301
Professional & Contractual	\$ 10,500
Maintenance & Operations	<u>\$ 25,475</u>
Total	\$ 265,276

GENERAL FUND 10 EXPENDITURES
PUBLIC WORKS
PLANNING AND DEVELOPMENT 45

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	125,630	135,812	131,917	141,524
550.5203 OVERTIME	2,153	3,000	1,749	3,000
550.5213 FICA	8,743	9,470	9,127	9,980
550.5215 RETIREMENT-LAGERS	12,502	10,689	9,519	7,515
550.5216 WELLNESS	100	876	600	800
550.5217 HEALTH INSURANCE	41,393	60,098	51,373	56,284
550.5218 LIFE INSURANCE	197	240	391	519
550.5219 WORKERS COMP.	7,665	10,176	10,185	9,559
550.5220 FLEXIBLE SPENDING ACCOUNT	120	120	120	120
550.5221 UNEMPLOYMENT COMP.				
SUBTOTAL PERSONNEL SERVICES	198,503	230,481	214,981	229,301
PROFESSIONAL SERVICES				
552.5232 LEGAL				
552.5234 ARCHITECT/ENGINEERING	250			500
552.5245 EMPLOYMENT SCREENING FEES	195			200
SUBTOTAL PROFESSIONAL SERVICES	445	0	0	700
CONTRACTUAL SERVICES				
554.5290 DOCUMENT SCANNING		1,500		1,500
554.5291 DOCUMENT STORAGE		1,500		1,500
554.5292 TITLE SEARCH MEMBERSHIP		3,600	3,600	3,600
554.5333 CELLULAR SERVICE	2,459	3,200	3,159	3,200
SUBTOTAL CONTRACTUAL SERVICES	2,459	9,800	6,759	9,800

GENERAL FUND 10 EXPENDITURES
PUBLIC WORKS
PLANNING AND DEVELOPMENT 45 (CONTINUED)

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
MAINTENANCE AND OPERATIONS				
556.5352 OFFICE SUPPLIES	2,131	2,600	846	3,000
556.5355 COMPUTER MAINTENANCE	348	400		5,800
556.5361 GROUND MAINTENANCE-CODE	19	1,000	140	500
556.5379 MISCELLANEOUS SUPPLIES	1	100		100
556.5386 MINOR EQUIP. AND APPARATUS	73	300	13	300
556.5390 FUEL, LUBE, AND COOLANT	7,120	7,500	4,944	6,500
556.5392 VEHICLE MAINTENANCE	2,763	2,500	1,864	2,000
556.5400 UNIFORMS	1,119	1,700	2,025	1,700
556.5401 SAFETY APPAREL	36	50	260	250
556.5407 RABIES PREVENTION				
556.5411 RADIO MAINTENANCE				
556.5450 PROFESSIONAL DEVELOPMENT	699	2,000	985	2,000
556.5452 PER DIEM	94	500	718	500
556.5458 BOOKS AND PUBLICATIONS	1,328	1,000	260	500
556.5460 POSTAGE	2,141	2,300	1,629	2,000
556.5461 ADVERTISING AND PUBLISHING	279	1,200	183	300
556.5462 PRINTING AND BINDING			23	25
SUBTOTAL MAINTENANCE AND OPERATIONS	18,151	23,150	13,890	25,475
TOTAL PLANNING	219,558	263,431	235,630	265,276

City of Sikeston

Fiscal Year 2016 Budget



Neglected dog impounded by Animal Control.
(Animal has made complete recovery).

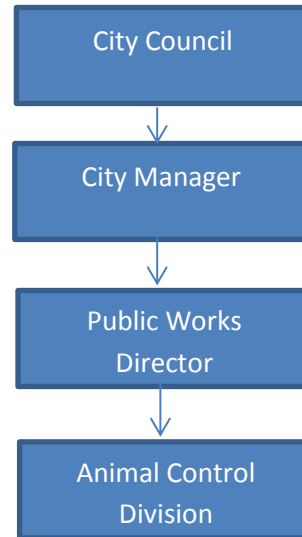


Dogs found running at-large on McDougal.



Release of N. Kingshighway fox in
uninhabited area

DEPARTMENT OF PUBLIC WORKS ANIMAL CONTROL DIVISION ORGANIZATIONAL CHART



The City of Sikeston contracts with the Sikeston Area Humane Society to provide animal shelter services for the community. Sikeston's Code Officers, in addition to their regular duties, respond to citizen calls for service regarding wild animals on premise or animals running at large. Animals impounded by the City are held for a period of 7-days to allow owners to claim their pets. After that period ownership of the animal is transferred to the Humane Society and it becomes available for adoption.

Anticipated FY-16 expenditures for Animal Control operations are as follows:

Contractual Services	\$ 63,000
Maintenance & Operations	\$ 11,850
Total	\$ 74,850

GENERAL FUND 10-EXPENDITURES

CITY OF SIKESTON

FY-16 BUDGET

JULY 1, 2015 - JUNE 30, 2016

ANIMAL CONTROL 46

PUBLIC WORKS

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES				
550.5203 OVERTIME				
550.5213 FICA				
550.5215 RETIREMENT-LAGERS				
550.5217 HEALTH INSURANCE				
550.5218 LIFE INSURANCE				
550.5219 WORKERS COMP.				
550.5221 UNEMPLOYMENT COMP.				
SUBTOTAL PERSONNEL SERVICES	0	0	0	0
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	1,450			
SUBTOTAL CONTRACTUAL SERVICES	64,450	63,000	63,000	63,000
MAINTENANCE AND OPERATIONS				
556.5358 BUILDING MAINTENANCE	1,793	2,000	26,250	10,500
556.5368 CHEMICALS-ANIMAL CONTROL	41	100	145	150
556.5386 MINOR EQUIP. AND APPARATUS	231	250	69	500
556.5390 FUEL, LUBE, AND COOLANT				
556.5392 VEHICLE MAINTENANCE				
556.5424 FOOD FOR ANIMALS	22	50	2	
556.5450 PROFESSIONAL DEVELOPMENT				500
556.5452 PER DIEM				200
SUBTOTAL MAINTENANCE AND OPERATIONS	2,087	2,400	26,466	11,850
TOTAL ANIMAL CONTROL	66,537	65,400	89,466	74,850
TOTAL PUBLIC WORKS	520,788	686,872	618,378	627,454

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
TOTAL EXPENDITURES-GENERAL FUND	9,232,219	9,405,094	9,315,271	9,869,949
EXCESS (DEFICIENCY OF) REVENUES OVER EXPENDITURES	(1,679,677)	(1,940,279)	(1,696,826)	(2,233,582)
85 OTHER FINANCING SOURCES				
460.4850 TRANS FROM S.TAX FOR PUB SAF	1,480,800	1,563,300	1,563,300	1,635,384
460.4851 TRANS FROM S.TAX FOR PUB WKS	1,225,200	1,292,700	1,292,700	1,453,702
460.4852 TRANS FROM MUNICIPAL COURT	20,000	20,000	20,000	
SUBTOTAL OTHER FINANCING SOURCES	2,726,000	2,876,000	2,876,000	3,089,086
87 OTHER FINANCING USES				
562.5876 TRANS TO CAPITAL IMPRV FUND	350,000	350,000	350,000	300,000
562.5877 TRANSFER TO PARK FUND	140,000	140,000	140,000	140,000
562.5881 TRANSFER TO E-911		343,646	343,646	430,392
562.5898 TRANSFER TO S.A.H.E.C.	62,204	65,000	65,000	63,000
SUBTOTAL OTHER FINANCING USES	552,204	898,646	898,646	933,392
FUND BALANCE - BEG OF YEAR	4,173,949	4,834,384	4,668,068	4,948,596
FUND BALANCE - END OF YEAR	4,668,068	4,871,459	4,948,596	4,870,708

City of Sikeston

Fiscal Year 2016 Budget



CITY OF SIKESTON SALES TAX FUND

The City receives one cent from each dollar of taxable goods purchased within the City of Sikeston. Upon receipt these monies are deposited in the Sales Tax Fund where they are held and invested until needed to pay municipal expenses.

When this funding mechanism was established no restrictions were placed on the use of these funds. This allows the City Council to use the monies where best needed, i.e. personnel costs, replacement of vehicles/equipment or general maintenance and operational expenditures.

During the annual budget process, Council will designate, by ordinance, where and how these sales tax funds will be used.

During FY-16 the City anticipates receiving \$3.1 million from this revenue source. Council has designated these monies be spent as follows:

Public Safety	\$1,635,384
Public Works	<u>\$1,453,702</u>
Total	\$3,089,086



SALES TAX FUND 20

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
412.4020 SALES TAX REVENUES	2,923,551	2,898,937	3,057,731	3,118,886
SUBTOTAL SALES TAX REVENUES	2,923,551	2,898,937	3,057,731	3,118,886
MISCELLANEOUS REVENUES				
432.4149 INTEREST INCOME	4,845	4,358	3,384	3,400
TOTAL SALES TAX REVENUES	2,928,396	2,903,295	3,061,115	3,122,286
CONTRACTUAL SERVICES				
554.5345 E.A.T.S. 60/61 T.I.F.				
554.5346 E.A.T.S. M & M T.I.F.	25,228	26,000	25,000	25,000
554.5349 E.A.T.S. 60/61-COLTONS	8,374	3,200	8,200	8,200
TOTAL EXPENDITURES	33,602	29,200	33,200	33,200
OTHER FINANCING SOURCES (USES)				
562.5882 TRANS TO GEN-PUBLIC SAFETY	-1,480,800	-1,563,300	(1,563,300)	1,635,384
REFUND TIF	152,688			
562.5883 TRANS TO GEN-PUBLIC WORKS	-1,225,200	-1,292,700	(1,292,700)	1,453,702
SUBTOTAL OTHER USES	-2,553,312	-2,856,000	(2,856,000)	3,089,086
EXCESS (DEFICIENCY OF) REVENUES OVER EXPENDITURES	341,482	18,095	171,915	0
FUND BALANCE-BEGINNING OF YEAR	406,074	363,742	747,556	919,471
FUND BALANCE-END OF YEAR	747,556	381,837	919,471	919,471

SIKESTON AREA HIGHER EDUCATION CENTER SALES TAX TRUST FUND



On April 7, 1998 Sikeston voters approved a Capital Improvement Sales Tax to be used to finance the construction of a higher education center. The sales tax proceeds were restricted to construction and furnishing of the Sikeston Higher Education Center located at 2401 N. Main Street in the Sikeston Business, Education & Technology Park. This sales tax expired in September 2004.

A special revenue fund known as the Sikeston Area Higher Education Sales Trust Fund is used to account for the retirement of remaining debt issued for construction. Approximately \$63,000 is transferred, annually, from the General Fund to retire the debt which will expire January 1, 2020.



SAHEC FUND 22

CITY OF SKESTON
FY-16 BUDGET
JULY 1, 2015-JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
REVENUES				
412.4020 SALES TAX REVENUES	489	20		
REFUND-TIF	1,569			
424.4076 STATE SHARED				
432.4149 INTEREST INCOME	16		2	1
TOTAL REVENUES	2,074	20	2	1
EXPENDITURES				
556.5497 SAHEC LOAN PAYMENTS	64,004	65,000	63,710	63,272
556.5498 SAHEC CONSTRUCTION				
TOTAL EXPENDITURES	64,004	65,000	63,710	63,272
EXCESS (DEFICIENCY OF) REVENUES OVER EXPENDITURES	(61,930)	(64,980)	(63,708)	(63,271)
85 OTHER FINANCING SOURCES				
560.5863 LOAN PROCEEDS				
460.4849 TRANSFER FROM GENERAL	62,204	65,000	65,000	63,000
TOTAL OTHER SOURCES	62,204	65,000	65,000	63,000
OTHER FINANCING USES				
562.5891 60/61 T.I.F				
TOTAL OTHER FINANCING USES	0	0	0	0
FUND BALANCE-BEGINNING OF YEAR	1,018	1,735	1,292	2,584
FUND BALANCE-END OF YEAR	1,292	1,755	2,584	2,313

TRANSPORTATION SALES TAX TRUST FUND



In 1990 Sikeston voters approved a \$.005 Transportation Sales Tax. Proceeds from this tax are restricted for transportation purposes i.e. street construction and repairs, maintenance and improvement of stormwater drainage systems, transportation materials and equipment purchases, and personnel costs incurred in association with these transportation functions.



During FY-16 the City anticipates \$1.5 million will be generated by this tax. From these proceeds \$1,076,680 will be expended on transportation related projects, maintenance and repairs.



TRANS SALES TAX FUND 25

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

REVENUES	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
412.4020 SALES TAX REVENUE	1,460,227	1,449,469	1,496,765	1,511,733
SUBTOTAL SALES TAX REVENUES	1,460,227	1,449,469	1,496,765	1,511,733
MISCELLANEOUS REVENUES				
432.4147 MISCELLANEOUS REVENUE	8,595		28,337	
432.4148 DONATIONS				
432.4149 INTEREST INCOME	10,982	4,500	6,680	6,500
REFUND 60/61	76,630			
432.4150 INSURANCE REFUNDS				
432.4162 SALE OF PERSONAL PROPERTY	21,675		20,000	
432.4163 DISASTER REIMBURSEMENT				
MISCELLANEOUS REVENUE	117,882	4,500	55,017	6,500
INTERGOVERNMENTAL				
434.4197 MISSOURI FOUNDATION 11-0198-HAC-11	725		2,635	2,600
434.4207 WALKING TRAIL GRANT				
434.4223 SPECIAL ROAD DISTRICT-WAKEFIELD		114,596		
434.4225 MODOT REIMBURSEMENT-KINGSHWY	26,777	35,000	36,081	
434.4224 MODOT REIMBURSEMENT-WAKEFIELD			298,825	
SUBTOTAL INTERGOVERNMENTAL	27,502	149,596	337,541	2,600
CHARGES FOR SERVICES				
CLERK FEES	27	60	20	20
SUBTOTAL CHARGES FOR SERVICES	27	60	20	20
TOTAL REVENUE	1,605,638	1,603,625	1,889,343	1,520,853

TRANS SALES TAX FUND 25

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015-JUNE 30, 2016

EXPENDITURES	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES-DIRECTOR				
550.5201 SALARIES AND WAGES	19,448		34,173	36,025
550.5203 OVERTIME				
550.5209 ALLOWANCES	591		1,333	
550.5213 FICA	1,349		2,500	2,544
550.5215 RETIREMENT-LAGERS	267		2,712	1,981
550.5216 WELLNESS	33		200	100
550.5217 HEALTH INSURANCE	5,713		10,090	11,070
550.5218 LIFE INSURANCE	31		94	98
550.5219 WORKERS COMP	52		113	115
550.5220 FLEXIBLE SPENDING ACCOUNT	5		30	30
550.5221 UNEMPLOYMENT COMP.				
SUBTOTAL PERSONNEL SERVICES	27,489	0	51,245	51,963
MAINTENANCE AND OPERATIONS				
556.5390 FUEL, LUBE AND COOLANT	381		764	
556.5392 VEHICLE MAINTENANCE	37			
556.5450 PROFESSIONAL DEVELOPMENT	150			
556.5452 PER DIEM	244			
SUBTOTAL MAINTENANCE AND OPERATIONS	812	0	764	0
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	290,669	341,472	290,921	320,361
550.5203 OVERTIME	16,691	18,000	11,728	18,000
550.5209 ALLOWANCES				
550.5213 FICA	20,664	24,994	20,099	22,651
550.5215 RETIREMENT-LAGERS	27,481	26,866	23,440	17,283
550.5216 WELLNESS	283	2,190	1,701	2,000
550.5217 HEALTH INSURANCE	116,433	131,034	134,185	169,081
550.5218 LIFE INSURANCE	366	539	838	846
550.5219 WORKERS COMP	24,471	41,540	26,990	36,467
550.5220 FLEXIBLE SPENDING ACCOUNT		30		60
550.5221 UNEMPLOYMENT COMP	88		139	
SUBTOTAL PERSONNEL SERVICES	497,146	586,665	510,041	586,749

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 YEAR BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 YEAR BUDGET
CONTRACTUAL SERVICES				
554.5233 WAKEFIELD BRIDGE MATCH		114,596		
554.5313 DOWNTOWN ENHANCEMENT				
554.5345 E.A.T.S 60/61 T.I.F.				
554.5346 E.A.T.S M. & M. T.I.F.	12,615	11,000	12,600	12,600
554.5349 E.A.T.S. 60/61-COLTONS	4,188	1,800	4,100	4,200
554.5234 CONSULTING ENGINEERING		5,000	350	3,000
554.5340 SAFE ROUTE TO SCHOOLS NON-INF				
554.5341 SAFE ROUTE TO SCHOOLS -INF				
TOTAL CONTRACTUAL SERVICES	16,803	132,396	17,050	19,800

TRANS SALES TAX FUND 25
STREETS 42

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015-JUNE 30, 2016

EXPENDITURES (CONTINUED)	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATED	FY-2016 PROJECTED BUDGET
556.5358 BUILDING MAINTENANCE	4,601	4,000	2,000	4,000
556.5366 CHEMICALS-GROUNDS & STREETS	28,034	38,000	56,143	45,000
556.5382 CONSTRUCTION MATERIALS	21,182	20,000	52,252	20,000
556.5384 CONCRETE PAVEMENT REPAIR				20,000
556.5386 MINOR EQUIP. & APPARATUS	3,822	13,000	14,713	20,000
556.5390 FUEL, LUBE & COOLANT	59,417	50,000	46,736	55,000
556.5392 VEHICLE MAINTENANCE	23,569	14,000	20,708	17,000
556.5403 STREET SIGNS	7,859	7,000	6,700	9,000
556.5411 RADIO MAINTENANCE				
556.5413 SIDEWALK/ADA IMPROVEMENT		5,000		5,000
556.5415 CRACKSEALING EQUIP. RENTAL		5,000		
556.5416 EQUIPMENT MAINTENANCE	34,793	35,000	89,000	30,000
556.5417 DITCH MAINTENANCE	317	40,000	43,068	50,000
556.5450 PROFESSIONAL DEVELOPMENT				
556.5452 PER DIEM				
558.5607 TRUCKS; PICKUP			11,900	29,095
558.5609 TRUCK: 1-TON DUMP				
558.5611 TRUCK: 2 1/2 TON DUMP				54,500
558.5612 UTILITY 4X4				
558.5613 TRUCK: 3-TON SEWER				
558.5614 SPREADERS				
558.5615 BOX TRAILER				
558.5617 STREET SWEEPER				
558.5620 LEAF MACHINE				
558.5621 TRACTOR BACKHOE & LOADER			15,350	
558.5623 BOOM MOWER				
558.5625 TRACTOR	41,600			
558.5628 POT-HOLE PATCHING EQUIP.				
558.5683 BARRICADES, WARNING EQUIPMENT		1,000		1,000
558.5730 10-YEAR EQUIPMENT PLAN		100,000		
558.5733 STORM WATER MANAGEMENT	5,564	10,000	7,070	10,000
558.5740 AIRPORT TAXIWAY PROJECT				
558.5734 STREETS AND ALLEYS	638,825	600,000	342,876	600,000
558.5735 WAKEFIELD BRIDGE PROJECT	33,640		373,531	
558.5736 APPLGATE PROJECT			368,000	
558.5740 AIRPORT TERMINAL PROJECT				
558.5749 MO HEALTH-WALKING TRAIL	6,760		7,296	7,000
TOTAL STREETS	909,983	942,000	1,457,343	976,595

TRANS SALES TAX FUND 25
STREETS 42

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015-JUNE 30, 2016

EXPENDITURES (CONTINUED)	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATED	FY-2016 PROJECTED BUDGET
TOTAL EXPENDITURES	1,452,233	1,661,061	2,036,443	1,635,107
EXCESS (DEFICIENCY OF) REVENUES OVER EXPENDITURES	153,405	(57,436)	(147,100)	(114,254)
OTHER FINANCING USES(SOURCES)				
REFUND TIF				
TRANSFER FROM RODEO TRUST				
560.5586 LOAN PROCEEDS				
SUBTOTAL OTHER USES(SOURCES)	0	0	0	0
FUND BALANCE-BEGINNING OF YEAR	1,070,375	989,720	1,223,780	1,076,680
FUND BALANCE-ENDING OF YEAR	1,223,780	932,284	1,076,680	962,426

City of Sikeston

Fiscal Year 2016 Budget



DEPARTMENT OF ECONOMIC DEVELOPMENT ORGANIZATIONAL CHART



The Department of Economic Development is responsible for the development and administration of programs designed to: 1) encourage new business and industry to relocate to Sikeston; 2) retain existing business and industry; and 3) assist in the expansion of existing business and industry. It consists of two full-time employees.

In regard to day-to-day operations, the Director reports to the City Manager. Decisions regarding specific projects are submitted for to the DED Executive Board that is composed of the Mayor, Mayor Pro Tem, a member of Council, City Manager, BMU Board Chairman, BMU Board Vice-Chairman and the BMU Director.

Funding for DED operations is provided by the Board of Municipal Utilities. Anticipated FY-16 DED expenditures are as follows:

Personnel	\$ 161,883
Professional & Contractual	\$ 12,500
Maintenance & Operations	<u>\$ 61,510</u>
Total	\$ 235,893

ECONOMIC DEVELOPMENT 30

ECONOMIC DEVELOPMENT 15

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
MISCELLANEOUS REVENUE				
426.4104 CORPORATE GAMES FEES	6,390			7,200
432.4147 MISCELLANEOUS REVENUE	814	1,098	325	300
432.4148 DONATIONS				
432.4149 INTEREST INCOME	432	400	287	300
SALE OF REAL PROPERTY				
TOTAL MISCELLANEOUS REVENUES	7,636	1,498	612	7,800

ECONOMIC DEVELOPMENT 30

CITY OF SIKESTON

FY-16 BUDGET

ECONOMIC DEVELOPMENT 15

JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	110,006	110,647	108,923	111,647
550.5203 OVERTIME				
550.5207 INCENTIVES	672	2,000	700	2,000
550.5209 ALLOWANCES	1,090	1,200	459	1,200
550.5213 FICA	8,532	8,350	7,789	8,184
550.5215 RETIREMENT-LAGERS	10,907	8,674	8,620	6,251
550.5216 WELLNESS	67	438	400	400
550.5217 HEALTH INSURANCE	28,296	31,453	33,780	31,453
550.5218 LIFE INSURANCE	191	199	268	384
550.5219 WORKERS COMP.	410	425	386	364
550.5220 FLEXIBLE SPENDING ACCOUNT				
550.5221 UNEMPLOYMENT COMP.				
SUBTOTAL PERSONNEL SERVICES	160,171	163,386	161,325	161,883
PROFESSIONAL SERVICES				
552.5232 LEGAL		1,200		1,200
552.5234 ARCHITECT / ENGINEERING		1,000		1,000
552.5236 PLANNERS / SURVEYORS		1,000		1,000
552.5248 OTHER PROFESSIONAL SERVICES	1,430	2,500	5,000	2,500
SUBTOTAL PROFESSIONAL SERVICES	1,430	5,700	5,000	5,700
CONTRACTUAL SERVICES				
554.5263 TELEPHONE - LONG DISTANCE		500		
554.5304 JANITORIAL SERVICE				
554.5286 INSURANCE-PROPERTY		6,000	4,173	6,000
554.5333 CELLULAR SERVICE	774	800	540	800
554.5339 OTHER CONTRACTUAL SERVICES	280			
SUBTOTAL CONTRACTUAL SERVICES	1,054	7,300	4,713	6,800
MAINTENANCE AND OPERATIONS				
556.5351 OFFICE MACHINE MAINTENANCE		500		500
556.5352 OFFICE SUPPLIES	5,463	700	500	700
556.5355 COMPUTER MAINTENANCE		200		200
556.5364 INDUSTRIAL PARK MAINTENANCE	2,698	6,000	3,600	6,000
556.5386 MINOR EQUIP. & APPARATUS	1,313	1,000	1,600	1,000
556.5390 FUEL, LUBE, AND COOLANT	2,387	3,600	1,400	3,600
556.5392 VEHICLE MAINTENANCE	85	100		100
556.5400 UNIFORMS	250	250	57	250

ECONOMIC DEVELOPMENT 30

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

ECONOMIC DEVELOPMENT 15

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
MAINTENANCE AND OPERATIONS (CONT'D)				
556.5421 CORPORATE GAMES	7,108			9,960
556.5448 CITY MEMBERSHIPS & ASSOC.	850	6,000	900	1,000
556.5450 PROFESSIONAL DEVELOPMENT		1,000		1,000
556.5451 COMMUNITY REPRESENTATION	28,791	35,000	28,475	35,000
556.5458 BOOKS AND PUBLICATIONS	492	500	664	500
556.5460 POSTAGE	210	200	200	200
556.5461 ADVERTISING AND PUBLISHING	1,724	1,500	2,100	1,500
556.5462 PRINTING & BINDING				
SUBTOTAL MAINTENANCE & OPERATIONS	51,371	56,550	39,496	61,510
TOTAL EXPENDITURES	214,026	232,936	210,534	235,893
EXCESS (DEFICIENCY OF) REVENUES OVER EXPENDITURES	(206,390)	(231,438)	(209,922)	(228,093)
OTHER FINANCING SOURCES				
460.4849 TRANSFER FROM GENERAL FUND				
460.4856 TRANSFER FROM ESSEX				
460.4858 TRANSFER FROM B.M.U.	212,277	250,000	210,534	241,932
562.5875 TRANSFER TO GENERAL				
TOTAL OTHER FINANCING SOURCES	212,277	250,000	210,534	241,932
FUND BALANCE-BEG OF YEAR	59,303	113,186	65,190	65,802
FUND BALANCE-END OF YEAR	65,190	131,748	65,802	79,641

ESSEX PROPERTY FUND



Essex Building, 1620 E. Malone, Sikeston

This fund was established to segregate proceeds from the lease/sale of properties gifted to the City. These funds are used to further economic development and the community's quality of life.

The fund was named for gifted property received from the Essex Group in 2005. Following closure of the Essex Wire facility, located at 1620 E. Malone, the City began leasing portions of the building to various manufacturing and commercial entities.

In 2013 Brown Shoe gifted their Sikeston warehouse and grounds to the City. Upon the sale of this property the proceeds were deposited to this fund.

ESSEX PROPERTY FUND 031

**CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015-JUNE 30, 2016**

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
REVENUES				
15430.4137 RENTS AND LEASES	53,000			
15430.4142 R.R.-R.O.W. LEASES			36,560	38,466
15432.4149 INTEREST INCOME	11,303	5,000	4,240	4,300
15432.4161 SALE OF REAL ESTATE				
15432.4162 SALE OF PERSONAL PROPERTY	1,663,225			
TOTAL REVENUES	1,727,528	5,000	40,800	42,766
EXPENDITURES				
552.5248 OTHER PROFESSIONAL SERVICES	4,174			
556.5258 UTILITIES-GAS				
556.5358 BUILDING MAINTENANCE	103,135	5,000	69,600	5,000
556.5376 RAIL TRAIL MASTER PLAN				15,000
556.5377 RAILROAD SURVEYING				5,000
558.5603 SEDANS; ADMINISTRATION	28,796			
558.5734 STREETS AND ALLEYS				
558.5742 LAND/PROPERTY ACQUISITION	899,715		335,000	
TOTAL EXPENDITURES	1,035,820	5,000	404,600	25,000
EXCESS (DEFICENCY OF) REVENUES OVER EXPENDITURES	691,708	0	-363,800	17,766
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
562.5893 TRANSFER TO 60 WEST TIF				710,000
TRANSFER TO ECON. DEV.			15,000	
TOTAL OTHER FINANCING USES	0	0	15,000	785,000
FUND BALANCE-BEGINNING OF YEAR	738,794	1,506,619	1,430,502	1,051,702
FUND BALANCE-END OF YEAR	1,430,502	1,506,619	1,051,702	284,468

City of Sikeston

Fiscal Year 2016 Budget



Recreation Complex Playground



Lincoln Park Picnic Shelter & Playground

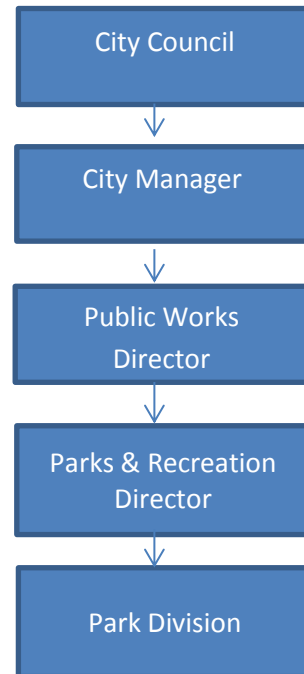


Recreation Complex Lake



Multi-Use Trail

DEPARTMENT OF PUBLIC WORKS PARKS DIVISION ORGANIZATIONAL CHART



Sikeston's Park Division maintains 16 parks totaling more than 287 acres. These parks provide residents with playgrounds, picnic shelters, baseball, soccer and football fields; tennis and basketball courts; a skate park; and multi-use trails. Park Division also maintains and operates the Clinton Building, located in the Recreation Complex. It is a popular site for local and regional meetings, as well as for social and family events.

Parks Division is staffed by 6 full-time, 2 part-time and 2 seasonal employees. It is funded by a property tax, estimated to generate \$378,442 in FY-16, and monies from the City's General Fund.

Anticipated FY-16 expenditures for Park Division Operations are as follows:

Personnel Costs	\$ 321,994
Professional & Contractual	\$ 108,707
Maintenance & Operations	\$ 111,550
Capital Improvements	<u>\$ 111,850</u>
Total	\$ 654,164

PARK FUND 40

PARKS & RECREATION 47

CITY OF SIKESTON

FY-16 BUDGET

JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PROPERTY TAXES				
410.4003 REAL PROPERTY TAXES	245,783	246,577	250,112	252,613
410.4006 PERSONAL PROPERTY TAXES	101,562	97,042	119,314	125,830
SUBTOTAL PROPERTY TAXES	347,345	343,619	369,426	378,443
INTERGOVERNMENTAL				
424.4076 STATE SHARED		0	0	0
SUBTOTAL INTERGOVERNMENTAL	0	0	0	0
CHARGES FOR SERVICES				
426.4104 CORPORATE GAME FEES				
426.4105 RECREATION ACTIVITIES	68	100		
SUBTOTAL CHARGES FOR SERVICES	68	100	0	0
RENTS AND LEASES				
430.4136 RENTS-PAVILION		1,000	980	600
430.4137 RENTS-CLINTON BLDG.	25,777	26,415	27,190	26,484
SUBTOTAL RENTS AND LEASES	25,777	27,415	28,170	27,084
MISCELLANEOUS REVENUES				
432.4147 MISCELLANEOUS REVENUE				
432.4148 DONATIONS	39	200	2,200	
432.4149 INTEREST INCOME	2,275	600	564	1,000
REFUND 60/61	1,373			
432.4150 INSURANCE REFUND	2,440			
SUBTOTAL MISCELLANEOUS REVENUES	6,127	800	2,764	1,000
TOTAL REVENUES	379,317	371,934	400,360	406,527

PARK FUND 40
PARKS & RECREATION 47

CITY OF SKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	195,882	202,877	199,728	207,449
550.5203 OVERTIME	5,241	4,000	4,887	4,000
550.5213 FICA	14,141	14,633	14,359	14,775
550.5215 RETIREMENT-LAGERS	15,761	14,040	15,145	9,882
550.5216 WELLNESS	200	1,314	1,200	1,200
550.5217 HEALTH INSURANCE	52,570	62,396	61,375	73,273
550.5218 LIFE INSURANCE	274	329	336	723
550.5219 WORKERS COMP.	6,539	11,517	6,000	10,632
550.5220 FLEXIBLE SPENDING	60	60	60	60
550.5221 UNEMPLOYMENT COMP.				
SUBTOTAL PERSONNEL SERVICES	290,668	311,166	303,090	321,994
PROFESSIONAL SERVICES				
552.5234 ARCHITECT / ENGINEERING				
552.5245 EMPLOYMENT SCREENING FEES	608			600
SUBTOTAL PROFESSIONAL SERVICES	608	0	0	600
CONTRACTUAL SERVICES				
554.5263 TELEPHONE-LONG DISTANCE				
554.5299 PARK CLEAN-UP SERVICES	26,706	27,000	27,000	27,000
554.5302 MOWING AND LANDSCAPING				72,000
554.5339 CONTRACTUAL SERVICES	62,292	73,500	73,500	4,000
554.5343 P.I.L.O.T. 60/61 T.I.F.				
554.5344 P.I.L.O.T. M & M T.I.F.	4,461	4,400	4,500	4,500
554.5347 P.I.L.O.T. COLTONS			510	510
554.5348 P.I.L.O.T. 60/61-HOLIDAY INN			160	160
SUBTOTAL CONTRACTUAL SERVICES	93,459	104,900	105,670	108,170

PARK FUND 40

PARKS & RECREATION 47

CITY OF SIKESTON

FY-16 BUDGET

JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
MAINTENANCE AND OPERATIONS				
556.5352 OFFICE SUPPLIES	847	500	695	700
556.5355 COMPUTER MAINTENANCE	267	200	470	1,000
556.5358 BUILDING MAINTENANCE	10,824	27,000	22,000	10,600
556.5359 PLAYGROUND EQUIP. MAINT.	5,751	8,000	3,000	6,000
556.5360 GROUNDS MAINTENANCE	17,071	27,500	36,442	29,000
556.5362 JANITORIAL SUPPLIES	6,523	6,000	6,000	6,000
556.5363 RECREATION PROGRAMS	2,803	4,000	2,536	3,000
556.5366 CHEMICALS-GROUNDS & STREETS	3,207	3,000	4,651	4,000
556.5382 CONSTRUCTION MATERIALS	7,250	9,000	5,100	10,750
556.5386 MINOR EQUIP. AND APPARATUS	1,229	3,000	4,800	3,000
556.5390 FUEL, LUBE, AND COOLANT	15,217	14,000	14,064	14,000
556.5392 VEHICLE MAINTENANCE	797	2,000	6,000	2,000
556.5400 UNIFORMS	3,238	2,800	2,400	2,400
556.5401 SAFETY APPAREL	179	500	200	300
556.5404 SAFETY EQUIPMENT	52	100	50	100
556.5406 FIRST AID	6	100	5	100
556.5411 RADIO MAINTENANCE		1,500		1,500
556.5416 EQUIPMENT MAINTENANCE	6,061	3,000	4,900	4,500
556.5421 CORPORATE GAMES EXPENSE				
556.5422 FOOD FOR EMPLOYEES			17	50
556.5447 BOARDS AND COMMISSIONS	38	100		100
556.5450 PROFESSIONAL DEVELOPMENT	504	1,000	1,268	800
556.5452 PER DIEM	2,770	3,000	1,809	600
556.5458 BOOKS AND PUBLICATIONS		50		50
556.5460 POSTAGE	236	300	300	300
556.5461 ADVERTISING AND PUBLISHING	200	200	150	200
556.5492 MILL TAX DISBURSEMENT FEE	10,464	10,100	10,393	10,500
556.5496 REFUNDS				
SUBTOTOTAL MAINTENANCE & OPERATIONS	95,534	126,950	127,250	111,550
TOTAL EXPENDITURES	480,269	543,016	536,010	542,314

PARK FUND 40

PARKS & RECREATION 47

**CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016**

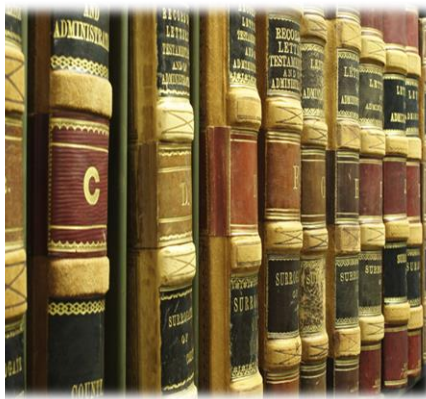
	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
MAINTENANCE AND OPERATIONS				
EXCESS (DECICIENCY OF) REVENUES OVER EXPENDITURES	(100,952)	(171,082)	(135,650)	(135,787)
OTHER FINANCING SOURCES				
460.4849 TRANSFERS FROM GENERAL FUND	140,000	140,000	140,000	140,000
TRANSFER TO CAPITAL				
REFUND TIF				
SUBTOTAL OTHER FINANC. SOURCES (USE)	140,000	140,000	140,000	140,000
FUND BALANCE-BEG OF YEAR	64,770	119,831	103,818	108,168
FUND BALANCE-END OF YEAR	103,818	88,749	108,168	112,381

City of Sikeston

Fiscal Year 2016 Budget



DEPARTMENT OF GOVERNMENTAL SERVICES MUNICIPAL COURT DIVISION ORGANIZATIONAL CHART



The Municipal Court Division is comprised of 3 contractual employees: Municipal Judge, Prosecuting Attorney and Disqualifications Judge who are licensed attorneys in the State of Missouri. They are appointed by the City Manager in consultation with the City Council. Per the Missouri Constitution these contractual employees do not receive direction or control from the City's elected officials or municipal staff, instead they are subject to the rules and direction of Missouri's 33rd Judicial Circuit Court. The Court's administrative functions are performed by 2 full-time and 1 temporary employees.

Anticipated Municipal Court expenditures during FY-16 are as follows:

Personnel Expenditures	\$ 104,011
Professional Expenditures	\$ 53,910
Contractual Expenditures	\$ 48,281
Maintenance & Operations	<u>\$ 112,120</u>
Total	\$ 318,322



MUNICIPAL COURT FUND 50

MUNICIPAL COURT 18

CITY OF SIKESTON

FY-16 BUDGET

JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
FINES, FORFEITS, AND COSTS				
428.4115 PRISONER RETENTION FEES	49,822	45,582	47,512	49,301
428.4127 INMATE SECURITY SURCHARGE	3,151	4,355	2,998	3,634
428.4128 FINES & FORFEITS	191,431	246,471	222,606	212,080
428.4129 DOMESTIC SHELTER SURCHARGE	3,155	4,103	3,945	3,550
428.4130 TRAINING FEES	4,733	6,154	4,498	4,616
428.4131 COURT COSTS	18,930	24,862	18,026	18,478
428.4133 CRIME VICTIM FEES	11,830	14,040	11,245	11,538
428.4134 INDEPENDENT LIVING FEES	2,795		2,832	2,814
SUBTOTAL FINES, FORFEITS, AND COSTS	285,847	345,567	313,662	306,011
MISCELLANEOUS REVENUES				
432.4147 MISCELLANEOUS REVENUE	11,088	12,507	11,971	11,530
432.4149 INTEREST INCOME	1,119	1,177	442	781
SUBTOTAL MISCELLANEOUS REVENUES	12,207	13,684	12,413	12,311
TOTAL REVENUES	298,054	359,251	326,075	318,322

MUNICIPAL COURT FUND 050

CITY OF SIKESTON

FY-16 BUDGET

MUNICIPAL COURT 018

JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES	67,112	65,488	68,211	68,936
550.5203 OVERTIME	1,909	1,700	1,544	2,600
550.5213 FICA	4,521	4,772	4,608	5,041
550.5215 RETIREMENT-LAGERS	6,822	5,173	5,537	3,934
550.5216 WELLNESS	67	438	400	400
550.5217 HEALTH INSURANCE	17,534	19,239	20,673	22,580
550.5218 LIFE INSURANCE	111	118	346	234
550.5219 WORKERS COMP.	253	251	261	226
550.5220 FLEXIBLE SPENDING ACCOUNT	65	60	60	60
550.5221 UNEMPLOYMENT COMP.				
SUBTOTAL PERSONNEL SERVICES	98,394	97,239	101,640	104,011
PROFESSIONAL SERVICES				
552.5232 LEGAL	54,881	55,980	54,024	53,360
552.5245 EMPLOYMENT SCREENING FEES			45	50
552.5248 OTHER PROFESSIONAL SERVICES	341	500		500
SUBTOTAL PROFESSIONAL SERVICES	55,222	56,480	54,069	53,910
CONTRACTUAL SERVICES				
554.5300 RENTALS AND LEASES	8,641	8,730	8,641	9,000
554.5331 FINGERPRINT MACHINE	3,506	3,580	3,580	3,791
554.5339 OTHER CONTRACTUAL SERVICES	27,397	29,830	28,755	35,490
SUBTOTAL CONTRACTUAL SERVICES	39,544	42,140	40,976	48,281

MUNICIPAL COURT FUND 050

CITY OF SIKESTON

FY-16 BUDGET

MUNICIPAL COURT 018

JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
MAINTENANCE AND OPERATIONS				
556.5351 OFFICE MACHINE MAINTENANCE		300	3,696	300
556.5352 OFFICE SUPPLIES	2,226	3,000	2,513	2,900
556.5355 COMPUTER MAINTENANCE			991	2,000
556.5358 BUILDING MAINTENANCE	3	1,900	1,340	1,800
556.5362 JANITORIAL SUPPLIES	245	200	250	220
556.5400 UNIFORMS	500	500	500	500
556.5435 PRISONER RETENTION FEE	88,691	85,800	80,000	80,000
556.5450 PROFESSIONAL DEVELOPMENT	1,196	2,400	609	2,400
556.5452 PER DIEM	443	500		500
556.5460 POSTAGE	1,108	1,300	1,100	1,200
556.5465 CRIME VICTIM COSTS	11,244	15,000	10,698	12,000
556.5468 P.O.S.T. EXPENSES	1,578	2,500	1,500	2,000
556.5471 DOMESTIC SHELTER	1,760	5,000	1,947	3,500
556.5479 SHERIFF'S RETIREMENT FUND	2,795	2,800	3,900	2,800
556.5496 REIMBURSABLE REV / REFUNDS				
SUBTOTAL MAINTENANCE AND OPERATIONS	111,789	121,200	109,044	112,120
TOTAL EXPENDITURES	304,949	317,059	305,729	318,322
EXCESS (DEFICIENCY OF) REVENUES OVER EXPENDITURES	-6,895	42,192	20,346	0
OTHER FINANCING USES				
562.5875 TRANSFER TO GENERAL FUND	20,000	20,000	20,000	
TOTAL OTHER FINANCING USES	20,000	20,000	20,000	0
FUND BALANCE-BEG OF YEAR	114,100	62,678	87,205	87,551
FUND BALANCE-END OF YEAR	87,205	84,870	87,551	87,551

City of Sikeston

Fiscal Year 2016 Budget



JC Bootheel Rodeo

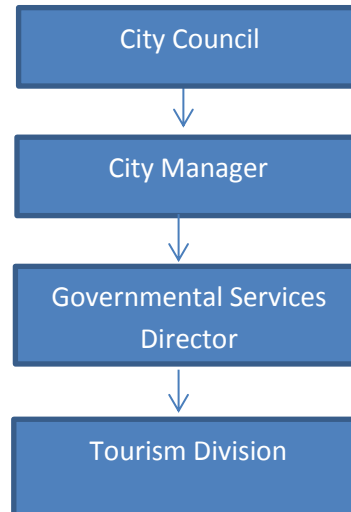


Sikeston Cotton Carnival & Parade



Cotton Ramble Bike Ride

DEPARTMENT OF GOVERNMENTAL SERVICES TOURISM DIVISION ORGANIZATIONAL CHART



The Tourism Division is funded through a voter-approved, 4% lodging tax paid by individuals staying in Sikeston motels. By law monies from this tax must be used for Sikeston's tourism marketing and promotion.

The Sikeston Convention & Visitors Bureau is the marketing arm of the Tourism Division. It is staffed by employees of Governmental Services Division and the Department of Economic Development.

Anticipated FY-16 expenditures are as follows:

Contractual Expenditures	\$ 58,269
Maintenance & Operations	<u>\$ 50,575</u>
Total	\$108,844

TOURISM TAX FUND 65

**CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016**

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
412.4019 TOURISM TAX REVENUE	34,976	49,111	105,636	106,392
424.4076 STATE SHARED	24,065	12,000	12,000	20,000
432.4147 MISCELLANEOUS REVENUE				
432.4149 INTEREST INCOME	136		212	294
TOTAL TOURISM TAX REVENUES	59,177	61,111	117,848	126,686

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

TOURISM EXPENDITURES	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES				
550.5203 OVERTIME				
550.5209 AUTO ALLOWANCE				
550.5213 FICA				
550.5215 RETIREMENT-LAGERS				
550.5217 HEALTH INSURANCE				
550.5218 LIFE INSURANCE				
550.5219 WORKERS COMP				
550.5220 FLEXIBLE SPENDING ACCOUNT				
SUBTOTAL PERSONNEL SERVICES	0	0	0	0
CONTRACTUAL SERVICES				
554.5263 LOCAL/LONG DISTANCE				
554.5272 GENERAL LIABILITY				
554.5300 OFFICE RENT				
554.5333 CELLULAR TEL. SERVICE				
554.5335 MO DIV TOURISM MKTING	48,449	23,857	23,857	40,557
554.5339 OTHER CONTRACTUAL		200		17,712
SUBTOTAL CONTRACTUAL SERVICES	48,449	24,057	23,857	58,269

CITY OF SKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

TOURISM EXPENDITURES	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
MAINTENANCE AND OPERATIONS				
556.5352 OFFICE SUPPLIES	11	250	143	150
556.5355 COMPUTER MAINTENANCE				
556.5400 UNIFORMS				
556.5403 STREET SIGNS				25,000
556.5448 CVB MEMBERSHIPS	425	425	350	425
556.5450 PROFESSIONAL DEVELOPMENT		200		300
556.5451 COMMUNITY REPRESENTATION				
556.5452 PER DIEM	5	100	40	150
556.5458 BOOKS AND PUBLICATIONS				
556.5460 POSTAGE	1,522	2,000	239	800
556.5461 ADVERTISING AND PUBLISHING	5,757	11,225	14,750	17,000
556.5477 TOURISM EXPENSES	1,143	2,700	778	5,750
556.5484 MARKETING MATERIALS				
556.5485 INTERNET MARKETING	4,399	5,000	3,549	1,000
SUBTOTAL MAINTENANCE AND OPERATIONS	13,262	21,900	19,849	50,575
TOTAL TOURISM EXPENDITURES	61,711	45,957	43,706	108,844
EXCESS (DEFICIENCY OF REVENUES) OVER EXPENSES	(2,534)	15,154	74,142	17,842
OTHER FINANCING SOURCES				
560.4849 TRANSFER FROM GENERAL FUND				
SUBTOTAL OTHER FINANCING SOURCES	0	0	0	0
FUND BALANCE-BEGINNING OF YEAR	18,850	-3,433	16,316	71,515
FUND BALANCE-END OF YEAR	16,316	11,721	90,458	89,357

Rodeo Trust Fund

(Proceeds from sale of original airport property)



Harvey Parks Air Base, Sikeston, MO

Photo Courtesy of St. Louis University Libraries Digital Collection

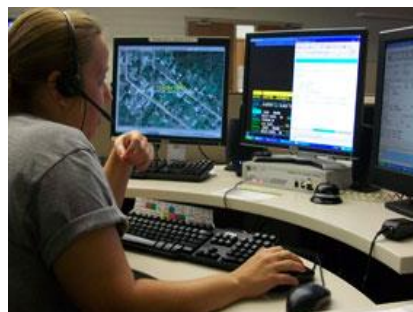
In 1940, Sikeston's Harvey Parks Air Base was assigned to the United States Army Air Corps and used as a military pilot and airplane mechanic training center. The base was deactivated in 1944 and acquired by the City of Sikeston. The terms of this acquisition require the proceeds from the sale of any portion of the original air base property be held in trust for the maintenance and improvement of the municipal airport. The sale of property is subject to approval by the Federal Aviation Administration.

In April 1999, the Sikeston Jaycees purchased 51.59 acres of the original air base for rodeo grounds use. The proceeds from this purchase, and any future airport transactions, are accounted for in this restricted trust fund.

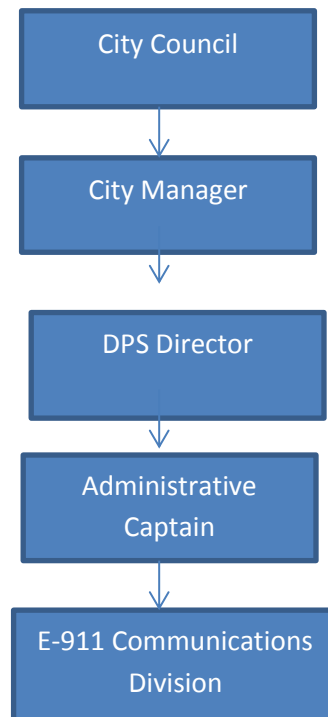
RODEO TRUST FUND (AIRPORT) 066

**CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015-JUNE 30, 2016**

	FY-2014 YEAR ACTUAL	FY-2015 YEAR BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROPOSED BUDGET
REVENUES				
432.4149 INTEREST INCOME	955	948	900	900
432.4162 SALE OF REAL PROPERTY		179,876		213,628
434.4227 TERMINAL PROJECT 14-0778-1			70,774	664,226
TOTAL REVENUES	955	180,824	71,674	878,754
EXPENDITURES				
558.5740 AIRPORT IMPROVEMENTS	119	275,870		
558.5746 TERMINAL PROJECT 14-0778-1			74,655	946,159
TOTAL EXPENDITURES	119	275,870	74,655	946,159
EXCESS (DEFICIENCY OF) REVENUES OVER EXPENDITURES	836	-95,046	-2,981	-67,405
OTHER FINANCING SOURCES				
460.4856 TRANSFER FROM ESSEX FUND TRANSFER FROM TRANS. S.TAX				75,000
FUND BALANCE-BEGINNING OF YEAR	95,072	95,046	95,908	92,927
FUND BALANCE-END OF YEAR	95,908	0	92,927	100,522



DEPARTMENT OF PUBLIC SAFETY E-911 COMMUNICATIONS DIVISION ORGANIZATIONAL CHART



Personnel within the Communications Division operate the City's E-911 answering center, commonly referred to as a PSAP. Communications Staff dispatch DPS Police and Fire units to emergency and non-emergency calls for service. The Division is manned by nine civilians who have been certified as Communication Officers by the Missouri Highway Patrol, and have completed on-the-job training in Sikeston's Dispatch Division.

Funding for Communications Division equipment and personnel is partially obtained from a 15% surcharge on land-line telephone services. Telephone carriers collect these charges then submit them to the City. An upgrade to Sikeston's E911 hardware and software will be completed during FY-2016 at an estimated cost of \$600,000.

E-911 FUND 70

**CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016**

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
CHARGES FOR SERVICES				
426.4110 EMERGENCY SUR-CHARGE	201,951	212,280	201,026	201,000
426.4113 DISPATCH AGREEMENTS		80,000	75,257	76,890
TOTAL CHARGES FOR SERVICES	201,951	292,280	276,283	277,890
MISCELLANEOUS				
432.4147 MISCELLANEOUS REVENUE				
432.4149 INTEREST INCOME	3,868	4,000	2,108	2,986
432.4148 DONATIONS				
SUBTOTAL MISCELLANEOUS	3,868	4,000	2,108	2,986
TOTAL REVENUES	205,819	296,280	278,391	280,876

E-911 FUND 70

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
COMMUNICATIONS 31				
PERSONNEL SERVICES				
550.5201 SALARIES AND WAGES		268,644	221,245	273,244
550.5203 OVERTIME		20,000	28,580	20,000
550.5209 ALLOWANCES		5,850	5,200	5,850
550.5213 FICA		20,961	18,136	21,065
550.5215 RETIREMENT-LAGERS		22,676	18,411	15,553
550.5216 WELLNESS		1,971	1,801	1,800
550.5217 HEALTH INSURANCE		81,998	69,638	94,924
550.5218 LIFE INSURANCE		461	518	1,002
550.5219 WORKERS COMP		1,085	916	936
550.5220 FLEXIBLE SPENDING ACCOUNT				
550.5221 UNEMPLOYMENT COMP				
SUBTOTAL PERSONNEL SERVICES	0	423,646	364,445	434,374
PROFESSIONAL SERVICES				
552.5245 EMPLOYMENT SCREENING FEES				
TOTAL COMMUNICATIONS	0	423,646	364,445	434,374
PUBLIC SAFETY 030				
ADMIN / COMM 031				
558.5673 TELEPHONE & SYSTEMS EQUIP				
558.5684 911 SYSTEM & SUPPORT EQUIP-E	177,928	500,000	267,000	600,000
558.5690 COMPUTERS & EQUIPMENT				
558.5694 FURNITURE & FIXTURES				
SUBTOTAL ADMIN / COMM	177,928	500,000	267,000	600,000
TOTAL PUBLIC SAFETY	177,928	923,646	631,445	1,034,374
TOTAL EXPENDITURES	177,928	923,646	631,445	1,034,374
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	27,891	(627,366)	(353,054)	(753,498)
OTHER FINANCING SOURCES(USES)				
460.4848 LEASE/PURCHASE PROCEEDS		400,000		400,000
460.4849 TRANSFER FROM GENERAL		343,646	343,646	430,392
560.5860 TRANSFER FROM 075				
562.5881 TRANSFER TO 075				
TOTAL OTHER SOURCES(USES)	0	743,646	343,646	830,392
FUND BALANCE-BEGINNING OF YEAR	376,496	399,463	404,387	394,979
FUND BALANCE-END OF YEAR	404,387	515,743	394,979	471,873

CAPITAL IMPROVEMENT FUND



Capital purchases are defined as those purchases of \$10,000 or more for assets with a useful life of five years or greater. Chapter VI, Section 6.4 of the City Charter requires the development of a 5-Year Capital Improvement Plan which reflects a needs assessment, as determined by each municipal department. This information is used as a planning tool for budget preparation.

With no direct funding source, monies for capital improvement purchases are obtained from general revenue and Transportation Sales Tax proceeds.

Capital expenditures for FY-16 are as follows:

General Government	\$ 80,000
Administrative Services	\$ -0-
Public Safety – Police	\$ 165,000
Public Safety – Fire	\$ 1,040,345
Public Works – Streets	\$ 13,000
Parks & Recreation	<u>\$ 111,850</u>
Total	\$ 1,410,195



CAPITAL IMPROVEMENT 75

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

REVENUES	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
INTERGOVERNMENTAL				
412.4020 SALES TAX REVENUE				
412.4022 NEW MADRID CO. SALES TAX	25,697	25,790	24,762	25,230
434.4195 SEMA-RADIOS/INTEROPERABLE				
434.4202 JUSTICE ASSISTANCE GRANT		23,652		
434.4204 VEST PARTNERSHIP GRANT	3,596	5,000		
434.4208 ASSISTANCE TO FIREFIGHTERS GRANT				
434.4211 COAST GUARD GRANT				
434.4200 MOBIL COMMAND VEHICLE GRANT			10,113	
434.4218 AIRPORT ALP & PAVEMENT GRANT				
434.4221 EMW-2010-FO-01951-RADIO GRANT				
TOTAL INTERGOVNMENTAL	29,293	54,442	34,875	25,230
MISCELLANEOUS REVENUE				
432.4147 MISCELLANEOUS REVENUE				
432.4149 INTEREST	1,631	2,174	1,530	1,500
432.4150 INSURANCE REFUND	18,894		15,000	
432.4148 DONATIONS				
REFUND 60/61	4,020			
432.4162 SALE OF REAL PROPERTY				
432.4162 SALE OF PERSONAL PROPERTY	15,652		20,294	157,500
SUBTOTAL MISCELLANEOUS	40,197	2,174	36,824	159,000
TOTAL REVENUE	69,490	56,616	71,699	184,230

CAPITAL IMPROVEMENT 075
GENERAL GOVERNMENT 010

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

EXPENDITURES	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
558.5673 TELEPHONE & SYSTEMS EQUIP				
558.5677 CAMERAS & VIDEO EQUIP				
558.5690 COMPUTERS AND EQUIP	79,390	44,000	67,000	80,000
558.5692 MINOR OFFICE EQUIPMENT				
558.5693 FILES, STORAGE & ROUTING				
558.5694 FURNITURE & FIXTURES				
558.5695 COPIERS & RECORDING EQUIP.				
558.5702 BUILDING RENOVATION	33			
558.5711 CLINTON COMM. BLDG				
558.5742 LAND/PROPERTY ACQUISITION			414	
558.5762 DO IT BEST-UTILITY LINES	28,270			
558.5763 MOORE PROPERTY PAYMENT				
SUBTOTAL GEN. GOV'T	107,693	44,000	67,414	80,000
CITY MANAGER 14				
558.5603 SEDANS: ADMIN	18,246			
558.5690 COMPUTERS & EQUIPMENT	635	3,300		
558.5694 FURNITURE & FIXTURES	1,195			
SUBTOTAL CITY MANAGER	20,076	3,300	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	0	0	0	0

CAPITAL IMPROVEMENT 075
GENERAL GOVERNMENT 010

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
MUNICIPAL COURT 18				
558.5690 COMPUTERS & EQUIPMENT	5,249	1,500	702	
558.5693 FILES,STORAGE, & ROUTING				
558.5694 FURNITURE & FIXTURES	185	400		
558.5695 COPIERS & RECORDING EQUIP.				
SUBTOTAL MUNICIPAL COURT	5,434	1,900	702	0
SUBTOTAL GENERAL GOVERNMENT	133,203	49,200	68,116	80,000

CAPITAL IMPROVEMENT 075
ADMIN. SERVICES 020

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
CITY CLERK 20				
558.5690 COMPUTERS & EQUIPMENT		200	130	
558.5693 FILES, STORAGE & ROUTING				
558.5694 FURNITURE & FIXTURES				
SUBTOTAL ADMIN SERV / CITY CLERK	0	200	130	0
CITY TREASURER 22				
558.5690 COMPUTERS & EQUIPMENT	128			
558.5694 FURNITURE & FIXTURES				
SUBTOTAL ADMIN SERV / CITY TREASURER	128	0	0	0
CITY COLLECTOR 24				
558.5690 COMPUTERS & EQUIPMENT	128			
558.5694 FURNITURE & FIXTURES				
558.5695 COPIERS & RECORDING EQUIPMENT				
SUBTOTAL CITY COLLECTOR	128	0	0	0
SUBTOTAL ADMIN. SERVICES	256	200	130	0

CAPITAL IMPROVEMENT 075
PUBLIC SAFETY 030

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
<hr/> ADMIN / COMM 30 <hr/>				
558.5672 911 SYSTEM & SUPPORT EQUIP	14,154	5,000	1,658	<hr/>
558.5673 TELEPHONE & SYSTEMS EQUIP.				<hr/>
558.5677 CAMERAS & VIDEO EQUIP				<hr/>
558.5690 COMPUTERS & EQUIP	15,443	15,000	12,001	<hr/>
558.5692 MINOR OFFICE MACHINES	168			<hr/>
558.5693 FILES, STORAGE, & ROUTING				<hr/>
558.5694 FURNITURE & FIXTURES	750	750	696	<hr/>
558.5695 COPIERS & RECORDING EQUIP				<hr/>
558.5702 BUILDING RENOVATION				<hr/>
	<hr/>			
SUBTOTAL ADMIN / COMM	30,515	20,750	14,355	0
<hr/> POLICE 32 <hr/>				
556.5480 SEMA-RADIOS/INTEROPERABLE				
558.5601 SEDANS-PATROLS / PURSUIT	139,383	60,000	59,110	40,000
558.5602 SEDANS-HOUSING AUTHORITY				40,000
558.5603 SEDANS-ADMINISTRATIVE				85,000
558.5604 REFURBISH VEHICLES				<hr/>
558.5637 MOBILE COMMAND POST				<hr/>
558.5663 BURN JAG GRANT				<hr/>
558.5667 CANINE AND EQUIPMENT				<hr/>
558.5668 WEAPONS	8,270	5,000	4,367	<hr/>
558.5669 C.O.P.S. EQUIPMENT				<hr/>
558.5674 PORTABLE RADIOS				<hr/>
558.5677 CAMERAS & VIDEO EQUIP	55,436	20,000		<hr/>
558.5679 BULLET PROOF VESTS	22,637	4,000	10,780	<hr/>
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SUBTOTAL POLICE	225,726	89,000	74,257	165,000

CAPITAL IMPROVEMENT 075
PUBLIC SAFETY 030

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
FIRE 34				
558.5603 SEDANS: ADMIN		20,000	11,341	
558.5605 TRUCK: PUMPERS & LADDERS	75,000	100,000	70,716	1,040,345
558.5660 FIRE HOSE	4,878	5,000		
558.5662 TURN-OUT GEAR	20,652	23,000	22,334	
558.5664 SCBA BREATHING EQUIPMENT				
558.5666 THERMAL IMAGER				
558.5667 COAST GUARD GRANT EXPENSES				
558.5670 GENERATORS				
558.5674 PORTABLE RADIOS				
558.5694 FURNITURE & FIXTURES				
558.5695 COPIERS & RECORDING EQUIPMENT				
558.5676 EMW-2010-FO-01951 RADIO GRANT				
558.5702 BUILDING RENOVATION				
558.5705 N.W. FIRE STATION				
SUBTOTAL FIRE	100,530	148,000	104,391	1,040,345
EMERGENCY MANAGEMENT 38				
558.5671 WARNING SIRENS	49,748			
SUBTOTAL PUBLIC SAFETY	406,519	257,750	193,003	1,205,345

CAPITAL IMPROVEMENT 075
PUBLIC WORKS 040

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
ADMINISTRATION 40				
558.5690 COMPUTERS & EQUIPMENT	1,030			
558.5673 TELEPHONE & SYSTEMS EQUIP				
558.5674 RADIOS:PORTABLE				
558.5694 FURNITURE & FIXTURES				
AERIAL PHOTOGRAPHY				
558.5702 BUILDING RENOVATION			89,667	
558.5703 FUEL FARM				
SUBTOTAL DIRECTOR	1,030	0	89,667	0
STREETS 42				
558.5610 DUMP TRUCK- LEASE PURCHASE			473,450	
558.5614 SPREADERS				
558.5622 TRACTOR			31,900	
558.5644 TREE & BRUSH REMOVAL EQUIP				
558.5674 RADIOS: PORTABLE	8,207	5,000	5,012	
558.5730 10 YEAR EQUIP PLAN		50,000		
558.5683 BARRICADES, WARNING EQUIP				
558.5685 BOBCAT TRAILER, BUCKET, AUGER				
558.5690 COMPUTERS & EQUIP		600		
558.5694 FURNITURE & FIXTURES				
558.5731 SIDEWALKS AND PEDESTRIAN WAYS				
558.5734 STREETS AND ALLEYS				13,000
SUBTOTAL STREETS	8,207	55,600	510,362	13,000
GARAGE 43				
558.5607 PICKUP TRUCK				
558.5654 TOOLS GENERALLY				
558.5658 AUTO DIAGNOSTIC CTR				
558.5659 TIRE CHG & ALIGN				
558.5674 RADIOS: PORTABLE	1,641			
558.5690 COMPUTERS AND EQUIP				
558.5702 BUILDING RENOVATION				
558.5734 STREETS AND ALLEYS				
SUBTOTAL GARAGE	1,641	0	0	0

CAPITAL IMPROVEMENT 075
PUBLIC WORKS 040

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
PLANNING 45				
558.5607 TRUCK-PICKUP		10,000	11,630	
558.5674 RADIOS:PORTABLE	8,207			
558.5675 RADIOS & TELE-FIXED BASE				
558.5690 COMPUTERS & EQUIPMENT		1,000	592	
558.5694 FURNITURE & FIXTURES				
SUBTOTAL PLANNING	8,207	11,000	12,222	0
ANIMAL CONTROL 46				
558.5607 PICKUP TRUCK				
558.5690 COMPUTERS & EQUIPMENT				
558.5657 PEST CONTROL EQUIP		5,000		
SUBTOTAL ANIMAL CONTROL	0	5,000	0	0
PARKS & RECREATION 47				
558.5607 TRUCK: PICKUP				24,050
558.5609 ONE TON TRUCK W/ DUMP BED				
558.5625 TRACTOR				
558.5685 BOBCAT			31,101	
558.5646 MOWING EQUIP: RIDING	17,000			7,800
558.5648 MOWING EQUIP: TRACTORS				
558.5674 PORTABLE RADIOS	6,566			
558.5690 COMPUTERS				
558.5730 10 YEAR CAPITAL PLAN		75,000		
558.5751 SWIMMING POOL				
558.5753 PLAYGROUND EQUIP				
558.5755 SHELTERS, TABLES, BLEACHERS				
558.5756 CONCESSION AREAS & REST RMS				80,000
558.5757 FENCING AND LIGHTING			47,300	
558.5758 PARKING AREAS	14,900			
558.5760 LAKES, PONDS, FOUNTAINS				
SUBTOTAL PARKS & RECREATIONS	38,466	75,000	78,401	111,850
AIRPORT 49				
558.5739 AIRPORT TA				
558.5740 AIRPORT IMPROVEMENT				
558.5741 AIRPORT ALP & PAVEMENT				
SUBTOTAL AIRPORT	0	0	0	0
SUBTOTAL PUBLIC WORKS	57,551	146,600	690,652	124,850
TOTAL EXPENDITURES	597,529	453,750	951,901	1,410,195

CAPITAL IMPROVEMENT 075

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015 - JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 AMENDED BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
EXCESS (DEFICIENCY OF) REVENUES OVER EXPENDITURES	(528,039)	(397,134)	(880,202)	(1,225,965)
OTHER FINANCING SOURCES				
460.4848 LEASE/PURCHASE PROCEEDS			465,000	900,345
460.4849 TRANSFER FROM GENERAL	350,000	350,000	350,000	300,000
TRANSFER FROM PARK				
560.5858 TRANSFER FROM BMU				
560.5857 TRANSFER FROM E-911				
TOTAL OTHER FINANCING SOURCES	350,000	350,000	815,000	1,200,345
OTHER FINANCING USES				
562.5875 TRANSFER TO GENERAL				
562.5886 TRANSFER TO 070				
TOTAL OTHER FINANCING USES	0	0	0	0
BEGINNING FUND BALANCE	316,309	139,550	138,270	73,068
ENDING FUND BALANCE	138,270	92,416	73,068	47,448

TAX INCREMENT FINANCING DISTRICT FUNDS

Tax Increment Financing (TIF) permits the use of a portion of local property and sales taxes to assist funding the redevelopment of certain designated areas within the community. Areas eligible for TIF must contain property classified as a "Blighted", "Conservation" or an "Economic Development" area, or any combination thereof, as defined by Missouri Statutes.

The idea behind TIF is the assumption that property and/or local sales taxes (depending upon the type of redevelopment project) will increase in the designated area after redevelopment, and a portion of the increase of these taxes collected in the future (up to 23 years) may be allocated by the city to help pay the certain project costs.



A restricted fund has been created for each tax increment financing district within the City to document revenues and expenditures associated with each project.

60/61 TAX INCREMENT FINANCING DISTRICT REDEVELOPMENT AREA is generally located near the intersection of U.S. Highway 61 (South Main) and U.S. Highway 60. The area is generally bounded by the City limits of Sikeston, Memorial Park Cemetery and the boundary line between the Sikeston R-6 and New Madrid R-1 School Districts to the south, U.S. Highway 61 and the St. Louis-San Francisco Railroad to the west, Murray Lane and the northern property lines of several commercial properties located along Southland Drive and Plantation Boulevard on the north, and a line approximately 5,100 feet east of and parallel to U.S. Highway 61 on the east. Redevelopment Project Area 1 generally consists of that portion of the Redevelopment Area located east of South Main Street; Redevelopment Project Area 3 generally consists of that portion of the Redevelopment Area located west of Business Route U.S. 61 (South Kingshighway); Redevelopment Project Area 2 generally consists of that area between RPA 1 and RPA 3, which accounts for the remainder of the Redevelopment Area. (Approved in 2000)

60 WEST TAX INCREMENT FINANCING DISTRICT REDEVELOPMENT AREA consists of approximately 175-acres generally located north of Highway 60 and west of the existing Wal-Mart Supercenter in the City. (Approved in 2015)

MAIN/MALONE TAX INCREMENT FINANCING DISTRICT REDEVELOPMENT AREA is generally located at the northwest corner of the intersection of Main Street and Malone Avenue in Sikeston, Missouri in the area commonly known as Shops at Lake Crossing. (Approved in 2004)

60/61 TIF DISTRICT 090

**CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015-JUNE 30, 2016**

REVENUES	FY-2014 YEAR ACTUAL	FY-2015 YEAR BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
01432 4149 INTEREST INCOME	810		7	
01440 4901 P.I.L.O.T - RPA-1				
01440 4902 E.A.T.S - RPA-1				
03440 4901 P.I.L.O.T - RPA-3				
03440 4902 E.A.T.S - RPA-3				
04440.4901 P.I.L.O.T-COLTONS	2		14,873	15,000
04440.4902 E.A.T.S - COLTONS	31,403	26,500	32,700	33,000
05440.4901 P.I.L.O.T - HOLIDAY INN	2			
TOTAL TAXES	31,407	26,500	47,573	48,000
TOTAL REVENUES	32,217	26,500	47,580	48,000
EXPENDITURES				
01554.5249 T.I.F. BOND INTEREST PAYMENTS				
01554.5250 T.I.F. BOND PRINCIPAL PAYMENTS				
01554.5267 FOUR CORNERS REIMBURSEMENT				
01554.5255 TIF REFUND	665,007			
01554.5269 TRUSTEE FEES				
01554.5253 COLTONS REIMBURSEMENT	13,204	26,500	49,424	49,500
OTHER PROFESSIONAL SERVICES	1,500			
HOLIDAY INN REIMBURSEMENT				
TOTAL EXPENDITURES	679,711	26,500	49,424	49,500
EXCESS (DEFICIENCY OF) REVENUES OVER EXPENDITURES	(647,494)	0	-1,844	-1,500
FUND BALANCE-BEGINNING OF YEAR	665,704	5	18,210	16,366
FUND BALANCE-END OF YEAR	18,210	5	16,366	14,866

60 WEST TIF DISTRICT 091

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015-JUNE 30, 2016

	FY-2014 YEAR	FY-2015 YEAR	FY-2015 YEAR	FY-2016 PROJECTED
REVENUES				
9101440.4901 P.I.L.O.T.-RPA-1				
9101440.4902 E.A.T.S-RPA-1				
TOTAL TAXES	0	0	0	0
MISCELLANEOUS REVENUES				
9100432.4149 INTEREST INCOME			34	
9100432.4165 PRELIMINARY FUNDING			75,000	
TOTAL MISCELLANEOUS REVENUES	0	0	75,034	0
TOTAL REVENUES	0	0	75,034	0
EXPENDITURES				
9100552.5232 LEGAL			20,300	
9100552.5236 PLANNERS/SURVEYORS			37,881	
9100558.5744 PROJECT CONSTRUCTION				710,000
TOTAL EXPENDITURES	0	0	58,181	710,000
EXCESS (DEFICIENCY) OF REVENUES	0	0	16,853	-710,000
OTHER FINANCING SOURCES				
9185460.4856 TRANSFER FROM ESSEX FUND				710,000
TOTAL OTHER FINANCING SOURCES	0	0	0	710,000
FUND BALANCE-BEGINNING OF YEAR				16,853
FUND BALANCE-END OF YEAR	0	0	16,853	16,853

MAIN AND MALONE TIF DISTRICT 095

CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015-JUNE 30, 2016

	FY-2014 YEAR ACTUAL	FY-2015 YEAR BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROJECTED BUDGET
REVENUES				
9500412 4021 T.D.D. REVENUE	17,534	17,500	17,951	17,950
9501440 4901 P.I.L.O.T - RPA-1	106,131	65,000	62,713	63,000
9501440 4902 E.A.T.S - RPA-1	88,299	51,000	85,344	85,000
<hr/>				
TOTAL TAXES	211,964	133,500	166,008	165,950
9501432 4149 INTEREST INCOME	199			
<hr/>				
TOTAL REVENUES	212,163	133,500	166,008	165,950
<hr/>				
EXPENDITURES				
9501554 5249 T.I.F. BOND INTEREST PAYMENTS	46,025	51,000	50,000	50,000
9501554 5250 T.I.F. BOND PRINCIPAL PAYMENTS	176,437	65,000	65,000	65,000
9501554 5269 TRUSTEE FEES	3,212	8,700	3,212	3,200
<hr/>				
TOTAL EXPENDITURES	225,674	124,700	118,212	118,200
EXCESS (DEFICIENCY OF) REVENUES	-13,511	8,800	47,796	47,750
FUND BALANCE-BEGINNING OF YEAR	76,418	69,890	62,905	110,701
FUND BALANCE-END OF YEAR	62,907	78,690	110,701	158,451

SIKESTON ECONOMIC DEVELOPMENT CORPORATION FUND



Sikeston Economic Development Corporation was created to obtain a loan from the U.S.D.A for construction of a new building for Sikeston Public Safety headquarters. The City annually pays lease payments to the Corporation in an amount equal to debt service on the loan.

The governing board of Sikeston Economic Development Corporation consists of the current mayor, mayor pro-tem, city manager, city clerk and the director of Sikeston DEC.

SIKESTON ECONOMIC DEVELOPMENT CORP.

**CITY OF SIKESTON
FY-16 BUDGET
JULY 1, 2015-JUNE 30, 2016**

	FY-2014 YEAR ACTUAL	FY-2015 YEAR BUDGET	FY-2015 YEAR ESTIMATE	FY-2016 PROPOSED BUDGET
REVENUES				
RENTS AND LEASES	313,017	315,000	313,017	313,017
INTEREST INCOME	10		16	16
TOTAL REVENUES	313,027	315,000	313,033	313,033
EXPENDITURES				
PROFESSIONAL FEES	500	500	500	500
INSURANCE-PROPERTY	9,698	9,700	9,700	9,700
REAL ESTATE TAXES			273	273
SEDC LOAN PAYMENTS	256,492	242,130	256,492	256,492
CONSTRUCTION-PENZEL FURNITURE	135,820			
TOTAL EXPENDITURES	402,510	252,330	266,965	266,965
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(89,483)	62,670	46,068	46,068
OTHER FINANCING SOURCES (USES)				
LOAN PROCEEDS USDA RURAL DEVELOPMENT	80,400			
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES AND OTHER SOURCES	-9,083	62,670	46,068	46,068
FUND BALANCE-BEGINNING OF YEAR	116,866	165,175	116,867	162,935
FUND BALANCE-END OF YEAR	107,783	227,845	162,935	209,003

THIS BILL AS ADOPTED SHALL BECOME EMERGENCY ORDINANCE NUMBER 5988, AND SHALL BE REFERRED TO AS "THE FY-2016 BUDGET" (JULY 1, 2015 THROUGH JUNE 30, 2016), IT SHALL REPEAL ORDINANCE 5956, BEING THE "FY-15 BUDGET" AND ALL AMENDMENTS THERETO, IT SHALL PROVIDE FOR THE APPROPRIATION OF MONIES AND ADMINISTRATION OF EXPENDITURES OF MONIES RECEIVED BY THE CITY OF SIKESTON IN ACCORDANCE WITH THE ORDINANCE.

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

SECTION I: General

A. Ordinances Repealed:

1. Ordinance Number 5956 and all amendments to the FY-15 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-2016 BUDGET".

SECTION II: Appropriations

- A. General Fund 010: The sum of \$9,869,949 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 \$3,122,286 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 \$63,272 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 \$1,635,107 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 \$235,893 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 \$810,000 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 \$542,314 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 \$318,322 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 \$108,844 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 \$946,159 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 \$1,034,374 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.
- L. Capital Improvement Fund 075: The sum of \$1,410,195 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 \$710,000 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 \$49,500 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: AdministrationA. The MANAGER shall be responsible for:

1. Ensuring compliance with the provisions of this ordinance; the general and specific administration of the FY-2016 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

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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 5989.
- B. Administration of Compensation and Staffing Levels shall be in accordance with Ordinance Number 5989.

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 5988 was introduced to Council and read the first time this 1st day of June 2015.
- B. Bill Number 5988 was read the second time this 8th day of June 2015 discussed and was voted as follows:

Depro Aye, Settles Aye, Gilmore Aye, Evans Aye,

Harris Aye, Meredith Aye, and Burch Aye,

thereby being Adopted,

becoming Ordinance 5988.

- C. Upon passage by a majority of the Council, this Bill shall become Ordinance 5988 and shall be in full force and effect from and after July 1, 2015.

Steven Burch, Mayor

BILL Number 5988

ORDINANCE Number 5988

Approved as to Form
Charles Leible, City Counselor

SEAL/ATTEST:

Carroll Couch, City Clerk

THIS BILL AS ADOPTED SHALL BECOME EMERGENCY ORDINANCE NUMBER 5989 AND SHALL REPEAL ORDINANCE NUMBER 5957 BEING THE FY-15 COMPENSATION PLAN AND EMPLOYEE STAFFING LEVEL AUTHORIZATION, AND ALL AMENDMENTS THERETO; AND SHALL ESTABLISH THE EMPLOYEE COMPENSATION PLAN AND STAFFING LEVELS, AND THE ADMINISTRATION THEREOF FOR FISCAL YEAR 2016 (JULY 1, 2015 THROUGH JUNE 30, 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-16 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, Investigators, Sergeants, Lieutenants, Captains and Director at a rate of \$650.00 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, excluding new hires which will receive the first portion of their uniform allowance on their first pay check and the second portion either on the first pay date in March or the first pay date in September.

2. Clothing allowance for Entry Level Maintenance Workers, Skilled Workers, Mechanic, DPW Supervisors and Code Enforcement Officers at a rate of \$250 annually with an additional \$150 per year for steel-toed boots.
3. 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.
4. 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.
5. 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.
6. 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, 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 ½ (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 ½ (4.5) shifts.
- c. Beginning year five (5) to end of year eight (8), thirteen (13) days or five and ½ (5.5) shifts.
 - d. Beginning year nine (9) to end of year twelve (12), fifteen (15) days or six and ½ (6.5) shifts.
 - e. Beginning of year thirteen (13) to end of year sixteen (16), seventeen (17) days or seven and ½ (7.5) shifts.
 - f. Beginning of year seventeen (17) to end of year twenty (20), nineteen (19) days or eight and ½ (8.5) shifts.
 - g. Beginning of year twenty-one (21) to end of year twenty-five (25), twenty-one (21) days or nine and ½ (9.5) shifts.
 - h. Beginning year twenty-six (26) to end of employment, twenty-six (26) days or twelve and ½ (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-rata, 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.

Vacation Earned Per Year, Accrued Monthly

Leave Based on Years of Completed Service								
Assigned Hours Per Shift	Year 1	2-4	5-8	9-12	13-16	17-20	21-25	26+
	6 Days/ 2.5 Shifts	11 Days/ 4.5 Shifts	13 Days/ 5.5 Shifts	15 Days/ 6.5 Shifts	17 Days/ 7.5 Shifts	19 Days/ 8.5 Shifts	21 Days/ 9.5 Shifts	26 Days/ 12.5 Shifts
8	48	88	104	120	136	152	168	208

8.3	49.8	91.3	107.9	124.5	141.1	157.7	174.3	215.8
24	60	108	132	156	180	204	228	300

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:

Sick Leave Earned Per Month

Assigned Hours Per Shift	<u>Leave Based on Years of Completed Service</u>			
	< 6 months	6 months -2 years	3-4 Years	5+ Years
	0	½ day/shift	¾ day/shift	1 day/shift
8	0	4	6	8
8.3	0	4.15	6.225	8.3
24	0	6	8	10

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.

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 choose to be paid the holiday or that holiday (in hours) shall be credited to the employee's Personal Hours as follows:

Holiday/Personal Hours Banked Per Shift

	Salaried/40 E (8 Hour Shifts)	171E (8.3 Hour Shifts)	212E/Fire Div. Sgt. (24 Hour Shifts)
Leave Hours Banked	8 Hours	8.3 Hours	12 Hours

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 leadman 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 herein.
 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-2016 Authorized Staffing Level Totals,

1. 120 Full Time Employees
2. 12 Part Time Employees
3. 8 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 5989 was introduced to Council and read the first time this 1st day of June 2015.
2. Bill Number 5989 was read and discussed the second time this 8th day of June 2015 discussed and was voted as follows:

Depro Aye, Evans Aye, Gilmore Aye, Merideth Aye,

Harris Aye, Settles Aye, and Burch Aye,

thereby being adpoted

and becoming Ordinance 5989.

3. Upon passage by a majority of the Council, this Bill shall be in full force and effect from and after July 1, 2015.

Steven Burch, Mayor

Approved as to Form
Charles Leible, City Counselor

Seal/Attest:

Carroll Couch, City Clerk

ORDINANCE NUMBER 5989 - TABLE I-A
FY-2016 STAFFING AUTHORIZATION

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

F – full-time; P – part-time; S – seasonal)		<u>FY-2016</u>			<u>FY-2015</u>		
		F	P	S	F	P	S
A.	<u>GOVERNMENTAL SERVICES</u>						
	City Manager	6	0	0	6	0	0
	City Court	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>
	TOTAL Governmental Services	8	0	0	8	0	0
B.	<u>ADMINISTRATIVE SERVICES</u>						
	Director/City Clerk	1	0	0	1	0	0
	Finance/Deputy City Clerk	3	0	0	3	0	0
	City Collector	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>
	TOTAL Administrative Services	6	0	0	6	0	0
C.	<u>PUBLIC SAFETY</u>						
	Administration/Detention	8	0	0	8	0	0
	Communications	9	0	0	9	0	0
	Patrol/Fire	<u>63</u>	<u>10</u>	<u>0</u>	<u>63</u>	<u>5</u>	<u>0</u>
	TOTAL Public Safety	80	10	0	80	5	0
D.	<u>PUBLIC WORKS</u>						
	Director	2	0	0	0	0	1
	Seasonal Mowing	0	0	2	0	0	0
	Street	10	0	4	11	0	6
	Garage	2	0	0	2	0	0
	LCRA	0	0	0	0	0	24
	Planning	4	0	0	4	0	0
	Animal Control	0	0	0	0	0	0
	Parks	<u>6</u>	<u>2</u>	<u>2</u>	<u>6</u>	<u>2</u>	<u>2</u>
	TOTAL Public Works	24	2	8	25	2	33
E.	<u>ECONOMIC DEVELOPMENT</u>						
	Director	<u>2</u>	<u>0</u>	<u>0</u>	<u>2</u>	<u>0</u>	<u>0</u>
	TOTAL Economic Development	2	0	0	2	0	0
F.	TOTAL Authorized Positions	120	12	8	121	7	33
		FY-2016=140			FY-2015=161		

G. FY2016 CHANGES IN STAFFING:

1. The GIS Intern position was eliminated in Public Works
2. 2 Seasonal employees were separated from the Street Division. Their primary duty is mowing LCRA and abandoned properties
3. The LCRA summer mowing program was eliminated
4. The number of authorized part-time firefighters was increased from 5 to 10; however budgeted funds remained the same.

ORDINANCE NUMBER 5989 – TABLE I-B
FY-2016 INDIVIDUAL FUNDING AUTHORIZATION BY DEPARTMENT & POSITION

<u>Department</u>	<u>Division</u>	<u>Position/Title</u>	<u>Grade</u>	<u>Authorization</u>		
				F	P	S
Gov. Services	City Manager	City Manager	23	1	0	0
		Director	23	1	0	0
		Network Administrator	21	1	0	0
		Administrative Assistant	11	1	0	0
		IT Technician	21	1	0	0
		Secretary/Receptionist	8	1	0	0
	Municipal Court	Court Clerk	13	1	0	0
		Deputy Court Clerk	11	1	0	0
	TOTAL GOVERNMENTAL SERVICES			8	0	0
Admin. Services	City Clerk	Director/City Clerk	23	1	0	0
		Finance				
	Finance	Treasurer/Deputy City Clerk	21	1	0	0
		Deputy Treasurer	8	1	0	0
		Account Clerk	8	1	0	0
	Collector	City Collector	15	1	0	0
		Account Clerk	8	1	0	0
	TOTAL ADMINISTRATIVE SERVICES			6	0	0
Public Safety*	Admin./Detention	Director	23	1	0	0
		Captain	21	4	0	0
		Admin. Assistant	11	1	0	0
		Secretary	8	2	0	0
	Communications	Comm. Supervisor	21	1	0	0
		CTO/Comm. Officer	13	8	0	0
	Patrol	Lieutenant	20	4	0	0
		Sergeant	17	6	0	0
		Investigator	16	8	0	0
		PSO*	15	23	0	0
		PSO/Canine Officer	15	1	0	0
	Fire	Lieutenant	20	1	0	0
		Sergeant	17	4	0	0
		PSO	15	16	0	0
		FIREFIGHTER	15	0	10	0
	TOTAL PUBLIC SAFETY			80	10	0

Public Works	Director	Director	23	1	0	0
		Administrative Assistant	11	1	0	0
	Seasonal Mowing Street	Skilled Worker	19	0	0	2
		Superintendent	19	1	0	0
		Supervisor	13	2	0	0
		Skilled Worker	11	7	0	4
	Garage	Vehicle Maintenance Supervisor	17	1	0	0
		Mechanic	13	1	0	0
	Planning	Code Enforcement Officer	15	4	0	0
	Parks	Parks & Recreation Director	18	1	0	0
		Supervisor	11	1	0	0
		Skilled Worker	11	4	2	2
TOTAL PUBLIC WORKS			24	2	8	
Economic Dev.	Director	Director	23	1	0	0
		Administrative Assistant	11	1	0	0
	TOTAL ECONOMIC DEVELOPMENT			2	0	0
TOTAL FY-2016 AUTHORIZED POSITIONS			120	12	8	

* 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 5989 – TABLE II-A
FY-2016 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)

<u>Grade</u>	<u>Position</u>	<u>Entry Range</u>
1	Seasonal or Temporary	Minimum wage
2	Part-time	
8	Secretary, Account Clerk, Deputy City Treasurer	\$18,623-\$19,623
9	Entry Level Maintenance Worker ¹	\$20,407-\$21,407
10		
11	Rookie Communications Officer ² , Skilled Worker ³ , Administrative Assistant, Deputy Court Clerk	\$22,395-\$23,395
12	Mechanic ³	\$23,466-\$24,466
13	DPW Supervisor, Communications Officer ⁴ , Court Clerk	\$24,586-\$25,586
14		
15	Code Enforcement Officer, City Collector	\$27,006-\$28,006
16		\$28,305-\$29,305
17	Vehicle Maintenance Supervisor, Chief Building Inspector	\$29,814-\$30,814
18	Park & Recreation Director	\$31,104-\$32,104
19	Street Superintendent	\$32,612-\$33,612
20		\$33,691-\$34,691
21	Communications Supervisor, IT Technician, City Treasurer/Deputy City Clerk	\$35,851-\$36,851
22	Network Administrator	\$37,693-\$38,693
23	Management ⁵	****

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:

Step Assignment	Year	
A	0	Entry
B	1	Eligible for standard pay plan increase
C	3	Eligible for standard pay plan increase
D	5	Eligible for standard pay plan increase
E	7	Eligible for standard pay plan increase
F	10	Eligible for standard pay plan increase
G	13	Eligible for standard pay plan increase
H	16	Eligible for standard pay plan increase
I	19	Eligible for standard pay plan increase
J	22	Eligible for standard pay plan increase
K	25	Eligible for standard pay plan increase
L	28	Eligible for standard pay plan increase
M	31	Eligible for standard pay plan increase
N	34	Eligible for standard pay plan increase
O	37	Eligible for standard pay plan increase
P	40	Eligible for standard pay plan increase

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

Grade Range:	<u><5.5</u>	<u>5.5-5.99</u>	<u>6.0-6.49</u>	<u>6.5-6.99</u>	<u>7.0-7.49</u>	<u>7.5-7.99</u>	<u>8.0-8.49</u>	<u>8.5-Up</u>
Salary Increase	-0-	\$500	\$675	\$850	\$1025	\$1200	\$1375	\$1550

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

ORDINANCE NUMBER 5989 – TABLE II-B
FY 2016 COMPENSATION AND BENEFITS
COMMISSIONED PUBLIC SAFETY EMPLOYEES PAY PLAN SUMMARY

I. ENTRY GRADES AND RANGES:

<u>Grade</u>	<u>Step</u>	<u>Assignment</u>	<u>Minimum Salary</u>
15	A	Rookie Public Safety Officer (PSO)	\$33,062
	AP	Completion of State Training and OJT/FTO for Police Functions	\$33,062
	AF	Completion of Fire Training & Firefighter I, OJT/FTO	\$33,062
	B	Completion of Total Certification ^{1, 2} Requirements: Police & Fire Training Completed	\$33,062
16		Investigator	\$39,152
17		Sergeant	\$43,927
20		Lieutenant	\$49,694
21		Captain	\$56,271

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:

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

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

<u>Grade Range:</u>	<u><5.5</u>	<u>5.5-5.99</u>	<u>6.0-6.49</u>	<u>6.5-6.99</u>	<u>7.0-7.49</u>	<u>7.5-7.99</u>	<u>8.0-8.49</u>	<u>8.5-Up</u>
<u>Salary Increase</u>	<u>-0-</u>	<u>\$500</u>	<u>\$675</u>	<u>\$850</u>	<u>\$1025</u>	<u>\$1200</u>	<u>\$1375</u>	<u>\$1550</u>

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.