City of Columbia
Adopted Budget

FY 1999
Table of Contents

	Page
BUDGET MESSAGE	
Addendums to Budget Message	i
Budget Message	iii
Ordinance Adopting FY 1999 Budget	xiv
GENERAL INFORMATION	
Organizational Chart	1
Demographic Statistics	3
Assessed Values of Taxable Property	4
Budget Calendar/Budget Process	5
Types of Funds Budgeted	7
How to Use this Budget Document	9
Notes and Comments	10
Fiscal and Budget Policies	11
City Manager's Annual Report on Programs and Priorities	15
FINANCIAL SUMMARIES	
Expenditure Summaries	25
Overall Budget Summary: Appropriations by Category of All Funds	27
Expenditure Graphs - By Fund Type	28
Expenditure Summary By Fund Type	31
Expenditure By Department Funding Source	32
Expenditure By Department And Category	34
General Government Expenditures By Function	39
Enterprise Fund Expenditures By Fund	40
Internal Service Fund Expenses By Fund	41
Revenue Summaries	43
Overall Revenue Summary	44
Revenues By Category and Funding Source	45
General Government Revenues	47
General Fund Revenues	48
Enterprise Fund Revenues	52
Internal Service Fund Revenues	54
Fund Statements	57
Summary - Operating Statements for Enterprise & Internal Service Funds	59
Individual Fund Statements	60
OPERATING BUDGETS	
General Fund Summary	97
City General - Non Departmental Expenditures	101
City Council	105
City Clerk and Elections	111
City Manager	117
Finance Department	121
General Fund Operations	125
Utility Customer Services Fund	133
Self-Insurance Reserve Fund	134
Human Resources	135
Law Department	139
Municipal Court	145

Police Department . . . 151
Fire Department . . . 159
Health Department . . . 167
Joint Communications & Emergency Management . . . 179
Planning and Development . . . 185
General Fund Operations . . . 189
Community Development Block Grant . . . 193
Department of Economic Development . . . 195
Community Services . . . 199
Parks and Recreation . . . 209
General Fund Operations . . . 213
Recreation Services Fund . . . 219
Public Works Department . . . 223
General Fund Operations . . . 227
Public Transportation Fund . . . 235
Regional Airport Fund . . . 241
Sanitary Sewer Utility Fund . . . 249
Parking Facilities Fund . . . 257
Solid Waste Utility Fund . . . 261
Storm Water Utility Fund . . . 271
Custodial and Maintenance Services Fund . . . 277
Fleet Operations Fund . . . 281
Railroad Fund . . . 283
Water and Electric Utility Fund . . . 289
Water Utility . . . 293
Electric Utility . . . 299
Cultural Affairs Fund . . . 307
Convention and Tourism Fund . . . 311
Employee Benefit Fund . . . 315
Information Services Fund . . . 319
Public Communications Fund . . . 323
Contributions Fund . . . 331
General Government CIP . . . 337

CAPITAL PROJECTS

Capital Projects - Summary . . . 341
Funding Source Descriptions . . . 342
Capital Projects - General Government . . . 345
Capital Projects - Enterprise Fund . . . 363

DEBT SERVICE

Debt Service - Summary . . . 373
Summary of Outstanding Debt . . . 374
General Obligation Bonds . . . 375
Water and Electric Revenue Bonds . . . 376
Sanitary Sewer Revenue Bonds . . . 378
Refuse System Bonds . . . 380
Parking System Bonds and Lease . . . 381
Special Obligation Bonds . . . 382
Special Obligation Bonds - Highway Projects . . . 383
Self Insurance - Special Obligation Insurance Reserve Bonds . . . 384

APPENDIX

Transportation Sales Tax Fund . . . 385
Community Development Block Grant . . . 386
Personnel Summary Information . . . 389
Glossary . . . 393

ADDENDUMS TO BUDGET MESSAGE

September 30, 1998

Following submission of the City Manager's budget dated July 31, 1998, the City Council held several work sessions to discuss each of the City departmental budgets. Public hearings were opened August 17, 1998, at the Council meeting and continued through the evening of the adoption of the budget, September 21, 1998. The attached summary sheet reflects amendments made to the City Manager's budget prior to its adoption and adjusts the numbers in the original budget message contained in the document dated July 29, 1998. Accordingly, there were changes made to the General Fund, certain Enterprise and Internal Service Funds. The original budget message is published in this document; however, all final adopted amounts are reflected in the Financial Summary Section and Detailed Budget Sections. The FY 99 Personnel Package adopted was within the guidelines of the City Council. The General Fund, which provides for traditional operations and programs, reflects a 16% fund balance of adopted expenditures.

FY 99 Capital Projects, which are listed in the Capital Project section of the budget, will not have a major impact on operating funds in FY 99. However, in the coming years, some will affect certain operating budgets in areas of materials, supplies, utilities, equipment, etc. Capital projects for FY 99 total $29,031,039.

FY 99 all budgeted funds total $188,163,260. This all funds figure includes certain expenditures between departments such as charges to departments for services rendered (internal service funds), subsidies, and transfers. A true all funds budget amount can be obtained by reducing the above all funds number by these items. The net budget amount for FY 99 is approximately $164 million.

Respectfully submitted,

Raymond A. Beck, P.E.
City Manager

Attachment

AMENDMENTS TO CITY MANAGER'S BUDGET
Council Approved 09/21/98

Department	Account	Description of Changes	Amount to Increase/ (Decrease)
REVENUES - GENERAL FUND			
Police Department	110-2120-461.10-00	Universal Hiring Program Grant	$51,258
		Increase to General Fund Revenues	**$51,258**
EXPENDITURES - GENERAL FUND			
Parks & Recreation	110-5440-541.49-60	Partial Funding for "First Night" Activities	$7,500
Parks & Recreation	110-5010-541.49-90	Senior Show-Me State Games Sponsorship	$5,000
Parks & Recreation	110-5010-541.49-90	Fireworks Sponsorship - Columbia Cosmo Club	$5,000
Police Department	110-2120-511.xx-xx	Add (2) Police Officers - Univ. Hiring Grant	92,532
Police Department	110-2120-511.xx-xx	Delete Deputy Police Chief Position	(87,871)
Police Department	110-2120-511.xx-xx	(1) Marked Vehicle for New Officers	32,360
Police Department	110-2120-511.xx-xx	(1) Unmarked Vehicle for New Officers	17,900
Fire	110-2320-513.66-41	Additional Defibrillators	24,000
JCIC	110-3510-517.01-01	Reclassify money from Personnel Services to IS. Charges *	(37,900)
JCIC	110-3510-517.30-44	Reclassify money from Personnel Services to IS. Charges *	37,900
Non-Departmental	110-8500-590.56-86	Reallocate Council Reserve for Budget Amendments	(45,163)
		Increase to General Fund Expenditures	**$51,258**
REVENUES - OTHER FUNDS			
Cultural Affairs	226-4610-462.10-00	Mo. Arts Council Grant	13,200
Cultural Affairs	226-4630-462.10-00	Mo. Arts Council Grant	$3,800
Emp Benefit Fund	659-	Changes that did not get made during Budget Process **	$799,575
Parking Fund	556-0000-446.40-00	Reduce Parking Revenue from SBD ***	($10,530)
Parking Fund	556-0000-446.30-00 KWBSH	Reflect Wabash Revenue from taking over SBD permits ***	$2,692
Parking Fund	556-0000-446.30-00 K8CHRY	Reflect 8th & Cherry Rev. from taking over SBD permits ***	$2,050
Parking Fund	556-0000-446.20-32 K7TH	Reflect Plaza Rev. from taking over SBD permits ***	$523
Information Services	674-0000-444.60-00	Increase IS. Charges from JCIC *	$37,900
		Increase to Other Fund Revenues	**$849,210**
EXPENSES - OTHER FUNDS			
Cultural Affairs	226-4610-509.01-05	Temp. Salaries - Mo. Arts Council Grant	13,200
Cultural Affairs	226-4630-509.49-90	Contractual Services - Mo. Arts Council Grant	$3,800
Emp. Benefit Fund	659-	Changes that did not get made during Budget Process **	$768,537
Information Services	674-1810-601.xx-xx	Add (1) Systems Analyst Position *	75,827
		Increase to Other Fund Expenses	**$861,364**

CIP CHANGES:
See Revised CIP Pages

CDBG PAGE CHANGES:
See Revised CDBG Page

* An additional position is being added to Information Services Dept. to handle JCIC computer services. This position is being partially offset by an increase in JCIC Information Services charges. The JCIC will transfer the amount from salaries (due to an anticipated delay in filling position) to their IS Charges account. No General Fund impact; Information Services net cost is $37,927.

** These changes should have been made during the normal budget process; however, they were not. The net of the revenue and expenditure changes is a $31,038 increase in revenues.

*** These changes reflect a request from SBD for turning over their parking permit program to the City. City anticipates a net loss of revenue of $5,265.

BUDGET MESSAGE
July 29, 1998

Honorable Mayor and City Council
City of Columbia, Missouri

Pursuant to our City Charter, I am pleased to submit the 1998-99 City Manager's Budget and Budget Message. The city budget is one of the most important documents the Manager and staff prepares and the Council adopts each year. It serves as a blueprint and provides the funding for implementing city services, programs and projects for the next fiscal year. With our dedicated staff working as a team with the many volunteers of our city and the resources provided in this budget, our city will continue to be a great place to live. This balanced budget represents a financial plan which implements many of the priorities and objectives of our city.

The budget includes a statement of programs and priorities; a description of each department, department objectives, highlights/significant changes; and, comparative data and performance measurements.

Budget Process

The City Manager's budget must be submitted at least 60 days prior to the beginning of each budget year which starts October 1. The charter provides that the Council shall hold public hearings on the budget as submitted, at which time all interested persons shall be given an opportunity to be heard. Following Council work sessions and public hearings, our goal is for the Council to adopt its' budget during the second regular Council meeting in September as has been the practice in the past. The charter provides the Council adopt the budget by majority vote no later than the last Monday of the month preceding the last month of the budget year, or the budget submitted by the City Manager will be effective.

Overview

The budget includes four basic types of funds: General Fund, Enterprise Funds, Internal Services Funds and other "Special Funds". Because Columbia is a full-service city, this budget may be larger than many cities of comparative size and will indicate a larger number of specific accounts for each operation. Some of the larger enterprise funds include electric, water, wastewater, solid waste, recreation services, and the regional airport. City operations include several internal service fund activities that support other departments, such as Information Services (computers), utility customer services, fleet operations (central garage), and custodial and building services.

Property tax rates are shown to remain at $.20 for the General Fund and $.21 for Debt Service. The County has submitted a projected growth rate of 4% of assessed value. It should be noted the $.20 levy is $.24 below the maximum the Council is authorized to levy for city operations. Each one cent yields about $80,000 per year. Sales tax receipts continue to vary substantially from month to month. Based on the 6% increase through June of '98 we have shown a 5% for this budget rather than 4.25% shown in the previous year. Gross receipts tax and PILOT (payment in lieu of tax) from the Water and Light Department to the General Fund is projected to remain at about 3.5% growth. Final resolution of litigation on use tax (out-of-state-sale-tax) collected by the state for our city has made $2,190,000 available for use, part of which funds are programmed into the General Fund Improvement Plan to fund public safety and health needs. A portion of the funds received and which had been set aside were refunded with interest, following the Supreme Court decision. I am recommending a new local use tax be voted on for public safety needs.

The overall expenditures shown for all funds total $186,726,638; however, when substracting internal service funds ($16,958,572), operating transfers ($4,326,525) and general & administrative accounting fees ($2,517,763) the actual city spending is $162,923,778 as compared to $150,561,121 for FY97-98.

Capital outlays are shown at $4,150,983 as compared to $4,573,798 for FY97-98. Part of this reduction reflects a change in policy that allows new items less than $1,000 to be included in the base budget as an operating expense rather than as a supplemental capital outlay item as was shown in previous budgets. Our capital outlay budget for the General Fund for trucks, autos and other major equipment is less than desirable.

Capital Improvement projects for all funds increased from $20,152,159 in FY97-98 to $28,507,039, an increase of $8,354,880 or 41.46%. The largest increase is in the wastewater, stormwater, water, streets and solid waste projects. These increases are primarily funded from voter approved issues.

Subsidies for certain enterprise operations have decreased slightly ($30,380) primarily due to the reduction in the public transit subsidy of $100,000.

The user rate increases proposed with this budget include the planned 2% in water rates and several in Parks & Recreation. A solid waste rate increase was approved recently that will go into effect about October 1.

Our Volunteer Services Office has brought many resources to our city which could not have been budgeted without revenue increases. This budget places further emphasis on volunteer services and gifts to our city.

When the budget strategy was discussed with the Council, it was agreed to place more emphasis on moving personnel to a permanent basis rather than temporary basis and offering other city benefits to certain remaining temporary or seasonal categories. This budget includes a major increase in permanent positions and benefits while yet remaining near my overall personnel cost guideline.

Many, well documented department requests, could not be included because of financial constraints. I believe this budget provides adequate resources for the highest priority demands of the community except in the areas of equipment replacement and several major capital improvement projects. We should end FY98 in a sound financial position. While total General Fund revenues will not be substantially over budget as in past years, we are still able to utilize fund balance resources as a revenue for FY98-99. City department heads have done an excellent job managing resources available, while providing necessary services to our customers.

My overall budget strategy continues to be to provide for well-trained personnel with competitive salaries and benefits supported by good, state of the art equipment to provide programs, services and projects in the most cost effective manner.

HIGHLIGHTS - GENERAL FUND:

The general fund shows revenues and expenditures for traditional operations and programs found in most communities such as Public Health, Safety, Planning, Public Works, Parks, etc. Subsidies are provided from the City General Fund account to those enterprise funds that do not provide adequate revenues from their fee structures.

Listed below are key elements of the proposed FY 99 General Fund budget:

- General Fund resources excluding appropriated fund balance are projected at $42,081,629 which is $1,654,022 or 4.09% increase from FY98 .

- Expenditures are projected at $44,460,253 up 3.8%.

- General Fund budget revenues include a transfer of $2,378,624 from the unused fund balance of the present year.

- The Contingency Fund has been set at $100,000 and $75,000 is shown for Council Reserve, that the Council may want to specify uses for all or part of in the Council adopted budget.

- Funds for social assistance program and art activities show a 4.5% increase discussed with the City Council.

- Subsidies to enterprise fund such as transit, airport, recreation services and others are shown at $3,824,405 compared to $3,894,405 last year. In addition, the General Fund supports the Cultural Affairs Fund and the Office of Volunteer Services by the transfer of $210,120 and $102,500 respectively. The subsidies to enterprise funds are as follows:

Operation	FY 98	FY99	% change
Airport subsidy	554,000	554,000	0% increase
Bus subsidy	1,746,000	1,646,000	5.7% decrease
Recreation Services	1,470,000	1,500,000	2.0% increase
Storm water utility	124,405	124,405	0% increase

Continued emphasis has been placed on public safety with the addition of the following:

- Two police officers which will be partially supported through grant funds. Converted temporary ASA position to permanent position. Additional voice mail boxes will be added at a cost of $12,500 to allow communication between citizens and community police officers both day and night. Total approved supplemental request (non personnel) equal $119,931 up slightly from FY98.

- One additional fire fighter and the purchase of 12 Automatic External Defibrillation Units at a cost of $33,000 are included in this budget. Total approved supplemental request for FY99 are $130,737 (non personnel) up $12,267 from FY98. Also, one additional fire truck shown in CIP budget.

- Two Communications Operator Trainee positions were added to the JCIC operations. Total non personnel supplemental request approved for JCIC are $50,494.

Other General Fund highlights include:

- Continued Investment in technology of approximately $111,000 in computer equipment and $30,004 in upgrades to existing equipment to improve the operating efficiency of the LAN.

- A Maintenance Assistant II position has been recommended for the Parks & Recreation-Parks Division. In addition, $79,000 for a 80' aerial platform truck and $54,000 for a trencher with backhoe and backfill blade are recommended. Total non personnel supplemental requests recommended for FY99 is $280,634 which is down slightly from FY98.

- The General Fund part of the Public Works Department shows an increase of $39,330 in personnel for a portion of a Civil Engineer I and Financial Management Specialist. About $465,000 in equipment is proposed in the General Fund budget. This includes the replacement of a street sweeper, two tandem trucks and a stripping machine. It should be noted that even with this relatively high level of equipment replacement, approximately $1,000,000 in equipment requests in the Street Division alone, could not be budgeted.

BUDGET HIGHLIGHTS - ENTERPRISE FUNDS:

Combined budgets for all programs and projects operated as enterprise funds show projected revenues for FY99 at $97,429,965 and expenses at $90,346,017 for a net income of $7,083,948.

- Electric Utility Operating revenues of $62,167,529 with expenses of $56,039,790, for a net income of $6,127,739 is shown. Operating expenses are projected to decrease $237,685, primarily due to a $730,000 decrease in the cost of power supply. There has been no rate increase for over a decade and there are no rate increases projected in FY99. This fund continues in a strong financial condition with adequate cash flow and retained earnings. A total of $1,128,975 is shown as supplemental expenditures for the replacement of equipment

and major maintenance and upgrading of a variety of facilities. Two new positions are included for this fund, a Locator I and Energy Management Specialist I Graphic Artist. The department will continue the capital improvements, including those outlined in the 1997 ballot issue.

- Water Utility projected revenues are $10,086,487 and expenses of $9,776,665 for a net income of $309,822. The 2% rate increase planned in the Revenue Bond ballot issue will be implemented again this year. Supplemental requests approved for this budget total $319,144. This is primarily for the replacement of existing equipment and major maintenance on a variety of facilities. During the past year, the city water system merged with Water District No. 2 increasing capital projects for that area and also the number of customers. A territorial agreement with Consolidated District No. 1 is underway as is active discussion with District No. 4.

- The Railroad Operation projected revenues are $413,910 and expenses of $486,471 for a net loss of ($72,561). Since the railroad provides direct benefits to the electric utility, we have been transferring $50,000 per year from the Electric Fund to the Railroad Fund. We are recommending that this transfer be continued on a year to year basis to assure a solid financial backing for the railroad. A major part of the loss shown is due to a revised schedule of assessing G & A fees to this operation. Staff believes the railroad continues to be an essential part of our overall, balanced transportation system.

- Public Transportation (Transit) has projected revenues of $2,505,622 and expenses of $2,453,131 for a net income for $52,491. To achieve this the General Fund would provide an operating subsidy of $1,646,000, a $100,000 reduction from FY98. The operating subsidy is from the transportation sales tax. We are recommending 5.25 positions be converted from temporary to permanent benefitted positions to assist in keeping well trained operators. Transit ridership continues to increase.

- Airport has projected revenues of $1,089,341 and expenses of $1,105,440 for a net loss of ($16,099). A master plan update will begin shortly. There is a continuous increase in cargo traffic and some other activities at the airport. FY99 expenditures, including CIP, total $1,921,992 as compared to $1,065,989 for FY98.

- The Wastewater Utility (Sanitary Sewer) shows revenues of $6,018,951 and expenses of $5,740,340 for net income of $278,611. Approximately $200,000 in supplemental requests are included in the budget. Major items include two 1 ton dump trucks, forklift,1/2 ton pick up truck and accessory attachments for skid steer loader. The ballot issue in November 1997 was successful. This included funding for an additional wetland area; new trunk sewers; sewer rehabilitation work and reconstruction to reduce inflow/infiltration. A 3% increase in revenues is anticipated from a rate increase and new fee structure implemented in June 1998 as discussed during the ballot issue approved by the voters.

- The Parking Utility shows revenues in the amount of $1,700,289 and expenses of $1,431,270, for a net income of $269,019. Garage revenues are anticipated to decline slightly during the renovation of the 8th and Cherry structure. Our utility is totally supported from user fees and a prorated amount of parking fines. No tax funds, property tax, or other funds are used for parking purposes. A new garage will be opened this calendar year and the 8th & Cherry garage will be totally renovated in 1999.

- Solid Waste Operations (Refuse) shows revenues in the amount of $8,138,741, and expenses of $8,980,328 for a net loss of ($841,587). However, net income before depreciation is $233,562. A new rate increase will go into effect in October to pay for the Blue Bag system, new maintenance facility at landfill, and other landfill costs. The city will be reviewing the purchase or construction of a resource recovery facility. The budget recommends 11.75 temporary positions be converted to permanent benefited positions. Approximately $794,000 in capital equipment is included in this budget. Major items include split hopper rear loader, tandem axle front load truck, tandem axle rear loader and tandem axle roll off truck.

- Storm Water Utilities has projected revenues of $1,170,875 and expenses of $680,582, for net income of $490,293. There has been $27,500 recommended in supplemental requests for replacement of a 3/4 ton pickup with utility bed and CADD station. There is no proposed increase in storm water fees. The civil engineer position has been added in Public Works primarily to assist in storm sewer design.

- The Recreation Services Fund includes only the Recreation Services Division of the Parks & Recreation Department. This fund has projected revenues of $4,138,220, which includes the General Fund subsidy of $1,500,000. Expenses of $3,652,000 resulted in a net income of $486,220. One position is being recommended to be converted from temporary to permanent. Approximately the same level of capital expenditures are being proposed this year as in FY98.

HIGHLIGHTS - OTHER FUNDS - INTERNAL SERVICE FUNDS:
Combined budgets for all programs and projects operated as internal service funds show projected revenues for FY99 of $16,728,976 and expenses at $16,578,841 for a net income of $150,135. Internal Service fund expenses are down from FY98 due to a decrease in the Self Insurance Fund primarily related to interest on bonds that were retired in FY98.

- The Utility Customer Service Division (UCS) of the Finance Department (formerly Utility Accounts and Billing) shows a net income of $10,659. One additional customer service representative is recommended to assist with the increasing customer load. During FY99 this office will continue to work with the new utility billing system to enhance our ability to provide more flexible payment options to our utility customers.

- Information Services (Data Processing) is projecting a net loss of ($350,395). This is a planned use of available funds and is being utilized for supplemental requests of approximately $325,000. These supplemental requests include an upgrade to the operating system of the AS/400, upgrade to the Office Suite (network software) to ensure year 2000 compliance, and additional HP servers.

- The Public Communications Fund was established three years ago as an internal service fund and is projected to operate essentially at a break even point with a net loss of ($39).
- The Fleet Operations Fund (Vehicle Maintenance) shows an operating income of $77,141. Labor rates charged to departments did not change for FY99. One new mechanic is recommended for this fund which should have offsetting revenues due to increased garage activities.

- Self Insurance Fund has a significant change in the amount of interest expense budgeted for FY99 due to the maturing of approximately $4.6 million in bond in FY98. Changes were made to the formula used to calculate charges to various departments in order to incorporate certain workmans' compensation and vehicle risk into the amount of premiums charged.

- Other Internal Service Funds - all other funds; Employee Benefit Fund and Custodial & Building Maintenance Fund have no significant changes proposed for the FY99 Budget.

OTHER FUNDS:

- Office of Volunteer Services - this office was established in FY97 and a Volunteer Coordinator was hired. Since this position has been filled, significant programs have been initiated utilizing services of many community volunteers. Programs such as Park Patrol, Adopt-A-Spot and several others have provided significant resources for projects that would have not otherwise been initiated. One new position has been added to this budget to assist the Volunteer Coordinator, to further increase volunteer services, and more actively pursue private funds for community partnership programs.

- The Office of Cultural Affairs budget for FY99 has increased a total of 11.6%. Personnel costs have increased due to reclassification of positions to assist in retaining quality support for the operations. The Percent for Arts program and the Columbia Festival of Arts, formerly called Missouri Fall Festival, will continue in FY99 as well as continued work on Creative Columbia initiatives. It is anticipated that a larger art grant will be obtained this year.

- The budget for Convention and Tourism increased a total of 7.5% for FY99. This is partially due to the recommended capital outlay for computer equipment upgrades. The Bureau will continue to implement the long range plan to focus on 4 new areas of tourism that include Cultural & Heritage tourism, Katy Trail, development of destination attraction and off season sports marketing. A ballot issue may be considered this year to increase revenues and programs.

PERSONNEL:

My budget strategy assumed an overall personnel cost increase of 5% for current personnel and 1.5% for new personnel as in previous years for a total of 6.5%. This percentage for new employees is consistent with our city growth of about 1.5% per year.

This budget includes a 3% COLA and a normal 3% merit increase. This budget also includes approximately $132,000 to provide health benefits and holiday pay for qualified seasonal employees. An amount of $1.00 an hour was added to the existing sick leave buy back program at retirement. This will allow for the city to buy back sick leave at retirement at $2.00 for each hour of sick leave accumulated which is deposited into the employee post employment health plan and can be used for medical expenses after retirement (PEHP). An additional $1 a month is proposed to be added to the PEHP contribution. Our standard sick leave buy back program for active employees is felt to be effective and provides mutual benefits to many employees who have accumulated adequate sick leave time and are at the top of their pay range. Another item included in the budget, which was also a high priority of employees, is an additional .5% of pay as the city's match for the 401(a) plan.

A total of 9.5 new positions are included which is less than 1.5% guideline and 23.30 positions converted from temporary to permanent, benefited positions. New positions added are two Police Officers, a Fire Fighter, a Financial Management Specialist in Public Works, a Civil Engineer I in Public Works, a Customer Service Representative in UCS, .5 ASA II in Risk Management, a Mechanic in Fleet Operations, a Energy Management Specialist (Graphic Artist) in Electric Utility, a Locator I in the Electric Utility, and a Program Assistant in Volunteer Services.

This budget places special emphasis on converting temporary help to permanent benefited positions as discussed with the Council. Also health benefits and holiday pay are included for qualified seasonal employees for the first time. Providing health benefits beginning at end of the first month of employment rather at the end of 6 months increased health costs by $148,000 (unspent funds as a revenue) thus making overall personnel costs at 6.6%. This program should be of special benefit for the lower paid employees.

Converted positions include a HIV Planner/Programmer, two Communications Operator Trainees, a Maintenance Assistant II in Parks & Rec, an ASA I in the Police Department, 5.25 Bus Drivers, 9 Refuse Collectors, .75 ASA I in Solid Waste, 2 Equipment Operators III in Solid Waste, a Recreation Specialist and .5 ASA in Information Services.

DEBT SERVICE:

Included in this budget is the City's debt service schedule for its outstanding bonds. As of the date of this budget, the city has not yet issued Sewer Revenue Bonds authorized in the recent ballot. The City continues to maintain an excellent bond rating of AA for its General Obligation and A1 for its Revenue bonds. The City's outstanding General Obligation Debt of $7,455,000 is well below the constitutional debt limit of approximately $165 million. The City has a history of using prudent financing methods to fund its capital needs.

HIGHLIGHTS - CAPITAL IMPROVEMENTS:

The capital improvement section of this budget shows summaries of those projects proposed for next year as well as those projected to be recommended for FY2000. As a result of several one time opportunities including a suggested utilization of local use tax funds, the amount proposed for capital projects is significantly higher for next year versus this year's budget. Included in the proposed projects are several suggested as joint projects with the county.

Next year's budget proposal includes several road projects approved by voters in the 1996 1/4 cent sales tax, as well as water and sewer projects authorized in last year's ballot proposals. Our continued emphasis should be maintaining the facilities and infrastructure we have and to construct new infrastructure needed for a growing community. Major projects for next year include:

1. POLICE BUILDING RENOVATIONS AND JCIC CONSOLES - portion of funds ($750,000) approved by voters in 1992 and 1996; sales tax ballots $375,000 local use tax and Capital Improvement Fund balance. This project was delayed due to correction of environmental site concerns at new central fire station site.

2. PUBLIC HEALTH BUILDING - proposed joint project with county. City 1/2 of costs from CDBG and local use tax ($1.13 million).

3. REPLACE 1980 FIRE PUMPER - continues city policy of replacing one piece of fire apparatus annually but still not able to keep up with scheduled replacement.

4. OAKLAND POOL RENOVATIONS - Funded with 1/4 cent sales tax, state grants and local recreation funds.

5. MAJOR MAINTENANCE OF PUBLIC BUILDINGS - funds for required major maintenance of city buildings especially the Howard Building (old city hall) from Public Improvement Fund.

6. PHASE 4 BEAR CREEK TRAIL AND GREENBELT PRESERVATION - continues using 1/4 cent sales tax to match federal money to continue city's greenbelt plan.

7. SEVERAL WATER MAIN IMPROVEMENT PROJECTS -included in the projects approved by voters in last years water and light bond issue.

8. BEGIN THE COW BRANCH INTERCEPTOR AND B-17 INTERCEPTOR (GREGORY HEIGHTS) SEWER PROJECTS as approved by voters in last year's sewer bond issue.

9. STREET PROJECTS:
   a. **Roadway corridor preservation** - Planning ahead to acquire right of way for future streets before it is developed, becomes unavailable or significantly increases in cost

   b. **Nifong/Bethel & Nifong/Forum signals**

c. **Rollins Road - Colonial Gardens to Rothwell Heights**
d. **Brown Station Road (phase 1) - Rt. B to Starke Lane**
e. **Sunflower - Rt E to Barberry** - Funded by 1/4 cent sales tax approved by voters in 1996
f. **Grant Lane** - existing to Scott Blvd - funded by 1/4 cent sales tax
g. **Oakland Gravel Road - to Roger Wilson Drive** - jointly funded with 1/4 cent sales tax and county road grant funds - cooperative project.
h. **Scott Blvd** - Bellview drive to Brookview terrace

Even with increased resources this year, there is a long list of unfunded capital improvement projects shown in the five year plan. In order to meet our future needs, the city will need to strengthen its partnerships embracing city, county, state, federal and private funding sources.

ADDITIONAL CONSIDERATIONS:

The General Fund budget is prepared to provide the Council an additional expenditure of **$75,000** without reducing the fund balance below our guideline of 16% or reducing expenditures as shown in the budget. I am indicating below several items discussed earlier with the Council that are not included in the budget that I had intended to include, and you may want to add. Also, funding requests may be made during Council hearings and during Council work sessions that the Council may want to consider.

We plan to continue to monitor revenues, particularly sales tax and PILOT prior to adoption of the budget to determine if adjustments need to be made.

- As discussed with the Council, the budget should include $7,500 for a part of the costs for "First Night" activities. I will have a recommendation as to an account it should be placed in. This was not worked out timely for the City Manager's Budget.

- Internet Software - HTE is beginning some software systems to enable Internet users to access information, and in some cases, transmit business on line in conjunction with their operating modules; such as building permits and others. These were discussed by the Citizen Internet Committee. These range in costs from $25,000 to $30,000. The Council may want to start with a $25,000 budget.

- Automatic Defibrillators - 12 of 18 requested are included in this budget. These units are recommended by Boone Hospital and the Fire Chief. Additional units could be added at $4,400 each and might be purchased for less.

- Addition of sidewalks and landscaping on Providence (north of Business Loop 70 to Texas) to the CIP plan. This is major entrance to city.

CONCLUSION:

Our city remains fiscally sound as evidenced by our bond ratings and interest rate paid for money borrowed. This budget is balanced with an adequate contingency account, meets our 16% General Fund guideline, and provides funds for Council additions to this budget without adjusting proposed revenues or expenditures.

This annual budget provides for implementing city services and programs for the next fiscal year. The budget strategy discussed with the Council was used as a general guide for preparing the budget.

Adoption of this budget provides resources to meet the basic needs of our community and many of our highest priorities for a progressive city. It will have a substantial impact on our growing city.

During the City Council review process, City staff and I will be happy to provide additional supporting information to assist the Council in finalizing the budget process.

I want to personally acknowledge the work of all City staff, particularly the Finance Department, who assisted with the preparation of this budget.

Respectfully submitted,

Raymond A. Beck, P.E.
City Manager

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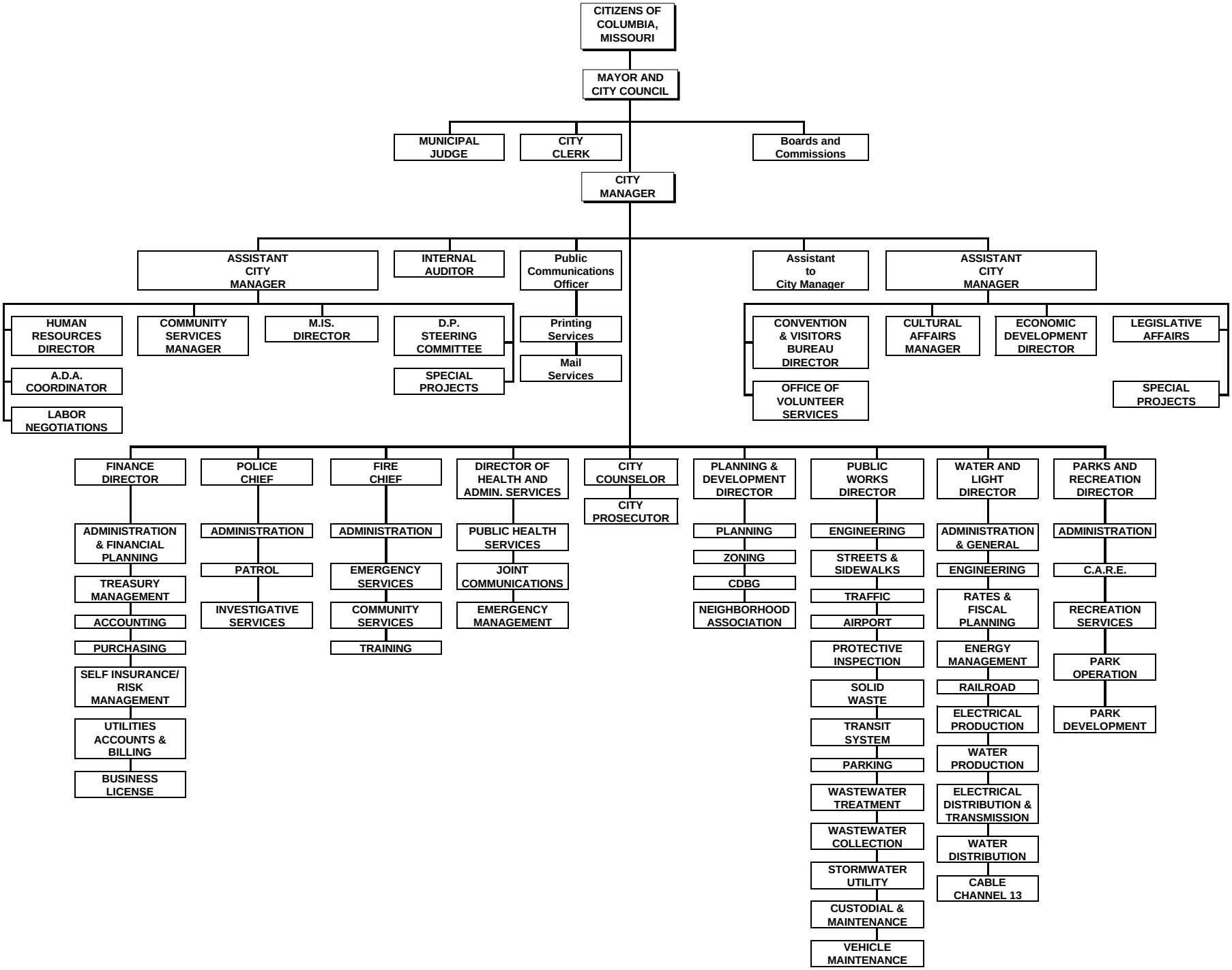
FUNCTIONAL ORGANIZATIONAL CHART - CITY OF COLUMBIA, MISSOURI



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CITY OF COLUMBIA, MISSOURI
DEMOGRAPHIC STATISTICS

Date of Organization: 1892
Date of Incorporation: 1949
Form of Government: Council/Manager
Area: 52.26 Square Miles

Population:

1989:	68,000	1991:	69,792	1993:	71,195	1995:	74,813	1997:	76,316
1990:	69,101	1992:	70,490	1994:	74,072	1996:	75,561	1998:	77,079

Registered Voters: 60,643
Number of Households: 31,679
Median Household Buying Income (family of four) $26,721

Retail Sales (x $1,000)
Calendar Year Basis

	1993	1994*	1995*	1996*	1997*
Food	$138,719	$151,744	$190,281	$195,327	$212,591
Restaurants	88,973	96,294	131,967	150,923	151,963
General Merchandise	169,702	180,946	233,507	259,471	289,584
Furniture & Appliances	42,963	51,697	71,753	74,858	101,559
Automobiles	238,478	286,877	387,602	418,966	461,125
Pharmaceutical	17,658	19,458	24,280	N/A**	N/A**
Miscellaneous Other	264,228	283,577	292,980	341,175	390,086
Total	$960,721	$1,070,593	$1,332,370	$1,440,720	$1,606,908

Fire Protection:
Number of Stations 7
Number of Employees 114
Number of Vehicles 34
Number of Hydrants 3,495

Police:
Number of Stations 1
Number of Employees 149
Number of Vehicles 70

Community Facilities:
Hospitals 9
Hospital Beds 1,493
Hotels/Motels 24
Hotel/Motel Rooms 2,565
Theaters (30 Screens) 5
Churches 116
Restaurants 300
Shopping Centers 13

Airport: 1
Airlines 1
Transworld

Education:
Total Public School End 15,897
Elementary Schools 18
Middle Schools 3
Junior High Schools 3
Senior High Schools. 3
Vocational Schools 1
Non-Public Schools 7
Columbia College Enrollment . 2,425
Stephens College Enrollment . . . 820
Univ. Of MO-Columbia End... 22,500

Recreation:
Athletic Clubs 10
Number of Pools 5
Golf Courses (Municipal) 2
Golf Courses (College/Univ) 2
Golf Courses (Private) 2
Parks (Total Acres 1,867) 44
Bowling Alleys 3

City Employees (FTE). 1005.9

City Streets:
Paved (miles) 269.8
Unimproved (miles) 46.9

Sewers (miles): 428

Communications:
Newspapers (daily 2
Newspapers (bi-weekly) 2
Radio Stations 13
TV Stations 3

Cable TV/Satellite Companies 5

Public Parking:
Unmetered Off-Street
Public Parking 1,044
Parking Meters-Street 1,358
Parking Lot Meters 349
Garage Attendant Parking 113

Libraries:
Ellis Library-MU . . . . . 2,816,452 vol.
Columbia Pub. Lib. . . . . 282,606 vol.
Columbia College . . . . . 55,330 vol.

Columbia Website Address: www.ci.columbia.mo.us

* Total retail sales and store group sales for 1994 -1997(obtained from the *1995-1998 Survey of Buying Power)* are not directly comparable to figures shown for prior years. The 1994 -1997 estimates are updates from the *1992 Census of Retail Trade*, whereas previous years' figures used the *1987 Census of Retail Trade* as a benchmark. Therefore, the 1994 -1997 figures are readjusted and allow for new benchmark data.
** The pharmaceutical retail sales figures for 1995, 1996, & 1997 were not included in the *Sales & Marketing Management Survey of Buying Power.*

Assessed Values of Taxable Property

Fiscal Year	State Assessed Value	Real Property	Personal Property	Merchants and Manufacturing	Total Assessed Value
1980	$	$ 144,112,500	$ 22,786,760	$ 10,286,950	$ 177,186,210
1981		152,602,800	21,659,906	10,964,613	185,227,319
1982		161,976,020	22,777,580	12,125,270	196,878,870
1983		170,276,520	29,725,090	12,727,690	212,729,300
1984		176,734,020	28,509,350	14,253,470	219,496,840
1985		183,290,150	29,237,778	17,440,221	229,968,149
1986		339,840,855	33,851,118	0	373,691,973
1987	1,338,551	342,290,535	43,324,405	0	386,953,491
1988	1,715,408	361,656,050	51,388,759	0	414,760,217
1989	1,990,592	370,597,525	57,361,333	0	429,949,450
1990	1,812,921	383,390,609	61,141,940	0	446,345,470
1991	1,887,977	411,766,611	83,468,559	0	497,123,147
1992	1,938,774	407,491,511	88,356,108	0	497,786,393
1993	1,770,555	434,873,990	93,568,896	0	530,213,441
1994	2,050,474	470,848,862	105,520,334	0	578,419,670
1995	2,310,679	488,789,899	118,940,751	0	610,041,329
1996	3,282,682	511,620,136	128,312,503	0	643,215,321
1997	4,519,144	538,800,795	153,771,094	0	697,091,033
1998	5,101,533	657,617,565	164,951,921	0	827,671,019
1999 (est)	4,755,062	689,724,406	167,197,918	0	861,677,386

Property Tax Rates
(Per $100 Assessed Value)

	General Fund	Library Fund	G.O.Bond Fund	Total Fund
1980	$ 0.64	$ 0.25	$ 0.09	$ 0.98
1981	0.64	0.25	0.00	0.89
1982	0.64	0.25	0.09	0.98
1983	0.31	0.25	0.09	0.65
1984	0.31	0.25	0.09	0.65
1985	0.31	0.30	0.09	0.70
1986	0.22	0.22	0.06	0.50
1987	0.22	0.22	0.32	0.76
1988	0.22	0.22	0.32	0.76
1989	0.22	0.22	0.32	0.76
1990	0.22	0.29	0.32	0.83
1991	0.22	0.30	0.32	0.84
1992	0.22	0.30	0.32	0.84
1993	0.22	0.30	0.32	0.84
1994	0.22	0.30	0.32	0.84
1995	0.22	0.30	0.26	0.78
1996	0.22	0.30	0.26	0.78
1997	0.22	0.30	0.26	0.78
1998	0.20	0.28	0.21	0.69
1999	0.20	0.29	0.21	0.70

FY 1999 BUDGET CALENDAR

	1st & 2nd Qtr	April	May	June	July	August	Sept.	Oct.
Trend Data Prepared								
Forecast Prepared								
Budgets Delivered To Departments								
Departments Work On Budgets								
Council Retreat Held								
City Manager meets With Departments								
Comparative Data/ Performance Measurement Info. Updated								
City Manager's Annual Budget Document Prepared & Delivered								
Public Hearings and Department Work sessions Held								
City Council Adopts The Budget								
Appropriation Files Set Up for New Fiscal Year								
Annual Adopted Budget Document Prepared								

Preparation for the budget process begins as soon as the books are closed for the previous fiscal year. It is at this time that budget staff begins the compilation of ten year trend data. The Ten Year Trend Manual includes financial information on general government funds, enterprise funds, internal service funds, and special revenue funds. This information is generally completed by January of each year.

Budget staff reviews historical information in conjunction with the latest current year financial statement to prepare a set of forecasts. Optimistic and conservative assumptions are developed in a model which forecast general government revenues and expenditures over the next three years. These forecasts are presented to and reviewed with the City Manager so that general budget guidelines for the next year may be developed.

In late April or early May, the guidelines established by the City Manager are provided to the various City departments with appropriate budget instructions. Departments are provided with budget expenditure and revenue worksheets along with a Budget Instruction Manual. Access to the budgeting system is also provided at this time. Budget staff conducts the necessary training sessions.

In late May or early June, before the preliminary budget numbers are completed by the departments, the City Manager conducts a Council Retreat. This retreat is attended by the Council, City Manager and Department Heads. This retreat provides an opportunity for the City Manager to present preliminary budget guidelines to the Council for their concurrence as well as to set priorities for the coming budget year. It is also a time for departments to present major topics to the Council for their input. This process allows Council to express their views on what the priorities should be in the budget. In July, the City Manager continues meetings with department heads. Final cuts are made to balance the budget. Comparative Data and Performance Measurement information is updated in the Budget Document. The City Manager's Annual Budget Document

is prepared and distributed. The City Manager holds a press conference at the end of July when the City Manager's Annual Budget is released.

In August, the City Council holds budget work sessions with the City Manager, Finance Director, Budget Officer, and Department Heads to review the City Manager's Budget, individual department budgets, revenues and expenditures, and issues for the coming fiscal year. Public hearings are televised on the Local Government Cable Channel. Both the public and press are welcome to attend the work sessions and public hearings. Television, radio, and newspaper reporters keep the public informed on the status of the budget during these work sessions.

In September, the City Council continues budget work sessions and public hearings on the budget. The Budget is adopted during the month. The Finance staff makes the necessary changes and appropriation files are set up for the new year.

In October, the new fiscal year begins and the Annual Budget Document is prepared and distributed.

This document includes the following Fund Types:

GENERAL FUND:
The general fund is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund.

ENTERPRISE FUNDS:
Railroad Fund - used to account for revenues and expenses resulting from the operation of a railroad branch line which runs from a Norfolk and Southern main line in Centralia, Missouri to the City of Columbia.

Water Utility Fund - used to account for the billing and collection of charges for water service for most city residents. Revenues are used to pay for both operating expenses and capital expenditures to maintain these services.

Electric Utility Fund - used to account for the billing and collection of charges for electric service for most city residents. Revenues are used to pay for both operating expenses and capital expenditures to maintain these services.

Recreation Services Fund - used to account for revenues and expenses for various recreational services provided by the Parks and Recreation Department for which participants are charged fees.

Public Transportation Fund - used to account for all the expenses and revenues resulting from the provision of public transportation services by the Columbia Area Transportation System.

Regional Airport Fund - used to account for all the expenses incurred and revenues received by operations at the Columbia Regional Airport.

Sanitary Sewer Utility Fund - used to account for the provision of sanitary sewer services to the residents of the city and a limited number of customers outside the city limits. All activities necessary to provide such services are accounted for in this fund.

Parking Facilities Fund - used to account for revenues and expenses resulting from the operation and maintenance of city parking lots, municipal garages, and parking meters.

Solid Waste Collection Fund - used to account for the provision of solid waste collection and operation of the landfill.

Storm Water Utility Fund - used to account for storm water funding, implementation of storm water management projects, and provide maintenance to existing drainage facilities.

INTERNAL SERVICE FUNDS:
Employee Benefit Fund - used to account for the City of Columbia's self-insurance program for health, disability, life insurance and other employee benefits for covered city employees.

Information Services Fund - used to account for the provision of electronic data processing information services used by other city departments.

Self Insurance Reserve Fund - used to account for the reserves established and held in trust for the Special Obligation Bonds issued for the City's self insurance program, and to account for the payment of property and casualty losses, and uninsured workers' compensation claims.

Custodial & Maintenance Services Fund - used to account for the provision of custodial services and building maintenance used by other city departments.

Fleet Operations Fund - used to account for operating a maintenance facility for automotive equipment, and for fuel used by some city departments.

Public Communications Fund - used to account for the provision of printing press, xerox, interdepartmental mail, and postage services to other city departments, Columbia On-line Information Network, a telephone information system and cable television operations.

Utility Customer Services Fund - used to account for utility accounts receivable billing and customer services provided by the Finance Department to the Water and Electric, Sanitary Sewer, Solid Waste and Storm Water Utilities.

SPECIAL REVENUE FUNDS:

Cultural Affairs Fund - used to account for monies reserved for cultural purposes. These monies are used to improve and sustain the cultural environment of the City by providing a system of support for area artists and cultural organizations.

Convention and Tourism Fund - used to account for the two percent tax levied on the gross daily rental receipts due from or paid by transient guests at hotels or motels. The revenues are used by the city for the purpose of promoting convention and tourism in the City of Columbia.

Community Development Block Grant Fund - used to account for all federal monies received by the City and disbursed on Community Development Grant projects.

EXPENDABLE TRUST FUND:

Contributions Fund - This fund is used to account for all gifts, bequests, or other funds derived from property which may have been purchased or held in trust by or for the City of Columbia, Missouri. The expenses for the Office of Volunteer Services are also in this fund.

CITY OF COLUMBIA, MO
HOW TO USE THIS BUDGET DOCUMENT

A budget is a financial plan for a city. It includes both estimates of resources available, including revenues and fund balances, and appropriations, which are the authority to spend money for specific purposes. The budget is prepared by the City Manager and adopted by the City Council after extensive public input.

The document begins with a transmittal letter (budget message) from the City Manager. This letter summarizes the contents of the budget and provides an explanation of the rationale used by the City Manager during the budget development process. The City Manager also outlines the administration's work program for the upcoming year.

In separate sections, the following information is provided:

1. **Table of Contents**

2. **Budget Message** - Includes the City Manager's Budget Message and budget hearing guidelines.

3. **General Information** - Organizational Chart, Demographic Statistics, Assessed Values of Taxable Property, Budget Calendar Process, Types of Funds Budgeted, How To Use This Budget Document, Notes and Comments, Fiscal and Budget Policies, and City Manager's Priorities.

4. **Financial Summaries** - Includes Expenditure Summaries by Category, Fund Type, Funding Source, Department, and Fund; Revenue Summaries By Fund Type, Category, Funding Source, and Fund; and Revenue, Expense, and Operating Position Statements for each fund.

5. **Operating Budgets** - The departmental budgets, which are subdivided into divisions to account for the costs associated with specific activities or to account for the use of funds received from specific revenue sources. Department Description, Objectives, Highlights/Significant Changes, Comparative Data, and Performance Measurements are also included in this section.

6. **Capital Projects** - Five year Capital Improvement Program for the City.

7 **Debt Service** - Information on all outstanding debt and debt service requirements.

8. **Appendix** - Transportation Sales Tax Fund, Community Development Block Grant, Personnel Position Summary Information, and a Glossary.

The budget document is prepared to provide information about the city, both financial and operational, from a variety of perspectives and degree of detail. The reader should first review the Table of Contents, General Information section, the Appendix, and then read the City Manager's transmittal letter. The Financial Summaries section should then be reviewed. In the Operating Budgets Section, the specific department budgets provide the detailed information as to what purposes the city's resources will be utilized during the fiscal year. Finally, the Capital Project and Debt Service sections provide further information. When reading this document, it is useful to remember that it has been developed based on both organizational structure and financial structure.

The organizational structure is reflected in the departmental budgets which are subdivided into divisional budgets. The financial structure is reflected in the reporting of expenditures and revenues by fund. A fund is a self balancing set of accounts designed to track specific revenues and the uses of those revenues. Each fund is independent of all other funds.

NOTES AND COMMENTS

The City of Columbia is considered to be a full-service city. Thus, the budget may be larger when compared to cities with a similar population. The City of Columbia submits budgets for seven types of funds: General Fund; Enterprise Funds; Internal Service Funds; Special Revenue Funds; Trust Funds; Debt Service Funds; and Capital Projects Fund. A description of the fund types is shown in the glossary as well as in the General Information Section, pages 7-8.

Basis of Accounting - The budgets for the General Fund, Special Revenue Funds, Debt Service Fund, General Capital Projects, and Expendable Trust Funds are prepared under the modified accrual basis of accounting. The budgets for the Enterprise Funds, Internal Service Funds and Non-Expendable Trust Funds are prepared under the accrual basis of accounting. A complete description of these two types of accounting is found in the glossary.

The FY 1999 Budget document contains detailed information concerning the dollar commitments and personnel resources required to support the varied activities and services of the City of Columbia. The FY 1998 Budget revenue and expenditure numbers appearing in this document include Appropriations, Transfers, and additional Revenues approved by the City Council from October 1, 1997 thru July 1, 1998.

Following these notes and comments is a "Financial Summaries" section of the budget which provides a combined and broad overview of the City's operating funds. Next, the "Operating Budgets" section provides the reader more detailed information about individual departments. The Department Summary (Blue Pages) present the total operating budget for each department regardless of funding source. For example, if a department has both General Fund operations (Public Works-Streets) and Enterprise operations (Sanitary Sewer Utility), the operating costs of both activities will be presented on the blue summary page in order to present a total operating picture of the department. Department Description, Department Objectives, Highlights/Significant Changes, Comparative Data, and Performance Measurement information is also included on these pages. The white pages contain the budget detail for the divisions within the departments.

The Blue Department Summary pages contain the following sections:

Department Description - A brief description of the department and the major divisions contained in the department. This will also include any purposes set forth by the department.

Department Objectives - These include both the short-term and long-term goals/objectives set forth by the departments.

Department Highlights/Significant Changes - This outlines the planning emphasis as well as any significant or operations changes for the coming year.

Authorized Personnel - The Authorized Personnel section presents the type and number of full-time and permanent part-time positions required in each department or division. The job code associated with these positions appears next to the position description.

Comparative Data - Provides employees per 1,000 population and other comparative information between the City of Columbia and up to five other cities of comparable size and activities.

Performance Measurements/Service Indicators - Provides performance information for Actual FY 97, Budgeted FY 98, and Estimated FY 99 for each department.

The final section of the budget document is the Appendix. This section contains those activities which are non-departmental in character such as Transportation Sales Tax Fund and Community Development Block Grant. This section also includes the Personnel Position Summary information and a Glossary.

FISCAL AND BUDGET POLICIES

The City of Columbia is a council-manager form of government. All powers of the City are vested in an elective Council which enacts legislation, adopts budgets, determines policies, and appoints the City Manager.

The City Manager is the chief executive and administrative officer of the city and is responsible to the council for the proper administration of all the city's affairs. The City Manager keeps the council advised of the financial condition of the city and makes recommendations concerning its future needs.

The fiscal year of the city begins on the first day of October and ends on the last day of September each year. The fiscal year constitutes the budget and accounting year.

REVENUE POLICY:

- ✦ The City will endeavor to maintain a diversified and stable revenue base to minimize the effects of economic fluctuations as well as eliminate an over dependence on any single revenue source.
- ✦ The City will project and update revenues annually. These revenue forecasts will be presented to the City Council prior to the beginning of the budget process.
- ✦ Departments submit their revenue estimates for the current year and projected revenue for the next year to the Finance Department.
- ✦ Revenue trends are to be examined monthly and incorporated into annual revenue forecasts.
- ✦ Revenue sources are not utilized by the City while legal action is pending.
- ✦ Monthly reports comparing actual to budgeted revenues will be prepared by the Finance Department and presented to the City Manager.
- ✦ Cash investments of the City shall be undertaken in a manner that seeks to ensure the preservation of capital in the portfolio.
- ✦ User fees and rates will be examined annually and adjusted as necessary to cover the costs of providing the services.
- ✦ The City will follow a policy of collecting, on a timely basis, all fees, charges, taxes, and other revenues properly due the City. The City will follow an aggressive policy of collecting all delinquencies due the City.

BUDGET POLICY:

- ✦ Between 120 and 180 days prior to the adoption of the budget, the City Manager shall prepare and submit to the Council a statement of the policy recommendations for programs and priorities which, in the opinion of the City Manager, will be of benefit to the city.
- ✦ The City Manager shall submit a budget to Council at least sixty days prior to the beginning of each budget year.
- ✦ Expenditures proposed in the budget for each department, office, or agency shall be itemized by character, object, function, activity, and fund.
- ✦ In no event shall the total amount of the proposed expenditures exceed the estimated income of the City.
- ✦ The City Council shall hold public hearings on the budget as submitted, at which all interested persons shall be given an opportunity to be heard.
- ✦ The City Council shall adopt the budget, by majority vote, no later than the last Monday of the month preceding the first month of the budget year. If the City Council does not take final action by this date, the budget will be considered effective as it was submitted.

- The budget shall be on record in the City Clerk's office and open to public inspection. In addition, a copy of the budget is available for view at the Columbia Public Library, University Library, University Journalism School Library, Columbia College Library, and the Stephens College Library.

- A detailed listing of the budget calendar is found on page 5.

- The City will annually submit documentation to obtain the GFOA Distinguished Budget Presentation Award.

- After adoption of the budget, the budget can be amended via ordinance or resolution. The City Manager can submit ordinances and resolutions to the Council to increase expenditures or revenues. When the Council approves the ordinance or resolution, additional appropriations are made in the appropriate department.

- At the request of the City Manager and within the last 6 months of the fiscal year, the council may, by resolution, transfer any unencumbered appropriation balance or portion thereof from one office department or agency to another. No transfer shall be made of specified fixed appropriations.

- All appropriations shall lapse at the end of the budget year to the extent that they shall not have been expended or lawfully encumbered.

CAPITAL IMPROVEMENTS POLICY:

- The City developed a five-year program for capital improvements and updates it annually.

- The City will identify the estimated costs and potential funding sources for each capital improvement project proposal before it is submitted to the City Council for approval.

- The capital improvement program will be included in the Annual Budget. The Annual Budget will implement the first year of the capital improvement program.

FIXED ASSET POLICY:

The following fixed asset policy shall be in force commencing with fiscal year 1999. This policy is consistent with Government Financial Officers Association Recommended Practices and should be reviewed periodically and compared to recommended practices of the GFOA or other nationally recognized government finance organization.

For purposes of establishing an appropriate capitalization threshold for fixed assets the following guidelines shall apply:

- Fixed assets should be capitalized only if they have an estimated life of more than 1 year following the date of acquisition and have a purchase cost of $1,000 or more. Items which cost less than $1,000 and/or have a life of one year or less will be expensed upon acquisition.

- Purchase cost of a fixed asset includes freight, installation charges, carrying cases, adaptors and other items which are connected to the fixed asset and necessary for its operation or use.

- Fixed assets' capitalization threshold should be applied to individual fixed assets rather than to groups of fixed assets.

- A small tag with a fixed asset number will be issued by the Finance Department for all items that can be reasonably tagged (physically). Said tag will be affixed to the fixed asset until such time it is declared surplus property and properly disposed through the Purchasing Agent as required by City ordinance.

- Departments will notify the Finance Department of any change in location or loss of a fixed asset.

- Departments should exercise control over their noncapitalized fixed assets by establishing and maintaining adequate control procedures at the departmental level.

ACCOUNTING POLICY:

- An independent financial audit shall be made of all accounts of the city government at least annually and more frequently if deemed necessary by the City Council.

- The General Fund, Special Revenue, Debt Service, General Capital Projects, and Expendable Trust Funds

will be accounted for under the modified accrual basis of accounting.

- ✦ Enterprise Funds, Internal Service Funds, and Non-Expendable Trust Funds will be accounted for under the accrual basis of accounting.

- ✦ Full disclosure will be provided in the financial statements and bond representations.

- ✦ The City will annually submit documentation to obtain the Certificate of Achievement for Excellence in Financial Reporting from GFOA.

PURCHASING POLICY:

- ✦ The purchasing division shall have responsibility for and authority to contract for, purchase, store and distribute all supplies, materials and equipment required for the operation and maintenance of offices, departments or agencies of the city.

- ✦ It shall be the policy of the City to encourage competitive business practices through public bidding or requests for proposals wherever possible and feasible.

- ✦ In evaluation bids and awarding contracts, the head of the purchasing division is authorized to give preference to recycled and environmentally preferable products according to prescribed guidelines.

DEBT POLICY:

- ✦ The City may issue general obligation bonds, revenue bonds, special obligation bonds, and short-term notes and leases.

- ✦ The City may issue refunding bonds for the purpose of refunding, extending or unifying the whole or any part of its valid outstanding revenue bonds.

- ✦ The City will limit long-term debt to only those capital projects that cannot be financed from current revenue or other available sources.

- ✦ The City will follow a policy of full disclosure on every financial report and bond prospectus.

- ✦ When the City finances capital projects by issuing bonds, it will repay the bonds within a period not to exceed the expected useful life of the projects.

- ✦ The City's policy shall be to manage its budget and financial affairs in such a way so as to ensure continued high bond ratings.

- ✦ No bonds shall be issued without the assent of the requisite number of qualified electors of the city voting thereon.

RESERVE POLICY:

- ✦ The City will calculate an unreserved, undesignated fund balance equal to 16% of expenditures for the adopted budget. These funds will be used to avoid cash flow interruptions, generate interest income, reduce need for short-term borrowing and assist in maintaining what is considered an investment grade bond rating capacity.

- ✦ Self Insurance Reserves shall be maintained at a level to protect the City against incurred and reported losses as well as those incurred but not reported and future losses within the retention.

- ✦ A contingency reserve account will be appropriated annually in the General Fund to provide for unanticipated expenditures of a nonrecurring nature and/or to meet unexpected increases in costs.

ENTERPRISE FUND POLICY:

- ✦ Enterprise funds will be used to account for the acquisition, operation, and maintenance of City facilities and services which are intended to be entirely or predominately self-supporting from user charges or for which periodic net income measurement is desirable.

- ✦ The Water and Electric department will pay into the General Fund of the City annually an amount

substantially equivalent to that sum which would be paid in taxes if the water and electric light works were privately owned.

INTERNAL SERVICE FUND POLICY:

- ✦ Internal Service Funds will be used to account for the provision of goods and services by one department of the City to the other departments.

- ✦ Internal Service Funds are to be self-supporting from user charges to the respective user departments.

- ✦ Internal Service Funds are to only recover the complete cost of operations without producing any significant amount of profit in excess of the fund's requirements.

CITY MANAGER'S ANNUAL REPORT ON PROGRAMS AND PRIORITIES
(Obtained from the City Manager's Annual State of the City Address
June 1998)

ANNUAL STATE OF THE CITY ADDRESS
OPENING REMARKS

Our Columbia City Charter provides that the City Manager annually submit programs and priorities to the community for the upcoming year. As we approach the 21st Century, I want to take a moment to reflect on the many successes and services that have made Columbia one of the best places to call home.

We continue to show not only our community, but the state as well, that Columbia is on the rise, with status as a leading "full service" city. With an ever increasing population, we provide a wide array of programs in a timely and cost effective manner. Our goal continues to be to serve the needs of all our residents well, while also standing firm in our commitment to always strive to be better.

For years, Columbia has been ranked as one of the best places to live, work, raise a family, and retire. Whether it is through national indicators like Money Magazine or individual letters and testimony at City Council meetings, Columbia continues to receive excellent marks. We are proud of our focus on the environment, the numerous recycling projects, past and present and our "city of trails". We have a strong local economy that offers our working-aged residents a low unemployment rate, while providing members of other communities a regional center for employment, retail outlets, social services and public transportation, including an airport. Public safety in Columbia has a high rating as well.

We are pleased that Columbia continues to remain a city rich with diversity, supporting numerous religions, races and cultures. It is important to preserve those heritages as our city continues to grow. Columbia's care for its neighborhoods, whether old or new, is vital to this continued success.

Columbia continues to be a growing community at the rate of about 1.5% a year. Over the last 10 years, the city has increased its number of households from 23,850 to 31,679. Similarly, our geographic boundaries have increased from 42 square miles in 1980 to 52 square miles in 1998. Our current budget as a full-service city is over $155 million with nearly 1,000 full-time employees. Our city remains fiscally sound as evidenced by our bond ratings. Your government is supported by an excellent city staff, and the many volunteer hours spent by our City Council, boards and commissions and other city volunteers. Columbia residents have been supportive of their local government. During the past calendar year, a major revenue bond issue was passed for both the water and electric department and our wastewater utility. Adequate utilities are in place or funded to handle growth for an estimated 15-20 years. Our sanitary landfill site has capacity for 75 years at our current rate of fill. City roads are being constructed or reconstructed at an annual $3-5 million level.

This is not to say, however, that the city is without its challenges. We must have the vision to plan for what we want our city to be in 5 years, 10 years, 20 years and beyond. We must keep our comprehensive plan current to grow into, regardless of the rate of growth for any given year.

We need to make sure that growth and development occur in an orderly fashion and where the infrastructure exists, or can be provided to support it. It is more cost effective to develop our community from inside outward where infrastructure can be extended. Our vision must be to think regionally, realizing that the decisions we make will not only impact our neighborhoods and community, but the neighboring communities, county, region and state as well.

Our priorities should continue to stress affordable housing for our required workforce and a sound economy to support the many programs and projects that make this city special. We need to place emphasis on these programs that assist our workforces such as day care and transportation. Alternative indoor programs and recreational activities should be a high priority for our youth who will be our leaders tomorrow.

I am sure that as the 21st Century nears, Columbia will enjoy many of the same successes it has had in the past, while continuing to work in the interest of the residents it serves. But I am also equally confident that we will, working together, make the City of Columbia the best it can be.

It is with these ideas in mind that I will now discuss the list of priorities for the city. I have prepared a listing of highest priority issues which I will spend more time on. Also, included is a detailed listing of programs & projects for each city department that I am suggesting be addressed this year along with accomplishments of the past year. I plan to

comment only on some priority items in each of our city departments because of the limited time available. These priorities serve as a potential blue print of the general direction of the city in the coming years that your City Council will consider. As the City staff and Council begins its budget process for our fiscal year beginning October 1, it is a good time for all of us to reflect on the numerous strengths of the city, while always keeping an eye to the future.

I want to thank our city staff and Council for the information they have provided and for their assistance in preparing this annual report.

Copies of this report, for those of you wishing to see it in its entirety, are being made available at the Public Library and to members of the press.

Highest Priority Issues

- ✦ Update comprehensive plan in coordination with County Planning.
- ✦ Provide infrastructure on a timely basis.
- ✦ Maintain and strengthen our central city.
- ✦ Plan for and extend city boundaries in a timely manner.
- ✦ Provide for more community resources.
- ✦ Provide for more partnership projects and programs.

Highest Priority Issues 1999

1. UPDATE COMPREHENSIVE PLAN IN COORDINATION WITH COUNTY PLANNING

- ✦ Incorporate our newly adopted transportation plan with other public facilities; such as recreation, schools, fire stations, etc.
- ✦ Provide for more generalized land use categories and develop guidelines for decision making.
- ✦ Provide for more coordination of the overall plan with the county.
- ✦ Work with Department of Transportation on major investment study for 740/I-70.

2. PROVIDE INFRASTRUCTURE ON A TIMELY BASIS.

- ✦ This includes streets, highways, utilities, building and others. In a growing community, this requires the continued construction of additions, extensions and upgrading of these Facilities.
- ✦ We need to provide more indoor activities for our youth. The old armory building downtown is being upgraded; however, additional space is important and should be included in a new community center at the old fairground property which is already owned by the city.
- ✦ In 1995, we had a sales tax issue that provided for general government improvements such as streets, public safety, parks, etc. An important issue of funding for city administrative space, particularly the Water & Light Department was not approved. Planning these offices should be in conjunction with a Master Plan of City Hall (Daniel Boone Building) which should be expanded in the half block just south of the parking plaza.
- ✦ In April 1997, voters approved a water & electric ballot issue and in November 1997 voters approved a wastewater ballot issue - these projects are underway and must be completed on a timely basis.
- ✦ The State Department of Transportation's lack of adequate funding for their 15-year plan will make it important for the City, County and State to work together to prioritize funding for highway needs in our urbanized area. More partnerships (joint funding) of projects will need to be considered with the county, state and developers. The city must position itself to obtain maximum funding from the newly passed federal highway bill.

3. MAINTAIN AND STRENGTHEN OUR CENTRAL CITY

- ✦ Continue to pursue downtown attractions to bring a "stream of tourists and visitors" to the Central Business District. Some examples include educational - museum type activities; such as the Health Adventure Center, J.W. "Blind" Boone Home, MKT Trailhead and a future Arts Center. These might be supported through a future Museum District in partnership with surrounding educational institutions.
- ✦ Complete the 6th & Cherry garage and renovate 8th & Cherry garage. Review future parking needs north of Broadway.
- ✦ Continue our downtown improvement plan with additions such as planters, trees and other amenities.
- ✦ Complete traffic improvements.

4. PLAN FOR AND EXTEND CITY BOUNDARIES IN A TIMELY MANNER

- ✦ Continue voluntary annexation policy.
- ✦ Complete agreements with the two remaining county water districts (Consolidated Dist. #1 and Dist. #4).
- ✦ Plan opportunity for voter approved annexation.
- ✦ Continue to support diverse economic development and participate with Regional Economic Development, Inc. and Convention and Visitor's Bureau activities.

5. PROVIDE FOR MORE COMMUNITY RESOURCES

- ✦ Consider ballot issue in 1999 to finance unfunded projects; such as, streets, bridges, sidewalks, fire station/equipment/staffing, community center, parks, and city buildings.
- ✦ Expand and promote city partnerships with both private and public agencies to leverage use of city funds.
- ✦ Formalize and promote city trust fund to assist in financing city projects and programs.
- ✦ Increase opportunity for special gifts such as land and special gifts for community excellence.
- ✦ Continue our growing volunteer program.

6. PROVIDE FOR MORE PARTNERSHIP PROJECTS & PROGRAMS

- ✦ Continue partnership projects with the highway department.
- ✦ Add new roadway partnership projects with County Commission and in some cases, developers.
- ✦ Possible partnership with educational institution in the Central Business District area for museum/educational facilities.

PROGRAMS AND PRIORITIES FOR 1998-99

PUBLIC SAFETY

Programs & Priorities:

- ✦ Complete installation of MDCs for Police & Fire Department.
- ✦ Begin renovation of the Police & JCIC Building.
- ✦ Adopt plan for new fire station locations and finance plan to build & staff stations.
- ✦ Rebuild the Fire Department training tower.
- ✦ Compstat project - designed to provide a visual up-to-date picture of crime.
- ✦ Build on Community Policing philosophy throughout the city.

Accomplishments:

- ✦ Established the foundation for a strong community policing program and implemented Community Councils in each of the two districts with citizens serving from each of the 18 beats.
- ✦ Completed Phase 2 of the Fire Service Agreement with Boone County Fire Protection District.
- ✦ Completed future fire station location planning.
- ✦ Established Boone County's TRIAD program - cooperative agreement between CPD, Sheriff's Department and AARP to provide more effective law enforcement actions and prevention training for senior citizens.
- ✦ Entered into a partnership with agencies to form DOVE (Domestic Violence Enforcement Unit.)

HEALTH DEPARTMENT

Programs & Priorities:

- ✦ Complete plans for larger Health Department facilities.
- ✦ Continue assessing community health needs through the Community Health Report Card.
- ✦ Revise food service ordinance and code, when new model is adopted by the State.
- ✦ Continue close cooperation with Family Health Center.

Accomplishments:

- ✦ Completed a strategic plan of public & personal health programming.
- ✦ Increased the number of client served by the Health Department's primary care clinics by approximately 30%.
- ✦ Implemented county-wide Sentinel Surveillance Program providing direct reporting from nursing homes, schools, physician's offices and laboratories.
- ✦ Completed the first year as fiscal agent of the Boone County START program - provides comprehensive services to sexual assault victims in Boone County.

JOINT COMMUNICATIONS INFORMATION CENTER (JCIC)

Programs & Priorities:

- ✦ Purchase new JCIC communication consoles approved by voters.
- ✦ Relocation within and renovation of JCIC/Police building.
- ✦ Continue radio system upgrade program for emergency dispatch.

Accomplishments:

- ✦ Upgraded computer aided dispatch system, thus providing for more space and improved response times.

PARKS & RECREATION

Programs & Priorities:

- ✦ Complete Bear Creek and Hinkson Creek Trails.
- ✦ Renovate the city's portion of the old National Guard Armory into a central recreation facility. Community activity center, with emphasis on basketball courts at old fairground property.
- ✦ Begin development of Westwinds and Rothwell Heights neighborhood parks.
- ✦ Successful renovation of Oakland Pool.
- ✦ Continue ADA plan for renovation of park walkways and continue to bring playground equipment in neighborhood parks up to new safety standards.
- ✦ Acquire at least two neighborhood park sites, possibilities include: Smithton, Mill Creek, Field School, and Whitegate areas.
- ✦ Completion of Skateboard Park in CCRA.

Accomplishments:

- ✦ New playground completed at Cosmo Park and dedicated June, 1997.
- ✦ Major improvements completed to Douglass Park; including ballfields, playground and new restrooms.
- ✦ Rock Quarry Park development approximately 90% complete; including new restroom, playground, play fields, sand volleyball courts, parking lot and landscaping.
- ✦ Golf course improvements include new ladies' tees and irrigation at L.A. Nickell Golf Course, and new cart bridges and irrigation upgrades at Lake of the Woods Golf Course.
- ✦ Resurfaced tennis courts and completed lighting for soccer fields #4 & #5 at Cosmo Park.
- ✦ Started an Adapted Youth Sports Program for ages 8-15 to teach the fundamentals of sports with an 8-week program for soccer and a 10-week program for tee ball.
- ✦ Completed landscape design and planted Adopt-A-Spot beds at Forum and Stadium with perennial plants.
- ✦ Hosted City of Columbia's Arbor Day Celebration and hosted Treekeepers' classes.
- ✦ Implemented MKT Trail Vegetative Management Plan.
- ✦ Started a Start Smart Sports Skills 8-week program for ages 3-5. Program was designed to teach basic motor skills necessary for sports participation.
- ✦ Received Tree City designation from the National Arbor Federation.

WATER & LIGHT

Programs & Priorities:

- ✦ Complete the merger with Water District #2, begin interconnections and begin service to the customers.
- ✦ Continue to participate in the legislative process on deregulation issues in the electric industry.
- ✦ Develop a business plan for conduct of business in a deregulated and restructured electric industry.
- ✦ Complete addition to the Perche Creek Substation.
- ✦ Relocate electric and water systems for Route B reconstruction from Highway 63 interchange south to I-70.
- ✦ Set another new record traffic level on COLT at 1500 cars.

Accomplishments:

- ✦ Completed fiber optic installation and began service to MU and the School District.
- ✦ Completed and brought two new wells on line at McBaine
- ✦ Converted electric lines from overhead to underground in the downtown area from 5th to 8th between Locust and Elm.
- ✦ Hauled a record number of cars on COLT at 1394.
- ✦ Participated in the Missouri Public Service Commission task force on Retail Competition
- ✦ Worked with Water Dist. #2 to develop a merger of the two systems and termination of the Federal law suit.
- ✦ Completed the Blue Ridge Substation and the Harmony Branch Substation addition.
- ✦ Relocated water and electric lines for Rte B improvements from Hwy 63 interchange north to north City limit.
- ✦ Received the Tree Line USA award.

STREETS, HIGHWAYS & SIDEWALKS

Programs & Priorities:

- ✦ Establish financial plan for future street and bridge projects.
- ✦ Construct signalized intersections at Forum/Nifong and Bethel/Nifong.
- ✦ Construction of Oakland Gravel Road, Sunflower Street, and Grant Lane.
- ✦ Emphasis on neighborhood traffic calming projects.
- ✦ Complete downtown traffic plan improvements.
- ✦ Continue annual sidewalk program to fill in gaps in existing sidewalk networks.

Accomplishments:

- ✦ Completion of Forum Blvd./Stadium project.
- ✦ Completion of planning for downtown traffic improvements and begin construction.
- ✦ Develop long term street needs assessment.
- ✦ Implementation of first traffic calming program on Westport Drive.
- ✦ Development of future AC project in conjunction with MoDOT.

PROTECTIVE INSPECTION

Programs & Priorities:

- ✦ Make building permit applications accessible by Internet.
- ✦ Provide inspectors lap top computers for use in field.
- ✦ Get a rental housing inspection computer system implemented.

Accomplishments:

- ✦ Reviewed and adopted new building codes.
- ✦ Implemented new permit process with HTE.

TRANSPORTATION (Transit)

Programs & Priorities:

- ✦ Acquired two new buses.
- ✦ Continue with bus shelter installation program.
- ✦ Initiate renovations at Wabash Station.
- ✦ Continue increasing ridership.

Accomplishments:

- ✦ Increased ridership approximately 18%.
- ✦ Installed three new bus shelters.

AIRPORT

Programs & Priorities:

- ✦ Construct connecting ramp south of terminal building.
- ✦ Construct and/or expand tenant parking lot near Airborne Express.

Accomplishments:

- ✦ Construct north apron.
- ✦ Begin Master Plan update.

PARKING

Programs & Priorities:

- ✦ Complete construction and dedicate new parking garage at 6th & Cherry.
- ✦ Complete reconstruction of 8th & Cherry parking garage, thus completing downtown parking program begun in 1995.

Accomplishments:

- ✦ Implemented new parking rate structure to fully support parking garages downtown.

WASTEWATER

Programs & Priorities:

- ✦ Implementation of 5-year plan - construct Bearfield subdivision sewer, begin construction of Wetland Unit #4, begin construction of Cow Branch sewer.
- ✦ Construct flood relief structure at Wetlands Unit #3.

Accomplishments:

- ✦ Voters approved $19.8 million ballot issue for 5-year capital plan.
- ✦ Implementation of sewer connection fee.
- ✦ Adoption of extra-territorial policies providing for connection on land outside city to city sewer lines.
- ✦ Start consultants on design of projects in the 5-year capital plan.

STORM WATER UTILITY

Programs & Priorities:

- ✦ Construct Garth Sexton, Again-Worley, Glen Eagle and Hamlet projects.
- ✦ Begin construction of Rock Bridge - Mill Creek project.
- ✦ Finalize policy revision and begin implementation of basin management plan.
- ✦ Prepare for Phase II EPA storm water management regulations.
- ✦ Participate in monitoring program on Bear Creek to establish effective "Best Management Practices" in anticipation of the Phase II storm water regulations.
- ✦ Repair severe bank erosion on Bear Creek at old lagoon site.

Accomplishments:

- ✦ Completed design of Rock Bridge Mill Creek project.
- ✦ Completed right of way acquisition and contracted construction of Garth Sexton project.
- ✦ Completed design of Hamlet storm drainage project and arrived at cost sharing agreement with homeowners association.
- ✦ Completion of storm water basin management plan by consultants.

SOLID WASTE

Programs & Priorities:

- ✦ Implementation of Blue Bag program.
- ✦ Finalize long-term arrangements with Civic Recycling for material recovery operations.
- ✦ Install additional groundwater monitoring wells and gas extraction systems at landfill.

Accomplishments:

- ✦ Adoption of comingled recycling program (BlueBag) and approval of rates for blue bag program and landfill construction.
- ✦ Acquisition of landfill buffer area - Turner property.
- ✦ Construction of second $2M landfill subtitle D cell.
- ✦ Completion of material recovery facility (MRF) study.

CULTURAL AFFAIRS

Programs & Priorities:

- ✦ Provide support for the art component at the 8th &Cherry garage and Oakland Pool renovation project.
- ✦ Produce a Public Art guide.
- ✦ Determine projects for FY99 Percent for Art and implement same.
- ✦ Produce a revised Creative Columbia document to take OCA beyond 2000.
- ✦ Produce a comprehensive marketing plan.
- ✦ Explore ways to accomplish an economic impact study of the arts for Columbia.
- ✦ Continue current programs for: Funding local arts organizations, technical assistance for artists and arts organizations, outreach activities such as Arts Express, the monthly newsletter.

Accomplishments:

- ✦ Implemented a Percent for Art Program for Oakland Pool and 8th/Cherry Parking garage.
- ✦ Increased technical assistance from OCA to local arts agencies.

COMMUNITY SERVICES

Programs & Priorities:

- ✦ Monitor federal welfare reform and its impact on Columbia.
- ✦ Work to coordinate community efforts to develop a comprehensive coordinated community planning process for the delivery of health and human services.
- ✦ Collaborate with other community stakeholders to conduct a health and human needs assessment for Boone County.
- ✦ Strengthen the Columbia/Boone County Community Partnership and Caring Communities program.
- ✦ Significant issues include access to health services, workforce development and employment, child care, and the ability to meet the basic needs of shelter, food, and transportation.

Accomplishments:

- ✦ Hired community child care coordinator.

- Provided $692,455 in social service funding to local agencies.
- Secured emergency grant shelter funding to assist the homeless in our community.
- Supported the development of the Columbia/Boone County Community Partnership.
- Supported the implementation of the Caring Communities Program.

CONVENTION & VISITORS BUREAU

Programs & Priorities:

- Begin implementation of sections of the Master Plan that do not require additional funding. These include:
  - Internet marketing to include on-line meeting bid requests.
  - Document cultural and heritage tourism resources.
  - Conduct research for the development of an exposition marketing plan.
  - Continue research programs to evaluate performance of current advertising and programs.
- Secure funding for the implementation of the Master Plan objectives:
  - Development & implementation of a cultural & heritage tourism marketing plan.
  - Expansion of promotion of Katy Trail central corridor.

DOWNTOWN IMPROVEMENT

Programs & Priorities:

- Complete design of MKT Trailhead Project at the corner of Fourth & Cherry streets and initiate construction.
- Add two additional planters along Broadway.
- Replace overhead electric lines with underground lines from Ash to Locust along 5th Street.

Accomplishments:

- Converted electric lines from overhead to underground in the downtown area from 5th to 8th between Locust and Elm.

GROWTH MANAGEMENT PLANNING

Programs & Priorities:

- Work with County Commission to implement standard utility and development policies for an urban service area.
- Continue voluntary annexation and review needs for city initiated annexation, where necessary for efficient and orderly extension of city sewers and services.
- Continue to negotiate cooperative agreements with service providers adjoining Columbia.
- Adopt urban service area with County Commission.

Accomplishments:

- Established sewer connection policy for land outside city.

ECONOMIC DEVELOPMENT

Programs & Priorities:

- Implement the 1997 Economic Development Master Plan, approved by City Council.
- Participate and sponsor Workforce Development efforts.
- Identify industrial site inventory.
- Continue to retain and assist existing businesses in their expansion efforts.
- Implement a second direct mail campaign based on recent Deloitte & Touche Fantus Consulting report.

Accomplishments:

- Completed approval of community's Economic Development Five-Year Masterplan.
- Helped organize "Boone Works" effort to coordinate community wide workforce development.
- Ongoing public relations and marketing activities to diversify city's economic base.
- Updated the marketing materials to attract positive business investments.

PLANNING

Programs & Priorities:

- Revise the Land Use Plan.

- ✦ Prepare the new 5-year housing plan for HUD.
- ✦ Continue voluntary annexation and urban service area efforts.
- ✦ Participate in Major Investment Study with MoDOT for U.S. 63/I-70/Route 740.
- ✦ Begin comprehensive review and revision to zoning ordinance, per Council directive.
- ✦ Adopt Historic Preservation ordinance.

Accomplishments:
- ✦ Completed numerous voluntary annexations to the city.
- ✦ Completed "Walkable Columbia", a guide to policies for improving pedestrian opportunities.
- ✦ Completed a major update to the Major Thoroughfare Plan.
- ✦ Completed the metro-wide traffic count program.
- ✦ Completed several amendments to our development regulations, including the communication tower ordinance.

INFORMATION SERVICES

Programs & Priorities:
- ✦ Begin design and development of enhanced City Web Page (on-line transactions).
- ✦ Work to implement advanced features of HTE systems to include field update capability.
- ✦ Complete implementation of mobile computers for emergency services departments.

Accomplishments:
- ✦ Established first phase of the City "Home Page" on Internet.
- ✦ Worked on stabilizing the HTE system.
- ✦ Assisted in the selection of a software system for the City Clerk's office and Municipal Court.

FINANCE

Programs & Priorities:
- ✦ Issue Phase II of Special Obligation Bonds to complete capital projects funded through the 1995 1/4 Cent Sales Tax.
- ✦ Issue Revenue bonds for Sanitary Sewer Projects approved in ballot issue.
- ✦ Complete the implementation of HTE by reviewing procedures to ensure most efficient use of system.
- ✦ Complete Crystal Reports training and assist in the development of custom reports for users.
- ✦ Implement budget billing, late penalties and expanded hours.
- ✦ Use phone upgrade features that will be delivered in July to better manage phones.
- ✦ Reduce the waiting time and the number of calls that cannot get through.

Accomplishments:
- ✦ Installed new HTE applications for Accounting, Purchasing, Payroll, Cash Receipts, Accounts Receivable, Business License and Utility Billing.
- ✦ Issued $20,640,000 in Water and Electric Revenue Bonds.
- ✦ Received GFOA's Distinguished Budget Award for the first year and Certificate of Achievement for Excellence in Financial Reporting for the 19th consecutive year.

INTERNAL AUDIT

Programs & Priorities:
- ✦ Proceed with implementation of strategic audit plan and update as appropriate.
- ✦ Continue reviews of management policies and procedures, systems of control, and computerized operating systems.

Accomplishments:
- ✦ Successfully implemented newly-created position within city government.
- ✦ Prepared an internal audit strategic plan.
- ✦ Communicated results of internal audit activity to management and City Council as appropriate.
- ✦ Completed reviews in various areas and performed preliminary surveys for reviews to be accomplished.

VOLUNTEER SERVICES

Programs & Priorities:
- ✦ Maintain existing volunteer programs including Adopt A Spot, Park Patrol, TreeKeepers and Cleanup Columbia.
- ✦ Recruit and place volunteers with City Departments and special events.
- ✦ Implement "City Trust Fund" for general and specific projects/programs.
- ✦ Continue City-wide volunteer recognition efforts.

- ✦ Increase charitable donations to the City of Columbia through the development of a Community Trust Fund.

Accomplishments:

- ✦ Implemented Park Patrol and Adopt-A-Spot programs.

OTHER ISSUES

Programs & Priorities:

- ✦ Conduct citizen survey.
- ✦ Continue with final phases of remodeling Daniel Boone building and begin renovations of Howard Building.
- ✦ Complete renovation of City Hall lobby working with Council appointed lobby committee.
- ✦ Determine alternatives for meeting future space needs for administrative offices and the Water & Light Department.
- ✦ Continue program with Health Adventure Center for museum/education facility in Central Business District.

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Expenditure Summaries

City of Columbia
Columbia, Missouri

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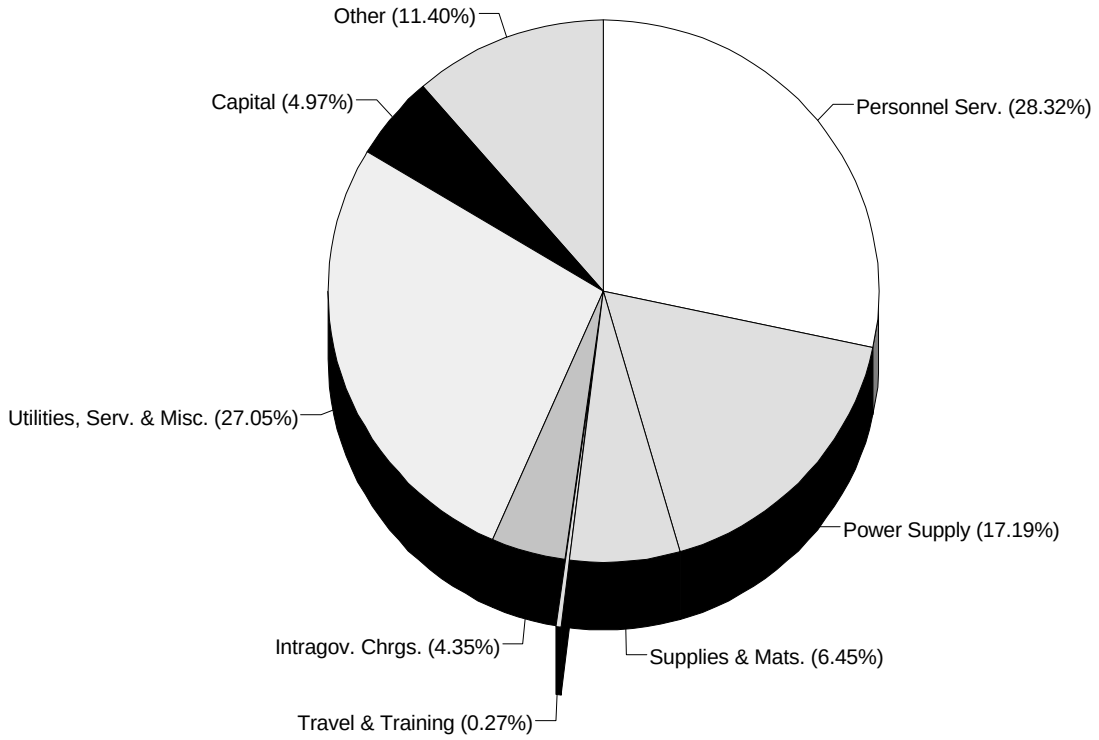
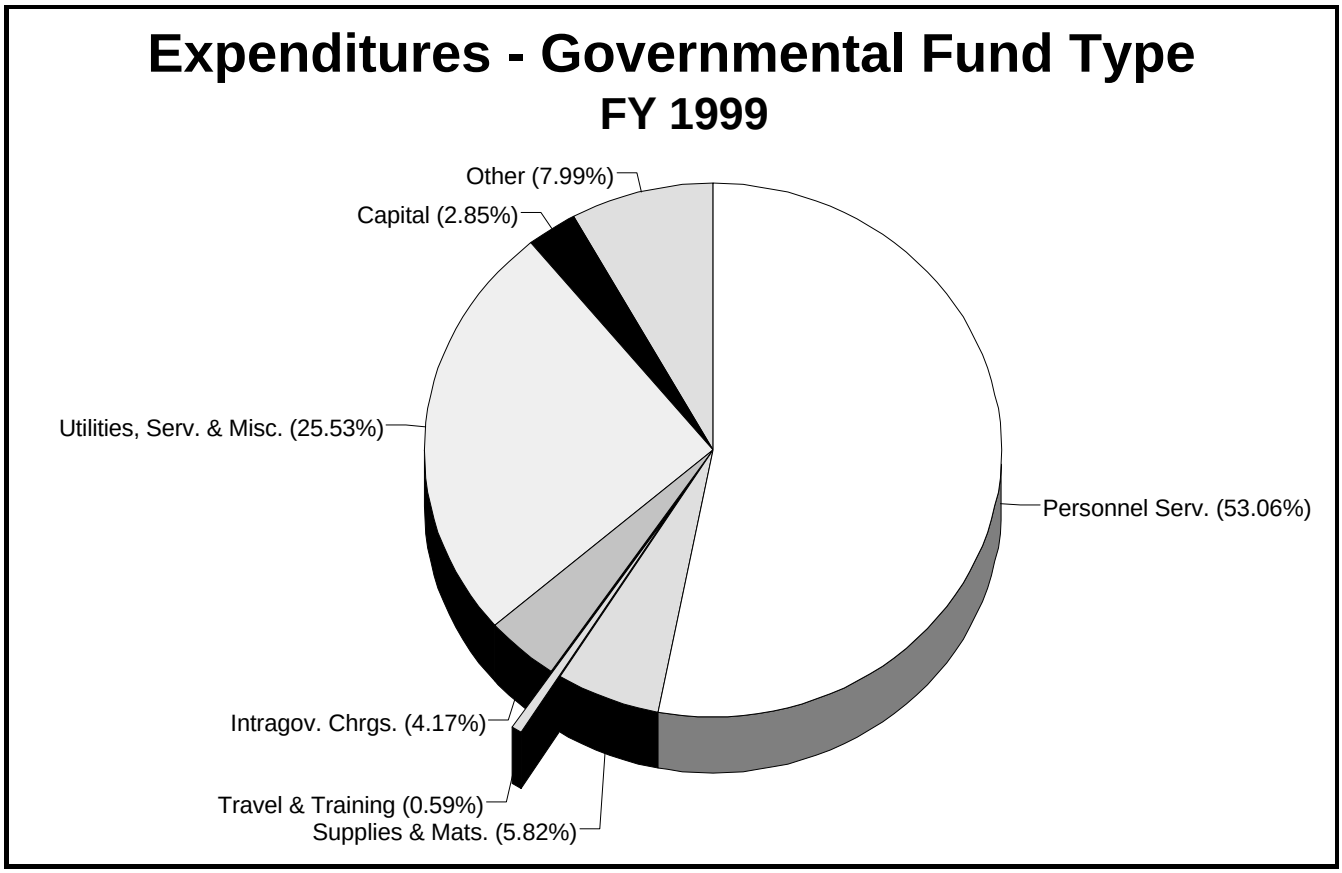
Overall Budget Summary
FY 1999

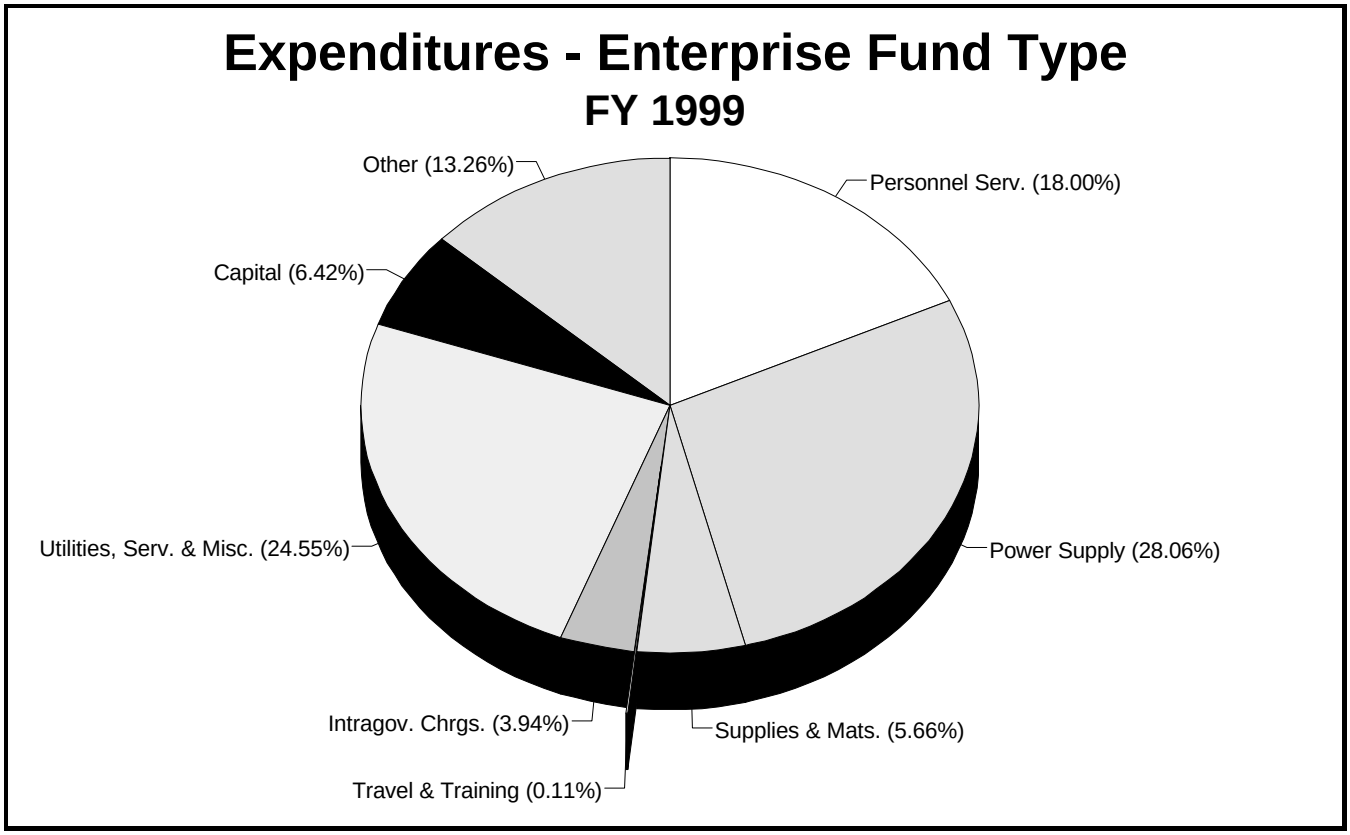


Overall Budget Summary

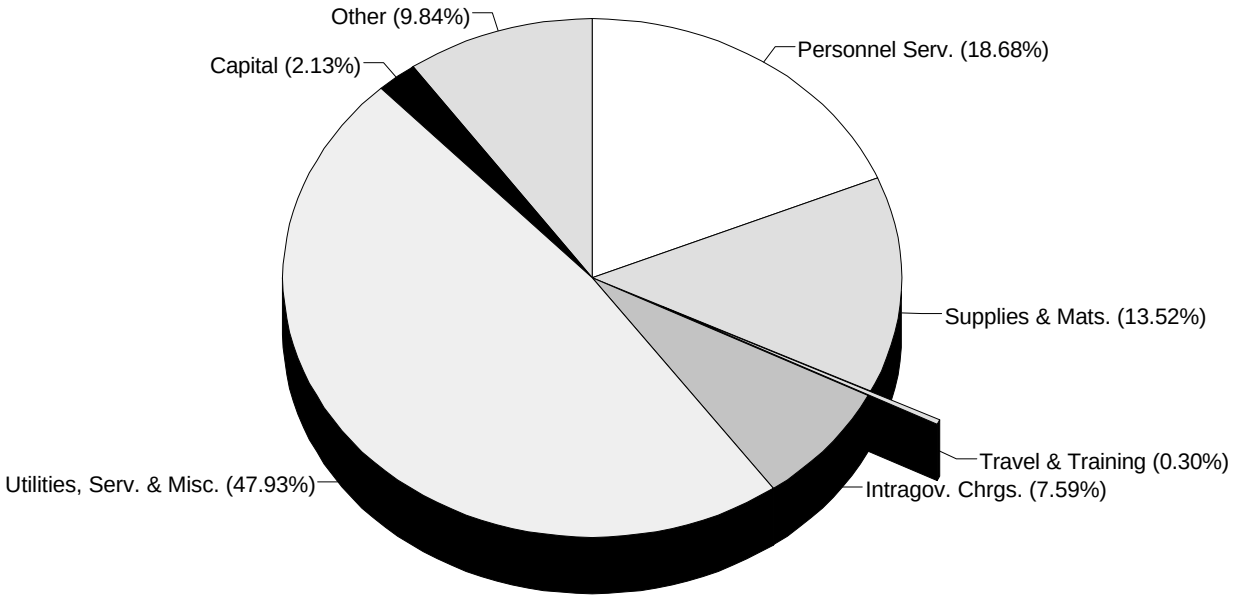
	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 46,660,185	$ 50,074,263	$ 50,100,976	$ 53,288,596	6.4%
Power Supply	32,377,419	33,082,815	33,251,077	32,351,863	-2.2%
Supplies and Materials	10,373,963	11,331,908	11,107,016	12,136,351	7.1%
Travel and Training	542,046	494,536	435,122	503,803	1.9%
Intragovernmental Charges	8,088,869	8,435,359	8,424,522	8,188,072	-2.9%
Utilities,Services & Misc.	32,290,486	36,355,753	37,054,424	50,897,624	40.0%
Capital	12,414,077	13,570,269	12,545,033	9,354,990	-31.1%
Other	21,248,469	21,555,419	21,329,364	21,441,961	-0.5%
Total Appropriations	**163,995,514**	**174,900,322**	**174,247,534**	**188,163,260**	**7.6%**
Summary :					
Operating Expenses	113,206,230	122,795,573	121,951,649	126,695,709	3.2%
Non-Operating Expenses	27,126,297	27,878,792	27,806,425	28,216,459	1.2%
Capital Additions	5,304,894	4,573,798	4,372,788	4,220,053	-7.7%
Tl Excluding Cap Impr. Plan	**145,637,421**	**155,248,163**	**154,130,862**	**159,132,221**	**2.5%**
Capital Improvement Plan	18,358,093	19,652,159	20,116,672	29,031,039	47.7%
Total Appropriations	$ **163,995,514**	$ **174,900,322**	$ **174,247,534**	$ **188,163,260**	**7.6%**

Expenditures - By Fund Type





Expenditures - Internal Service Fund Type
FY 1999



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Financial Summary - Expenditures By Fund Type

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Governmental Fund Type					
Personnel Services	$ 25,570,212	$ 27,632,863	$ 27,499,314	$ 29,208,928	5.7%
Supplies and Materials	2,716,759	3,147,539	2,917,809	3,201,276	1.7%
Travel and Training	243,417	319,140	285,631	322,065	0.9%
Intragovernmental Charges	2,253,330	2,257,833	2,247,124	2,294,849	1.6%
Utilities, Services & Misc.	7,208,378	9,424,716	9,084,483	14,056,717	49.1%
Capital	3,081,115	1,536,227	1,570,840	1,567,861	2.1%
Other	5,270,946	4,430,541	4,430,541	4,400,163	-0.7%
Total Appropriations	**46,344,157**	**48,748,859**	**48,035,742**	**55,051,859**	**12.9%**
Summary					
Operating	34,291,957	38,135,279	37,387,549	40,128,596	5.2%
Non Operating	4,944,969	4,430,541	4,430,541	4,400,163	-0.7%
Capital Additions	1,227,363	1,311,227	1,345,840	1,132,861	-13.6%
Capital Improvement Plan	5,879,868	4,871,812	4,871,812	9,390,239	92.7%
Total Appropriations	**46,344,157**	**48,748,859**	**48,035,742**	**55,051,859**	**12.9%**
Enterprise Fund Type					
Personnel Services	18,394,077	19,466,462	19,618,240	20,754,837	6.6%
Power Supply	32,377,419	33,082,815	33,251,077	32,351,863	-2.2%
Supplies and Materials	5,433,737	5,819,376	5,877,985	6,528,249	12.2%
Travel and Training	71,313	124,006	121,926	127,541	2.9%
Intragovernmental Charges	4,539,666	4,692,561	4,693,921	4,541,097	-3.2%
Utilities, Services & Misc.	18,345,216	18,806,782	20,185,440	28,307,172	50.5%
Capital	8,077,107	11,646,652	10,716,236	7,407,398	-36.4%
Other	13,656,985	14,581,513	14,703,088	15,290,308	4.9%
Total Appropriations	**100,895,520**	**108,220,167**	**109,167,913**	**115,308,465**	**6.5%**
Summary					
Operating	65,740,816	69,659,753	69,973,913	70,895,398	1.8%
Non Operating	19,854,803	20,904,886	21,180,149	22,064,806	5.5%
Capital Additions	2,821,676	2,875,181	2,768,991	2,707,461	-5.8%
Capital Improvement Plan	12,478,225	14,780,347	15,244,860	19,640,800	32.9%
Total Approprations	**100,895,520**	**108,220,167**	**109,167,913**	**115,308,465**	**6.5%**
Internal Service Fund Type					
Personnel Services	2,695,896	2,974,938	2,983,422	3,324,831	11.8%
Supplies and Materials	2,223,467	2,364,993	2,311,222	2,406,826	1.8%
Travel and Training	227,316	51,390	27,565	54,197	5.5%
Intragovernmental Charges	1,295,873	1,484,965	1,483,477	1,352,126	-8.9%
Utilities,Services & Misc.	6,736,892	8,124,255	7,784,501	8,533,735	5.0%
Capital	1,255,855	387,390	257,957	379,731	-2.0%
Other	2,320,538	2,543,365	2,195,735	1,751,490	-31.1%
Total Appropriations	**16,755,837**	**17,931,296**	**17,043,879**	**17,802,936**	**-0.7%**
Summary					
Operating	13,173,457	15,000,541	14,590,187	15,671,715	4.5%
Non Operating	2,326,525	2,543,365	2,195,735	1,751,490	-31.1%
Capital Additions	1,255,855	387,390	257,957	379,731	-2.0%
Capital Improvement Plan	0	0	0	0	0.0%
Total Appropriations	**16,755,837**	**17,931,296**	**17,043,879**	**17,802,936**	**-0.7%**
Total All Funds	**$ 163,995,514**	**$ 174,900,322**	**$ 174,247,534**	**$ 188,163,260**	**7.6%**

Financial Summary - Expenditures By Department Funding Source

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
CITY GENERAL (GF)	$ 4,881,781	$ 5,138,662	$ 5,004,456	$ 5,156,100
CITY COUNCIL (GF)	109,464	160,691	144,512	163,581
CITY CLERK (GF)	130,513	181,193	168,695	149,023
CITY MANAGER (GF)	482,744	578,699	533,092	623,927
FINANCE				
General Fund Operations (GF)	2,443,380	2,632,217	2,631,425	2,755,077
Utility Customer Service (ISF)	1,339,966	1,436,499	1,435,071	1,471,732
Self Insurance Reserve Fund (ISF)	3,089,036	4,251,489	3,709,850	3,319,759
HUMAN RESOURCES (GF)	472,871	560,929	548,236	596,429
LAW DEPARTMENT (GF)	524,862	581,143	580,616	624,925
MUNICIPAL COURT (GF)	422,900	442,725	440,801	443,010
POLICE DEPARTMENT (GF)	9,115,117	9,551,562	9,423,712	9,996,948
FIRE DEPARTMENT (GF)	6,929,692	7,293,739	7,270,797	7,762,258
HEALTH DEPARTMENT (GF)	2,831,647	3,283,993	3,263,816	3,440,517
JCIC - EMERENCY MANAGEMENT (GF)	1,433,214	1,975,526	1,907,088	2,015,143
PLANNING				
General Fund Operations (GF)	413,532	469,030	468,925	505,965
CDBG Fund (SRF)	961,835	100,150	105,369	87,873
ECONOMIC DEVELOPMENT (GF)	243,472	264,884	264,811	280,948
COMMUNITY SERVICES (GF)	846,047	995,778	995,762	1,014,025
PARKS & RECREATION				
General Fund Operations (GF)	2,399,741	2,783,528	2,777,227	2,949,700
Recreation Services (EF)	4,174,117	4,206,225	4,206,457	4,139,483
PUBLIC WORKS				
General Fund Operations (GF)	4,897,230	5,922,930	5,680,664	6,033,935
Public Transportation (EF)	3,329,305	3,218,442	2,989,048	2,957,439
Regional Airport (EF)	1,531,435	2,631,674	2,595,729	1,921,992
Sanitary Sewer Utility Fund (EF)	7,317,289	7,481,166	7,462,150	16,058,695
Parking Facilities Fund (EF)	2,403,179	1,778,670	1,911,856	1,435,234
Solid Waste Utility Fund (EF)	8,228,991	9,548,514	9,369,258	10,337,597
Storm Water Utility Fund (EF)	1,279,725	1,778,003	1,703,131	1,052,830
Custodial & Building Maint. (ISF)	591,077	705,155	745,705	816,307
Fleet Operations (ISF)	2,975,571	3,137,768	3,119,850	3,132,193
WATER & ELECTRIC				
Water Utility Fund (EF)	11,625,092	13,234,432	13,742,757	12,991,159
Electric Utility Fund (EF)	60,467,449	63,326,029	64,155,054	63,852,565
Railroad Utility Fund (EF)	$ 538,938	$ 1,017,012	$ 1,032,473	$ 561,471

Financial Summary - Expenditures By Department Funding Source (Continued)

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
CONTRIBUTIONS FUND (TF)	$ 88,823	$ 93,169	$ 90,431	$ 102,534
PUBLIC COMMUNICATIONS (ISF)	606,665	730,718	682,649	705,151
INFORMATION SERVICES (ISF)	3,807,940	3,131,254	2,873,509	3,182,679
CULTURAL AFFAIRS (SRF)	281,641	278,684	277,236	327,918
CONVENTION & TOURISM (SRF)	553,783	587,815	586,259	631,784
EMPLOYEE BENEFIT FUND (ISF)	4,345,582	4,538,413	4,477,245	5,175,115
GENERAL GOVT. CIP (CIP)	5,879,868	4,871,812	4,871,812	9,390,239
TOTAL	$ **163,995,514**	$ **174,900,322**	$ **174,247,534**	$ **188,163,260**

TOTAL BY FUNDING SOURCE & FUND TYPE:

General Fund (GF)	$ 38,578,207	$ 42,817,229	$ 42,104,635	$ 44,511,511
Special Revenue Fund (SRF)	1,797,259	966,649	968,864	1,047,575
Trust Fund (TF)	88,823	93,169	90,431	102,534
General Govt. CIP (CIP)	5,879,868	4,871,812	4,871,812	9,390,239
TOTAL GOVERNMENTAL FUNDS	**46,344,157**	**48,748,859**	**48,035,742**	**55,051,859**
TOTAL ENTERPRISE FUNDS (EF)	100,895,520	108,220,167	109,167,913	115,308,465
TOTAL INTERNAL SERVICE FUNDS (ISF)	16,755,837	17,931,296	17,043,879	17,802,936
TOTAL FOR ALL FUNDS	$ **163,995,514**	$ **174,900,322**	$ **174,247,534**	$ **188,163,260**

Financial Summary - Expenditures By Department and Category

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
CITY GENERAL (NON-DEPARTMENTAL):				
Operating Expenses	$ 642,939	$ 781,757	$ 647,551	$ 829,575
Non-Operating Expenses	4,238,842	4,356,905	4,356,905	4,326,525
Capital Additions	0	0	0	0
Capital Projects	0	0	0	0
Total Expenses	**4,881,781**	**5,138,662**	**5,004,456**	**5,156,100**
CITY COUNCIL:				
Operating Expenses	106,618	160,691	144,512	163,581
Non-Operating Expenses	0	0	0	0
Capital Additions	2,846	0	0	0
Capital Projects	0	0	0	0
Total Expenses	**109,464**	**160,691**	**144,512**	**163,581**
CITY CLERK:				
Operating Expenses	130,513	142,523	130,257	149,023
Non-Operating Expenses	0	0	0	0
Capital Additions	0	38,670	38,438	0
Capital Projects	0	0	0	0
Total Expenses	**130,513**	**181,193**	**168,695**	**149,023**
CITY MANAGER:				
Operating Expenses	462,987	576,699	528,592	623,927
Non-Operating Expenses	0	0	0	0
Capital Additions	19,757	2,000	4,500	0
Capital Projects	0	0	0	0
Total Expenses	**482,744**	**578,699**	**533,092**	**623,927**
FINANCE DEPARTMENT:				
General Fund Operations:				
Operating Expenses	2,434,571	2,617,631	2,616,910	2,735,278
Non-Operating Expenses	0	0	0	0
Capital Additions	8,809	14,586	14,515	19,799
Capital Projects	0	0	0	0
Total Expenses	**2,443,380**	**2,632,217**	**2,631,425**	**2,755,077**
Utility Customer Services:				
Operating Expenses	1,334,079	1,428,554	1,427,135	1,466,809
Non-Operating Expenses	3,005	2,945	2,936	2,936
Capital Additions	2,882	5,000	5,000	1,987
Capital Projects	0	0	0	0
Total Expenses	**1,339,966**	**1,436,499**	**1,435,071**	**1,471,732**
Self Insurance Reserve Fund:				
Operating Expenses	1,446,798	2,711,489	2,476,750	2,419,759
Non-Operating Expenses	1,642,238	1,540,000	1,233,100	900,000
Capital Additions	0	0	0	0
Capital Projects	0	0	0	0
Total Expenses	**3,089,036**	**4,251,489**	**3,709,850**	**3,319,759**
HUMAN RESOURCES:				
Operating Expenses	470,072	558,582	544,689	596,429
Non-Operating Expenses	0	0	0	0
Capital Additions	2,799	2,347	3,547	0
Capital Projects	0	0	0	0
Total Expenses	$ **472,871**	$ **560,929**	$ **548,236**	$ **596,429**

Financial Summary - Expenditures By Department and Category (Continued)

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
LAW DEPARTMENT:				
Operating Expenses	$ 520,212	$ 578,328	$ 578,101	$ 624,925
Non-Operating Expenses	0	0	0	0
Capital Additions	4,650	2,815	2,515	0
Capital Projects	0	0	0	0
Total Expenses	**524,862**	**581,143**	**580,616**	**624,925**
MUNICIPAL COURT:				
Operating Expenses	413,419	385,475	380,901	437,916
Non-Operating Expenses	0	0	0	0
Capital Additions	9,481	57,250	59,900	5,094
Capital Projects	0	0	0	0
Total Expenses	**422,900**	**442,725**	**440,801**	**443,010**
POLICE DEPARTMENT:				
Operating Expenses	8,652,475	9,358,217	9,190,158	9,831,237
Non-Operating Expenses	0	0	0	0
Capital Additions	462,642	193,345	233,554	165,711
Capital Projects	0	0	0	0
Total Expenses	**9,115,117**	**9,551,562**	**9,423,712**	**9,996,948**
FIRE DEPARTMENT:				
Operating Expenses	6,820,444	7,172,805	7,150,633	7,646,555
Non-Operating Expenses	0	0	0	0
Capital Additions	109,248	120,934	120,164	115,703
Capital Projects	0	0	0	0
Total Expenses	**6,929,692**	**7,293,739**	**7,270,797**	**7,762,258**
HEALTH DEPARTMENT:				
Operating Expenses	2,826,519	3,265,266	3,245,170	3,436,277
Non-Operating Expenses	0	0	0	0
Capital Additions	5,128	18,727	18,646	4,240
Capital Projects	0	0	0	0
Total Expenses	**2,831,647**	**3,283,993**	**3,263,816**	**3,440,517**
JOINT COMMUNICATIONS/EMERG. MGMT:				
Operating Expenses	1,392,308	1,831,537	1,768,219	1,963,627
Non-Operating Expenses	0	0	0	0
Capital Additions	40,906	143,989	138,869	51,516
Capital Projects	0	0	0	0
Total Expenses	**1,433,214**	**1,975,526**	**1,907,088**	**2,015,143**
PLANNING DEPARTMENT:				
General Fund Operations:				
Operating Expenses	389,955	469,030	468,925	497,182
Non-Operating Expenses	0	0	0	0
Capital Additions	23,577	0	0	8,783
Capital Projects	0	0	0	0
Total Expenses	**413,532**	**469,030**	**468,925**	**505,965**
CDBG Fund:				
Operating Expenses	364,716	100,150	102,369	87,873
Non-Operating Expenses	592,175	0	0	0
Capital Additions	4,944	0	3,000	0
Capital Projects	0	0	0	0
Total Expenses	$ **961,835**	$ **100,150**	$ **105,369**	$ **87,873**

Financial Summary - Expenditures By Department and Category (Continued)

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
ECONOMIC DEVELOPMENT:				
Operating Expenses	$ 243,472	$ 264,884	$ 264,811	$ 280,948
Non-Operating Expenses	0	0	0	0
Capital Additions	0	0	0	0
Capital Projects	0	0	0	0
Total Expenses	**243,472**	**264,884**	**264,811**	**280,948**
COMMUNITY SERVICES:				
Operating Expenses	842,304	993,321	993,305	1,014,025
Non-Operating Expenses	0	0	0	0
Capital Additions	3,743	2,457	2,457	0
Capital Projects	0	0	0	0
Total Expenses	**846,047**	**995,778**	**995,762**	**1,014,025**
PARKS & RECREATION DEPARTMENT:				
General Fund Operations:				
Operating Expenses	2,187,537	2,517,870	2,519,231	2,653,280
Non-Operating Expenses	0	0	0	0
Capital Additions	212,204	265,658	257,996	296,420
Capital Projects	0	0	0	0
Total Expenses	**2,399,741**	**2,783,528**	**2,777,227**	**2,949,700**
Recreation Services Fund:				
Operating Expenses	3,254,804	3,452,240	3,473,009	3,614,574
Non-Operating Expenses	268,271	279,085	258,548	193,284
Capital Additions	89,472	124,900	124,900	132,625
Capital Projects	561,570	350,000	350,000	199,000
Total Expenses	**4,174,117**	**4,206,225**	**4,206,457**	**4,139,483**
PUBLIC WORKS DEPARTMENT:				
General Fund Operations:				
Operating Expenses	4,581,200	5,474,481	5,232,925	5,572,314
Non-Operating Expenses	0	0	0	0
Capital Additions	316,030	448,449	447,739	461,621
Capital Projects	0	0	0	0
Total Expenses	**4,897,230**	**5,922,930**	**5,680,664**	**6,033,935**
Public Transportation Fund:				
Operating Expenses	2,409,210	2,404,682	2,374,822	2,466,246
Non-Operating Expenses	177,201	365,985	178,451	187,193
Capital Additions	742,894	209,775	197,775	219,500
Capital Projects	0	238,000	238,000	84,500
Total Expenses	**3,329,305**	**3,218,442**	**2,989,048**	**2,957,439**
Regional Airport Fund:				
Operating Expenses	990,452	1,065,989	1,080,215	1,091,013
Non-Operating Expenses	402,405	418,885	395,284	460,881
Capital Additions	40,247	60,600	34,030	20,498
Capital Projects	98,331	1,086,200	1,086,200	349,600
Total Expenses	**1,531,435**	**2,631,674**	**2,595,729**	**1,921,992**
Sanitary Sewer Utility Fund:				
Operating Expenses	4,120,261	4,408,606	4,359,346	4,693,795
Non-Operating Expenses	2,736,488	2,722,982	2,808,882	2,792,400
Capital Additions	182,293	349,578	293,922	197,100
Capital Projects	278,247	0	0	8,375,400
Total Expenses	$ **7,317,289**	$ **7,481,166**	$ **7,462,150**	$ **16,058,695**

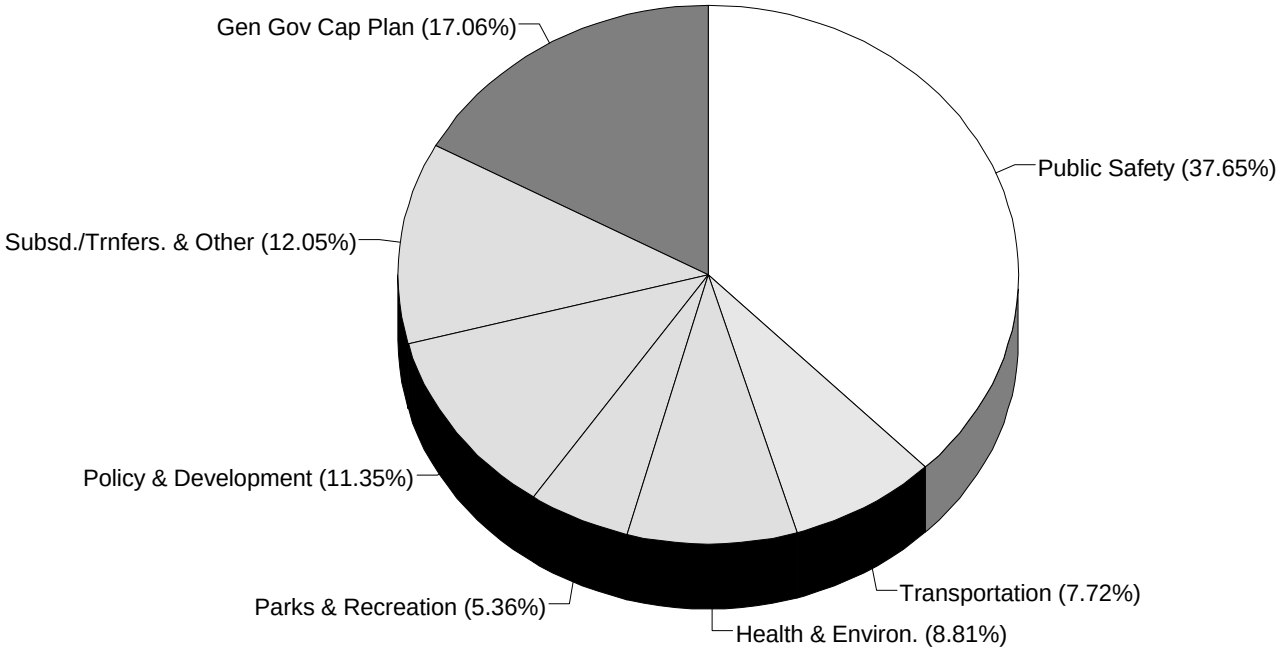
Financial Summary - Expenditures By Department and Category (Continued)

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Parking Facilities Fund:				
Operating Expenses	$ 328,248	$ 469,594	$ 470,734	$ 490,691
Non-Operating Expenses	780,860	795,396	928,608	944,543
Capital Additions	2,818	18,980	17,814	0
Capital Projects	1,291,253	494,700	494,700	0
Total Expenses	**2,403,179**	**1,778,670**	**1,911,856**	**1,435,234**
Solid Waste Utility Fund:				
Operating Expenses	6,073,985	6,916,160	6,891,553	7,599,205
Non-Operating Expenses	1,388,603	1,546,303	1,389,852	1,381,123
Capital Additions	614,661	736,051	737,853	782,269
Capital Projects	151,742	350,000	350,000	575,000
Total Expenses	**8,228,991**	**9,548,514**	**9,369,258**	**10,337,597**
Storm Water Utility Fund:				
Operating Expenses	509,651	613,841	561,036	641,105
Non-Operating Expenses	89,171	101,225	96,158	101,225
Capital Additions	52,301	73,337	56,337	31,500
Capital Projects	628,602	989,600	989,600	279,000
Total Expenses	**1,279,725**	**1,778,003**	**1,703,131**	**1,052,830**
Custodial & Bldg. Maintenance Fund:				
Operating Expenses	586,634	696,405	738,630	757,286
Non-Operating Expenses	4,443	4,450	2,775	4,521
Capital Additions	0	4,300	4,300	54,500
Capital Projects	0	0	0	0
Total Expenses	**591,077**	**705,155**	**745,705**	**816,307**
Fleet Operations Fund:				
Operating Expenses	0	0	0	0
Non-Operating Expenses	2,870,060	3,105,647	3,090,620	3,061,193
Capital Additions	20,764	22,471	21,172	51,006
Capital Projects	84,747	9,650	8,058	19,994
Total Expenses	**2,975,571**	**3,137,768**	**3,119,850**	**3,132,193**
WATER & ELECTRIC DEPARTMENT:				
Water Utility Fund:				
Operating Expenses	5,060,640	5,548,258	5,626,042	5,701,262
Non-Operating Expenses	3,328,758	3,320,410	3,755,751	4,075,403
Capital Additions	335,235	321,067	316,267	246,494
Capital Projects	2,900,459	4,044,697	4,044,697	2,968,000
Total Expenses	**11,625,092**	**13,234,432**	**13,742,757**	**12,991,159**
Electric Utility Fund:				
Operating Expenses	42,733,234	44,507,221	44,862,533	44,269,536
Non-Operating Expenses	10,540,489	11,218,115	11,218,115	11,770,254
Capital Additions	744,162	955,393	964,593	1,077,475
Capital Projects	6,449,564	6,645,300	7,109,813	6,735,300
Total Expenses	**60,467,449**	**63,326,029**	**64,155,054**	**63,852,565**
Railroad Fund:				
Operating Expenses	260,331	273,162	274,623	327,971
Non-Operating Expenses	142,557	136,500	150,500	158,500
Capital Additions	17,593	25,500	25,500	0
Capital Projects	118,457	581,850	581,850	75,000
Total Expenses	$ **538,938**	$ **1,017,012**	$ **1,032,473**	$ **561,471**

Financial Summary - Expenditures By Department and Category (Continued)

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
CONTRIBUTIONS FUND:				
Operating Expenses	$ 50,089	$ 93,169	$ 90,431	$ 102,534
Non-Operating Expenses	38,734	0	0	0
Capital Additions	0	0	0	0
Capital Projects	0	0	0	0
Total Expenses	**88,823**	**93,169**	**90,431**	**102,534**
PUBLIC COMMUNICATIONS FUND:				
Operating Expenses	568,131	684,453	637,246	686,048
Non-Operating Expenses	18,014	16,265	15,403	15,403
Capital Additions	20,520	30,000	30,000	3,700
Capital Projects	0	0	0	0
Total Expenses	**606,665**	**730,718**	**682,649**	**705,151**
INFORMATION SERVICES FUND:				
Operating Expenses	2,170,173	1,983,580	1,890,561	2,105,505
Non-Operating Expenses	490,061	809,234	772,349	777,624
Capital Additions	1,147,706	338,440	210,599	299,550
Capital Projects	0	0	0	0
Total Expenses	**3,807,940**	**3,131,254**	**2,873,509**	**3,182,679**
CULTURAL AFFAIRS FUND:				
Operating Expenses	281,641	278,684	277,236	327,918
Non-Operating Expenses	0	0	0	0
Capital Additions	0	0	0	0
Capital Projects	0	0	0	0
Total Expenses	**281,641**	**278,684**	**277,236**	**327,918**
CONVENTION & TOURISM FUND:				
Operating Expenses	477,966	514,179	512,623	554,172
Non-Operating Expenses	75,218	73,636	73,636	73,638
Capital Additions	599	0	0	3,974
Capital Projects	0	0	0	0
Total Expenses	**553,783**	**587,815**	**586,259**	**631,784**
EMPLOYEE BENEFIT FUND:				
Operating Expenses	4,197,582	4,390,413	4,329,245	5,175,115
Non-Operating Expenses	148,000	148,000	148,000	0
Capital Additions	0	0	0	0
Capital Projects	0	0	0	0
Total Expenses	**4,345,582**	**4,538,413**	**4,477,245**	**5,175,115**
GENERAL GOVT. CAPITAL PROJECTS:				
Operating Expenses	0	0	0	0
Non-Operating Expenses	0	0	0	0
Capital Additions	0	0	0	0
Capital Projects	5,879,868	4,871,812	4,871,812	9,390,239
Total Expenses	**5,879,868**	**4,871,812**	**4,871,812**	**9,390,239**
TOTAL FOR ALL FUNDS:				
OPERATING EXPENSES	**110,336,170**	**119,689,926**	**118,861,029**	**123,634,516**
NON-OPERATING EXPENSES	**29,975,593**	**30,961,968**	**30,875,873**	**31,226,646**
CAPITAL ADDITIONS	**5,240,911**	**4,586,619**	**4,385,902**	**4,251,065**
CAPITAL PROJECTS	**18,442,840**	**19,661,809**	**20,124,730**	**29,051,033**
TOTAL EXPENSES	**$ 163,995,514**	**$ 174,900,322**	**$ 174,247,534**	**$ 188,163,260**

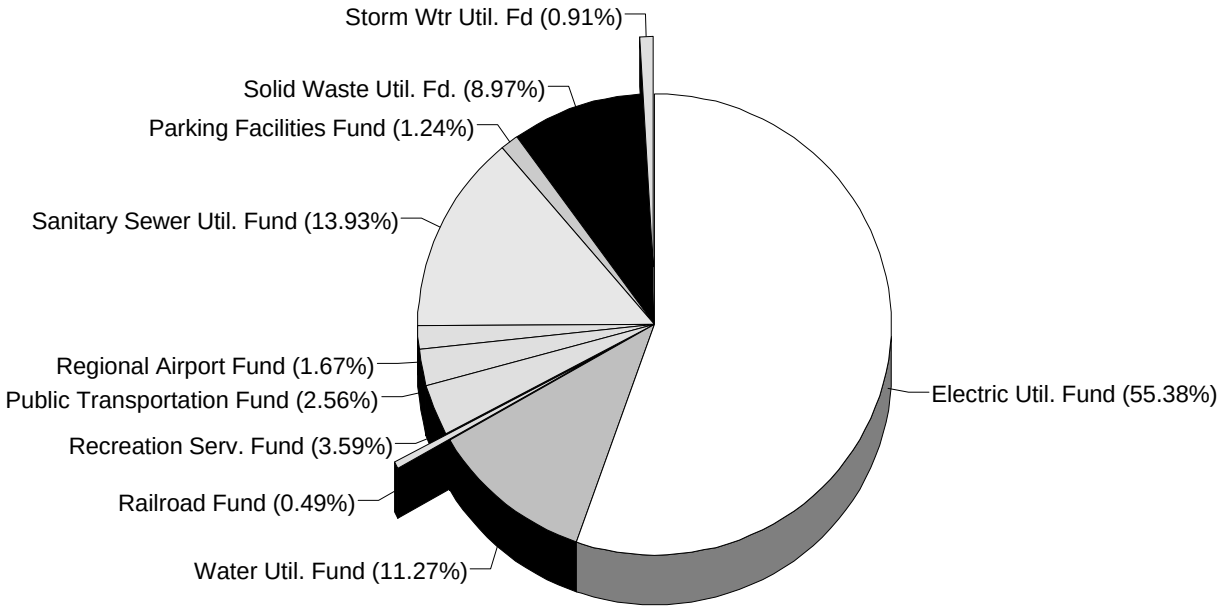
General Government Expenditures By Function FY 1999



General Government Expenditures By Function

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Public Safety	$ 18,333,637	$ 19,731,710	$ 19,514,896	$ 20,726,323	5.0%
Transportation	3,380,417	4,188,563	3,968,497	4,251,118	1.5%
Health & Environment	4,793,588	4,663,396	4,622,975	4,852,196	4.0%
Parks & Recreation	2,399,741	2,783,528	2,777,227	2,949,700	6.0%
Policy & Development	5,325,245	6,002,862	5,913,311	6,246,520	4.1%
Subsidies/Transfers & Other	6,231,661	6,506,988	6,367,024	6,635,763	2.0%
General Gov. Capital Plan	5,879,868	4,871,812	4,871,812	9,390,239	92.7%
Total Appropriations	**$ 46,344,157**	**$ 48,748,859**	**$ 48,035,742**	**$ 55,051,859**	**12.9%**

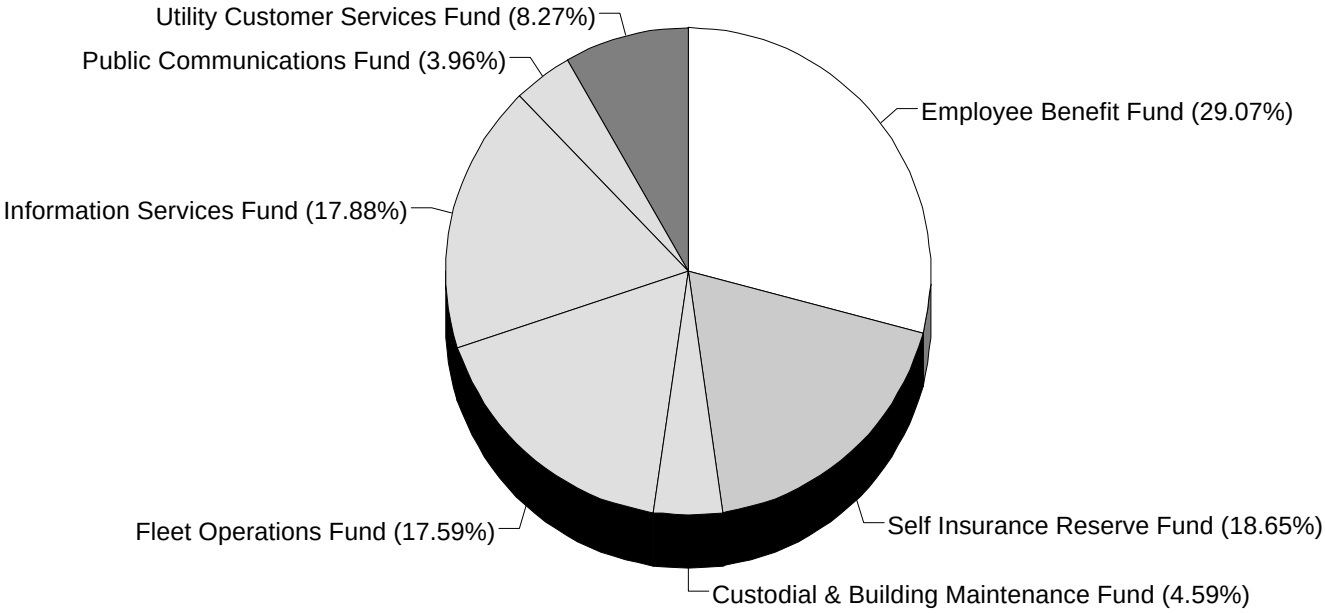
Enterprise Fund Expenses By Fund
FY 1999



Enterprise Fund Expenses By Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Electric Utility Fund	$ 60,467,449	$ 63,326,029	$ 64,155,054	$ 63,852,565	0.8%
Water Utility Fund	11,625,092	13,234,432	13,742,757	12,991,159	-1.8%
Railroad Fund	538,938	1,017,012	1,032,473	561,471	-44.8%
Recreation Services Fund	4,174,117	4,206,225	4,206,457	4,139,483	-1.6%
Public Transportation Fund	3,329,305	3,218,442	2,989,048	2,957,439	-8.1%
Regional Airport Fund	1,531,435	2,631,674	2,595,729	1,921,992	-27.0%
Sanitary Sewer Utility Fund	7,317,289	7,481,166	7,462,150	16,058,695	114.7%
Parking Facilities Fund	2,403,179	1,778,670	1,911,856	1,435,234	-19.3%
Solid Waste Utility Fund	8,228,991	9,548,514	9,369,258	10,337,597	8.3%
Storm Water Utility Fund	1,279,725	1,778,003	1,703,131	1,052,830	-40.8%
Total	**$ 100,895,520**	**$ 108,220,167**	**$ 109,167,913**	**$ 115,308,465**	**6.5%**

Internal Service Fund Expenses By Fund
FY 1999



Internal Service Fund Expenses By Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Employee Benefit Fund	$ 4,345,582	$ 4,538,413	$ 4,477,245	$ 5,175,115	14.0%
Self Insurance Reserve Fd	3,089,036	4,251,489	3,709,850	3,319,759	-21.9%
Custodial & Bldg Maint. Fd	591,077	705,155	745,705	816,307	15.8%
Fleet Operations Fund	2,975,571	3,137,768	3,119,850	3,132,193	-0.2%
Information Services Fund	3,807,940	3,131,254	2,873,509	3,182,679	1.6%
Public Communications Fd	606,665	730,718	682,649	705,151	-3.5%
Utility Customer Serv. Fd	1,339,966	1,436,499	1,435,071	1,471,732	2.5%
Total	**$ 16,755,837**	**$ 17,931,296**	**$ 17,043,879**	**$ 17,802,936**	**-0.7%**

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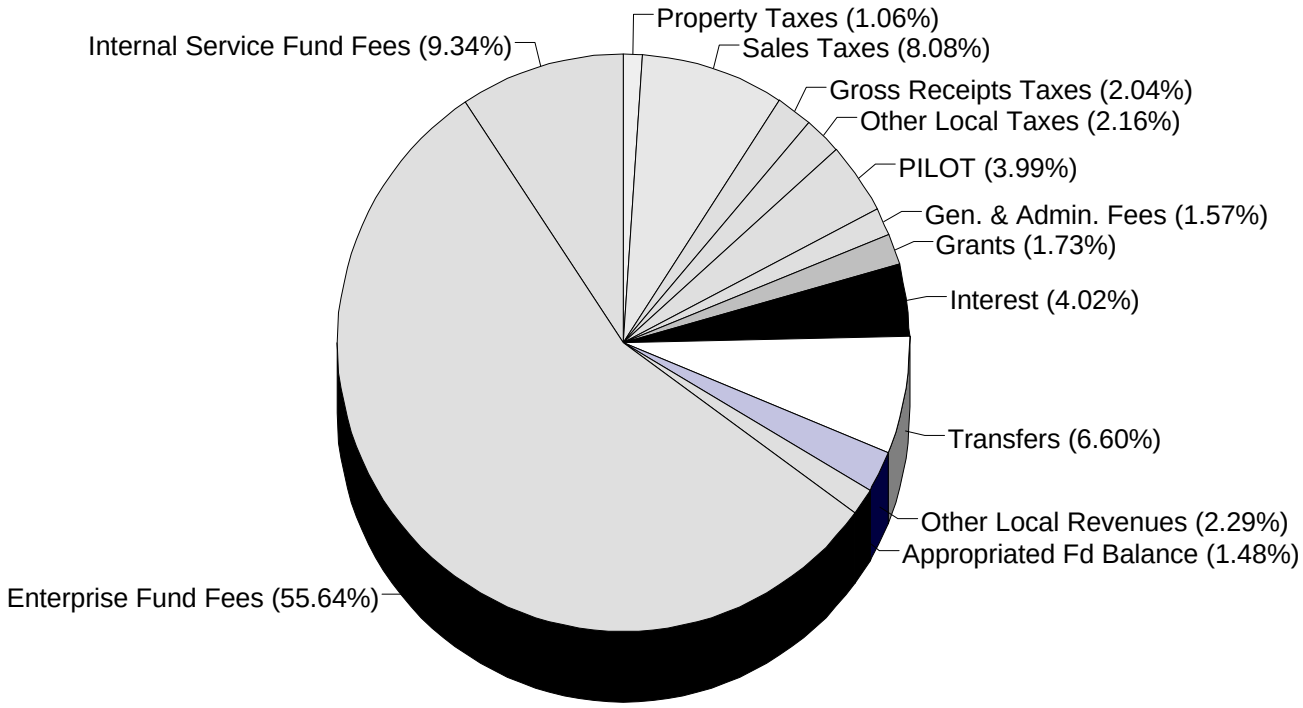
Revenue Summaries

City of Columbia
Columbia, Missouri

Overall Revenue Summary
FY 1999



All Funds Revenue By Category

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Estimated FY 1998
Property Taxes	$ 1,570,154	$ 1,624,515	$ 1,629,655	$ 1,694,440	4.0%
Sales Taxes	11,651,707	12,200,000	12,350,809	12,968,350	5.0%
Gross Receipts Taxes	3,046,592	2,929,942	3,199,392	3,273,160	2.3%
Other Local Taxes	3,211,609	3,418,000	3,438,000	3,471,200	1.0%
PILOT	6,007,690	6,195,000	6,195,000	6,411,825	3.5%
Gen. & Admin. Charges	2,486,467	2,586,000	2,586,000	2,517,763	-2.6%
Grants	2,489,160	2,838,959	2,585,043	2,778,172	7.5%
Interest	6,821,931	6,709,814	6,587,129	6,453,670	-2.0%
Transfers	10,458,386	10,439,245	10,439,245	10,590,296	1.4%
Other Local Revenues	4,096,511	3,388,694	3,639,563	3,680,428	1.1%
Appropriated Fund Balance	1,624,250	2,338,281	1,404,540	2,378,624	69.4%
Enterprise Fund Fees	84,022,387	84,901,389	86,334,041	89,307,649	3.4%
Internal Service Fund Fees	13,887,201	14,145,178	14,672,999	14,985,565	2.1%
Total	$ **151,374,045**	$ **153,715,017**	$ **155,061,416**	$ **160,511,142**	**3.5%**

Financial Summary - FY 1999 Revenue Summary By Category and Funding Source

	General Government	Enterprise	Internal Service	FY 1999 Total
TAXES:				
Property Taxes	$ 1,694,440	$ 0	$ 0	$ 1,694,440
Sales Tax	12,968,350	0	0	12,968,350
Gross Receipts Taxes	3,273,160	0	0	3,273,160
Other Local Taxes	3,471,200	0	0	3,471,200
TOTAL TAXES	**21,407,150**	**0**	**0**	**21,407,150**
INTRAGOVERNMENTAL REVENUES:				
PILOT	6,411,825	0	0	6,411,825
Gen. & Admin. Fees	2,517,763	0	0	2,517,763
TOTAL INTRAGOVERNMENTAL REV.	**8,929,588**	**0**	**0**	**8,929,588**
INTERGOVERNMENTAL REVENUES (Grant Revenue)	**2,273,400**	**504,772**	**0**	**2,778,172**
INVESTMENT REVENUE	**1,043,500**	**2,832,359**	**2,577,811**	**6,453,670**
OPERATING TRANSFERS	**6,543,891**	**4,046,405**	**0**	**10,590,296**
OTHER LOCAL REVENUE:				
Licenses & Permits	541,500	0	0	541,500
Fines	940,400	0	0	940,400
Governmental Fees	1,207,052	0	0	1,207,052
Miscellaneous Revenue	254,886	733,515	3,075	991,476
TOTAL OTHER LOCAL REVENUE	**2,943,838**	**733,515**	**3,075**	**3,680,428**
APPROPRIATED FUND BALANCE	**2,378,624**	**0**	**0**	**2,378,624**
ENTERPRISE FUND FEES:				
Railroad Utility Fees	0	340,000	0	340,000
Water Utility Fees	0	9,767,212	0	9,767,212
Electric Utility Fees	0	60,459,949	0	60,459,949
Recreation Fees	0	2,601,039	0	2,601,039
Public Transportation Fees	0	424,850	0	424,850
Airport Utility Fees	0	466,784	0	466,784
Sanitary Sewer Fees	0	5,423,000	0	5,423,000
Parking Fees	0	1,022,048	0	1,022,048
Solid Waste Utility Fees	0	7,832,767	0	7,832,767
Storm Water Utility Fees	0	970,000	0	970,000
TOTAL ENTERPRISE FUND FEES	**0**	**89,307,649**	**0**	**89,307,649**
INTERNAL SERVICE FEES:				
Health Insurance Fees	0	0	4,992,492	4,992,492
Self Insurance Fees	0	0	1,500,000	1,500,000
Custodial & Bldg Maintenance Fees	0	0	723,796	723,796
Fleet Maintenance Fees	0	0	3,176,800	3,176,800
Information Services Fees	0	0	2,458,442	2,458,442
Print Shop & Mailroom Fees	0	0	669,500	669,500
Utility Customer Services Billing Fees	0	0	1,464,535	1,464,535
TOTAL INTERNAL SERVICE FUND FEES	**0**	**0**	**14,985,565**	**14,985,565**
TOTAL REVENUES AND OTHER SOURCES	**$ 45,519,991**	**$ 97,424,700**	**$ 17,566,451**	**$ 160,511,142**

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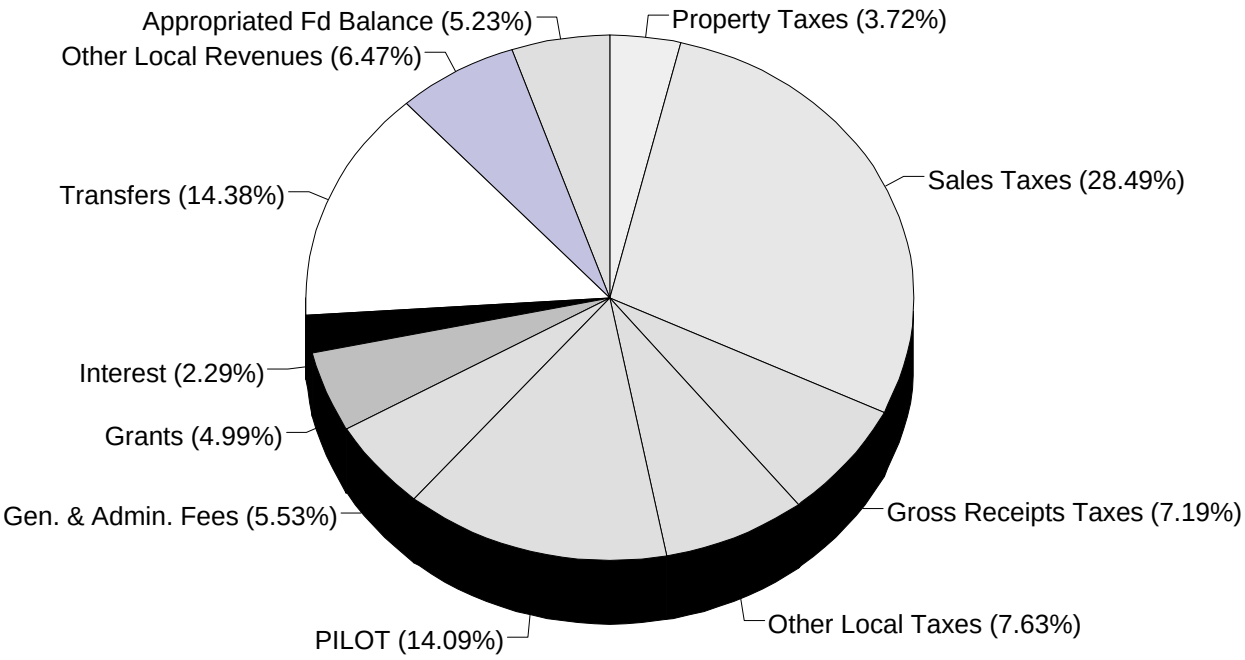
General Government Revenues
FY 1999



General Government Revenues

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Estimated FY 1998
Property Taxes	$ 1,570,154	$ 1,624,515	$ 1,629,655	$ 1,694,440	4.0%
Sales Taxes	11,651,707	12,200,000	12,350,809	12,968,350	5.0%
Gross Receipts Taxes	3,046,592	2,929,942	3,199,392	3,273,160	2.3%
Other Local Taxes	3,211,609	3,418,000	3,438,000	3,471,200	1.0%
PILOT	6,007,690	6,195,000	6,195,000	6,411,825	3.5%
Gen. & Admin. Charges	2,486,467	2,586,000	2,586,000	2,517,763	-2.6%
Grants	2,023,348	2,276,152	2,018,587	2,273,400	12.6%
Interest	984,179	958,000	1,047,409	1,043,500	-0.4%
Transfers	6,498,232	6,322,840	6,322,840	6,543,891	3.5%
Other Local Revenues	3,040,402	2,846,779	2,876,414	2,943,838	2.3%
Appropriated Fund Balance	1,624,250	2,338,281	1,404,540	2,378,624	69.4%
Total	**$ 42,144,630**	**$ 43,695,509**	**$ 43,068,646**	**$ 45,519,991**	**5.7%**

GENERAL FUND REVENUES:

The City of Columbia receives revenues from a number of sources, including Property Taxes; Sales Taxes; Other Local Taxes; PILOT; General and Administrative (G&A) Fees; Grants; Interest Revenue; Transfers; Franchises, Licenses and Permits; Fines, Fees, Service Charges, and Misc; and Appropriated Fund Balance.

Some of the City's major revenue sources include: Sales Taxes, Transfers, PILOT, Other Local Taxes, and G&A Fees.

- **Sales Taxes**: A general sales tax is levied on all persons selling tangible personal property or rendering taxable services on a retail basis within the City limits. The City's General Fund receives 91.80% of 1% of gross retail receipts and 8.2% goes to the Public Improvement Fund. Sales tax revenues are projected to grow at a rate of 5%. FY 98 taxes are indicating slightly over 6%. Because of the significance of the funding source, this area will be monitored closely.

- **Transfers**: Several different funds of the City transfer amounts into the General Fund. The largest transfer comes from the Transportation Sales Tax Trust Fund. The City of Columbia collects a ½% sales tax that is to be used for transportation purposes. Part of this sales tax is transferred into the City's General Fund. The General Fund uses this revenue to fund bus and airport subsidies as well as pay for street and sidewalk related expenses. A 5% growth rate was also applied to this revenue.

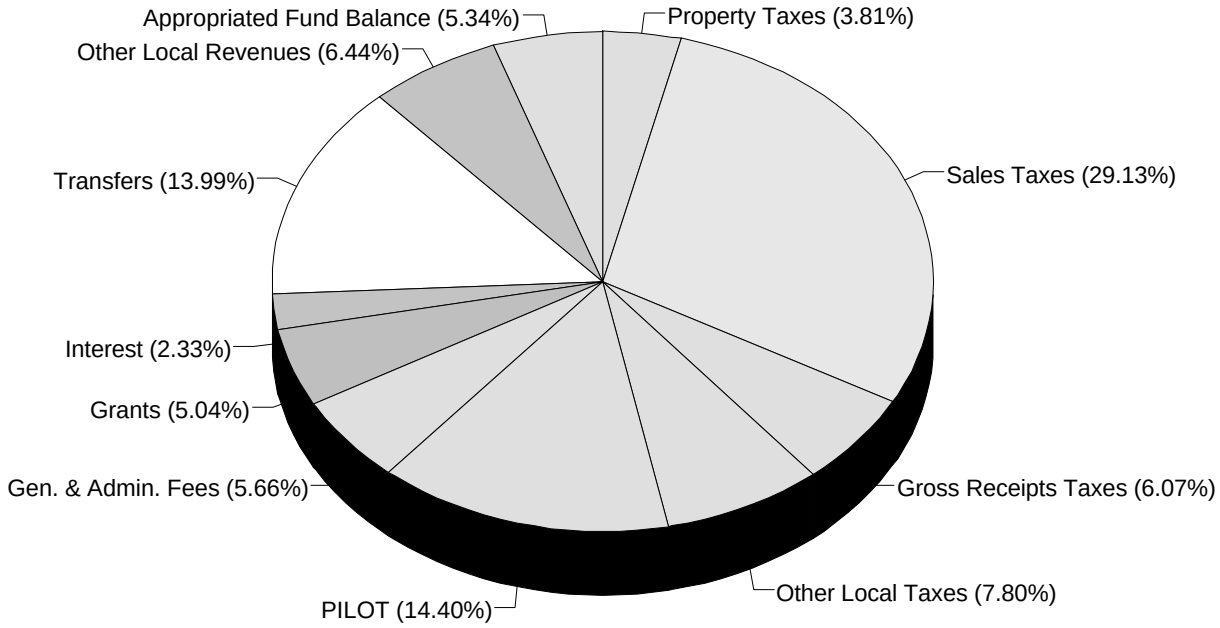
- **PILOT**: (Payment-In-Lieu-Of-Taxes) The Water and Electric Fund pays the General Fund annually an amount substantially equivalent to the 7% gross receipts taxes which would be paid if the utilities were owned privately. PILOT payments are projected to grow at 3.5% based upon recent growth trends.

- **Other Local Taxes**: These include the gasoline tax, cigarette tax, motor vehicle taxes, and gross receipt taxes from General Telephone Company, Union Electric, and Boone Electric.
  - The Gasoline Tax provides for the construction and maintenance of highways. As provided by state law, the gasoline rates have been increasing 2 cents per gallon every two years. The rate increased to 17 cents per gallon on April 1, 1996, the last year of the state approved increase. 1% growth is anticipated for FY 99.
  - The Cigarette Tax Rate is 10 cents per package. The tax is collected on each package by the wholesaler. No growth is projected for this revenue.
  - The City's portion of the Motor Vehicle Sales Tax is 1½ cents per $1.00 vehicle cost. The City also receives a part of the license plate fee which is approximately $12.50. Grown at 5.5% based on historical trends.
  - The Gross Receipts Tax Rate is 7% of gross receipts. This tax is collected from General Telephone Company, Union Electric, and Boone Electric. Grown at 2% based on historical trends for Union Electric and Boone Electric. GTE projected revenues have been adjusted to reflect a recent change in distribution by GTE.

- **General and Administrative Fees**: (G&A) The City charges proportionately for all services performed by General Fund departments for enterprise, internal services, and other City funds. The charges are computed on the basis of an estimated allocation of time the various City departments contribute for servicing these funds. Minor adjustment were made to the allocation methodology for FY 99. Amount allocated is based on actual FY 97 personnel cost projected to FY 99.

FY 99 budgeted revenues exceed FY 98 estimated revenues by $2,451,345, or 5.7%.

General Fund Revenues
FY 1999



General Fund Revenues

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Estimated FY 1998
Property Taxes	$ 1,570,154	$ 1,624,515	$ 1,629,655	$ 1,694,440	4.0%
Sales Taxes	11,651,707	12,200,000	12,350,809	12,968,350	5.0%
Gross Receipts Taxes	2,528,092	2,399,242	2,649,392	2,699,660	1.9%
Other Local Taxes	3,211,609	3,418,000	3,438,000	3,471,200	1.0%
PILOT	6,007,690	6,195,000	6,195,000	6,411,825	3.5%
Gen. & Admin. Fees	2,486,467	2,586,000	2,586,000	2,517,763	-2.6%
Grants	1,981,327	2,240,172	1,982,607	2,241,400	13.1%
Interest	970,110	955,000	1,035,000	1,035,000	0.0%
Transfers	6,219,938	6,044,546	6,044,546	6,226,977	3.0%
Other Local Revenues	2,956,287	2,765,132	2,789,086	2,866,272	2.8%
Appropriated Fund Balance	1,624,250	2,338,281	1,404,540	2,378,624	69.4%
Total	**$ 41,207,631**	**$ 42,765,888**	**$ 42,104,635**	**$ 44,511,511**	**5.7%**

Financial Summaries - General Fund Revenue Detail

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
TAXES:				
PROPERTY TAXES:				
Property Taxes - Real Estate	$ 1,179,223	$ 1,267,350	$ 1,267,350	$ 1,324,381
Property Taxes - Personal Property	337,500	303,525	309,805	317,184
Property Taxes - Other	53,431	53,640	52,500	52,875
Total Property Taxes	**1,570,154**	**1,624,515**	**1,629,655**	**1,694,440**
SALES TAX	**11,651,707**	**12,200,000**	**12,350,809**	**12,968,350**
GROSS RECEIPTS TAX:				
Gross Receipts Tax - GTE	739,152	489,850	740,000	747,400
Gross Receipts Tax - Union Electric	1,483,229	1,612,500	1,612,500	1,644,750
Gross Receipts Tax - Boone Electric	263,819	255,000	255,000	265,200
Gross Receipts Tax - CATV	41,892	41,892	41,892	42,310
Total Gross Receipts Tax	**2,528,092**	**2,399,242**	**2,649,392**	**2,699,660**
OTHER LOCAL TAXES:				
Cigarette Tax	556,629	618,000	638,000	651,000
Gasoline Tax	1,902,337	2,020,000	2,020,000	2,040,200
Motor Vehicle Tax	752,643	780,000	780,000	780,000
Total Other Local Taxes	**3,211,609**	**3,418,000**	**3,438,000**	**3,471,200**
TOTAL TAXES	**18,961,562**	**19,641,757**	**20,067,856**	**20,833,650**
INTRAGOVERNMENTAL REVENUES:				
PILOT:				
PILOT - Electric	4,688,248	4,868,000	4,868,000	5,038,380
PILOT - Water	1,319,442	1,327,000	1,327,000	1,373,445
Total PILOT	**6,007,690**	**6,195,000**	**6,195,000**	**6,411,825**
General & Administrative Revenue	2,486,467	2,586,000	2,586,000	2,517,763
TOTAL INTRAGOV. REVENUES	**8,494,157**	**8,781,000**	**8,781,000**	**8,929,588**
INTERGOVERNMENTAL REVENUES:				
Federal / State Revenues	1,157,090	1,264,282	1,007,129	1,232,527
County Revenues	824,237	975,890	975,478	1,008,873
TOTAL INTERGOV. REVENUES	**1,981,327**	**2,240,172**	**1,982,607**	**2,241,400**
INTEREST & INVESTMENT REVENUE:				
Investment Earnings & Interest	937,921	925,000	1,005,000	1,005,000
Other Investment Income	32,189	30,000	30,000	30,000
TOTAL INVESTMENT INCOME	**970,110**	**955,000**	**1,035,000**	**1,035,000**
OPERATING TRANSFERS:				
Transportation Sales Tax	5,600,776	5,453,850	5,453,850	5,781,081
Public Improvement Fund	230,000	230,000	230,000	230,000
Special Road District Tax	94,474	100,000	100,000	103,200
Special Business District	7,500	7,000	7,000	7,000
Employee Health Plan Fund	148,000	148,000	148,000	0
Contributions Fund	4,000	0	0	0
Self Insurance Reserve Fund	48,295	0	0	0
REDI	57,102	55,696	55,696	55,696
CDBG Fund	29,791	50,000	50,000	50,000
TOTAL OPERATING TRANSFERS	$ **6,219,938**	$ **6,044,546**	$ **6,044,546**	$ **6,226,977**

Financial Summaries - General Fund Revenue Detail (Continued)

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OTHER LOCAL REVENUE:				
LICENSES & PERMITS:				
Business License	$ 410,170	$ 422,000	$ 420,000	$ 433,000
Liquor License	92,993	91,000	93,000	95,000
Animal License	11,016	13,150	13,000	13,500
TOTAL LICENSES AND PERMITS	**514,179**	**526,150**	**526,000**	**541,500**
FINES:				
Corporation Court Fines	503,759	450,000	500,000	525,000
Uniform Ticket Fines	154,098	120,000	150,000	150,000
Meter Fines	237,384	275,000	225,000	225,000
Alarm Violations	46,100	38,000	40,000	40,400
TOTAL FINES	**941,341**	**883,000**	**915,000**	**940,400**
FEES:				
Construction Fees	603,705	527,900	471,622	520,400
Street Maintenance Fees	381,354	300,000	300,000	300,000
Animal Control Fees	10,488	8,400	8,400	8,400
Health Fees	240,408	230,582	246,802	238,582
Other Fees	125,799	112,100	139,385	139,670
TOTAL FEES	**1,361,754**	**1,178,982**	**1,166,209**	**1,207,052**
MISCELLANEOUS REVENUES	**139,013**	**177,000**	**181,877**	**177,320**
TOTAL OTHER LOCAL REVENUE	**2,956,287**	**2,765,132**	**2,789,086**	**2,866,272**
APPROPRIATED FUND BALANCE	**1,624,250**	**2,338,281**	**1,404,540**	**2,378,624**
TOTAL REV. AND OTHER SOURCES	**$ 41,207,631**	**$ 42,765,888**	**$ 42,104,635**	**$ 44,511,511**

ENTERPRISE FUNDS:

The City of Columbia has ten enterprise funds that generate a total of $97,424,700 in revenues, and $90,346,017 in expenses (not including capital additions or capital project amounts). The City provides the following utilities to its citizens: electric, water, storm water, sewer, and solid waste collection. The city's other enterprise activities include Railroad, Public Transportation, Regional Airport, Parking, and Recreation Services.

Some of the City's major enterprise revenue sources include: Sales of Electric and Water, Solid Waste Collection Charges, and Sewer Charges.

- **Sale of Electric**: There are approximately 33,000 customers that receive electricity from the City's Power Plant. The major sources of electric revenue are as follows: Residential Sales (36%), Commercial and Industrial Sales (51%), and Sales to Public Authorities (10%). There are no rate increases proposed for FY 99.

- **Sale of Water**: There are 30,000 customers that receive water from the City. There is a 2% increase proposed for FY 99.

- **Solid Waste Collection Charges**: There are 28,000 Solid Waste utility accounts served by the City. The average residential rate per month is $8.65. Revenue generated from both residential and commercial collection charges amounts to about 61% of the total refuse revenues. Landfill fees, which are $29.40/ton amount to 19% of total revenues. There are no rate increases proposed for FY 99.

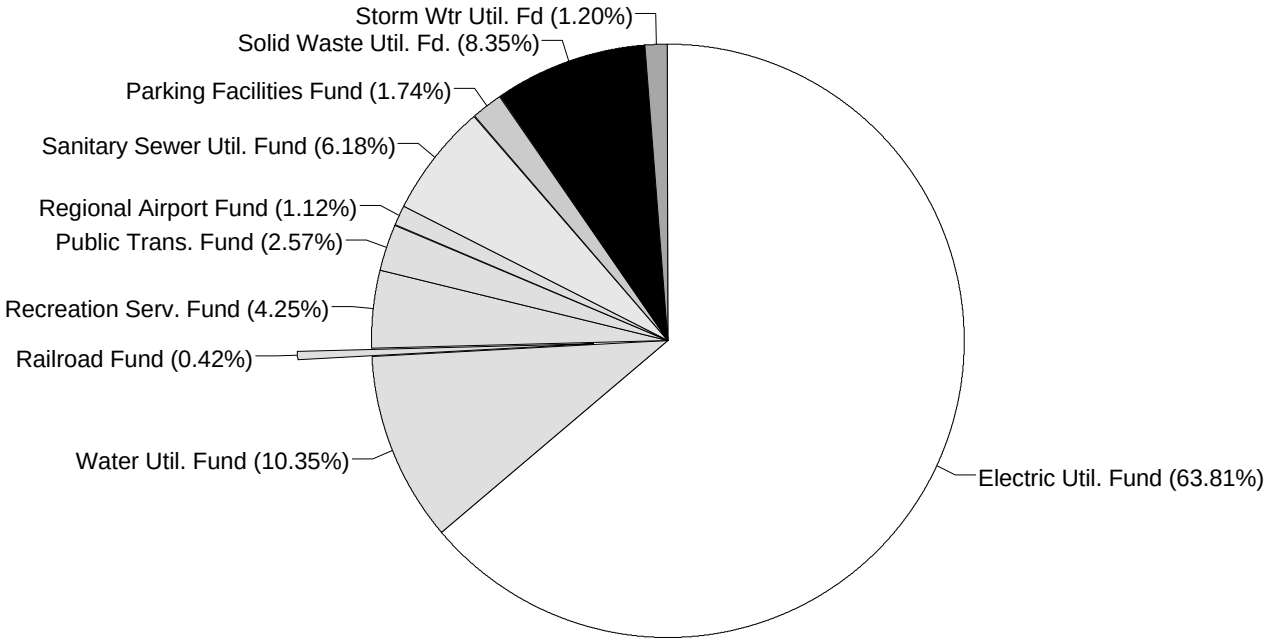
- **Sewer Charges**: There are approximately 30,000 sewer utility customers. There is a 3% rate increase budgeted in the FY 99.

- **Recreation Services Fund**: Provides various recreational services for which participants are charged fees. Small fee increases are proposed for FY 99

FY 99 revenues are forecasted to exceed FY 98 estimated revenues by $3,009,556, or 3.2%.

All revenue sources continue to grow at rates similar to the past few years. There are no substantive areas in which revenues are anticipated to decrease.

Enterprise Fund Revenues By Fund
FY 1999



Enterprise Fund Revenues By Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Estimated FY 1998
Electric Utility Fund	$ 58,769,706	$ 59,731,428	$ 60,383,454	$ 62,167,529	3.0%
Water Utility Fund	9,132,727	8,765,017	9,526,441	10,086,487	5.9%
Railroad Fund	395,181	403,910	405,421	413,910	2.1%
Recreation Services Fund	3,710,405	3,849,236	3,948,001	4,138,220	4.8%
Public Transportation Fund	2,522,994	2,561,772	2,598,422	2,505,622	-3.6%
Regional Airport Fund	1,037,615	1,065,335	1,040,255	1,089,341	4.7%
Sanitary Sewer Utility Fund	6,180,622	5,723,601	5,642,142	6,018,951	6.7%
Parking Facilities Utility Fund	1,824,628	1,708,664	1,758,518	1,695,024	-3.6%
Solid Waste Utility Fund	7,988,906	8,103,412	7,934,356	8,138,741	2.6%
Storm Water Utility Fund	1,234,767	1,175,875	1,178,134	1,170,875	-0.6%
Total	**$ 92,797,551**	**$ 93,088,250**	**$ 94,415,144**	**$ 97,424,700**	**3.2%**

INTERNAL SERVICE FUNDS:

The City of Columbia has seven internal service funds that generate a total of $17,566,451 in revenues and $17,423,205 in expenses (not including capital addition and capital project amounts). These seven funds include: Utility Customer Services Fund; Information Services Fund; Public Communications Fund; Custodial and Maintenance Services Fund; Fleet Operations Fund; Self Insurance Reserve Fund; and Employee Benefit Fund. Internal Service Funds, by definition, provide goods and services to other city departments on a cost reimbursement basis.

The City's major internal service fund revenue sources include: Fleet Operations Revenue, Utility Customer Service Charges, Information Services Fees, Employee Benefit Fund revenues, and Self Insurance Reserve Fund revenues.

- **Fleet Operations Revenue**: The Fleet Operations Fund provides equipment maintenance and repair operation for Public Works and other user departments. Departments are charged a shop labor rate of $36.00/hour. No rate increase in proposed for FY 99.

- **Utility Customer Services Charges**: The Utility Customer Services Fund charges various city departments for billing the following types of utilities: water, electric, sanitary sewer, solid waste, and storm water. The FY 99 charges reflect a 4% increase over FY 98.

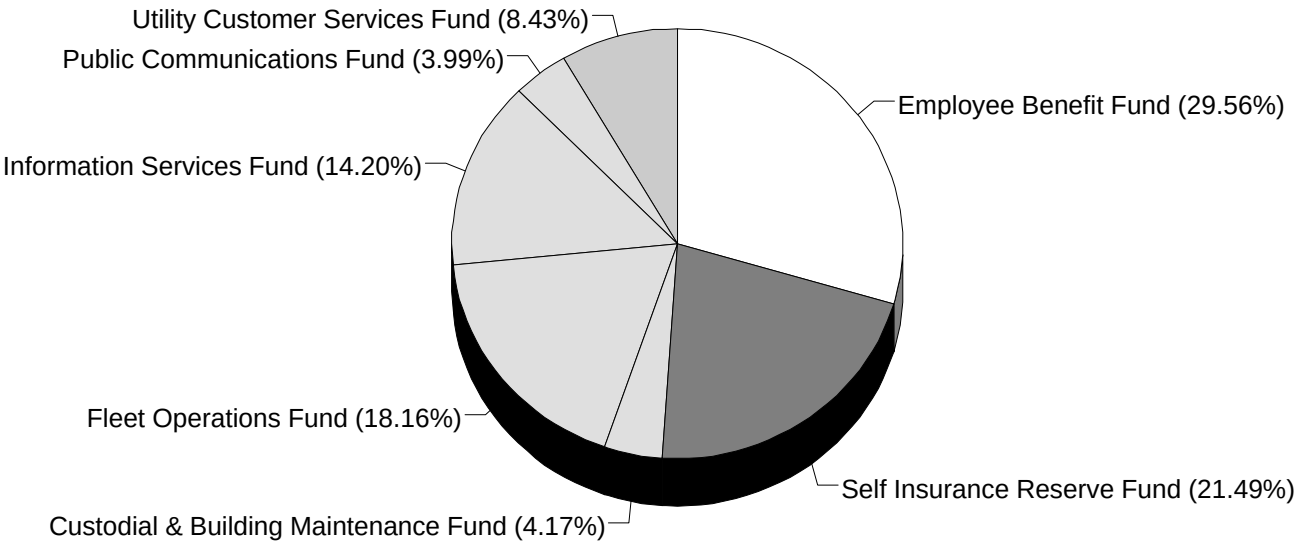
- **Information Services Fees**: All departments that use mainframe processing are charged data processing fees by the Information Services Fund. The FY 99 expense charges reflect no increase over FY 98.

- **Employee Benefit Fund**: This fund is used to account for the City of Columbia's self insurance program for health, disability, and life insurance for covered city employees.

- **Self Insurance Reserve Fund**: This fund is used to account for the reserves established and held in trust for Special Obligation Bonds issued for the city's self insurance program, and to account for the payment of property and casualty losses, and uninsured workers' compensation claims.

The rates charged to the user departments are adjusted, as needed, to cover the costs of providing the goods and services. An initial rate is set at the beginning of the budget process and then it is reviewed during the budget process to ensure that the funds are able to recover their operating costs.

Internal Service Fund Revenues By Fund
FY 1999



Internal Service Revenues By Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Estimated FY 1998
Employee Benefit	$ 4,432,020	$ 4,392,596	$ 5,035,916	$ 5,192,492	3.1%
Self Insurance	3,910,554	4,253,200	4,253,200	3,775,000	-11.2%
Custodial & Bldg Maint.	685,352	679,101	681,870	732,996	7.5%
Fleet Maintenance	2,893,847	3,020,038	3,013,067	3,189,340	5.9%
Information Services	2,486,994	2,458,179	2,499,036	2,494,807	-0.2%
Public Communications	636,347	700,400	684,753	701,412	2.4%
Utility Customer Services	1,386,750	1,427,744	1,409,784	1,480,404	5.0%
Total	**$ 16,431,864**	**$ 16,931,258**	**$ 17,577,626**	**$ 17,566,451**	**-0.1%**

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Fund Statement of Revenues, Expenses, and Financial Positions

City of Columbia
Columbia, Missouri

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Summary - Operating Statements for Enterprise & Internal Service Funds

Income Statements
FY 1999

	Revenues	Expenses	Net Inc. (Loss) Transferred To Retained Earnings
ENTERPRISE FUNDS:			
Railroad Fund	$ 413,910	$ 486,471	$ (72,561)
Water Utility Fund	10,086,487	9,776,665	309,822
Electric Utility Fund	62,167,529	56,039,790	6,127,739
Recreation Services Fund	4,138,220	3,652,000	486,220
Public Transportation Fund	2,505,622	2,453,131	52,491
Regional Airport Fund	1,089,341	1,105,440	(16,099)
Sanitary Sewer Utility Fund	6,018,951	5,740,340	278,611
Parking Facilities Fund	1,695,024	1,431,270	263,754
Solid Waste Utility Fund	8,138,741	8,980,328	(841,587)
Storm Water Utility Fund	1,170,875	680,582	490,293
Total	**97,424,700**	**90,346,017**	**7,078,683**
INTERNAL SERVICE FUNDS:			
Employee Benefit Fund	5,192,492	5,175,115	17,377
Self Insurance Reserve Fund	3,775,000	3,319,759	455,241
Custodial & Bldg Maintenance Fund	732,996	761,807	(28,811)
Fleet Operations Fund	3,189,340	3,112,199	77,141
Information Services Fund	2,494,807	2,883,129	(388,322)
Public Communications Fund	701,412	701,451	(39)
Utility Customer Services Fund	1,480,404	1,469,745	10,659
Total	$ **17,566,451**	$ **17,423,205**	$ **143,246**

NOTE: These expenses do NOT include Capital Additions or Capital Project Expenses.

Change in Fund Equity
FY 1999

	Estimated Beginning Balance	Net Inc. (Loss) Transferred To Retained Earnings	Estimated Ending Balance
ENTERPRISE FUNDS:			
Railroad Fund	$ 524,484	$ (72,561)	$ 451,923
Water & Electric Funds (Combined)	81,807,139	6,437,561	88,244,700
Recreation Services Fund	2,882,151	486,220	3,368,371
Public Transportation Fund	194,465	52,491	246,956
Regional Airport Fund	973,778	(16,099)	957,679
Sanitary Sewer Utility Fund	24,498,386	278,611	24,776,997
Parking Facilities Fund	8,184,340	263,754	8,448,094
Solid Waste Utility Fund	6,232,397	(841,587)	5,390,810
Storm Water Utility Fund	3,748,952	490,293	4,239,245
Total	**129,046,092**	**7,078,683**	**136,124,775**
INTERNAL SERVICE FUNDS:			
Employee Benefit Fund	3,119,087	17,377	3,136,464
Self Insurance Reserve Fund	3,766,879	455,241	4,222,120
Custodial & Bldg Maintenance Fund	(123,592)	(28,811)	(152,403)
Fleet Operations Fund	110,918	77,141	188,059
Information Services Fund	1,274,475	(388,322)	886,153
Public Communications Fund	429,420	(39)	429,381
Utility Customer Services Fund	166,668	10,659	177,327
Total	$ **8,743,855**	$ **143,246**	$ **8,887,101**

Financial Summary - General Government

Fund 110

General Fund Summary

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
REVENUES:				
Taxes	$ 18,961,562	$ 19,641,757	$ 20,067,856	$ 20,833,650
Other Local Revenue	2,817,274	2,588,132	2,607,209	2,688,952
Intragovernmental Revenue	8,494,157	8,781,000	8,781,000	8,929,588
Grant Revenue	1,981,327	2,270,472	2,007,607	2,241,400
Interest and Investment Revenue	970,110	955,000	1,035,000	1,035,000
Miscellaneous Revenue	139,013	146,700	156,877	177,320
Total Revenues	**33,363,443**	**34,383,061**	**34,655,549**	**35,905,910**
EXPENDITURES:				
Personnel Services	24,951,092	27,167,123	27,029,947	28,655,591
Supplies & Materials	2,389,649	3,069,876	2,846,300	3,131,600
Travel & Training	222,748	302,440	270,183	305,207
Intragovernmental Charges	2,142,035	2,184,746	2,174,237	2,222,367
Utilities, Services & Other Misc.*	3,412,053	4,424,912	4,084,223	4,741,334
Capital Additions	1,221,820	1,311,227	1,342,840	1,128,887
Total Expenditures	**34,339,397**	**38,460,324**	**37,747,730**	**40,184,986**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	**(975,954)**	**(4,077,263)**	**(3,092,181)**	**(4,279,076)**
OTHER FINANCING SOURCES (USES):				
Operating Transfers From Other Fds.	6,219,938	6,044,546	6,044,546	6,226,977
Operating Transfers To Other Funds	(4,238,810)	(4,356,905)	(4,356,905)	(4,326,525)
Total Otr. Financing Sources (Uses)	**1,981,128**	**1,687,641**	**1,687,641**	**1,900,452**
EXCESS (DEFICIENCY) OF REVENUES & OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES	**1,005,174**	**(2,389,622)**	**(1,404,540)**	**(2,378,624)**
Undesignated Fund Bal. Beg of Year	9,893,764	9,138,296	10,898,938	9,494,398
FUND BALANCE, END OF YEAR	**$ 10,898,938**	**$ 6,748,674**	**$ 9,494,398**	**$ 7,115,774**

* Includes contingency of $100,000 and Council Reserves of $29,837.

Expenditures and Fund Balance

	Expenditures	Fund Balance	Fund Balance As a Percent Of Expenditures
1990	$ 25,323,087	$ 4,836,396	19.10%
1991	26,185,906	5,186,745	19.81%
1992	27,741,137	6,079,282	21.91%
1993	29,754,096	6,646,563	22.34%
1994	32,382,118	6,818,962	21.06%
1995	34,831,771	7,151,470	20.53%
1996	36,233,997	9,985,694	27.56%
1997	38,578,207	10,898,938	28.25%
1998 Est	42,104,635	9,494,398	22.55%
1999 Est	$ 44,511,511	$ 7,115,774	16%

Cultural Affairs Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
REVENUES:				
Festival and Other Event Revenue	$ 24,648	$ 23,100	$ 20,500	$ 21,350
Grant Revenue	32,377	18,700	18,700	32,000
Investment Revenue	5,405	0	3,044	2,500
Other Miscellaneous Revenues	2,065	19,981	18,562	19,800
Total Revenues	**64,495**	**61,781**	**60,806**	**75,650**
EXPENDITURES:				
Personnel Services	96,766	117,639	117,171	147,140
Supplies & Materials	18,365	19,117	21,552	23,830
Travel & Training	1,994	4,500	4,610	4,958
Intragovernmental Charges	6,594	8,293	8,293	17,070
Utilities Services & Other Misc.	157,922	129,135	125,610	134,920
Capital Additions	0	0	0	0
Total Expenditures	**281,641**	**278,684**	**277,236**	**327,918**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	**(217,146)**	**(216,903)**	**(216,430)**	**(252,268)**
OTHER FINANCING SOURCES (USES):				
Operating Transfers From Other Fds.	204,000	204,000	204,000	210,120
Total Otr. Financing Sources (Uses)	**204,000**	**204,000**	**204,000**	**210,120**
EXCESS (DEFICIENCY) OF REVENUES & OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES	**(13,146)**	**(12,903)**	**(12,430)**	**(42,148)**
Fund Balance Beg. of Year	83,647	93,920	70,501	58,071
FUND BALANCE END OF YEAR	$ **70,501**	$ **81,017**	$ **58,071**	$ **15,923**

Convention and Tourism Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
REVENUES:				
Hotel/Motel Tax	$ 518,500	$ 530,700	$ 550,000	$ 573,500
Grant Revenue	9,644	0	0	0
Investment Revenue	5,471	1,000	7,100	4,000
Other Miscellaneous Revenues	9,937	38,566	38,566	36,416
Total Revenues	**543,552**	**570,266**	**595,666**	**613,916**
EXPENDITURES:				
Personnel Services	211,275	230,380	235,428	263,835
Supplies & Materials	32,714	32,650	24,025	30,400
Travel & Training	4,708	3,900	2,979	4,200
Intragovernmental Charges	31,426	32,537	32,337	40,458
Utilities, Services & Other Misc.	197,843	214,712	217,854	215,279
Capital Additions	599	0	0	3,974
Interest Expense	39,694	37,084	37,084	34,246
Capital Lease Payment	35,524	36,552	36,552	39,392
Total Expenditures	**553,783**	**587,815**	**586,259**	**631,784**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	**(10,231)**	**(17,549)**	**9,407**	**(17,868)**
Fund Balance, Beg. of Year	44,201	43,291	33,970	43,377
FUND BALANCE, END OF YEAR	$ **33,970**	$ **25,742**	$ **43,377**	$ **25,509**

Contributions Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
REVENUES:				
Grant Revenue	$ 0	$ 17,280	$ 17,280	$ 0
Investment Revenue	3,193	2,000	2,265	2,000
Other Miscellaneous Revenues	47,465	0	9,700	0
Total Revenues	**50,658**	**19,280**	**29,245**	**2,000**
EXPENDITURES:				
Personnel Services	34,703	60,108	58,208	78,219
Supplies & Materials	6,634	23,296	23,046	12,746
Travel & Training	3,432	4,800	4,200	3,700
Intragovernmental Charges	0	960	960	3,864
Utilities, Services & Other Misc.	5,320	4,005	4,017	4,005
Capital Additions	0	0	0	0
Total Expenditures	**50,089**	**93,169**	**90,431**	**102,534**
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	**569**	**(73,889)**	**(61,186)**	**(100,534)**
OTHER FINANCING SOURCES (USES):				
Operating Transfers From Other Fds.	74,294	74,294	74,294	106,794
Operating Transfers To Other Funds	(38,734)	0	0	0
Total Otr. Financing Sources (Uses)	**35,560**	**74,294**	**74,294**	**106,794**
EXCESS (DEFICIENCY) OF REVENUES & OTHER FINANCING SOURCES OVER EXPENDITURES AND OTHER FINANCING USES	**36,129**	**405**	**13,108**	**6,260**
Fund Balance, Beg. of Year	43,840	79,674	79,969	93,077
FUND BALANCE, END OF YEAR	$ **79,969**	$ **80,079**	$ **93,077**	$ **99,337**

Financial Summary - Enterprise Funds

Railroad Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
Switching Fees	$ 312,136	$ 319,000	$ 319,000	$ 328,850
User Charges	9,695	11,000	11,100	11,150
Total Operating Revenues	**321,831**	**330,000**	**330,100**	**340,000**
OPERATING EXPENSES:				
Personnel Services	139,157	155,006	153,640	164,736
Supplies & Materials	26,744	35,345	36,287	37,132
Travel & Training	826	770	955	983
Intragovernmental Charges	0	0	0	12,054
Utilities, Services & Other Misc.	93,604	82,041	83,741	113,066
Total Operating Expenses	**260,331**	**273,162**	**274,623**	**327,971**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**61,500**	**56,838**	**55,477**	**12,029**
Depreciation	(137,287)	(130,000)	(144,000)	(152,000)
OPERATING INCOME	**(75,787)**	**(73,162)**	**(88,523)**	**(139,971)**
NON-OPERATING REVENUES:				
Investment Revenue	22,440	23,000	24,411	23,000
Misc. Non-Operating Revenue	910	910	910	910
Total Non-Operating Revenues	**23,350**	**23,910**	**25,321**	**23,910**
NON-OPERATING EXPENSES:				
Interest Expense	5,270	6,500	6,500	6,500
Total Non-Operating Expenses	**5,270**	**6,500**	**6,500**	**6,500**
OPERATING TRANSFERS FROM OTHER FUNDS	**50,000**	**50,000**	**50,000**	**50,000**
NET INCOME (LOSS)	**(7,707)**	**(5,752)**	**(19,702)**	**(72,561)**
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**(7,707)**	**(5,752)**	**(19,702)**	**(72,561)**
Retained Earnings, Beg. of Year	551,893	534,699	544,186	524,484
RETAINED EARNINGS END OF YEAR	$ **544,186**	$ **528,947**	$ **524,484**	$ **451,923**

Railroad Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
STATEMENT OF CHANGE IN FINANCIAL POSITION				
FINANCIAL RESOURCES PROVIDED BY:				
OPERATIONS:				
Net Income (Loss)	$ (7,707)	$ (5,752)	$ (19,702)	$ (72,561)
EXPENSES NOT REQUIRING WORKING CAPITAL:				
Depreciation	137,287	130,000	144,000	152,000
TOTAL RESOURCES PROVIDED BY OPERATIONS	**129,580**	**124,248**	**124,298**	**79,439**
OTHER SOURCES:				
Private Contributions	15,400	0	0	0
Federal/State Contributions	0	500,000	500,000	0
County Contribution	0	17,000	17,000	0
Total Other Sources	**15,400**	**517,000**	**517,000**	**0**
FINANCIAL RESOURCES WERE USED FOR:				
Acquisition of Fixed Assets	136,050	607,350	607,350	60,000
Increase (Dec) in Restricted Assets	(53,274)	0	(12,735)	0
Reductions in Loans Payable	23,715	25,178	25,178	26,731
Total Uses	**106,491**	**632,528**	**619,793**	**86,731**
NET INCREASE (DECREASE) IN WORKING CAPITAL	**38,489**	**8,720**	**21,505**	**(7,292)**
Working Capital Beginning of Year	250,579	290,621	289,068	310,573
WORKING CAPITAL END OF YEAR	$ **289,068**	$ **299,341**	$ **310,573**	$ **303,281**

Water and Electric Fund (Combined)

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
Fees and Service Charges	$ 65,686,045	$ 66,557,815	$ 67,940,796	$ 70,227,161
Total Operating Revenues	**65,686,045**	**66,557,815**	**67,940,796**	**70,227,161**
OPERATING EXPENSES:				
Personnel Services	8,367,938	8,858,983	8,891,572	9,055,203
Power Supply	32,377,419	33,082,815	33,251,077	32,351,863
Supplies & Materials	1,910,048	2,083,134	2,124,476	2,231,840
Travel & Training	52,022	84,572	86,872	87,396
Intragovernmental Charges	2,041,444	2,080,917	2,080,917	2,133,468
Utilities, Services & Other Misc.	3,045,003	3,865,058	4,053,661	4,111,028
Total Operating Expenses	**47,793,874**	**50,055,479**	**50,488,575**	**49,970,798**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**17,892,171**	**16,502,336**	**17,452,221**	**20,256,363**
P.I.L.O.T.	(6,007,690)	(6,175,773)	(6,331,229)	(6,623,478)
Depreciation	(5,260,880)	(5,361,800)	(5,414,830)	(5,534,775)
OPERATING INCOME	**6,623,601**	**4,964,763**	**5,706,162**	**8,098,110**
NON-OPERATING REVENUES:				
Revenue From Other Gov't Units	10,207	0	3,649	5,000
Investment Revenue	1,737,707	1,448,700	1,312,820	1,317,250
Misc. Non-Operating Revenue	468,474	489,930	652,630	704,605
Total Non-Operating Revenues	**2,216,388**	**1,938,630**	**1,969,099**	**2,026,855**
NON-OPERATING EXPENSES:				
Bond Interest	2,406,062	2,816,952	3,043,307	3,498,864
Bank & Paying Agent Fees	118,372	101,000	101,000	104,030
Loss on Disposal Assets	6,500	13,000	13,000	13,390
Amortization	19,743	20,000	20,500	21,120
Total Non-Operating Expenses	**2,550,677**	**2,950,952**	**3,177,807**	**3,637,404**
OPERATING TRANSFERS:				
Operating Transfers To Other Funds	(50,000)	(50,000)	(50,000)	(50,000)
Total Operating Transfers	**(50,000)**	**(50,000)**	**(50,000)**	**(50,000)**
NET INCOME (LOSS)	**6,239,312**	**3,902,441**	**4,447,454**	**6,437,561**
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**6,239,312**	**3,902,441**	**4,447,454**	**6,437,561**
Retained Earnings, Beg. of Year	71,120,373	74,858,828	77,359,685	81,807,139
RETAINED EARNINGS END OF YEAR	$ **77,359,685**	$ **78,761,269**	$ **81,807,139**	$ **88,244,700**

Water and Electric Fund (Combined)

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
STATEMENT OF CHANGE IN FINANCIAL POSITION				
FINANCIAL RESOURCES PROVIDED BY:				
OPERATIONS:				
Net Income (Loss)	$ 6,239,312	$ 3,902,441	$ 4,447,454	$ 6,437,561
EXPENSES NOT REQUIRING WORKING CAPITAL:				
Depreciation	5,260,880	5,361,800	5,414,830	5,534,775
TOTAL RESOURCES PROVIDED BY OPERATIONS	**11,500,192**	**9,264,241**	**9,862,284**	**11,972,336**
OTHER SOURCES:				
Municipal Contributions	0	0	344,000	0
State Contributions	54,390	0	65,000	0
Federal Contributions	303,232	0	0	0
Bond & Note Proceeds	0	0	28,295,000	0
Total Other Sources	**357,622**	**0**	**28,704,000**	**0**
FINANCIAL RESOURCES WERE USED FOR:				
Bond Retirement/Lease Reductions	2,372,021	4,004,050	7,610,000	2,570,000
Acquisition of Fixed Assets	10,423,838	11,966,457	12,435,370	11,027,269
Increase (Dec) in Restricted Assets	2,900,827	(2,851,500)	9,916,119	(4,235,500)
Increase (Dec) in Other Assets	252,845	300,000	287,138	(66,291)
Total Uses	**15,949,531**	**13,419,007**	**30,248,627**	**9,295,478**
NET INCREASE (DECREASE) IN WORKING CAPITAL	**(4,091,717)**	**(4,154,766)**	**8,317,657**	**2,676,858**
Working Capital Beginning of Year	16,204,738	16,027,813	12,113,021	20,430,678
WORKING CAPITAL END OF YEAR	$ **12,113,021**	$ **11,873,047**	$ **20,430,678**	$ **23,107,536**

Financial Summary - Enterprise Funds

Fund 550

Water Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
Fees and Service Charges	$ 8,907,495	$ 8,657,467	$ 9,210,091	$ 9,767,212
Total Operating Revenues	**8,907,495**	**8,657,467**	**9,210,091**	**9,767,212**
OPERATING EXPENSES:				
Personnel Services	2,521,135	2,656,949	2,625,777	2,642,268
Supplies & Materials	774,320	750,598	751,869	785,875
Travel & Training	9,484	16,725	19,025	17,438
Intragovernmental Charges	670,612	705,573	705,573	758,632
Utilities, Services & Other Misc.	1,085,089	1,418,413	1,523,798	1,497,049
Total Operating Expenses	**5,060,640**	**5,548,258**	**5,626,042**	**5,701,262**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**3,846,855**	**3,109,209**	**3,584,049**	**4,065,950**
P.I.L.O.T.	(1,319,442)	(1,229,958)	(1,385,414)	(1,454,685)
Depreciation	(1,130,903)	(1,111,800)	(1,164,830)	(1,199,775)
OPERATING INCOME	**1,396,510**	**767,451**	**1,033,805**	**1,411,490**
NON-OPERATING REVENUES:				
Investment Revenue	150,466	93,700	290,000	292,250
Misc. Non-Operating Revenue	74,766	13,850	26,350	27,025
Total Non-Operating Revenues	**225,232**	**107,550**	**316,350**	**319,275**
NON-OPERATING EXPENSES:				
Bond Interest	872,152	969,152	1,195,507	1,410,643
Bank & Paying Agent Fees	470	1,000	1,000	1,030
Loss on Disposal Assets	2,412	5,000	5,000	5,150
Amortization	3,379	3,500	4,000	4,120
Total Non-Operating Expenses	**878,413**	**978,652**	**1,205,507**	**1,420,943**
OPERATING TRANSFERS:				
Operating Transfers To Other Funds	0	0	0	0
Total Operating Transfers	**0**	**0**	**0**	**0**
NET INCOME (LOSS)	**$ 743,329**	**$ (103,651)**	**$ 144,648**	**$ 309,822**

Electric Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
Fees and Service Charges	$ 56,778,550	$ 57,900,348	$ 58,730,705	$ 60,459,949
Total Operating Revenues	**56,778,550**	**57,900,348**	**58,730,705**	**60,459,949**
OPERATING EXPENSES:				
Personnel Services	5,846,803	6,202,034	6,265,795	6,412,935
Power Supply	32,377,419	33,082,815	33,251,077	32,351,863
Supplies & Materials	1,135,728	1,332,536	1,372,607	1,445,965
Travel & Training	42,538	67,847	67,847	69,958
Intragovernmental Charges	1,370,832	1,375,344	1,375,344	1,374,836
Utilities, Services & Other Misc.	1,959,914	2,446,645	2,529,863	2,613,979
Total Operating Expenses	**42,733,234**	**44,507,221**	**44,862,533**	**44,269,536**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**14,045,316**	**13,393,127**	**13,868,172**	**16,190,413**
P.I.L.O.T.	(4,688,248)	(4,945,815)	(4,945,815)	(5,168,793)
Depreciation	(4,129,977)	(4,250,000)	(4,250,000)	(4,335,000)
OPERATING INCOME	**5,227,091**	**4,197,312**	**4,672,357**	**6,686,620**
NON-OPERATING REVENUES:				
Revenue From Other Govt Units	10,207	0	3,649	5,000
Investment Revenue	1,587,241	1,355,000	1,022,820	1,025,000
Misc. Non-Operating Revenue	393,708	476,080	626,280	677,580
Total Non-Operating Revenues	**1,991,156**	**1,831,080**	**1,652,749**	**1,707,580**
NON-OPERATING EXPENSES:				
Bond Interest	1,533,910	1,847,800	1,847,800	2,088,221
Bank & Paying Agent Fees	117,902	100,000	100,000	103,000
Loss on Disposal Assets	4,088	8,000	8,000	8,240
Amortization	16,364	16,500	16,500	17,000
Total Non-Operating Expenses	**1,672,264**	**1,972,300**	**1,972,300**	**2,216,461**
OPERATING TRANSFERS:				
Operating Transfers To Other Funds	(50,000)	(50,000)	(50,000)	(50,000)
Total Operating Transfers	**(50,000)**	**(50,000)**	**(50,000)**	**(50,000)**
NET INCOME (LOSS)	$ **5,495,983**	$ **4,006,092**	$ **4,302,806**	$ **6,127,739**

Recreation Services Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
Activity Fees	$ 1,403,584	$ 1,473,245	$ 1,491,250	$ 1,613,717
User Fees	121,940	137,045	137,045	137,200
Golf Improvement User Fee	115,379	120,150	120,000	145,067
Rentals	267,135	271,365	270,655	276,155
Sales	370,977	340,250	421,900	428,900
Total Operating Revenues	**2,279,015**	**2,342,055**	**2,440,850**	**2,601,039**
OPERATING EXPENSES:				
Personnel Services	1,799,984	1,971,463	1,954,657	2,065,735
Supplies & Materials	609,288	641,533	673,637	707,912
Travel & Training	2,436	7,387	7,242	7,521
Intragovernmental Charges	264,860	242,754	243,754	229,190
Utilities, Services & Other Misc.	578,236	589,103	593,719	604,216
Total Operating Expenses	**3,254,804**	**3,452,240**	**3,473,009**	**3,614,574**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**(975,789)**	**(1,110,185)**	**(1,032,159)**	**(1,013,535)**
Depreciation	(258,251)	(269,685)	(252,916)	(183,884)
OPERATING INCOME	**(1,234,040)**	**(1,379,870)**	**(1,285,075)**	**(1,197,419)**
NON-OPERATING REVENUES:				
Investment Revenue	26,686	32,181	33,864	32,181
Misc. Non-Operating Revenue	4,704	5,000	3,287	5,000
Total Non-Operating Revenues	**31,390**	**37,181**	**37,151**	**37,181**
NON-OPERATING EXPENSES:				
Bank & Paying Agent Fees	9,070	6,400	5,034	6,400
Loss on Disposal Assets	950	3,000	598	3,000
Total Non-Operating Expenses	**10,020**	**9,400**	**5,632**	**9,400**
OPERATING TRANSFERS FROM OTHER FUNDS	**1,400,000**	**1,470,000**	**1,470,000**	**1,500,000**
NET INCOME (LOSS)	**187,330**	**117,911**	**216,444**	**330,362**
Amortization of Contributions	154,608	167,205	155,232	155,858
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**341,938**	**285,116**	**371,676**	**486,220**
Retained Earnings, Beg. of Year	2,168,537	2,307,028	2,510,475	2,882,151
RETAINED EARNINGS END OF YEAR	$ **2,510,475**	$ **2,592,144**	$ **2,882,151**	$ **3,368,371**

Recreation Services Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
STATEMENT OF CHANGE IN FINANCIAL POSITION				
FINANCIAL RESOURCES PROVIDED BY:				
OPERATIONS:				
Net Income (Loss)	$ 187,330	$ 117,911	$ 216,444	$ 330,362
EXPENSES NOT REQUIRING WORKING CAPITAL:				
Depreciation	258,251	269,685	252,916	183,884
TOTAL RESOURCES PROVIDED BY OPERATIONS	**445,581**	**387,596**	**469,360**	**514,246**
OTHER SOURCES:				
State/Municipal Contributions	50,000	175,000	175,000	0
Additions to Unrestricted Loans, Leases, and Advances	0	0	0	0
Total Other Sources	**50,000**	**175,000**	**175,000**	**0**
FINANCIAL RESOURCES WERE USED FOR:				
Acquisition of Fixed Assets	650,090	(361,299)	474,900	482,625
Increase (Dec) in Restricted Assets (User/Improvement Fees)	(182,093)	257,195	82,045	83,267
Total Uses	**467,997**	**(104,104)**	**556,945**	**565,892**
NET INCREASE (DECREASE) IN WORKING CAPITAL	**27,584**	**666,700**	**87,415**	**(51,646)**
Working Capital Beginning of Year	(441,500)	(836,492)	(413,916)	(326,501)
WORKING CAPITAL END OF YEAR	$ **(413,916)**	$ **(169,792)**	$ **(326,501)**	$ **(378,147)**

Public Transportation Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
Fares	$ 128,619	$ 132,900	$ 139,500	$ 148,200
School Passes	9,190	10,700	12,000	12,500
Special	736	1,000	2,000	1,000
Paratransit	21,193	21,400	24,500	23,500
University Shuttle	210,000	210,000	239,650	239,650
Other Misc. Operating Revenues	670	0	0	0
Total Operating Revenues	**370,408**	**376,000**	**417,650**	**424,850**
OPERATING EXPENSES:				
Personnel Services	1,258,381	1,140,754	1,207,194	1,263,030
Supplies & Materials	410,377	447,722	400,924	501,691
Travel & Training	1,005	2,565	2,410	2,594
Intragovernmental Charges	479,387	528,034	528,034	386,250
Utilities Services & Other Misc.	260,060	285,607	236,260	312,681
Total Operating Expenses	**2,409,210**	**2,404,682**	**2,374,822**	**2,466,246**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**(2,038,802)**	**(2,028,682)**	**(1,957,172)**	**(2,041,396)**
Depreciation	(172,233)	(365,885)	(178,351)	(187,093)
OPERATING INCOME	**(2,211,035)**	**(2,394,567)**	**(2,135,523)**	**(2,228,489)**
NON-OPERATING REVENUES:				
Revenue From Other Gov't Units	422,705	434,772	434,772	434,772
Investment Revenue	6,664	5,000	0	0
Misc. Non-Operating Revenue	87,217	0	0	0
Total Non-Operating Revenues	**516,586**	**439,772**	**434,772**	**434,772**
NON-OPERATING EXPENSES:				
Loss on Disposal Assets	4,968	100	100	100
Total Non-Operating Expenses	**4,968**	**100**	**100**	**100**
OPERATING TRANSFERS FROM OTHER FUNDS	**1,636,000**	**1,746,000**	**1,746,000**	**1,646,000**
NET INCOME (LOSS)	**(63,417)**	**(208,895)**	**45,149**	**(147,817)**
Amortization of Contributions	172,234	365,885	188,970	200,308
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**108,817**	**156,990**	**234,119**	**52,491**
Retained Earnings Beg. of Year	(148,471)	336,898	(39,654)	194,465
RETAINED EARNINGS END OF YEAR	$ **(39,654)**	$ **493,888**	$ **194,465**	$ **246,956**

Public Transportation Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
STATEMENT OF CHANGE IN FINANCIAL POSITION				
FINANCIAL RESOURCES PROVIDED BY:				
OPERATIONS:				
Net Income (Loss)	$ (63,417)	$ (208,895)	$ 45,149	$ (147,817)
EXPENSES NOT REQUIRING WORKING CAPITAL:				
Depreciation	172,233	365,885	178,351	187,093
TOTAL RESOURCES PROVIDED BY OPERATIONS	**108,816**	**156,990**	**223,500**	**39,276**
OTHER SOURCES:				
Municipal Contributions	0	0	0	0
Federal Contributions	935,661	185,000	55,000	150,000
Total Other Sources	**935,661**	**185,000**	**55,000**	**150,000**
FINANCIAL RESOURCES WERE USED FOR:				
Acquisition of Fixed Assets	737,926	358,000	435,775	304,000
Increase (Dec) in Restricted Assets	(115,422)	0	(13,292)	(36,100)
Total Uses	**622,504**	**358,000**	**422,483**	**267,900**
NET INCREASE (DECREASE) IN WORKING CAPITAL	**421,973**	**(16,010)**	**(143,983)**	**(78,624)**
Working Capital Beginning of Year	(146,070)	269,397	275,903	131,920
WORKING CAPITAL END OF YEAR	$ **275,903**	$ **253,387**	$ **131,920**	$ **53,296**

Regional Airport Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
Commissions	$ 160,790	$ 187,394	$ 165,000	$ 172,500
Rentals	157,564	160,006	157,441	161,434
Landing Fees	109,753	60,750	77,650	100,850
Law Enforcement Fees	32,021	34,628	20,000	32,000
Other Misc. Operating Revenues	6,380	0	0	0
Total Operating Revenues	**466,508**	**442,778**	**420,091**	**466,784**
OPERATING EXPENSES:				
Personnel Services	615,671	628,187	664,235	692,949
Supplies & Materials	81,696	117,320	98,053	117,320
Travel & Training	4,275	5,194	2,147	5,194
Intragovernmental Charges	147,274	146,273	146,273	100,239
Utilities, Services & Other Misc.	141,536	169,015	169,507	175,311
Total Operating Expenses	**990,452**	**1,065,989**	**1,080,215**	**1,091,013**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**(523,944)**	**(623,211)**	**(660,124)**	**(624,229)**
Depreciation	(401,545)	(418,885)	(395,284)	(460,881)
OPERATING INCOME	**(925,489)**	**(1,042,096)**	**(1,055,408)**	**(1,085,110)**
NON-OPERATING REVENUES:				
Investment Revenue	66,941	65,557	60,000	65,557
Misc. Non-Operating Revenue	166	3,000	6,164	3,000
Total Non-Operating Revenues	**67,107**	**68,557**	**66,164**	**68,557**
NON-OPERATING EXPENSES:				
Loss on Disposal of Fixed Asset	860	0	0	0
Total Non-Operating Expenses	**860**	**0**	**0**	**0**
OPERATING TRANSFERS:				
Operating Transfers From Other Fds.	504,000	554,000	554,000	554,000
Operating Transfers To Other Funds	0	0	0	0
Total Operating Transfers	**504,000**	**554,000**	**554,000**	**554,000**
NET INCOME (LOSS)	**(355,242)**	**(419,539)**	**(435,244)**	**(462,553)**
Amortization of Contributions	401,544	418,885	454,944	446,454
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**46,302**	**(654)**	**19,700**	**(16,099)**
Retained Earnings, Beg. of Year	907,776	873,267	954,078	973,778
RETAINED EARNINGS END OF YEAR	$ **954,078**	$ **872,613**	$ **973,778**	$ **957,679**

Regional Airport Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
STATEMENT OF CHANGE IN FINANCIAL POSITION				
FINANCIAL RESOURCES PROVIDED BY:				
OPERATIONS:				
Net Income (Loss)	$ (355,242)	$ (419,539)	$ (435,244)	$ (462,553)
EXPENSES NOT REQUIRING WORKING CAPITAL:				
Depreciation	401,545	418,885	395,284	460,881
TOTAL RESOURCES PROVIDED BY OPERATIONS	**46,303**	**(654)**	**(39,960)**	**(1,672)**
OTHER SOURCES:				
Federal/Municipal Contributions	140,146	1,086,200	50,000	1,086,200
Total Other Sources	**140,146**	**1,086,200**	**50,000**	**1,086,200**
FINANCIAL RESOURCES WERE USED FOR:				
Acquisition of Fixed Assets	137,717	1,146,800	1,120,230	370,098
Increase (Dec) in Restricted Assets	25,745	0	0	0
Total Uses	**163,462**	**1,146,800**	**1,120,230**	**370,098**
NET INCREASE (DECREASE) IN WORKING CAPITAL	**22,987**	**(61,254)**	**(1,110,190)**	**714,430**
Working Capital Beginning of Year	638,332	559,249	661,319	(448,871)
WORKING CAPITAL END OF YEAR	$ **661,319**	$ **497,995**	$ **(448,871)**	$ **265,559**

Sanitary Sewer Utility Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
Sewer Charges	$ 5,112,368	$ 4,600,000	$ 4,600,000	$ 4,750,000
M.U. Sewer Charges	320,368	420,000	420,000	435,000
Sharecropping	3,360	6,650	3,000	3,000
BCRSD Wholesale Revenue	85,242	81,000	84,000	85,000
Sewer Connection Fees	0	0	150,000	150,000
Other Misc. Operating Revenues	76,406	0	34,511	0
Total Operating Revenues	**5,597,744**	**5,107,650**	**5,291,511**	**5,423,000**
OPERATING EXPENSES:				
Personnel Services	2,027,449	2,238,492	2,246,189	2,346,910
Supplies & Materials	474,468	519,204	523,131	555,870
Travel & Training	5,575	8,950	8,072	9,090
Intragovernmental Charges	595,416	607,994	607,994	608,076
Utilities, Services & Other Misc.	1,017,353	1,033,966	973,960	1,173,849
Total Operating Expenses	**4,120,261**	**4,408,606**	**4,359,346**	**4,693,795**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**1,477,483**	**699,044**	**932,165**	**729,205**
Depreciation	(1,959,935)	(1,983,926)	(2,069,826)	(2,088,457)
OPERATING INCOME	**(482,452)**	**(1,284,882)**	**(1,137,661)**	**(1,359,252)**
NON-OPERATING REVENUES:				
Investment Revenue	503,199	575,951	330,463	575,951
Misc. Non-Operating Revenue	79,679	40,000	20,168	20,000
Total Non-Operating Revenues	**582,878**	**615,951**	**350,631**	**595,951**
NON-OPERATING EXPENSES:				
Interest Expense	724,352	724,356	724,356	689,243
Bank & Paying Agent Fees	5,953	8,400	8,400	8,400
Loss on Disposal Assets	39,979	0	0	0
Amortization	6,268	6,300	6,300	6,300
Total Non-Operating Expenses	**776,552**	**739,056**	**739,056**	**703,943**
OPERATING TRANSFERS FROM OTHER FUNDS	**0**	**0**	**0**	**0**
NET INCOME (LOSS)	**(676,126)**	**(1,407,987)**	**(1,526,086)**	**(1,467,244)**
Amortization of Contributions	1,519,732	1,745,855	1,745,855	1,745,855
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**843,606**	**337,868**	**219,769**	**278,611**
Retained Earnings, Beg. of Year	23,595,411	23,979,215	24,278,617	24,498,386
Equity Transfer	(160,400)	0	0	0
RETAINED EARNINGS END OF YEAR	**$ 24,278,617**	**$ 24,317,083**	**$ 24,498,386**	**$ 24,776,997**

Sanitary Sewer Utility Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
STATEMENT OF CHANGE IN FINANCIAL POSITION				
FINANCIAL RESOURCES PROVIDED BY:				
OPERATIONS:				
Net Income (Loss)	$ (676,126)	$ (1,407,987)	$ (1,526,086)	$ (1,467,244)
EXPENSES NOT REQUIRING WORKING CAPITAL:				
Depreciation	1,959,935	1,983,926	2,069,826	2,088,457
TOTAL RESOURCES PROVIDED BY OPERATIONS	**1,283,809**	**575,939**	**543,740**	**621,213**
OTHER SOURCES:				
Private Contributions	1,055,718	0	1,100,000	1,100,000
Municipal Contributions	8,000	0	0	0
State Contributions	63,842	0	0	0
Bond Proceeds	0	0	0	7,147,500
Total Other Sources	**1,127,560**	**0**	**1,100,000**	**8,247,500**
FINANCIAL RESOURCES WERE USED FOR:				
Bond Retirement/Lease Reductions	291,840	300,000	285,000	300,000
Acquisition of Fixed Assets	1,476,394	352,385	793,922	9,613,300
Increase (Dec) in Restricted Assets	1,137,946	0	500,000	393,770
Increase (Decrease) in Other Assets	(6,267)	0	0	0
Equity Transfer	160,400	0	0	0
Total Uses	**3,060,313**	**652,385**	**1,578,922**	**10,307,070**
NET INCREASE (DECREASE) IN WORKING CAPITAL	**(648,944)**	**(76,446)**	**64,818**	**(1,438,357)**
Working Capital Beginning of Year	1,628,430	542,780	979,486	1,044,304
WORKING CAPITAL END OF YEAR	$ **979,486**	$ **466,334**	$ **1,044,304**	$ **(394,053)**

Parking Facilities Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
Meters	$ 528,041	$ 482,400	$ 502,500	$ 502,500
Garages	189,163	226,000	198,341	197,800
Reserved Lot Fees	228,084	309,840	309,840	314,582
Special Business District	10,530	10,530	10,530	0
Loading Zone Fees	1,326	702	950	950
Police & Fire Lot Maintenance	6,216	6,216	6,216	6,216
Other Misc. Operating Revenues	343	0	0	0
Total Operating Revenues	**963,703**	**1,035,688**	**1,028,377**	**1,022,048**
OPERATING EXPENSES:				
Personnel Services	177,480	228,330	229,727	251,018
Supplies & Materials	17,223	51,426	49,799	51,531
Travel & Training	0	140	0	0
Intragovernmental Charges	71,150	76,140	76,480	69,290
Utilities, Services & Other Misc.	62,395	113,558	114,728	118,852
Total Operating Expenses	**328,248**	**469,594**	**470,734**	**490,691**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**635,455**	**566,094**	**557,643**	**531,357**
Depreciation	(194,861)	(244,754)	(377,408)	(392,366)
OPERATING INCOME	**440,594**	**321,340**	**180,235**	**138,991**
NON-OPERATING REVENUES:				
Investment Revenue	603,024	500,976	534,127	500,976
Misc. Non-Operating Revenue	14,224	0	24,014	0
Total Non-Operating Revenues	**617,248**	**500,976**	**558,141**	**500,976**
NON-OPERATING EXPENSES:				
Interest Expense	567,609	523,969	523,969	524,334
Bank & Paying Agent Fees	1,596	10,700	10,700	10,700
Amortization	16,794	10,014	10,014	10,014
Capital Lease Payment	0	5,959	6,517	7,129
Total Non-Operating Expenses	**585,999**	**550,642**	**551,200**	**552,177**
OPERATING TRANSFERS FROM OTHER FUNDS	**243,334**	**172,000**	**172,000**	**172,000**
NET INCOME (LOSS)	**715,177**	**443,674**	**359,176**	**259,790**
Amortization of Contributions	3,964	3,964	3,964	3,964
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**719,141**	**447,638**	**363,140**	**263,754**
Retained Earnings, Beg. of Year	7,102,059	7,604,703	7,821,200	8,184,340
RETAINED EARNINGS END OF YEAR	$ **7,821,200**	$ **8,052,341**	$ **8,184,340**	$ **8,448,094**

Parking Facilities Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
STATEMENT OF CHANGE IN FINANCIAL POSITION				
FINANCIAL RESOURCES PROVIDED BY:				
OPERATIONS:				
Net Income (Loss)	$ 715,177	$ 443,674	$ 359,176	$ 259,790
EXPENSES NOT REQUIRING WORKING CAPITAL:				
Depreciation	194,861	244,754	377,408	392,366
TOTAL RESOURCES PROVIDED BY OPERATIONS	**910,038**	**688,428**	**736,584**	**652,156**
OTHER SOURCES:				
Bond & Note Proceeds	0	0	0	0
Total Other Sources	**0**	**0**	**0**	**0**
FINANCIAL RESOURCES WERE USED FOR:				
Bond Retirement/Lease Reduction	288,678	598,995	296,517	312,129
Acquisition of Fixed Assets	1,294,072	513,680	17,814	0
Increase (Dec) in Restricted Assets	4,276,933	0	(2,018,458)	(1,523,758)
Increase (Dec) In Other Assets	(16,794)	0	0	0
Total Uses	**5,842,889**	**1,112,675**	**(1,704,127)**	**(1,211,629)**
NET INCREASE (DECREASE) IN WORKING CAPITAL	**(4,932,851)**	**(424,247)**	**2,440,711**	**1,863,785**
Working Capital Beginning of Year	6,408,864	96,936	1,476,013	3,916,724
WORKING CAPITAL END OF YEAR	$ **1,476,013**	$ **(327,311)**	$ **3,916,724**	$ **5,780,509**

Solid Waste Utility Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
Commercial Charges	$ 1,383,255	$ 1,422,088	$ 1,426,209	$ 1,432,000
Residential Charges	3,106,032	3,216,717	3,012,000	3,237,220
Roll-Off Service Charges	964,845	960,000	960,000	964,845
Landfill Fees	1,457,934	1,705,200	1,705,200	1,705,200
Larvaciding Fees	22,031	23,069	23,069	23,453
University Fees	345,358	351,602	331,499	327,999
Recycling	65,778	55,727	76,200	142,050
Other Misc. Operating Revenues	75,612	0	0	0
	7,420,845	**7,734,403**	**7,534,177**	**7,832,767**
OPERATING EXPENSES:				
Personnel Services	2,418,508	2,798,539	2,795,749	3,048,565
Supplies & Materials	1,579,142	1,748,304	1,772,507	2,087,426
Travel & Training	4,925	13,428	13,228	13,233
Intragovernmental Charges	889,116	925,613	925,633	936,247
Utilities, Services & Other Misc.	1,182,294	1,430,276	1,384,436	1,513,734
Total Operating Expenses	**6,073,985**	**6,916,160**	**6,891,553**	**7,599,205**
BEFORE DEPRECIATION	**1,346,860**	**818,243**	**642,624**	**233,562**
Depreciation	(1,123,491)	(1,307,225)	(1,128,075)	(1,134,205)
OPERATING INCOME	**223,369**	**(488,982)**	**(485,451)**	**(900,643)**
Revenue From Other Gov't Units	32,900	128,035	128,035	65,000
Investment Revenue	230,253	240,974	258,839	240,974
	229,296	0	13,305	0
Total Non-Operating Revenues	**492,449**	**369,009**	**400,179**	**305,974**
NON-OPERATING EXPENSES:				
Interest Expense	261,956	234,078	252,000	241,918
	379	5,000	5,000	5,000
Loss on Disposal Assets	144,575	0	2,000	0
Amortization	2,777	0	2,777	0
	409,687	**239,078**	**261,777**	**246,918**
OPERATING TRANSFERS TO OTHER FUNDS	0	0	0	0
NET INCOME (LOSS)	**306,131**	**(359,051)**	**(347,049)**	**(841,587)**
NET INCOME/(LOSS) TRANSFERRED	**306,131**	**(359,051)**	**(347,049)**	**(841,587)**
Retained Earnings, Beg. of Year	6,273,315	6,081,513	6,579,446	6,232,397
RETAINED EARNINGS END OF YEAR	$ **6,579,446**	$ **5,722,462**	$ **6,232,397**	$ **5,390,810**

Solid Waste Utility Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
STATEMENT OF CHANGE IN FINANCIAL POSITION				
FINANCIAL RESOURCES PROVIDED BY:				
OPERATIONS:				
Net Income (Loss)	$ 306,131	$ (359,051)	$ (347,049)	$ (841,587)
EXPENSES NOT REQUIRING WORKING CAPITAL:				
Depreciation	1,123,491	1,307,225	1,128,075	1,134,205
TOTAL RESOURCES PROVIDED BY OPERATIONS	**1,429,622**	**948,174**	**781,026**	**292,618**
OTHER SOURCES:				
Additions to Unrestricted Loans, Leases, and Advances	131,410	0	0	0
Bond & Note Proceeds	0	0	0	0
Total Other Sources	**131,410**	**0**	**0**	**0**
FINANCIAL RESOURCES WERE USED FOR:				
Bond Retirement/Lease Reduction	151,674	160,000	155,000	165,000
Acquisition of Fixed Assets	621,827	650,695	737,853	1,257,262
Increase (Dec) in Restricted Assets	2,870,758	0	(561,098)	(589,153)
Increase (Dec) in Other Assets	(2,778)	0	0	0
Total Uses	**3,641,481**	**810,695**	**331,755**	**833,109**
NET INCREASE (DECREASE) IN WORKING CAPITAL	**(2,080,449)**	**137,479**	**449,271**	**(540,491)**
Working Capital Beginning of Year	3,034,003	3,193,878	953,554	1,402,825
WORKING CAPITAL END OF YEAR	$ **953,554**	$ **3,331,357**	$ **1,402,825**	$ **862,334**

Storm Water Utility Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
User Charges	$ 999,744	$ 975,000	$ 965,000	$ 970,000
Total Operating Revenues	**999,744**	**975,000**	**965,000**	**970,000**
OPERATING EXPENSES:				
Personnel Services	285,019	326,120	323,955	369,716
Supplies & Materials	74,314	116,795	80,485	116,825
Travel & Training	249	1,000	1,000	1,530
Intragovernmental Charges	51,019	84,836	84,836	66,283
Utilities, Services & Other Misc.	99,050	85,090	70,760	86,751
Total Operating Expenses	**509,651**	**613,841**	**561,036**	**641,105**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**490,093**	**361,159**	**403,964**	**328,895**
Depreciation	(87,671)	(101,225)	(96,158)	(101,225)
OPERATING INCOME	**402,422**	**259,934**	**307,806**	**227,670**
NON-OPERATING REVENUES:				
Investment Revenue	108,203	76,470	88,239	76,470
Misc. Non-Operating Revenue	0	0	490	0
Total Non-Operating Revenues	**108,203**	**76,470**	**88,729**	**76,470**
NON-OPERATING EXPENSES:				
Loss On Disposal Assets	1,500	0	0	0
Total Non-Operating Expenses	**1,500**	**0**	**0**	**0**
OPERATING TRANSFERS FROM OTHER FUNDS	**126,820**	**124,405**	**124,405**	**124,405**
NET INCOME (LOSS)	**635,945**	**460,809**	**520,940**	**428,545**
Amortization of Contributions	45,896	61,748	61,748	61,748
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**681,841**	**522,557**	**582,688**	**490,293**
Retained Earnings, Beg. of Year	2,484,423	3,072,741	3,166,264	3,748,952
RETAINED EARNINGS END OF YEAR	$ **3,166,264**	$ **3,595,298**	$ **3,748,952**	$ **4,239,245**

Storm Water Utility Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
STATEMENT OF CHANGE IN FINANCIAL POSITION				
FINANCIAL RESOURCES PROVIDED BY:				
OPERATIONS:				
Net Income (Loss)	$ 635,945	$ 460,809	$ 520,940	$ 428,545
EXPENSES NOT REQUIRING WORKING CAPITAL:				
Depreciation	87,671	101,225	96,158	101,225
TOTAL RESOURCES PROVIDED BY OPERATIONS	**723,616**	**562,034**	**617,098**	**529,770**
OTHER SOURCES:				
Municipal Contributions	35,501	0	0	0
State Contributions	36,332	0	0	0
Federal Contributions	0	0	0	0
Total Other Sources	**71,833**	**0**	**0**	**0**
FINANCIAL RESOURCES WERE USED FOR:				
Acquisition of Fixed Assets	679,405	994,937	56,337	301,500
Increase (Dec) in Restricted Assets	374,889	0	0	0
Total Uses	**1,054,294**	**994,937**	**56,337**	**301,500**
NET INCREASE (DECREASE) IN WORKING CAPITAL	**(258,845)**	**(432,903)**	**560,761**	**228,270**
Working Capital Beginning of Year	934,076	494,447	675,231	1,235,992
WORKING CAPITAL END OF YEAR	$ **675,231**	$ **61,544**	$ **1,235,992**	$ **1,464,262**

Employee Benefit Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
Insurance Premiums	$ 4,239,299	$ 4,267,596	$ 4,840,916	$ 4,992,492
Total Operating Revenues	**4,239,299**	**4,267,596**	**4,840,916**	**4,992,492**
OPERATING EXPENSES:				
Personnel Services	0	0	0	0
Supplies & Materials	370	9,000	9,000	9,000
Travel & Training	0	0	0	0
Intragovernmental Charges	8,826	9,091	9,091	25,256
Utilities, Services & Other Misc.	4,188,386	4,372,322	4,311,154	5,140,859
Total Operating Expenses	**4,197,582**	**4,390,413**	**4,329,245**	**5,175,115**
OPERATING INCOME	**41,717**	**(122,817)**	**511,671**	**(182,623)**
NON-OPERATING REVENUES:				
Investment Revenue	192,721	125,000	195,000	200,000
Total Non-Operating Revenues	**192,721**	**125,000**	**195,000**	**200,000**
OPERATING TRANSFERS TO OTHER FUNDS	(148,000)	(148,000)	(148,000)	0
NET INCOME (LOSS)	**86,438**	**(145,817)**	**558,671**	**17,377**
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**86,438**	**(145,817)**	**558,671**	**17,377**
Retained Earnings, Beg. of Year	2,473,978	2,635,049	2,560,416	3,119,087
RETAINED EARNINGS END OF YEAR	$ **2,560,416**	$ **2,489,232**	$ **3,119,087**	$ **3,136,464**

Self Insurance Reserve Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
User Charges	$ 1,697,475	$ 1,700,000	$ 1,700,000	$ 1,500,000
Total Operating Revenues	**1,697,475**	**1,700,000**	**1,700,000**	**1,500,000**
OPERATING EXPENSES:				
Personnel Services	50,829	72,749	69,260	100,174
Supplies & Materials	1,308	3,765	3,765	4,025
Travel & Training	2,024	5,500	5,400	5,750
Intragovernmental Charges	25,324	26,020	26,020	33,955
Utilities, Services & Other Misc.	1,367,313	2,603,455	2,372,305	2,275,855
Total Operating Expenses	**1,446,798**	**2,711,489**	**2,476,750**	**2,419,759**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**250,677**	**(1,011,489)**	**(776,750)**	**(919,759)**
Depreciation	(2,452)	0	0	0
OPERATING INCOME	**248,225**	**(1,011,489)**	**(776,750)**	**(919,759)**
NON-OPERATING REVENUES:				
Investment Revenue	2,213,079	2,553,200	2,553,200	2,275,000
Total Non-Operating Revenues	**2,213,079**	**2,553,200**	**2,553,200**	**2,275,000**
NON-OPERATING EXPENSES:				
Interest Expense	390,775	400,000	93,100	0
Amortization	40,620	0	0	0
Bond Interest	1,160,096	1,140,000	1,140,000	900,000
Total Non-Operating Expenses	**1,591,491**	**1,540,000**	**1,233,100**	**900,000**
OPERATING TRANSFERS TO OTHER FUNDS	(48,295)	0	0	0
NET INCOME (LOSS)	**821,518**	**1,711**	**543,350**	**455,241**
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**821,518**	**1,711**	**543,350**	**455,241**
Retained Earnings, Beg. of Year	2,402,011	2,101,455	3,223,529	3,766,879
RETAINED EARNINGS END OF YEAR	$ **3,223,529**	$ **2,103,166**	$ **3,766,879**	$ **4,222,120**

Custodial and Building Maintenance Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
Custodial User Charges	$ 367,954	$ 480,607	$ 478,107	$ 534,502
Bldg. Maint. User Charges	297,165	189,294	189,294	189,294
Total Operating Revenues	**665,119**	**669,901**	**667,401**	**723,796**
OPERATING EXPENSES:				
Personnel Services	284,494	322,336	327,396	352,807
Supplies & Materials	62,013	86,730	87,139	84,841
Travel & Training	0	874	0	874
Intragovernmental Charges	43,579	43,619	42,973	34,420
Utilities, Services & Other Misc.	196,548	242,846	281,122	284,344
Total Operating Expenses	**586,634**	**696,405**	**738,630**	**757,286**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**78,485**	**(26,504)**	**(71,229)**	**(33,490)**
Depreciation	(4,443)	(4,450)	(2,775)	(4,521)
OPERATING INCOME	**74,042**	**(30,954)**	**(74,004)**	**(38,011)**
NON-OPERATING REVENUES:				
Investment Revenue	19,546	9,200	14,124	9,200
Misc. Non-Operating Revenue	687	0	345	0
Total Non-Operating Revenues	**20,233**	**9,200**	**14,469**	**9,200**
NET INCOME (LOSS)	**94,275**	**(21,754)**	**(59,535)**	**(28,811)**
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**94,275**	**(21,754)**	**(59,535)**	**(28,811)**
Retained Earnings, Beg. of Year	(158,332)	(166,796)	(64,057)	(123,592)
RETAINED EARNINGS END OF YEAR	$ **(64,057)**	$ **(188,550)**	$ **(123,592)**	$ **(152,403)**

Custodial and Building Maintenance Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
STATEMENT OF CHANGE IN FINANCIAL POSITION				
FINANCIAL RESOURCES PROVIDED BY:				
OPERATIONS:				
Net Income (Loss)	$ 94,275	$ (21,754)	$ (59,535)	$ (28,811)
EXPENSES NOT REQUIRING WORKING CAPITAL:				
Depreciation	4,443	4,450	2,775	4,521
TOTAL RESOURCES PROVIDED BY OPERATIONS	**98,718**	**(17,304)**	**(56,760)**	**(24,290)**
FINANCIAL RESOURCES WERE USED FOR:				
Acquisition of Fixed Assets	0	4,300	0	54,500
Total Uses	**0**	**4,300**	**0**	**54,500**
NET INCREASE (DECREASE) IN WORKING CAPITAL	**98,718**	**(21,604)**	**(56,760)**	**(78,790)**
Working Capital Beginning of Year	190,262	187,019	288,980	232,220
WORKING CAPITAL END OF YEAR	$ **288,980**	$ **165,415**	$ **232,220**	$ **153,430**

Fleet Operations Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
User Charges	$ 2,887,759	$ 3,007,683	$ 2,996,687	$ 3,176,800
Total Operating Revenues	**2,887,759**	**3,007,683**	**2,996,687**	**3,176,800**
OPERATING EXPENSES:				
Personnel Services	805,934	921,226	908,934	996,387
Supplies & Materials	1,673,084	1,657,788	1,659,858	1,708,291
Travel & Training	772	3,566	3,566	5,173
Intragovernmental Charges	288,805	470,216	469,374	294,533
Utilities, Services & Other Misc.	101,465	52,851	48,888	56,809
Total Operating Expenses	**2,870,060**	**3,105,647**	**3,090,620**	**3,061,193**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**17,699**	**(97,964)**	**(93,933)**	**115,607**
Depreciation	(17,743)	(22,471)	(21,172)	(22,471)
OPERATING INCOME	**(44)**	**(120,435)**	**(115,105)**	**93,136**
NON-OPERATING REVENUES:				
Investment Revenue	129	9,280	9,280	9,465
Misc. Non-Operating Revenue	5,959	3,075	7,100	3,075
Total Non-Operating Revenues	**6,088**	**12,355**	**16,380**	**12,540**
NON-OPERATING EXPENSES:				
Loss of Disposal Assets	3,021	0	0	0
Interest Expense	0	0	0	5,784
Debt Service Principal	0	0	0	22,751
Total Non-Operating Expenses	**3,021**	**0**	**0**	**28,535**
NET INCOME (LOSS)	**3,023**	**(108,080)**	**(98,725)**	**77,141**
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**3,023**	**(108,080)**	**(98,725)**	**77,141**
Retained Earnings, Beg. of Year	206,620	290,253	209,643	110,918
RETAINED EARNINGS END OF YEAR	$ **209,643**	$ **182,173**	$ **110,918**	$ **188,059**

Fleet Operations Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
STATEMENT OF CHANGE IN FINANCIAL POSITION				
FINANCIAL RESOURCES PROVIDED BY:				
OPERATIONS:				
Net Income (Loss)	$ 3,023	$ (108,080)	$ (98,725)	$ 77,141
EXPENSES NOT REQUIRING WORKING CAPITAL:				
Depreciation	17,743	22,471	21,172	22,471
TOTAL RESOURCES PROVIDED BY OPERATIONS	**20,766**	**(85,609)**	**(77,553)**	**99,612**
OTHER SOURCES:				
Bond & Note Proceeds	0	0	0	126,000
Total Other Sources	**0**	**0**	**0**	**126,000**
FINANCIAL RESOURCES WERE USED FOR:				
Acquisition of Fixed Assets	73,814	171,050	8,058	19,994
Increase (Dec) in Restricted Assets	65,489	0	0	0
Total Uses	**139,303**	**171,050**	**8,058**	**19,994**
NET INCREASE (DECREASE) IN WORKING CAPITAL	**(118,537)**	**(256,659)**	**(85,611)**	**205,618**
Working Capital Beginning of Year	341,261	315,163	222,724	137,113
WORKING CAPITAL END OF YEAR	$ **222,724**	$ **58,504**	$ **137,113**	$ **342,731**

Information Services Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
User Charges	$ 2,422,103	$ 2,421,814	$ 2,421,811	$ 2,458,442
Misc. Operating Revenue	3,568	0	0	0
Total Operating Revenues	**2,425,671**	**2,421,814**	**2,421,811**	**2,458,442**
OPERATING EXPENSES:				
Personnel Services	1,025,201	1,083,729	1,091,766	1,247,941
Supplies & Materials	83,601	107,730	101,405	111,575
Travel & Training	223,972	37,000	17,000	37,950
Intragovernmental Charges	94,391	97,785	97,785	124,262
Utilities, Services & Other Misc.	743,008	657,336	582,605	583,777
Total Operating Expenses	**2,170,173**	**1,983,580**	**1,890,561**	**2,105,505**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**255,498**	**438,234**	**531,250**	**352,937**
Depreciation	(470,656)	(563,080)	(525,100)	(530,042)
OPERATING INCOME	**(215,158)**	**(124,846)**	**6,150**	**(177,105)**
NON-OPERATING REVENUES:				
Investment Revenue	60,912	36,365	77,000	36,365
Misc. Non-Operating Revenue	411	0	225	0
Total Non-Operating Revenues	**61,323**	**36,365**	**77,225**	**36,365**
NON-OPERATING EXPENSES:				
Interest Expense	19,130	0	1,095	20,397
Loss On Disposal Assets	275	0	0	0
Capital Lease Payment	0	246,154	246,154	227,185
Total Non-Operating Expenses	**19,405**	**246,154**	**247,249**	**247,582**
OPERATING TRANSFERS FROM OTHER FUNDS	**0**	**0**	**0**	**0**
NET INCOME (LOSS)	**(173,240)**	**(334,635)**	**(163,874)**	**(388,322)**
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**(173,240)**	**(334,635)**	**(163,874)**	**(388,322)**
Retained Earnings, Beg. of Year	1,611,589	1,535,148	1,438,349	1,274,475
RETAINED EARNINGS END OF YEAR	**$ 1,438,349**	**$ 1,200,513**	**$ 1,274,475**	**$ 886,153**

Information Services Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
STATEMENT OF CHANGE IN FINANCIAL POSITION				
FINANCIAL RESOURCES PROVIDED BY:				
OPERATIONS:				
Net Income (Loss)	$ (173,240)	$ (334,635)	$ (163,874)	$ (388,322)
EXPENSES NOT REQUIRING WORKING CAPITAL:				
Depreciation	470,656	563,080	525,100	530,042
TOTAL RESOURCES PROVIDED BY OPERATIONS	**297,416**	**228,445**	**361,226**	**141,720**
OTHER SOURCES:				
Municipal Contributions	394,982	0	0	0
Oblig. under Capital Leases	945,536	0	928,201	713,616
Total Other Sources	**1,340,518**	**0**	**928,201**	**713,616**
FINANCIAL RESOURCES WERE USED FOR:				
Increase (Dec) in Other Assets	(79,667)	0	0	0
Reduction of Long Term Notes Payable	63,560	0	0	0
Acquisition of Fixed Assets	1,150,924	335,000	210,599	299,550
Total Uses	**1,134,817**	**335,000**	**210,599**	**299,550**
NET INCREASE (DECREASE) IN WORKING CAPITAL	**503,117**	**(106,555)**	**1,078,828**	**555,786**
Working Capital Beginning of Year	545,529	1,180,436	1,048,646	2,127,474
WORKING CAPITAL END OF YEAR	$ **1,048,646**	$ **1,073,881**	$ **2,127,474**	$ **2,683,260**

Public Communications Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
User Charges	$ 620,032	$ 683,400	$ 651,400	$ 669,500
Total Operating Revenues	**620,032**	**683,400**	**651,400**	**669,500**
OPERATING EXPENSES:				
Personnel Services	215,310	233,646	217,425	253,881
Supplies & Materials	224,311	273,493	249,911	261,051
Travel & Training	449	1,600	1,599	1,600
Intragovernmental Charges	37,791	39,758	39,758	39,357
Utilities, Services & Other Misc.	90,270	135,956	128,553	130,159
Total Operating Expenses	**568,131**	**684,453**	**637,246**	**686,048**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**51,901**	**(1,053)**	**14,154**	**(16,548)**
Depreciation	(15,323)	(16,265)	(15,403)	(15,403)
OPERATING INCOME	**36,578**	**(17,318)**	**(1,249)**	**(31,951)**
NON-OPERATING REVENUES:				
Investment Revenue	14,912	17,000	33,353	31,912
Misc. Non-Operating Revenue	1,403	0	0	0
Total Non-Operating Revenues	**16,315**	**17,000**	**33,353**	**31,912**
NON-OPERATING EXPENSES:				
Loss On Disposal Assets	2,691	0	0	0
Total Non-Operating Expenses	**2,691**	**0**	**0**	**0**
NET INCOME (LOSS)	**50,202**	**(318)**	**32,104**	**(39)**
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**50,202**	**(318)**	**32,104**	**(39)**
Retained Earnings, Beg. of Year	347,114	289,963	397,316	429,420
RETAINED EARNINGS END OF YEAR	$ **397,316**	$ **289,645**	$ **429,420**	$ **429,381**

Public Communications Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
STATEMENT OF CHANGE IN FINANCIAL POSITION				
FINANCIAL RESOURCES PROVIDED BY:				
OPERATIONS:				
Net Income (Loss)	$ 50,202	$ (318)	$ 32,104	$ (39)
EXPENSES NOT REQUIRING WORKING CAPITAL:				
Depreciation	15,323	16,265	15,403	15,403
TOTAL RESOURCES PROVIDED BY OPERATIONS	**65,525**	**15,947**	**47,507**	**15,364**
FINANCIAL RESOURCES WERE USED FOR:				
Acquisition of Fixed Assets	18,331	30,000	30,000	3,700
Total Uses	**18,331**	**30,000**	**30,000**	**3,700**
NET INCREASE (DECREASE) IN WORKING CAPITAL	**47,194**	**(14,053)**	**17,507**	**11,664**
Working Capital Beginning of Year	253,381	184,841	300,575	318,082
WORKING CAPITAL END OF YEAR	$ **300,575**	$ **170,788**	$ **318,082**	$ **329,746**

Utility Customer Services Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OPERATING REVENUES:				
User Charges	$ 1,355,414	$ 1,394,784	$ 1,394,784	$ 1,464,535
Total Operating Revenues	**1,355,414**	**1,394,784**	**1,394,784**	**1,464,535**
OPERATING EXPENSES:				
Personnel Services	314,128	341,252	368,641	373,641
Supplies & Materials	178,780	226,487	200,144	228,043
Travel & Training	99	2,850	0	2,850
Intragovernmental Charges	797,157	798,476	798,476	800,343
Utilities, Services & Other Misc.	43,915	59,489	59,874	61,932
Total Operating Expenses	**1,334,079**	**1,428,554**	**1,427,135**	**1,466,809**
OPERATING INCOME (LOSS) BEFORE DEPRECIATION	**21,335**	**(33,770)**	**(32,351)**	**(2,274)**
Depreciation	(3,005)	(2,945)	(2,936)	(2,936)
OPERATING INCOME	**18,330**	**(36,715)**	**(35,287)**	**(5,210)**
NON-OPERATING REVENUES:				
Investment Revenue	31,336	32,960	15,000	15,869
Total Non-Operating Revenues	**31,336**	**32,960**	**15,000**	**15,869**
NET INCOME (LOSS)	**49,666**	**(3,755)**	**(20,287)**	**10,659**
NET INCOME/(LOSS) TRANSFERRED TO RETAINED EARNINGS	**49,666**	**(3,755)**	**(20,287)**	**10,659**
Retained Earnings, Beg. of Year	516,102	493,238	186,955	166,668
Equity Transfer	(378,813)	0	0	0
RETAINED EARNINGS END OF YEAR	$ **186,955**	$ **489,483**	$ **166,668**	$ **177,327**

Utility Customer Services Fund

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
STATEMENT OF CHANGE IN FINANCIAL POSITION				
FINANCIAL RESOURCES PROVIDED BY:				
OPERATIONS:				
Net Income (Loss)	$ 49,666	$ (3,755)	$ (20,287)	$ 10,659
EXPENSES NOT REQUIRING WORKING CAPITAL:				
Depreciation	3,005	2,945	2,936	2,936
TOTAL RESOURCES PROVIDED BY OPERATIONS	**52,671**	**(810)**	**(17,351)**	**13,595**
FINANCIAL RESOURCES WERE USED FOR:				
Acquisition of Fixed Assets	2,883	3,000	5,000	1,987
Increase (Dec) in Restricted Assets	(378,813)	0	0	0
Increase (Dec) in Other Assets	0	0	0	0
Equity Transfer	378,813	0	0	0
Total Uses	**2,883**	**3,000**	**5,000**	**1,987**
NET INCREASE (DECREASE) IN WORKING CAPITAL	**49,788**	**(3,810)**	**(22,351)**	**11,608**
Working Capital Beginning of Year	93,835	72,822	143,623	121,272
WORKING CAPITAL END OF YEAR	$ **143,623**	$ **69,012**	$ **121,272**	$ **132,880**

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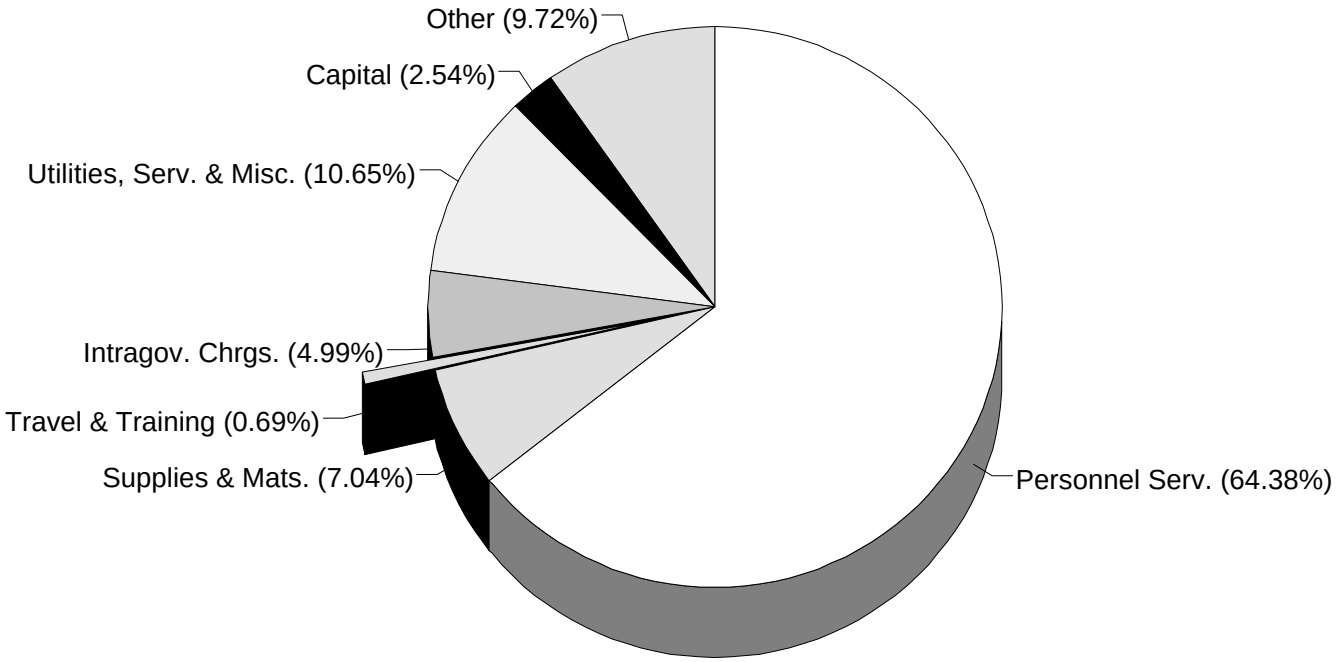
General Fund Summary

City of Columbia
Columbia, Missouri

General Fund Summary
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 24,951,092	$ 27,167,123	$ 27,029,947	$ 28,655,591	5.5%
Supplies & Materials	2,389,649	3,069,876	2,846,300	3,131,600	2.0%
Travel & Training	222,748	302,440	270,183	305,207	0.9%
Intragovernmental Charges	2,142,035	2,184,746	2,174,237	2,222,367	1.7%
Utilities, Services & Misc.	3,412,021	4,424,912	4,084,223	4,741,334	7.2%
Capital	1,221,820	1,311,227	1,342,840	1,128,887	-13.9%
Other	4,238,842	4,356,905	4,356,905	4,326,525	-0.7%
Total	**38,578,207**	**42,817,229**	**42,104,635**	**44,511,511**	**4.0%**
Summary					
Operating Expenses	33,117,545	37,149,097	36,404,890	39,056,099	5.1%
Non-Operating Expenses	4,238,842	4,356,905	4,356,905	4,326,525	-0.7%
Capital Additions	1,221,820	1,311,227	1,342,840	1,128,887	-13.9%
Capital Projects	0	0	0	0	
Total Expenses	**$ 38,578,207**	**$ 42,817,229**	**$ 42,104,635**	**$ 44,511,511**	**4.0%**

GENERAL FUND SUMMARY

Fund 110

FUND DESCRIPTION

The General Fund is used to finance and account for a large portion of the current operating expenditures and capital additions (not capital improvements) of City Government. The General Fund is one of the largest and most important of the City's funds because most governmental programs (Police,Fire, Public Works, Parks and Recreation, etc.) are generally financed wholly or partially from it. The General Fund has a greater number and variety of revenue sources than any other fund, and its resources normally finance a wider range of activities.

DEPARTMENT EXPENDITURES

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
General City (Nondepartmental)	$ 4,881,781	$ 5,138,662	$ 5,004,456	$ 5,156,100
City Council	109,464	160,691	144,512	163,581
City Clerk	130,513	181,193	168,695	149,023
City Manager	482,744	578,699	533,092	623,927
Finance	2,443,380	2,632,217	2,631,425	2,755,077
Human Resources	472,871	560,929	548,236	596,429
Law	524,862	581,143	580,616	624,925
Municipal Court	422,900	442,725	440,801	443,010
Police	9,115,117	9,551,562	9,423,712	9,996,948
Fire	6,929,692	7,293,739	7,270,797	7,762,258
Health	2,831,647	3,283,993	3,263,816	3,440,517
Joint Communications/Emergency Mgmt	1,433,214	1,975,526	1,907,088	2,015,143
Planning	413,532	469,030	468,925	505,965
Economic Development	243,472	264,884	264,811	280,948
Community Services	846,047	995,778	995,762	1,014,025
Parks & Recreation	2,399,741	2,783,528	2,777,227	2,949,700
Public Works	4,897,230	5,922,930	5,680,664	6,033,935
TOTAL DEPARTMENTAL	**$ 38,578,207**	**$ 42,817,229**	**$ 42,104,635**	**$ 44,511,511**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
City Clerk	2.00	2.00	2.00	2.00
City Manager	6.40	6.40	6.40	6.40
Finance	32.50	33.25	33.25	33.25
Human Resources	7.40	8.40	8.40	8.40
Law	8.00	8.00	8.00	8.00
Municipal Court	6.50	6.50	6.75	6.75
Police	147.00	149.00	150.00	154.00
Fire	112.00	113.00	114.00	115.00
Health	49.50	50.50	51.75	51.55
Joint Communications/Emergency Mgmt	26.35	28.35	28.35	30.35
Planning	6.70	6.70	6.70	6.70
Economic Development	4.00	4.00	4.00	4.00
Community Services	1.95	2.20	2.20	2.20
Parks & Recreation	29.25	30.25	30.75	31.75
Public Works	76.30	77.30	77.30	77.73
Total Personnel	**515.85**	**525.85**	**529.85**	**538.08**
Permanent Full-Time	508.25	517.50	520.70	528.13
Permanent Part-Time	7.60	8.35	9.15	9.95
Total Permanent	**515.85**	**525.85**	**529.85**	**538.08**

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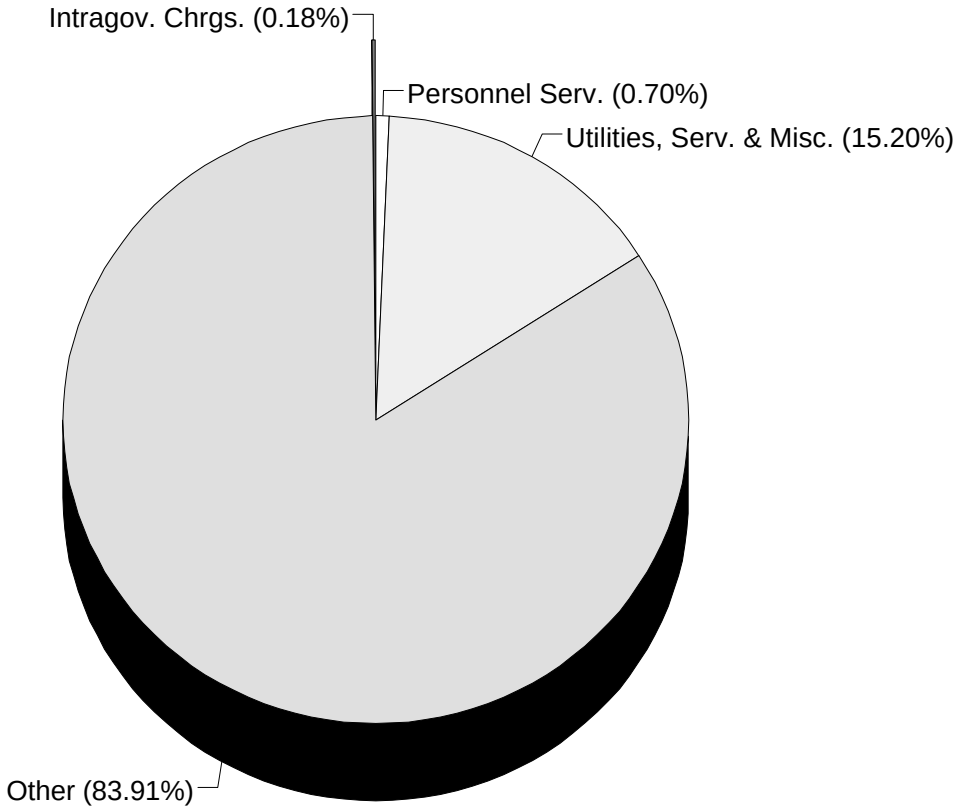
City General - Non Departmental Expenditures

City of Columbia
Columbia, Missouri

City General
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ (19,335)	$ 35,431	$ 35,431	$ 36,140	2.0%
Supplies & Materials	0	0	0	0	
Travel & Training	0	0	0	0	
Intragovernmental Charges	0	0	0	9,478	
Utilities, Services & Misc.	662,274	746,326	612,120	783,957	5.0%
Capital	0	0	0	0	
Other	4,238,842	4,356,905	4,356,905	4,326,525	-0.7%
Total	**4,881,781**	**5,138,662**	**5,004,456**	**5,156,100**	**0.3%**
Summary					
Operating Expenses	642,939	781,757	647,551	829,575	6.1%
Non-Operating Expenses	4,238,842	4,356,905	4,356,905	4,326,525	-0.7%
Capital Additions	0	0	0	0	
Capital Projects	0	0	0	0	
Total Expenses	$ **4,881,781**	$ **5,138,662**	$ **5,004,456**	$ **5,156,100**	**0.3%**

CITY GENERAL EXP - SUBSIDIES & OTHER NON-DEPARTMENTAL EXP.

110-8500

DEPARTMENT DESCRIPTION

City General is the part of the budget where non-departmental expenditures are located. These include various subsidies and transfers as well as other items which are not related to a specific department.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

Subsidies have been increased from the FY 98 level for the Recreation Services Fund, Cultural Affairs, and Contributions Fund. The subsidy for Public Transportation was decreased. An amount of $29,837 has been set aside as Council Reserve to use and still maintain a 16% Fund Balance.

SUBSIDIES, TRANSFERS, AND OTHER (DETAIL)

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
SUBSIDIES:				
Public Transportation	$ 1,636,000	$ 1,746,000	$ 1,746,000	$ 1,646,000
Regional Airport	504,000	554,000	554,000	554,000
Recreation Services	1,400,000	1,470,000	1,470,000	1,500,000
Storm Water	126,820	124,405	124,405	124,405
Cultural Affairs	204,000	203,000	203,000	210,120
Contributions Trust Fund	74,294	70,000	70,000	102,500
Other Transfers	42,862	0	0	0
Total Subsidies	**3,987,976**	**4,167,405**	**4,167,405**	**4,137,025**
TRANSFERS:				
Parking Facilities Utility	243,334	172,000	172,000	172,000
Special Business District	7,500	17,500	17,500	17,500
Total Subsidies & Transfers	**4,238,810**	**4,356,905**	**4,356,905**	**4,326,525**
OTHER:				
Street Lighting	557,718	587,120	587,120	587,120
Miscellaneous Nonprogrammed	30,767	88,231	60,431	112,618
Council Reserve	0	13,953	0	29,837
Contingency	54,486	92,453	0	100,000
Total	$ **4,881,781**	$ **5,138,662**	$ **5,004,456**	$ **5,156,100**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
There are no personnel assigned to this budget.				

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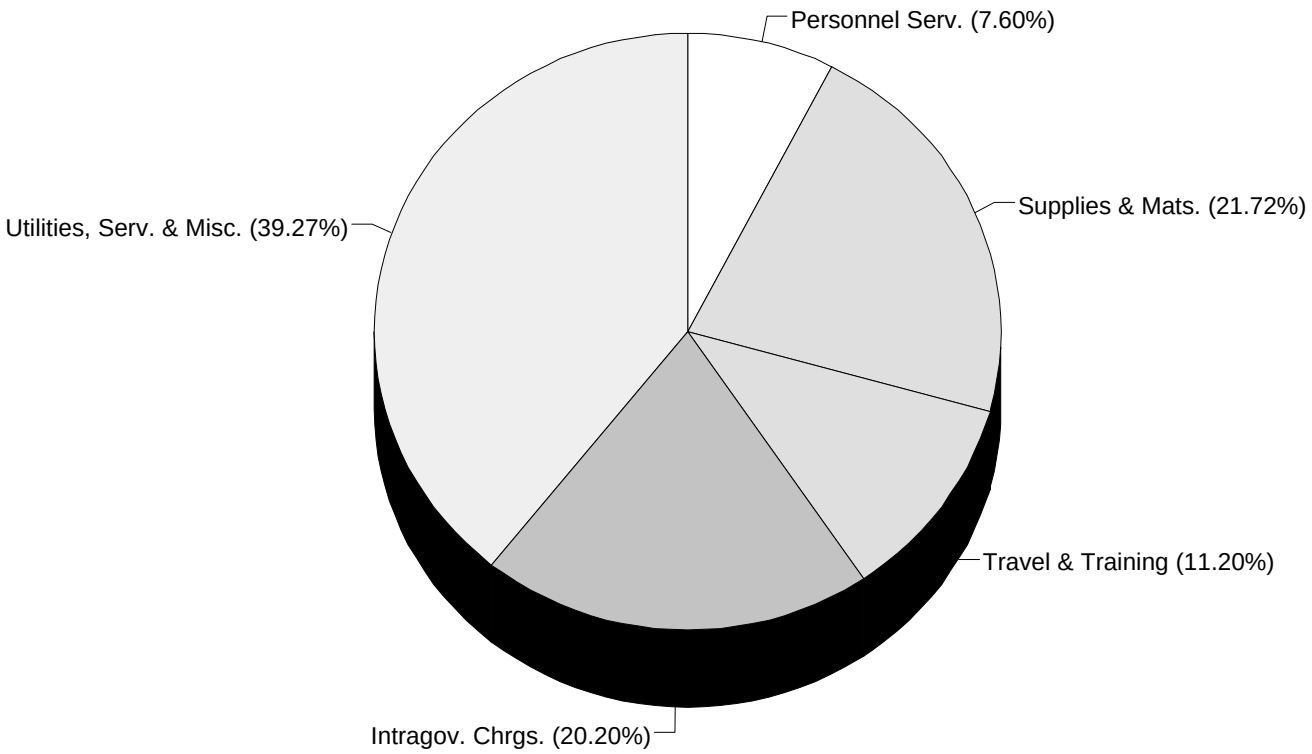
City Council

City of Columbia
Columbia, Missouri

City Council
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 3,004	$ 11,946	$ 8,068	$ 12,440	4.1%
Supplies & Materials	19,948	27,703	34,153	35,537	28.3%
Travel & Training	17,339	24,025	18,626	18,315	-23.8%
Intragovernmental Charges	30,312	33,532	33,533	33,046	-1.4%
Utilities, Services & Misc.	36,015	63,485	50,132	64,243	1.2%
Capital	2,846	0	0	0	
Other	0	0	0	0	
Total	**109,464**	**160,691**	**144,512**	**163,581**	**1.8%**
Summary					
Operating Expenses	106,618	160,691	144,512	163,581	1.8%
Non-Operating Expenses	0	0	0	0	
Capital Additions	2,846	0	0	0	
Capital Projects	0	0	0	0	
Total Expenses	**$ 109,464**	**$ 160,691**	**$ 144,512**	**$ 163,581**	**1.8%**

CITY COUNCIL - SUMMARY

110-01

DEPARTMENT DESCRIPTION

The Mayor and City Council act as the legislative and policy making body for the City of Columbia. Operating under a home rule charter, the Council uses various voluntary citizen boards, commissions, and task forces as well as public hearings in the development of City policy matters. According to the City Charter, the City Council is responsible for the appointment of the City Manager, City Clerk, and Municipal Judge.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

Funds are included in the budget to cover the cost of services of an interpreter for the hearing impaired at City Council meetings. This is in compliance with the Americans with Disabilities Act. Additional funds were also included in the budget for Boards and Commissions.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
There are no personnel assigned to this budget.				

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City Council - General

110-0110

DESCRIPTION

To effectively represent the citizens of Columbia, formulate and enact public policy which addresses then needs of the community, and provide community leadership to all citizens.

HIGHLIGHTS/SIGNIFICANT CHANGES

Funds are included in the budget to cover the cost of services of an interpreter for the hearing impaired at City Council meetings. This is in compliance with the Americans with Disabilities Act.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 3,004	$ 11,946	$ 8,068	$ 12,440
Supplies and Materials	18,880	21,613	27,013	27,257
Travel and Training	14,558	17,000	11,000	13,000
Intragovernmental Charges	30,312	33,503	33,503	33,023
Utilities, Services, & Misc.	31,781	39,995	35,642	40,704
Capital	2,846	0	0	0
Other	0	0	0	0
Total	**$ 101,381**	**$ 124,057**	**$ 115,226**	**$ 126,424**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
There are no personnel assigned to this budget.				

City Council - Boards and Commissions

110-0120

DESCRIPTION

The advisory boards and commissions are to provide policy recommendations on specific areas of community interest to the council, thus increasing citizen input into the policy making process.

HIGHLIGHTS/SIGNIFICANT CHANGES

There are no significant changes in this budget for the coming year.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 0	$ 0	$ 0	$ 0
Supplies and Materials	1,068	6,090	7,140	8,280
Travel and Training	2,781	7,025	7,626	5,315
Intragovernmental Charges	0	29	30	23
Utilities, Services, & Misc.	4,234	23,490	14,490	23,539
Capital	0	0	0	0
Other	0	0	0	0
Total	$ **8,083**	$ **36,634**	$ **29,286**	$ **37,157**

ACTIVITY LEVEL EXPENDITURES

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Board of Adjustment	$ 1,300	$ 5,445	$ 3,455	$ 5,473
Airport Advisory Board	448	500	500	515
Sister Cities	2,269	10,000	6,500	10,000
Planning and Zoning	1,516	1,500	1,500	1,845
Parks and Recreation Commission	1,809	4,050	4,050	4,171
Bike Commission	413	1,000	1,000	1,030
Other Boards	278	7,139	6,380	7,123
Commissions - General	0	7,000	5,901	7,000
Total	$ **8,033**	$ **36,634**	$ **29,286**	$ **37,157**

AUTHORIZED PERSONNEL

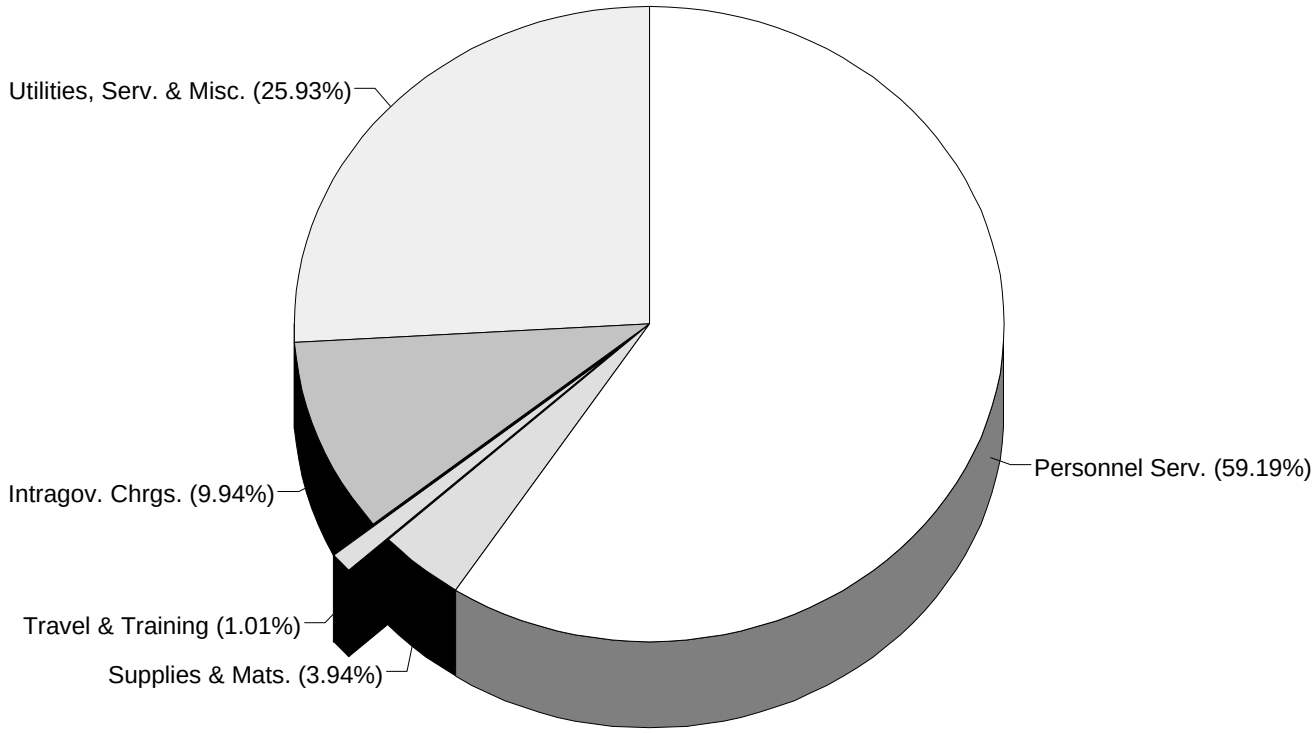
	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999

There are no personnel assigned to this budget.

City Clerk and Elections

City of Columbia
Columbia, Missouri

City Clerk and Elections
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 95,982	$ 81,881	$ 82,903	$ 88,205	7.7%
Supplies & Materials	1,343	5,902	4,290	5,872	-0.5%
Travel & Training	166	1,500	500	1,500	0.0%
Intragovernmental Charges	12,558	14,264	14,264	14,810	3.8%
Utilities, Services & Misc.	20,464	38,976	28,300	38,636	-0.9%
Capital	0	38,670	38,438	0	-100.0%
Other	0	0	0	0	
Total	**130,513**	**181,193**	**168,695**	**149,023**	**-17.8%**
Summary					
Operating Expenses	130,513	142,523	130,257	149,023	4.6%
Non-Operating Expenses	0	0	0	0	
Capital Additions	0	38,670	38,438	0	-100.0%
Capital Projects	0	0	0	0	
Total Expenses	$ **130,513**	$ **181,193**	$ **168,695**	$ **149,023**	**-17.8%**

CITY CLERK AND ELECTIONS - SUMMARY

110-02

DEPARTMENT DESCRIPTION

The City Clerk's office serves as the depository for all official records of the City, and the Clerk certifies City records for the courts, City departments, and citizens. The Clerk's office serves as a center for citizen inquiry, proclamation preparation and signing, and personal appearance requests. The Clerk maintains membership rosters for all boards and commissions. The City Clerk also acts as secretary to the Board of Adjustment.

DEPARTMENT OBJECTIVES

Maintain and provide access to official city documents in the most expedient and efficient manner; and to expeditiously respond to the citizenry, City Council, Boards and Commissions, and city staff requests for services as provided by this department.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

There are no significant changes in this budget for the coming year.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
City Clerk - General	2.00	2.00	2.00	2.00
City Clerk - Elections	0.00	0.00	0.00	0.00
Total Personnel	**2.00**	**2.00**	**2.00**	**2.00**
Permanent Full-Time	2.00	2.00	2.00	2.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**2.00**	**2.00**	**2.00**	**2.00**

PERFORMANCE MEASUREMENT/SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Council Meetings	28	27	28
Proclamations	75	76	80
Board of Adjustment Applications Processed	28	22	30

CITY CLERK AND ELECTIONS - SUMMARY

110-02

COMPARATIVE DATA

	Columbia, MO	Indepen-dence, MO	St. Joseph, MO	St. Charles, MO	Hazelwood, MO
Population	**77,079**	**115,531**	**71,852**	**56,339**	**26,829**
Number of Employees	2	7	2.5	4	4
Employees Per 1,000 Population	0.026	0.061	0.035	0.071	0.149
Number of Ordinance and Resolutions/Year	561	433	637	475	111

City Clerk - General

110-0210

DESCRIPTION

The City Clerk is to provide reliable record keeping and reporting services under requirements of State Statues, City Charter and Ordinances. Items to be maintained include ordinances and resolutions, contracts, deeds, leases, easements, minutes, and miscellaneous official documents of the City.

HIGHLIGHTS/SIGNIFICANT CHANGES

There are no significant changes in this budget in the coming year.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 95,982	$ 81,881	$ 82,903	$ 88,205
Supplies and Materials	1,343	5,902	4,290	5,872
Travel and Training	166	1,500	500	1,500
Intragovernmental Charges	12,558	14,264	14,264	14,810
Utilities, Services, & Misc.	1,989	8,076	3,300	7,736
Capital	0	38,670	38,438	0
Other	0	0	0	0
Total	**$ 112,038**	**$ 150,293**	**$ 143,695**	**$ 118,123**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
8803 - City Clerk	1.00	1.00	1.00	1.00
1003 - Admin. Support Assistant III	1.00	1.00	1.00	1.00
Total Personnel	**2.00**	**2.00**	**2.00**	**2.00**
Permanent Full-Time	2.00	2.00	2.00	2.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**2.00**	**2.00**	**2.00**	**2.00**

City Clerk - Elections

110-0220

DESCRIPTION

This budget provides funds from which the County Clerk is reimbursed for the costs incurred in conducting City elections.

HIGHLIGHTS/SIGNIFICANT CHANGES

There are no significant changes in this budget for the coming year.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 0	$ 0	$ 0	$ 0
Supplies and Materials	0	0	0	0
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services & Misc.	18,475	30,900	25,000	30,900
Capital	0	0	0	0
Other	0	0	0	0
Total	$ **18,475**	$ **30,900**	$ **25,000**	$ **30,900**

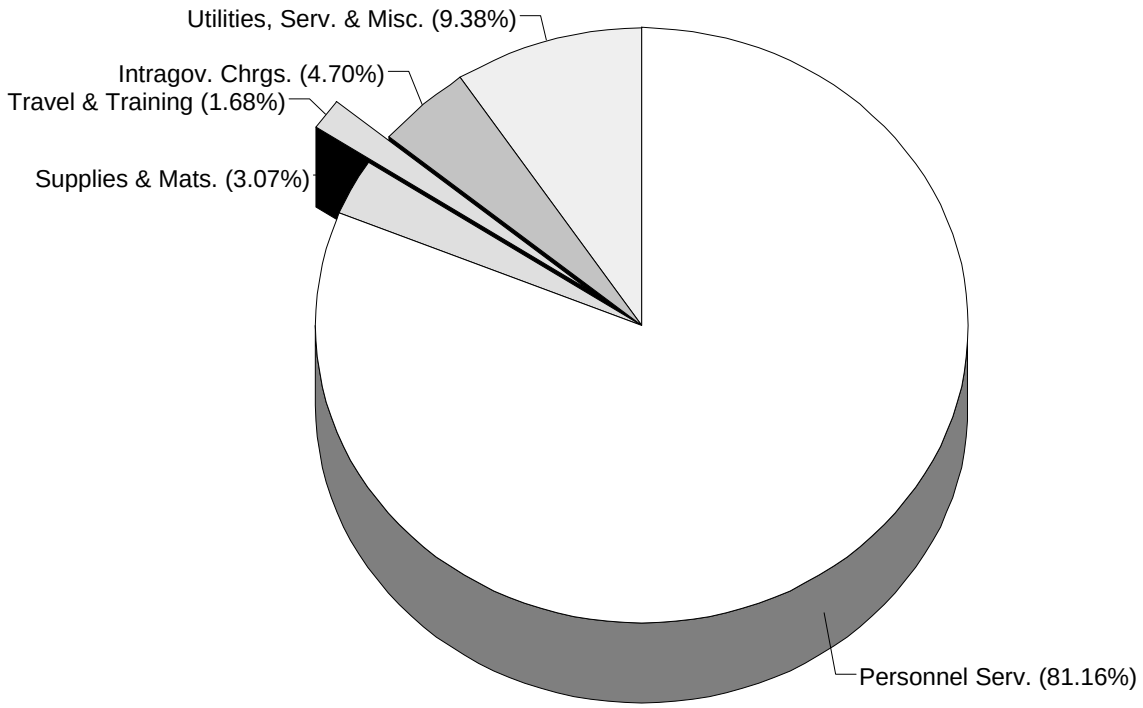
AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
There are no personnel assigned to this budget.				

City Manager

City of Columbia
Columbia, Missouri

City Manager
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 398,283	$ 475,685	$ 466,150	$ 506,409	6.5%
Supplies & Materials	10,817	17,085	10,780	19,164	12.2%
Travel & Training	6,252	10,500	5,500	10,500	0.0%
Intragovernmental Charges	16,443	19,929	18,929	29,354	47.3%
Utilities, Services & Misc.	31,192	53,500	27,233	58,500	9.3%
Capital	19,757	2,000	4,500	0	-100.0%
Other	0	0	0	0	
Total	**482,744**	**578,699**	**533,092**	**623,927**	**7.8%**
Summary					
Operating Expenses	462,987	576,699	528,592	623,927	8.2%
Non-Operating Expenses	0	0	0	0	
Capital Additions	19,757	2,000	4,500	0	-100.0%
Capital Projects	0	0	0	0	
Total Expenses	$ **482,744**	$ **578,699**	$ **533,092**	$ **623,927**	**7.8%**

CITY MANAGER

110-05

DEPARTMENT DESCRIPTION

The City Manager's Office is responsible for the general administration of the City of Columbia, program coordination and development, preparation of agendas and special staff reports, and an annual statement of city programs and and priorities. As chief administrative officer, the City Manager is directly responsible to the City Council for all operations of the City as well as implementation of policies and programs adopted by the Council. The City Manager appoints all officers and employees of the City except for the City Clerk and Municipal Judge. Appointment of subordinates is generally delegated to the appropriate Department Director.

DEPARTMENT OBJECTIVES

(1) Provide effective and efficient delivery of services to residents; (2) Enhance communication with City Council and citizens; (3) Provide necessary written and verbal information for City Council to assist them in setting policy for the needs of the citizens; (4) Respond to inquiries made by the City Council and citizens; (5) Prepare and monitor annual budget for city services; and (6) Implement policies set by action of the City Council.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

There are no significant changes in this budget for the coming year.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
9998 - City Manager	1.00	1.00	1.00	1.00
9901 - Assistant City Manager	1.40	1.40	1.40	1.40
9911 - Assistant to City Manager	1.00	1.00	1.00	1.00
4610 - Internal Auditor	1.00	1.00	1.00	1.00
1102 - Secretary to City Manager	1.00	1.00	1.00	1.00
1003 - Admin. Support Assistant III	0.00	0.00	1.00	1.00
1002 - Admin. Support Assistant II	1.00	1.00	0.00	0.00
Total Personnel	**6.40**	**6.40**	**6.40**	**6.40**
Permanent Full-Time	6.40	6.40	6.40	6.40
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**6.40**	**6.40**	**6.40**	**6.40**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Council Issues Processed: Resolutions/Staff Report	197	185	200
Ordinances/Staff Report	364	325	350
Agenda Reports	133	100	125
City Manager Press Conferences	25	26	28

COMPARATIVE DATA

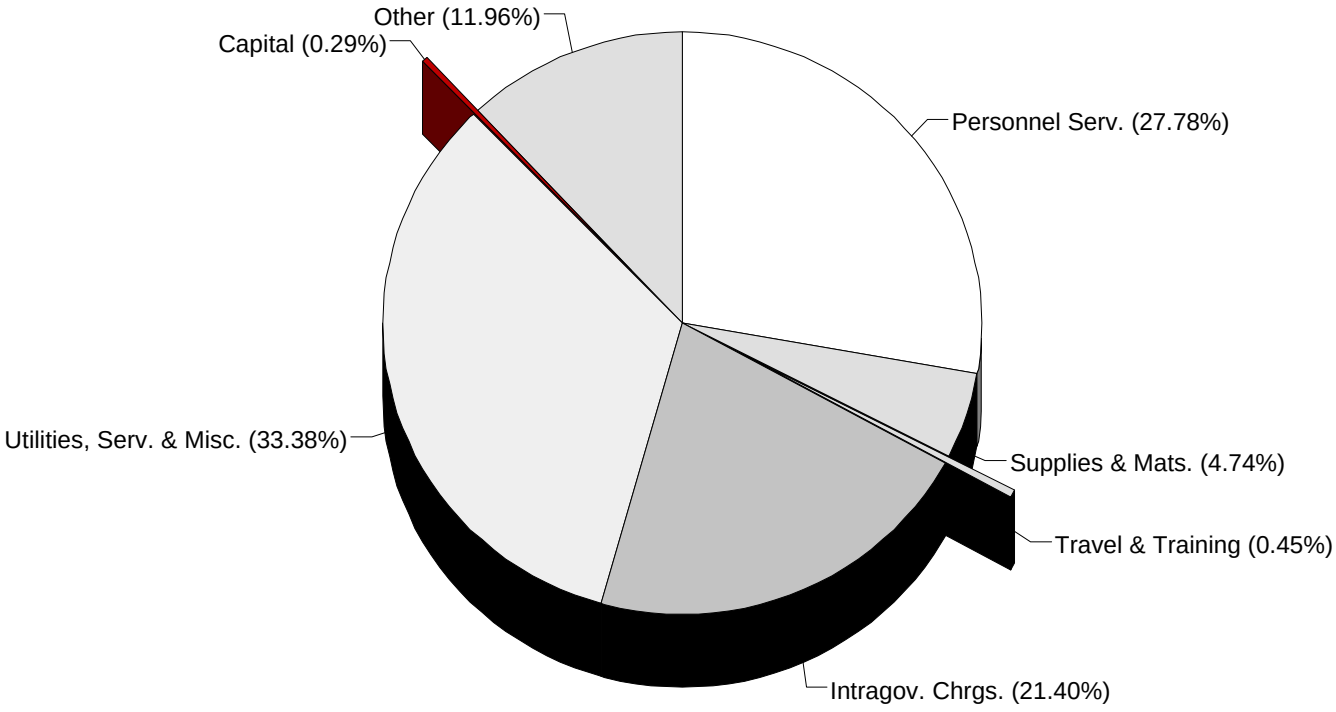
	Columbia, MO	Springfield, MO	Ames, IA	Indepen-dence, MO	Boulder, CO	Lawrence, KS
Population	**77,079**	**150,000**	**48,691**	**115,531**	**95,442**	**76,000**
Number of Employees	6	5	10	3	6	4
Employees Per 1,000 Population	0.078	0.033	0.195	0.026	0.063	0.053
Total Annual Budget (Including Capital Improvements)*	174,900,322	154,000,000	98,300,000	129,244,381	151,000,000	76,064,900

* Columbia is a "full service city." While some cities have separate administrative boards, such as Springfield, which has a Board that administers water, electric, transit, etc., Columbia is under the direction of one body of elected officials.

Finance Department

City of Columbia
Columbia, Missouri

Finance Department - Summary
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 1,802,485	$ 1,941,130	$ 1,972,805	$ 2,096,681	8.0%
Supplies & Materials	271,745	349,499	318,121	357,957	2.4%
Travel & Training	12,913	33,280	30,230	33,835	1.7%
Intragovernmental Charges	1,577,488	1,600,255	1,600,236	1,614,646	0.9%
Utilities, Services & Misc.	1,550,817	2,833,510	2,599,403	2,518,727	-11.1%
Capital	11,691	19,586	19,515	21,786	11.2%
Other	1,645,243	1,542,945	1,236,036	902,936	-41.5%
Total	**6,872,382**	**8,320,205**	**7,776,346**	**7,546,568**	**-9.3%**
Summary					
Operating Expenses	5,215,448	6,757,674	6,520,795	6,621,846	-2.0%
Non-Operating Expenses	1,645,243	1,542,945	1,236,036	902,936	-41.5%
Capital Additions	11,691	19,586	19,515	21,786	11.2%
Capital Projects	0	0	0	0	
Total Expenses	**$ 6,872,382**	**$ 8,320,205**	**$ 7,776,346**	**$ 7,546,568**	**-9.3%**

FINANCE DEPARTMENT - SUMMARY

DEPARTMENT DESCRIPTION

The Finance Department is responsible for the administration, direction, and coordination of all financial services of the City involving financial planning, budgeting, treasury management, investments, purchasing, accounting, payroll, business licensing, insurance, and utility customer services.

DEPARTMENT OBJECTIVES

General Fund Activities: The Finance Department will provide the support necessary to allow the city to conduct business in an efficient and effective manner. This includes performing the day to day processing activity, providing accurate and timely management information, external financial reports that adhere to professional standards, and managing the city capital needs through investing and borrowing activities. In addition, the Finance Department is responsible for ensuring the city adheres to all federal, state and local requirements that relate to purchasing, budgeting and related activities.

Business License: Extensive monitoring and enforcement of all business licenses, hotel/motel licenses, and permits required by City ordinance; and revising the existing ordinances to ensure that all applications will be processed in a more efficient and effective manner.

Risk Management: Maintain adequate protection for City through self-insurance fund for property, casualty and Worker's Compensation; and obtain adequate straight insurance coverage for Boiler and Machinery, Airport, Railroad, and City Hall Building.

Utility Customer Services: Provide accurate and timely billing for city utilities, electric, water, sewer, solid waste , and storm water; effective handling of inquiries and complaints handled in person and by phone; set up payment arrangements for customers with delinquent bills; and provide information to customers needing utility assistance.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

During FY 99 the Finance Department will continue to monitor and evaluate the City's financial condition and internal controls. A major review of policies and procedures will be conducted with the implementation of a new information system, looking for ways to improve productivity and efficiency city wide. This system should result in greater and more timely access to financial information by all users of the system.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
General Fund Operations	32.50	33.25	33.25	33.25
Utility Customer Services Fund	9.00	9.00	9.00	10.00
Self-Insurance Reserve Fund	1.50	1.50	1.50	2.00
Total Personnel	**43.00**	**43.75**	**43.75**	**45.25**
Permanent Full-Time	42.00	42.00	42.00	43.00
Permanent Part-Time	1.00	1.75	1.75	2.25
Total Permanent	**43.00**	**43.75**	**43.75**	**45.25**

FINANCE DEPARTMENT - SUMMARY

110-10, 669-10, 676-10

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
No. of Accts. Payable Checks Written	24,736	25,973	27,272
No. of Formal and Informal Bids	533	550	550
No. of Annual Supply and Service Contracts	176	186	186
New Business License Applications Processed	881	969	1,066
No. of Other Licenses and Permits Processed	2,791	2,900	3,000
Portfolio Size	$162 Million	$165 Million	$200 Million
Total Portfolio Return	0.07	0.07	0.07
Amount Utility Accounts Written Off	$195,000	$280,000	$300,000
Percent Uncollected	0.27	0.36	0.38
New Utility Account Services	16,000	18,000	20,000
Number of Claims Processed:			
Property & Liability	64	68	72
Worker's Compensation	209	219	231

COMPARATIVE DATA

	Columbia, MO	Springfield, MO	Utilities of Springfield, MO	Denton, TX	Ames, IA	Gainesville, FL
Population	**77,079**	**150,000**	**149,300**	**73,480**	**48,691**	**93,696**
Number of Employees	41.50	53.00	197.00	89.75	38.75	35.00
Employees Per 1,000 Population	0.538	0.353	1.319	1.221	0.796	0.374
No. of Acctg. Entities Managed	54	34	2	23	65	51
No. of Purchase Orders Issued/Year	5,000	18,000	10,000	13,000	3,044	2,000
Dollar Value of Purchase Orders Issued/Year	24.5 Million	20 Million	80 Million	39.5 Million	17.9 Million	$30 Million
No. of Business Licenses Issued	4,089	14,482	---	---	---	5,482
No. of Liquor Licenses Issued	372	338	---	142	---	---
Investment Portfolio (Book Value)	$147 Million	$87 Million	$220 Million	$108 Million	$70.5 Million	$387 Million
Self Insure All Other Ins. Coverages	Yes	No	No	Yes	No	No
No. of Utility Accounts	41,000	N/A	110,000	35,000	20,000	79,000

Finance - General Fund Operations

110-10

DESCRIPTION

The Finance Department is responsible for the administration, direction, and coordination of all financial services of the City involving financial planning, budgeting, treasury management, investments, purchasing, accounting, payroll, business licensing, insurance, and utility customer services. With the exception of Utility Customer Services and Self Insurance, which are budgeted in other funds, all Finance Divisions are budgeted and accounted for in the General Fund.

HIGHLIGHTS / SIGNIFICANT CHANGES

Emphasis for FY 99 will be on the enhanced use of the additional features available on the new financial system software. Staff will be developing improved reporting for investment and other activities. The finance department will assist in the implementation of the Capital Improvement Plan through the tracking of projects, monitoring of cash flows, and the execution of the short- and long-term debt programs necessary to fund the plan.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 1,437,528	$ 1,527,129	$ 1,534,904	$ 1,622,866
Supplies & Materials	91,657	119,247	114,212	125,889
Travel & Training	10,790	24,930	24,830	25,235
Intragovernmental Charges	755,007	775,759	775,740	780,348
Utilities, Services & Misc.	139,589	170,566	167,224	180,940
Capital	8,809	14,586	14,515	19,799
Other	0	0	0	0
Total	**2,443,380**	**2,632,217**	**2,631,425**	**2,755,077**
Summary				
Operating Expenses	2,434,571	2,617,631	2,616,910	2,735,278
Non-Operating Expenses	0	0	0	0
Capital Additions	8,809	14,586	14,515	19,799
Capital Projects	0	0	0	0
Total Expenses	**$ 2,443,380**	**$ 2,632,217**	**$ 2,631,425**	**$ 2,755,077**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Administration & Financial Planning	4.50	4.50	4.50	4.50
Accounting	15.50	15.50	15.50	15.50
Treasury Management	6.00	6.75	6.75	6.75
Purchasing	5.00	5.00	5.00	5.00
Business License	1.50	1.50	1.50	1.50
Total Personnel	**32.50**	**33.25**	**33.25**	**33.25**
Permanent Full-Time	32.00	32.00	32.00	32.00
Permanent Part-Time	0.50	1.25	1.25	1.25
Total Permanent	**32.50**	**33.25**	**33.25**	**33.25**

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Finance - Administration and Financial Planning

110-1010

DESCRIPTION

This Division is primarily responsible for the administration, direction, coordination, and supervision of all financial functions and operations for the City, including preparation of the Annual Operating Budget, as well as the five-year Capital Improvement Program. Duties include providing overall direction to Division heads and personnel involved with Administration and Planning, Accounting, Purchasing, Business License, Insurance, Treasury Management, and Utility Customer Services. Additional duties include providing expertise and technical coordination of new bond requirements, providing recommendations to the City Manager on short- and long-range fiscal policy, and representing the City at public functions involving financial considerations.

HIGHLIGHTS / SIGNIFICANT CHANGES

Planning emphasis will be to improve all financial activities of the City by overseeing the utilization of enhanced functions offered by the new financial application software; perform the tasks of researching the City's financial status for the sale of debt; and continue updating the City's manuals and monitoring reports to enable better evaluation of its financial condition. Development of special reports will be emphasized in FY 99.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 279,971	$ 277,346	$ 278,898	$ 300,386
Supplies and Materials	24,094	33,285	34,585	36,555
Travel and Training	2,370	5,100	5,100	5,240
Intragovernmental Charges	31,094	33,658	33,658	38,361
Utilities, Services, & Misc.	58,066	69,183	69,497	71,466
Capital	1,198	9,786	9,715	3,211
Other	0	0	0	0
Total	**$ 396,793**	**$ 428,358**	**$ 431,453**	**$ 455,219**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
6800 - Director of Finance	1.00	1.00	1.00	1.00
6605 - Budget Officer	1.00	1.00	1.00	1.00
6505 - Business Services Admin.	0.50	0.50	0.50	0.50
6204 - Financial Analyst	1.00	1.00	1.00	1.00
1001 - Admin. Support Assistant I	1.00	1.00	1.00	1.00
Total Personnel	**4.50**	**4.50**	**4.50**	**4.50**
Permanent Full-Time	4.50	4.50	4.50	4.50
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**4.50**	**4.50**	**4.50**	**4.50**

Finance - Accounting

110-1020

DESCRIPTION

The Accounting Division is responsible for recording and reporting all financial transactions on an accurate and timely basis, preparing financial statements in accordance with Generally Accepted Accounting Principles, and issuing internal and special reports as required. Of primary importance is the Division's management of the internal control system to ensure the reliability of subsequent reports.

HIGHLIGHTS / SIGNIFICANT CHANGES

During 1998 the Accounting Division has been working to implement the new HTE payroll, accounts payable, and general ledger software packages. During 1999 we expect to continue the development and refinement of new procedures in the Accounting Division. We will be assisting users to develop various financial reports with the new Crystal Reports report writer software.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 665,754	$ 705,169	$ 712,436	$ 740,180
Supplies and Materials	34,854	35,035	33,500	34,865
Travel and Training	696	7,100	7,000	7,100
Intragovernmental Charges	662,394	673,481	673,462	669,491
Utilities, Services, & Misc.	33,681	26,345	23,493	27,654
Capital	6,610	0	0	0
Other	0	0	0	0
Total	**$ 1,403,989**	**$ 1,447,130**	**$ 1,449,891**	**$ 1,479,290**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
6205 - Comptroller	1.00	1.00	1.00	1.00
6203 - Senior Accountant	4.50	4.50	4.50	4.50
6202 - Financial Systems Analyst	1.00	1.00	0.00	0.00
1204 - Accounts Payable Supervisor	1.00	1.00	1.00	1.00
1203 - Senior Accounting Assistant	6.00	6.00	7.00	7.00
1202 - Accounting Assistant	2.00	2.00	2.00	2.00
Total Personnel	**15.50**	**15.50**	**15.50**	**15.50**
Permanent Full-Time	15.00	15.00	15.00	15.00
Permanent Part-Time	0.50	0.50	0.50	0.50
Total Permanent	**15.50**	**15.50**	**15.50**	**15.50**

Finance - Treasury Management

110-1030

DESCRIPTION

This Division is responsible for the cash management and investment of all City funds. Specific duties include management of investment portfolios for Pooled Cash, the Self-Insurance Reserve Fund, and Police and Firefighters' Retirement Fund; oversight of cashiering operations; management and oversight of banking and custodial services; coordination of debt issuance and debt service; and coordination of the 401A retirement plan.

HIGHLIGHTS / SIGNIFICANT CHANGES

Management of the cash and investments remains a major focus, particularly in light of rapidly changing technology. Additional refinements are planned for both areas to improve efficiency. Customer service operations will be modified to provide greater flexibility in responding to peak demand periods. Additional funds have been budgeted to expand the hours of the drive-up window beyond 8-5.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 224,683	$ 256,842	$ 255,490	$ 273,985
Supplies and Materials	7,764	14,717	13,500	18,017
Travel and Training	2,103	5,700	5,700	5,700
Intragovernmental Charges	22,894	26,442	26,442	31,632
Utilities, Services, & Misc.	30,293	50,444	51,794	56,385
Capital	1,001	2,200	2,200	3,211
Other	0	0	0	0
Total	**$ 288,738**	**$ 356,345**	**$ 355,126**	**$ 388,930**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
6700 - Treasurer	1.00	1.00	1.00	1.00
1210 - Treasury Support Supervisor	0.00	1.00	1.00	1.00
1203 - Senior Accounting Assistant	1.00	0.00	0.00	0.00
1201 - Cashier	4.00	4.75	4.75	4.75
Total Personnel	**6.00**	**6.75**	**6.75**	**6.75**
Permanent Full-Time	6.00	6.00	6.00	6.00
Permanent Part-Time	0.00	0.75	0.75	0.75
Total Permanent	**6.00**	**6.75**	**6.75**	**6.75**

Finance - Purchasing

110-1040

DESCRIPTION

The Purchasing Division provides centralized control over the procurement of materials, equipment, and services for all departments, offices, and agencies of the City. Purchasing is responsible for setting standards and specifications for items to be purchased; for advertising and tabulation of bids; assisting departments in obtaining contracts for services; preparation and issuance of purchase orders, materials management, and fixed asset inventory; and supervising the transfer or disposal of all surplus materials, supplies, and equipment.

HIGHLIGHTS / SIGNIFICANT CHANGES

Planning emphasis for FY 1999 will be on the continued consolidation of materials and services with standardization of specifications through the Mid-Missouri Public Purchasing Cooperative to create Term Supply Contracts with greater efficiency of service at reduced cost. The MMPPC Cooperative Stores concept will be pursued, which will provide central warehousing of the most common items, such as office, janitorial, plumbing, electrical, and lab supplies. During FY 1999, Purchasing will administer over 186 annual contracts, process an estimated 5,000 purchase orders, 1,500 change orders, 275 formal bids and 225 informal bids at a value of approximately $24,500,000 for a cost savings of approximately $2,450,000.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 220,031	$ 224,476	$ 224,476	$ 242,073
Supplies and Materials	16,999	22,047	18,964	22,188
Travel and Training	5,561	5,530	5,530	5,695
Intragovernmental Charges	29,248	32,317	32,317	31,190
Utilities, Services, & Misc.	13,753	20,189	17,170	19,835
Capital	0	2,600	2,600	13,377
Other	0	0	0	0
Total	**$ 285,592**	**$ 307,159**	**$ 301,057**	**$ 334,358**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
6401 - Purchasing Agent	1.00	1.00	1.00	1.00
6307 - Senior Buyer	1.00	1.00	1.00	1.00
6305 - Buyer	2.00	2.00	2.00	2.00
1001 - Admin. Support Assistant I	1.00	1.00	1.00	1.00
Total Personnel	**5.00**	**5.00**	**5.00**	**5.00**
Permanent Full-Time	5.00	5.00	5.00	5.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**5.00**	**5.00**	**5.00**	**5.00**

Finance - Business License

110-1050

DESCRIPTION

The Business License Division is responsible for processing and issuing various licenses and permits upon proper investigation, and enforcing all alcoholic beverage and animal licensing laws as well as the cigarette and hotel/motel taxes and regulations. Additional responsibilities include providing consumer protection against non-regulated operations in Columbia, and the inspection and enforcement of garage sales and special permits. This Division also contacts businesses which are delinquent in sales tax payments to the State.

HIGHLIGHTS / SIGNIFICANT CHANGES

Planning emphasis for FY 1999 will be to continue extensive monitoring and enforcement of all business licenses, hotel/motel licenses, and permits required by City ordinances. Additional planning emphasis will be placed on revising the existing ordinances to ensure that all applications will be processed in a more efficient and effective manner.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 47,089	$ 63,296	$ 63,604	$ 66,242
Supplies and Materials	7,946	14,163	13,663	14,264
Travel and Training	60	1,500	1,500	1,500
Intragovernmental Charges	9,377	9,861	9,861	9,674
Utilities, Services, & Misc.	3,796	4,405	5,270	5,600
Capital	0	0	0	0
Other	0	0	0	0
Total	**$ 68,268**	**$ 93,225**	**$ 93,898**	**$ 97,280**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
6505 - Business Services Admin.	0.50	0.50	0.50	0.50
1003 - Admin. Support Assistant III	1.00	1.00	1.00	1.00
Total Personnel	**1.50**	**1.50**	**1.50**	**1.50**
Permanent Full-Time	1.50	1.50	1.50	1.50
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**1.50**	**1.50**	**1.50**	**1.50**

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Finance - Utility Customer Services Fund

676-1070

DESCRIPTION

The Utility Customer Services Division (UCS) is responsible for all billing related activities for the City's electric, water, sewer, solid waste, and storm water enterprise activities. As the City's primary interface to the customers, UCS staff handles all inquiries and service orders from customers and related City departments in an efficient and customer friendly manner.

HIGHLIGHTS / SIGNIFICANT CHANGES

With implementation of the new billing application software and equipment, the UCS Division anticipates greater efficiencies through the use of microcomputers and connections to the City's LAN. The division's budget is recovered 100% from user charges to the various enterprise funds and has no financial impact on the General Fund.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 314,128	$ 341,252	$ 368,641	$ 373,641
Supplies & Materials	178,780	226,487	200,144	228,043
Travel & Training	99	2,850	0	2,850
Intragovernmental Charges	797,157	798,476	798,476	800,343
Utilities, Services & Misc.	43,915	59,489	59,874	61,932
Capital	2,882	5,000	5,000	1,987
Other	3,005	2,945	2,936	2,936
Total	**1,339,966**	**1,436,499**	**1,435,071**	**1,471,732**
Summary				
Operating Expenses	1,334,079	1,428,554	1,427,135	1,466,809
Non-Operating Expenses	3,005	2,945	2,936	2,936
Capital Additions	2,882	5,000	5,000	1,987
Capital Projects	0	0	0	0
Total Expenses	**$ 1,339,966**	**$ 1,436,499**	**$ 1,435,071**	**$ 1,471,732**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
1214 - Utility Accts & Billing Supv	1.00	1.00	1.00	1.00
1203 - Senior Accounting Assistant	1.00	1.00	1.00	1.00
1202 - Accounting Assistant	1.00	1.00	1.00	1.00
1212 - Customer Representative	6.00	6.00	6.00	7.00
Total Personnel	**9.00**	**9.00**	**9.00**	**10.00**
Permanent Full-Time	9.00	9.00	9.00	10.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**9.00**	**9.00**	**9.00**	**10.00**

Finance - Self-Insurance Reserve Fund

669-1080

DESCRIPTION

The Self-Insurance Reserve Fund accounts for the transactions and reserves associated with the City's Self-Insurance Program. This program provides coverage for the City's workers' compensation, and property and casualty claims. Claims are administered by the City Finance Department.

HIGHLIGHTS / SIGNIFICANT CHANGES

The Risk Management division has continued to emphasize loss prevention and claims administration to decrease the frequency and severity of claims. The Risk Manager, with the City's Safety Committee, has identified training needs and worked to establish and revise City wide safety and claim policies and procedures. Insurance coverages are reviewed to provide the City the best protection at the most economical cost.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 50,829	$ 72,749	$ 69,260	$ 100,174
Supplies & Materials	1,308	3,765	3,765	4,025
Travel & Training	2,024	5,500	5,400	5,750
Intragovernmental Charges	25,324	26,020	26,020	33,955
Utilities, Services & Misc.	1,367,313	2,603,455	2,372,305	2,275,855
Capital	0	0	0	0
Other	1,642,238	1,540,000	1,233,100	900,000
Total	**3,089,036**	**4,251,489**	**3,709,850**	**3,319,759**
Summary				
Operating Expenses	1,446,798	2,711,489	2,476,750	2,419,759
Non-Operating Expenses	1,642,238	1,540,000	1,233,100	900,000
Capital Additions	0	0	0	0
Capital Projects	0	0	0	0
Total Expenses	$ **3,089,036**	$ **4,251,489**	$ **3,709,850**	$ **3,319,759**

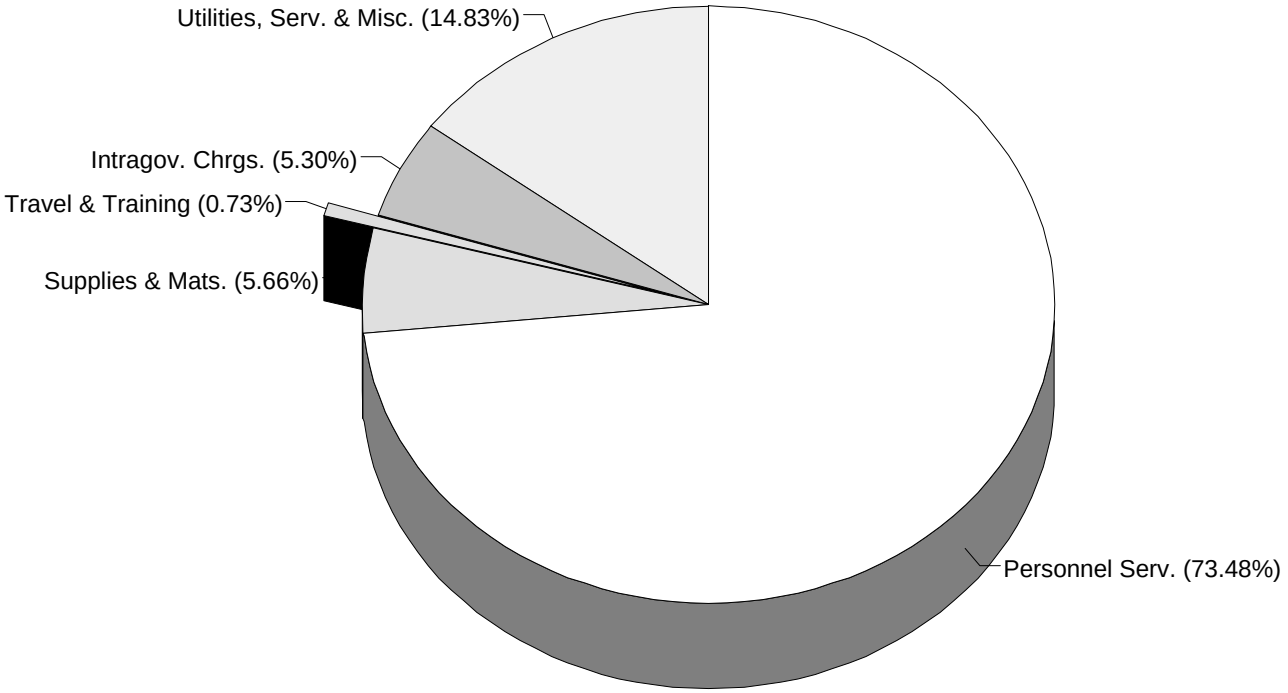
AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
6600 - Risk Manager	1.00	1.00	1.00	1.00
1002 - Admin. Support Assistant II	0.50	0.50	0.50	1.00
Total Personnel	**1.50**	**1.50**	**1.50**	**2.00**
Permanent Full-Time	1.00	1.00	1.00	1.00
Permanent Part-Time	0.50	0.50	0.50	1.00
Total Permanent	**1.50**	**1.50**	**1.50**	**2.00**

Human Resources

City of Columbia
Columbia, Missouri

Human Resources Department
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 359,709	$ 404,187	$ 390,061	$ 438,285	8.4%
Supplies & Materials	19,368	33,997	34,497	33,730	-0.8%
Travel & Training	3,105	4,350	3,600	4,350	0.0%
Intragovernmental Charges	28,794	31,777	32,117	31,609	-0.5%
Utilities, Services & Misc.	59,096	84,271	84,414	88,455	5.0%
Capital	2,799	2,347	3,547	0	-100.0%
Other	0	0	0	0	
Total	**472,871**	**560,929**	**548,236**	**596,429**	**6.3%**
Summary					
Operating Expenses	470,072	558,582	544,689	596,429	6.8%
Non-Operating Expenses	0	0	0	0	
Capital Additions	2,799	2,347	3,547	0	-100.0%
Capital Projects	0	0	0	0	
Total Expenses	$ **472,871**	$ **560,929**	$ **548,236**	$ **596,429**	**6.3%**

HUMAN RESOURCES DEPARTMENT

110-1210

DEPARTMENT DESCRIPTION

The Human Resources Department's function is to coordinate the efforts of all City departments in the selection, hiring, evaluation, promotion, training, and development of a staff of dedicated and qualified personnel to serve the citizens of Columbia.

DEPARTMENT OBJECTIVES

Our primary goal is the maintaining of a dedicated, professional staff to provide quality support services to the City and the public we serve. Major emphasis continues in the areas of personnel computerization and recruitment/retention of minorities and females. Special efforts are directed toward employee communication and recognition to encourage upward mobility, maintain high morale, and curb turnover in a low unemployment level environment.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

Areas of continued emphasis include (but are not restricted to) compliance and training in the areas of numerous Government-mandated policies and procedures. The new employee specialist will continue to relieve supervisors of cumbersome new employee processing procedures and paperwork. We also anticipate assisting departments with development of training programs unique to each department.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
9901 - Assistant City Manager	0.40	0.40	0.40	0.40
4604 - Director of Human Resources	1.00	1.00	1.00	1.00
4603 - Senior Personnel Analyst	2.00	2.00	2.00	2.00
1402 - Personnel Technician	2.00	3.00	3.00	3.00
1003 - Admin. Support Assistant III	1.00	1.00	1.00	1.00
1002 - Admin. Support Assistant II	1.00	1.00	1.00	1.00
Total Personnel	**7.40**	**8.40**	**8.40**	**8.40**
Permanent Full-Time	7.40	8.40	8.40	8.40
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**7.40**	**8.40**	**8.40**	**8.40**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Applications Processed	3,063	3,500	3,500
Permanent Position Selection Process Activity (Interviews and Tests)	1,252	1,300	1,350
Affirmative Action Job Announcements Mailed	6,240	7,500	7,500
Job Vacancy Ads Placed	241	250	275
Employee Mailings	4,230	4,300	4,500
Benefit Changes Processed	350	500	500
Personnel Requisitions Processed	2,096	2,100	2,100
Performance Evaluations Processed	1,145	1,200	1,250
Employee Meetings/Training	42	50	50
Bargaining Unit Activity	17	20	20

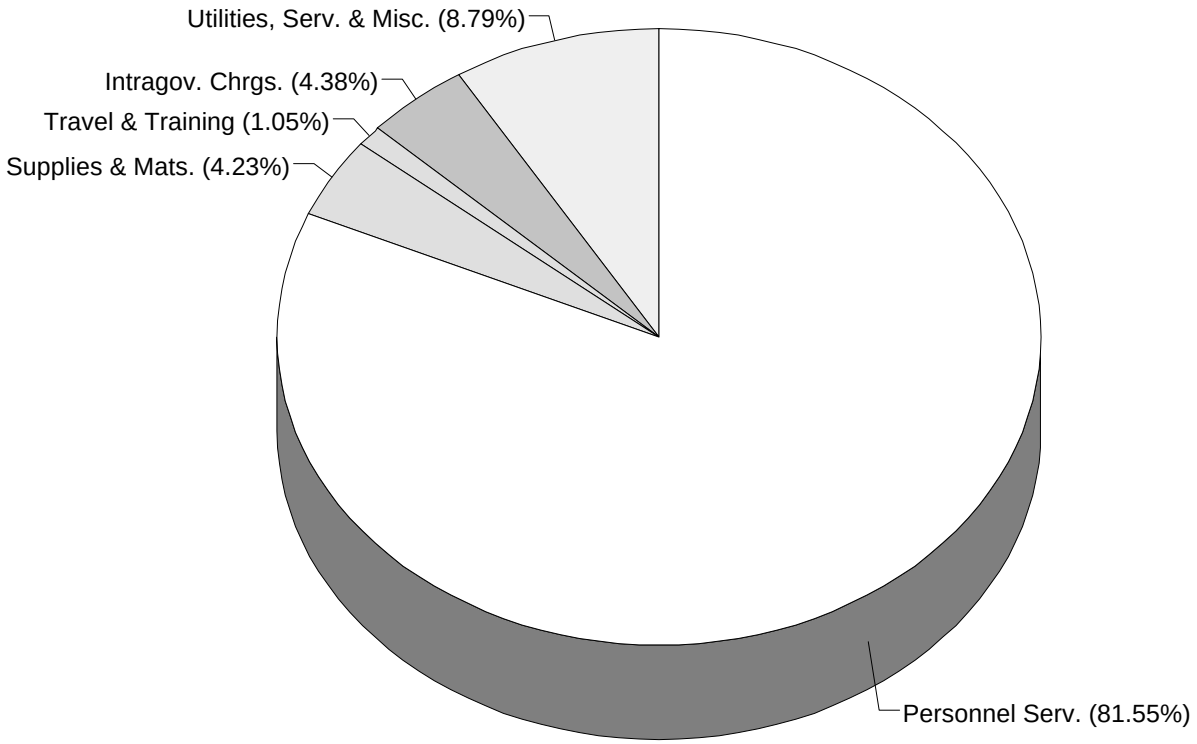
COMPARATIVE DATA

	Columbia, MO	Springfield, MO	Norman, OK	Ames, IA	Nat'l Data (Bureau of National Affairs)
Population	**77,079**	**150,000**	**90,228**	**48,691**	**N/A**
Number of Employees	8	20	8	5	N/A
Employees Per 1,000 Population	0.104	0.133	0.089	0.103	N/A
Number of Permanent City Employees	1,000	1,380	654	520	N/A
HR Staff Ratios Per City Employee	0.800	1.449	1.223	0.962	1.03

Law Department

City of Columbia
Columbia, Missouri

Law Department
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 456,547	$ 473,580	$ 481,353	$ 509,647	7.6%
Supplies & Materials	17,609	21,599	21,599	26,412	22.3%
Travel & Training	4,535	6,387	6,387	6,576	3.0%
Intragovernmental Charges	19,077	23,170	23,170	27,375	18.1%
Utilities, Services & Misc.	22,444	53,592	45,592	54,915	2.5%
Capital	4,650	2,815	2,515	0	-100.0%
Other	0	0	0	0	
Total	**524,862**	**581,143**	**580,616**	**624,925**	**7.5%**
Summary					
Operating Expenses	520,212	578,328	578,101	624,925	8.1%
Non-Operating Expenses	0	0	0	0	
Capital Additions	4,650	2,815	2,515	0	-100.0%
Capital Projects	0	0	0	0	
Total Expenses	**524,862**	**581,143**	**580,616**	**624,925**	**7.5%**

LAW DEPARTMENT - SUMMARY

110-15

DEPARTMENT DESCRIPTION

The Law Department is charged with managing all litigation in which the City is a party and advising the Council, the City boards and commissions, the City Manager, and department directors on legal matters. The Department is composed of two divisions: the City Counselor and his staff manage the civil law of the City, and the City Prosecutor prosecutes ordinance violations.

DEPARTMENT OBJECTIVES

The Law Department's primary objective is to assist the Council, Manager and City departments in setting and meeting their objectives by providing high-quality legal support services.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

There are no significant changes in the Law Department's budget.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
City Counselor	4.00	4.00	4.00	4.00
City Prosecutor	4.00	4.00	4.00	4.00
Total Personnel	**8.00**	**8.00**	**8.00**	**8.00**
Permanent Full-Time	8.00	8.00	8.00	8.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**8.00**	**8.00**	**8.00**	**8.00**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
City Counselor:			
Ordinances Drafted	362	400	420
Resolutions Drafted	205	230	230
In-House Cases Pending	19	15	16
City Prosecutor:			
Municipal Court Files Received	12,403	12,852	13,000
Municipal Court First Trial Settings	1,816	1,950	1,970
Phone Calls	11,036	12,000	12,000

LAW DEPARTMENT - SUMMARY

110-15

COMPARATIVE DATA

	Columbia, MO	Springfield, MO	Indepen-dence, MO	St. Joseph, MO	St. Charles, MO	Lee's Summit, MO
Population	**77,079**	**150,000**	**115,531**	**71,852**	**56,339**	**63,154**
No. of City Attorneys	5	12	4.5	3.5	2	4.50
City Attorneys Per 1,000 Pop.	0.065	0.080	0.039	0.049	0.035	0.071

Law - City Counselor

110-1510

DESCRIPTION

The City Counselor's Office provides legal advice to the Council, City Manager, City departments, commissions, boards, etc.; prepares ordinances, resolutions, contracts, etc.; and handles civil litigation such as annexations, condemnations, etc.

HIGHLIGHTS/SIGNIFICANT CHANGES

There are no significant changes in the City Counselor's budget.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 278,949	$ 290,958	$ 295,881	$ 312,350
Supplies and Materials	13,652	16,491	16,491	19,347
Travel and Training	2,655	3,667	3,667	3,776
Intragovernmental Charges	13,599	15,928	15,928	16,280
Utilities, Services, & Misc.	20,056	40,598	35,598	41,607
Capital	4,650	2,815	2,515	0
Other	0	0	0	0
Total	**$ 333,561**	**$ 370,457**	**$ 370,080**	**$ 393,360**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
3410 - City Counselor	1.00	1.00	1.00	1.00
3303 - Assistant City Counselor III	1.00	1.00	1.00	1.00
3302 - Assistant City Counselor II	1.00	1.00	1.00	1.00
1101 - Administrative Secretary	1.00	1.00	1.00	1.00
Total Personnel	**4.00**	**4.00**	**4.00**	**4.00**
Permanent Full-Time	4.00	4.00	4.00	4.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**4.00**	**4.00**	**4.00**	**4.00**

Law - City Prosecutor

110-1520

DESCRIPTION

The City Prosecutor handles the prosecution of city ordinances. This involves arraignments in Municipal Court, Judge tried cases in Municipal Court, jury trials in Circuit Court, and de novo appeals in Circuit Court.

HIGHLIGHTS/SIGNIFICANT CHANGES

There are no significant changes in the City Prosecutor's budget.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 177,598	$ 182,622	$ 185,472	$ 197,297
Supplies and Materials	3,957	5,108	5,108	7,065
Travel and Training	1,880	2,720	2,720	2,800
Intragovernmental Charges	5,478	7,242	7,242	11,095
Utilities, Services, & Misc.	2,388	12,994	9,994	13,308
Capital	0	0	0	0
Other	0	0	0	0
Total	**$ 191,301**	**$ 210,686**	**$ 210,536**	**$ 231,565**

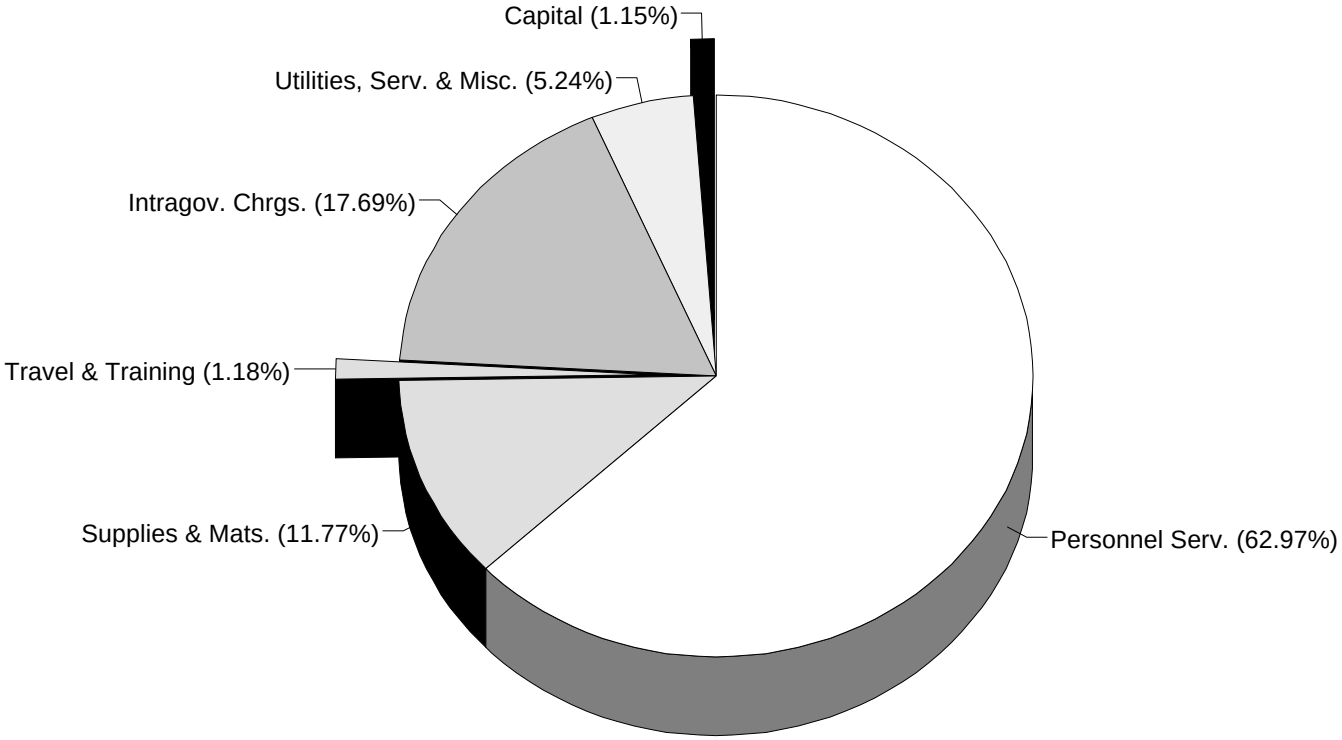
AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
3302 - Assistant City Counselor II	2.00	2.00	2.00	2.00
1003 - Admin. Support Assistant III	1.00	1.00	1.00	1.00
1002 - Admin. Support Assistant II	1.00	1.00	1.00	1.00
Total Personnel	**4.00**	**4.00**	**4.00**	**4.00**
Permanent Full-Time	4.00	4.00	4.00	4.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**4.00**	**4.00**	**4.00**	**4.00**

Municipal Court

City of Columbia
Columbia, Missouri

Municipal Court
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 219,475	$ 240,159	$ 240,160	$ 278,961	16.2%
Supplies & Materials	37,729	45,171	46,171	52,141	15.4%
Travel & Training	2,069	3,650	3,225	5,225	43.2%
Intragovernmental Charges	140,056	73,395	73,395	78,374	6.8%
Utilities, Services & Misc.	14,090	23,100	17,950	23,215	0.5%
Capital	9,481	57,250	59,900	5,094	-91.1%
Other	0	0	0	0	
Total	**422,900**	**442,725**	**440,801**	**443,010**	**0.1%**
Summary					
Operating Expenses	413,419	385,475	380,901	437,916	13.6%
Non-Operating Expenses	0	0	0	0	
Capital Additions	9,481	57,250	59,900	5,094	-91.1%
Capital Projects	0	0	0	0	
Total Expenses	$ **422,900**	**442,725**	**440,801**	**443,010**	**0.1%**

MUNICIPAL COURT - SUMMARY

110-16

DEPARTMENT DESCRIPTION

The Municipal Court, under the City Charter, is organized to process violations of City ordinances resulting from citizen complaints, traffic violation, and misdemeanor arrests. By State statute it is a division of the Circuit Court of Boone County and subject to the administrative authority of the Presiding Judge of that court. Activities include processing traffic violations and recording convictions, collection of fines, scheduling of trials, and preparation of dockets. The court is also charged with serving subpoenas, issuing and service of warrants for traffic violations and other charges.

DEPARTMENT OBJECTIVES

(1) Process docket and record municipal ordinance violations including parking tickets; (2) Collect fines; (3) Schedule and conduct trials; (4) Monitor compliance with orders; (5) Issue and serve subpoenas; (6) Issue and serve summonses and warrants; and (7) Report monthly to the Circuit Court.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

There are no significant changes in this budget for the upcoming year.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
General Court Operations	3.50	3.50	3.75	3.75
Traffic Violations Bureau	3.00	3.00	3.00	3.00
Total Personnel	**6.50**	**6.50**	**6.75**	**6.75**
Permanent Full-Time	6.00	6.00	6.00	6.00
Permanent Part-Time	0.50	0.50	0.75	0.75
Total Permanent	**6.50**	**6.50**	**6.75**	**6.75**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Traffic:			
Cases Filed	7,237	6,600	8,500
Cases Disposed	7,243	6,300	8,200
Ordinance:			
Cases Filed	3,069	2,400	2,500
Cases Disposed	2,961	2,550	2,400
Parking Tickets	58,443	61,000	61,000

NOTE: Performance Measurements/Service Indicators are tabulated on a calendar year basis as required by the Circuit Court of Boone County.

MUNICIPAL COURT - SUMMARY

110-16

COMPARATIVE DATA

	Columbia, MO	Joplin, MO	Lee's Summit MO
Population	**77,079**	**44,576**	**63,154**
Number of Employees	6.75	8.0	7
Employees Per 1,000 Population	0.088	0.179	0.111
Cases Filed-1997 (Includes Traffic & Ordinances)	10,306	21,570	12,770
Parking Tickets	58,443	N/A	*
Cash Bonds Posted	844	N/A	N/A
Surety Bonds Posted	539	N/A	N/A

* incorporated in court files

Municipal Court - General Court Operations

110-1610

DESCRIPTION

The Court is responsible for the administration and docketing of all court cases, accounting for all court fines collected, and services of court processes (ie., warrants, summonses and subpoenas).

HIGHLIGHTS / SIGNIFICANT CHANGES

There are no significant changes in this budget for the coming year.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 138,646	$ 151,264	$ 151,264	$ 183,201
Supplies and Materials	32,058	33,656	34,656	40,360
Travel and Training	2,069	3,650	3,225	5,225
Intragovernmental Charges	140,056	73,395	73,395	78,374
Utilities, Services, & Misc.	12,960	23,100	17,950	23,215
Capital	9,481	57,250	59,900	5,094
Other	0	0	0	0
Total	**$ 335,270**	**$ 342,315**	**$ 340,390**	**$ 335,469**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
3412 - Probation Officer	1.00	1.00	1.00	1.00
3401 - Municipal Judge	0.50	0.50	0.75	0.75
1004 - Admin. Support Supervisor	1.00	1.00	1.00	1.00
1003 - Admin. Support Assistant III	1.00	1.00	1.00	1.00
Total Personnel	**3.50**	**3.50**	**3.75**	**3.75**
Permanent Full-Time	3.00	3.00	3.00	3.00
Permanent Part-Time	0.50	0.50	0.75	0.75
Total Permanent	**3.50**	**3.50**	**3.75**	**3.75**

Municipal Court - Traffic Violations Bureau

110-1620

DESCRIPTION

The Traffic Violations Bureau is responsible for processing and receiving payments for all parking and traffic violations payable without a court appearance.

HIGHLIGHTS / SIGNIFICANT CHANGES

There are no significant changes in this budget for the upcoming year.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 80,829	$ 88,895	$ 88,896	$ 95,760
Supplies and Materials	5,671	11,515	11,515	11,781
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	1,130	0	0	0
Capital	0	0	0	0
Other	0	0	0	0
Total	**$ 87,630**	**$ 100,410**	**$ 100,411**	**$ 107,541**

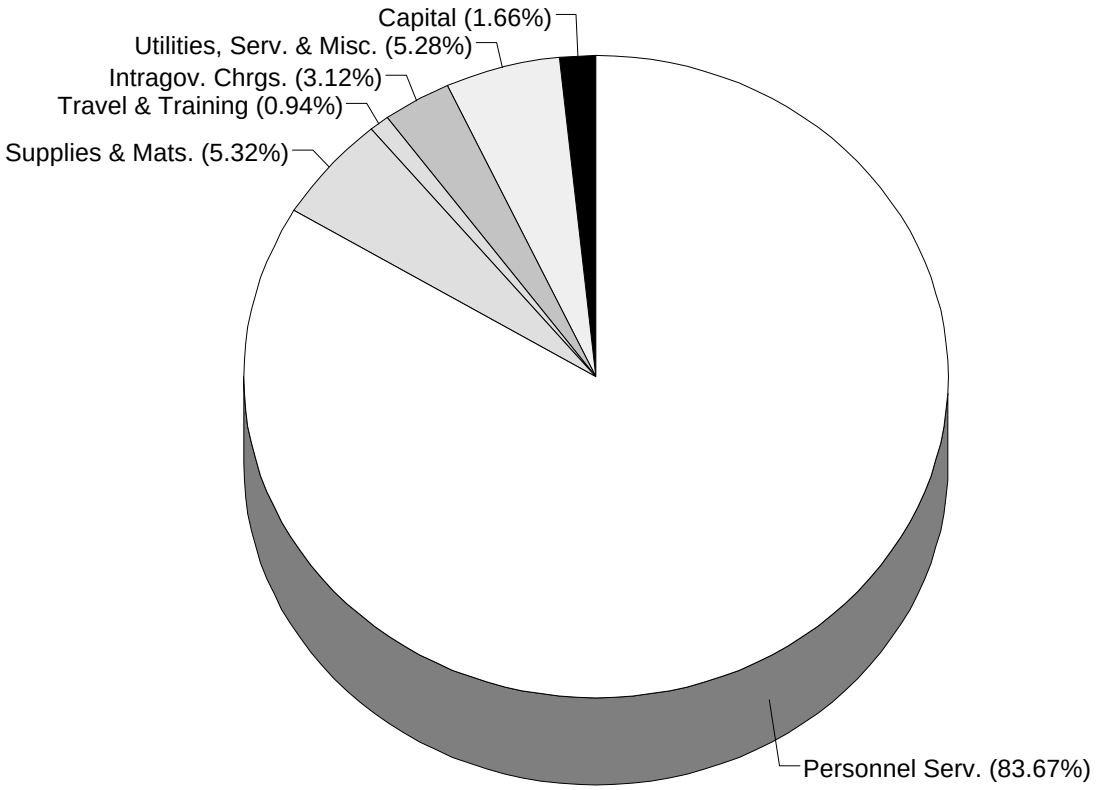
AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
1002 - Admin. Support Assistant II	3.00	3.00	3.00	3.00
Total Personnel	**3.00**	**3.00**	**3.00**	**3.00**
Permanent Full-Time	3.00	3.00	3.00	3.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**3.00**	**3.00**	**3.00**	**3.00**

Police Department

City of Columbia
Columbia, Missouri

Police Department
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 7,449,049	$ 7,966,507	$ 7,843,208	$ 8,364,890	5.0%
Supplies & Materials	447,833	576,401	527,538	532,119	-7.7%
Travel & Training	82,116	90,438	91,016	94,239	4.2%
Intragovernmental Charges	345,915	309,517	309,517	311,999	0.8%
Utilities, Services & Misc.	327,562	415,354	418,879	527,990	27.1%
Capital	462,642	193,345	233,554	165,711	-14.3%
Other	0	0	0	0	
Total	**9,115,117**	**9,551,562**	**9,423,712**	**9,996,948**	**4.7%**
Summary					
Operating Expenses	8,652,475	9,358,217	9,190,158	9,831,237	5.1%
Non-Operating Expenses	0	0	0	0	
Capital Additions	462,642	193,345	233,554	165,711	-14.3%
Capital Projects	0	0	0	0	
Total Expenses	$ **9,115,117**	$ **9,551,562**	$ **9,423,712**	$ **9,996,948**	**4.7%**

POLICE DEPARTMENT - SUMMARY

110-21

DEPARTMENT DESCRIPTION

The police department serves as the primary law enforcement agency for the city. Its mission is to protect the lives and property of its citizens by following the philosophies of Community Policing, community involvement and interaction as well as crime prevention initiatives. All of these endeavors are supported by basic police approaches such as criminal investigations, traffic enforcement, response to emergencies and other calls for service. We believe all of these functions, together with community input, enhance the quality of life for the people of Columbia.

DEPARTMENT OBJECTIVES

To continually progress towards a more interactive Community Policing program within the greater community.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

Reorganization during 1997 and the hiring of a new Chief were the highlights of this past year. An increase in commitmen towards community policing and narcotics enforcement are the cornerstones of the coming year.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Administration	3.00	3.00	3.00	3.00
Operations	131.00	133.00	134.00	135.00
Services	13.00	13.00	13.00	16.00
Total Personnel	**147.00**	**149.00**	**150.00**	**154.00**
Permanent Full-Time	147.00	149.00	150.00	154.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**147.00**	**149.00**	**150.00**	**154.00**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Operations/Crime Prevention:			
Adult Program Hours/Contacts	N/A	1371/28,779	1371/28,779
Youth-Program Hours/Contacts	1255/49,000	3485/137,479	3485/137,479
Media Contact Hours	N/A	90	90
Volunteer Hours	500	2,500	2,500
Operations - Patrol:			
Calls for Service	58,874	59,000	60,000
Traffic Accidents Investigated	2,513	2,600	2,600
Moving Violations Issued	7,245	8,500	9,000
Warning Tickets Issued	6,670	6,500	6,000
D.W.I Arrests	447	500	500
Total Arrest Charges	11,354	12,025	12,350
Incident Cases Issued	17,986	18,500	19,000
Part I Crimes Reported	5,033	5,025	5,025

POLICE DEPARTMENT - SUMMARY

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Operation - Investigations			
Clearance Rates: National 1996 %/CPD%			
Murder	*67/100	100	100
Rape	52/57	70	70
Robbery	27/37	55	55
Assault	58/68	70	70
Burglary	14/22	20	20
Larceny	20/28	25	25
Auto Theft	14/17	20	20
* National/Local			
Records Bureau:			
Arrest Reports Processed	7,891	8,580	8,700
Incident Reports Processed	23,536	24,000	24,300
Traffic Summons Processed	7,245	8,500	9,000
Accident Reports Processed	3,384	3,500	3,500

COMPARATIVE DATA

	Columbia, MO	Boulder, CO	Indepen-dence, MO	Norman OK	Springfield, MO	National Figures (2)
Population	**77,079**	**95,442**	**115,531**	**90,228**	**150,000**	**---**
Number of Employees	150	233	255	163	331	---
Employees Per 1,000 Population	1.95	2.44	2.21	1.81	2.21	2.32
Operating Budget Per Capita	$121.41	$166.71	$112.70	$100.39	$110.45	$115.70
Crime Index (1)	5,033	5,957	8,771	4,547	11,505	5,079

1) Crime Index - The Crime Index is composed of selected offenses used to gauge fluctuations in the overall volume and rate of crime reported to law enforcement. The offenses included are the violent crimes of murder and non-negligent manslaughter, forcible rape, robbery, and aggravated assault and the property crimes, from the 1996 UCR report (latest available), of burglary, larceny-theft, motor vehicle theft, and arson. Figures for Columbia are actual 1997.
2) From 1995 Source Book of Criminal Justice Statistics.

Police - Administration

110-2110

DESCRIPTION

The Administration Division is responsible for the general administration of the Department. The areas of responsibility for the office of the Chief of Police include setting policy, establishing goals, and providing direction for and overall management of the department. The Executive Assistant to the Chief is responsible for planning, projects, and staff inspections.

HIGHLIGHTS / SIGNIFICANT CHANGES

FY 99 Administration's goals are to provide the best possible delivery of police services within our budgeted resources by continuing the implementation of community policing.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 221,892	$ 218,591	$ 209,729	$ 218,039
Supplies and Materials	14,554	13,919	15,262	14,495
Travel and Training	1,706	2,159	2,159	2,223
Intragovernmental Charges	0	1,051	1,051	7,697
Utilities, Services, & Misc.	4,730	5,355	5,669	5,558
Capital	4,032	86,799	86,799	7,992
Other	0	0	0	0
Total	**$ 246,914**	**$ 327,874**	**$ 320,669**	**$ 256,004**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
3007 - Police Chief	1.00	1.00	1.00	1.00
3002 - Police Sergeant	1.00	1.00	1.00	0.00
3004 - Police Captain	0.00	0.00	0.00	1.00
1101 - Administrative Secretary	1.00	1.00	1.00	1.00
Total Personnel	**3.00**	**3.00**	**3.00**	**3.00**
Permanent Full-Time	3.00	3.00	3.00	3.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**3.00**	**3.00**	**3.00**	**3.00**

Police - Operations

110-2120 to 110-2129

DESCRIPTION

The patrol division is divided into two districts that generally divide the city in half and give responsibility for each half to a district captain. Each side has detectives and traffic officers as well as community service aides. Each officer has a specifically assigned beat that is patrolled each working shift. This is one of the basic foundations of our expanded Community Policing Initiative. These officers are the first responders to all calls for service every day of the year. Most officers develop additional skills in numerous areas of special needs such as Special Tactics and Response (STAR), Crisis Negotiation Team, Traffic Accident Reconstruction, Evidence Collection, Interview Techniques, Community Policing interaction, Photography and many other important areas.

HIGHLIGHTS / SIGNIFICANT CHANGES

The reorganization of the Department that occurred in the fall of 1997 after the appointment of Norman Botsford as Chief of Police is the most significant event of the year for the Police Department. Calls for service jumped significantly (17.2%) during 1997 to 58,884 calls, up from 50,257 in 1996. Also during 1997 there were 5,033 Uniform Crime Report crimes reported which is a nearly identical number as reported in 1996. Twenty nine percent of those crimes were cleared (compared with a national clearance rate of 22%).

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 6,737,176	$ 7,193,342	$ 7,034,574	$ 7,411,620
Supplies and Materials	400,409	511,802	467,727	471,726
Travel and Training	51,116	52,898	55,476	57,635
Intragovernmental Charges	247,779	214,709	214,709	202,691
Utilities, Services, & Misc.	186,866	242,118	216,002	287,146
Capital	431,057	68,180	96,202	122,579
Other	0	0	0	0
Total	**$ 8,054,403**	**$ 8,283,049**	**$ 8,084,690**	**$ 8,553,397**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
3411 - Bailiff/Process Server	1.00	1.00	1.00	0.00
3011 - Community Service Aide	10.00	10.00	10.00	11.00
3006 - Deputy Police Chief	1.00	1.00	1.00	0.00
3004 - Police Captain	4.00	4.00	4.00	3.00
3002 - Police Sergeant	15.00	15.00	15.00	16.00
3001 - Police Officer	91.00	93.00	94.00	97.00
1003 - Admin. Support Assistant III	3.00	3.00	3.00	3.00
1002 - Admin. Support Assistant II	1.00	1.00	1.00	0.00
1001 - Admin. Support Assistant I	5.00	5.00	5.00	5.00
Total Personnel	**131.00**	**133.00**	**134.00**	**135.00**
Permanent Full-Time	131.00	133.00	134.00	135.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**131.00**	**133.00**	**134.00**	**135.00**

Police - Administrative Support Services

110-2130 to 110-2139

DESCRIPTION

The Administrative Support Services Division provides the following: Record Management; Evidence storage and control; Computer Operations; Maintenance of equipment, vehicles, and building; Recruitment, Hiring, and Training; Purchasing; and Budget Preparation.

HIGHLIGHTS / SIGNIFICANT CHANGES

Major challenges facing the Department include implementation of mobile computer terminals in the patrol vehicle fleet and expansion of police operations into offices vacated by the fire department. Remodeling of the present police building will also take place in FY 99. These projects were funded by quarter-cent sales tax revenue and federal grant funding.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 489,981	$ 554,574	$ 598,905	$ 735,231
Supplies and Materials	32,870	50,680	44,549	45,898
Travel and Training	29,294	35,381	33,381	34,381
Intragovernmental Charges	98,136	93,757	93,757	101,611
Utilities, Services, & Misc.	135,966	167,881	197,208	235,286
Capital	27,553	38,366	50,553	35,140
Other	0	0	0	0
Total	**$ 813,800**	**$ 940,639**	**$ 1,018,353**	**$ 1,187,547**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
7911 - Programmer/Analyst	1.00	1.00	1.00	1.00
3411 - Bailiff/Process Server	0.00	0.00	0.00	1.00
3014 - Evidence Custodian	1.00	1.00	1.00	1.00
3004 - Police Captain	1.00	1.00	1.00	1.00
3002 - Police Sergeant	1.00	1.00	1.00	2.00
2112 - Vehicle Service Coordinator	1.00	1.00	1.00	1.00
2001 - Custodian	1.00	1.00	1.00	1.00
1004 - Admin. Support Supervisor	1.00	1.00	1.00	1.00
1003 - Admin. Support Assistant III	2.00	2.00	2.00	3.00
1001 - Admin. Support Assistant I	4.00	4.00	4.00	4.00
Total Personnel	**13.00**	**13.00**	**13.00**	**16.00**
Permanent Full-Time	13.00	13.00	13.00	16.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**13.00**	**13.00**	**13.00**	**16.00**

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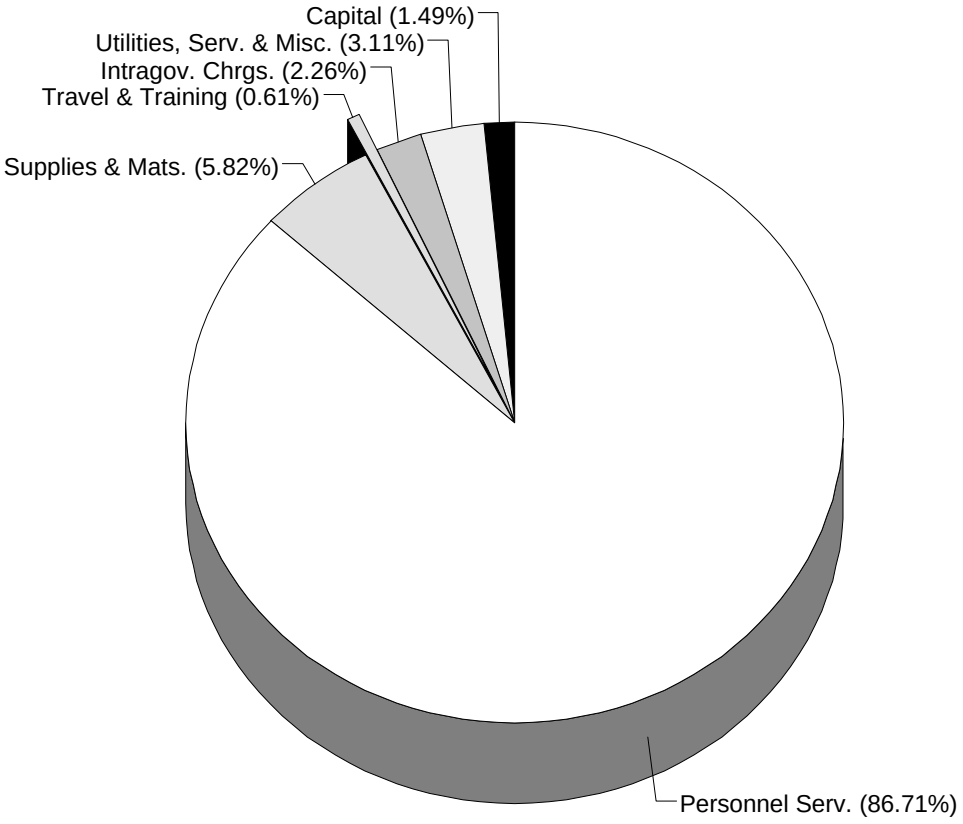
Fire Department

City of Columbia
Columbia, Missouri

Fire Department
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 6,121,424	$ 6,336,790	$ 6,326,942	$ 6,730,972	6.2%
Supplies & Materials	321,204	442,558	441,340	451,644	2.1%
Travel & Training	44,914	48,782	49,267	47,022	-3.6%
Intragovernmental Charges	132,325	146,662	135,911	175,349	19.6%
Utilities, Services & Misc.	200,577	198,013	197,173	241,568	22.0%
Capital	109,248	120,934	120,164	115,703	-4.3%
Other	0	0	0	0	
Total	**6,929,692**	**7,293,739**	**7,270,797**	**7,762,258**	**6.4%**
Summary					
Operating Expenses	6,820,444	7,172,805	7,150,633	7,646,555	6.6%
Non-Operating Expenses	0	0	0	0	
Capital Additions	109,248	120,934	120,164	115,703	-4.3%
Capital Projects	0	0	0	0	
Total Expenses	$ **6,929,692**	$ **7,293,739**	$ **7,270,797**	$ **7,762,258**	**6.4%**

FIRE DEPARTMENT - SUMMARY

110-23

DEPARTMENT DESCRIPTION

The Fire Department is charged with the protection of lives and property from fire, explosion, hazardous materials and other natural or man-made disasters, or any situation that threatens the well-being of the community's citizens. By also providing emergency medical, public fire education, fire investigation and code enforcement services to the public, the Department is pursuing an active role in improving the overall safety of our customers, the Citizens of Columbia.

DEPARTMENT OBJECTIVES

(1) Deliver emergency services within acceptable time/distance criteria, (2) Reach our population with fire and emergency medical safety and education programs, (3) Maintain budget integrity through prudent fiscal management, (4) Support operating divisions with sufficient staff, (5) Train fire/rescue personnel to required performance standards, (6) Continue capital improvement programs, (7) Review new construction plans for fire & life safety, (8) Inspect all buildings on a biennial basis, and (9) Provide central supply and support facility.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

The goal of continuing high quality service to the citizens of Columbia will be aided by the budget. Growth of the City and population dictates an increase in the number of fire companies and personnel. This requires increased levels in the often neglected support areas such as clerical, training, inspections, code enforcement activities, fire investigations, and public fire safety goals. Significant renovation and remodeling of existing facilities are needed as buildings continue to require maintenance. Growth issues call for the addition of three fire stations, apparatus, and personnel.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Administration	4.00	4.00	4.00	4.00
Emergency Services	102.00	102.00	102.00	103.00
Departmental Services	2.00	2.00	2.00	2.00
Fire Marshal's Division	4.00	5.00	6.00	6.00
Total Personnel	**112.00**	**113.00**	**114.00**	**115.00**
Permanent Full-Time	112.00	113.00	114.00	115.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**112.00**	**113.00**	**114.00**	**115.00**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Emergency Services:			
Summary of Incidents:			
Fire Calls (All Types)	525	525	525
Rescue Calls	2,935	3,084	3,084
Hazardous Calls	537	518	536
Service Calls	86	102	109
Good Intent Calls	473	500	508
False Alarms	583	648	655
Other (returned en route, etc.)	282	309	315
Total All Incidents	5,421	5,686	5,732
Average Response Time (Per Emerg. Incident) in Minutes	4.52	4.65	4.66
Estimated Dollar Loss	$2,640,635	$1,800,000	$1,800,000

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS - Continued

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Fire Marshals Division:			
Investigations	210	231	273
Inspections & Permits	2,202	2,302	2,552
Code Review/Research/Consultation	859	944	1,116
Public Education Presentations	558	613	674
Service Division:			
Total Contact Hours:			
Hazard Materials (4/100)*	800	1,000	1,000
Emergency Medical Services (12/100)*	2,400	2,400	2,400
Code Enforcement (4/100)*	800	800	800
Incident Command/Officers Tr. (7/100)*	1,400	1,400	1,600
Firefighter Competency Tr./Drill (13/100)*	2,600	2,400	2,400
Outside Training (5/52)	2,284	1,800	1,800

* Total contact hours = (No. of training sessions* No. of personnel trained* 2 hours average class duration)

COMPARATIVE DATA

	Columbia, MO	St. Joseph, MO	Decatur, IL	Sioux City, IA	Lawton, OK
Population	**77,079**	**75,000**	**86,000**	**82,505**	**89,000**
Number of Employees	114	133	112	119	124
Employees Per 1,000 Population	1.48	1.77	1.30	1.44	1.39
Area in Square Miles	48.89	65	45	57	51
Operating Budget Per Capita	$93.11	$84.00	$91.39	$84.84	$69.71
Total Incidents Per 1,000 Pop.	70.33	86.47	68.33	60.14	55.57

Fire Administration

110-2310

DESCRIPTION

This Division of the Fire Department is responsible for the efficient operation of the entire Department. Activities include preparation of the budget, payroll, records and reports, as well as planning and implementation of departmental goals, objectives, policies, and procedures.

HIGHLIGHTS / SIGNIFICANT CHANGES

Fire Administration's goals continue to be organizational monitoring and evaluation of performance. The Administration budget reflects decisions to improve the organization in such areas as fiscal control, supply and communications, among others.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 257,724	$ 261,940	$ 258,036	$ 241,257
Supplies and Materials	4,023	8,310	7,133	10,395
Travel and Training	2,960	9,163	6,989	9,163
Intragovernmental Charges	50,840	44,446	44,395	26,842
Utilities, Services, & Misc.	16,922	19,371	19,824	19,879
Capital	744	0	0	0
Other	0	0	0	0
Total	**$ 333,213**	**$ 343,230**	**$ 336,377**	**$ 307,536**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
4203 - Management Support Specialist	0.00	0.00	1.00	1.00
3108 - Fire Chief	1.00	1.00	1.00	1.00
3107 - Deputy Fire Chief	1.00	1.00	0.00	0.00
1101 - Administrative Secretary	1.00	1.00	1.00	1.00
1003 - Admin. Support Assistant III	1.00	1.00	1.00	1.00
Total Personnel	**4.00**	**4.00**	**4.00**	**4.00**
Permanent Full-Time	4.00	4.00	4.00	4.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**4.00**	**4.00**	**4.00**	**4.00**

Fire - Emergency Services

110-2320

DESCRIPTION

This Division comprises the largest number of personnel and equipment and provides for all the emergency services of the Department, including fire suppression, rescue, emergency medical, natural and/or man-made disasters, and hazardous materials responses.

HIGHLIGHTS / SIGNIFICANT CHANGES

Emergency Services' goals are basically demand driven. The public expects a quick resolution to their fire and/or EMS emergency. Hence, a quicker response time dictates station location, apparatus condition and flexibility, and sufficient personnel to safely manage and control these emergency situations. Because of the growth of the City in land mass as well as population since the last fire station was added in 1983, additional facilities and personnel must be planned for additional facilities and personnel must be planned for in upcoming budgets.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 5,523,895	$ 5,626,695	$ 5,620,149	$ 5,948,676
Supplies and Materials	281,400	377,358	383,703	378,190
Travel and Training	10,576	12,043	10,167	12,179
Intragovernmental Charges	81,368	101,366	90,891	140,387
Utilities, Services, & Misc.	148,509	143,983	152,149	174,791
Capital	108,504	74,166	73,566	89,003
Other	0	0	0	0
Total	**$ 6,154,252**	**$ 6,335,611**	**$ 6,330,625**	**$ 6,743,226**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
3106 - Fire Division Chief	3.00	3.00	3.00	3.00
3105 - Fire Captain	9.00	9.00	9.00	9.00
3104 - Fire Lieutenant	21.00	21.00	21.00	21.00
3103 - Fire Engineer	30.00	30.00	30.00	30.00
3102/3101 Fire Fighter II/I	39.00	39.00	39.00	40.00
Total Personnel	**102.00**	**102.00**	**102.00**	**103.00**
Permanent Full-Time	102.00	102.00	102.00	103.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**102.00**	**102.00**	**102.00**	**103.00**

Fire - Departmental Services

110-2330

DESCRIPTION

The budget reflects Division responsibilities, focusing on fire, emergency medical, hazardous materials, and rescue training. The Training Division is in a supportive role for Emergency Services.

HIGHLIGHTS / SIGNIFICANT CHANGES

Program goals for this fiscal year include the continuation of specialized hazardous materials and rescue training to meet federal mandates and supporting on-going skills training for the organization. Other current programs for the fiscal year include promotional processes, Basic Recruit School and state mandated EMT continuing education.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 144,754	$ 166,383	$ 169,980	$ 175,955
Supplies and Materials	9,984	22,024	17,002	23,694
Travel and Training	24,730	17,971	22,856	16,035
Intragovernmental Charges	117	600	375	775
Utilities, Services, & Misc.	23,898	23,638	14,601	27,830
Capital	0	42,000	42,000	8,700
Other	0	0	0	0
Total	**$ 203,483**	**$ 272,616**	**$ 266,814**	**$ 252,989**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
3106 - Fire Division Chief	1.00	1.00	1.00	1.00
3104 - Fire Lieutenant	1.00	1.00	1.00	1.00
Total Personnel	**2.00**	**2.00**	**2.00**	**2.00**
Permanent Full-Time	2.00	2.00	2.00	2.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**2.00**	**2.00**	**2.00**	**2.00**

Fire - Fire Marshal's Division

110-2341 to 110-2342

DESCRIPTION

This Division is responsible for coordinating the Department's efforts to improve the safety and well being of our citizens and community with an emphasis on "fire prevention through education". The major duties include Public Fire Safety Education, Fire Code Enforcement and Fire Inspections, Fire Investigation, Research and Development, and related records and reports.

HIGHLIGHTS / SIGNIFICANT CHANGES

Division goals are to continue focusing on providing a highly visible and effective public safety education program and department presence to reduce accidents and injuries. The Division's efforts will be directed at utilizing new as well as existing community resources to influence and redirect public opinion and practices over the broad spectrum of safety and fire prevention. The introduction of the "RISKWATCH" program will spearhead a new accident prevention campaign launched in conjunction with local school systems aimed at a zero tolerance accident rate for the community.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 195,051	$ 281,772	$ 278,777	$ 365,084
Supplies and Materials	25,797	34,866	33,502	39,365
Travel and Training	6,648	9,605	9,255	9,645
Intragovernmental Charges	0	250	250	7,345
Utilities, Services, & Misc.	11,248	11,021	10,599	19,068
Capital	0	4,768	4,598	18,000
Other	0	0	0	0
Total	**$ 238,744**	**$ 342,282**	**$ 336,981**	**$ 458,507**

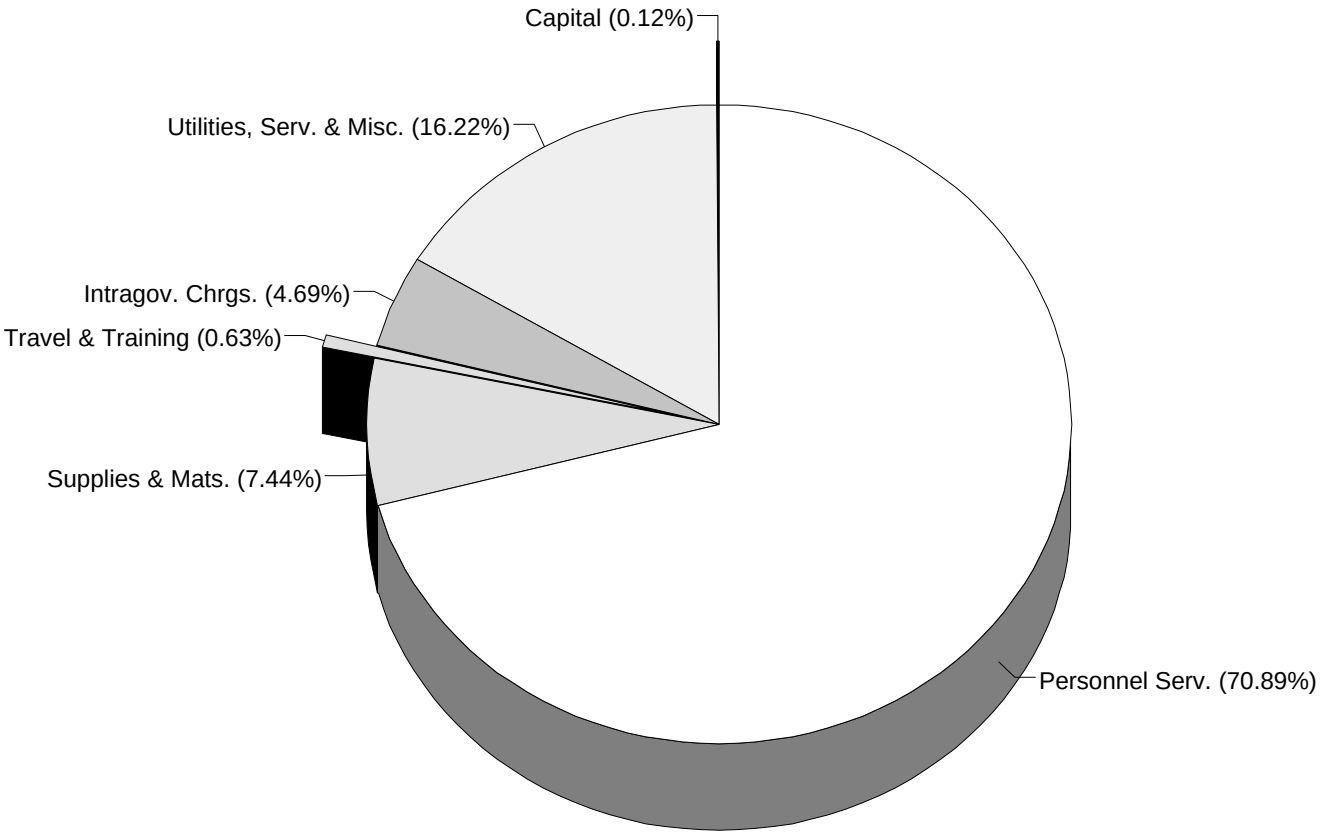
AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
3110 - Assistant Fire Chief	0.00	1.00	1.00	1.00
3106 - Fire Division Chief	1.00	0.00	0.00	0.00
3104 - Fire Lieutenant	3.00	4.00	4.00	4.00
1002 - Administrative Support Asst. II	0.00	0.00	1.00	1.00
Total Personnel	**4.00**	**5.00**	**6.00**	**6.00**
Permanent Full-Time	4.00	5.00	6.00	6.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**4.00**	**5.00**	**6.00**	**6.00**

Health Department

City of Columbia
Columbia, Missouri

Health Department
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 2,047,742	$ 2,300,686	$ 2,315,561	$ 2,439,037	6.0%
Supplies & Materials	175,938	227,360	240,301	255,988	12.6%
Travel & Training	14,843	20,115	20,788	21,557	7.2%
Intragovernmental Charges	139,089	144,479	145,549	161,525	11.8%
Utilities, Services & Misc.	448,907	572,626	522,971	558,170	-2.5%
Capital	5,128	18,727	18,646	4,240	-77.4%
Other	0	0	0	0	
Total	**2,831,647**	**3,283,993**	**3,263,816**	**3,440,517**	**4.8%**
Summary					
Operating Expenses	2,826,519	3,265,266	3,245,170	3,436,277	5.2%
Non-Operating Expenses	0	0	0	0	
Capital Additions	5,128	18,727	18,646	4,240	-77.4%
Capital Projects	0	0	0	0	
Total Expenses	$ **2,831,647**	$ **3,283,993**	$ **3,263,816**	$ **3,440,517**	**4.8%**

HEALTH DEPARTMENT - SUMMARY

110-30 to 110-34

DEPARTMENT DESCRIPTION

The mission of the Columbia/Boone County Health Department is to assess, monitor, and improve the health of the community by means of policy development and by emphasizing health promotion and the prevention of disease and/or injury through the provision of high quality services responsive to identified needs.

DEPARTMENT OBJECTIVES

Administration: Responsible for all operations of the department and thus performs the classic management functions of planning, organizing, directing, controlling, and evaluating the various operating sections of this department.

Personal Health Services: Responsible for providing primary health care to the medically indigent; child indigent child health conferences; home nursing care; services to families with potential or identified incidents of child abuse or neglect; sexually transmitted disease clinic; family planning clinic; maternal nursing; childhood immunizations; TB surveillance; investigation of reported communicable diseases; medical social services; employee health; prenatal clinic; case management; early prenatal incentive programs for pregnant women; medical care to inmates at Boone County jail; HIV testing (regional site).

WIC Program: The WIC Program provides supplemental food and nutrition education to clients who are pregnant or breastfeeding, infants, and children under five years of age who demonstrate a medical or nutritional risk factor.

Environmental Health Services: This division provides county-wide environmental health programs vehicles; such as food sanitation inspections in restaurants, grocery stores, food warehouses, and food delivery laboratory analysis of drinking water, food products, milk products, and water used for recreational purposes; food handler education; public health nuisance control including sewage disposal, weeds, mosquito breeding areas, rubble accumulations, rodent infestation etc.; coordination of mosquito control activities; and enforcement of the City's container deposit law and anti-smoking ordinance. We also inspect day care homes and centers under contract with the State Health Department.

Animal Control: Enforces the Columbia animal control ordinance and the Boone County animal control ordinance. Animal control services include the impoundment of dogs running at large, assisting in locating lost animals, and investigating animal bite cases.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

The Department will continue to provide and improve various public health services to all residents of Boone County. The drug testing program will be funded for a full year. Child immunization needs are expected to increase. The need for new space will dominate.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Administration	1.45	1.45	1.45	1.45
Animal Control	4.62	4.62	4.62	4.62
Environmental Health	7.88	8.88	10.13	10.13
Clinic and Nursing	28.75	28.75	28.75	28.55
Women, Infants, and Children (WIC)	6.80	6.80	6.80	6.80
Total Personnel	**49.50**	**50.50**	**51.75**	**51.55**
Permanent Full-Time	44.40	45.40	46.10	45.10
Permanent Part-Time	5.10	5.10	5.65	6.45
Total Permanent	**49.50**	**50.50**	**51.75**	**51.55**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Administration:			
Certificates of Live Birth	3,026	3,102	3,200
Death Certificates	1,557	1,731	1,750
Fetal Deaths	13	34	15
Certificates of Birth (Computer Generated)	4,426	4,430	4,450
Certificates of Death (Computer Generated)	680	726	750
Personal Health Services:			
Pregnancy Tests	1,770	1,670	2,000
Immunizations	12,343	12,000	12,000
Primary Care Visits	2,638	3,000	3,000
WIC Visits	21,048	21,048	21,048
Family Planning Clinic Visits	811	990	990
Employee Health Contacts	5,000	5,000	5,000
Tuberculosis Tests	3,500	4,500	6,000
STD Visits	1,061	1,500	1,500
Utility Assistance Interviews	1,110	944	944
Home Nursing Visits	816	900	900
Blood Pressure Screenings	4,439	4,418	4,418
HIV Visits	3,055	3,000	3,000
Environmental Health Services:			
Restaurant Inspections	2,578	2,900	2,900
New Construction Inspections/Plan Reviews	1,347	1,250	1,300
Itinerant Food Inspections	257	256	256
Weed Inspections	5,236	5,300	5,400
Other Nuisance Inspections	4,219	3,050	3,100
Hotel/Motel Inspections	50	50	50
Swimming Pool Inspections	511	520	530
Smoking Complaint Investigations	79	35	35
Continuing Education (Hours)	500	500	500
Food Handlers Training (Hours)	270	270	270
Liquid Waste	144	150	160
Solid Waste	713	720	720
County Sewage	1,686	1,228	1,250
Animal Control:			
Bite Investigations	679	260	270
Dogs/Cats Impounded	1,862	1,164	1,200
No. of Complaints (Barking, Yard Damage, Into Trash, Running Loose, Vicious Animals)	5,449	3,900	4,000
Dead Animal Pick-Up	676	524	530
No. of Summons Issued	522	520	370

HEALTH DEPARTMENT - SUMMARY

110-30 to 110-34

COMPARATIVE DATA - PERSONAL HEALTH SERVICES

	Boone County (Columbia,) MO	Jackson County, MO	Cole County (Jeff City,) MO	Greene County (Spring-field,) MO	Douglas County (Lawrence,) KS
Personal Health Services:					
Population	**126,411**	**54,200**	**67,641**	**236,019**	**89,899**
No. of RNs	7	8	14	12	15
RNs Per 1,000 Population	0.055	0.148	0.207	0.051	0.167
No. of Annual Immunizations / 1,000 Pop.	106	455	136	133	160.5
No. of Annual STD Visits / 1,000 Pop.	8.73	9.02	4.50	10.00	20.10
No. of WIC Visits / 1,000 Pop.	171.00	N/A	220.00	316	42

COMPARATIVE DATA - ENVIRONMENTAL HEALTH

	Boone County (Columbia,) MO	Lancaster County (Lincoln,) MO	Lawrence, KS	Boulder County, CO	Indepen-dence, MO	Springfield, MO
Environmental Health:						
Population	**126,411**	**231,765**	**89,899**	**268,590**	**116,000**	**236,016**
City Only:						
Number of Employees	10.25	16	3	22.85	6.5	22
Employees Per 1,000 Pop.	0.081	0.069	0.033	0.085	0.056	0.09
No. of Dollars Spent Per Capita	$3.88	$4.00	$1.46	$5.08	$2.21	$3.65
No. of Food Service Facilities	745	881	70	1,571	485	1,075

COMPARATIVE DATA - ANIMAL CONTROL

	**Boone County (Columbia,) MO	Lancaster County (Lincoln,) MO	Lawrence,* KS	Boulder* County, CO	**Indepen-dence, MO	Springfield, **Green Co. MO (City only)
Animal Control:						
Population	**126,411**	**211,000**	**78,000**	**46,000**	**116,000**	**150,604**
Number of AC Officers	4.50	15.35	3	4.50	10.25	6
Employees Per 1,000 Pop.	0.035	0.072	0.038	1.02	0.088	0.040
No. of Dollars Spent Per Capita	$2.03	$2.76	$2.83	$3.48	$3.16	$1.47
No. of Bite Cases/1,000 Pop.	4.40	2.58	1.6	1.21	2.00	1.88

* Does not include incorporated areas

** Population served

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Health - Administration

110-3010

DESCRIPTION

This Division is responsible for all operations of the Department and thus performs the classic functions of planning, organizing, directing, controlling, and evaluating the various operating sections of Health, Joint Communications and Emergency Management.

HIGHLIGHTS / SIGNIFICANT CHANGES

There are no significant changes in this section.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 83,487	$ 84,131	$ 82,280	$ 82,835
Supplies and Materials	15,806	20,567	20,550	21,486
Travel and Training	765	1,750	1,100	1,791
Intragovernmental Charges	87,336	92,229	92,229	94,356
Utilities, Services, & Misc.	11,938	14,200	9,950	12,263
Capital	0	0	0	0
Other	0	0	0	0
Total	**$ 199,332**	**$ 212,877**	**$ 206,109**	**$ 212,731**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
7700 - Dir. of Pub Health/Adm Serv	0.50	0.50	0.50	0.50
1101 - Administrative Secretary	0.45	0.45	0.45	0.45
1003 - Admin. Support Assistant III	0.00	0.00	0.50	0.50
1002 - Admin. Support Assistant II	0.50	0.50	0.00	0.00
Total Personnel	**1.45**	**1.45**	**1.45**	**1.45**
Permanent Full-Time	1.45	1.45	1.45	1.45
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**1.45**	**1.45**	**1.45**	**1.45**

Health - Animal Control

110-3110

DESCRIPTION

The Animal Control Division enforces the animal control ordinances for the City of Columbia and Boone County. Animal control services include the impoundment of dogs running at large, assisting in locating lost animals, and investigating animal bite cases.

HIGHLIGHTS / SIGNIFICANT CHANGES

The 1998-99 budget reflects 3 FTE officers in city animal control, and 1.5 FTE animal control officers for county-wide activities. The 1.5 officers are paid by the Boone County Commission.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 144,671	$ 152,472	$ 157,720	$ 165,134
Supplies and Materials	8,922	12,560	12,397	13,089
Travel and Training	626	1,050	1,050	1,050
Intragovernmental Charges	1,736	800	800	5,710
Utilities, Services, & Misc.	83,293	88,855	88,341	92,416
Capital	2,165	1,735	1,654	0
Other	0	0	0	0
Total	**$ 241,413**	**$ 257,472**	**$ 261,962**	**$ 277,399**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
7205 - Environmental Health Manager	0.07	0.07	0.07	0.07
7105 - Sr. Animal Control Officer	1.00	1.00	1.00	1.00
7101 - Animal Control Officer	3.50	3.50	3.50	3.50
1101 - Administrative Secretary	0.05	0.05	0.05	0.05
Total Personnel	**4.62**	**4.62**	**4.62**	**4.62**
Permanent Full-Time	4.12	4.12	4.12	4.12
Permanent Part-Time	0.50	0.50	0.50	0.50
Total Permanent	**4.62**	**4.62**	**4.62**	**4.62**

Health - Environmental Health

110-3210

DESCRIPTION

This division provides County-wide environmental health programs such as food sanitation inspections in restaurants, grocery stores, food warehouses, and food delivery vehicles; laboratory analysis of drinking water, food products, milk products, and water used for recreational purposes; food handler education; public health nuisance control including sewage disposal, administration of the Boone County Waste Water Permit Program, weeds, mosquito breeding areas, rubble accumulations, rodent infestations, etc.; and coordination of mosquito control activities. Additionally, this division enforces the City's container deposit law and anti-smoking ordinance. The Health Department does licensed inspections of day care homes and centers under contract with State Department of Health.

HIGHLIGHTS / SIGNIFICANT CHANGES

This budget reflects .5 FTE Environmental Health Specialist and .75 ASA I to do day care inspections. These positions were approved during last year and paid for by the Missouri Department of Health.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 362,723	$ 421,755	$ 419,553	$ 461,140
Supplies and Materials	7,517	15,160	16,691	15,576
Travel and Training	1,594	2,300	2,300	2,300
Intragovernmental Charges	1,064	2,399	2,399	2,838
Utilities, Services, & Misc.	55,747	66,855	64,034	67,239
Capital	0	8,141	8,141	4,240
Other	0	0	0	0
Total	**$ 428,645**	**$ 516,610**	**$ 513,118**	**$ 553,333**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
7205 - Environmental Health Mgr.	0.93	0.93	0.93	0.93
5133 - Senior Laboratory Analyst	0.05	0.05	0.05	0.05
7203 - Sr. Environ. Health Spec.	2.00	2.00	2.00	2.00
7201 - Environmental Health Spec.	4.00	5.00	5.50	5.50
1101 - Administrative Secretary	0.40	0.40	0.40	0.40
1003 - Admin. Support Assistant III	0.00	0.00	0.50	0.50
1002 - Admin. Support Assistant II	0.50	0.50	0.00	0.00
1001 - Admin. Support Assistant I	0.00	0.00	0.75	0.75
Total Personnel	**7.88**	**8.88**	**10.13**	**10.13**
Permanent Full-Time	7.88	8.88	8.88	8.88
Permanent Part-Time	0.00	0.00	1.25	1.25
Total Permanent	**7.88**	**8.88**	**10.13**	**10.13**

Health - Clinic & Nursing

110-3310 to 110-3399

DESCRIPTION

This division is responsible for the following activities: primary health care to the medically indigent; family planning clinics; prenatal clinics; sexually transmitted disease clinics; HIV testing and counseling; HIV education and outreach; childhood immunizations; hypertension screening; TB surveillance; investigation of reported communicable diseases; medical social services; utilities assistance program; early prenatal incentive program for pregnant women; home nursing services; services to families with potential or identified incidents of child abuse or neglect; coordination with and referral to other medical providers and social service agencies; employee health and wellness for City employees; and drug and alcohol testing for new and federally-mandated employees.

HIGHLIGHTS / SIGNIFICANT CHANGES

Increased demand for services have occurred in many of the Health Department service areas. Service areas seeing the greatest increases are primary care, family planning, HIV testing, and sexually transmitted disease clinics. Primary care continues to increase with inclusion of physical examination and medical treatment of clients seeking dental assistance. Cooperation with the Columbia School District and Boone County Schools for provision of on-site immunizations for school age children this year has expanded to include younger siblings. Alcohol and Drug testing programming for the city employees has expanded significantly.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 1,212,626	$ 1,384,820	$ 1,399,122	$ 1,471,431
Supplies and Materials	136,232	169,696	180,677	197,359
Travel and Training	9,536	11,384	12,495	12,723
Intragovernmental Charges	48,863	48,201	48,421	57,213
Utilities, Services, & Misc.	290,874	393,068	350,998	376,385
Capital	0	8,851	8,851	0
Other	0	0	0	0
Total	**$ 1,698,131**	**$ 2,016,020**	**$ 2,000,564**	**$ 2,115,111**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
7600 - Public Health Manager	2.00	2.00	1.00	1.00
7508 - Relief Corrections Nurse	0.50	0.50	0.80	0.80
7507 - Public Health Nursing Supv.	1.00	1.00	1.00	1.00
7506 - Nurse Practitioner	2.85	2.85	3.85	3.85
7504 - Corrections Nurse	1.00	1.00	1.00	1.00
7503 - Public Health Nurse	6.95	6.95	6.85	6.85
7502 - Employee Hlth/Wellness Nurse	1.00	1.00	1.00	1.00
7402 - Occupational Hlth Specialist	1.00	1.00	1.00	1.00
7350 - HIV Planner/Programmer	0.00	0.00	0.00	0.80
7302 - Sr. Social Worker	0.00	0.00	0.00	1.00
7301 - Social Worker	5.50	5.50	5.30	3.30
5133 - Senior Laboratory Analyst	0.95	0.95	0.95	0.95
1004 - Admin. Support Supervisor	1.00	1.00	1.00	1.00
1002 - Admin. Support Assistant II	2.00	2.00	3.00	3.00
1001 - Admin. Support Assistant I	3.00	3.00	2.00	2.00
Total Personnel	**28.75**	**28.75**	**28.75**	**28.55**
Permanent Full-Time	24.95	24.95	25.65	24.65
Permanent Part-Time	3.80	3.80	3.10	3.90
Total Permanent	**28.75**	**28.75**	**28.75**	**28.55**

Health - Women, Infants & Children

110-3410 to 110-3499

DESCRIPTION

The W.IC. Program provides supplemental food and nutrition education to clients who are pregnant or breast-feeding, infants, and children under five years of age who demonstrate a medical or nutritional risk factor.

HIGHLIGHTS / SIGNIFICANT CHANGES

There is a continued increase in caseload. WIC has added satellite clinics at the Boone County DFS office, and at the Blind Boone Center; and on-site services at the University Hospital post partum unit. This is the fifth year of the Columbia Farmers Market/WIC collaboration.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 244,235	$ 257,508	$ 256,886	$ 258,497
Supplies and Materials	7,461	9,377	9,986	8,478
Travel and Training	2,322	3,631	3,843	3,693
Intragovernmental Charges	90	850	1,700	1,408
Utilities, Services, & Misc.	7,055	9,648	9,648	9,867
Capital	2,963	0	0	0
Other	0	0	0	0
Total	**$ 264,126**	**$ 281,014**	**$ 282,063**	**$ 281,943**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
7450 - W.I.C. Program Manager	1.00	1.00	1.00	1.00
7403 - Nutritionist	2.00	2.00	2.00	2.00
7401 - Nutrition Educator	0.80	0.80	0.80	0.80
1002 - Admin. Support Assistant II	1.00	1.00	1.00	1.00
1001 - Admin. Support Assistant I	2.00	2.00	2.00	2.00
Total Personnel	**6.80**	**6.80**	**6.80**	**6.80**
Permanent Full-Time	6.00	6.00	6.00	6.00
Permanent Part-Time	0.80	0.80	0.80	0.80
Total Permanent	**6.80**	**6.80**	**6.80**	**6.80**

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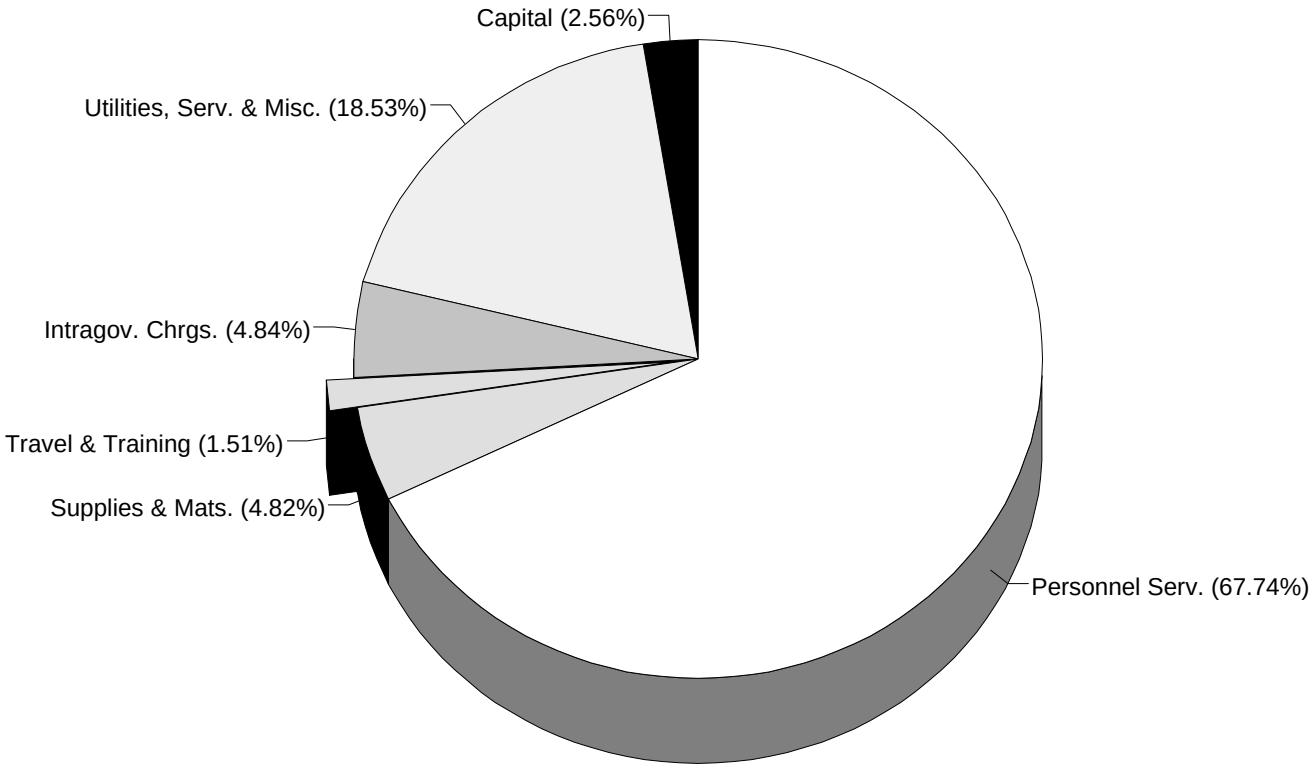
JCIC/ Emergency Management

City of Columbia
Columbia, Missouri

JCIC / Emergency Management
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 1,100,143	$ 1,301,989	$ 1,299,428	$ 1,365,096	4.8%
Supplies & Materials	32,558	84,490	79,537	97,100	14.9%
Travel & Training	8,093	28,520	14,302	30,520	7.0%
Intragovernmental Charges	48,057	51,481	51,485	97,454	89.3%
Utilities, Services & Misc.	203,457	365,057	323,467	373,457	2.3%
Capital	40,906	143,989	138,869	51,516	-64.2%
Other	0	0	0	0	
Total	**1,433,214**	**1,975,526**	**1,907,088**	**2,015,143**	**2.0%**
Summary					
Operating Expenses	1,392,308	1,831,537	1,768,219	1,963,627	7.2%
Non-Operating Expenses	0	0	0	0	
Capital Additions	40,906	143,989	138,869	51,516	-64.2%
Capital Projects	0	0	0	0	
Total Expenses	**$ 1,433,214**	**$ 1,975,526**	**$ 1,907,088**	**$ 2,015,143**	**2.0%**

JCIC/ Emergency Management

110-35, 110-38

DEPARTMENT DESCRIPTION

Emergency services begins with the 9-1-1 operator who is the first person to handle all reported emergencies in Columbia/Boone County. The center is responsible for all 9-1-1 calls and dispatches the appropriate fire, police and ambulance services. Non-emergency calls are also answered by JCIC.

DEPARTMENT OBJECTIVES

The objective of the Joint Communications and Information Center is to facilitate the prompt and safe response of emergency services. The goal of Emergency Management is to minimize the effects of disaster situations through a process of identification, mitigation, emergency response and organized recovery.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

Two additional personnel will be added in JCIC.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Joint Communications	25.75	27.75	27.75	29.75
Emergency Management	0.60	0.60	0.60	0.60
Total Personnel	**26.35**	**28.35**	**28.35**	**30.35**
Permanent Full-Time	25.60	27.60	27.60	29.60
Permanent Part-Time	0.75	0.75	0.75	0.75
Total Permanent	**26.35**	**28.35**	**28.35**	**30.35**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
City Incidents	6,248	6,310	6,373
City Medical Emergencies with Fire Department	2,750	2,750	2,750
City Medical Emergencies without Fire Department	4,671	5,885	7,415
City Injury Accidents	470	470	470
County Incidents	2,860	2,860	2,860
County Medical Emergencies with Fire Department	1,316	1,316	1,316
County Medical Incidents without Fire Department	640	787	968
County Injury Accidents	377	395	415
Telephone Calls	405,239	407,265	409,301
Emergency Operating Center Activations	95	99	111
Total Law Enforcement Incidents	189,942	189,942	189,942
Public Presentations	65	72	80

COMPARATIVE DATA

	Columbia, MO*	Des Moines, IA	Santa Fe, NM*	Topeka, KS	Ft. Wayne, IN	Decatur, IL
Population	**126,411**	**193,000**	**120,000**	**160,000**	**225,000**	**84,000**
Number of Employees	21	38	31	52	39	30
Minimum/Peak Staffing	3/6	7	08/08	09/09	05/08	04/07
No. of Phone Calls Yearly	405,239	510,000	300,000	75,000/911's	99,526/911's	153,000
City Law Incidents	138,783	40,120	75,000	233,000	147,999	51.650
City Fire Incidents	6,248	3,947	5,000	10,000	13,491	5,000
City Fire Medical Emergencies	2,750	11,828	2,500	5,000	16,000	2,520
City EMS Responses	4,671	35	N/A	N/A	9,823	2,600
City Injury Accidents	470	N/A	1,570	N/A	5,517	2,200
County Law Incidents	51,159	28,130	16,650	20,000	53,845	3,065
County Fire Incidents	2,860	1,670	2,014	3,000	5,980	815
County Medical Emergencies	1,316	1,100	645	1,500	4,230	522
County EMS Responses	640	230	N/A	N/A	2,012	510
County Injury Accidents	377	253	830	N/A	753	385
Emergency Operating	95	0	0	0	3	5
Public Presentations	65	24	0	500	10	0
Radio Channels	15 Police 9 Fire	8 Police 4 Fire	7 Police 5 Fire	168 use 48 groups	8 Police/Fire	6-7 Police 3 Fire
Radio Tech	1	4	0	3	6	1
Portable/Mobile Radios	850	135/52	500	500/700	643/712	250
Type of Radio System	Motorola/GE VHF	UHF	Motorola Centracom	15 channel/2 site Motorola	155 MHz Conventional	Motorola 800 MHz
MDT's	No	No	No	No	YES/MDC	No
Type of Training	Trng. Coord. APCO Cert.	OJT Assigned	L/E Acad EMD	5 wk formal/ APCO	In house Powerphone	APCO Cert. CTO
Training Period	6 Months	18 Months	2 weeks	9 Months	6 Months	6-12 Months

* County Population

Joint Communications

110-3510

DESCRIPTION

Joint Communications is the central location for emergency communications in Boone County. All 9-1-1- telephone calls are answered in the Center and dispatched to the appropriate Fire, Police, and Ambulance services. Joint Communications also answers non-emergency telephone calls and acts as a referral to the citizens of Columbia/Boone County.

DEPARTMENT OBJECTIVES

Our objective this year will be to move into the new center which will provide more space for the equipment and staff. The new center will help improve morale of the staff by providing a much better working environment.

HIGHLIGHTS / SIGNIFICANT CHANGES

The renovation of the old Fire Station One will be the primary objective for the JCIC staff. Maintaining one live center and moving to another without interruption of service will be the most important aspect of the move.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 1,057,119	$ 1,248,014	$ 1,241,290	$ 1,310,231
Supplies and Materials	27,250	59,074	57,717	70,226
Travel and Training	7,827	24,120	11,100	26,120
Intragovernmental Charges	47,557	50,981	50,985	96,954
Utilities, Services, and Misc.	178,401	299,678	277,947	311,496
Capital	38,671	134,600	129,480	46,692
Other	0	0	0	0
Total	**$ 1,356,825**	**$ 1,816,467**	**$ 1,768,519**	**$ 1,861,719**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
7019 - JCIC Administrator	1.00	1.00	1.00	1.00
7017 - JCIC Asst. Admin./Train Spec	1.00	1.00	1.00	1.00
7007 - Communications Supervisor	3.00	4.00	4.00	4.00
7001/7003/7005 Comm. Operators	18.00	19.00	19.00	21.00
4450 - Communications Technician	1.00	1.00	1.00	1.00
1003 - Admin. Support Assistant III	0.00	1.00	1.00	1.00
1002 - Admin. Support Assistant II	1.00	0.00	0.00	0.00
1001 - Admin. Support Assistant I	0.75	0.75	0.75	0.75
Total Personnel	**25.75**	**27.75**	**27.75**	**29.75**
Permanent Full-Time	25.00	27.00	27.00	29.00
Permanent Part-Time	0.75	0.75	0.75	0.75
Total Permanent	**25.75**	**27.75**	**27.75**	**29.75**

Emergency Management

110-3810

DESCRIPTION

Emergency Management has four phases: mitigation, preparedness, response and recovery. The organization has the responsibility for coordinating all the components of the emergency management system in the jurisdiction. The components consist of police and fire, emergency medical service, public works, water and light, volunteers, and other groups contributing to the management of emergencies.

DEPARTMENT OBJECTIVES

Conducting exercises to improve our abilities to respond to real emergencies will be the primary objective. Coordinating the re-writing of the disaster plan will be another objective for staff.

HIGHLIGHTS / SIGNIFICANT CHANGES

We will be working with the County placing new sirens throughout the community. The schedule of an emergency management exercise this year will increase the awareness of all city and county officials.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 43,024	$ 53,975	$ 58,138	$ 54,865
Supplies and Materials	5,308	25,416	21,820	26,874
Travel and Training	266	4,400	3,202	4,400
Intragovernmental Charges	500	500	500	500
Utilities, Services, & Misc.	25,056	65,379	45,520	61,961
Capital	2,235	9,389	9,389	4,824
Other	0	0	0	0
Total	**$ 76,389**	**$ 159,059**	**$ 138,569**	**$ 153,424**

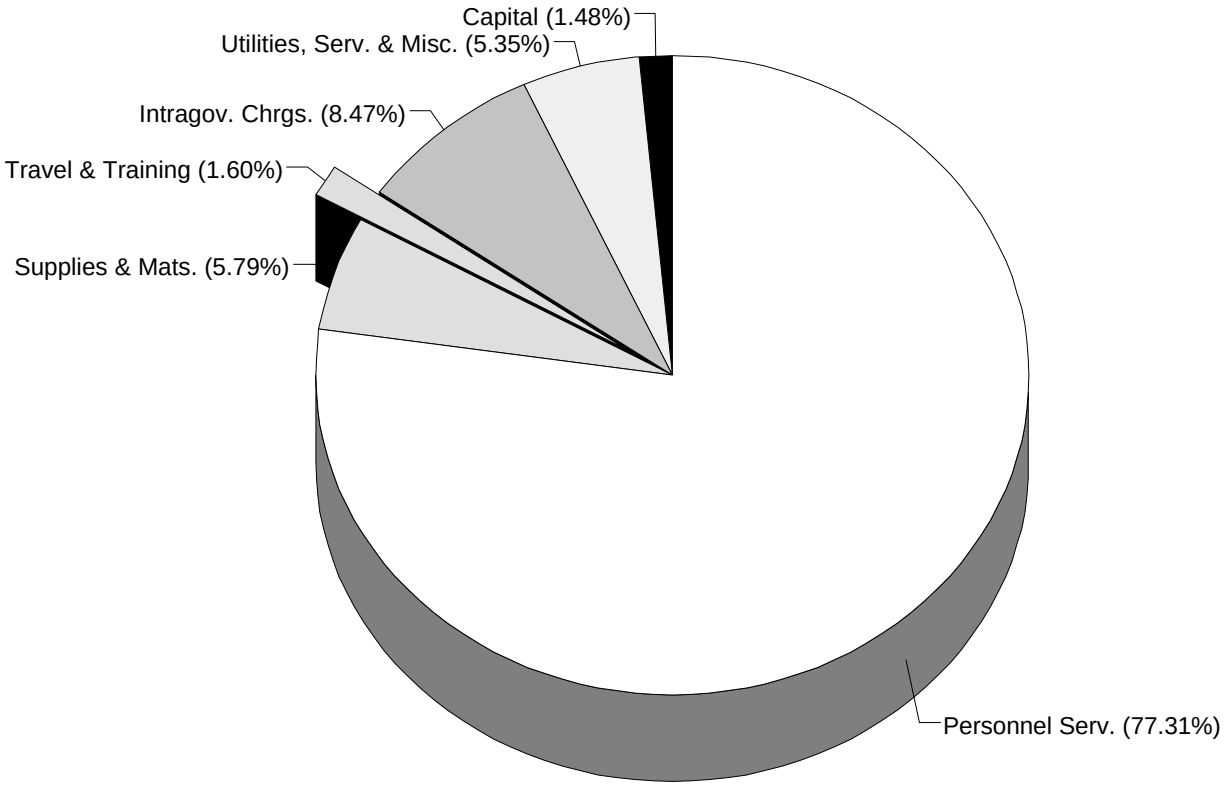
AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
7700 - Dir of Pub Hlth/Admin Serv	0.50	0.50	0.50	0.50
1101 - Administrative Secretary	0.10	0.10	0.10	0.10
Total Personnel	**0.60**	**0.60**	**0.60**	**0.60**
Permanent Full-Time	0.60	0.60	0.60	0.60
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**0.60**	**0.60**	**0.60**	**0.60**

Planning and Development

City of Columbia
Columbia, Missouri

Planning & Development - Summary
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 435,724	$ 421,403	$ 422,841	$ 459,075	8.9%
Supplies & Materials	26,901	35,410	34,780	34,410	-2.8%
Travel & Training	7,713	7,800	7,959	9,500	21.8%
Intragovernmental Charges	60,297	65,591	65,591	50,276	-23.3%
Utilities, Services & Misc.	224,036	38,976	40,123	31,794	-18.4%
Capital	28,521	0	3,000	8,783	
Other	592,175	0	0	0	
Total	**1,375,367**	**569,180**	**574,294**	**593,838**	**4.3%**
Summary					
Operating Expenses	754,671	569,180	571,294	585,055	2.8%
Non-Operating Expenses	592,175	0	0	0	
Capital Additions	28,521	0	3,000	8,783	
Capital Projects	0	0	0	0	
Total Expenses	$ **1,375,367**	$ **569,180**	$ **574,294**	$ **593,838**	**4.3%**

PLANNING AND DEVELOPMENT - SUMMARY

110-40, 266-40

DEPARTMENT DESCRIPTION

The Planning and Development Department provides planning, community development and economic development support services to the community. The Department also provides staff services to the Planning and Zoning Commission, the Community Development Commission, the Bicycle Commission, the Columbia Area Transportation Study Organization, and various ad-hoc committees and task forces.

DEPARTMENT OBJECTIVES

Perform the above.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

Emphasis in the coming year will be on the Landuse Plan update, continuing development of a Geographic Information System, implementing actions identified in the neighborhood plans, revising the Major Thoroughfare Plan, amending development regulations, new avenues will be explored to continue our progress in streamlining the Department and keeping in touch with all new technology related to our mission and whatever is decided relative to urban services areas.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
General Fund Operations	6.70	6.70	6.70	6.70
Community Development	1.30	1.30	1.30	1.30
Total Personnel	**8.00**	**8.00**	**8.00**	**8.00**
Permanent Full-Time	8.00	8.00	8.00	8.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**8.00**	**8.00**	**8.00**	**8.00**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
No. of Rezoning Cases	31	40	45
No. of Subdivision Plats	58	65	70
No. of Housing Rehabs	13	20	20
No. of Voluntary Annexations	10	12	15
CDBG Grant Amount	$1,112,000	$1,090,000	$1,000,000
No. Agency Applications Monitored & Processed	5	5	5
No. of DP Assistance Grants	71	45	65
No. of Neighborhood Meetings	7	5	5
No. of HUD Reports	10	11	8

PLANNING AND DEVELOPMENT - SUMMARY

110-40, 266-40

COMPARATIVE DATA

	Columbia, MO	Springfield, MO	St. Charles, MO	Ames, IA	Lawrence, KS	Iowa City, IA
Population	**77,079**	**150,000**	**56,339**	**48,691**	**76,000**	**63,574**
Number of Employees	8.0	27.0	5.0	9.0	17.5	18.5
Employees Per 1,000 Population	0.104	0.180	0.089	0.185	0.230	0.291

Planning & Development - General Fund Operations

110-40

DESCRIPTION

The Planning Division is responsible for current and long-range planning, providing technological support for special projects such as census and similar data gathering and analysis, mapping and graphics, and planning grant administration. Planning also provides services to the Planning and Zoning Commission.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 316,928	$ 363,790	$ 364,281	$ 394,932
Supplies & Materials	18,385	32,810	31,894	31,710
Travel & Training	6,984	4,300	4,300	5,500
Intragovernmental Charges	29,912	34,294	34,294	39,186
Utilities, Services & Misc.	17,746	33,836	34,156	25,854
Capital	23,577	0	0	8,783
Other	0	0	0	0
Total	**413,532**	**469,030**	**468,925**	**505,965**
Summary				
Operating Expenses	389,955	469,030	468,925	497,182
Non-Operating Expenses	0	0	0	0
Capital Additions	23,577	0	0	8,783
Capital Projects	0	0	0	0
Total Expenses	**$ 413,532**	**$ 469,030**	**$ 468,925**	**$ 505,965**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Planning	6.40	6.40	6.40	6.40
Economic Planning	0.30	0.30	0.30	0.30
Total Personnel	**6.70**	**6.70**	**6.70**	**6.70**
Permanent Full-Time	6.70	6.70	6.70	6.70
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**6.70**	**6.70**	**6.70**	**6.70**

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Planning & Development - Planning

110-4010

DESCRIPTION

The Planning Division is responsible for current and long-range planning, providing technological support for special projects such as census and similar data gathering and analysis, mapping and graphics, and planning grant administration. Planning also provides services to the Planning and Zoning Commission.

HIGHLIGHTS / SIGNIFICANT CHANGES

Considerable effort will be directed toward preparing a Landuse Plan update. A continued effort will be made to furnish accurate data to the general public via publications. Other plans and studies will be prepared as needed. Council requested reports and ordinance amendments are expected to continue.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 313,885	$ 338,297	$ 338,297	$ 364,849
Supplies and Materials	18,210	32,350	31,434	31,250
Travel and Training	6,207	3,600	3,600	4,800
Intragovernmental Charges	29,912	34,294	34,294	39,186
Utilities, Services, & Misc.	17,746	33,536	33,856	25,554
Capital	23,577	0	0	8,783
Other	0	0	0	0
Total	**$ 409,537**	**$ 442,077**	**$ 441,481**	**$ 474,422**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
4105 - Dir. of Planning & Dev.	0.60	0.60	0.60	0.60
4103 - Senior Planner	2.00	2.00	2.00	2.00
4101 - Planner	1.80	1.80	1.80	1.80
4100 - Planning Technician	1.00	1.00	1.00	1.00
1003 - Admin. Support Assistant III	1.00	1.00	1.00	1.00
Total Personnel	**6.40**	**6.40**	**6.40**	**6.40**
Permanent Full-Time	6.40	6.40	6.40	6.40
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**6.40**	**6.40**	**6.40**	**6.40**

Planning & Development - Economic Planning

110-4020

DESCRIPTION

This Division provides the necessary support to encourage and facilitate the growth of the economic base in Columbia. This task includes working with Regional Economic Development, Inc. to provide support services such as site maps, statistical reports, and demographic information. This Division also serves the Boone County Industrial Development Authority.

HIGHLIGHTS / SIGNIFICANT CHANGES

Efforts will focus on graphics and statistical information needed to assist in the development of marketing and proposal packages. Additional assistance will be provided as necessary.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 3,043	$ 25,493	$ 25,984	$ 30,083
Supplies and Materials	175	460	460	460
Travel and Training	777	700	700	700
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	0	300	300	300
Capital	0	0	0	0
Other	0	0	0	0
Total	$ **3,995**	$ **26,953**	$ **27,444**	$ **31,543**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
4105 - Dir. of Planning & Dev.	0.30	0.30	0.30	0.30
Total Personnel	**0.30**	**0.30**	**0.30**	**0.30**
Permanent Full-Time	0.30	0.30	0.30	0.30
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**0.30**	**0.30**	**0.30**	**0.30**

Planning & Development - Community Development

266-4130

DESCRIPTION

Community Development administers the Community Development Block Grant Program coordinating the use of these funds in other departments such as Public Works and Parks and Recreation, and directing the Loan and Grant Program which assists low- and moderate-income owner-occupants in housing rehabilitation. This Division serves the Community Development Commission.

HIGHLIGHTS / SIGNIFICANT CHANGES

Previously established goals of preserving neighborhoods and assisting low- and moderate-income persons will be retained, and will be attempted to be met through projects established by the City Council following public hearings.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 118,796	$ 57,613	$ 58,560	$ 64,143
Supplies & Materials	8,516	2,600	2,886	2,700
Travel & Training	729	3,500	3,659	4,000
Intragovernmental Charges	30,385	31,297	31,297	11,090
Utilities, Services & Misc.	206,290	5,140	5,967	5,940
Capital	4,944	0	3,000	0
Other	592,175	0	0	0
Total	**961,835**	**100,150**	**105,369**	**87,873**
Summary				
Operating Expenses	364,716	100,150	102,369	87,873
Non-Operating Expenses	592,175	0	0	0
Capital Additions	4,944	0	3,000	0
Capital Projects	0	0	0	0
Total Expenses	**$ 961,835**	**$ 100,150**	**$ 105,369**	**$ 87,873**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
4105 - Dir. of Planning & Dev.	0.10	0.10	0.10	0.10
4101 - Planner	0.20	0.20	0.20	0.20
3950 - Rehabilitation Coordinator	1.00	1.00	1.00	1.00
Total Personnel	**1.30**	**1.30**	**1.30**	**1.30**
Permanent Full-Time	1.30	1.30	1.30	1.30
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**1.30**	**1.30**	**1.30**	**1.30**

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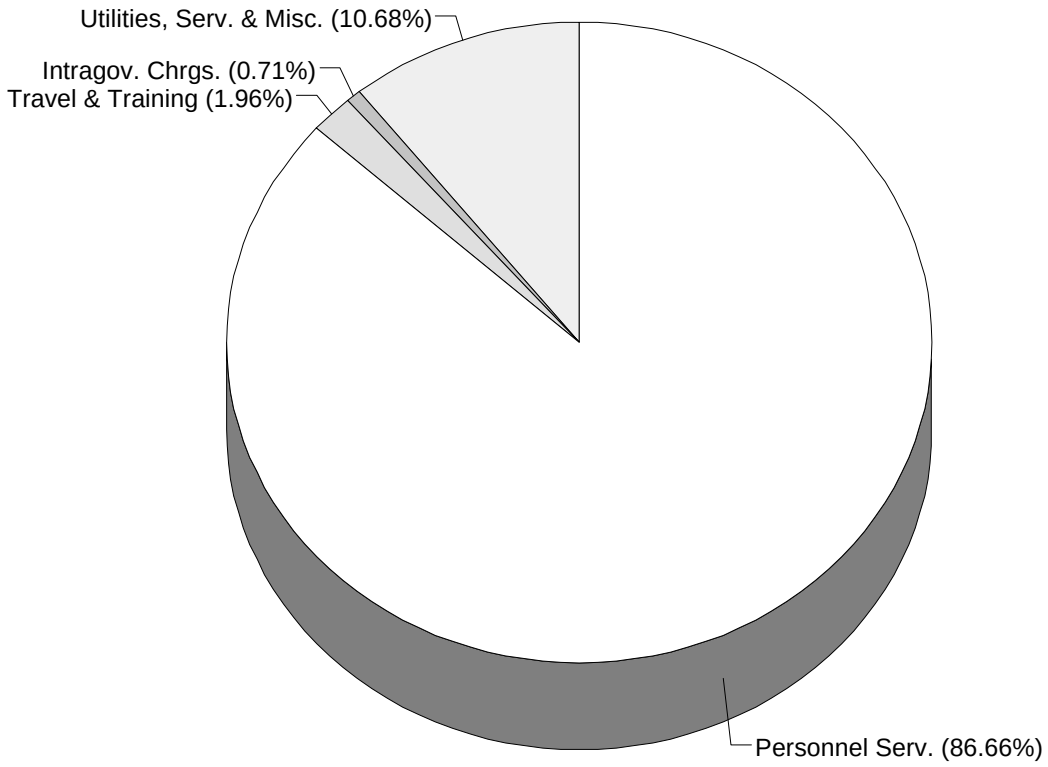
Department of Economic Development

City of Columbia
Columbia, Missouri

Department of Economic Development
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 202,242	$ 227,480	$ 231,407	$ 243,457	7.0%
Supplies & Materials	0	0	0	0	
Travel & Training	2,049	5,500	1,500	5,500	0.0%
Intragovernmental Charges	1,131	1,904	1,904	1,991	4.6%
Utilities, Services & Misc.	38,050	30,000	30,000	30,000	0.0%
Capital	0	0	0	0	
Other	0	0	0	0	
Total	**243,472**	**264,884**	**264,811**	**280,948**	**6.1%**
Summary					
Operating Expenses	243,472	264,884	264,811	280,948	6.1%
Non-Operating Expenses	0	0	0	0	
Capital Additions	0	0	0	0	
Capital Projects	0	0	0	0	
Total Expenses	$ **243,472**	$ **264,884**	$ **264,811**	$ **280,948**	**6.1%**

DEPARTMENT OF ECONOMIC DEVELOPMENT

110-4210

DEPARTMENT DESCRIPTION

This Department provides the necessary support to encourage and facilitate the growth of the economic base in Columbia. This task includes working with the various local and state development agencies, as well as the local educational institutions in an effort to recruit new investments, assist new business start-ups, and retain existing business. This Department staffs Regional Economic Development, Inc., which provides other operating funds.

DEPARTMENT OBJECTIVES

The staff's goal is to promote continued positive economic growth while maintaining Columbia's exceptional quality of life. Staff is implementing the revised 5-year Economic Development Master Plan. The plan discusses specific types of businesses REDI targets for attraction. Furthermore, the plan promotes specific activities which will improve the business climate of Columbia such as attracting administrative offices, planning for future industrial needs, and assisting with workforce development issues. Promotional and marketing activities include personal contacts, direct mail, trade shows and marketing events. The Department continues to implement a Public Relations Program which seeks to place positive articles in regional and national media, and promotes the community's strong business climate and exceptional quality of life.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

Staff continues implementing the Economic Development Master Plan. Promotional and marketing levels continue to expand through REDI Corporation funding. Workforce Development issues continue to be a focus of this Department. REDI continues to reimburse the City's General Fund for the cost of public relations personnel.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
8900 - Director of Economic Dev.	1.00	1.00	1.00	1.00
4402 - Economic Dev. Marketing Spec	1.00	1.00	1.00	1.00
4401 - Sr. Economic Dev. Specialist	1.00	1.00	1.00	1.00
1101 - Administrative Secretary	1.00	1.00	1.00	1.00
Total Personnel	**4.00**	**4.00**	**4.00**	**4.00**
Permanent Full-Time	4.00	4.00	4.00	4.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**4.00**	**4.00**	**4.00**	**4.00**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Lead Generation:			
Reverse Contacts	50	55	50
General Inquiries	750	900	900
Direct Mail (Pieces Mailed)	9,000	7,500	8,000
Direct Mail Leads	30	20	35
Outside Marketing Efforts:			
Trade Show Leads/Number	75	84	75
Impact Trip Leads/Number	110	120	130
Marketing Trips/Number of Days	14/31	15/65	15/50
Agency Referral Contacts	35	40	50

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS - Continued

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Prospects:			
Community Presentations Sent	390	360	360
Prospect Visits/Presentations	25	20	25
Local Business Calls	50	85	90
Creative Marketing Events	4	0	4
Expenditure Summary:			
Personnel Expenditures	$203,325	$218,942	$226,122
Other Expenditures	$45,633	$37,404	$39,274
Total Expenditures	$248,958	$256,346	$265,396

COMPARATIVE DATA

	Columbia, MO	Lincoln, NE	Lawrence, KS	St. Joseph, MO	Springfield, MO	Joplin, MO
Population(1)	**126,411**	**231,765**	**91,000**	**104,775**	**306,030**	**44,000**
Number of Employees	4.5	10	3	5.5	5.5	2
Employees Per 1,000 Population	0.035	0.043	0.032	0.052	0.017	0.045
City Only:						
Annual Expenditures(2)	$195,718	$1,000,000	$74,167	$115,000	$110,250	$125,000
City's Per Capita Investment	$1.548	$4.314	$0.82	$1.097	$3.059	$2.840
Total Community:						
Total Investment(3)	$369,718	$1,300,000	$376,500	$640,000	$672,000	$285,000
Total Per Capita Investment	$2.924	$5.609	$4.137	$6.108	$2.195	$6.477

1) Populations are regional; Columbia's regional population comes from the Office of OSEDA in Columbia, MO. St. Josepl MO - Population includes the expanded geographic territory served.

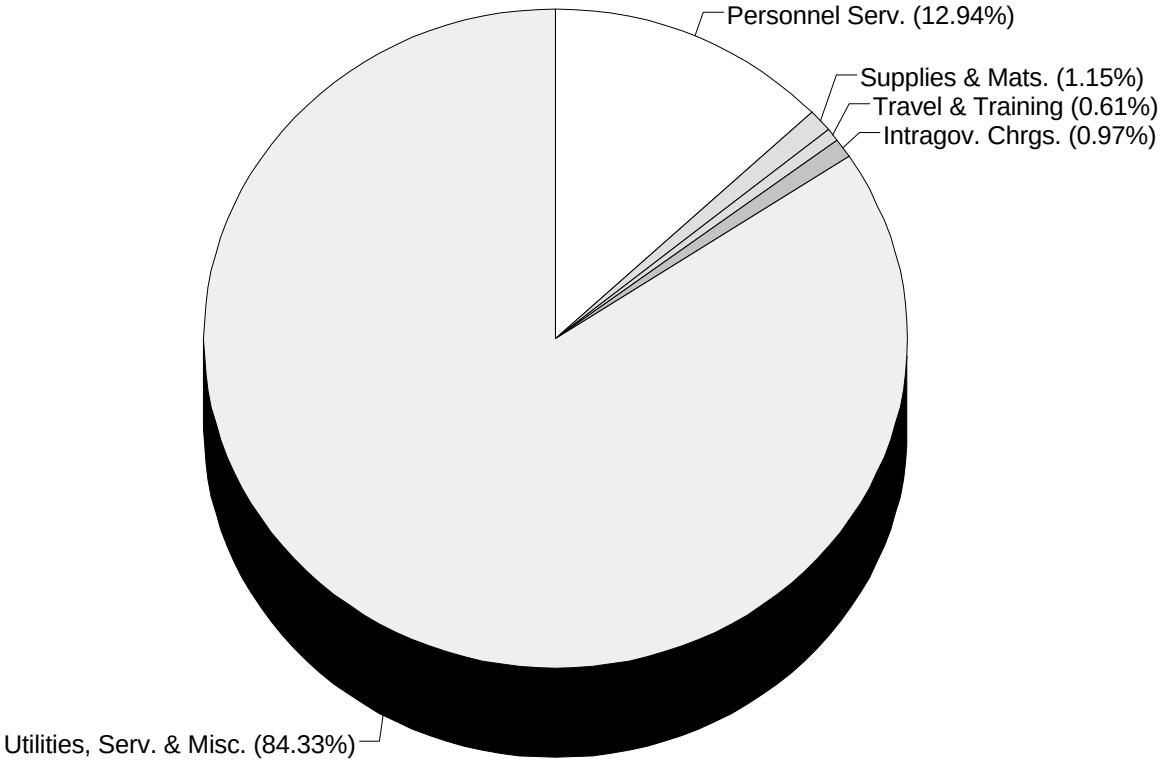
2) Columbia, MO - Annual Expenditures is net exclusive of $10K to Chamber for Retirement Program. Lincoln, NE - Annual Expenditures Includes CDBG $825,930. Springfield, MO - Annual Expenditures include $150,000 utility contract & 2 employees' salaries.

3) Total Investment for Springfield, MO includes $350,000 revolving loan program.

Community Services

City of Columbia
Columbia, Missouri

Community Services
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 104,895	$ 161,790	$ 164,058	$ 131,218	-18.9%
Supplies & Materials	6,003	11,998	12,131	11,644	-3.0%
Travel & Training	1,416	7,020	5,320	6,220	-11.4%
Intragovernmental Charges	8,436	10,012	10,012	9,861	-1.5%
Utilities, Services & Misc.	721,554	802,501	801,784	855,082	6.6%
Capital	3,743	2,457	2,457	0	-100.0%
Other	0	0	0	0	
Total	**846,047**	**995,778**	**995,762**	**1,014,025**	**1.8%**
Summary					
Operating Expenses	842,304	993,321	993,305	1,014,025	2.1%
Non-Operating Expenses	0	0	0	0	
Capital Additions	3,743	2,457	2,457	0	-100.0%
Capital Projects	0	0	0	0	
Total Expenses	$ **846,047**	$ **995,778**	$ **995,762**	$ **1,014,025**	**1.8%**

COMMUNITY SERVICES - SUMMARY

110-44

DEPARTMENT DESCRIPTION

This office is responsible for assisting the Boone County Community Services Advisory Commission in determining the community's social service needs, reviewing agency proposals, and recommending the appropriation of City funds to contract for social services; monitoring and evaluating contract performance of social service organizations; and providing information and technical assistance to advisory commissions, local social service agencies, various task forces and citizen committees. This office also provides staff assistance to the Commission on Human Rights and the Substance Abuse Advisory Commission. The Community Child Care Coordinator works out of the Office of Community Services. This position was created to assist in the development of a comprehensive community child care system.

DEPARTMENT OBJECTIVES

To help coordinate and integrate the delivery of social services in the community through long-range planning in cooperation with other local funders and service providers; to obtain federal grants for services to the homeless and other at-risk populations; to target social service funding for programs providing emergency assistance and services to the most vulnerable segments of the population, particularly children, youth, and the elderly; to promote and encourage communication and cooperation between local social service providers; and to assist groups and organizations in coordinating, expanding, or developing social service programs that meet identifiable community needs. To provide staff support to the Commission on Human Rights in its community education and outreach activities and the investigation of human rights complaints under the city's human rights ordinance. To provide staff support to the Substance Abused Advisory Commission in the coordination of community efforts to reduce substance abuse.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

- Emphasis in the coming year will focus on the continuing development of the Columbia/Boone County Community Partnership and the Caring Communities Program. This office works cooperatively with a coalition of community stakeholders to implement new strategies for the planning and coordination of social service delivery systems in our community.
- The City of Columbia will partner with other community organizations to conduct a comprehensive Community Health and Human Services Needs Assessment. This assessment will be used to establish community priorities for health and human services funding, establish indicators that measure community progress in addressing health and human service needs, and provide much needed documentation of community needs for grant writing purposes.
- During FY 98, a temporary one-year Community Child Care Coordinator position was created and funded in partnership with the Columbia Area United Way. This position was developed to assist in the coordination of the development of a comprehensive child care system.
- During FY 98, a Federally funded Emergency Shelter Grant for services to the homeless was obtained on behalf of three not-for-profit agencies operating shelters in Columbia. An application for this grant will be submitted for FY 99.
- The Commission on Human Rights will promote community human rights activities by providing funding for local human rights education and outreach activities.
- The Substance Abuse Advisory Commission will continue its information gathering and community coordination efforts by working with other community organizations to coordinate substance abuse prevention activities in our community.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
OCS Support	1.95	2.20	2.20	2.20
Emergency Shelter Grant	0.00	0.00	0.00	0.00
Social Assistance	0.00	0.00	0.00	0.00
Total Personnel	**1.95**	**2.20**	**2.20**	**2.20**
Permanent Full-Time	1.95	2.20	2.20	2.20
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**1.95**	**2.20**	**2.20**	**2.20**

COMMUNITY SERVICES - SUMMARY

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Boone County Community Services Advisory Commission			
Commission Meetings	15	15	15
Social Service Contracts Prepared and Administered	34	41	44
Homemaker/Personal Care Vendor Contrs. Prepared & Admins	4	5	5
Child Care Vendor Contracts Prepared and Administered	15	15	16
Agencies Formally Evaluated	0	8	8
Commission on Human Rights			
Commission Meetings	12	12	12
Human Rights Enhancement Contracts Prepared & Adminstr.	3	4	5
Substance Abuse Advisory Commission			
Commission Meetings	6	4	4
Columbia Values Diversity Celebration			
Planning Meetings	9	10	10
Breakfast Event	1	1	1
Emergency Shelter Grant Program			
Grant Proposal Written, Submitted and Approved	1	1	1
Agency Sub-Contracts Prepared and Administered	4	3	3
Guide to Child Care in Boone County Brochure Compiled & Distributed	1	1	1
Columbia/Boone County Community Partnership			
Community Partnership Meetings	12	12	12
Board of Directors Meetings	22	18	18
Family Investment Trust Meetings	4	4	2
Health Report Card Project Meetings	8	8	8
Child Care Team Meetings	10	14	10
Community Child Care Consortium Meetings	0	6	18
Other Associated Committee Meetings	18	12	12
Comprehensive Health and Human Service Needs Assessment			
Steering Committee Meetings	6	24	12
Community Survey Design Meetings	4	4	0
Health and Human Service Needs Assessment Completed	0	0	1
Community Needs Prioritization Meetings	0	0	4
University Of Missouri Interprofessional Educational Training Initiative Meetings	6	4	4
University Of Missouri Service Learning Advisory Board Meetings	6	6	6

COMMUNITY SERVICES - SUMMARY

COMPARATIVE DATA

	Columbia, MO	Ames, IA	Boulder, CO	Indepen-dence, MO	St. Joseph, MO
Population (1) and (2)	**77,079**	**48,691**	**95,442**	**115,531**	**71,852**
Number of Employees	2.0	3	1.5	2	1
Employees Per 1,000 Population	0.026	0.062	0.016	0.017	0.014
City Social Service Funding:					
Total Amount	$692,455	$653,000	$2,538,191	$152,000	$490,000
Per Capita	$8.98	$13.69	$27.91	$1.38	$6.98
United Way Funding:					
Total Amount	$1,487,311	$682,000	$1,295,138	$1,650,000	$2,049,360
Per Capita	$19.30	$14.30	$14.24	$14.96	$29.19
Population Below Poverty: (2)					
Total Number	13,195	8,893	14,393	10,557	11,596
Percent of Population	17.1%	18.3%	15.1%	9.1%	16.7 %

1) 1996 Census Bureau Population Estimate except for Columbia which uses the 1998 estimate provided by the Planning Department.
2) For Fiscal Year 1998
3) For Calendar Year 1998
4) Source: Missouri State Census Data Center 1990 STF3 Extract Report: U.S. Places

NOTES:

- **Columbia, MO** City social service funding comes from the General Fund. Up to 15% of CDBG funds are also available to social service agencies for capital improvement projects. These funds are available in the form of a "no interest loan" which must be paid back upon the sale of the property/asset.
- **Ames, IA** City funding comes from a one cent "Local Options Sales Tax" of which 40% goes to the Community Betterment Fund to fund social services. These funds are administered by the Assistant City Manager with two (2) FTE Administrative Assistants. No social service funding from city CDBG funds.
  The Ames City Council, United Way of Story County, Story County Department of Human Services, Story County Board of Supervisors, and the Student Government at Iowa State University coordinate their funding through the "ASSET" or Analysis of Social Services and Evaluation Team.
- **Boulder, CO** City funding comes from a 0.15% sales tax and the General Fund. Fifteen percent of CDBG funds also contribute to the city's funding of social services. City funds are allocated through the Department of Housing and Human Services which has four divisions: Housing; Senior Service; Children, Youth, and Families; and Community Services. The allocations process is staffed by one full time administrator and a half time clerical position. The Department also provides direct services through the Senior Services and Children, Youth and Families Division. Funding for these division is $919,284 and $686,409 respectively.
- **Independence, MO** City funding comes from CDBG funds (15% of total) in the form of direct grants. These funds are administered through the Community Development Department which is a combined department that includes the functions of planning, zoning, code enforcement, building inspection, tourism, historic presentation and community services.
  United Way funding is complex due to overlapping services in the Kansas City Metro area. The United Way of East Jackson County allocated $1,650,000 to local agencies in 1998, of which $720,000 goes to agencies located in East Jackson County and $500,000 goes to Kansas City Metro Fund which allocates funds to agencies providing services to the whole Metro Area including Independence.
- **St. Joseph, MO** City funding comes from CDBG funds (20% of the total) in the form of direct grants. These funds are administered through the Department of Community Services which includes the following divisions and staff: Division head-1, social services-1, neighborhood services-1, neighborhood revitalization-1, housing rehabilitation-3, and historic preservation-1.
- Many social services in St. Joseph are coordinated and funded through a quasi-governmental organization called the Social Welfare Board. This board is responsible for coordinating a wide variety of social services for the indigent. A public health clinic is supported by a public health tax. The Social Welfare Board and the Public Health Clinic are located in the same building and work cooperatively together to address health and human service needs.

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Community Services - OCS Support

110-4410 to 110-4430

DESCRIPTION

This office is responsible for assisting the Boone County Community Services Advisory Commission in determining the community's social service needs, reviewing agency proposals, and recommending the appropriation of City funds to contract for social services; monitoring and evaluating contract performance of social service organizations; and providing information and technical assistance to advisory commissions, local social service agencies, various task forces and citizen committees. This office assists the Commission on Human Rights in its community education and outreach programming and in coordinating commissioner training. The Investigator for the Commission on the Human Rights works out of this office and is supervised by the Community Services Manager in cooperation with the City Legal Department. The Substance Abuse Advisory Commission is assisted by the office in its information gathering and community outreach efforts as well as in the commission's service as an advisory resource to the City Council.

HIGHLIGHTS / SIGNIFICANT CHANGES

- Emphasis in the coming year will focus on the continuing development of the Columbia/Boone County Community Partnership and the Caring Communities Program. This office works cooperatively with a coalition of community stakeholders to implement new strategies for the planning and coordination of social service delivery systems in our community.
- The City of Columbia will partner with other community organizations to conduct a comprehensive Community Health and Human Services Needs Assessment. This assessment will be used to establish community priorities for health and human services funding, establish indicators that measure community progress in addressing health and human service needs, and provide much needed documentation of community needs for grant writing purposes.
- During FY 98, a temporary one-year Community Child Care Coordinator position was created and funded in partnership with the Columbia Area United Way. This position was developed to assist in the coordination of the development of a comprehensive child care system.
- The Commission on Human Rights will promote community human rights activities by providing funding for local human rights education and outreach activities.
- The Substance Abuse Advisory Commission will continue its information gathering and community coordination efforts by working with other community organizations to coordinate substance abuse prevention activities in our community.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 104,895	$ 121,693	$ 123,961	$ 131,218
Supplies and Materials	6,003	8,673	8,806	11,644
Travel and Training	1,416	6,220	4,520	6,220
Intragovernmental Charges	8,436	10,012	10,012	9,861
Utilities, Services, & Misc.	24,967	46,670	45,953	46,407
Capital	3,743	0	0	0
Other	0	0	0	0
Total	**$ 149,460**	**$ 193,268**	**$ 193,252**	**$ 205,350**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
9901 - Assistant City Manager	0.20	0.20	0.20	0.20
4616 - Mgr of Community Services	1.00	1.00	1.00	1.00
1003 - Admin. Support Assistant III	0.75	1.00	1.00	1.00
Total Personnel	**1.95**	**2.20**	**2.20**	**2.20**
Permanent Full-Time	1.95	2.20	2.20	2.20
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**1.95**	**2.20**	**2.20**	**2.20**

Community Services - Emergency Shelter Grant

110-4530

DESCRIPTION

Each year the City of Columbia, through the Office of Community Services, submits an Emergency Shelter Grant Application to the State of Missouri, Department of Social Services for funding to provide emergency shelter services to the homeless as well as services designed to prevent homelessness. The City of Columbia uses these funds to to subcontract with four local agencies to provide these services to the homeless and those at-risk of becoming homeless in our community.

HIGHLIGHTS / SIGNIFICANT CHANGES

Populations being served with Emergency Shelter Grant funds include homeless families and individuals, battered and abused women, the mentally ill, and U.S. military veterans. In 1998, the City of Columbia received a grant of $85,000 to serve the homeless. It is anticipated that a grant of a similar amount will also be secured in 1999. It is projected that due to the impact of federal welfare reform, demand for emergency shelter services will increase in 1999.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 0	$ 0	$ 0	$ 0
Supplies and Materials	0	0	0	0
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	65,235	60,000	60,000	85,000
Capital	0	0	0	0
Other	0	0	0	0
Total	$ **65,235**	$ **60,000**	$ **60,000**	$ **85,000**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
There are no personnel assigned to this budget.				

Community Services - Social Assistance

110-4540

DESCRIPTION

The Boone County Community Services Advisory Commission is charged with the responsibility of making recommendations to the City Council for the appropriation of Social Assistance funds to local organizations providing assistance to the most needy citizens in our community. The Boone County Community Services Advisory Commission requests proposals from local organizations to provide social services in our community. The commission uses a well developed process to review these proposals and make funding recommendations based on prioritized community needs. The City of Columbia then contracts with these agencies to provide social services in our community.

HIGHLIGHTS / SIGNIFICANT CHANGES

The City Council has budgeted $723,675 in social assistance funding for fiscal year 1999. This funding represents a 4.5% increase in social assistance funding over FY 98. This increase reflects a commitment on behalf of the City Council to be responsive to the needs of the most at-risk populations in our community. For FY 99, the Boone County community Services Advisory Commission has recommended funding assistance for thirty-one organizations providing a total of forty-four different program services. In general, the Commission's funding priorities are to first meet the most basic needs of our community with high consideration also given to programs that address the needs of at-risk populations. The local impact of welfare reform will continue to be monitored by the commission in an effort to meet the most critical needs in our community while utilizing the city resources in the most effective and efficient manner. During FY 98, a temporary one-year Community Child Care Coordinator position was created and funded in partnership with the Columbia Area United Way. This position was developed to assist in the coordination of the development of a comprehensive child care system.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 0	$ 40,097	$ 40,097	$ 0
Supplies and Materials	0	3,325	3,325	0
Travel and Training	0	800	800	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	631,352	695,831	695,831	723,675
Capital	0	2,457	2,457	0
Other	0	0	0	0
Total	$ **631,352**	$ **742,510**	$ **742,510**	$ **723,675**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999

There are no personnel assigned to this budget.

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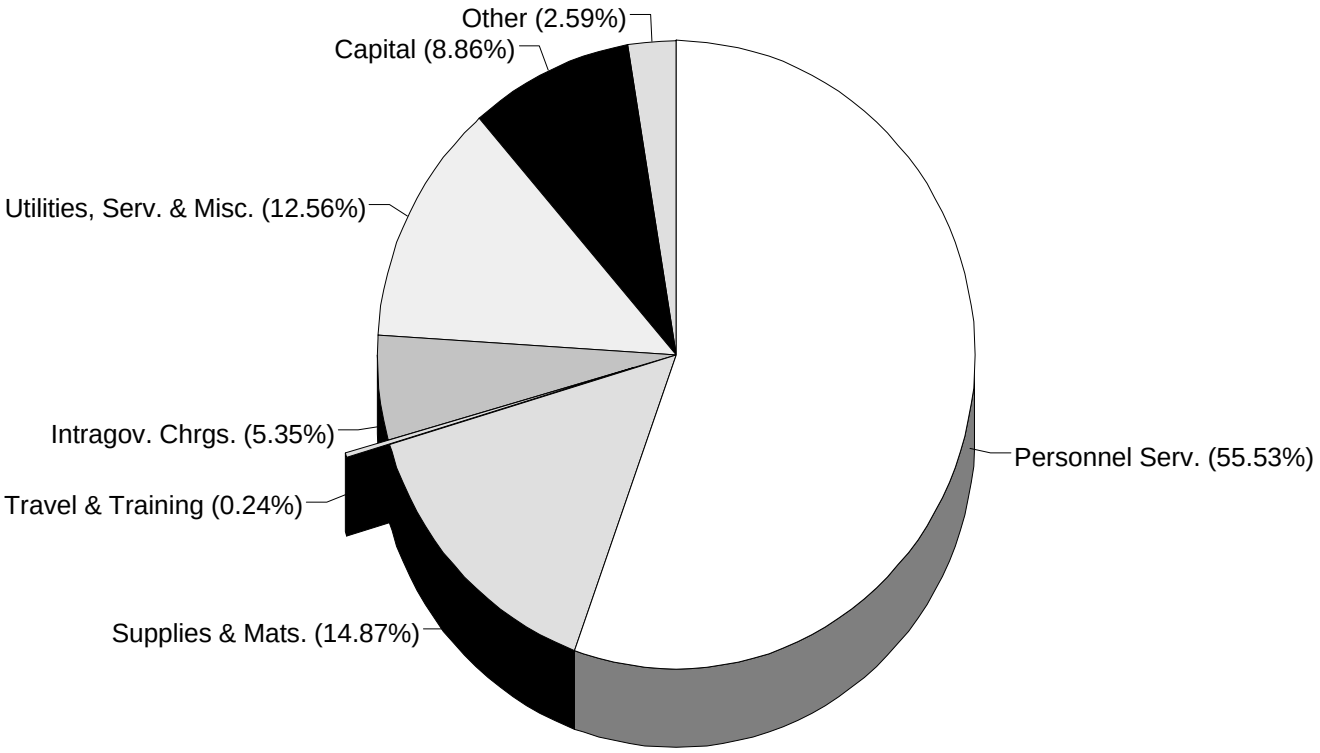
Parks and Recreation

City of Columbia
Columbia, Missouri

Parks & Recreation Dept - Summary
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 3,293,306	$ 3,732,403	$ 3,719,941	$ 3,936,576	5.5%
Supplies & Materials	1,076,199	982,850	1,014,727	1,054,181	7.3%
Travel & Training	8,558	16,747	16,017	17,073	1.9%
Intragovernmental Charges	446,699	417,988	418,988	379,008	-9.3%
Utilities, Services & Misc.	1,179,940	829,522	828,199	890,416	7.3%
Capital	310,905	740,558	732,896	628,045	-15.2%
Other	258,251	269,685	252,916	183,884	-31.8%
Total	**6,573,858**	**6,989,753**	**6,983,684**	**7,089,183**	**1.4%**
Summary					
Operating Expenses	5,442,341	5,970,110	5,992,240	6,267,854	5.0%
Non-Operating Expenses	268,271	279,085	258,548	193,284	-30.7%
Capital Additions	301,676	390,558	382,896	429,045	9.9%
Capital Projects	561,570	350,000	350,000	199,000	-43.1%
Total Expenses	$ **6,573,858**	$ **6,989,753**	$ **6,983,684**	$ **7,089,183**	**1.4%**

PARKS AND RECREATION DEPARTMENT - SUMMARY

110-50 to 110-59, Fund 552

DEPARTMENT DESCRIPTION

The Columbia Parks and Recreation Department oversees approximately 1,800 acres of park land and maintains 45 parks and recreation facilities. A wide array of sports, recreation activities, lessons, and special events are available for citizens of all ages. Open space, parks, and trails provide opportunities to enjoy the natural beauty of Columbia. The Department is organized into two divisions: Park Services and Recreation Services. The summer youth employment program, Career Awareness and Related Experience (CARE), is also administered under the Parks and Recreation Department.

DEPARTMENT OBJECTIVES

The Columbia Parks and Recreation Department is committed to delivering effective, courteous, and responsible leisure services, and to maintaining, preserving, and developing the natural resources entrusted to us. To aid all citizens in the proper use of leisure time, we strive to provide adequate type, quantity, and quality of leisure opportunities. In delivery of these services, all participants shall be treated with fairness, dignity, and respect. To achieve these objectives Parks and Recreation Department staff constantly pursue excellence while attempting to provide the best possible services within resource limits placed upon the Department.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

The General Fund component of this budget contains Department Administration, a portion of the Park Services Division's two principle programs, Park Management and Operations and Park Planning and Development, and the C.A.R.E. Program. The Recreation Services Fund includes funding for all recreation activities and the operation of support facilities for those activities. Revenues generated from recreation activities and facilities are deposited in the Recreation Service Fund. Recreation activity fees are used for operations while the facility user fee and Golf Improvement Fee are appropriated by the City Council for capital improvement projects.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
General Fund Operations	29.25	30.25	30.75	31.75
Recreation Services Fund	26.00	26.00	25.50	26.50
Total Personnel	**55.25**	**56.25**	**56.25**	**58.25**
Permanent Full-Time	53.00	54.00	54.00	56.00
Permanent Part-Time	2.25	2.25	2.25	2.25
Total Permanent	**55.25**	**56.25**	**56.25**	**58.25**

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Parks and Recreation - General Fund Operations

110-50 to 110-59

DESCRIPTION

The General Fund portion of the Parks and Recreation Department Budget includes Administration, a portion of Park Planning and Development, a portion of Park Management and Operations, and the C.A.R.E. Program. Additional Park Planning and Development expenses are budgeted in the Capital Projects sections of the budget. Park Management and Operations maintains recreation service facilities, and those expenses are budgeted in Recreation Services Fund. Program areas not having revenue producing capabilities are budgeted in General Fund.

HIGHLIGHTS / SIGNIFICANT CHANGES

Amounts in this budget are based on continuing the level of services provided in the previous year. One additional new position is proposed in the Park Planning and Development Program.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 1,493,322	$ 1,760,940	$ 1,765,284	$ 1,870,841
Supplies & Materials	328,701	341,317	341,090	346,269
Travel & Training	6,122	9,360	8,775	9,552
Intragovernmental Charges	181,839	175,234	175,234	149,818
Utilities, Services & Misc.	177,553	231,019	228,848	276,800
Capital	212,204	265,658	257,996	296,420
Other	0	0	0	0
Total	**2,399,741**	**2,783,528**	**2,777,227**	**2,949,700**
Summary				
Operating Expenses	2,187,537	2,517,870	2,519,231	2,653,280
Non-Operating Expenses	0	0	0	0
Capital Additions	212,204	265,658	257,996	296,420
Capital Projects	0	0	0	0
Total Expenses	**$ 2,399,741**	**$ 2,783,528**	**$ 2,777,227**	**$ 2,949,700**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Administration	4.75	4.75	4.75	4.75
Parks Planning & Development	12.00	13.00	13.00	14.00
C.A.R.E.	1.00	1.00	1.00	1.00
Parks Management	11.50	11.50	12.00	12.00
Total Personnel	**29.25**	**30.25**	**30.75**	**31.75**
Permanent Full-Time	28.50	29.50	30.00	31.00
Permanent Part-Time	0.75	0.75	0.75	0.75
Total Permanent	**29.25**	**30.25**	**30.75**	**31.75**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Park Planning & Development:			
No. of Projects Budgeted	14	13	9
No. of Projects Completed	7	8	10
No. of Trees Planted	375	400	400
No. of Landscape Areas Maintained	42	42	44

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS - Continued

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Park Management & Operations:			
No. of Hours Spent Mowing Parks	5,540	5,600	5,700
No. of Hours Spent Mowing Athletic/Golf:	7,773	7,900	8,000
No. of Athletic Fields Maintained	45	45	45
Pounds of Trash Collected	681,300	700,000	725,000
Pounds of construction debris	1,109,600	1,200,000	1,300,000
No. of Shelter Reservations During Year	976	1,000	1,100
No. of hours shelters reserved	7,055	7,100	7,150

COMPARATIVE DATA

	Columbia, MO	Iowa City, IA	St. Joseph MO	Olathe KS	Edmond OK	Champaign, IL
Population	**77,079**	**63,574**	**71,852**	**83,363**	**68,000**	**65,000**
Number of Employees	33	18.5	46	15	59	23
Employees Per 1,000 Population	0.43	0.29	0.64	0.18	0.87	0.35
Park Planning & Development:						
Capital Improvement Budget (3 Year Average)	$1,206,900	$249,000	$400,000	$2,800,000	$750,000	$750,000
% Capital Improvement Projects Completed w/Force Acct Labor	85%	60%	40%	8%	>10%	20%
No. of Permanent Staff Assigned to Capital Projects	8	4	3	5	0	2
No. of Landscape and Forestry Employees	5	4	1	6	0	10
Parks Management & Operations:						
Total Park Acres	1,867	810	1,500	678	1,120	510
NUmber of Maintenance Employees	20	10.5	15	15	22	9
Park Acres Per Staff	93.35	77.14	100.00	45.20	50.91	56.67
Premiere Facilities:						
Pools	5	3	3	4	1	2
Golf Courses (18 Hole)	2	0	1	0	1	0
Athletic Fields*	24	2	15	30	23	6
Rec/Nature Centers	0	1	2	0	0	7
Total Facilities	31	6	21	34	25	15

* Athletic Fields include all athletic fields that have lights and/or irrigation systems.

Parks & Rec - Administration

110-5010

DESCRIPTION

The Administration Division consists of the Director, Public Information Specialist, Administrative Support Assistant III, and Administrative Support Assistant IIs. This Division assists the public with reservations, registrations and information. Support and assistance is provided to all other divisions within the Department to ensure the successful operation of all areas of the Parks and Recreation Program. Areas of support generally include budget and accounting, promotion and the establishment of Department policies and procedures.

HIGHLIGHTS / SIGNIFICANT CHANGES

This area will continue to provide the same level of services to all other Divisions within the Department.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 221,505	$ 242,974	$ 290,344	$ 226,951
Supplies and Materials	13,047	12,635	12,190	17,229
Travel and Training	3,763	3,860	3,825	3,860
Intragovernmental Charges	90,849	94,285	94,285	101,896
Utilities, Services, & Misc.	25,505	29,389	28,853	40,547
Capital	0	16,735	15,837	5,070
Other	0	0	0	0
Total	**$ 354,669**	**$ 399,878**	**$ 445,334**	**$ 395,553**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
8970 - Dir. of Parks and Recreation	1.00	1.00	1.00	1.00
4802 - Public Information Spec.	1.00	1.00	1.00	1.00
1003 - Admin. Support Assistant III	1.00	1.00	1.00	1.00
1002 - Admin. Support Assistant II	1.75	1.75	1.75	1.75
Total Personnel	**4.75**	**4.75**	**4.75**	**4.75**
Permanent Full-Time	4.00	4.00	4.00	4.00
Permanent Part-Time	0.75	0.75	0.75	0.75
Total Permanent	**4.75**	**4.75**	**4.75**	**4.75**

Parks & Rec - Parks Planning & Development

110-52

DESCRIPTION

The Planning and Development Program is responsible for all parks capital improvements. Program staff identify, plan and develop recreation areas and facilities to meet the varied recreation and leisure needs of the citizens of Columbia. Staff also administers the City's landscape and forestry responsibilities which includes parks, public buildings, and downtown.

HIGHLIGHTS / SIGNIFICANT CHANGES

The proposed budget maintains the current level of services in this program area. One additional staff position is proposed, as an addition, to the construction area of this program.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 581,995	$ 683,307	$ 636,291	$ 726,969
Supplies and Materials	66,669	72,127	70,110	60,916
Travel and Training	1,604	2,600	2,050	2,700
Intragovernmental Charges	19,519	21,428	21,428	19,998
Utilities, Services, & Misc.	17,958	36,279	35,404	36,653
Capital	5,400	2,023	976	37,500
Other	0	0	0	0
Total	**$ 693,145**	**$ 817,764**	**$ 766,259**	**$ 884,736**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
8710 - Parks Development Superintendent	1.00	1.00	1.00	1.00
8700 - Senior Parks Planner	1.00	1.00	1.00	1.00
5205 - Forester	1.00	1.00	1.00	1.00
5203 - Horticulturist	1.00	1.00	1.00	1.00
2414 - Groundskeeper II	1.00	2.00	2.00	2.00
2413 - Groundskeeper I	1.00	1.00	1.00	1.00
2406 - Construction Supervisor	1.00	1.00	1.00	1.00
2405 - Construction Specialist	1.00	1.00	1.00	1.00
2404 - Maintenance Mechanic	3.00	3.00	3.00	3.00
2402 - Maintenance Assistant II	1.00	1.00	1.00	2.00
Total Personnel	**12.00**	**13.00**	**13.00**	**14.00**
Permanent Full-Time	12.00	13.00	13.00	14.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**12.00**	**13.00**	**13.00**	**14.00**

Parks & Rec - Career Awareness & Related Experience Program (C.A.R.E.)

110-5310

DESCRIPTION

This program targets economically, socially and academically disadvantaged youth ages 14 through 18 for career training. This is accomplished by providing educational resources to the trainee in the form of an intensive seven-day vocational training seminar, placement with a local employer for 205 hours of work experience, and coaching trainees on the job. Wages are provided by the City of Columbia. Supervision of trainees is provided by those agencies or businesses where they are employed.

HIGHLIGHTS / SIGNIFICANT CHANGES

This budget contains funds to maintain the current program.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 214,397	$ 266,036	$ 268,048	$ 276,336
Supplies and Materials	8,898	6,775	6,825	6,933
Travel and Training	0	0	0	0
Intragovernmental Charges	928	1,432	1,432	974
Utilities, Services, & Misc.	16,114	21,954	21,654	23,284
Capital	0	0	0	0
Other	0	0	0	0
Total	**$ 240,337**	**$ 296,197**	**$ 297,959**	**$ 307,527**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
7301 - Social Worker	1.00	1.00	1.00	1.00
Total Personnel	**1.00**	**1.00**	**1.00**	**1.00**
Permanent Full-Time	1.00	1.00	1.00	1.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**1.00**	**1.00**	**1.00**	**1.00**

Parks & Rec - Parks Management

110-54

DESCRIPTION

The Parks Management and Operations Program is responsible for the management, maintenance and operation of parks operation of parks, playgrounds, indoor and outdoor recreation facilities, grounds, trails and support areas. The management, maintenance and capital replacement of the P & R department's fleet is administered by program staff. Support is also provided to other City departments for grounds maintenance, surplus property, and general labor.

HIGHLIGHTS / SIGNIFICANT CHANGES

The budget for this program represents a commitment the same as in the past few years. Some supplemental budget is included to replace rolling stock equipment as per the City's replacement schedule.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 475,425	$ 568,623	$ 570,601	$ 640,585
Supplies and Materials	240,087	249,780	251,965	261,191
Travel and Training	755	2,900	2,900	2,992
Intragovernmental Charges	70,543	58,089	58,089	26,950
Utilities, Services, & Misc.	117,976	143,397	142,937	176,316
Capital	206,804	246,900	241,183	253,850
Other	0	0	0	0
Total	**$ 1,111,590**	**$ 1,269,689**	**$ 1,267,675**	**$ 1,361,884**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
8750 - Park Services Manager	1.00	1.00	1.00	1.00
2415 - Parks Supervisor	1.00	1.00	1.00	1.00
2404 - Maintenance Mechanic	2.00	2.00	2.50	2.50
2402 - Maintenance Assistant II	1.00	1.00	1.00	1.00
2300 - Equipment Operator II	3.00	3.00	3.00	3.00
2108 - Vehicle Maintenance Supv. I	1.00	1.00	1.00	1.00
2107 - Vehicle Mechanic	1.50	1.50	1.50	1.50
1002 - Admin. Support Assistant II	1.00	1.00	1.00	1.00
Total Personnel	**11.50**	**11.50**	**12.00**	**12.00**
Permanent Full-Time	11.50	11.50	12.00	12.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**11.50**	**11.50**	**12.00**	**12.00**

Recreation Services Fund

Fund 552

DESCRIPTION

The Recreation Services Fund includes the Recreation Services Division and those costs in the Parks Services Division which are necessary for operation of facilities within Recreation Services. Recreation Services provides a broad spectrum of leisure services to meet the needs of all segments of the community. This includes group and individual programming to promote a high quality of life through positive social, cultural, psychological, emotional, and physiological development. The sections administered in the Recreation Services Division are: Sports Programming; Aquatics, Adaptive, and Outdoo Recreation; Community Recreation; Golf/Concessions; Senior Programming, Cultural Arts, Life Enrichment, and Oak Tours.

HIGHLIGHTS / SIGNIFICANT CHANGES

The operating budget has been based on maintaining existing services. Some monies are budgeted to replace capital equipment according to our replacement schedule list. One additional position is proposed in the golf/concessions program area.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 1,799,984	$ 1,971,463	$ 1,954,657	$ 2,065,735
Supplies & Materials	747,498	641,533	673,637	707,912
Travel & Training	2,436	7,387	7,242	7,521
Intragovernmental Charges	264,860	242,754	243,754	229,190
Utilities, Services & Misc.	1,002,387	598,503	599,351	613,616
Capital	98,701	474,900	474,900	331,625
Other	258,251	269,685	252,916	183,884
Total	**4,174,117**	**4,206,225**	**4,206,457**	**4,139,483**
Summary				
Operating Expenses	3,254,804	3,452,240	3,473,009	3,614,574
Non-Operating Expenses	268,271	279,085	258,548	193,284
Capital Additions	89,472	124,900	124,900	132,625
Capital Projects	561,570	350,000	350,000	199,000
Total Expenses	**$ 4,174,117**	**$ 4,206,225**	**$ 4,206,457**	**$ 4,139,483**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
8600 - Recreation Services Manager	1.00	1.00	1.00	1.00
8530 - Recreation Supervisor	6.00	6.00	6.00	6.00
8520 - Recreation Specialist	8.00	8.00	8.00	9.00
8510 - Recreation Leader	2.50	2.50	2.50	2.50
2415 - Parks Supervisor	1.00	1.00	1.00	1.00
2414 - Groundskeeper II	3.00	3.00	3.00	3.00
2413 - Groundskeeper I	3.00	3.00	3.00	3.00
2404 - Maintenance Mechanic	1.00	1.00	0.50	0.50
2107 - Vehicle Mechanic	0.50	0.50	0.50	0.50
Total Personnel	**26.00**	**26.00**	**25.50**	**26.50**
Permanent Full-Time	24.50	24.50	24.00	25.00
Permanent Part-Time	1.50	1.50	1.50	1.50
Total Permanent	**26.00**	**26.00**	**25.50**	**26.50**

PERFORMANCE MEASUREMENT / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Sports (Youth & Adult):			
Annual Estimated Participants	126,708	125,000	125,000
Cost Per Participant	$3.82	$4.30	$4.30
Revenue Per Participant	$1.34	$2.20	$2.20
Percent of Program Subsidy	65.00%	50.00%	50.00%
Aquatics/Outdoor/Travel:			
Annual Estimated Participants	129,397	132,000	132,000
Cost Per Participant	$4.40	$4.30	$4.30
Revenue Per Participant	$2.50	$2.50	$2.50
Percent of Program Subsidy	44.00%	45.00%	45.00%
Golf:			
No. of Participants	98,845	85,000	85,000
Cost Per Participant	$9.96	$9.90	$10.00
Revenue Per Participant	$11.63	$10.65	$10.75
Senior Adults/Adaptive/Life Enrichment:			
No. of Participants	132,685	138,000	138,000
Cost Per Participants	$2.63	$2.50	$2.50
Revenue Per Participant	$0.29	$0.35	$0.40
Percent of Program Subsidy	89.00%	88.00%	87.00%
Oak Tours:			
No. of Participants	15,737	14,000	15,000
Cost Per Participant	$16.52	$18.00	$18.00
Revenue Per Participant	$15.25	$18.00	$18.00
Percent of Program Subsidy	8.00%	0.00%	0.00%
Community Recreation:			
Annual Estimated Participants	86,205	72,000	72,000
Cost Per Participant	$2.28	$3.25	$3.25
Revenue Per Participant	$0.04	$0.25	$0.25
Percent of Program Subsidy	98.00%	90.00%	90.00%

COMPARATIVE DATA

	Columbia, MO	Boulder, CO	Champaign, IL	Iowa City, IA	Springfield, MO	Topeka KS
Population	**77,079**	**95,442**	**65,000**	**63,574**	**150,000**	**122,053**
Number of Employees	17.50	45.00	28.00	15.00	15.00	39.00
Employees Per 1,000 Population	0.227	0.471	0.431	0.236	0.100	0.320

RECREATION SERVICES - CAPITAL PROJECTS

MAJOR PROJECTS

The renovation of Oakland Pool is the only Park and Recreation Capital Project recommended for funding from the Recreation Services Fund this year.

FISCAL IMPACT

Investing in major maintenance, renovation, and expansion of the pool should help control operating expenses while providing additional recreational opportunities as well as additional revenue.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 0	$ 0	$ 0	$ 0
Supplies and Materials	138,210	0	0	0
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	414,131	0	0	0
Capital	9,229	350,000	350,000	199,000
Other	0	0	0	0
Total	$ **561,570**	$ **350,000**	$ **350,000**	$ **199,000**

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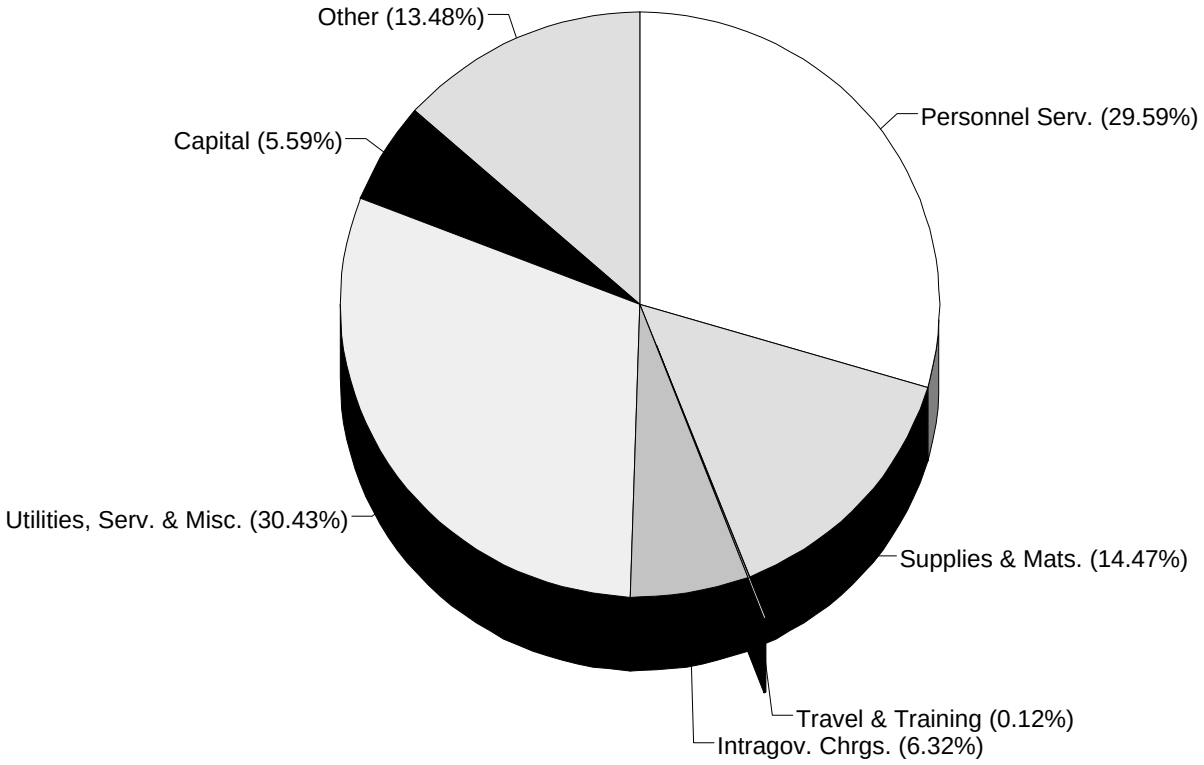
Public Works Department

City of Columbia
Columbia, Missouri

Public Works Department - Summary
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 11,042,602	$ 12,101,137	$ 12,184,127	$ 12,943,577	7.0%
Supplies & Materials	5,256,482	5,827,527	5,578,663	6,330,176	8.6%
Travel & Training	28,756	48,780	42,670	51,084	4.7%
Intragovernmental Charges	2,818,830	3,222,062	3,220,780	2,766,128	-14.2%
Utilities, Services & Misc.	5,257,212	6,900,599	6,720,341	13,310,083	92.9%
Capital	2,608,242	2,148,720	2,035,828	2,446,482	13.9%
Other	5,541,678	5,953,497	5,794,982	5,898,692	-0.9%
Total	**32,553,802**	**36,202,322**	**35,577,391**	**43,746,222**	**20.8%**
Summary					
Operating Expenses	22,469,701	25,155,405	24,799,881	26,372,848	4.8%
Non-Operating Expenses	5,599,935	5,977,697	5,821,182	5,922,892	-0.9%
Capital Additions	2,035,991	1,910,720	1,797,828	1,786,982	-6.5%
Capital Projects	2,448,175	3,158,500	3,158,500	9,663,500	206.0%
Total Expenses	**$ 32,553,802**	**$ 36,202,322**	**$ 35,577,391**	**$ 43,746,222**	**20.8%**

PUBLIC WORKS DEPARTMENT - SUMMARY

110-60 to 110-69, 553 to 558, 671, 672

DEPARTMENT DESCRIPTION

The Public Works Department operates and manages the Engineering, Street, Traffic, and Protective Inspection Divisions; Public Transportation; Columbia Regional Airport; Sanitary Sewer Utility; Parking Utility; Solid Waste; Storm Water Utility; Custodial and Building Maintenance Services; and Fleet Operations. Also, the Department is responsible for plans and specifications, contract management, and inspection of all public improvements made by the City of Columbia to ensure that the improvements are completed according to the specifications of a timely basis and in the most cost effective manner possible.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

Major activities for FY 99 will include the construction of voter approved street and bridge projects financed by 1/4% Sales Tax, construction of November 1997 voter approved sanitary sewer improvement projects including-Wetland Treatment Unit #4, increased emphasis on sidewalks, and improved storm water management construction and operation. Monitoring of operation and maintenance techniques for increased productivity and cost reductions will continue throughout the department.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
General Fund Operations	76.30	77.30	77.30	77.73
Public Transportation Fund	24.20	24.20	24.20	29.60
Regional Airport Fund	14.00	14.00	14.00	14.00
Sanitary Sewer Utility Fund	51.15	51.15	51.15	51.74
Parking Facilities Fund	4.50	5.50	5.50	5.60
Solid Waste Utility Fund	60.25	61.25	61.25	73.25
Storm Water Utility Fund	8.00	8.00	8.00	8.43
Custodial & Maintenance Serv. Fund	8.00	8.00	8.00	8.00
Fleet Operations Fund	20.85	21.85	21.85	22.90
Total Personnel	**267.25**	**271.25**	**271.25**	**291.25**
Permanent Full-Time	266.00	270.00	270.00	287.00
Permanent Part-Time	1.25	1.25	1.25	4.25
Total Permanent	**267.25**	**271.25**	**271.25**	**291.25**

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Public Works - General Fund Operations

110-60 to 110-69

DEPARTMENT DESCRIPTION

The General Fund Public Works Operations are charged with the traditional municipal public works functions of street, sidewalk, traffic system maintenance and operations, as well as building and construction inspections. In addition, engineering, survey, and right-of-way responsibilities are located in this office. Coordination, inspection and management of all public improvements are done through this office.

DEPARTMENT OBJECTIVES

Administration & Engineering: Design, construction and management of the public infrastructure in a professional and cost effective manner.

Streets: To ensure all city streets are safe and passable to the traveling public.

Traffic: Provide, improve and maintain traffic control devices to allow the safe and efficient movement on city streets;

Parking Enforcement: Create and assure parking turnover occurs in the enforcement area; and enforcement of no parking regulations in hazardous locations.

Protective Inspection: Protection of the public by assuring compliance of all building, rental housing, zoning, sign, and subdivision codes through the city.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 3,164,154	$ 3,497,153	$ 3,480,748	$ 3,622,195
Supplies & Materials	860,556	1,082,238	906,767	1,106,381
Travel & Training	11,955	13,063	12,247	13,396
Intragovernmental Charges	253,084	339,337	339,183	270,790
Utilities, Services & Misc.	291,451	542,690	493,980	559,552
Capital	316,030	448,449	447,739	461,621
Other	0	0	0	0
Total	**4,897,230**	**5,922,930**	**5,680,664**	**6,033,935**
Summary				
Operating Expenses	4,581,200	5,474,481	5,232,925	5,572,314
Non-Operating Expenses	0	0	0	0
Capital Additions	316,030	448,449	447,739	461,621
Capital Projects	0	0	0	0
Total Expenses	**$ 4,897,230**	**$ 5,922,930**	**$ 5,680,664**	**$ 6,033,935**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Administration & Engineering	23.75	23.75	23.75	24.18
Streets & Sidewalks	34.80	34.80	34.80	34.80
Protective Inspection	14.75	14.75	14.75	14.75
Parking Enforcement	3.00	4.00	4.00	4.00
Total Personnel	**76.30**	**77.30**	**77.30**	**77.73**
Permanent Full-Time	76.30	77.30	77.30	77.73
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**76.30**	**77.30**	**77.30**	**77.73**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Engineering: (1)			
Miles of Streets Constructed/Inspected in New Developments	7.03	7.70	7.00
Miles of Sanitary Sewers Constructed/Inspected in New Developments	9.00	10.00	10.00
Miles of Sanitary Sewers Constructed/Inspection for BCRSD	4.14	5.00	5.00
Miles of Streets Constructed/Rebuilt by City Contract (survey, design, contract admin., inspected)	1.20	1.80	2.00
Miles of Sanitary Sewers Constructed/Rebuilt by City Contract (survey, design, contract admin., inspected)	0.80	1.00	6.00
No. of Site Plans, Construction Plans, & Plats Reviewed	609	670	700
No. of Excavation Permits Issued	799	850	900
No. of Flood Plain Development Permits Reviewed	40	48	48
Streets:			
Street Segments Resurfaced/Repaired	314	245	245
Service/Maintenance Cuts Repaired	273	300	300
Tons of Asphalt Used (2)	12,900	10,500	10,500
Snow Removal Hours	3,168	2,100	2,100
Tons of Salt/Cinders Used	1,399/2,774	1,200/,2,700	1,200/2,700
Street Sweeping Miles/Loads	7,440/1,933	8,500/3,000	8,500/3,000
Special Projects for Other Depts/Division Hours	11,173	12,000	12,000
Traffic (Control Operations)			
Signs Installed	393	450	450
Signs Replaced	991	1,100	1,100
Signing Hours	3,739	2,900	2,900
Striping (Miles of painting)			
Contracted striping	0	65	65
In-house striping	150	170	170
Other Painting (gallons of paint)	405	600	600
Parking Lots & Sidewalks:			
Snow Removal Hours	280	375	375
Cleaning Hours	2,250	3,200	0
Signal Maintenance/Installation Hours	1,092	1,700	2,200
Traffic Studies Hours	699.4	200	300
Parking Enforcement:			
Parking Tickets:			
Expired Meter Tickets	38,155	39,000	41,000
Uniform Tickets	6,278	12,000	12,000
Warnings Issued	151	175	200
Overtime Enforcement:			
Ticket Issued	2,562	9,200	8,700
Vehicles Chalked	43,452	50,000	50,000
SCOFFLAW Enforcement: Tows or Boots	77	100	250
Protective Inspection			
No. of Permits Issued (Bldg., Elect., Plumb., Sign, ROW	5,850	6,000	6,200
No. of Rental Inspections	6,932	7,000	7,500
No. of Housing inspections	280	300	300
No. of Building Inspections	20,700	21,000	21,500
No. of Violations Referred for Prosecution:			
Rental	122	150	150
Signs	0	5	5
Zoning	0	5	5

1) Engineering Division measurements and indicators are based on a calendar year.
2) Tons of asphalt does not include overlay.

COMPARATIVE DATA - ADMIN/ENGINEERING

	Columbia, MO	Springfield, MO	Lawrence, KS	Norman, OK	Little Rock, AR	Boulder, CO
Admin/Engineering:						
Population	**77,079**	**150,000**	**76,000**	**90,228**	**177,510**	**95,442**
Number of Employees	24	38	9	13	40	29
Employees Per 1,000 Population	0.311	0.253	0.118	0.144	0.225	0.304
Operating Budget	$1,314,707	$1,952,000	$487,954	$834,513	$4,078,526	$3,776,900
Capital Improvement Budget:						
Streets/Sidewalks	$5,608,400	$5,000,000	$3,246,000	$3,858,399	$40,000,000	$3,900,000
Sanitary Sewers	$840,000	$750,000	$7,228,000	$2,139,600	*	$425,000
Storm Water	$964,000	$2,500,000	$50,000	$2,385,000	*	$1,980,000

* Five year estimate for streets/sidewalks, sanitary sewer and storm water projects.

NOTES:

Springfield, MO:
1) Engineering division is in process of creating land disturbance and landscaping ordinances.
2) Inspectors are being transferred to their street and sanitary sewer maintenance divisions, six to each division.
3) Seven administrative people in an administrative division with the Director of Public Works.

Lawrence, KS:
1) Street, Sanitary Sewer, and Storm Sewer design and ROW acquisition are contracted.
2) No landscaping or land disturbance activities are done.
3) Traffic is a separate division.
4) Street repair and overlay is funded outside of engineering department, but has been included in street and sidewalk CIP.

Norman, OK:
1) Primary function of engineers and surveyors is to manage projects with consultants.
2) Engineering division does water utility work.
3) Sidewalks are the responsibility of the property owner.
4) Hires out all of their ROW acquisition, surveying and project design.

Little Rock, AR:
1) ROW acquisition and traffic engineering are handled by a separate division.
2) Street, storm water, and grant project design are done only if the designs are small, otherwise the designs are subcontracted. This applies also to land and design surveys.
3) Design review of sanitary sewers, land disturbance and landscaping are handled by another department.
4) Inspection of private development projects is only done in the ROW, and inspection of land disturbance and landscaping are handled by another department.

Boulder, CO:
Four main divisions: Administration, Utility, Transportation, Development, and Inspection Services.
1) Engineering division does water utility design as well.
2) Separate divisions do development design and inspection work.

COMPARATIVE DATA - STREET DIVISION

	Columbia, MO	Springfield, MO	Indepen-dence, MO	St. Charles, MO	Joplin, MO	Ames, IA
Street Division:						
Population	**77,079**	**150,000**	**115,531**	**56,339**	**44,576**	**48,691**
Number of Employees	34.80	62.00	45.00	36.00	23.00	15.00
Employees Per 1,000 Population	0.451	0.413	0.390	0.639	0.516	0.308
No. of Seasonal Employees	4	6	0	5	6	4
Miles of Street (Centerline)	309	750	591	217	400	162
Employees per Centerline Mile	0.094	0.083	0.076	0.166	0.058	0.092
Traffic Division:						
No. of Signalized Intersections	34	140	47	38	42	54
No. of Seasonal Employees	1	4	0	0	1	5

COMPARATIVE DATA - PARKING ENFORCEMENT

	Columbia MO	Jefferson City MO	Boulder CO	Iowa City IA	Lincoln NE	Norman OK
Parking Enforcement:						
Population	**77,079**	**36,869**	**95,442**	**63,574**	**213,396**	**90,228**
Number of Employees	4	3	12	7	6	4
Employees Per 1,000 Population	0.052	0.081	0.126	0.110	0.028	0.044
No. of Parking Spaces	3,290	4,268	2,726	3,600	3,300	375

COMPARATIVE DATA - PROTECTIVE INSPECTION

	Columbia MO	Springfield MO	Ames IA	St. Joseph MO	Champaign IL
Protective Inspection:					
Population	**77,079**	**150,000**	**48,691**	**71,852**	**65,000**
Number of Employees	15	26	8	8	8
Employees Per 1,000 Population	0.195	0.170	0.164	0.110	0.123
No. of Building Inspections	27,912	28,924	9,750	5,105	6,010

NOTES:
Number of inspections for Columbia includes zoning, signs, complaints, housing and rental inspections.
- The City of Champaign and the City of St. Joseph do not have a rental inspection program.
- None of the comparable cities inspection department does CDBG inspections or technical support.
- Zoning enforcement at St. Joseph and Champaign is done by the planning department.
- Champaign's Planning Department inspects signs.
- Springfield's rental inspections are done by Health Department.

Public Works - Administration and Engineering

110-6010 to 110-6019

DESCRIPTION

The Administration section provides for the management of all divisions and functions of the Department including Engineering, Protective Inspection, Streets, Parking, Custodial and Maintenance Services, Fleet Operations, Regional Airport, Traffic, Transit, Sanitary Sewer, Solid Waste, Public Improvements, and Right-of-Way acquisition. The Engineering Division provides survey, design, contract administration and inspection of various public improvement projects, review of subdivision improvements, issuance of permits and inspection of all construction on public right-of-way.

HIGHLIGHTS / SIGNIFICANT CHANGES

The Engineering Division is proceeding with the design, right-of-way acquisition and construction of: the November 1995 voter approved 1/4% sales tax street projects, the November 1997 voter approval Revenue Bonds for sanitary sewer improvements, the CDBG street improvements projects, as well as sidewalk improvement projects. The division is lending support on upcoming improvements at the airport, and will be involved in construction inspection for the 8th and Cherry Parking Structure rehabilitation project. Implementation of the Bear Creek & Hinkson Creek Trail Enhancement project will occur this year.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 1,154,078	$ 1,290,339	$ 1,290,403	$ 1,304,881
Supplies and Materials	46,598	62,248	61,309	61,032
Travel and Training	8,094	6,300	6,297	6,475
Intragovernmental Charges	63,437	69,509	69,509	99,087
Utilities, Services, & Misc.	49,405	59,780	59,253	60,920
Capital	31,100	30,500	30,500	23,250
Other	0	0	0	0
Total	**$ 1,352,712**	**$ 1,518,676**	**$ 1,517,271**	**$ 1,555,645**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
5901 - Director of Public Works	1.00	1.00	1.00	1.00
5104 - Chief Engineer	0.75	0.75	0.75	0.75
5103 - Traffic Engineer	1.00	1.00	1.00	1.00
5102 - Civil Engineer II	3.00	3.00	3.00	3.00
5101 - Civil Engineer I	0.00	0.00	0.00	0.33
5023 - City Land Surveyor	1.00	1.00	1.00	1.00
5012 - Right-of-Way Agent	1.00	1.00	1.00	1.00
5007 - Arborist	1.00	1.00	1.00	1.00
5005 - Engineering Aide V	1.00	1.00	1.00	1.00
5003 - Engineering Aide III	2.00	2.00	2.00	2.00
5002 - Engineering Aide II	5.00	5.00	6.00	6.00
5001 - Engineering Aide I	2.00	2.00	1.00	1.00
4702 - Transportation Planner	0.00	0.00	0.00	0.00
4203 - Management Support Spec.	1.00	1.00	1.00	1.00
2208 - Solid Waste District Coor.	0.00	0.00	0.00	0.00
4201 - Financial Mgmt. Spec.	0.00	0.00	0.00	0.10
1101 - Administrative Secretary	1.00	1.00	1.00	1.00
1003 - Admin. Support Assistant III	2.00	2.00	2.00	2.00
1002 - Admin. Support Assistant II	1.00	1.00	1.00	1.00
Total Personnel	**23.75**	**23.75**	**23.75**	**24.18**
Permanent Full-Time	23.75	23.75	23.75	24.18
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**23.75**	**23.75**	**23.75**	**24.18**

Public Works - Streets & Sidewalks

110-6020 to 110-6029

DESCRIPTION

The Street Division provides maintenance of 47.7 miles of unimproved streets and 261.5 miles of improved streets, snow removal on all City streets, mechanical and manual street cleaning, mowing of public right-of-ways, and utility service cut repairs. The Traffic Maintenance Division fabricates, installs and maintains traffic control and street name signs, pavement marking and curb painting, and traffic signal maintenance.

HIGHLIGHTS / SIGNIFICANT CHANGES

Continued emphasis will be given to our normal street maintenance program, including asphalt overlay and sealcoating of improved streets. $200,000 is again being budgeted for contractual street maintenance work in order to improve the overall condition of Columbia's streets. The pilot project for contractual street line striping in FY '97 allowed cost and performance data from in-house and contracted striping activities to be compared. This information should provide a sound basis for decisions concerning future pavement marking.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 1,318,629	$ 1,429,861	$ 1,431,635	$ 1,489,505
Supplies and Materials	781,102	967,670	794,220	989,559
Travel and Training	2,241	4,250	4,150	4,333
Intragovernmental Charges	150,025	230,590	230,436	142,392
Utilities, Services, & Misc.	214,095	446,673	397,872	461,931
Capital	261,487	394,245	393,595	436,184
Other	0	0	0	0
Total	**$ 2,727,579**	**$ 3,473,289**	**$ 3,251,908**	**$ 3,523,904**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
5104 - Chief Engineer	0.25	0.25	0.25	0.25
3033 - Traffic Signal Technician	1.00	1.00	1.00	1.00
2401 - Maintenance Assistant I	1.00	1.00	1.00	1.00
2310 - Public Works Supervisor II	2.00	2.00	2.00	2.00
2309 - Public Works Supervisor I45	1.00	1.00	1.00	1.00
2308 - Streets Superintendent	1.00	1.00	1.00	1.00
2307 - Public Works Supervisor III	2.00	2.00	2.00	2.00
2305 - Public Works Supervisor I	1.00	1.00	1.00	1.00
2303 - Equipment Operator III	3.00	3.00	3.00	3.00
2300 - Equipment Operator II	11.00	11.00	11.00	11.00
2299 - Equipment Operator I	10.00	10.00	10.00	10.00
2003 - Custodian	0.20	0.20	0.20	0.20
1004 - Administrative Support Supv.	0.15	0.15	0.15	0.15
1003 - Admin. Support Assistant III	0.80	0.80	0.80	0.80
1002 - Admin. Support Assistant II	0.00	0.00	0.40	0.40
1001 - Admin. Support Assistant I	0.40	0.40	0.00	0.00
Total Personnel	**34.80**	**34.80**	**34.80**	**34.80**
Permanent Full-Time	34.80	34.80	34.80	34.80
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**34.80**	**34.80**	**34.80**	**34.80**

Public Works - Protective Inspection

110-6030

DESCRIPTION

Protective Inspection is responsible for administering the building, electrical, plumbing and mechanical, zoning, sign, subdivision, housing and rental unit conservation ordinances. This Division also reviews plans and issues permits, including occupancy permits following appropriate inspections. Staff assistance is provided to Code Revision Committees and appeal boards such as the Zoning Board of Appeals and licensing boards. Inspectors recommend improvements and monitor contracts in Community Development Block Grant areas for upgrading single-family dwelling units.

HIGHLIGHTS / SIGNIFICANT CHANGES

Inspection services will continue at current levels. Emphasis will continue to be placed on in-house training of inspectors. The new HTE computer system will be fully implemented during this fiscal year. Currently, the building permit module is being used. Efforts will be made in conjunction with HTE personnel to resolved problems in the system concerning multiple residential permits. The Code enforcement module will be brought on line during this fiscal year. Efforts will be made to improve and simplify the rental housing application process.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 598,073	$ 658,994	$ 638,399	$ 693,689
Supplies and Materials	32,171	47,815	47,887	52,285
Travel and Training	1,620	2,513	1,800	2,588
Intragovernmental Charges	39,122	38,738	38,738	28,432
Utilities, Services, & Misc.	27,390	34,747	35,188	35,111
Capital	23,443	20,004	20,004	2,187
Other	0	0	0	0
Total	**$ 721,819**	**$ 802,811**	**$ 782,016**	**$ 814,292**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
4102 - Plan Reviewer	1.00	1.00	1.00	1.00
3205 - Building Regulations Supv.	0.75	0.75	0.75	0.75
3204 - Chief Building Inspector	1.00	1.00	1.00	1.00
3203 - Senior Inspector	2.00	2.00	2.00	2.00
3202 - Building Inspector	8.00	8.00	8.00	8.00
1003 - Admin. Support Assistant III	2.00	2.00	2.00	2.00
Total Personnel	**14.75**	**14.75**	**14.75**	**14.75**
Permanent Full-Time	14.75	14.75	14.75	14.75
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**14.75**	**14.75**	**14.75**	**14.75**

Public Works - Parking Enforcement

110-6420

DESCRIPTION

The Parking Enforcement Division is responsible for administering the parking ordinances of the City parking control enforcement in the central business district and metered University campus streets. The Parking Enforcement Section is responsible for enforcing the parking and loading zone ordinances adopted by the City Council which seek to ensure adequate parking for downtown employees, customers, and businesses; and works with the City Prosecutor, affected businesses, and consumers in the identification and mitigation of problematic enforcement zones.

HIGHLIGHTS / SIGNIFICANT CHANGES

Emphasis will continue on enforcing parking ordinances to optimize parking in the downtown and university areas, thereby improving traffic flow and enhancing the economic viability of the central business district.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 93,374	$ 117,959	$ 120,311	$ 134,120
Supplies and Materials	685	4,505	3,351	3,505
Travel and Training	0	0	0	0
Intragovernmental Charges	500	500	500	879
Utilities, Services, & Misc.	561	1,490	1,667	1,590
Capital	0	3,700	3,640	0
Other	0	0	0	0
Total	**$ 95,120**	**$ 128,154**	**$ 129,469**	**$ 140,094**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
3021 - Parking Enforcement Officer	3.00	4.00	4.00	4.00
Total Personnel	**3.00**	**4.00**	**4.00**	**4.00**
Permanent Full-Time	3.00	4.00	4.00	4.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**3.00**	**4.00**	**4.00**	**4.00**

Public Transportation - Summary

Fund 553

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Fixed Routes:			
Unlinked Passenger Trips	569,861	591,250	620,000
Total Actual Vehicle Miles	458,634	440,000	440,000
Total Actual Vehicle Hours	29,458	29,500	29,500
Total Actual Revenue Miles	431,568	405,000	405,000
Total Actual Scheduled Revenue Miles	432,569	410,995	410,995
Total Actual Scheduled Revenue Hours	27,956	27,956	27,956
Number of Road calls	59	120	120
Fuel Consumptions (in Gallons)	81,341	85,000	85,000
Wheelchair Loadings	6,423	6,500	6,500
Lift Failures	36	20	20
Missed Routes	29	25	25
Average Cost/Revenue Mile	N/A	$3.82	N/A
Average Cost Per Passenger	N/A	$2.86	N/A
ParaTransit:			
Unlinked Passenger Trips	20,306	20,475	21,500
Total Actual Vehicle Miles	124,776	110,000	125,000
Total Vehicle Hours	12,567	12,000	13,000
Number of Road Calls	21	24	24
Fuel Consumption	20,890	23,700	23,700
Average Cost/Revenue Mile	N/A	$2.76	N/A
Average Cost Per Passenger	N/A	$14.87	N/A

COMPARATIVE DATA

	Columbia, MO	St. Joseph, MO	Iowa City, IA	Springfield, MO	Fayetteville, AR	Ames, IA
Population	**77,079**	**71,852**	**63,574**	**150,000**	**52,360**	**48,691**
Number of Employees*	41	47	56	94	35	60
Employees Per 1,000 Population	0.532	0.654	0.881	0.627	0.668	1.232
Regular Route Fare	$0.50	$0.60	$0.75	$0.75	FREE	$0.75**
Trips Per Employee	N/A	8,748	28,214	11,702	44,286	45,000
Annual Ridership:						
Regular Route	475,602	370,000	1,640,000	1,000,000	1,600,000	2,900,000
Demand Responsive	18,932	N/A	60,000	16,500	13,500	23,000
Operating Cost Per Passenger:						
Regular Route	N/A	$5.73	$1.49	$3.65	$0.50	$0.71
Demand Responsive	N/A	N/A	$9.25	$29.00	$10.23	$13.65

* Full Time Equivalents
** $0.35 for I.S.U. Students

Public Transportation - Columbia Transit

553-6110

DESCRIPTION

This Division is responsible for all transit services except contracted University Shuttle services and Paratransit. Scheduled transit service is provided on four cross town routes and on a.m./p.m. commuter route. Special services are offered during MU home football games.

HIGHLIGHTS / SIGNIFICANT CHANGES

Ridership increases, first apparent in the previous year, continued in FY 98. On-time performance improved dramatically further enhancing the Columbia Transit's pulse/timed transfer system that optimizes travel throughout the city. An estimated ridership of 620,000 will be provided.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 729,752	$ 711,486	$ 774,232	$ 796,075
Supplies and Materials	376,715	373,150	310,053	387,913
Travel and Training	1,005	2,465	2,310	2,489
Intragovernmental Charges	475,645	525,114	525,114	376,559
Utilities, Services, & Misc.	234,988	247,727	184,760	258,426
Capital	742,894	209,775	197,775	127,500
Other	172,233	365,885	178,351	187,093
Total	**$ 2,733,232**	**$ 2,435,602**	**$ 2,172,595**	**$ 2,136,055**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
4702 - Transportation Manager	0.50	0.50	0.50	0.50
4201 - Financial Mgmt Spec.	0.00	0.00	0.00	0.15
2505 - Transportation Supervisor	0.62	0.62	0.62	0.62
2504 - Bus Dispatcher	1.25	1.25	1.25	1.25
2502 - Bus Driver	9.50	10.25	10.25	15.50
2306 - Public Works Supervisor II	0.75	0.62	0.62	0.62
2102 - Vehicle Service Worker	1.00	0.62	0.62	0.62
2003 - Custodian	0.20	0.20	0.20	0.20
1001 - Admin. Support Assistant I	0.50	0.00	0.00	0.00
Total Personnel	**14.32**	**14.06**	**14.06**	**19.46**
Permanent Full-Time	14.32	14.06	14.06	17.21
Permanent Part-Time	0.00	0.00	0.00	2.25
Total Permanent	**14.32**	**14.06**	**14.06**	**19.46**

Public Transportation - Paratransit System

553-6120

DESCRIPTION

The Paratransit system provides service to persons with a disability that prevents them from riding the regular fixed route buses. It is supplemental to the fixed route services and is required by the Americans with Disabilities Act (ADA).

HIGHLIGHTS / SIGNIFICANT CHANGES

This system provides "curb to curb" service and is demand responsive. Users of the system must be certified as ADA eligible. The system provides service to certified riders anywhere within the City; however, users inside the ADA 3/4-mile paratransit zone have priority over users outside the ADA paratransit zone. Paratransit service is provided by lift equipped vehicles, four mini buses and three vans. Ridership on the system has been increasing continuously since its inception in January 1993, an estimated 23,500 trips will be provided.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 321,091	$ 254,343	$ 271,472	$ 268,596
Supplies and Materials	21,584	18,533	56,919	57,686
Travel and Training	0	100	100	105
Intragovernmental Charges	0	0	0	6,491
Utilities, Services, & Misc.	20,136	12,980	28,600	28,605
Capital	0	0	0	92,000
Other	0	0	0	0
Total	**$ 362,811**	**$ 285,956**	**$ 357,091**	**$ 453,483**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2505 - Transportation Supervisor	0.25	0.25	0.25	0.25
2504 - Bus Dispatcher	0.50	0.50	0.50	0.50
2502 - Bus Driver	4.00	4.00	4.00	4.00
2306 - Public Works Supervisor II	0.00	0.13	0.13	0.13
2102 - Vehicle Service Worker	0.00	0.25	0.25	0.25
1002 - Admin. Support Assistant II	0.00	1.50	1.50	1.50
1001 - Admin. Support Assistant I	1.00	0.00	0.00	0.00
Total Personnel	**5.75**	**6.63**	**6.63**	**6.63**
Permanent Full-Time	5.25	6.13	6.13	6.13
Permanent Part-Time	0.50	0.50	0.50	0.50
Total Permanent	**5.75**	**6.63**	**6.63**	**6.63**

Public Transportation - University Shuttle

553-6130

DESCRIPTION

This service provides transportation service from outlying parking facilities to the University campus areas, and is reimbursed fully through a contract with the University.

HIGHLIGHTS / SIGNIFICANT CHANGES

Contracted shuttle bus services are provided to Hearnes parking lot and to Trowbridge parking lot for students and employees. During the 1997 school year, 7,500 hours of services were provided and ridership was 1,000,000 passengers Columbia Transit is working with the University to meet its changing transit demands.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 207,538	$ 174,925	$ 161,490	$ 198,359
Supplies and Materials	12,078	56,039	33,952	56,092
Travel and Training	0	0	0	0
Intragovernmental Charges	3,742	2,920	2,920	3,200
Utilities, Services, & Misc.	9,904	25,000	23,000	25,750
Capital	0	0	0	0
Other	0	0	0	0
Total	**$ 233,262**	**$ 258,884**	**$ 221,362**	**$ 283,401**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2505 - Transportation Supervisor	0.13	0.13	0.13	0.13
2504 - Bus Dispatcher	0.25	0.25	0.25	0.25
2502 - Bus Driver	3.50	2.75	2.75	2.75
2306 - Public Works Supervisor II	0.25	0.25	0.25	0.25
2102 - Vehicle Service Worker	0.00	0.13	0.13	0.13
Total Personnel	**4.13**	**3.51**	**3.51**	**3.51**
Permanent Full-Time	4.13	3.51	3.51	3.51
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**4.13**	**3.51**	**3.51**	**3.51**

Public Transportation-Capital Projects

553-6188

MAJOR PROJECTS

Columbia Transit continues to update its fleet and facilities by leveraging local funds with available FTA grants.

FISCAL IMPACT

Columbia Transit attempts to maintain a prudent replacement schedule to ensure a fleet that does not require extensive resources to maintain. The replacement of vehicles is greatly influenced by the availability of federal funds as well as local dollars.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 0	$ 0	$ 0	$ 0
Supplies and Materials	0	0	0	0
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	0	0	0	0
Capital	0	238,000	238,000	84,500
Other	0	0	0	0
Total	$ **0**	$ **238,000**	$ **238,000**	$ **84,500**

Regional Airport Fund - Summary

Fund 554

DEPARTMENT DESCRIPTION

The purpose of the Columbia Regional Airport is to provide safe and usable Airport facilities for the operation of commercial, general aviation and military aircraft, and to foster and create a healthy environment so that the community may access the national air transportation system and promote the economic growth of the region.

DEPARTMENT OBJECTIVES

To prudently protect the taxpayers' investment by managing the Airport in strict accordance with FAA regulations by providing a certified airport which consists of a fully staffed fire and law enforcement office, maintenance, and administration. To offer a safe, serviceable, and attractive place for air travelers, commercial airlines, general aviation, charter services, air cargo, and supporting tenants; and to implement innovative ways to increase revenues, procure new airline services, and increase the traffic flow through the facility.

APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 615,671	$ 628,187	$ 664,235	$ 692,949
Supplies & Materials	81,985	117,320	98,053	117,320
Travel & Training	4,275	5,194	2,147	5,194
Intragovernmental Charges	147,274	146,273	146,273	100,239
Utilities, Services & Misc.	145,570	1,255,215	1,255,707	524,911
Capital	135,115	60,600	34,030	20,498
Other	401,545	418,885	395,284	460,881
Total	**1,531,435**	**2,631,674**	**2,595,729**	**1,921,992**
Summary				
Operating Expenses	990,452	1,065,989	1,080,215	1,091,013
Non-Operating Expenses	402,405	418,885	395,284	460,881
Capital Additions	40,247	60,600	34,030	20,498
Capital Projects	98,331	1,086,200	1,086,200	349,600
Total Expenses	**$ 1,531,435**	**$ 2,631,674**	**$ 2,595,729**	**$ 1,921,992**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Administration	2.00	2.00	2.00	2.00
Airfield Areas	4.00	4.00	4.00	4.00
Terminal Areas	1.00	1.00	1.00	1.00
Public Safety	7.00	7.00	7.00	7.00
Snow Removal	0.00	0.00	0.00	0.00
Total Personnel	**14.00**	**14.00**	**14.00**	**14.00**
Permanent Full-Time	14.00	14.00	14.00	14.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**14.00**	**14.00**	**14.00**	**14.00**

Regional Airport Fund - Summary

Fund 554

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Airport Public Safety:			
No. of Annual Airfield Operations	37,321	34,000	37,000
No. of Based Aircraft	67	72	75
Annual No. of Enplaned Passengers	30,367	34,000	32,000
Annual No. of Deplaned Passengers	29,840	34,000	32,000
No. of Air Carrier Operations	2,693	2,700	2,700
Airport Maintenance:			
Sq. Yards of Runway Surface	387,000	387,000	387,000
Hours of Snow Removal Activities	468	750	750
Tons of Sand/Chemical Deicing Utilized	399	400	400

COMPARATIVE DATA

	Columbia, MO	Burlington, IA	Dubuque, IA	Mason City, IA	Tupelo, MS	Joplin, MO
Population *	**334,000**	**130,000**	**200,000**	**320,000**	**160,000**	**137,000**
Number of Employees	14	5	22	5	10	6
Employees Per 1,000 Population	0.042	0.038	0.110	0.016	0.063	0.044
No. of Annual Enplanements	30,367	22,000	38,373	17,076	13,858	31,796
No. of Carriers	1	2	3	2	2	2
Annual Ground Rent Rate	0.08/sq ft	0.10/sq ft	0.15/sq ft	0.10/sq ft	0.33/sq ft	0.067/sq ft
Landing Fee Per 1,000 #GLW	0.78	0.60	0.84	0.56	0.75	0.42

* Populations shown are service area populations, not city populations.

Airport - Administration

554-6210

DESCRIPTION

Airport Administration is responsible for the overall operation and management of the Columbia Regional Airport. As part of the Public Works Department, Airport Administration works closely with other City departments, the Missouri Highway and Transportation Department, and the Federal Aviation Administration. Airport Administration is responsible for negotiating and managing Airport real estate leases, concessionaire contracts, and collecting Airport revenues. Airport Administration handles public relations activities, Airport improvement and development projects, and oversees the operation of the Public Safety and Airport Maintenance Programs.

HIGHLIGHTS / SIGNIFICANT CHANGES

The airport master plan will be updated during FY 1999. This plan was last updated in September 1989. RFP'S have beer received and the selection of a consultant will occur during the latter part of Fiscal Year 1998. Once the contract is awarded, airport administration will assist as necessary in the development of the plan. This updated document will be a valuable planning guide for future development at the airport. Airport administration will continue to work closely with all aspects of FAA funding and their corresponding Airport Improvement Plan (AIP) projects. Staff will be working on the retention and expansion of current tenants and marketing to acquire new tenants, either aviation or non-aviation related. The number one priority will continue to be additional air transportation to and from Columbia Regional Airport.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 92,687	$ 95,032	$ 98,149	$ 101,898
Supplies and Materials	5,021	8,009	7,076	8,009
Travel and Training	654	1,628	247	1,628
Intragovernmental Charges	140,364	138,924	138,924	92,890
Utilities, Services, & Misc.	24,778	33,224	31,148	33,649
Capital	2,204	1,100	1,047	2,398
Other	401,545	418,885	395,284	460,881
Total	**$ 667,253**	**$ 696,802**	**$ 671,875**	**$ 701,353**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2557 - Airport Manager	1.00	1.00	1.00	1.00
1003 - Admin. Support Assistant III	1.00	1.00	1.00	1.00
Total Personnel	**2.00**	**2.00**	**2.00**	**2.00**
Permanent Full-Time	2.00	2.00	2.00	2.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**2.00**	**2.00**	**2.00**	**2.00**

Airport - Airfield Areas

554-6220

DESCRIPTION

The duties of this Program are to assure that the runways, taxiways and other airfield operating areas are maintained in accordance with FAA standards with regard to safety and airfield maintenance. This includes airfield lighting, pavement maintenance and marking, snow removal, and safety area maintenance. In addition, this Program is responsible for the overall maintenance and upkeep of the City-owned Airport buildings, including two terminal buildings, the Automated Fligh Service Station, maintenance building, roads, fences and adjacent land areas. The Program also maintains Airport vehicles and equipment, and is responsible for training operating personnel. During aircraft emergencies and fire fighting, the maintenance personnel assist Airport Public Safety personnel.

HIGHLIGHTS / SIGNIFICANT CHANGES

Airfield Maintenance has been able to maintain the operating areas of the airfield in accordance with FAA standards, and has continued to maintain the 29-year old terminal buildings in outstanding condition. Continuing emphasis has been placed on vehicle and equipment maintenance.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 145,431	$ 150,984	$ 161,427	$ 161,363
Supplies and Materials	30,878	46,293	35,722	46,293
Travel and Training	1,314	1,300	0	1,300
Intragovernmental Charges	1,651	2,137	2,137	2,137
Utilities, Services, & Misc.	40,233	50,407	50,277	52,588
Capital	4,230	56,000	29,978	15,100
Other	0	0	0	0
Total	**$ 223,737**	**$ 307,121**	**$ 279,541**	**$ 278,781**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2404 - Maintenance Mechanic	1.00	1.00	1.00	1.00
2400 - Maintenance Supervisor	1.00	1.00	1.00	1.00
2299 - Equipment Operator I	2.00	2.00	2.00	2.00
Total Personnel	**4.00**	**4.00**	**4.00**	**4.00**
Permanent Full-Time	4.00	4.00	4.00	4.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**4.00**	**4.00**	**4.00**	**4.00**

Airport - Terminal Areas

554-6230

DESCRIPTION

The duties of the Terminal Area personnel are to maintain all facilities and provide custodial services to ensure the terminal buildings and areas are clean, well maintained, neat and safe for the general public's use.

HIGHLIGHTS / SIGNIFICANT CHANGES

The terminal buildings are now 29 years old and require constant attention to maintain both the buildings and the adjacent areas in a manner which reflects credit on the City and the Airport. Continued effort will be directed toward maintaining the high standards met in the past.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 31,851	$ 43,066	$ 36,605	$ 43,819
Supplies and Materials	28,594	35,927	34,772	35,927
Travel and Training	0	0	0	0
Intragovernmental Charges	5,259	5,212	5,212	5,212
Utilities, Services, & Misc.	68,848	77,663	79,588	81,193
Capital	12,469	0	0	0
Other	0	0	0	0
Total	**$ 147,021**	**$ 161,868**	**$ 156,177**	**$ 166,151**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2003 - Custodian	1.00	1.00	1.00	1.00
Total Personnel	**1.00**	**1.00**	**1.00**	**1.00**
Permanent Full-Time	1.00	1.00	1.00	1.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**1.00**	**1.00**	**1.00**	**1.00**

Airport - Public Safety

554-6240

DESCRIPTION

Airport Safety has three primary duties: to provide crash, fire and rescue services in the event of an aircraft fire; to provide traditional fire and law enforcement protection at the Airport facility in accordance with FAA regulations, City ordinances, and State Statutes; and to control Airport compliance with FAA's airport certification requirements.

HIGHLIGHTS / SIGNIFICANT CHANGES

Continued emphasis will be placed on training in fire, crash, rescue and law enforcement techniques to ensure compliance with FAA requirements. Airport Safety Officers are triple qualified; they are certified City of Columbia Police Officers, Certified Fire Fighters, and Certified Emergency Medical Technicians. New FAA security regulations will require greater emphasis on Airport access security and continued attention to operational and safety matters.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 341,191	$ 334,476	$ 367,250	$ 381,063
Supplies and Materials	9,624	16,368	13,128	16,368
Travel and Training	2,307	2,266	1,900	2,266
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	5,298	4,574	5,906	4,654
Capital	21,344	3,500	3,005	0
Other	0	0	0	0
Total	**$ 379,764**	**$ 361,184**	**$ 391,189**	**$ 404,351**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2555 - Airport Safety Supervisor	1.00	1.00	1.00	1.00
2550 - Airport Safety Officer	6.00	6.00	6.00	6.00
Total Personnel	**7.00**	**7.00**	**7.00**	**7.00**
Permanent Full-Time	7.00	7.00	7.00	7.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**7.00**	**7.00**	**7.00**	**7.00**

Airport - Snow Removal

554-6250

DESCRIPTION

With no personnel assigned primarily to this duty, all hands participate in snow removal efforts--Airport Maintenance, Airport Safety and the Airport terminal personnel. Airport Safety personnel on watch assist the custodians in snow removal efforts around the terminal and aircraft rescue, and fire fighting equipment building. Airport maintenance personnel operate the snow plows, runway sweeper, and snow blower.

HIGHLIGHTS / SIGNIFICANT CHANGES

Snow and freezing rain are a continual challenge for the maintenance staff to effectively deal with. Staff will continue to maintain its reputation as having the cleanest runways in the State.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 4,511	$ 4,629	$ 804	$ 4,806
Supplies and Materials	7,579	10,723	7,355	10,723
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	3,239	3,147	2,588	3,227
Capital	0	0	0	3,000
Other	0	0	0	0
Total	**$ 15,329**	**$ 18,499**	**$ 10,747**	**$ 21,756**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
There are no personnel assigned to this division.				

Airport - Capital Projects

554-6288

MAJOR PROJECTS

The 1999 capital plan includes a major project to construct an additional taxiway lead out from the southern portion of the parking apron to Taxiway A. This will permit large aircraft to park on the south apron area and be able to taxi directly to Taxiway A without turning around and proceeding north to a lead out. This will greatly enhance safety during taxi operations on the south end of the apron.

FISCAL IMPACT

This will improve the operations on the apron area and allow for more room to park large aircraft that may be diverted from the major airline hubs during inclement weather. This has the potential of generating additional landing fees.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 0	$ 0	$ 0	$ 0
Supplies and Materials	289	0	0	0
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, and Misc.	3,174	1,086,200	1,086,200	349,600
Capital	94,868	0	0	0
Other	0	0	0	0
Total	$ **98,331**	$ **1,086,200**	$ **1,086,200**	$ **349,600**

Sanitary Sewer Utility Fund - Summary

Fund 555

DEPARTMENT DESCRIPTION

The Sewer Utility is charged with the responsibility to protect the public health and to ensure minimal impact upon the aquatic environment by adequate collection and treatment of wastewater within a regional area including Columbia. This is achieved by engineering review of proposed and existing facilities and through effective and economical operation and maintenance of collection and treatment systems.

DEPARTMENT OBJECTIVES

To ensure new construction meets current Federal, State and City requirements. To provide the lowest practical cost for maintaining sanitary sewer facilities and resources. To provide proper treatment of wastewater by complying with the standards imposed for effluent discharge to the environment. To provide a prudent, reasonable, and responsible approach to meeting the objectives through careful management of the material and human resources provided for that purpose.

APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 2,032,961	$ 2,238,492	$ 2,246,189	$ 2,346,910
Supplies & Materials	476,279	519,204	523,131	555,870
Travel & Training	5,575	8,950	8,072	9,090
Intragovernmental Charges	595,416	607,994	607,994	608,076
Utilities, Services & Misc.	1,333,210	1,042,366	982,360	9,557,649
Capital	183,293	349,578	293,922	197,100
Other	2,690,555	2,714,582	2,800,482	2,784,000
Total	**7,317,289**	**7,481,166**	**7,462,150**	**16,058,695**
Summary				
Operating Expenses	4,120,261	4,408,606	4,359,346	4,693,795
Non-Operating Expenses	2,736,488	2,722,982	2,808,882	2,792,400
Capital Additions	182,293	349,578	293,922	197,100
Capital Projects	278,247	0	0	8,375,400
Total Expenses	$ **7,317,289**	$ **7,481,166**	$ **7,462,150**	$ **16,058,695**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Administration	4.40	4.40	4.40	4.65
Engineering	5.25	5.25	5.25	5.59
Treatment Plant/Field O & M	29.00	29.00	29.00	29.00
Line Maintenance	12.50	12.50	12.50	12.50
Total Personnel	**51.15**	**51.15**	**51.15**	**51.74**
Permanent Full-Time	51.15	51.15	51.15	51.74
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**51.15**	**51.15**	**51.15**	**51.74**

Sanitary Sewer Utility Fund - Summary

Fund 555

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Collection System - Total Length	428 mi	433 mi	440 mi
Sewer Line Cleaned	785,000 ft	850,000 ft	850,000 ft
Cleaning Cost	0.17/lf	0.17/lf	0.19/lf
Sewer Line Televised	75,750 ft	90,000 ft	90,000 ft
Televising Cost	$0.86	$1.03/lf	$1.06/lf
Sewer Line Replaced	4,375 ft	3,000 ft	3,000 ft
Replacement Cost In Street	$85/lf	$86/lf	$90/lf
Replacement Cost Off Street	$39/lf	$50/lf	$55/lf
Public Sewer Stoppages	28	26	28
Cost Per Response (All Calls)	$46.50	$50.00	$50.00
Wastewater Treatment Plant Average Daily Flow (Million Gallons Per Day)			
Calendar Year	15.1	15.5	16.0
O&M Plant Cost Per 1,000 Gallons	$0.270	$0.272	$0.272
Sludge Injected for a Calendar Year			
Million Gallons	12.9*	9.0	9.0
Dry Tons	2,471	1,800	1,800
Cost Per Dry Ton	$160	$100	$100

* Contractual Assistance

COMPARATIVE DATA

	Columbia, MO	Norman, OK	Olathe, KS	Lawrence, KS	Fort Smith, AR	Boulder, CO
Population *	**77,079**	**90,228**	**83,363**	**76,000**	**76,104**	**95,442**
Number of Employees	51.15	45.00	31.50	33.25	76.00	53.00
Employees Per 1,000 Population	0.664	0.499	0.378	0.438	0.999	0.555
No. of Utility Accounts	30,500	30,000	21,175	25,000	26,582	25,746
Employees Per 1,000 Utility Accts	1.68	1.50	1.49	1.33	2.86	2.06
Total Utility Budget (Less Depreciation & Capital Items)	$5,108,405	$2,476,326	$4,295,628	$3,367,195	$4,830,000	$5,542,000

* Populations for Columbia, MO; Norman, OK; Lawrence, KS; and Boulder, CO do not include university housing.

Sanitary Sewer - Administration

555-6310

DESCRIPTION

Guidance for the overall Utility operation and maintenance functions is provided by the Administration Section.

HIGHLIGHTS / SIGNIFICANT CHANGES

Invoices to waste haulers for 1997 amounted to $54,731.17. The revenues were expected to be $50,000 per year to offset the cost of the receiving station and operation and maintenance of the unit. Expectations are being met. Major sewer line rehabilitation efforts are expected to begin in FY 99 utilizing trenchless methods for relining existing pipe. Part of the funds approved by the passage of the Sewer Utility revenue bond proposal in November 1997 were earmarked for restoration of existing sewers. O & M management assistance to the Boone County Regional Sewer District provided under an agreement executed in August 1990 in expected to continue through FY 99.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 217,498	$ 229,425	$ 230,323	$ 248,300
Supplies and Materials	17,072	18,925	18,925	22,730
Travel and Training	1,480	1,425	1,425	1,465
Intragovernmental Charges	529,156	540,224	540,224	528,865
Utilities, Services, & Misc.	38,274	123,530	48,980	53,100
Capital	15,280	0	0	13,400
Other	1,787,909	2,026,742	2,026,742	1,991,629
Total	**$ 2,606,669**	**$ 2,940,271**	**$ 2,866,619**	**$ 2,859,489**

PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
5104 - Chief Engineer	0.25	0.25	0.25	0.25
4201 - Financial Mgmt Spec.	0.00	0.00	0.00	0.25
2606 - WWTP Superintendent	1.00	1.00	1.00	1.00
2427 - Sewer Utility Manager	1.00	1.00	1.00	1.00
2401 - Maintenance Assistant I	1.00	1.00	1.00	1.00
1004 - Admin. Support Supervisor	0.15	0.15	0.15	0.15
1003 - Admin. Support Assistant III	1.00	1.00	1.00	1.00
Total Personnel	**4.40**	**4.40**	**4.40**	**4.65**
Permanent Full-Time	4.40	4.40	4.40	4.65
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**4.40**	**4.40**	**4.40**	**4.65**

Sanitary Sewer - Engineering

555-6315

DESCRIPTION

The Engineering Section of the Sewer Utility is responsible for the planning and design of various sewerage improvements such as sewer districts, trunk sewer extensions, pump stations and wastewater treatment facilities. This work includes preparation of construction contract documents; ie. plans and specifications, construction inspection, supervision and providing assistance in easement acquisition. Sanitary sewer plans for private development are reviewed to ensure conformance with City and State rules, regulations and standards. All sanitary sewer plans, maps and other reference documents are maintained and updated for use by contractors, developers, realtors and the general public.

HIGHLIGHTS / SIGNIFICANT CHANGES

With the passage of the revenue bond issue in November 1997, funds are expected to be available in FY 99 to begin construction on several improvement projects including Wetlands Treatment Unit #4, restoration of creek bank erosion adjacent to WTU #3, Bearfield lagoon interceptor sewer C-6 (joint project with Boone County Regional Sewer District), and extensions to trunk sewers B-16 and B-17 near the Boone County Fairgrounds area.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 253,537	$ 308,962	$ 311,950	$ 316,410
Supplies and Materials	6,401	15,187	10,720	12,070
Travel and Training	456	2,100	2,100	2,200
Intragovernmental Charges	11,748	11,673	11,673	25,603
Utilities, Services, & Misc.	15,263	18,484	16,484	18,509
Capital	10,318	22,403	25,885	11,000
Other	339,529	11,735	11,735	11,735
Total	**$ 637,252**	**$ 390,544**	**$ 390,547**	**$ 397,527**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
5104 - Chief Engineer	0.25	0.25	0.25	0.25
5102 - Civil Engineer II	1.00	1.00	1.00	1.00
5101 - Civil Engineer I	1.00	1.00	1.00	1.34
5003 - Engineering Aide III	1.00	1.00	1.00	1.00
5002 - Engineering Aide II	2.00	2.00	2.00	2.00
Total Personnel	**5.25**	**5.25**	**5.25**	**5.59**
Permanent Full-Time	5.25	5.25	5.25	5.59
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**5.25**	**5.25**	**5.25**	**5.59**

Sanitary Sewer - Treatment Plant/Field O & M

555-6320 to 555-6329

DESCRIPTION

Operation of the Regional Wastewater Treatment Plant (WWTP) is provided on a three shift, 24-hour per day basis each day of the year. Responsibility for adequate treatment of wastewater and wastewater biosolids (sludge) rests with the Plant Operations section. The Field Operations section is responsible for the operation of the Wetlands and the effluent pumping station located adjacent to the MDC Eagle Bluffs Wildlife Area and the wastewater treatment and spray irrigation system at the Columbia Regional Airport. The Plant Maintenance Section performs breakdown and preventative maintenance on Plant equipment and all field facilities, makes modifications and new installations as needed, and is responsible for care of buildings and provides routine operation of eight wastewater pumping stations located in the Columbia area. The Sludge Management Program is responsible for the ultimate disposal of the anaerobically digested biosolids by land application, and for annual reporting to MDNR, as well as grounds maintenance at the Regional WWTP wetlands and field facilities. Industrial pretreatment management is also provided by this section. The Laboratory Section performs process control testing, MDNR monitoring and compliance reporting for the Regional WWTP and field sampling for the Sludge and Pretreatment Management Programs. Liaison with research organizations and tours of the wetlands are provided by the Lab Section.

HIGHLIGHTS / SIGNIFICANT CHANGES

In October 1997, Cell F in Wetland Treatment Unit #3 was planted with cattails by WWTP staff marking the completion of the 1995 flood related FEMA project. The Street Division assisted the WWTP staff in March 1998 stabilizing damage to the exterior of the flood control berm of WTU #2 along Perche Creek. The new biosolids dredge and traversing rail system acquired in FY 98 was installed by WWTP staff. The primary digester #1 roof was replaced by contract for $40,000 concluding the roof replacements on both primary digesters. Special handling was required due to asbestos within the old roofing material.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 1,132,678	$ 1,202,995	$ 1,204,353	$ 1,269,563
Supplies and Materials	357,068	385,092	390,656	418,840
Travel and Training	2,951	3,625	3,343	3,625
Intragovernmental Charges	29,220	36,351	36,351	29,918
Utilities, Services, & Misc.	954,983	849,727	866,152	1,059,466
Capital	147,478	190,000	130,862	118,700
Other	126,632	163,180	163,180	163,180
Total	**$ 2,751,010**	**$ 2,830,970**	**$ 2,794,897**	**$ 3,063,292**

Sanitary Sewer - Treatment Plant/Field O & M

555-6320 to 555-6329

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
SLUDGE MANAGEMENT:				
2614 - Wastewater Operations Supv.	1.00	1.00	1.00	1.00
2306 - Public Works Supervisor II	1.00	1.00	1.00	1.00
2303 - Equipment Operator III	1.00	1.00	1.00	1.00
2300 - Equipment Operator II	2.00	2.00	2.00	2.00
FIELD OPERATIONS:				
2602 - WWTP Operator II	1.00	1.00	1.00	1.00
WWT OPERATIONS:				
2604 - Chief Operator	1.00	1.00	1.00	1.00
2603 - WWTP Operator III	3.00	3.00	3.00	3.00
2601 - WWTP Operator I	9.00	9.00	9.00	9.00
WWT MAINTENANCE:				
2426 - Utility Maintenance Supv.	1.00	1.00	1.00	1.00
2425 - Utility Maint. Mechanic III	1.00	1.00	1.00	1.00
2422 - Utility Maint. Mechanic I	1.00	1.00	1.00	1.00
2421 - Utility Maint. Mechanic II	3.00	3.00	3.00	3.00
2402 - Maintenance Assistant II	1.00	1.00	1.00	1.00
LABORATORY:				
5132 - Laboratory Analyst	1.00	1.00	1.00	1.00
5031 - Laboratory Technician	2.00	2.00	2.00	2.00
Total Personnel	**29.00**	**29.00**	**29.00**	**29.00**
Permanent Full-Time	29.00	29.00	29.00	29.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**29.00**	**29.00**	**29.00**	**29.00**

Sanitary Sewer - Line Maintenance

555-6330

DESCRIPTION

The Sewer Maintenance Section is responsible for the maintenance of approximately 428 miles of sanitary sewer pipe. This involves routine cleaning of sanitary sewer pipe; routine internal television inspection of pipe; repair and/or replacement of pipe and manholes; and investigation of complaints and correction of problems identified.

HIGHLIGHTS / SIGNIFICANT CHANGES

The emphasis again this year will be placed upon repair of previously identified damaged portions of sanitary sewer mains at various locations throughout the system. A second repair crew will again be utilized to assist in reducing the backlog of identified repairs. Routine cleaning will also be emphasized for preventive maintenance. The Sewer Maintenance section will continue inspecting, identifying and prioritizing existing sewers that can be more efficiently rehabilitated utilizing trenchless technology methods. The goal is to develop and implement and ongoing plan for major contract rehabilitation and replacement work.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 423,736	$ 497,110	$ 499,563	$ 512,637
Supplies and Materials	93,927	100,000	102,830	102,230
Travel and Training	688	1,800	1,204	1,800
Intragovernmental Charges	25,292	19,746	19,746	23,690
Utilities, Services, & Misc.	54,766	50,625	50,744	51,174
Capital	9,217	137,175	137,175	54,000
Other	436,485	512,925	598,825	617,456
Total	**$ 1,044,111**	**$ 1,319,381**	**$ 1,410,087**	**$ 1,362,987**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2430 - Sewer Maintenance Supt.	1.00	1.00	1.00	1.00
2310 - Public Works Supervisor II	1.00	1.00	1.00	1.00
2309 - Public Works Supervisor I	1.00	1.00	1.00	1.00
2300 - Equipment Operator II	6.00	6.00	6.00	6.00
2299 - Equipment Operator I	3.00	3.00	3.00	3.00
2003 - Custodian	0.20	0.20	0.20	0.20
1003 - Admin. Support Assistant III	0.20	0.20	0.20	0.20
1002 - Admin. Support Assistant II	0.00	0.00	0.10	0.10
1001 - Admin. Support Assistant I	0.10	0.10	0.00	0.00
Total Personnel	**12.50**	**12.50**	**12.50**	**12.50**
Permanent Full-Time	12.50	12.50	12.50	12.50
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**12.50**	**12.50**	**12.50**	**12.50**

Sanitary Sewer - Capital Projects

555-6388

MAJOR PROJECTS

The voters approved an 18.9 million dollar revenue bond issue in November 1997. Several projects on the list of improvements are in the final design stages and will begin construction in FY 99.

FISCAL IMPACT

To pay back the revenue bonds, the first of three scheduled rate increases became effective for the June 1998 billings. The first rate increase was 3% which amounts to an increase of approximately $0.30 per month for a typical residential user.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 5,512	$ 0	$ 0	$ 0
Supplies and Materials	1,811	0	0	0
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	269,924	0	0	8,375,400
Capital	1,000	0	0	0
Other	0	0	0	0
Total	$ **278,247**	$ **0**	$ **0**	$ **8,375,400**

Parking Facilities Fund - Summary

Fund 556

DEPARTMENT DESCRIPTION

The Parking Utility operates, maintains and administers four parking facilities, 12 surface lots as well as on-street parking meters. It is responsible for the collection of income from the facilities, the collection of data and preparation of parking and parking facility studies, and the installation and maintenance of parking meters, gates, attendant buildings and other facilities.

DEPARTMENT OBJECTIVES

To provide and maintain convenient and adequate parking, both on-street and off-street in the downtown business district. To collect income from parking facilities for the maintenance and operation of these facilities and provide financing to additional facilities as needed.

APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 177,480	$ 228,330	$ 229,727	$ 251,018
Supplies & Materials	17,398	51,426	49,799	51,531
Travel & Training	0	140	0	0
Intragovernmental Charges	71,150	76,140	76,480	69,290
Utilities, Services & Misc.	974,758	618,958	620,128	129,552
Capital	383,129	18,980	17,814	0
Other	779,264	784,696	917,908	933,843
Total	**2,403,179**	**1,778,670**	**1,911,856**	**1,435,234**
Summary				
Operating Expenses	328,248	469,594	470,734	490,691
Non-Operating Expenses	780,860	795,396	928,608	944,543
Capital Additions	2,818	18,980	17,814	0
Capital Projects	1,291,253	494,700	494,700	0
Total Expenses	**$ 2,403,179**	**$ 1,778,670**	**$ 1,911,856**	**$ 1,435,234**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Parking Facilities	4.50	5.50	5.50	5.60
Total Personnel	**4.50**	**5.50**	**5.50**	**5.60**
Permanent Full-Time	4.50	5.50	5.50	5.60
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**4.50**	**5.50**	**5.50**	**5.60**

Parking Facilities Fund - Summary

Fund 556

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Parking Inventory:			
On-Street Meters	1,358	1,380	1,400
Surface Lots:			
Off-Street Meters	313	313	303
Monthly Permit Spaces	460	460	450
Parking Structures:			
Public Parking Spaces	245	360	384
Monthly Permit Spaces	584	662	824
Monthly Parking Permits Issued:			
Surface Lots	670	670	670
Parking Structures	534	600	750
Revenue Collected:			
On-Street Meters	$403,779	$423,500	$413,500
Off-Street Meters	$77,623	$79,000	$78,500
Parking Structures:			
Attendant Operated	$55,769	$56,000	$56,000
Metered	$32,260	$34,260	$39,500
Monthly Permits Total	$365,834	$376,000	$480,000
Meter Maintenance & Repair:			
Complaints Checked	4,568	5,000	5,000
Meters Requiring Work	1,377	1,400	1,400
Meters Replaced	196	200	200
Hours Worked	514	520	520

COMPARATIVE DATA

	Columbia, MO	Jefferson City, MO	Boulder, CO	Iowa City, IA	Lincoln, NE	Norman, OK
Population	**77,079**	**36,869**	**95,442**	**63,574**	**213,396**	**90,228**
Number of Employees	4.5	5.0	23.0	9.0	50.0	4.0
Employees Per 1,000 Population	0.058	0.136	0.241	0.142	0.234	0.044
No. of Parking Spaces:	N/A	4,268	11,061	3,257	5,951	232
On-Street	1,358	1,600	1,600	1,250	1,975	232
Off-Street	349	2,668	9,461	2,007	3,976	45
No. of Parking Structures	4	2	3	3	5	0

Parking Facilities

556-6410

DESCRIPTION

The Parking Utility operates, maintains and administers four parking facilities, 12 surface lots as well as on-street parking meters. It is responsible for the collection of income from the facilities, the collection of data preparation of parking and parking facility studies, and the installation and maintenance of parking meters, gates, attendant buildings and other facilities.

HIGHLIGHTS / SIGNIFICANT CHANGES

Working with downtown business community, the Parking Utility works to ensure that the present and future parking needs in downtown Columbia are met. In FY 1998, construction was completed on a new parking structure at Sixth and Cherry. A major renovation of the City's oldest structure located at Eight and Cherry is to be completed in FY 1999.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 177,480	$ 228,330	$ 229,727	$ 251,018
Supplies and Materials	17,223	51,426	49,799	51,531
Travel and Training	0	140	0	0
Intragovernmental Charges	71,150	76,140	76,480	69,290
Utilities, Services, & Misc.	63,991	124,258	125,428	129,552
Capital	2,818	18,980	17,814	0
Other	779,264	784,696	917,908	933,843
Total	**$ 1,111,926**	**$ 1,283,970**	**$ 1,417,156**	**$ 1,435,234**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
4201 - Financial Mgmt Spec.	0.00	0.00	0.00	0.10
4702 - Transportation Manager	0.50	0.50	0.50	0.50
3032 - Meter Repair Technician	1.00	1.00	1.00	1.00
3024 - Parking Supervisor	1.00	1.00	1.00	1.00
2299 - Equipment Operator I	1.00	2.00	2.00	2.00
1001 - Admin. Support Assistant I	1.00	1.00	1.00	1.00
Total Personnel	**4.50**	**5.50**	**5.50**	**5.60**
Permanent Full-Time	4.50	5.50	5.50	5.60
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**4.50**	**5.50**	**5.50**	**5.60**

Parking - Capital Projects

556-6488

MAJOR PROJECTS

The 1998 Capital Plan calls for the completion of the planned improvements along Cherry Street. Once the garage is complete at 6th and Cherry, renovation will begin on the 8th and Cherry facility.

FISCAL IMPACT

Expansion of facilities is necessary to meet the needs of the community. Renovation of the 8th street facility will reduce losses that are occurring due to patrons moving out of the facility.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 0	$ 0	$ 0	$ 0
Supplies and Materials	175	0	0	0
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	910,767	494,700	494,700	0
Capital	380,311	0	0	0
Other	0	0	0	0
Total	$ **1,291,253**	$ **494,700**	$ **494,700**	$ **0**

Solid Waste Fund - Summary

Fund 557

DEPARTMENT DESCRIPTION

This utility is dedicated to the management of resources for the protection of public health. Human resources are managed to provide efficient trash, recycling, and disposal services utilizing sound engineering practices. Natural resources are managed through education, reuse and recycling for the protection of the environment.

DEPARTMENT OBJECTIVES

To provide an efficient collection and disposal service while protecting the environment and public health.

APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 2,418,508	$ 2,798,539	$ 2,795,749	$ 3,048,565
Supplies & Materials	1,579,142	1,748,304	1,772,507	2,087,426
Travel & Training	4,925	13,428	13,228	13,233
Intragovernmental Charges	889,116	925,613	925,633	936,247
Utilities, Services & Misc.	1,238,622	1,785,276	1,741,436	1,518,734
Capital	710,454	736,051	737,853	1,357,269
Other	1,388,224	1,541,303	1,382,852	1,376,123
Total	**8,228,991**	**9,548,514**	**9,369,258**	**10,337,597**
Summary				
Operating Expenses	6,073,985	6,916,160	6,891,553	7,599,205
Non-Operating Expenses	1,388,603	1,546,303	1,389,852	1,381,123
Capital Additions	614,661	736,051	737,853	782,269
Capital Projects	151,742	350,000	350,000	575,000
Total Expenses	**$ 8,228,991**	**$ 9,548,514**	**$ 9,369,258**	**$ 10,337,597**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Administration	5.25	5.25	5.25	5.50
Commercial	15.40	17.90	16.90	17.90
Residential	20.50	20.00	20.00	25.00
Landfill	10.00	10.00	10.00	12.75
Larvaciding	0.50	0.50	0.50	0.50
University	2.60	2.60	2.60	2.60
Recycling	6.00	5.00	6.00	9.00
Total Personnel	**60.25**	**61.25**	**61.25**	**73.25**
Permanent Full-Time	60.25	61.25	61.25	72.50
Permanent Part-Time	0.00	0.00	0.00	0.75
Total Permanent	**60.25**	**61.25**	**61.25**	**73.25**

Solid Waste - Summary

Fund 557

COMPARATIVE DATA

	Columbia, MO	Norman, OK	Olathe, KS	Lawrence, KS	Fort Smith, AR	Pine Bluff, AR
Population	**77,079**	**90,228**	**83,363**	**76,000**	**76,104**	**60,413**
Number of Employees	61.25	71.00	35.00	72.00	74.00	55.00
Employees Per 1,000 Population	0.795	0.787	0.420	0.947	0.972	0.910
Number of Part Time Employees	20	5	8	0	6	0
No. of Utility Accounts	32,062	23,600	23,300	23,000	22,295	17,950
Avg. Residential Rate/Month	$9.85	$8.00	$10.15	$9.89	$6.75 *	$10.05
Disposal Tipping Fee/Ton	$32.50	$13.20	$24.00	$19.15	$10.56-$16.50	$23.33-$27.72

* Does not use full cost accounting - Estimate actual cost to be $9.75

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Tons of Waste Collected:			
Residential	22,536	22,919	23,309
Commercial/Roll-Off	43,962	44,709	45,469
University	5,492	5,585	5,680
From Outside Hauler	55,912	56,863	57,860
Total Tons of Material Deposited at Landfill	127,902	130,076	132,288
Tons of Recyclables Collected Curbside	753	803	2,200
Tons of Recyclables Collected at Drop Offs	1,723	1,620	1,700
Tons of Yard Waste taken to Compost Facility	2,005	2,000	2,000
Number of Residential Units	30,205	32,062	32,762
Quantity of Black Trash Bags Delivered/Sold	2,207,715	2,263,000	2,299,500
Quantity of Clear Compost Bags Delivered/Sold	291,885	299,560	304,290
Total Vehicle Miles Traveled	590,000	605,000	615,000
No. White Goods Collected Through Special Collection	1,140	1,000	1,000
State Landfill Fees Collected and Forwarded to State	$218,099	$226,905	$237,245
Educational and Informational Presentations	319	344	360
Residential Hazardous Waste Collected/Disposed (lbs per calendar year)	111,664	110,000	110,000
No. of Vehicles Serviced at Hazardous Waste Facility(per calendar year)	2,044	2,000	2,000
Trash Out Early Violations	167	70	70

Solid Waste - Administration

557-6510 to 557-6519

DESCRIPTION

The Solid Waste Utility is responsible for the management of waste using sound engineering practices to protect human health and the environment. Administrative duties include keeping abreast of new regulations, designing waste and recyclables collection systems, collecting waste and recyclables, landfilling, and managing human resources.

HIGHLIGHTS / SIGNIFICANT CHANGES

Curbside commingled recycling will be available to all residents this year. Drop off recycling will have its first full year of commingled operation. The second of six landfill disposal cells will be completed. The landfill will close 16 of the 107 permitted acres. Evaluation is ongoing for a material recovery facility.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 236,322	$ 291,064	$ 277,414	$ 317,799
Supplies and Materials	19,319	23,999	24,593	27,019
Travel and Training	2,718	4,170	4,170	4,170
Intragovernmental Charges	610,160	658,330	658,330	712,045
Utilities, Services, & Misc.	72,402	105,888	106,121	107,091
Capital	0	1,800	1,642	0
Other	469,082	239,358	260,057	247,198
Total	**$ 1,410,003**	**$ 1,324,609**	**$ 1,332,327**	**$ 1,415,322**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
5104 - Chief Engineer	0.25	0.25	0.25	0.25
2208 - Solid Waste District Coor.	1.00	1.00	1.00	1.00
2206 - Collection Superintendent	1.00	1.00	1.00	1.00
2205 - Solid Waste Manager	1.00	1.00	1.00	1.00
2003 - Custodian	0.20	0.20	0.20	0.20
4201 - Financial Mgmt Spec	0.00	0.00	0.00	0.25
1004 - Admin. Support Supervisor	0.60	0.60	0.60	0.60
1003 - Admin. Support Assistant III	0.90	0.90	0.90	0.90
1002 - Admin. Support Assistant II	0.00	0.00	0.30	0.30
1001 - Admin. Support Assistant I	0.30	0.30	0.00	0.00
Total Personnel	**5.25**	**5.25**	**5.25**	**5.50**
Permanent Full-Time	5.25	5.25	5.25	5.50
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**5.25**	**5.25**	**5.25**	**5.50**

Solid Waste - Commercial

557-6520 to 557-6529

DESCRIPTION

Commercial collection provides waste removal services from small single offices to large manufacturers. Services and equipment are available that range from a single bag for small generators to 40 cubic yard compactors for large waste generators.

HIGHLIGHTS / SIGNIFICANT CHANGES

The elimination of dumpsters in the Special Business District continues with the placement of two additional compactors, bringing the total to ten. Roll-off service continues to grow and the mini roll-offs are providing service opportunities to medium to large volume generators that were too large for dumpsters and too small for the larger roll-off containers.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 697,196	$ 762,490	$ 775,611	$ 799,647
Supplies and Materials	398,482	443,235	474,079	552,081
Travel and Training	302	1,203	1,203	1,203
Intragovernmental Charges	109,272	87,206	87,206	63,304
Utilities, Services, & Misc.	226,010	254,299	277,338	279,237
Capital	300,393	184,794	189,650	379,075
Other	160,070	200,090	20,940	27,070
Total	**$ 1,891,725**	**$ 1,933,317**	**$ 1,826,027**	**$ 2,101,617**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2214 - Refuse Collector III	10.90	12.90	12.90	13.90
2213 - Refuse Collector II	1.00	1.00	1.00	1.00
2212 - Refuse Collector I	1.00	2.00	1.00	1.00
2204 - Refuse Collection Supv. II	1.50	1.00	1.00	1.00
2203 - Refuse Collection Supv. I	1.00	1.00	1.00	1.00
Total Personnel	**15.40**	**17.90**	**16.90**	**17.90**
Permanent Full-Time	15.40	17.90	16.90	17.90
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**15.40**	**17.90**	**16.90**	**17.90**

Solid Waste - Residential

557-6530 to 557-6539

DESCRIPTION

Residential waste collections from single- and multiple-unit apartments include separate collection of recyclables, yard waste, and major appliances.

HIGHLIGHTS / SIGNIFICANT CHANGES

Phase in of the blue bag commingled recycling program will be completed this year. Trash and commingled recyclables will now be collected weekly in the same truck replacing trash and yard waste. Yard waste will be collected with a separate vehicle. A pilot recycling program for apartments will be tested.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 541,878	$ 678,198	$ 715,770	$ 771,841
Supplies and Materials	635,965	578,503	581,366	605,032
Travel and Training	564	800	800	800
Intragovernmental Charges	110,069	114,680	114,680	103,065
Utilities, Services, & Misc.	176,239	165,619	166,992	150,089
Capital	15,779	168,800	168,800	327,000
Other	98,610	139,710	139,710	139,710
Total	**$ 1,579,104**	**$ 1,846,310**	**$ 1,888,118**	**$ 2,097,537**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2214 - Refuse Collector III	1.00	1.00	1.00	1.00
2213 - Refuse Collector II	8.00	7.00	7.00	10.00
2212 - Refuse Collector I	10.00	10.00	10.00	12.00
2204 - Refuse Collection Supv. II	1.50	2.00	2.00	2.00
2203 - Refuse Collection Supv. I	0.00	0.00	1.00	1.00
Total Personnel	**20.50**	**20.00**	**20.00**	**25.00**
Permanent Full-Time	20.50	20.00	20.00	25.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**20.50**	**20.00**	**20.00**	**25.00**

Solid Waste - Landfill

557-6540 to 557-6549

DESCRIPTION

To comply with state and federal regulations, Columbia's Sanitary Landfill is operated using environmentally sound engineering practices for disposal of municipal solid waste.

HIGHLIGHTS / SIGNIFICANT CHANGES

FY 97 Landfill annual waste disposal totaled 127,902 tons of solid waste. FY 98 totals are uncertain due to the purchase of two local waste hauling companies and the potential for diversion of that waste stream. More than 1.5 million gallons of leachate have been collected, aerated, tested, and trucked for disposal from the treatment basins this year. Gas recovery continues at the rate of approximately 250,000 cubic feet of landfill gas per day with 11 of the 22 gas recovery wells. Additional gas wells will be added to control gas migration and meet current regulations. Opportunities to recover gas energy will be explored. The construction of the 2nd of 6 disposal cells is complete. This cell is expected to last three years. Last fall an estimated 10,000 cubic yards of compost were trucked form the yard waste composting facility for use as a soil amendment on a landfill reclamation project. The grinding operation continues to be very popular with the public.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 525,244	$ 590,518	$ 575,075	$ 654,925
Supplies and Materials	372,508	387,832	399,400	394,927
Travel and Training	625	2,255	2,255	2,255
Intragovernmental Charges	13,542	13,204	13,204	16,702
Utilities, Services, & Misc.	519,062	638,469	589,551	595,988
Capital	237,429	323,850	324,562	73,900
Other	606,631	892,815	892,815	892,815
Total	**$ 2,275,041**	**$ 2,848,943**	**$ 2,796,862**	**$ 2,631,512**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2307 - Public Works Supervisor III	1.00	1.00	1.00	1.00
2207 - Landfill Superintendent	1.00	1.00	1.00	1.00
2303 - Equipment Operator III	7.00	7.00	7.00	9.00
1000 - Admin. Support Assistant I	1.00	1.00	1.00	1.75
Total Personnel	**10.00**	**10.00**	**10.00**	**12.75**
Permanent Full-Time	10.00	10.00	10.00	12.00
Permanent Part-Time	0.00	0.00	0.00	0.75
Total Permanent	**10.00**	**10.00**	**10.00**	**12.75**

Solid Waste - Larvaciding

557-6550 to 557-6559

DESCRIPTION

This program destroys mosquito larva in standing water and lagoons from early spring to late fall.

HIGHLIGHTS / SIGNIFICANT CHANGES

No significant changes are expected.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 3,668	$ 18,273	$ 18,273	$ 18,253
Supplies and Materials	649	3,590	3,590	4,390
Travel and Training	0	50	45	50
Intragovernmental Charges	500	500	500	0
Utilities, Services, & Misc.	689	1,040	1,040	1,040
Capital	0	0	0	0
Other	0	0	0	0
Total	**$ 5,506**	**$ 23,453**	**$ 23,448**	**$ 23,733**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2214 - Refuse Collector III	0.50	0.50	0.50	0.50
Total Personnel	**0.50**	**0.50**	**0.50**	**0.50**
Permanent Full-Time	0.50	0.50	0.50	0.50
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**0.50**	**0.50**	**0.50**	**0.50**

Solid Waste - University

557-6560 to 557-6569

DESCRIPTION

Contract collection of waste from all the facilities on the MU campus.

HIGHLIGHTS / SIGNIFICANT CHANGES

The University is replacing standard containers with roll off compactors to improve efficiency. The contract is up for renewal December 31, 1998, for an additional 10 years.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 76,885	$ 95,440	$ 95,264	$ 91,967
Supplies and Materials	24,475	58,965	58,945	59,445
Travel and Training	0	0	0	0
Intragovernmental Charges	10,387	10,774	10,794	8,668
Utilities, Services, & Misc.	26,982	32,061	21,624	33,302
Capital	53,112	10,207	10,207	0
Other	19,383	27,910	27,910	27,910
Total	**$ 211,224**	**$ 235,357**	**$ 224,744**	**$ 221,292**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2214 - Refuse Collector III	0.60	0.60	0.60	0.60
2213 - Refuse Collector II	1.00	1.00	1.00	1.00
2212 - Refuse Collector I	1.00	1.00	1.00	1.00
Total Personnel	**2.60**	**2.60**	**2.60**	**2.60**
Permanent Full-Time	2.60	2.60	2.60	2.60
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**2.60**	**2.60**	**2.60**	**2.60**

Solid Waste - Recycling

557-6570 to 557-6579

DESCRIPTION

This program includes weekly (where the blue bag program is implemented) and bi-weekly collection (where blue bag program is not implemented) of up to 14 separate recyclable items from residential units, daily collection from 7 commingled drop-off locations (including the University site), bi-monthly collection of household hazardous waste (April through November and weekly collection of major appliances. Volunteer program active in waste reduction issues.

HIGHLIGHTS / SIGNIFICANT CHANGES

Civic Recycling maintains the contract for processing and marketing recyclables. Tonnage collected from curbside collection rose 9% in FY 97 to 753 tons, while tonnage from drop-offs continues to climb, up 13% in FY 97 to 1,723 tons. The Blue Bag Program should dramatically increase recycling participation rates and the amount recycled in FY 98. The PW Volunteer Program has been in place 4 plus years. Volunteers are trained and assigned various projects to work on such as backyard composting, classroom presentations, greeters for HHW, and environmental cleanups. A third compost demonstration site was added at the Bethal Park garden area. Over 1,276 PW Volunteers made Columbia cleaner through their Adopt-A-Spot program activities working 2,317 hours to clean up 87 spots and removing over 650 bags of trash.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 337,315	$ 362,556	$ 338,342	$ 394,133
Supplies and Materials	127,744	252,180	230,534	444,532
Travel and Training	716	4,950	4,755	4,755
Intragovernmental Charges	35,186	40,919	40,919	32,463
Utilities, Services, & Misc.	161,289	237,900	228,770	351,987
Capital	7,948	46,600	42,992	2,294
Other	34,448	41,420	41,420	41,420
Total	**$ 704,646**	**$ 986,525**	**$ 927,732**	**$ 1,271,584**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
4533 - Waste Minimization Coord.	1.00	1.00	1.00	1.00
2214 - Refuse Collector III	2.00	1.00	1.00	1.00
2213 - Refuse Collector II	1.00	1.00	3.00	4.00
2212 - Refuse Collector I	2.00	2.00	1.00	3.00
Total Personnel	**6.00**	**5.00**	**6.00**	**9.00**
Permanent Full-Time	6.00	5.00	6.00	9.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**6.00**	**5.00**	**6.00**	**9.00**

Solid Waste - Capital Projects

557-6588-881

MAJOR PROJECTS

Construction planned during FY 99 includes Phase 2 of a gas recovery system, installation of additional gas wells and construction of a force sewer main for leachate and maintenance facility, both at Columbia's sanitary landfill.

FISCAL IMPACT

None

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 0	$ 0	$ 0	$ 0
Supplies and Materials	0	0	0	0
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	55,949	350,000	350,000	0
Capital	95,793	0	0	575,000
Other	0	0	0	0
Total	$ **151,742**	$ **350,000**	$ **350,000**	$ **575,000**

Storm Water Utility Fund - Summary

Fund 558

DEPARTMENT DESCRIPTION

The Storm Water Utility operates through funding approved by voters in April of 1993. Funding sources include development charges on new construction and Storm Water Utility charges on existing improved properties. The Storm Water Utility was established to provide funding for the implementation of storm water management projects, maintenance of existing storm water drainage facilities, and modeling of developing drainage basins with an eye toward implementation of regional detention facilities to control run off from developing areas.

DEPARTMENT OBJECTIVES

To assure the movement of emergency vehicles during storm periods, to protect the public from rapidly flowing water or flash floods, to minimize losses and property damage resulting from uncontrolled storm water runoff, and establish requirements for construction of storm water management facilities in newly developed areas.

APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 285,019	$ 326,120	$ 323,955	$ 369,716
Supplies & Materials	95,648	116,795	80,485	116,825
Travel & Training	249	1,000	1,000	1,530
Intragovernmental Charges	51,019	84,836	84,836	66,283
Utilities, Services & Misc.	707,539	1,074,690	1,060,360	365,751
Capital	52,580	73,337	56,337	31,500
Other	87,671	101,225	96,158	101,225
Total	**1,279,725**	**1,778,003**	**1,703,131**	**1,052,830**
Summary				
Operating Expenses	509,651	613,841	561,036	641,105
Non-Operating Expenses	89,171	101,225	96,158	101,225
Capital Additions	52,301	73,337	56,337	31,500
Capital Projects	628,602	989,600	989,600	279,000
Total Expenses	**$ 1,279,725**	**$ 1,778,003**	**$ 1,703,131**	**$ 1,052,830**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Administration/Engineering	3.00	3.00	3.00	3.43
Field Operations	5.00	5.00	5.00	5.00
Total Personnel	**8.00**	**8.00**	**8.00**	**8.43**
Permanent Full-Time	8.00	8.00	8.00	8.43
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**8.00**	**8.00**	**8.00**	**8.43**

Storm Water Utility Fund - Summary

Fund 558

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
No. of Programmed Projects from Engineering Division	12	15	15
No. of Feet of Drainage Improvement	801	800	800
No. of Unscheduled Projects Completed	12	5	5
No. of Problem Investigations	321	150	150
No. of Inlets Rebuilt/Repaired	71	100	100

COMPARATIVE DATA

	Columbia, MO	Springfield, MO	Indepen-dence, MO	Joplin, MO	Ames, IA
Population	**77,079**	**150,000**	**115,531**	**44,576**	**48,691**
Number of Employees	5	13	8	5	10
Employees Per 1,000 Population	0.065	0.087	0.069	0.112	0.205
Drainage Area Served (sq. mi.)	47	65	80	35	22
Budget (thousands)	400	600	293	250	179

Storm Water Utility - Admin./Engineering

558-6610 to 558-6619

DESCRIPTION

The purpose of the Storm Water Utility is to assure the movement of emergency vehicles during storm periods, to protect the public from rapidly flowing water or flash floods, to minimize losses and property damage resulting from uncontrolled storm water run off, and establish requirements for construction of storm water management facilities in newly developed areas.

HIGHLIGHTS / SIGNIFICANT CHANGES

The emphasis this fiscal year will be to finalize the design and construct the Storm Water Capital Improvement Program projects, work with the consultant on Phase II of the modeling and master plan development and implement the draft storm water utility policies.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 112,697	$ 131,852	$ 130,770	$ 156,618
Supplies and Materials	1,643	8,870	8,870	6,975
Travel and Training	0	500	500	515
Intragovernmental Charges	45,786	47,586	47,586	55,985
Utilities, Services, & Misc.	7,770	24,940	23,590	24,940
Capital	30,524	6,337	6,337	9,500
Other	15,536	0	0	0
Total	**$ 213,956**	**$ 220,085**	**$ 217,653**	**$ 254,533**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
5101 - Civil Engineer I	1.00	1.00	1.00	1.33
4201 - Financial Mgmt Spec.	0.00	0.00	0.00	0.10
5003 - Engineering Aide III	1.00	1.00	1.00	1.00
5002 - Engineering Aide II	0.00	0.00	1.00	1.00
5001 - Engineering Aide I	1.00	1.00	0.00	0.00
Total Personnel	**3.00**	**3.00**	**3.00**	**3.43**
Permanent Full-Time	3.00	3.00	3.00	3.43
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**3.00**	**3.00**	**3.00**	**3.43**

Storm Water Utility - Field Operations

558-6620 to 558-6629

DESCRIPTION

The Storm Water Utility - Field Operations is responsible for maintaining and repairing existing facilities and constructing small storm water projects.

HIGHLIGHTS / SIGNIFICANT CHANGES

This fiscal year, Field Operations will expand work on identified problem areas in public right-of-way with the highest priority given to flooding of homes and major streets in accordance with the ballot approved Storm Water Utility Plan.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 172,322	$ 194,268	$ 193,185	$ 213,098
Supplies and Materials	72,671	107,925	71,615	109,850
Travel and Training	249	500	500	1,015
Intragovernmental Charges	5,233	37,250	37,250	10,298
Utilities, Services, & Misc.	92,780	60,150	47,170	61,811
Capital	21,777	67,000	50,000	22,000
Other	72,135	101,225	96,158	101,225
Total	**$ 437,167**	**$ 568,318**	**$ 495,878**	**$ 519,297**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2310 - Public Works Supervisor II	1.00	1.00	1.00	1.00
2300 - Equipment Operator II	3.00	3.00	3.00	3.00
2299 - Equipment Operator I	1.00	1.00	1.00	1.00
Total Personnel	**5.00**	**5.00**	**5.00**	**5.00**
Permanent Full-Time	5.00	5.00	5.00	5.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**5.00**	**5.00**	**5.00**	**5.00**

Storm Water Utility - Capital Projects

558-6688

MAJOR PROJECTS

The 1998 Capital Plan calls for continued efforts at working with neighborhoods to provide effective drainage control in manner that preserves as much of the natural characteristic of the neighborhood.

The Mill Creek Basin project, which was started in 1997 should be completed.

FISCAL IMPACT

None

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 0	$ 0	$ 0	$ 0
Supplies and Materials	21,334	0	0	0
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	606,989	989,600	989,600	279,000
Capital	279	0	0	0
Other	0	0	0	0
Total	$ **628,602**	$ **989,600**	$ **989,600**	$ **279,000**

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Custodial & Maintenance Services Fund - Summary

Fund 671

DEPARTMENT DESCRIPTION

Custodial and Maintenance Services Fund provides custodial services to the City Hall Building, Howard Building, Gentry Building, Gates Building and City Hall Annex. Building maintenance for these facilities as well as all fire stations, Grissum Building, Walton Building, Fire and Police Building and other City facilities is provided.

DEPARTMENT OBJECTIVES

Maintain condition of buildings as efficiently as possible.

APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 284,494	$ 322,336	$ 327,396	$ 352,807
Supplies & Materials	62,013	86,730	87,139	84,841
Travel & Training	0	874	0	874
Intragovernmental Charges	43,579	43,619	42,973	34,420
Utilities, Services & Misc.	196,548	242,846	281,122	284,344
Capital	0	4,300	4,300	54,500
Other	4,443	4,450	2,775	4,521
Total	**591,077**	**705,155**	**745,705**	**816,307**
Summary				
Operating Expenses	586,634	696,405	738,630	757,286
Non-Operating Expenses	4,443	4,450	2,775	4,521
Capital Additions	0	4,300	4,300	54,500
Capital Projects	0	0	0	0
Total Expenses	**$ 591,077**	**$ 705,155**	**$ 745,705**	**$ 816,307**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Building Maintenance	3.25	3.25	3.25	3.25
Custodial Services	4.75	4.75	4.75	4.75
Total Personnel	**8.00**	**8.00**	**8.00**	**8.00**
Permanent Full-Time	7.25	7.25	7.25	7.25
Permanent Part-Time	0.75	0.75	0.75	0.75
Total Permanent	**8.00**	**8.00**	**8.00**	**8.00**

Custodial & Maintenance Services Fund - Summary

Fund 671

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Custodial:			
Cost/Square Foot	$2.32	$3.01	$3.11
No. Square Feet/Hours Worked	2,146	2,146	2,146
Maintenance:			
Cost/Square Foot	$1.85	$2.31 (2)(3)	$2.18(1)(4)
No. Square Feet/Hours Worked	9,320	9,747	10,218

1) Square footage of responsible areas include common areas. Custodial has 68,671 square feet. Maintenance has 245,219 square feet.
2) New Fire Station #1 added 10,246 square feet to maintenance responsibilities during FY 98.
3) Utilities were not previously charged to maintenance until FY 98. This increased the cost per square foot.
4) City Hall added 11,296 square feet of county area not previously accounted for in square footage until FY 99

COMPARATIVE DATA

NOTE: Comparative Data was not available for the Custodial & Maintenance Services Fund.

Custodial & Maintenance Services Fund - Building Maintenance

671-6710

DESCRIPTION

This section provides general maintenance on the buildings previously mentioned including all electrical, plumbing, heating, air conditioning and structural maintenance as required.

HIGHLIGHTS / SIGNIFICANT CHANGES

The maintenance crews will be completing the renovation of City Hall. The HTE software system for managing work orders and maintenance activities will be brought on line this fiscal year. Efforts will continue in preventive maintenance and seeking ways for more efficient use of resources.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 143,491	$ 150,721	$ 155,855	$ 167,132
Supplies and Materials	48,282	64,599	65,008	65,433
Travel and Training	0	874	0	874
Intragovernmental Charges	41,265	42,432	41,786	16,739
Utilities, Services, & Misc.	196,247	231,869	275,539	273,201
Capital	0	0	0	54,500
Other	2,800	2,475	780	851
Total	**$ 432,085**	**$ 492,970**	**$ 538,968**	**$ 578,730**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
3205 - Bldg. Regulations Supervisor	0.25	0.25	0.25	0.25
2404 - Maintenance Mechanic	2.00	2.00	2.00	2.00
2400 - Maintenance Supervisor	1.00	1.00	1.00	1.00
Total Personnel	**3.25**	**3.25**	**3.25**	**3.25**
Permanent Full-Time	3.25	3.25	3.25	3.25
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**3.25**	**3.25**	**3.25**	**3.25**

Custodial & Maintenance Services Fund - Custodial Services

671-6720

DESCRIPTION

This section provides custodial services in the buildings previously noted as well as snow removal services at the City Hall, City Hall Annex, Gentry and Howard Buildings. In addition, the custodians will provide security for the Daniel Boone Building during evening meetings.

HIGHLIGHTS / SIGNIFICANT CHANGES

Custodial services is provided for five downtown public buildings in addition to security for the Daniel Boone Building during evening meetings. Special emphasis will continue for the Health Clinic area.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 141,003	$ 171,615	$ 171,541	$ 185,675
Supplies and Materials	13,731	22,131	22,131	19,408
Travel and Training	0	0	0	0
Intragovernmental Charges	2,314	1,187	1,187	17,681
Utilities, Services, & Misc.	301	10,977	5,583	11,143
Capital	0	4,300	4,300	0
Other	1,643	1,975	1,995	3,670
Total	**$ 158,992**	**$ 212,185**	**$ 206,737**	**$ 237,577**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2003 - Custodian	3.75	3.75	3.75	3.75
2002 - Custodian Supervisor	1.00	1.00	1.00	1.00
Total Personnel	**4.75**	**4.75**	**4.75**	**4.75**
Permanent Full-Time	4.00	4.00	4.00	4.00
Permanent Part-Time	0.75	0.75	0.75	0.75
Total Permanent	**4.75**	**4.75**	**4.75**	**4.75**

Fleet Operations Fund

Fund 672

DEPARTMENT DESCRIPTION

The Fleet Operations Division provides preventative maintenance, mechanical repair, repair parts, equipment/vehicle acquisition support, and fuel for the vehicles and equipment belonging to the Public Works Department, the Police Department, the Fire Department and other City departments.

HIGHLIGHTS / SIGNIFICANT CHANGES

An increased emphasis on technician training and the acquisition of new tools and diagnostic equipment will result in more economical and effective repairs. The new fleet maintenance computer system will provide the data to access maintenance practices, identify cost savings, and develop a more customer oriented inventory of repairs. The goal is to shift from reactive repairs to proactive preventative maintenance conducted in a cost effective environment. Upgrades to the fuel site at the Grissum facility, as mandated by the Environmental Protection Agency and Department of Natural Resources, should be completed by December 1998.

APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 805,934	$ 921,226	$ 908,934	$ 996,387
Supplies & Materials	1,673,084	1,657,788	1,659,858	1,708,291
Travel & Training	772	3,566	3,566	5,173
Intragovernmental Charges	288,805	470,216	469,374	294,533
Utilities, Services & Misc.	104,486	52,851	48,888	56,809
Capital	84,747	9,650	8,058	19,994
Other	17,743	22,471	21,172	51,006
Total	**2,975,571**	**3,137,768**	**3,119,850**	**3,132,193**
Summary				
Operating Expenses	2,870,060	3,105,647	3,090,620	3,061,193
Non-Operating Expenses	20,764	22,471	21,172	51,006
Capital Additions	84,747	9,650	8,058	19,994
Capital Projects	0	0	0	0
Total Expenses	**$ 2,975,571**	**$ 3,137,768**	**$ 3,119,850**	**$ 3,132,193**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
6100 - Stores Clerk	2.00	2.00	2.00	2.00
4201 - Financial Mgmt Spec	0.00	0.00	0.00	0.05
5104 - Chief Engineer	0.25	0.25	0.25	0.25
2401 - Maintenance Assistant I	1.00	1.00	1.00	1.00
2307 - Public Works Supervisor III	1.00	1.00	1.00	1.00
2107 - Vehicle Mechanic	12.00	12.00	12.00	13.00
2106 - Vehicle Maint. Supt.	1.00	1.00	1.00	1.00
2105 - Vehicle Maint. Supervisor II	1.00	1.00	1.00	1.00
2104 - Vehicle Maint. Supervisor I	1.00	1.00	1.00	1.00
2102 - Vehicle Service Worker	1.00	1.00	1.00	1.00
2003 - Custodian	0.20	0.20	0.20	0.20
1004 - Administrative Support Supv.	0.10	0.10	0.10	0.10
1003 - Admin. Suppt. Asst. III	0.10	0.10	0.10	0.10
1002 - Admin. Suppt. Asst. II-Data Entry	0.00	1.20	1.20	1.20
1001 - Admin. Suppt. Asst. I	0.20	0.00	0.00	0.00
Total Personnel	**20.85**	**21.85**	**21.85**	**22.90**
Permanent Full-Time	20.85	21.85	21.85	22.90
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**20.85**	**21.85**	**21.85**	**22.90**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
No. of Billable Employees	15.0	15.0	15.0
Billable Hours	31,200	31,200	31,200
Hours Actually Billed	23,400	24,960	24,960
Avg. Annual Labor Hours Per Vehicle Services at Grissum/Fleet Operations*	--	--	--
Police Department	20	20	20
Street	22	25	25
Fire Department	30	40	40
Sewer	13	18	18
Solid Waste	80	80	85
Transit	220	230	240
Outside Work (OWA's)	$105,000	$105,000	$105,000
Backlog (Number of items waiting for repair per day)	41	45	49
Gasoline Sold (Gallons)	178,439	203,240	215,000
Diesel Sold (Gallons)	294,151	373,560	380,000

*Pre-HTE labor hours (FY 97) were based on sampling of repair orders. Starting FY 98, HTE provides a more accurate accounting of labor hours.

COMPARATIVE DATA

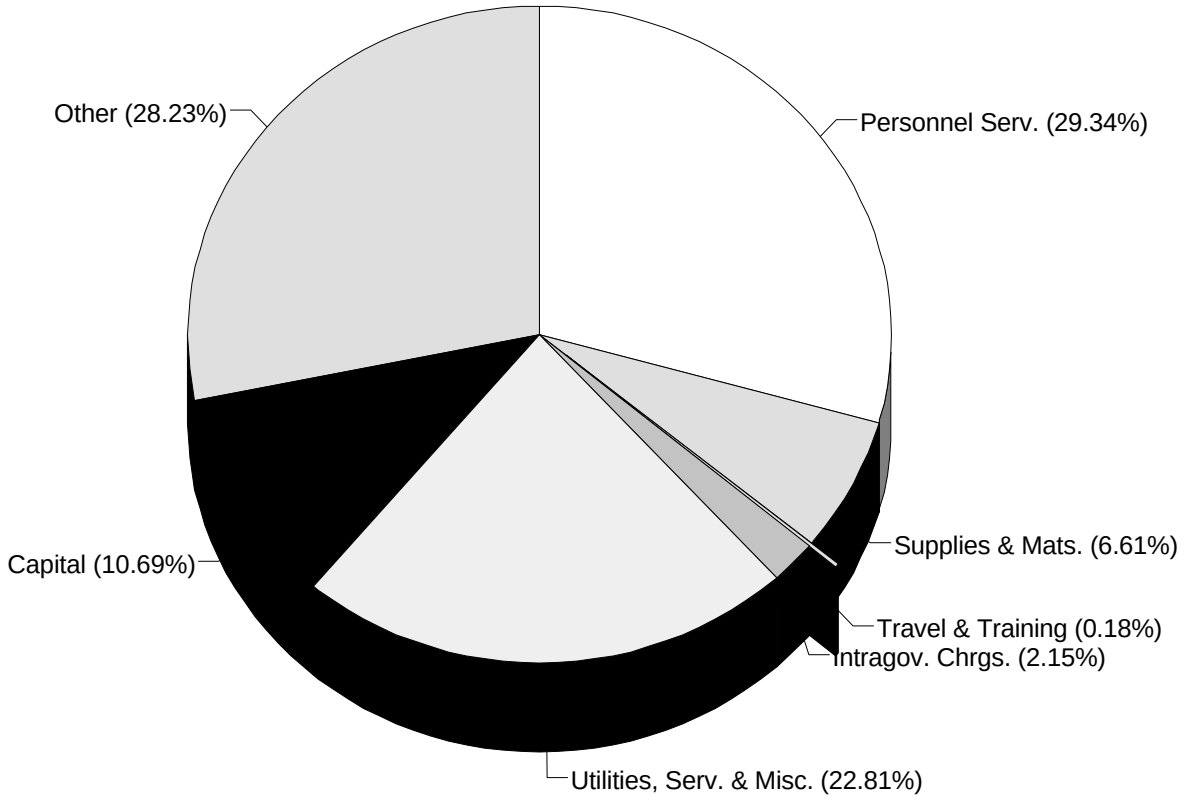
	Columbia, MO(1)	Cape Girardeau, MO	St. Joseph, MO	University City, MO	Ames, IA	Lawrence, KS
Population	**77,079**	**36,701**	**71,852**	**40,098**	**48,691**	**76,000**
Number of Employees	8.5(1)	11.0	6.0	8.0	5.0	7.0
Employees Per 1,000 Population	0.111	0.300	0.084	0.200	0.103	0.092
No. of Vehicles/Eq. Maintained	536(1)	310	240(3,8)	190	245(5,8)	430
Shop Labor Rate	$38.00	$12.00(2)	N/A (4)	Mechanic's Wage (2)	$31.00+(6)	$45.00 (7)
Parts Inventory Value	$225000(1)	$129000	$129000	$70000	$25000	$140000

1) Numbers have been altered to reflect less the Transit Bus System statistics relative to Columbia only. None of the other cities in the above comparison have a city owned/operated bus system.
2) Labor rate is supplemented by appropriated tax dollars. All overhead expenses (insurance, utilities, etc.) are not paid via the labor rate.
3) This Public Works vehicle maintenance organization does not support Fire Department nor Police.
4) No labor rate used. Maintenance totally supported by appropriated tax dollars.
5) This Public Works vehicle maintenance organization does not support Solid Waste nor Police.
6) Overhead expenses are averaged out and assessed monthly per vehicle in addition to labor rate. (assessment equals $250 to $1,800 per vehicle)
7) Labor rate increases if mechanics work overtime ($60 an hour) or if a service call is required ($70 an hour). Lawrence is currently considering an increased labor rate for heavy trucks/equipment.
8) City does not have City owned/operated Solid Waste/Mixed Refuse Department.

Railroad Fund

City of Columbia
Columbia, Missouri

Railroad Fund
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 139,157	$ 155,006	$ 153,640	$ 164,736	6.3%
Supplies & Materials	27,712	35,345	36,287	37,132	5.1%
Travel & Training	826	770	955	983	27.7%
Intragovernmental Charges	0	0	0	12,054	
Utilities, Services & Misc.	93,604	82,041	83,741	128,066	56.1%
Capital	135,082	607,350	607,350	60,000	-90.1%
Other	142,557	136,500	150,500	158,500	16.1%
Total	**538,938**	**1,017,012**	**1,032,473**	**561,471**	**-44.8%**
Summary					
Operating Expenses	260,331	273,162	274,623	327,971	20.1%
Non-Operating Expenses	142,557	136,500	150,500	158,500	16.1%
Capital Additions	17,593	25,500	25,500	0	-100.0%
Capital Projects	118,457	581,850	581,850	75,000	-87.1%
Total Expenses	**$ 538,938**	**$ 1,017,012**	**$ 1,032,473**	**$ 561,471**	**-44.8%**

RAILROAD FUND - SUMMARY

Fund 503

DEPARTMENT DESCRIPTION

This fund is responsible for the operation and maintenance of the Columbia Terminal Short Line Railroad.

DEPARTMENT OBJECTIVES

Responsible for operation and maintenance of the Columbia Terminal Short Line Railroad.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

The budget includes funds for the normal operations & maintenance of the railroad.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Railroad Fund Operations	3.00	3.00	3.00	3.00
Total Personnel	**3.00**	**3.00**	**3.00**	**3.00**
Permanent Full-Time	3.00	3.00	3.00	3.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**3.00**	**3.00**	**3.00**	**3.00**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Carloads	1,325	1,432	1,470
No. of Customers	10	9	9
No. of Commodities Carried	8	9	9
Revenue Tons	112,565	120,564	123,517
Revenue Ton - Miles	2,128,208	2,290,620	2,332,570
Gross Tons	200,328	215,825	221,710
Gross Ton - Miles	3,780,795	4,095,202	4,179,531
Miles of Main Track	21.43	21.43	21.43
Miles of Secondary Track	2.85	2.91	2.91
No. of Locomotives	1	1	1
No. of Employees	3	3	3
No. of Public Highway - Rail Crossings	38	38	38
No. of Private Crossings	24	24	24
No. of Public Crossings with Active Devices	12	12	13
No. of Highway - Rail Crossing Accidents	0	0	0

RAILROAD FUND

Fund 503

COMPARATIVE DATA

NOTE: Comparative Data not available.

Railroad Fund Operations

Fund 503

DESCRIPTION

This fund is responsible for the operation and maintenance of the Columbia Terminal Short Line Railroad.

HIGHLIGHTS / SIGNIFICANT CHANGES

The budget includes funds for the normal operation and maintenance of the Railroad.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 139,157	$ 155,006	$ 153,640	$ 164,736
Supplies and Materials	26,744	35,345	36,287	37,132
Travel and Training	826	770	955	983
Intragovernmental Charges	0	0	0	12,054
Utilities, Services, & Misc.	93,604	82,041	83,741	113,066
Capital	17,593	25,500	25,500	0
Other	142,557	136,500	150,500	158,500
Total	**$ 420,481**	**$ 435,162**	**$ 450,623**	**$ 486,471**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
2629 - Railroad Maintenance Supv.	1.00	1.00	1.00	1.00
2626 - Railroad Operator	2.00	2.00	2.00	2.00
Total Personnel	**3.00**	**3.00**	**3.00**	**3.00**
Permanent Full-Time	3.00	3.00	3.00	3.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**3.00**	**3.00**	**3.00**	**3.00**

Railroad Fund - Capital Projects

503-7310-881

MAJOR PROJECTS

Two or three projects are budgeted each year to upgrade crossings and other facilities. The FY 99 plan contains work on two crossings.

FISCAL IMPACT

None.

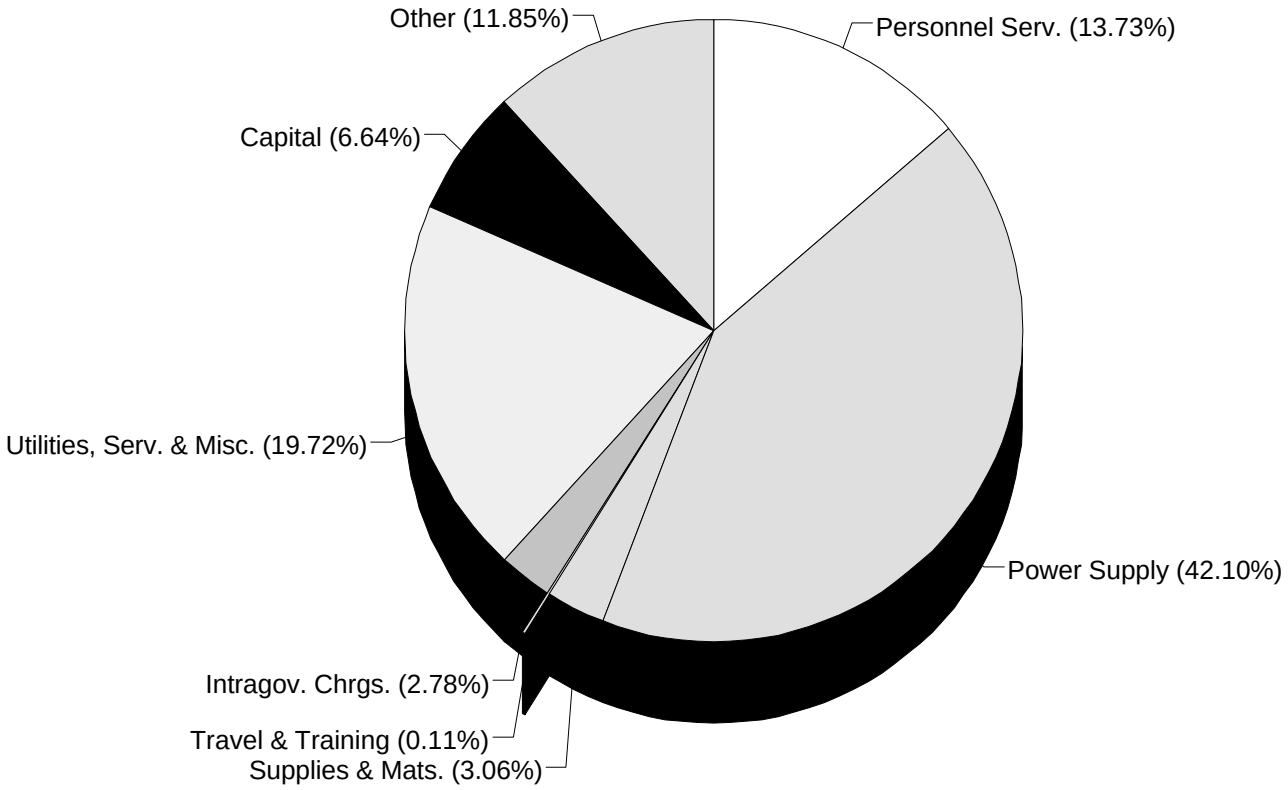
BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 0	$ 0	$ 0	$ 0
Supplies and Materials	968	0	0	0
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	0	0	0	15,000
Capital	117,489	581,850	581,850	60,000
Other	0	0	0	0
Total	$ **118,457**	$ **581,850**	$ **581,850**	$ **75,000**

Water & Electric Utility Fund

City of Columbia
Columbia, Missouri

Water & Electric Utility Fd - Summary
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 9,666,916	$ 9,979,571	$ 10,042,894	$ 10,552,178	5.7%
Power Supply	32,377,419	33,082,815	33,251,077	32,351,863	-2.2%
Supplies & Materials	1,997,698	2,141,727	2,243,162	2,352,542	9.8%
Travel & Training	52,022	84,572	86,872	87,396	3.3%
Intragovernmental Charges	2,041,444	2,080,917	2,080,917	2,133,468	2.5%
Utilities, Services & Misc.	12,584,498	12,064,026	13,605,997	15,156,112	25.6%
Capital	5,635,859	8,878,081	8,058,255	5,105,406	-42.5%
Other	7,736,685	8,248,752	8,528,637	9,104,759	10.4%
Total	**72,092,541**	**76,560,461**	**77,897,811**	**76,843,724**	**0.4%**
Summary					
Operating Expenses	47,793,874	50,055,479	50,488,575	49,970,798	-0.2%
Non-Operating Expenses	13,869,247	14,538,525	14,973,866	15,845,657	9.0%
Capital Additions	1,079,397	1,276,460	1,280,860	1,323,969	3.7%
Capital Projects	9,350,023	10,689,997	11,154,510	9,703,300	-9.2%
Total Expenses	**$ 72,092,541**	**$ 76,560,461**	**$ 77,897,811**	**$ 76,843,724**	**0.4%**

WATER & ELECTRIC UTILITY FUND - SUMMARY

Fund 550, Fund 551

DEPARTMENT DESCRIPTION

The Water and Light Utility is to provide the citizens of Columbia with a safe and dependable supply of drinking water and electricity.

DEPARTMENT OBJECTIVES

To provide the citizens of Columbia with service in the most effective and efficient manner possible to assure a dependable supply at the lowest possible cost.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

There is no rate increase for the Electric Utility. We are implementing the second phase of Water utility rate increase of 2% to fund the 1997 bond issue passed by voters.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Water Utility	64.00	65.40	67.00	67.00
Electric Utility	140.70	140.30	140.30	142.30
Total Personnel	**204.70**	**205.70**	**207.30**	**209.30**
Permanent Full-Time	204.00	205.00	206.60	208.60
Permanent Part-Time	0.70	0.70	0.70	0.70
Total Permanent	**204.70**	**205.70**	**207.30**	**209.30**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Water:			
Fire hydrants installed*	200	208	222
Services/meters installed*	1,911	1,987	2,063
Total mains built (feet)*	81,437	83,880	86,229
Developer built mains (feet)	61,641	63,490	65,268
Electric:			
New Distribution Transformers Installed	459	492	525
Electric Meters Installed	1,059	1,142	1,336
Overhead Lines Installed (Miles)	6.71	6.93	7.44
Underground Lines Installed (Miles)	19.00	19.63	21.06

* Acquisition of Water District No. 1 included an additional 86 fire hydrants, 1081 services, and 128,750 feet of mains. **Acquisition of Water District No. 2 would further increase projected FY 98 figures.

WATER & ELECTRIC UTILITY FUND - SUMMARY

Fund 550, Fund 551

COMPARATIVE DATA

	Columbia, MO	Springfield, MO	Indepen-dence, MO	Denton, TX *	Springfield, IL	Marshall, MO
Population of Service Area	**77,079**	**162,000**	**115,851**	**71,450**	**151,579**	**13,000**
Water:						
Number of Employees	65.40	98.00	93.00	60.36	121.00	24.00
Employees Per 1,000 Population	0.848	0.605	0.803	0.845	0.798	1.846
Number of Customers	29,344	65,212	44,725	17,287	47,903	4,875
Population Per Customer	2.63	2.48	2.59	4.13	3.16	2.67
Customers Per Employee	449	665	481	286	396	203
Miles of Water Mains	481.34	991.00	670.12	326.00	550.00	100
Customers/Mile of Water Main	60.69	65.80	66.74	53.03	87.10	48.75
Miles of Water Main/Employee	7	10	7	5	5	4
Population of Service Area	**77,079**	**180,000**	**115,851**	**71,450**	**133,970**	**13,000**
Electric:						
Number of Employees	140.30	309.00	206.00	145.20	581.00	44.00
Employees per 1,000 Population	1.820	1.717	1.778	2.032	4.337	3.385
Number of Customers	33,082	85,615	51,116	32,586	66,637	5,734
Population per Customer	2.33	2.10	2.27	2.19	2.01	2.27
Customers per Employee	236	277	248	224	115	130
Circuit Miles of Distribution Lines	563.84	1,604.00	682.12	441.00	822.00	110.00
Customers/Mile of Line	58.67	53.38	74.94	73.89	81.07	51.66
Miles of Line Per Employee	4	5	3	3	1	3

* reported no significant change in operations since last year.

Water Utility - Summary

Fund 550

DESCRIPTION

The Water Utility is responsible for the supply of safe drinking water and fire protection service to the City, and providing production, treatment, and distribution systems. The utility operates a well field in the Missouri River bottoms, the McBaine Water Treatment Plant, the West Ash Pump Station, elevated water towers, and the distribution system. The personnel test and set meters, install and maintain fire hydrants, operate a laboratory and water testing facility, perform all maintenance on towers, lines, leak repair and customer service calls, and flush mains and service valves. Crews do some extension of water mains; however, most are contracted due to the large amounts of machinery and personnel required.

HIGHLIGHTS / SIGNIFICANT CHANGES

There is a 2% rate increase projected in FY 1999.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 2,911,773	$ 2,939,652	$ 3,008,045	$ 3,098,072
Supplies & Materials	842,071	809,191	869,055	906,577
Travel & Training	9,484	16,725	19,025	17,438
Intragovernmental Charges	670,612	705,573	705,573	758,632
Utilities, Services & Misc.	4,076,525	3,010,890	4,361,356	3,933,248
Capital	1,108,193	3,667,949	2,415,366	1,662,654
Other	2,006,434	2,084,452	2,364,337	2,614,538
Total	**11,625,092**	**13,234,432**	**13,742,757**	**12,991,159**
Summary				
Operating Expenses	5,060,640	5,548,258	5,626,042	5,701,262
Non-Operating Expenses	3,328,758	3,320,410	3,755,751	4,075,403
Capital Additions	335,235	321,067	316,267	246,494
Capital Projects	2,900,459	4,044,697	4,044,697	2,968,000
Total Expenses	**$ 11,625,092**	**$ 13,234,432**	**$ 13,742,757**	**$ 12,991,159**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Administration and General	8.80	9.20	9.80	9.80
Production	18.00	18.00	18.00	18.00
Distribution	37.20	38.20	39.20	39.20
Total Personnel	**64.00**	**65.40**	**67.00**	**67.00**
Permanent Full-Time	64.00	65.40	67.00	67.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**64.00**	**65.40**	**67.00**	**67.00**

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Water - Administration and General

550-7000 to 550-7099

DESCRIPTION

The Administrative Office is responsible for all operations of the utility. This office also includes the engineering section which is responsible for all extensions, planning, and layouts for construction crews, review of subdivision plans, and field review of all contract work. Meter reading is also done through this office.

HIGHLIGHTS / SIGNIFICANT CHANGES

Internal Engineering Labor & expenses will be recorded here in Administration & General starting in FY 98 instead of Water Distribution.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 215,471	$ 442,634	$ 529,914	$ 521,386
Supplies and Materials	20,496	27,575	28,120	32,625
Travel and Training	1,162	2,522	2,822	2,744
Intragovernmental Charges	670,612	705,573	705,573	758,632
Utilities, Services, & Misc.	1,379,703	1,452,440	1,608,146	1,572,994
Capital	80,951	7,967	7,967	5,994
Other	2,006,434	2,084,452	2,364,337	2,614,538
Total	**$ 4,374,829**	**$ 4,723,163**	**$ 5,246,879**	**$ 5,508,913**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
5112 - Utility Engineer	1.00	1.00	1.00	1.00
5104 - Chief Engineer	0.20	0.20	0.20	0.20
5004 - Engineering Aide IV	1.40	2.40	2.00	2.00
5003 - Engineering Aide III	1.00	1.00	2.00	2.00
5002 - Engineering Aide II	2.00	1.00	1.00	1.00
4514 - Utilities Services Manager	0.20	0.20	0.20	0.20
4512 - Energy Management Spec. II	0.40	0.40	0.40	0.40
4503 - Mgr. Rates/Fiscal Planning	0.20	0.20	0.20	0.20
4502 - Senior Rate Analyst	0.40	0.40	0.40	0.40
4501 - Rate Analyst	0.20	0.20	0.20	0.20
2990 - Director of Water and Light	0.20	0.20	0.20	0.20
1004 - Administrative Support Supv.	0.40	0.40	0.40	0.40
1003 - Admin. Support Assistant III	0.80	0.80	0.80	0.80
1002 - Admin. Support Assistant II	0.40	0.80	0.80	0.80
Total Personnel	**8.80**	**9.20**	**9.80**	**9.80**
Permanent Full-Time	8.80	9.20	9.80	9.80
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**8.80**	**9.20**	**9.80**	**9.80**

Water - Production

550-7100 to 550-7199

DESCRIPTION

This Division is responsible for the production and treatment of water entering the distribution system. Duties include operation of the well fields, the water treatment plant and responsibility for operating a testing laboratory thereby assuring the highest quality water possible.

HIGHLIGHTS / SIGNIFICANT CHANGES

There are no new activities planned in this section.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 907,965	$ 868,132	$ 861,109	$ 907,342
Supplies and Materials	426,169	387,526	387,630	401,583
Travel and Training	4,434	7,521	9,521	7,745
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	790,465	1,011,391	993,001	1,087,547
Capital	215,952	141,668	143,200	145,000
Other	0	0	0	0
Total	**$ 2,344,985**	**$ 2,416,238**	**$ 2,394,461**	**$ 2,549,217**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
5032 - Lab Technician II	1.00	1.00	1.00	1.00
2660 - Water Plant Supt.	1.00	1.00	1.00	1.00
2650 - Water Quality Specialist	1.00	1.00	1.00	1.00
2643 - Wtr Treatment Plant Oper III	5.00	5.00	5.00	5.00
2641 - Wtr Treatment Plant Oper I	4.00	4.00	4.00	4.00
2426 - Utility Maint. Supervisor	1.00	1.00	1.00	1.00
2423 - Utility Maint. Mechanic I	4.00	4.00	4.00	4.00
2324 - Instrument Technician	1.00	1.00	1.00	1.00
Total Personnel	**18.00**	**18.00**	**18.00**	**18.00**
Permanent Full-Time	18.00	18.00	18.00	18.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**18.00**	**18.00**	**18.00**	**18.00**

Water - Distribution

550-7200 to 550-7299

DESCRIPTION

This division is responsible for providing an adequate supply of water for individual consumption as well as fire protection to the citizens of Columbia. This task is accomplished through the operation of the West Ash Pumping Station, elevated water towers, and the distribution systems. This division tests and sets meters, installs and maintains fire hydrants, maintains all towers, lines and service valves and responds to customer service calls. Although some water main extensions are done by this division, most are contracted due to the specialized machinery and personnel required.

HIGHLIGHTS / SIGNIFICANT CHANGES

The budget includes normal operation and maintenance for the division.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 1,397,699	$ 1,346,183	$ 1,234,754	$ 1,213,540
Supplies and Materials	327,655	335,497	336,119	351,667
Travel and Training	3,888	6,682	6,682	6,949
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	250,987	190,540	314,065	297,373
Capital	24,590	171,432	165,100	95,500
Other	0	0	0	0
Total	**$ 2,004,819**	**$ 2,050,334**	**$ 2,056,720**	**$ 1,965,029**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
6103 - Stores Supervisor	0.40	0.40	0.40	0.40
6102 - Stores Clerk	1.20	1.20	1.20	1.20
6101 - Storeroom Assistant	1.20	1.20	1.20	1.20
5003 - Engineering Aide III	0.00	1.00	0.00	0.00
2877 - Meter Reading Supervisor	0.50	0.50	0.50	0.50
2875 - Asst. Meter Reading Supv.	0.50	0.50	0.50	0.50
2870 - Meter Reader	2.40	2.40	2.40	2.40
2771 - Wtr. Distrib. Services Supt.	0.00	0.00	1.00	1.00
2770 - Services Superintendent	1.00	1.00	0.00	0.00
2690 - Manager of Water Operations	1.00	1.00	1.00	1.00
2655 - Water Distribution Supt.	1.00	1.00	1.00	1.00
2315 - Wtr Distribution Supervisor	2.00	2.00	2.00	2.00
2312 - Wtr Distribution Technician	3.00	3.00	3.00	3.00
2304 - Lead Pipe Fitter	4.00	4.00	4.00	4.00
2303 - Equipment Operator III	0.00	0.00	2.00	2.00
2302 - Equipment Operator II	17.00	17.00	17.00	17.00
2103 - Vehicle Mechanic	1.00	1.00	1.00	1.00
1002 - Admin. Support Assistant II	1.00	1.00	1.00	1.00
Total Personnel	**37.20**	**38.20**	**39.20**	**39.20**
Permanent Full-Time	37.20	38.20	39.20	39.20
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**37.20**	**38.20**	**39.20**	**39.20**

Water - Capital Projects

550-881

MAJOR PROJECTS

This budget accounts for the capital improvements made in the Water Utility.

FISCAL IMPACT

This includes the major capital improvements that are outlined in the CIP. The 1998 Bonds for the water utility were sold in the amount $8,540,000. This represents 53% of the total issue approved by voters in '97. The total issue approved was $16,125,000 in Water Capital Improvements.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 390,638	$ 282,703	$ 382,268	$ 455,804
Supplies and Materials	67,751	58,593	117,186	120,702
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	1,655,370	356,519	1,446,144	975,334
Capital	786,700	3,346,882	2,099,099	1,416,160
Other	0	0	0	0
Total	$ **2,900,459**	$ **4,044,697**	$ **4,044,697**	$ **2,968,000**

Electric Utility - Summary

Fund 551

DESCRIPTION

The Electric Utility is to provide the citizens of Columbia with electricity in the most effective and efficient manner possible to assure a dependable supply at the lowest possible cost. This requires the Department to operate and maintain the electric generating and distribution system which serves approximately 33,082 customers.

HIGHLIGHTS / SIGNIFICANT CHANGES

Load growth is projected to match our load forecast. There are no rate increases projected in FY 1999.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 6,755,143	$ 7,039,919	$ 7,034,849	$ 7,454,106
Power Supply	32,377,419	33,082,815	33,251,077	32,351,863
Supplies & Materials	1,155,627	1,332,536	1,374,107	1,445,965
Travel & Training	42,538	67,847	67,847	69,958
Intragovernmental Charges	1,370,832	1,375,344	1,375,344	1,374,836
Utilities, Services & Misc.	8,507,973	9,053,136	9,244,641	11,222,864
Capital	4,527,666	5,210,132	5,642,889	3,442,752
Other	5,730,251	6,164,300	6,164,300	6,490,221
Total	**60,467,449**	**63,326,029**	**64,155,054**	**63,852,565**
Summary				
Operating Expenses	42,733,234	44,507,221	44,862,533	44,269,536
Non-Operating Expenses	10,540,489	11,218,115	11,218,115	11,770,254
Capital Additions	744,162	955,393	964,593	1,077,475
Capital Projects	6,449,564	6,645,300	7,109,813	6,735,300
Total Expenses	**$ 60,467,449**	**$ 63,326,029**	**$ 64,155,054**	**$ 63,852,565**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Administration and General	20.90	20.50	18.50	18.50
Production	46.00	46.00	46.00	46.00
Transmission and Distribution	73.80	73.80	75.80	77.80
Total Personnel	**140.70**	**140.30**	**140.30**	**142.30**
Permanent Full-Time	140.00	139.60	139.60	141.60
Permanent Part-Time	0.70	0.70	0.70	0.70
Total Permanent	**140.70**	**140.30**	**140.30**	**142.30**

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Electric - Administration and General

551-7000 to 551-7099

DESCRIPTION

The Administrative office is responsible for all operations of the utility. This office also includes the engineering section which is responsible for extensions, planning and layouts for construction crews, review of subdivision plans, and field review of all contract work. This group also does long-range planning, coordinates the work of consultants, and arranges for bulk power purchases. The rate section functions somewhat as a corporate planning division. This group is currently working on the development of computer models which will provide load forecasting, budget projections, revenue and production requirements, rate design and cost of service studies. This group coordinates the budgeting efforts of the other divisions, makes the monthly fuel cost calculations, advises the power plant on generating costs and the best method of economical loading of generating units, and works with their economic development effort and customers in general to provide information on electric rates. Also included in Administration is an Energy Management Office that is responsible for conservation and demand management programs, water conservation and marketing in general, including operation of CABLE Channel 13.

HIGHLIGHTS / SIGNIFICANT CHANGES

This budget includes funds for normal operation and maintenance for the Division. Internal Engineering Labor & Expenses will be recorded here in Administration & General starting in FY 98 instead of Electric Distribution.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 1,118,780	$ 978,753	$ 1,099,056	$ 1,123,769
Power Supply	0	0	0	0
Supplies and Materials	111,189	186,551	193,188	209,784
Travel and Training	25,195	36,941	36,941	35,595
Intragovernmental Charges	1,356,332	1,375,344	1,375,344	1,374,836
Utilities, Services, & Misc.	5,220,828	5,617,705	5,619,220	5,862,181
Capital	288,460	188,991	188,991	93,075
Other	5,730,251	6,164,300	6,164,300	6,490,221
Total	**$ 13,851,035**	**$ 14,548,585**	**$ 14,677,040**	**$ 15,189,461**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
5112 - Utility Engineer II	5.00	5.00	4.60	4.60
5104 - Chief Engineer	0.80	0.80	0.80	0.80
5004 - Engineering Aide IV	1.60	0.60	0.00	0.00
5002 - Engineering Aide II	1.00	2.00	2.00	2.00
5001 - Engineering Aide I	1.00	1.00	1.00	1.00
4514 - Utilities Services Manager	0.80	0.80	0.80	0.80
4512 - Energy Management Spec. II	2.60	2.60	1.60	1.60
4511 - Energy Management Spec. I	1.00	1.00	1.00	1.00
4503 - Mgr. Rates/Fiscal Planning	0.80	0.80	0.80	0.80
4502 - Senior Rate Analyst	0.60	0.60	0.60	0.60
4501 - Rate Analyst	0.80	0.80	0.80	0.80
2990 - Director of Water and Light	0.80	0.80	0.80	0.80
1004 - Administrative Support Supv.	0.60	0.60	0.60	0.60
1003 - Admin. Support Assistant III	1.20	1.20	1.20	1.20
1002 - Admin. Support Assistant II	2.30	1.90	1.90	1.90
Total Personnel	**20.90**	**20.50**	**18.50**	**18.50**
Permanent Full-Time	20.20	19.80	17.80	17.80
Permanent Part-Time	0.70	0.70	0.70	0.70
Total Permanent	**20.90**	**20.50**	**18.50**	**18.50**

Electric - Production

551-7100 to 551-7199

DESCRIPTION

The division is responsible for the production of electricity for the citizens and for the operation of the Municipal Power Plant. The personnel in the division man and operate the City's generating station on a 24-hour per day basis. The maintenance crew also performs all routine maintenance and repair work except for major overhauls and reconstruction. Personnel schedule delivery of coal, operate an industrial water treatment system, operate the boilers and turbine, cooling tower, and other equipment. A central dispatch office is operated on a 24-hour basis. The dispatching personnel arrange for and schedule all power purchases via various interconnections operated with other utilities and maintain an integrated operation with them. The dispatch office also receives all after hour calls for the utility and dispatches water or electric personnel as required.

HIGHLIGHTS / SIGNIFICANT CHANGES

The budget includes funds for the normal operation and maintenance for the division.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 2,083,185	$ 2,170,081	$ 2,194,306	$ 2,209,933
Power Supply	32,377,419	33,082,815	33,251,077	32,351,863
Supplies and Materials	499,952	501,014	505,381	525,195
Travel and Training	3,083	5,551	5,551	5,769
Intragovernmental Charges	14,500	0	0	0
Utilities, Services, & Misc.	432,880	417,206	481,506	501,834
Capital	232,972	288,000	288,000	574,500
Other	0	0	0	0
Total	**$ 35,643,991**	**$ 36,464,667**	**$ 36,725,821**	**$ 36,169,094**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
6104 - Storeroom Assistant	1.00	1.00	1.00	1.00
6100 - Stores Clerk	1.00	1.00	1.00	1.00
5033 - Lab Technician II	1.00	1.00	1.00	1.00
5031 - Lab Technician I	2.00	2.00	2.00	2.00
4521 - Energy Technician	1.00	1.00	1.00	1.00
2636 - Power Production Supt.	1.00	1.00	1.00	1.00
2635 - Asst. Power Production Supt.	2.00	2.00	2.00	2.00
2634 - Power Plant Shift Supv.	4.00	4.00	4.00	4.00
2633 - Power Plant Operator III	10.00	10.00	10.00	10.00
2632 - Power Plant Operator II	6.00	6.00	6.00	6.00
2631 - Power Plant Operator I	4.00	4.00	4.00	4.00
2429 - Utility Maint. Mechanic III	2.00	2.00	2.00	2.00
2426 - Utility Maintenance Supv.	2.00	2.00	2.00	2.00
2422 - Utility Maint. Mechanic I	2.00	2.00	2.00	2.00
2421 - Utility Maint. Mechanic II	2.00	2.00	2.00	2.00
2324 - Instrument Technician	1.00	1.00	1.00	1.00
2302 - Equipment Operator II	1.00	1.00	1.00	1.00
2299 - Equipment Operator I	1.00	1.00	1.00	1.00
1003 - Admin. Support Assistant III	1.00	1.00	1.00	1.00
1002 - Admin. Support Assistant II	1.00	1.00	1.00	1.00
Total Personnel	**46.00**	**46.00**	**46.00**	**46.00**
Permanent Full-Time	46.00	46.00	46.00	46.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**46.00**	**46.00**	**46.00**	**46.00**

Electric - Transmission and Distribution

551-7200 to 551-7299

DESCRIPTION

This division handles all of the electrical system beyond the production facilities, as well as the general warehousing and building facilities for the distribution operation. This division is responsible for all line crews and electric construction and maintenance of transmission lines, substations and distribution lines. This division installs all underground lines, services, transformers and electric meters. The personnel install and maintain the City street lights. Meter testing is handled by this division as well as all customer turn-on and turn-offs. A distribution dispatching center for water and electric crews is operated during normal working hours. Tree trimming and line clearance work is done by contractors, and inspection personnel are in this division. This division also operates the Water and Light garage and vehicle maintenance facilities, fueling stations and warehouse. The actual costs for meter reading are shown in the administrative and general division but are administrated under this division.

HIGHLIGHTS / SIGNIFICANT CHANGES

The budget includes funds for the normal operation and maintenance for the division. Budget includes two additional people in Electric Distribution.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 2,644,838	$ 3,053,200	$ 2,972,433	$ 3,079,233
Power Supply	0	0	0	0
Supplies and Materials	524,587	644,971	674,038	710,986
Travel and Training	14,260	25,355	25,355	28,594
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	1,116,444	1,465,549	1,482,952	1,529,997
Capital	222,730	478,402	487,602	409,900
Other	0	0	0	0
Total	$ **4,522,859**	$ **5,667,477**	$ **5,642,380**	$ **5,758,710**

Electric - Transmission and Distribution

551-7200 to 551-7299

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
6103 - Stores Supervisor	0.60	0.60	0.60	0.60
6102 - Stores Clerk	1.80	1.80	1.80	1.80
6101 - Storeroom Assistant	1.80	1.80	1.80	1.80
5112 - Utility Engineer II	0.00	0.00	1.00	1.00
4512 - Energy Management Specialist II	0.00	0.00	1.00	1.00
4511 - Energy Management Spec. I	0.00	0.00	0.00	1.00
2883 - Utility Service Worker III	1.00	1.00	1.00	1.00
2882 - Utility Service Worker II	1.00	1.00	1.00	1.00
2881 - Utility Service Worker I	3.00	3.00	3.00	3.00
2877 - Meter Reading Supervisor	0.50	0.50	0.50	0.50
2875 - Asst. Meter Reading Supv.	0.50	0.50	0.50	0.50
2870 - Meter Reader	3.60	3.60	3.60	3.60
2855 - Electric Distr. Manager	1.00	1.00	1.00	1.00
2851 - Electric Distr. Coordinator	1.00	1.00	1.00	1.00
2850 - Asst. Elec. Distr. Coord.	1.00	1.00	1.00	1.00
2803 - Electric Meter Repair Supv.	1.00	1.00	1.00	1.00
2801 - Electric Meter Repair Worker	2.00	2.00	2.00	2.00
2770 - Services Superintendent	1.00	1.00	1.00	1.00
2730 - Line Superintendent	2.00	2.00	2.00	2.00
2710 - Line Supervisor II	8.00	8.00	7.00	7.00
2705 - Line Supervisor I	3.00	3.00	4.00	4.00
2703/2701 Lineworker/App Lineworker	23.00	23.00	23.00	23.00
2432 - Utility Locator II	1.00	1.00	1.00	1.00
2431 - Utility Locator I	2.00	2.00	2.00	3.00
2337 - Substation Repair Supt.	1.00	1.00	1.00	1.00
2335 - Substation Technician Supv.	1.00	1.00	1.00	1.00
2333/2334 Substation Technician/App S.T.	4.00	4.00	4.00	4.00
2302 - Equipment Operator II	5.00	5.00	5.00	5.00
2301 - Equipment Operator I	1.00	1.00	1.00	1.00
2103 - Vehicle Mechanic	1.00	1.00	1.00	1.00
1002 - Admin. Support Assistant II	1.00	1.00	1.00	1.00
Total Personnel	**73.80**	**73.80**	**75.80**	**77.80**
Permanent Full-Time	73.80	73.80	75.80	77.80
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**73.80**	**73.80**	**75.80**	**77.80**

Electric - Capital Projects

551-881

MAJOR PROJECTS

This budget provides funds for the capital improvements in the Electric Utility.

FISCAL IMPACT

This includes the major capital improvements that are outlined in our Capital Improvement Program. The 1998 Bonds for the electric utility were sold in the amount of $12,100,000. This represents 52% of the total issue approved by voters in 1997. The total issue approved was $23,125,000 in Electric Capital Improvements.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 908,340	$ 837,885	$ 769,054	$ 1,041,171
Power Supply	0	0	0	0
Supplies and Materials	19,899	0	1,500	0
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	1,737,821	1,552,676	1,660,963	3,328,852
Capital	3,783,504	4,254,739	4,678,296	2,365,277
Other	0	0	0	0
Total	$ **6,449,564**	$ **6,645,300**	$ **7,109,813**	$ **6,735,300**

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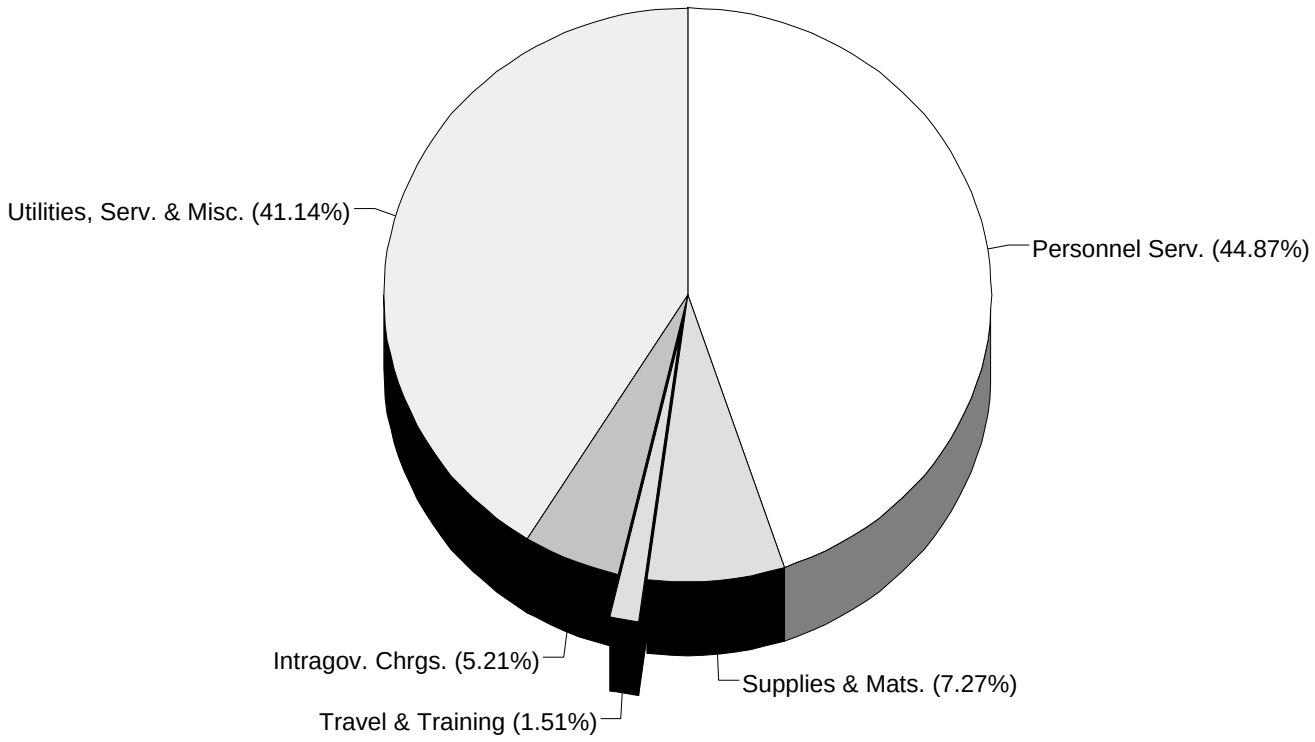
Cultural Affairs Fund

City of Columbia
Columbia, Missouri

Cultural Affairs Fund
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 96,766	$ 117,639	$ 117,171	$ 147,140	25.1%
Supplies & Materials	18,365	19,117	21,552	23,830	24.7%
Travel & Training	1,994	4,500	4,610	4,958	10.2%
Intragovernmental Charges	6,594	8,293	8,293	17,070	105.8%
Utilities, Services & Misc.	157,922	129,135	125,610	134,920	4.5%
Capital	0	0	0	0	
Other	0	0	0	0	
Total	**281,641**	**278,684**	**277,236**	**327,918**	**17.7%**
Summary					
Operating Expenses	281,641	278,684	277,236	327,918	17.7%
Non-Operating Expenses	0	0	0	0	
Capital Additions	0	0	0	0	
Capital Projects	0	0	0	0	
Total Expenses	**$ 281,641**	**$ 278,684**	**$ 277,236**	**$ 327,918**	**17.7%**

CULTURAL AFFAIRS FUND

Fund 226

DEPARTMENT DESCRIPTION

The Office strives to increase the artistic, management and marketing capabilities of local artists and arts organizations; increase both public and private resources for the arts; encourage cooperation, partnerships and collaborations within the cultural community and with other sectors of the community; support programming that is reflective of Columbia's diverse cultural heritage; and develop a broader audience for the arts.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

The first year of the Percent for Art program was marked by the commissioning of public art for two renovation projects, the Eighth and Cherry Parking Garage and Oakland Pool. A report on research of United Art Funds was submitted to Council. A response to the Mayor's Taskforce on Cultural Diversity was submitted, to the Mayor, by the Commission on Cultural Affairs. A status report on Creative Columbia revealed 23 of the 27 original initiatives have been addressed. New initiatives added to take the plan beyond 2000: a comprehensive arts marketing plan and an economic impact study of the arts. Funding procedures were refined to follow more professional guidelines. Five programs were funded by the new Small Request initiative. Cultural tourism possibilities examined in regular festival collaborative meetings.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
4626 - Cultural Program Assistant	1.00	1.00	1.00	0.00
4324 - Cultural Affairs Specialist	0.00	0.00	0.00	1.00
4625 - Manager of Cultural Affairs	1.00	1.00	1.00	1.00
1003 - Admin. Support Assistant III	0.25	0.00	0.00	0.00
1001 - Admin. Support Assistant I*	0.00	1.00	1.00	1.00
Total Personnel	**2.25**	**3.00**	**3.00**	**3.00**
Permanent Full-Time	2.25	3.00	3.00	3.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**2.25**	**3.00**	**3.00**	**3.00**

* 60% funded by MACAA

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Programs not Itemized	4	5	5
Columbia Festival of the Arts	1	1	1
Percent for Art Projects	--	2	unknown
City funded Art Projects: over $1,000/under $500	19/0	18/5	19/10
Workshops and one on one technical assistance	165	175	185

Of the initiatives outlined in Creative Columbia 1993, 23 of the 27 have been addressed.

COMPARATIVE DATA

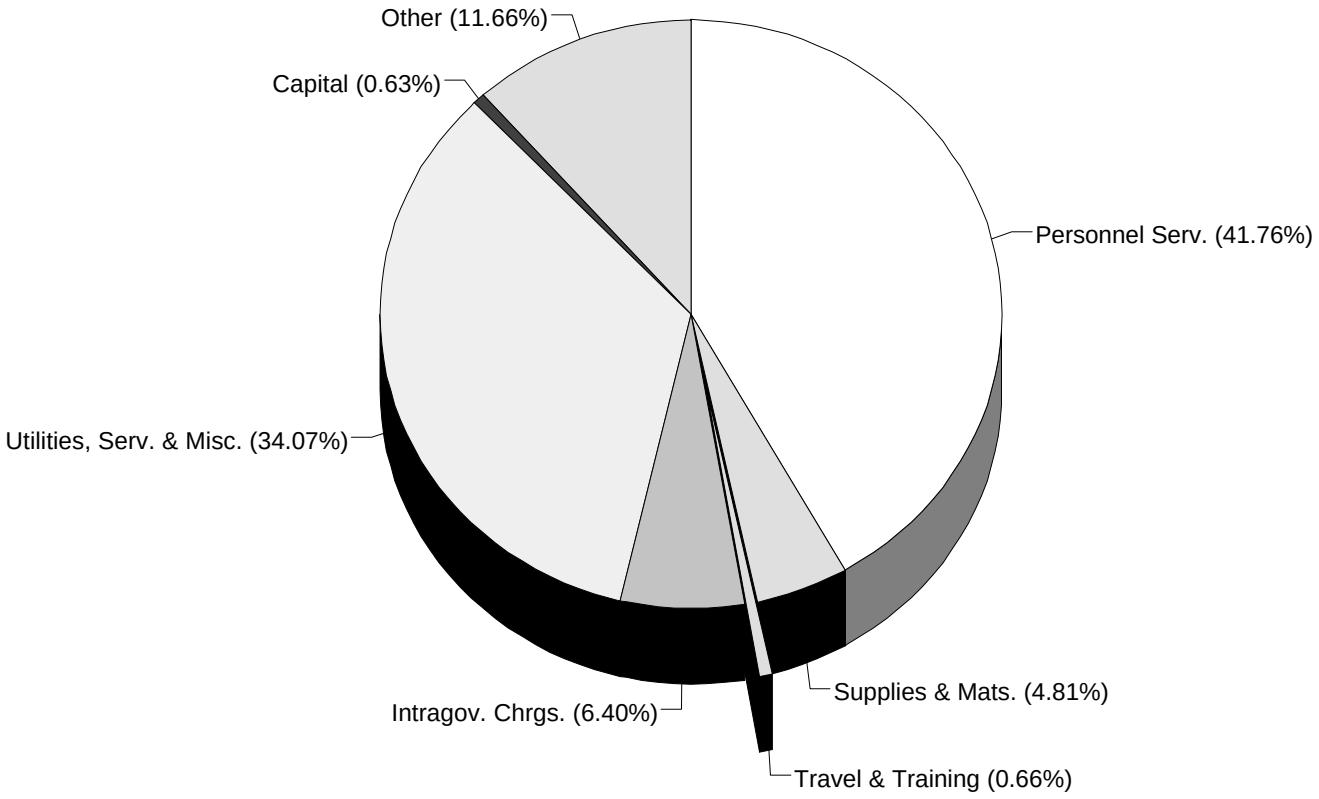
	Columbia, MO*	Fayetteville AR**	St. Joseph MO**	Salina, KS*	Lawrence, KS**
Population	**77,079**	**52,360**	**71,852**	**45,000**	**76,000**
Number of Employees	2.40	23	4.50	5	11
Employees Per 1,000 Population	0.03	0.44	0.06	0.11	0.14
Festivals/Budgets	1/$35,849	0	3/$270,000	1/$307,000	0
Other Programs/ Budgets	Yes/ $64,695	No	Yes/ $200,000(1)	Yes $80,000(2)	No
Percent for Arts	Yes/$40,182	No	No	Yes(3)	Yes(3)
Art Center	No (4)	Yes (5)	Yes	Yes	Yes
Total Budget	$273,508	$2,4225,000	$570,000	$670,000	$600,000

*City Office or **501C3
1) United Arts Fund Drive
2) Combination of Public and Private Funds
3) City has a percent program but it is not administered by this agency
4) City currently does not have but is in the planning stages
5) Physical plant jointly owned by University of Arkansas and City of Fayettville.

Convention and Tourism Fund

City of Columbia
Columbia, Missouri

Convention & Tourism Fund
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 211,275	$ 230,380	$ 235,428	$ 263,835	14.5%
Supplies & Materials	32,714	32,650	24,025	30,400	-6.9%
Travel & Training	4,708	3,900	2,979	4,200	7.7%
Intragovernmental Charges	31,426	32,537	32,337	40,458	24.3%
Utilities, Services & Misc.	197,843	214,712	217,854	215,279	0.3%
Capital	599	0	0	3,974	
Other	75,218	73,636	73,636	73,638	0.0%
Total	**553,783**	**587,815**	**586,259**	**631,784**	**7.5%**
Summary					
Operating Expenses	477,966	514,179	512,623	554,172	7.8%
Non-Operating Expenses	75,218	73,636	73,636	73,638	0.0%
Capital Additions	599	0	0	3,974	
Capital Projects	0	0	0	0	
Total Expenses	$ **553,783**	$ **587,815**	$ **586,259**	$ **631,784**	**7.5%**

CONVENTION AND TOURISM FUND

Fund 229

DEPARTMENT DESCRIPTION

The Convention and Tourism Fund has three major responsibilities: (1) to encourage groups to hold meetings, trade shows and conventions in Columbia; (2) to assist these groups with meeting preparations and auxiliary services; and 3) to encourage tourists to visit the City to enjoy the historic, recreational, and cultural opportunities the City has to offer.

DEPARTMENT OBJECTIVES

To attract conventions, events, group tours and other tourism related business to the City of Columbia through personal solicitation, direct mail, promotion and attendance at industry trade shows. To provide support services to meetings and conventions held in Columbia. To provide itinerary planning support to motorcoach operators.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

The Bureau's mission is carried out through direct sales calls, trade shows, direct mail, competitive bidding and advertising. In early 1997, the Bureau entered into a long range planning process with a committee of community representatives. Based upon the committee's findings, the Bureau will focus in 1998 on four new areas of tourism development: (1) Cultural & Heritage tourism; (2) Marketing program for the Katy Trail in Central Missouri; (3) Development of a destination attraction; (4) Off-season sports marketing. These new programs do not exclude programs already in place for convention promotion and service.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
8950 - Director	1.00	1.00	1.00	1.00
4300 - Tourism Services Specialist	3.00	3.00	3.00	3.00
1001 - Admin. Support Assistant I	1.00	1.00	1.00	1.00
Total Personnel	**5.00**	**5.00**	**5.00**	**5.00**
Permanent Full-Time	5.00	5.00	5.00	5.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**5.00**	**5.00**	**5.00**	**5.00**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Convention Services:			
No. of Meetings Serviced	122	151	160
No. of Convention Welcomes & Promotions	19	22	26
Visitor Services:			
No. of Inquiries (1)	8,429	8,800	9,500
No. of Visitors to Information Center	4,819	5,957	6,000
Records Section:			
Sales Leads Generated	32	51	76
Definite Bookings	24	23	55
Economic Impact	$1,487,091	$2,651,513	$6,500,000
Group Tours:			
No. of Group Tours Serviced	24	124	126
No. Leads Generated	360	70	70
No. of Proposals/Itineraries	78	50	30

1) Number of group tours requesting itineraries was reduced after the National Hot Air Balloon Championships ended.
2) The jump in tours serviced is due to the large number of tours generated by the Carl Hurley performance which will be returning in 1999.
3) Fewer group tour leads are due to decreasing emphasis and fewer tradeshows attended following the end of the Balloon Championships.

COMPARATIVE DATA

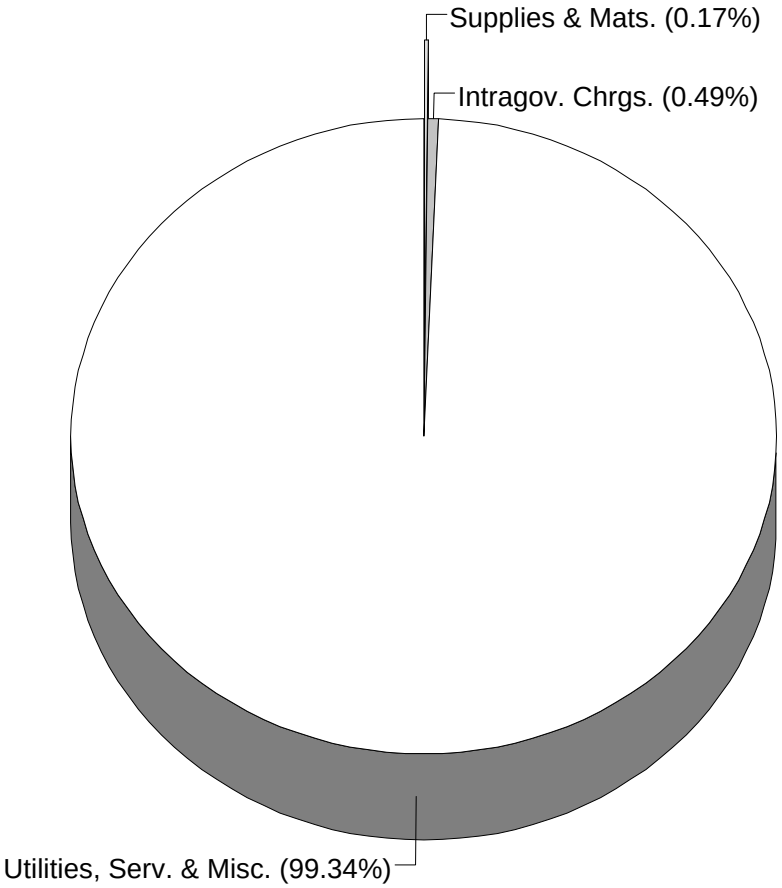
	Columbia, MO	Springfield, MO	St. Joseph, MO	Jefferson City, MO	Champaign*, IL
Population	**77,079**	**150,000**	**71,852**	**36,869**	**101,223**
Number of Employees	5	12.5	9.5	4.5	13
Employees Per 1,000 Population	0.065	0.083	0.132	0.122	0.128
Advertising Budget	$86,000	$248,709	$562,000	$25,000	$30,376
Number of Rooms	2,565	5,333	1,000	1,250	3,340

*Champaign Urbana - Advertising budget does not reflect any expenditures for promotion or brochures.

Employee Benefit Fund

City of Columbia
Columbia, Missouri

Employee Benefit Fund
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 0	$ 0	$ 0	$ 0	
Supplies & Materials	370	9,000	9,000	9,000	0.0%
Travel & Training	0	0	0	0	
Intragovernmental Charges	8,826	9,091	9,091	25,256	177.8%
Utilities, Services & Misc.	4,188,386	4,372,322	4,311,154	5,140,859	17.6%
Capital	0	0	0	0	
Other	148,000	148,000	148,000	0	-100.0%
Total	**4,345,582**	**4,538,413**	**4,477,245**	**5,175,115**	**14.0%**
Summary					
Operating Expenses	4,197,582	4,390,413	4,329,245	5,175,115	17.9%
Non-Operating Expenses	148,000	148,000	148,000	0	-100.0%
Capital Additions	0	0	0	0	
Capital Projects	0	0	0	0	
Total Expenses	$ **4,345,582**	$ **4,538,413**	$ **4,477,245**	$ **5,175,115**	**14.0%**

EMPLOYEE BENEFIT FUND

Fund 659

DEPARTMENT DESCRIPTION

The Employee Benefit Fund accounts for the transactions and reserves associated with the City's medical, dental, prescription drug, life, and long-term disability programs for City employees plus other such benefits as safety and service awards and sick leave buyback. Coverages for health, dental, and prescription drug plans are self-insured. Other coverages are with commercial insurance carriers.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

The City's self-funded health insurance plan has experienced a sharp increase in claims over the past year after a three year period of stable rates. This budget reflects a 5% increase in premiums to reflect at least a part of that increase. Claims experience will be closely monitored during the next year to see if the trend continues.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
There are no personnel assigned to this budget.				

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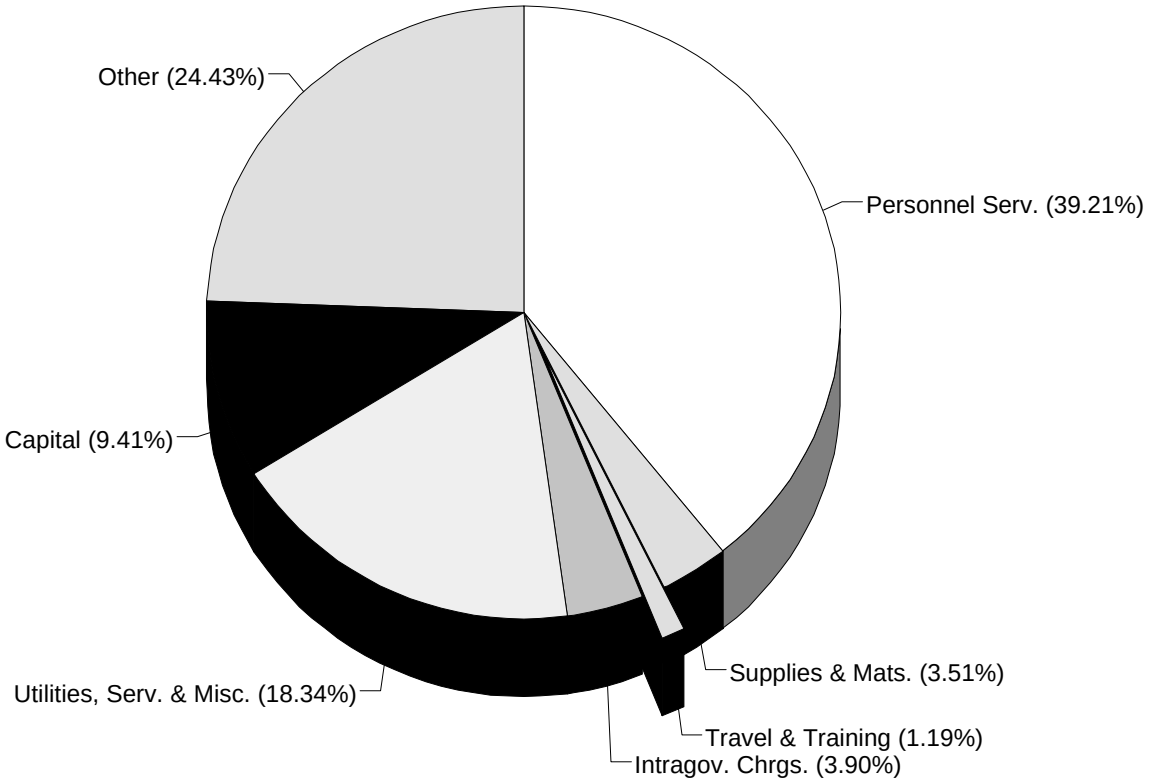
Information Services Fund

City of Columbia
Columbia, Missouri

Information Services Fund
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 1,025,201	$ 1,083,729	$ 1,091,766	$ 1,247,941	15.2%
Supplies & Materials	83,601	107,730	101,405	111,575	3.6%
Travel & Training	223,972	37,000	17,000	37,950	2.6%
Intragovernmental Charges	94,391	97,785	97,785	124,262	27.1%
Utilities, Services & Misc.	743,283	657,336	582,605	583,777	-11.2%
Capital	1,147,706	338,440	210,599	299,550	-11.5%
Other	489,786	809,234	772,349	777,624	-3.9%
Total	**3,807,940**	**3,131,254**	**2,873,509**	**3,182,679**	**1.6%**
Summary					
Operating Expenses	2,170,173	1,983,580	1,890,561	2,105,505	6.1%
Non-Operating Expenses	490,061	809,234	772,349	777,624	-3.9%
Capital Additions	1,147,706	338,440	210,599	299,550	-11.5%
Capital Projects	0	0	0	0	
Total Expenses	$ **3,807,940**	$ **3,131,254**	$ **2,873,509**	$ **3,182,679**	**1.6%**

INFORMATION SERVICES FUND

Fund 674

DEPARTMENT DESCRIPTION

Information Services provides the hardware infrastructure to support the computing requirements of the City, as well as developing or implementing software to improve the operating efficiencies of the departments within the City.

DEPARTMENT OBJECTIVES

Information Services will, within the framework of its existing resources, continue to provide the highest level of support possible to all user agencies. We will continue to identify and suggest new and better methods of providing services to our users at the lowest possible cost.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

Information Services has worked with the user departments to install HTE programs and convert mainframe data for replacement of applications. We have coordinated use of our training center to offer classes on newly installed HTE application software. Assisted with evaluation of an RFP to provide MDT service for the Police and Fire Departments. Information Services has installed several micro computer hardware upgrades and expansions. A GIS Technical Committee is working on implementing a joint development effort with the City, County and Boone Electric Cooperative.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
7950 - Director of IS.	1.00	1.00	1.00	1.00
7924 - Database Administrator	1.00	1.00	1.00	1.00
7923 - Senior Programmer Analyst	3.00	3.00	3.00	3.00
7922 - Systems Analyst	4.00	5.00	5.00	6.00
7921 - Systems Programmer	2.00	2.00	2.00	2.00
7912 - Data Processing Oper. Supv.	1.00	1.00	1.00	1.00
7911 - Programmer/Analyst	4.00	4.00	4.00	4.00
7910 - Computer Operator	3.00	2.00	2.00	2.00
7903 - Data Preparation Assistant	1.00	0.00	0.00	0.00
1001 - Administrative Support Asst. I	0.00	0.00	0.00	0.50
1101 - Administrative Secretary	1.00	1.00	1.00	1.00
Total Personnel	**21.00**	**20.00**	**20.00**	**21.50**
Permanent Full-Time	21.00	20.00	20.00	21.00
Permanent Part-Time	0.00	0.00	0.00	0.50
Total Permanent	**21.00**	**20.00**	**20.00**	**21.50**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
No. of Production Programs	4,800	5,300	5,500
No. of Support Requests:			
a. Applications	360	400	450
b. HELP Desk Calls	5,720	6,500	7,000
No. of Terminals Supported			
a. Mainframe/Host/AS/400	12	1	0
b. Micro Computer	400	452	500
c. Remote	40	50	70
No. of Users Supported			
a. Mainframe/Host	210	228	271
b. Micro Computer	500	525	525
c. Remote	40	50	70
No. of Tapes in Library	1,532	1,863	2,163
No. of Application Systems Supported			
a. Mainframe	32	32	0
b. Micro Computer	37	50	75
c. AS/400			15

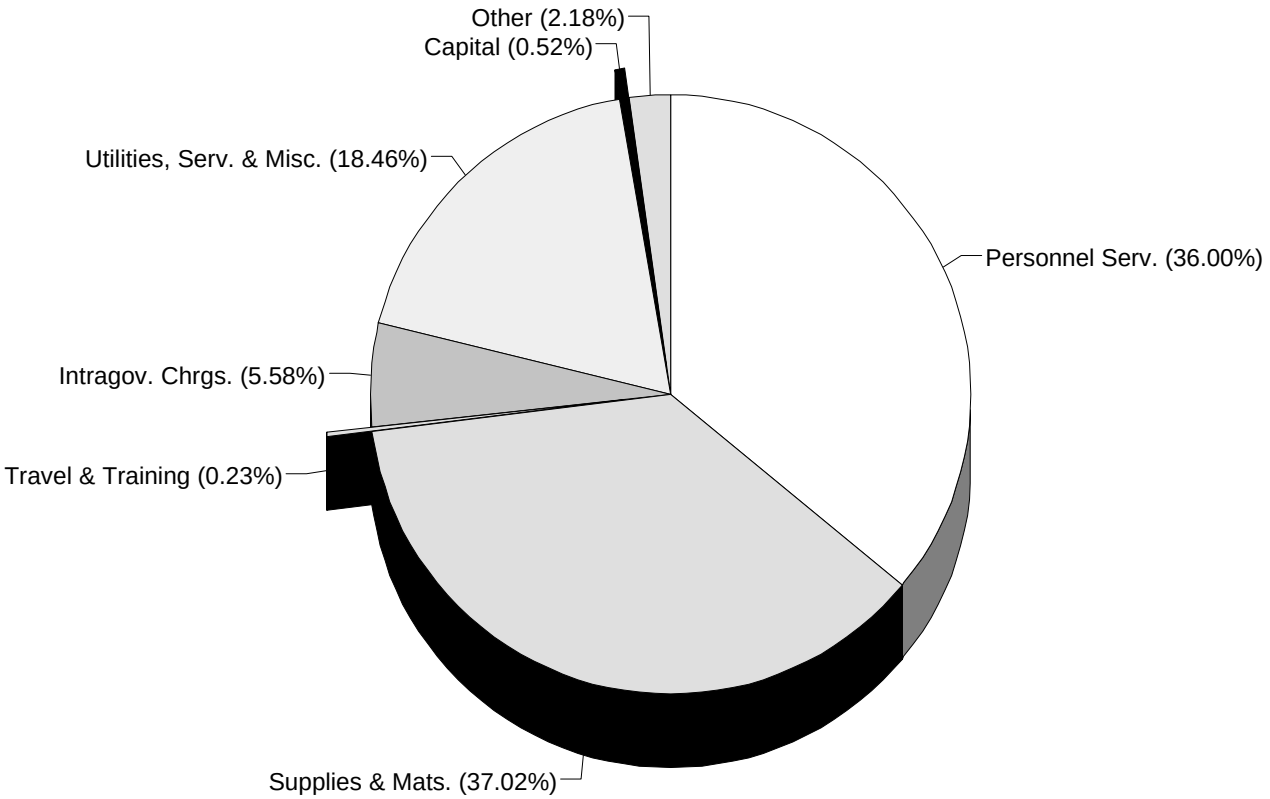
COMPARATIVE DATA

	Columbia, MO	Springfield, MO	Ames, IA	Indepen-dence, MO	Springfield, IL	Norman, OK
Population	**77,079**	**150,000**	**48,691**	**115,531**	**150,000**	**90,228**
Number of Employees	21	49	8	22	16	4
Employees Per 1,000 Population	0.272	0.327	0.164	0.190	0.107	0.044
Budget	$2,027,612	$5,300,000	$900,000	$1,700,000	$2,000,000	$440,000
Budget Dollar Per Employee	$96,553	$108,163	$112,500	$77,273	$125,000	$110,000
Mainframe Terminals	30	100	68	40	120	175
Mainframe Applications	30	25	16	45	---	12
Micro Computer Networks	11	9	6	12	13	2
Micro Computers	475	600	180	400	350	110
Micro Applications	12	50	---	5	---	---
Utility Accounts	38,000	125,000	15,000	50,000	77,000	26,000

Public Communications Fund

City of Columbia
Columbia, Missouri

Public Communications Fund
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 215,310	$ 233,646	$ 217,425	$ 253,881	8.7%
Supplies & Materials	224,311	273,493	249,911	261,051	-4.5%
Travel & Training	449	1,600	1,599	1,600	0.0%
Intragovernmental Charges	37,791	39,758	39,758	39,357	-1.0%
Utilities, Services & Misc.	92,961	135,956	128,553	130,159	-4.3%
Capital	20,520	30,000	30,000	3,700	-87.7%
Other	15,323	16,265	15,403	15,403	-5.3%
Total	**606,665**	**730,718**	**682,649**	**705,151**	**-3.5%**
Summary					
Operating Expenses	568,131	684,453	637,246	686,048	0.2%
Non-Operating Expenses	18,014	16,265	15,403	15,403	-5.3%
Capital Additions	20,520	30,000	30,000	3,700	-87.7%
Capital Projects	0	0	0	0	
Total Expenses	$ **606,665**	$ **730,718**	$ **682,649**	$ **705,151**	**-3.5%**

PUBLIC COMMUNICATIONS FUND - SUMMARY

Fund 675

DEPARTMENT DESCRIPTION

The Public Communications Office has three responsibilities: public communications, printing services, and mail services. The Public Communications Division oversees or coordinates the City's public communications program which includes Community Line, Columbia Online Information Network, Partners in Education, facility tours, speaking engagements, an employee newsletter, a citizen newsletter, media relations and distributes press releases, etc. The Public Communications Officer supervises the overall operation and reports to the City Manager.

DEPARTMENT OBJECTIVES

To facilitate better two-way communications between Columbia citizens and City government. To provide normal printing and high-speed duplicating service for City departments. To provide full-service mail support for City departments.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

Public Communications consolidates a variety of communication efforts into one office by supporting the information efforts of various departments. Printing and Mail Services are supported with fees charged to users.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Public Communications Office	1.00	1.00	2.00	2.00
Print Shop	3.50	3.50	2.50	2.50
Mail Room	1.00	1.00	1.00	1.00
Total Personnel	**5.50**	**5.50**	**5.50**	**5.50**
Permanent Full-Time	5.00	5.00	5.00	5.00
Permanent Part-Time	0.50	0.50	0.50	0.50
Total Permanent	**5.50**	**5.50**	**5.50**	**5.50**

PERFORMANCE MEASUREMENTS / SERVICE INDICATORS

	Actual FY 1997	Budget FY 1998	Estimated FY 1999
Public Communications Office:			
Quarterly Newsletters	12	12	12
Press Releases/Advisories	135	150	160
Community Line Accesses	28,063	30,000	32,000
Print Shop:			
No. of Photocopy Jobs	1,440	1,356	1,600
a. Impressions	1,413,005	1,315,425	1,250,000
b. Desk Top Publishing	56	35	33
No. of Press Jobs	324	460	470
a. Impressions	1,526,200	1,175,000	1,225,000
b. Desk Top Publishing	526	150	125
Mail Room:			
Outbound Mail Pieces	366,044	382,000	400,000
Outbound Packages	724	875	850

PUBLIC COMMUNICATIONS FUND - SUMMARY

Fund 675

COMPARATIVE DATA

	Columbia, MO	Springfield, MO	Indepen-dence, MO	Ames, IA	Kirkwood, MO
Population	**77,079**	**150,000**	**115,531**	**48,691**	**---**
Public Communications Office:					
No. of Employees	2	12	3	2	1
No. of Press Releases	135	85	50	350 ****	10
No. of Speaking Engagements	12	8	10	120 ****	6
Print Shop:					
No. of Employees	2.50	3	1.83	1	N/A
No. of Press Impressions	1,526,200	12,000,000	3,500,000	3,000,000	N/A
No. of Photocopy Impressions	1,413,005	*	**	**	N/A
Mail Services:					
Number of Employees	1	1	0.83	1	N/A
Outbound Mail	366,044	432,000	1,000,000	213,000	N/A
No. of Packages Handled	724	***	***	650	N/A

NA Not Available
* Included in Press Numbers
** Service at department level
*** Departments process
**** Includes releases, engagements initiated by Depts.

Public Communications - Public Communications Office

675-0910 to 675-0919

DESCRIPTION

To facilitate better two-way communications between Columbia citizens and City government. This is accomplished through prudent use of communication tools and channels.

HIGHLIGHTS / SIGNIFICANT CHANGES

Columbia's Community Line continues to be a viable information channel for citizens seeking basic information. The inclusion of the Community Line Directory in the local telephone directory has increased use to an average of 2,300 calls per month. Columbia Online Information Network (COIN) continues to expand, with more than 12,000 registered users. The office continues to seek new ways to communicate with the citizens. Public Communications coordinated monthly Public Communications Committee meetings. It has also coordinated, along with other departments, a monthly newsletter, "City Source," and a weekly consolidated City advertisement in one of the local newspapers. Public Communications assumed responsibility for an employee newsletter.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 79,076	$ 89,168	$ 89,054	$ 142,424
Supplies and Materials	25,922	31,595	30,500	30,545
Travel and Training	208	1,200	1,200	1,200
Intragovernmental Charges	0	985	985	3,244
Utilities, Services, & Misc.	34,343	67,281	67,881	68,487
Capital	6,044	0	0	3,700
Other	0	0	0	0
Total	**$ 145,593**	**$ 190,229**	**$ 189,620**	**$ 249,600**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
9921 - Pub. Communications Officer	1.00	1.00	1.00	1.00
7811 - Public Communications Assistant	0.00	0.00	1.00	1.00
Total Personnel	**1.00**	**1.00**	**2.00**	**2.00**
Permanent Full-Time	1.00	1.00	2.00	2.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**1.00**	**1.00**	**2.00**	**2.00**

Public Communications - Print Shop

675-0920 to 675-0929

DESCRIPTION

This Division provides several major support services ranging from graphic art design/development, printing press jobs, high speed photocopier service, bindery, perforating, folding, etc. The service is provided at a reasonable cost to departments.

HIGHLIGHTS / SIGNIFICANT CHANGES

Printing Services continues to explore new and better methods of producing the highest quality product.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 108,784	$ 115,869	$ 99,762	$ 81,193
Supplies and Materials	45,221	64,627	43,789	53,708
Travel and Training	241	400	399	400
Intragovernmental Charges	37,791	38,773	38,773	36,113
Utilities, Services, & Misc.	55,603	62,803	55,090	56,040
Capital	14,476	13,000	13,000	0
Other	15,323	16,265	15,403	15,403
Total	**$ 277,439**	**$ 311,737**	**$ 266,216**	**$ 242,857**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
7811 - Asst. Public Comm. Officer	1.00	1.00	0.00	0.00
7810 - Printer I	2.00	2.00	1.00	1.00
7809 - Printer II	0.00	0.00	1.00	1.00
1190 - Public Communications Worker	0.50	0.50	0.50	0.50
Total Personnel	**3.50**	**3.50**	**2.50**	**2.50**
Permanent Full-Time	3.00	3.00	2.00	2.00
Permanent Part-Time	0.50	0.50	0.50	0.50
Total Permanent	**3.50**	**3.50**	**2.50**	**2.50**

Public Communications - Mail Services

675-0930 to 675-0939

DESCRIPTION

Mail Services provides pick up and delivery of internal mail, as well as pick up and delivery of the U.S. Mail, and UPS packages. Service is provided to all city agencies.

HIGHLIGHTS / SIGNIFICANT CHANGES

Mail Services continues to explore better methods for providing better and more efficient services.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 27,450	$ 28,609	$ 28,609	$ 30,264
Supplies and Materials	153,168	177,271	175,622	176,798
Travel and Training	0	0	0	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	3,015	5,872	5,582	5,632
Capital	0	17,000	17,000	0
Other	0	0	0	0
Total	**$ 183,633**	**$ 228,752**	**$ 226,813**	**$ 212,694**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
1001 - Admin. Support Assistant I	1.00	1.00	1.00	1.00
Total Personnel	**1.00**	**1.00**	**1.00**	**1.00**
Permanent Full-Time	1.00	1.00	1.00	1.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**1.00**	**1.00**	**1.00**	**1.00**

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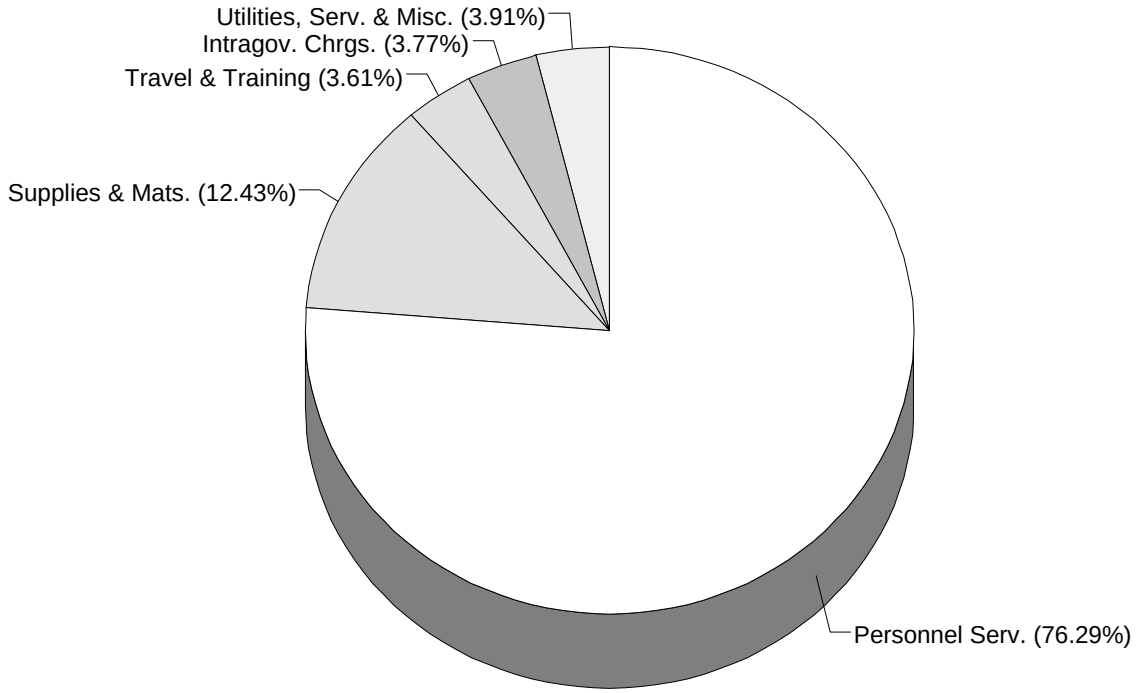
Contributions Fund

City of Columbia
Columbia, Missouri

Contributions Fund
FY 1999



APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Personnel Services	$ 34,703	$ 60,108	$ 58,208	$ 78,219	30.1%
Supplies & Materials	6,634	23,296	23,046	12,746	-45.3%
Travel & Training	3,432	4,800	4,200	3,700	-22.9%
Intragovernmental Charges	0	960	960	3,864	302.5%
Utilities, Services & Misc.	5,320	4,005	4,017	4,005	0.0%
Capital	0	0	0	0	
Other	38,734	0	0	0	
Total	**88,823**	**93,169**	**90,431**	**102,534**	**10.1%**
Summary					
Operating Expenses	50,089	93,169	90,431	102,534	10.1%
Non-Operating Expenses	38,734	0	0	0	
Capital Additions	0	0	0	0	
Capital Projects	0	0	0	0	
Total Expenses	**$ 88,823**	**$ 93,169**	**$ 90,431**	**$ 102,534**	**10.1%**

CONTRIBUTIONS FUND - SUMMARY

Fund 753

DEPARTMENT DESCRIPTION

The Contributions Fund is a trust fund that was established to process donations and contributions given to the City. Proper procedures have been established to ensure funds and donations are expended for the purpose designated by the donor.

DEPARTMENT HIGHLIGHTS / SIGNIFICANT CHANGES

Last year, volunteers contributed more than 33,500 hours of service to the City of Columbia at a value of more than $400,000. This number does not include hours contributed by boards and commissions. Highlights during 1998 include national recognition of the Park Patrol trail ambassador program, "A Celebration of Volunteers" a first annual City-wide volunteer recognition event, a first annual City-wide "Clean-up Columbia" litter pick-up event, Adopt-A-Spot beautification's 25th partnership and the development of a TreeKeepers program. FY 99 goals include continued development and expansion of City volunteer opportunities, increased Adopt-A-Spot beautification partnerships and the implementation of a City giving and memorial program.

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Office of Volunteer Services	1.00	1.00	1.00	2.00
Donations	0.00	0.00	0.00	0.00
Total Personnel	**1.00**	**1.00**	**1.00**	**2.00**
Permanent Full-Time	1.00	1.00	1.00	2.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**1.00**	**1.00**	**1.00**	**2.00**

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Office of Volunteer Services

753-0710

DESCRIPTION

This office coordinates the promotion of volunteer opportunities within City Government. Through its advisory committee, it helps recruit volunteers and match them to projects of mutual interest and benefit. As an extension of its volunteer activities, the office coordinates the city's beautification "Adopt a Spot" program, working with City operations to identify Spots and match Adopters. The office also coordinates the Park Patrol trail ambassador program, TreeKeepers forestry volunteer program and "Cleanup Columbia" a city-wide litter cleanup event. The office also will develop a giving and memorial program for citizens wishing to donate resources other than time and talent.

HIGHLIGHTS / SIGNIFICANT CHANGES

Last year, volunteers contributed more than 33,500 hours of service to the City of Columbia at a value of more than $400,000. This number does not include hours contributed by boards and commissions. Highlights during 1998 include national recognition of the Park Patrol trail ambassador program. "A Celebration of Volunteers" a first annual City-wide volunteer recognition event, a first annual City-wide "Clean-up Columbia" litter pick-up event, Adopt-A-Spot beautification's 25th partnership and the development of a TreeKeepers program. FY 99 goals include continued development and expansion of City volunteer opportunities, increased Adopt-A-Spot beautification partnerships and the implementation of a City giving and memorial program.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 34,703	$ 54,478	$ 51,728	$ 78,219
Supplies and Materials	6,634	12,746	12,746	12,746
Travel and Training	3,432	3,700	3,700	3,700
Intragovernmental Charges	0	960	960	3,864
Utilities, Services, & Misc.	5,320	4,005	4,017	4,005
Capital	0	0	0	0
Other	0	0	0	0
Total	**$ 50,089**	**$ 75,889**	**$ 73,151**	$ **102,534**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
4620 - Volunteer Coordinator	1.00	1.00	1.00	1.00
4615 - Program Assistant	0.00	0.00	0.00	1.00
Total Personnel	**1.00**	**1.00**	**1.00**	**2.00**
Permanent Full-Time	1.00	1.00	1.00	2.00
Permanent Part-Time	0.00	0.00	0.00	0.00
Total Permanent	**1.00**	**1.00**	**1.00**	**2.00**

Donations

753-8500

DESCRIPTION

Donations are not budgeted during the initial budget process. Rather, donations are appropriated by Council for their intended use during the year as they are received.

HIGHLIGHTS / SIGNIFICANT CHANGES

Significant contributions were received during FY 98 from the Missouri Department of Conservation for development of TreeKeepers volunteer program.

BUDGET DETAIL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 0	5,630	$ 6,480	$ 0
Supplies and Materials	0	10,550	10,300	0
Travel and Training	0	1,100	500	0
Intragovernmental Charges	0	0	0	0
Utilities, Services, & Misc.	0	0	0	0
Capital	0	0	0	0
Other	38,734	0	0	0
Total	**$ 38,734**	**$ 17,280**	**$ 17,280**	$ **0**

AUTHORIZED PERSONNEL

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
There are no personnel assigned to this budget.				

General Government CIP

City of Columbia
Columbia, Missouri

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GENERAL GOVERNMENT CIP

Fund 440

DEPARTMENT DESCRIPTION

The General Government CIP contains the major capital needs for General government purposes. The funding sources for these projects are primarily general sales taxes that are set aside by Council policy as well as a 1/4¢ sales tax passed by the voters in 1995 for specific projects.

MAJOR PROJECTS

The majority of general government CIP is allocated to streets and sidewalks. Oakland Gravel Road, Brown Station Road and others are included in the City's planned use of 1/4 cent sales tax proceeds. Local use tax dollars that have been made available by recent court action have also been allocated to fund public safety and other general government needs. Staff has identified additional public safety needs that staff recommends funding from a local use tax that is proposed for a November ballot issue.

1998 estimates are equal to the amount appropriated in FY 98, since fiscal year expenditures are not meaningful on appropriations that are valid for the life of the project.

FISCAL IMPACT

No new revenue sources are needed to fund this capital plan. Investing in major maintenance and renovation of public buildings should keep departmental operating costs from rising.

APPROPRIATIONS

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
Personnel Services	$ 157,580	$ 0	$ 0	$ 0
Supplies & Materials	260,881	0	0	0
Travel & Training	9,806	0	0	0
Intragovernmental Charges	42,890	0	0	0
Utilities, Services & Misc.	3,228,982	4,646,812	4,646,812	8,955,239
Capital	1,853,752	225,000	225,000	435,000
Other	325,977	0	0	0
Total	**5,879,868**	**4,871,812**	**4,871,812**	**9,390,239**
Summary				
Operating Expenses	0	0	0	0
Non-Operating Expenses	0	0	0	0
Capital Additions	0	0	0	0
Capital Projects	5,879,868	4,871,812	4,871,812	9,390,239
Total Expenses	$ **5,879,868**	$ **4,871,812**	$ **4,871,812**	$ **9,390,239**

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CAPITAL PROJECTS SUMMARY

DESCRIPTION

The City prepares a five year capital plan to address the capital need of current and future years. The Capital Improvement Plan (CIP) is coordinated by the Planning Department. This plan contains two distinct sections: General Government and Enterprise. General government capital needs are funded primarily with Sales Taxes that are set aside, either by Council policy for general capital needs or voter referendum for specific projects. Enterprise capital projects are funded primarily through revenues generated by the enterprise.

MAJOR CAPITAL PROJECTS

The general government capital plan contains significant funds for road projects throughout the City. Major projects include Oakland Gravel Road, Brown Station Road and Grant Lane. Additional money has been allocation to the renovation/addition to Oakland Pool. Recent court decisions have made available a portion of the local use tax that has previously been collected. The City is utilizing these proceeds to fund public safety and other general government needs.

The Sanitary Sewer and Water & Electric Utilities will continue with the capital plans as approved in recent ballot issues.

BUDGET CONSIDERATIONS

Additional public safety needs are shown as unfunded but are to be placed on a local use tax ballot proposed for November 1998.

OPERATING IMPACT

The Capital Improvement Plan will not have a significant impact on the operating budget for FY 99.

CAPITAL PROJECT FUNDING SOURCES

Abbreviations	Funding Source Descriptions
1997 Bonds	**1997 Bonds** - Funds generated from bonds approved on the April 1997 ballot for Water and Light capital improvements.
1/4% S Tax	**1/4% Sales Tax** - Funds generated from the 1991 CIP sales tax issue.
1/4% 96 S Tax	**96 1/4% Sales Tax** - Funds generated from the 1996 CIP sales tax issue.
82/86 Bonds	**1982 & 1986 Bonds** - Funds remaining from these bond issues.
Ann SW	**Annual Sidewalks** - Funds appropriated for various sidewalk projects.
Ann Traf Saf	**Annual Traffic Safety** - Funds appropriated for various traffic safety projects.
Bonds	**Bonds** - Funds generated from the 1996 issue of special obligation bonds.
CAP-FB	**Capital Projects Fund Balance** - Monies made available through the closeout of old projects.
CDBG	**Community Development Block Grant** - Federal Entitlement Grant Program (annual) administered by U.S. Department of Housing and Urban Development, 100% grant requires no matching local funds.
Co rd tax reb	**County Rebate Funds** - Funds received by Columbia from Boone County for maintenance/improvement to roads under City jurisdiction after annexations.
Co S Tax	**County Road Tax** - The ½ percent sales tax collected by Boone County for road improvements.
Dev charge	**Development Charge** - A fee assessed at the time a building permit is issued for new construction, at a rate of $0.061 per square foot. Revenue gained from this is used for construction of collector and arterial streets.
DLF	**Designated Loan Fund** - Monies set aside to provide loans to various Enterprise and Intergovernmental service funds.
Ent Rev	**Enterprise Revenue** - Actual income to one of the City's utilities, such as sanitary sewers, water, etc.
FAA Gr	**Federal Aviation Administration (U.S.) Grant** - Competitive federal grant funds for capital projects at airports, no set amount per year, 90% grant requires 10% local matching funds.
FAL	**Force Account Labor** - Labor for capital projects that is performed by City personnel and charged to the capital project.
FTA	**Federal Transit Administration Capital Grant** - Grant for transit related capital projects. 80% Federal; 20% Local funding.
GCIF	**Golf Course Improvement Fund** - A $1-per-round fee collected from golfers which is set aside for improvements at the City's golf courses.
Gen Fd/PI	**General Fund/Public Improvement** - Local funds generated through the sales tax.
LUT	**Local Use tax** - The amount represents the local use tax that was distributed to the City of Columbia during the years of 1993-1996 which did not have to be refunded to the state.
MHTD	**Missouri Highway Transportation Department** - Monies the City receives from the Mo. Hwy. Trans. Dept. for transportation related projects.

Abbreviations	Funding Source Descriptions
Prior Yr App (PYA)	**Prior Year Appropriation**- Funds left over from monies approved in previous years.
Rev Bd	**Revenue Bond** - Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund. In addition, these bonds may contain a mortgage on the enterprise fund's property.
RR Rehab Gr	**Railroad Rehabilitation Grant** - federal pass through funds from the Department of Transportation.
RSR Fd	**Recreation Services Fund** - Funds generated from user fees paid by participants in programs involving capital facilities. User fee structure established by citizen election.
Rec Trail Grant	**Recreation Trail Grant** - Missouri Department of Natural Resources grant.
State Hwy	**State Highway** - Reimbursement from the State Highway Department for Railroad Crossings.
STP	**Federal Highway Administration Surface Transportation Program** - Replaces the old Federal Aid Urban Program - 20% local match.
STP Enh	**Federal Highway Administration Surface Transportation Enhancement Program** - Enhancement program portion of STP program set aside for transportation enhancement projects. 80% federal; 20% local funding.
Tax Bill	**Tax Bills** - Charges, on a per lineal foot basis, assessed to property owners abutting new roads, or roads undergoing major improvements, for the improvements to their property. Charges based on benefit to property as determined by City Council.
Unfunded	**Unfunded** - Projects beyond FY 1998 which have no definite funding commitment.

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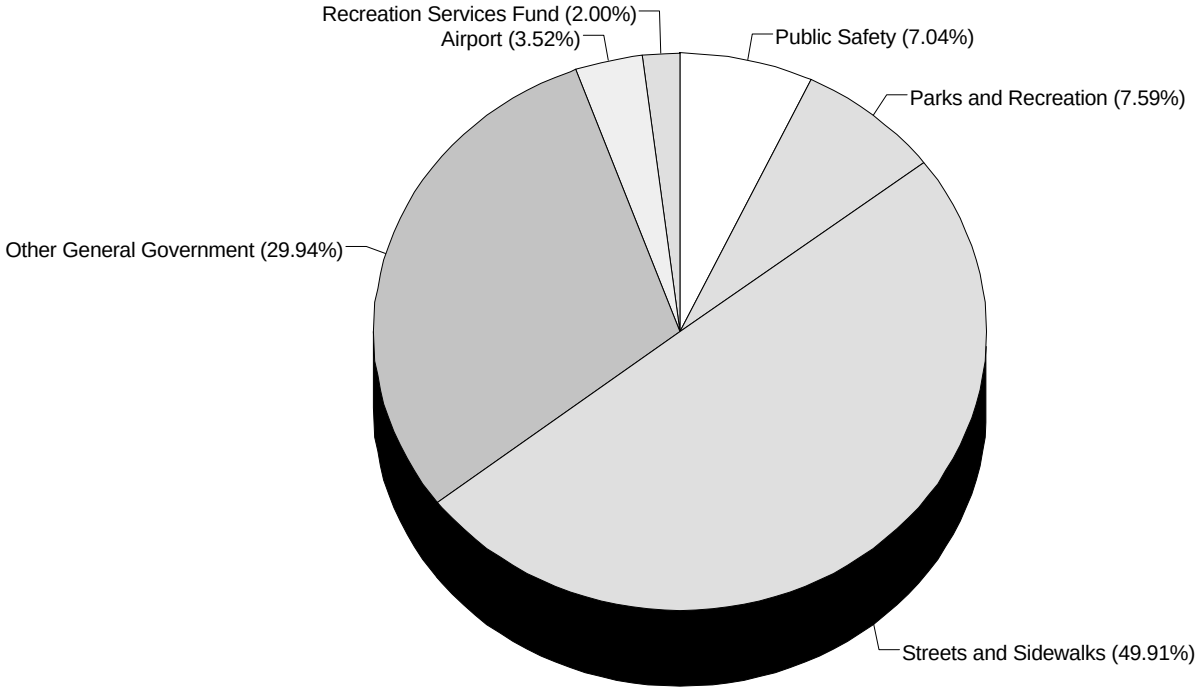
Capital Projects - General Government

City of Columbia

Columbia, Missouri

General Government Capital Projects
FY 1999



GENERAL GOVERNMENT CAPITAL PROJECT EXPENDITURES

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Capital Project Expenditures					
Public Safety	$ 2,171,068	$ 225,000	$ 225,000	$ 699,758	211.0%
Parks and Recreation	450,751	1,550,981	1,550,981	754,281	-51.4%
Streets and Sidewalks	2,765,821	1,436,966	1,436,966	4,960,900	245.2%
Other General Government	492,228	1,658,865	1,658,865	2,975,300	79.4%
Total	**5,879,868**	**4,871,812**	**4,871,812**	**9,390,239**	**92.7%**
Gen. Gov. CIP Budgeted in Otr. Fds:					
Airport	98,331	1,086,200	1,086,200	349,600	-67.8%
Recreation Services Fund	561,570	350,000	350,000	199,000	-43.1%
Total General Gov. Capi	**$ 6,539,769**	**$ 6,308,012**	**$ 6,308,012**	**$ 9,938,839**	**57.6%**

CAPITAL PROJECTS - GENERAL GOVERNMENT - SUMMARY

PURPOSE

This budget adopts the FY 99 portion of the capital improvements plan as the general government capital budget for the fiscal year. This budget accounts for funds from the Public Improvement Fund, Community Development Block Grant, Special Road District Fund, Special Assessments (tax bills), and related state and federal grants. After the projects are completed, the improvements are capitalized into the General Fixed Asset Group of Accounts, except for Streets and Sidewalks.

RESOURCES

		Adopted FY 1999
FY 1999 Sales Tax Allocation (1%)	$	1,184,400
1996 1/4% CIP Sales Tax		2,771,600
Community Development Block Grant		315,000
Grants		1,704,339
Force Account Labor (FAL)		60,500
Recreational Services Fund		199,000
Tax Bill		127,200
Local Use Tax		2,190,000
Capital Fund Balance		120,200
County Road Tax Rebate		1,266,600
TOTAL AVAILABLE RESOURCES	$	**9,938,839**

EXPENDITURES

		Adopted FY 1999
Airport	$	349,600
Parks and Recreation		953,281
Public Safety		699,758
Streets and Sidewalks		4,960,900
Other General Government:		2,975,300
TOTAL BUDGETED EXPENDITURES	$	**9,938,839**

Capital Projects Detail Budget	Adopted FY 1999	FY 1999 FUNDING SOURCES Gen Fd/ PI	FAA Grant	Federal Grant	1/4% 96 S Tax	FAL	RSR Fd	STP Enh
AIRPORT								
1. General Improvements	25,500	25,500						
2. Taxiway Extension	45,000	4,500	40,500					
5. Parking Lot for FBO Hangar	51,500	51,500						
6. Taxiway A Leadout on Sourth Ramp	227,600	22,800	204,800					
TOTAL AIRPORT	349,600	104,300	245,300	0	0	0	0	0
FIRE DEPARTMENT								
1. Replace 85' Ladder Apparatus	600,000							
4. Replace 1980 1250 GPM Pumper	435,000							
TOTAL FIRE	1,035,000	0	0	0	0	0	0	0
POLICE DEPARTMENT								
1. Police/Fire Mobile Laptops	628,072			264,758				
TOTAL POLICE	628,072	0	0	264,758	0	0	0	0
PARKS & RECREATION								
12. Cosmo Rec Area Roads,Prkg,Trails	78,500	60,000				18,500		
13. MKT Parkway Imprvmts & Brdg Rpr	25,000	25,000						
19. Oakland Pool Renov/Additions	229,000	30,000					199,000	
24. Dublin Ave Neighborhood Park	79,000				49,000	30,000		
28. Greenbelt	29,000				29,000			
33. Oakland Disc Golf Course Improv	19,000	15,000				4,000		
35. Twin Lakes Shelter Parking Lot	48,000	40,000				8,000		
36. Worley Street Park Improvements	63,000							
39. Bear Creek Greenbelt Phase IV	382,740				60,000			313,781
41. Valleyview Park Gravel Walk Path	9,000							
TOTAL PARKS	962,240	170,000	0	0	138,000	60,500	199,000	313,781
STREETS & SIDEWALKS								
1. Ash St Sdwlks:Clinkscales to W Blvd	75,000							
2. Roadway Corridor Preservation	361,866							
3. Tenth & Rogers Signals	45,000							
4. Nifong & Bethel Signals	123,500							
5. Joint City/County Projects	157,600				157,600			
6. Fourth Ave; Garth to Providence	252,000							
9. Traffic Safety/Traffic Calming	13,907							
13. Route B Sidewalks @US 63 Overpass	30,000							
14. Nifong & forum signals	111,500							
15. Ashland Rd Ped. Brdg Rpr & Sidewalk	23,400							
19. Rollins Rd:Col. Grdns to Rothwell Hgts	506,000							
22. Downtown Traffic Signals	160,000							
26. State Projects	100,000				100,000			
27a. Brown Station:Route B to BlueRidge	324,700							
27b. Brown Statn Rd;Blue Ridge to Elm Gr	819,000				786,000			
28a. Brown Statn Rd;Elm Grv to Starke Ave	391,000							
32. Sidewlk/Lndscpng N. End of Prov.(1 Side)	75,000							
37. Fire Stn/Wabash Driveway/Sidewalk	22,500							
39. Paris/Hinkson Intersection	90,000							
40. Sunflower St:Route E To Barberry	676,000				655,000			
46. Bicycle Master Plan Implementation	1,000	1,000						
49. Grant Lane:Existing to Scott Blvd	735,000				735,000			
50. Downtown Improvements	20,000							
52. Garth Ave; Bear Creek to Blue Ridge	76,500							
56. Oakland Gravel Rd 200'N of Smiley Ln	1,191,500							
63. Scott Blvd;Belview Dr to Brookview Ter	1,200,000							
TOTAL STREETS & SIDEWALKS	7,581,973	1,000	0	0	2,433,600	0	0	0
OTHER GENERAL GOVERNMENT								
1. Public Health Clinic	582,000							
2. Engineering Transfer	230,000	230,000						
3. G & A Fees	51,419	51,419						
4. JCIC Consoles: 12 Stations	468,000							
12. Contingency	200,000	200,000						
13. Preliminary Project Studies	20,000	20,000						
14. Public Bldgs Major Maint/Renovations	407,681	407,681						
16. Transfer to PIF	798,000							
17. Police/JCIC Center	1,400,000				200,000			
TOTAL OTHER GENERAL GOVT	4,157,100	909,100	0	0	200,000	0	0	0
TOTAL GENERAL GOVERNMENT CIP	14,713,985	1,184,400	245,300	264,758	2,771,600	60,500	199,000	313,781

FY 1999 FUNDING SOURCES

Unfunded *	Prior Year Appr	82/86 Bonds	CDBG	Capital Projects Fund Bal.	Tax Bill	Local Use Tax	County Grant	County Rd Tax Rebate
0	0	0	0	0	0	0	0	0
600,000								
						435,000		
600,000	0	0	0	0	0	435,000	0	0
	363,314							
0	363,314	0	0	0	0	0	0	0
			63,000					
	8,959							
				9,000				
0	8,959	0	63,000	9,000	0	0	0	0
	75,000							
	361,866							
	45,000							
	123,500							
			252,000					
	13,907							
	30,000							
	111,500							
	23,400							
	481,900				500			23,600
	160,000							
					34,700			290,000
					33,000			
					38,000			353,000
	75,000							
	22,500							
	90,000							
					21,000			
	20,000							
	76,500							
	611,000						580,500	
	300,000						300,000	600,000
0	2,621,073	0	252,000	0	127,200	0	880,500	1,266,600
						582,000		
	468,000							
						798,000		
	713,800			111,200		375,000		
0	1,181,800	0	0	111,200	0	1,755,000	0	0
600,000	4,175,146	0	315,000	120,200	127,200	2,190,000	880,500	1,266,600

PROJECTS TO BE CLOSED

Description	Project #		Amount
Phillips Building	40-129	$	500
Public Facilities Studies	40-108		3,792
Land N. DB Bldg	40-133		226
Disaster Recovery Location	40-147		70,000
Fire Training Facility Renov.	40-13		(7)
Fire Station #6 Parking	40-110		(2,256)
Fire Truck	40-152		1
Fire Station #5 Driveway	40-166		4
Police Video Cameras	40-167		1
Downtown Fire Station Furn.	40-187		1,816
Smith Drive	40-128		10,000
Downtown One-Way St Rem	40-118		22,311
Green Valley Dr. Bridge	40-142		77,328
Blueridge/763 Intersection	40-150		225,000
763 Sidewalks	40-188		748
University - College/Wm	40-189		6,272
Parks Master Planning	40-106		906
Lions/Stephen Playground	40-42		482
Nifong Park	40-93		474
Oakland Park	40-69		6
Flatbranch Acqui.	40-82		9,241
Old Fairground Prop. Acqui	40-107		8,621
Maplewood Barn Land Acqui	40-130		(200)
Total Amount		$	435,266

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
General Government Summary						
Streets & Sidewalks	CDBG	$252,000	$0	$252,000	$0	$0
	1/4 96 S Tax	$3,188,800	$75,000	$2,433,600	$680,200	$0
	Tax Bill	$732,300	$0	$127,200	$239,600	$365,500
	Gen Fd/PI	$1,000	$0	$1,000	$0	$0
	Co rd tax reb	$1,341,600	$75,000	$1,266,600	$0	$0
	County Grant	$880,500	$0	$880,500	$0	$0
	Subtotal	**6,396,200**	**150,000**	**4,960,900**	**919,800**	**365,500**
	Unfunded	$27,774,900	$0	$0	$12,005,000	$15,769,900
	Prior Year App	$432,000	$0	$0	$432,000	$0
	PYA 1/4 96 ST	$1,405,000	$260,000	$1,145,000	$0	$0
	PYA 1/4 96 ST(1)	$215,500	$0	$215,500	$0	$0
	PYA/CDBG	$80,000	$57,500	$22,500	$0	$0
	PYA 82/86 Bonds	$361,866	$0	$361,866	$0	$0
	PYA Ann SW	$175,000	$100,000	$75,000	$0	$0
	PYA GF/PI	$861,000	$651,600	$189,400	$20,000	$0
	PYA Ann Traf Saf	$173,778	$72,982	$58,907	$13,907	$27,982
	PYA Tax Bill	$26,800	$0	$26,800	$0	$0
	PYA Bo Co Grnt	$55,000	$0	$55,000	$0	$0
	PYA Co rd tax	$471,100	$0	$471,100	$0	$0
	Total	**$38,428,144**	**$1,292,082**	**$7,581,973**	**$13,390,707**	**$16,163,382**
Parks & Recreation	FAL	$1,051,500	$97,500	$60,500	$270,500	$623,000
	STP Enh	$607,098	$293,317	$313,781	$0	$0
	RSR Fd	$564,000	$175,000	$199,000	$125,000	$65,000
	Gen Fd/PI	$380,000	$210,000	$170,000	$0	$0
	1/4 96 S Tax	$539,000	$323,000	$138,000	$78,000	$0
	CDBG	$63,000	$0	$63,000	$0	$0
	GCIF	$80,000	$0	$0	$80,000	$0
	MDNR Grant	$175,000	$175,000	$0	$0	$0
	CAP FB	$9,000	$0	$9,000	$0	$0
	Donation	$25,000	$25,000	$0	$0	$0
	Subtotal	**3,493,598**	**1,298,817**	**953,281**	**553,500**	**688,000**
	Unfunded	$15,959,000	$0	$0	$433,000	$15,526,000
	PYA 1/4 96 ST	$489,771	$480,812	$8,959	$0	$0
	PYA STP Enh	$304,223	$304,223	$0	$0	$0
	PYA GF/PI	$100,265	$100,265	$0	$0	$0
	Total	**$20,346,857**	**$2,184,117**	**$962,240**	**$986,500**	**$16,214,000**
Police	Fed Grant	**$264,758**	$0	$264,758	$0	$0
	Subtotal	**264,758**	**0**	**264,758**	**0**	**0**
	PYA 1/4 96 ST	$363,314	$0	$363,314	$0	$0
	Total	**$628,072**	**$0**	**$628,072**	**$0**	**$0**
Fire	1/4 96 S Tax	$0	$0	$0	$0	$0
	LUT	$435,000	$0	$435,000	$0	$0
	Gen Fd/PI	$125,000	$125,000	$0	$0	$0
	Subtotal	**560,000**	**125,000**	**435,000**	**0**	**0**
	Unfunded *	$13,815,000	$0	$600,000	$2,470,000	$10,745,000
	PYA 1/4 96 ST	$400,000	$400,000	$0	$0	$0
	Total	**$14,775,000**	**$525,000**	**$1,035,000**	**$2,470,000**	**$10,745,000**

*Proposed Ballot Issue

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
Airport	Gen Fd/PI	$134,300	$30,000	$104,300	$0	$0
	FAA Gr	$3,073,580	$0	$245,300	$61,380	$2,766,900
	Subtotal	**3,207,880**	**30,000**	**349,600**	**61,380**	**2,766,900**
	Unfunded	$598,320	$0	$0	$56,820	$541,500
	PYA GF/PI	$13,100	$13,100	$0	$0	$0
	PYA FAA Gr	$118,100	$118,100	$0	$0	$0
	Total	**$3,937,400**	**$161,200**	**$349,600**	**$118,200**	**$3,308,400**
Other General Government	Gen Fd/PI	$1,502,525	$593,425	$909,100	$0	$0
	1/4 96 S Tax	$200,000	$0	$200,000	$0	$0
	LUT	$1,755,000	$0	$1,755,000	$0	$0
	CAP FB	$111,200	$0	$111,200	$0	$0
	DLF	$195,000	$195,000	$0	$0	$0
	CDBG	$1,617,481	$1,617,481	$0	$0	$0
	Subtotal	**5,381,206**	**2,405,906**	**2,975,300**	**0**	**0**
	Unfunded	$4,576,381	$0	$0	$3,403,031	$1,173,350
	Prior Year App	$5,000	$5,000	$0	$0	$0
	PYA 1/4 92 ST	$550,000	$0	$550,000	$0	$0
	PYA 1/4 96 ST	$468,000	$0	$468,000	$0	$0
	PYA GF/PI	$163,800	$0	$163,800	$0	$0
	Total	**$11,144,387**	**$2,410,906**	**$4,157,100**	**$3,403,031**	**$1,173,350**
Funding Source Summary	CDBG	$1,932,481	$1,617,481	$315,000	$0	$0
	MDNR Grant	$175,000	$175,000	$0	$0	$0
	FAA Gr	$3,073,580	$0	$245,300	$61,380	$2,766,900
	FAL	$1,051,500	$97,500	$60,500	$270,500	$623,000
	Gen Fd/PI	$2,142,825	$958,425	$1,184,400	$0	$0
	1/4 96 S Tax	$3,927,800	$398,000	$2,771,600	$758,200	$0
	LUT	$2,190,000	$0	$2,190,000	$0	$0
	CAP FB	$120,200	$0	$120,200	$0	$0
	Tax Bill	$732,300	$0	$127,200	$239,600	$365,500
	RSR Fd	$564,000	$175,000	$199,000	$125,000	$65,000
	STP Enh	$607,098	$293,317	$313,781	$0	$0
	DLF	$195,000	$195,000	$0	$0	$0
	Co rd tax reb	$1,341,600	$75,000	$1,266,600	$0	$0
	County Grant	$880,500	$0	$880,500	$0	$0
	GCIF	$80,000	$0	$0	$80,000	$0
	Donation	$25,000	$25,000	$0	$0	$0
	Fed Grant	$264,758	$0	$264,758	$0	$0
	Subtotal	**$19,303,642**	**$4,009,723**	**$9,938,839**	**$1,534,680**	**$3,820,400**
	Unfunded*	$62,723,601	$0	$600,000	$18,367,851	$43,755,750
	PYA Ann SW	$175,000	$100,000	$75,000	$0	$0
	PYA GF/PI	$1,138,165	$764,965	$353,200	$20,000	$0
	PYA FAA Gr	$118,100	$118,100	$0	$0	$0
	PYA/CDBG	$80,000	$57,500	$22,500	$0	$0
	PYA Ann Traf Saf	$173,778	$72,982	$58,907	$13,907	$27,982
	PYA Tax Bill	$26,800	$0	$26,800	$0	$0
	PYA Co rd tax	$471,100	$0	$471,100	$0	$0
	PYA 1/4 92 ST	$550,000	$0	$550,000	$0	$0
	PYA 1/4 96 ST	$3,126,085	$1,140,812	$1,985,273	$0	$0
	PYA 1/4 96 ST(1)	$215,500	$0	$215,500	$0	$0
	PYA STP Enh	$304,223	$304,223	$0	$0	$0
	PYA 82/86 Bonds	$361,866	$0	$361,866	$0	$0
	PYA Bo Co Grnt	$55,000	$0	$55,000	$0	$0
	Prior Year App	$437,000	$5,000	$0	$432,000	$0
	Total	**$89,259,860**	**$6,573,305**	**$14,713,985**	**$20,368,438**	**$47,604,132**

*Proposed Ballot Issue

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
Streets & Sidewalks						
1. Ash Street Sidewalks;	PYA Ann SW	$75,000		$75,000		
Clinkscales to West Blvd	Total	$75,000	$0	$75,000	$0	$0
2. Roadway Corridor	PYA 82/86 Bonds	$361,866		$361,866		
Preservation	Unfunded	$638,100			$200,000	$438,100
	Total	$999,966	$0	$361,866	$200,000	$438,100
3. Tenth & Rogers Signals	PYA Ann Traf Saf	$90,000	$45,000	$45,000		
	Total	$90,000	$45,000	$45,000	$0	$0
4. Nifong & Bethel Signals	PYA GF/PI	$98,000	$25,000	$73,000		
	PYA Bo Co Grnt	$32,500		$32,500		
	PYA 1/4 96 ST(1)	$18,000		$18,000		
	Total	$148,500	$25,000	$123,500	$0	$0
5. Joint City-Boone County	1/4 96 S Tax	$172,800		$157,600	$15,200	
Projects	Total	$172,800	$0	$157,600	$15,200	$0
6. Fourth Ave;	CDBG	$252,000		$252,000		
Garth to Providence	Total	$252,000	$0	$252,000	$0	$0
7. Vandiver Drive; existing	Unfunded	$128,000			$128,000	
pavement east 550' to	Tax Bill	$12,000			$12,000	
Centerstate Development	Total	$140,000	$0	$0	$140,000	$0
8. Annual Street Program	PYA 1/4 96 ST(1)	$861,224				
	Total	$861,224				
9. Traffic Safety/Traffic Calming	PYA Ann Traf Saf	$83,778	$27,982	$13,907	$13,907	$27,982
	Total	$83,778	$27,982	$13,907	$13,907	$27,982
10. Annual	PYA 1/4 96 ST(1)	$163,350				
Landscaping	Total	$163,350				
11. Annual Sidewalks	PYA 1/4 96 ST(1)	$120,225				
	Total	$120,225				
12. East Pointe Drive	Unfunded	$905,300			$905,300	
Bridge	Total	$905,300	$0	$0	$905,300	$0
13. Route B Sidewalks	PYA 1/4 96 ST(1)	$30,000		$30,000		
at U.S. 63 Overpass	Total	$30,000	$0	$30,000	$0	$0
14. Nifong & Forum Signals	PYA GF/PI	$98,000	$25,000	$73,000		
	PYA Bo Co Grnt	$22,500		$22,500		
	PYA 1/4 96 ST(1)	$16,000		$16,000		
	Total	$136,500	$25,000	$111,500	$0	$0
15. Ashland Rd Ped. Bridge	PYA GF/PI	$35,000	$11,600	$23,400		
repair & connect to 63	Total	$35,000	$11,600	$23,400	$0	$0
16. Blue Ridge Rd;	Unfunded	$857,900			$857,900	$0
Garth to Route 763	Total	$857,900	$0	$0	$857,900	$0
17. Third Avenue;	Unfunded	$250,000				$250,000
Garth to Providence	Total	$250,000	$0	$0	$0	$250,000
18. Old 63;	Tax Bill	$18,000			$18,000	
S end existing improved	Prior Year App	$432,000			$432,000	
pavement to Grindstone Ave	Total	$450,000	$0	$0	$450,000	$0
19. Rollins Rd;	PYA Tax Bill	$10,800		$10,800		
Colonial Gardens to	Tax Bill	$500		$500		
Rothwell Heights	Co rd tax reb	$23,600		$23,600		
	PYA Co rd tax	$471,100		$471,100		
	Total	$506,000	$0	$506,000	$0	$0
20. Holly Ave;	Tax Bill	$56,000				$56,000
Parker to Oakland Gr Rd	Unfunded	$707,400				$707,400
	Total	$763,400	$0	$0	$0	$763,400
21. West Broadway Sidewalk;	PYA Ann SW	$100,000	$100,000			
Clinkscales to Clinton	Total	$100,000	$100,000	$0	$0	$0
22. Downtown Traffic Signals	PYA 1/4 96 ST	$320,000	$160,000	$160,000		
	Total	$320,000	$160,000	$160,000	$0	$0
23. Mexico Gravel Road	Unfunded	$2,417,000	$0	$0	$0	$2,417,000
Improvements	Total	$2,417,000	$0	$0	$0	$2,417,000

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
25. Southampton Dr;	Tax Bill	$32,900			$32,900	
W to Sinclair	Unfunded	$747,100			$747,100	
	Total	$780,000	$0	$0	$780,000	$0
26. State Projects	PYA GF/PI	$500,000	$500,000			
	PYA 1/4 96 ST	$100,000	$100,000			
	1/4 96 S Tax	$200,000		$100,000	$100,000	
	Total	$800,000	$600,000	$100,000	$100,000	$0
27a. Brown Station Rd;	Tax Bill	$34,700		$34,700		
Route B to Blue Ridge	Co rd tax reb	$315,000	$25,000	$290,000		
	Total	$349,700	$25,000	$324,700	$0	$0
27b. Brown Station Rd;	Tax Bill	$33,000		$33,000		
Blue Ridge to Elm Grove	1/4 96 S Tax	$861,000	$75,000	$786,000		
	Total	$894,000	$75,000	$819,000	$0	$0
28a. Brown Station Road;	Tax Bill	$38,000		$38,000		
Elm Grove to Starke Ave	Co rd tax reb	$403,000	$50,000	$353,000		
	Total	$441,000	$50,000	$391,000	$0	$0
28b. Brown Station Road;	Tax Bill	$34,700				$34,700
Starke Ave to Rutledge	Unfunded	$555,900				$555,900
	Total	$590,600	$0	$0	$0	$590,600
29. Lemone Ind Blvd;	Tax Bill	$36,500			$36,500	
N to Stadium Blvd	Unfunded	$3,441,700			$3,441,700	
(Two Bridges)	Total	$3,478,200	$0	$0	$3,478,200	$0
30. Rock Quarry Rd;	Unfunded	$555,900				$555,900
Route AC to	Tax Bill	$44,900				$44,900
Grindstone	Total	$600,800	$0	$0	$0	$600,800
31. Rock Quarry Rd;	Unfunded	$2,270,200				$2,270,200
Grindstone to	Tax Bill	$60,800				$60,800
Hinkson Cr Bridge	Total	$2,331,000	$0	$0	$0	$2,331,000
32.Sidewalks/Landscaping	PYA 1/4 96 ST(1)	$75,000		$75,000		$0
N end Providence from	Total	$75,000	$0	$75,000	$0	$0
Vandiver to Bs. Loop 70						
33. Providence Rd;	Unfunded	$4,045,200				$4,045,200
Vandiver to Smiley	Tax Bill	$73,000				$73,000
	Total	$4,118,200	$0	$0	$0	$4,118,200
34. Trimble Road	Unfunded	$622,300				$622,300
Reconstruction	Tax Bill	$13,400				$13,400
	Total	$635,700	$0	$0	$0	$635,700
35. Forum Blvd;	1/4 96 S Tax	$565,000			$565,000	
S to Old Plank Road	Tax Bill	$10,500			$10,500	
	Total	$575,500	$0	$0	$575,500	$0
36. Green Meadows Rd to	Tax Bill	$100,000			$100,000	
Southampton Connector	Unfunded	$3,516,000			$3,516,000	
	Total	$3,616,000	$0	$0	$3,616,000	$0
37. Fire Stn/Wabash	PYA/CDBG	$45,000	$22,500	$22,500		
Driveway/Sidewalk	Total	$45,000	$22,500	$22,500	$0	$0
38. East Walnut;	Unfunded	$1,200,500				$1,200,500
Old 63 E to present	Tax Bill	$43,800				$43,800
terminus	Total	$1,244,300	$0	$0	$0	$1,244,300
39. Paris/Hinkson	PYA 1/4 96 ST	$90,000		$90,000		
intersection	Total	$90,000	$0	$90,000	$0	$0
40. Sunflower St;	Tax Bill	$21,000		$21,000		
Route E to Barberry	1/4 96 S Tax	$655,000		$655,000		
	Total	$676,000	$0	$676,000	$0	$0
41. Parker-Heriford	Tax Bill	$38,900				$38,900
	Unfunded	$664,300				$664,300
	Total	$703,200	$0	$0	$0	$703,200
42. Fourth St;	Tax Bill	$9,700			$9,700	
Locust to Cherry	Unfunded	$124,200			$124,200	
	Total	$133,900	$0	$0	$133,900	$0

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
43. Route B Bridge over	Unfunded	$120,000	$0	$0	$120,000	
Business Loop 70	Total	$120,000	$0	$0	$120,000	$0
46. Bicycle Master	PYA GF/PI	$5,000	$5,000			
Plan Implementation	Gen Fd/PI	$1,000		$1,000		
	Total	$6,000	$5,000	$1,000	$0	$0
48. Smith Dr;	Unfunded	$321,000			$321,000	
Windermere W 1320'	Total	$321,000	$0	$0	$321,000	$0
49. Grant Ln;	Tax Bill	$20,000			$20,000	
Existing to Scott Blvd	1/4 96 S Tax	$735,000		$735,000		
	Total	$755,000	$0	$735,000	$20,000	$0
50. Downtown	PYA GF/PI	$40,000		$20,000	$20,000	
Improvements	Unfunded	$60,000				$60,000
	Total	$100,000	$0	$20,000	$20,000	$60,000
52. Garth Ave; Bear Creek	PYA 1/4 96 ST(1)	$76,500		$76,500	$0	
	Unfunded	$687,600			$687,600	
to Blue Ridge	Total	$764,100	$0	$76,500	$687,600	$0
53. Richland Rd;	Unfunded	$937,700				$937,700
St Charles E 3000'	Total	$937,700	$0	$0	$0	$937,700
54. Blackfoot Rd;	Unfunded	$1,045,400				$1,045,400
Route E N 3500'	Total	$1,045,400	$0	$0	$0	$1,045,400
55. Scott Blvd; Gillespie	Unfunded	$643,700			$643,700	
Bridge Rd S 1600'	Total	$643,700	$0	$0	$643,700	$0
56. Oakland Gravel Rd;	PYA Tax Bill	$16,000		$16,000		
200' N of Smiley Lane to	PYA 1/4 96 ST	$595,000		$595,000		
Intersection of Roger I.	County Grant	$580,500		$580,500		
Wilson Dr/Brown Sch Rd.	Total	$1,191,500	$0	$1,191,500	$0	$0
59. Planter Project;	PYA GF/PI	$85,000	$85,000			
	Total	$85,000	$85,000	$0	$0	$0
60. Sixth Street; Wilkes	Unfunded	$260,000			$260,000	
to Hickman	Total	$260,000	$0	$0	$260,000	$0
61. Broadhead Street;	Unfunded	$52,500			$52,500	
Anderson to East end	Total	$52,500	$0	$0	$52,500	$0
62. Bus Loop Sidewalks	PYA/CDBG	$35,000	$35,000			
Providence to 7th	Total	$35,000	$35,000	$0	$0	$0
63. Scott Blvd; Belview Dr	PYA 1/4 96 ST	$300,000		$300,000		
to Brookview Terr	Co rd tax reb	$600,000		$600,000		
	County Grant	$300,000		$300,000		
	Total	$1,200,000	$0	$1,200,000	$0	$0
Streets & Sidewalks Summary	CDBG	$252,000	$0	$252,000	$0	$0
	1/4 96 S Tax	$3,188,800	$75,000	$2,433,600	$680,200	$0
	Tax Bill	$732,300	$0	$127,200	$239,600	$365,500
	Gen Fd/PI	$1,000	$0	$1,000	$0	$0
	Co rd tax reb	$1,341,600	$75,000	$1,266,600	$0	$0
	County Grant	$880,500	$0	$880,500	$0	$0
	Subtotal	**$6,396,200**	**$150,000**	**$4,960,900**	**$919,800**	**$365,500**
	Unfunded	$27,774,900	$0	$0	$12,005,000	$15,769,900
	Prior Year App	$432,000	$0	$0	$432,000	$0
	PYA 1/4 96 ST(1)	$215,500	$0	$215,500	$0	$0
	PYA 1/4 96 ST	$1,405,000	$260,000	$1,145,000	$0	$0
	PYA/CDBG	$80,000	$57,500	$22,500	$0	$0
	PYA 82/86 Bonds	$361,866	$0	$361,866	$0	$0
	PYA Ann SW	$175,000	$100,000	$75,000	$0	$0
	PYA GF/PI	$861,000	$651,600	$189,400	$20,000	$0
	PYA Ann Traf Saf	$173,778	$72,982	$58,907	$13,907	$27,982
	PYA Tax Bill	$26,800	$0	$26,800	$0	$0
	PYA Bo Co Grnt	$55,000	$0	$55,000	$0	$0
	PYA Co rd tax	$471,100	$0	$471,100	$0	$0
	Total	**$38,428,144**	**$1,292,082**	**$7,581,973**	**$13,390,707**	**$16,163,382**

(1) Amounts shown are remaining balances

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
Parks & Recreation						
1. Twin Lakes Rec Area	RSR Fd	$65,000			$65,000	
	Unfunded	$500,000				$500,000
	FAL	$28,000			$28,000	
	Total	$593,000	$0	$0	$93,000	$500,000
2. Bear Creek Rec Area	Unfunded	$165,000				$165,000
	FAL	$90,000				$90,000
	Total	$255,000	$0	$0	$0	$255,000
3. Nifong Park	Unfunded	$245,000			$100,000	$145,000
	FAL	$120,000			$55,000	$65,000
	Total	$365,000	$0	$0	$155,000	$210,000
4. Park Playground Renovations	Gen Fd/PI	$60,000	$60,000			
	FAL	$30,000	$30,000			
	Total	$90,000	$90,000	$0	$0	$0
5. Park Management Center Renovation	Unfunded	$30,000			$30,000	
	FAL	$0				
	Total	$30,000	$0	$0	$30,000	$0
6. Cosmo-Bethel Park Improvements	Unfunded	$245,000				$245,000
	FAL	$77,000				$77,000
	Total	$322,000	$0	$0	$0	$322,000
7. Shepard Blvd Park Improvements	Unfunded	$26,000				$26,000
	FAL	$7,000				$7,000
	Total	$33,000	$0	$0	$0	$33,000
8. Smithton Neighborhood Park Development	Unfunded	$65,000				$65,000
	FAL	$35,000				$35,000
	Total	$100,000	$0	$0	$0	$100,000
9. Fairview Park Improvements	Unfunded	$135,000				$135,000
	FAL	$79,000				$79,000
	Total	$214,000	$0	$0	$0	$214,000
10. Park Acquisition Neighborhood Parks	Unfunded	$450,000				$450,000
	1/4 96 S Tax	$100,000	$100,000			
	PYA 1/4 96 ST	$50,000	$50,000			
	Total	$600,000	$150,000	$0	$0	$450,000
11. Mill Creek Neighborhood Park Development	Unfunded	$65,000				$65,000
	FAL	$35,000				$35,000
	Total	$100,000	$0	$0	$0	$100,000
12. Cosmo Rec Area Roads,Parking, Trails	Gen Fd/PI	$60,000		$60,000		
	Unfunded	$70,000			$70,000	
	FAL	$38,500		$18,500	$20,000	
	Total	$168,500	$0	$78,500	$90,000	$0
13. MKT Parkway Improvements & bridge repair	Gen Fd/PI	$25,000		$25,000		
	Unfunded	$75,000			$75,000	
	FAL	$30,000			$30,000	
	Total	$130,000	$0	$25,000	$105,000	$0
14. Oakland Park Improvements	Gen Fd/PI	$51,000	$51,000			
	PYA GF/PI	$60,000	$60,000			
	FAL	$32,500	$32,500			
	Total	$143,500	$143,500	$0	$0	$0
15. Capen Park Improvements	Unfunded	$83,000			$83,000	
	FAL	$45,000			$45,000	
	Total	$128,000	$0	$0	$128,000	$0
16. Rockbridge Tennis Court Lighting	Gen Fd/PI	$60,000	$60,000			$0
	Total	$60,000	$60,000	$0	$0	$0
17. Rainbow Softball Center Improvement	RSR Fd	$125,000			$60,000	$65,000
	FAL	$50,500			$24,500	$26,000
	Total	$175,500	$0	$0	$84,500	$91,000
18. South Community Park Acquisition	Unfunded	$1,000,000				$1,000,000
	Total	$1,000,000	$0	$0	$0	$1,000,000

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
19. Oakland	1/4 96 S Tax	$175,000	$175,000			
Pool Renovation/Additions	Gen Fd/PI	$30,000		$30,000		
	RSR Fd	$374,000	$175,000	$199,000		
	MDNR Grant	$175,000	$175,000			
	Total	$754,000	$525,000	$229,000	$0	$0
20. Golf Course	Unfunded	$1,000,000				$1,000,000
Fairway Irrigation	Total	$1,000,000	$0	$0	$0	$1,000,000
21. Rothwell Neighborhood	1/4 96 S Tax	$48,000	$48,000			
Park Development	FAL	$35,000	$35,000			
	Total	$83,000	$83,000	$0	$0	$0
22. Multi-Purpose	Unfunded	$11,300,000				$11,300,000
Community Center	Total	$11,300,000	$0	$0	$0	$11,300,000
23. Skateboard Park	Gen Fd/PI	$39,000	$39,000			
Development	Unfunded	$25,000				$25,000
	Donation	$25,000	$25,000			
	Total	$89,000	$64,000	$0	$0	$25,000
24. Dublin Avenue	1/4 96 S Tax	$49,000		$49,000		
Neighborhood Park	FAL	$30,000		$30,000		
	Total	$79,000	$0	$79,000	$0	$0
25. Hinkson Creek Trail	PYA STP Enh	$183,105	$183,105			
Phase I	PYA 1/4 96 ST	$98,595	$98,595			
	Total	$281,700	$281,700	$0	$0	$0
26. Rock Quarry Park	Unfunded	$75,000			$75,000	
Development	FAL	$33,000			$33,000	
	Total	$108,000	$0	$0	$108,000	$0
27. Douglass Park	Unfunded	$60,000				$60,000
	FAL	$25,000				$25,000
	Total	$85,000	$0	$0	$0	$85,000
28. Greenbelt	PYA 1/4 96 ST	$6,771	$6,771			
	1/4 96 S Tax	$107,000		$29,000	$78,000	
	Total	$113,771	$6,771	$29,000	$78,000	$0
29. Antimi Ballfield	Unfunded	$250,000				$250,000
Complex Expansion	FAL	$135,000				$135,000
	Total	$385,000	$0	$0	$0	$385,000
30. Gillespie Bridge Road	Unfunded	$65,000				$65,000
Neighborhood Park Dev.	FAL	$35,000				$35,000
	Total	$100,000	$0	$0	$0	$100,000
31. Bear Creek Greenbelt	PYA STP Enh	$65,482	$65,482			
Pedestrian/Bicycle Trail	PYA 1/4 96 ST	$28,599	$28,599			
Phase I	PYA GF/PI	$40,265	$40,265			
	Total	$134,346	$134,346	$0	$0	$0
32. Valleyview Neighborhood	Unfunded	$30,000				$30,000
Park Improvements	FAL	$14,000				$14,000
	Total	$44,000	$0	$0	$0	$44,000
33. Oakland Disc Golf	Gen Fd/PI	$15,000		$15,000		
Course Improvements	FAL	$4,000		$4,000		
	Total	$19,000	$0	$19,000	$0	$0
34. Golf Course	GCIF	$80,000			$80,000	
Improvements	FAL	$35,000			$35,000	
	Total	$115,000	$0	$0	$115,000	$0
35. Twin Lakes Shelter	Gen Fd/PI	$40,000		$40,000		
Parking Lot	FAL	$8,000		$8,000		
	Total	$48,000	$0	$48,000	$0	$0
36. Worley Street Park	CDBG	$63,000		$63,000		
Improvements	Total	$63,000	$0	$63,000	$0	$0
37. Bear Creek Greenbelt	PYA 1/4 96 ST	$38,908	$38,908			
Pedestrian/Bicycle Trail	PYA STP Enh	$55,636	$55,636			
Phase II	Total	$94,544	$94,544	$0	$0	$0

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
38. Bear Creek Greenbelt	PYA 1/4 96 ST	$39,783	$39,783			
Pedestrian/Bicycle Trail	STP Enh	$73,883	$73,883			
Phase III	Total	$113,666	$113,666	$0	$0	$0
39. Bear Creek Greenbelt	PYA 1/4 96 ST	$108,959	$100,000	$8,959		
Pedestrian/Bicycle Trail	1/4 96 S Tax	$60,000		$60,000		
Phase IV	STP Enh	$313,781		$313,781		
	Total	$482,740	$100,000	$382,740	$0	$0
40. Hinkson Creek Greenbelt	PYA 1/4 96 ST	$118,156	$118,156			
Pedestrian/Bicycle Trail	STP Enh	$219,434	$219,434			
Phase II	Total	$337,590	$337,590	$0	$0	$0
41. Valley View Park	CAP FB		$0	$9,000		
Gravel walk path	Total	$9,000	$0	$9,000	$0	$0
Parks & Recreation Summary	FAL	$1,051,500	$97,500	$60,500	$270,500	$623,000
	STP Enh	$607,098	$293,317	$313,781	$0	$0
	RSR Fd	$564,000	$175,000	$199,000	$125,000	$65,000
	Gen Fd/PI	$380,000	$210,000	$170,000	$0	$0
	1/4 96 S Tax	$539,000	$323,000	$138,000	$78,000	$0
	CDBG	$63,000	$0	$63,000	$0	$0
	GCIF	$80,000	$0	$0	$80,000	$0
	Donation	$25,000	$25,000	$0	$0	$0
	CAP FB	$9,000	$0	$9,000	$0	$0
	MDNR Grant	$175,000	$175,000	$0	$0	$0
	Subtotal	**$3,493,598**	**$1,298,817**	**$953,281**	**$553,500**	**$688,000**
	Unfunded	$15,959,000	$0	$0	$433,000	$15,526,000
	PYA 1/4 96 ST	$489,771	$480,812	$8,959	$0	$0
	PYA STP Enh	$304,223	$304,223	$0	$0	$0
	PYA GF/PI	$100,265	$100,265	$0	$0	$0
	Total	**$20,346,857**	**$2,184,117**	**$962,240**	**$986,500**	**$16,214,000**

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
Fire						
1. Replace 1972 foam carrying apparatus	Gen Fd/Pl	$125,000	$125,000			
	Total	$125,000	$125,000		$0	$0
2. Replace 1975 85' ladder apparatus	Unfunded	$600,000		* $600,000		
	Total	$600,000	$0	$600,000		$0
3. Replace 1978 bus apparatus	Unfunded	$150,000				$150,000
	Total	$150,000	$0	$0		$150,000
4. Replace 1980 1250 GPM pumper apparatus	LUT	$435,000		$435,000		
	Total	$435,000	$0	$435,000		$0
5. Replace 1983 1250 GPM pumper apparatus	Unfunded	$435,000			$435,000	
	Total	$435,000	$0	$0	$435,000	$0
6. Replace 1988 1500 GPM pumper apparatus	Unfunded	$435,000				$435,000
	Total	$435,000	$0	$0	$0	$435,000
7. Replace 1988 1250 GPM pumper apparatus	Unfunded	$435,000				$435,000
	Total	$435,000	$0	$0	$0	$435,000
8. Replace 1988 1500 GPM pumper apparatus	Unfunded	$435,000				$435,000
	Total	$435,000	$0	$0	$0	$435,000
9. Replace 1990 100' ladder apparatus	Unfunded	$625,000				$625,000
	Total	$625,000	$0	$0	$0	$625,000
10. Replace 1991 rescue squad	Unfunded	$250,000			$250,000	`
	Total	$250,000	$0	$0	$250,000	$0
11. Replace 1991 100' ladder apparatus	Unfunded	$625,000			$0	$625,000
	Total	$625,000	$0	$0	$0	$625,000
12. Replace 1991 1500 GPPM pumper apparatus	Unfunded	$435,000				$435,000
	Total	$435,000	$0	$0	$0	$435,000
13. Replace 1992 light and air apparatus	Unfunded	$225,000				$225,000
	Total	$225,000	$0	$0	$0	$225,000
14. Replace 1994 1500 GPM pumper apparatus	Unfunded	$435,000				$435,000
	Total	$435,000	$0	$0	$0	$435,000
15. Replace 1995 rescue squad	Unfunded	$250,000				$250,000
	Total	$250,000	$0	$0	$0	$250,000
16. Replace 1996 1500 GPM pumper apparatus	Unfunded	$250,000				$250,000
	Total	$250,000	$0	$0	$0	$250,000
17. Replace 1996 1500 GPM pumper apparatus	Unfunded	$250,000				$250,000
	Total	$250,000	$0	$0	$0	$250,000
18. Replace 1996 1500 GPM pumper apparatus	Unfunded	$250,000				$250,000
	Total	$250,000	$0	$0	$0	$250,000
19. Replace burn building at Training Academy	PYA 1/4 96 ST	$200,000	$200,000			
	Total	$200,000	$200,000	$0	$0	$0
20. Remodel Fire Station #2 1212 W. Worley	Unfunded	$140,000			$140,000	$0
	Total	$140,000	$0	$0	$140,000	$0
21. Repair Fire Station #7 3601 S. Providence Rd.	Unfunded	$100,000				$100,000
	Total	$100,000	$0	$0	$0	$100,000
22. Remodel/Addition to the Fire Training Academy	Unfunded	$200,000				$200,000
	Total	$200,000	$0	$0	$0	$200,000
23. Emergency Generators for six fire stations	Unfunded	$60,000		$0	$60,000	
	Total	$60,000	$0	$0	$60,000	$0
24. Retrofit Station Exhaust System, 6 stations, 17 units	Unfunded	$150,000		$0	$150,000	
	Total	$150,000	$0	$0	$150,000	$0
25. Hose Tower for New Fire Station #1	Unfunded	$150,000				$150,000
	Total	$150,000	$0	$0	$0	$150,000
26. Additions to New Fire Fire Station	Unfunded	$250,000				$250,000
	Total	$250,000	$0	$0	$0	$250,000
27. Fire Station sites	PYA 1/4 96 ST	$200,000	$200,000	$0		
	Total	$200,000	$200,000	$0	$0	$0

*Proposed ballot issue

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
28. Expansion of Station #4	Unfunded	$500,000				$500,000
Oakland Gravel Road	Total	$500,000	$0	$0	$0	$500,000
29. Additional Ladder Truck	Unfunded	$625,000				$625,000
	Total	$625,000	$0	$0	$0	$625,000
30. Additional Squad Truck	Unfunded	$250,000				$250,000
	Total	$250,000	$0	$0	$0	$250,000
31. Additional Fire Station #8	Unfunded	$1,000,000				$1,000,000
	Total	$1,000,000	$0	$0	$0	$1,000,000
32. Apparatus for New Fire	Unfunded	$435,000				$435,000
Fire Station #8	Total	$435,000	$0	$0	$0	$435,000
33. Additional Fire Station #9	Unfunded	$1,000,000			$1,000,000	
	Total	$1,000,000	$0	$0	$1,000,000	$0
34. Apparatus for New Fire	Unfunded	$435,000			$435,000	
Fire Station #9	Total	$435,000	$0	$0	$435,000	$0
35. Additional Fire Station #10	Unfunded	$1,000,000				$1,000,000
	Total	$1,000,000	$0	$0	$0	$1,000,000
36. Apparatus for New Fire	Unfunded	$435,000				$435,000
Fire Station #10	Total	$435,000	$0	$0	$0	$435,000
37. Relocate current Fire Sta.#2	Unfunded	$1,000,000				$1,000,000
	Total	$1,000,000	$0	$0	$0	$1,000,000
Fire Summary	Gen Fd/Pl	$125,000	$125,000	$0	$0	$0
	1/4 96 S Tax	$0	$0	$0	$0	$0
	LUT	$435,000	$0	$435,000	$0	$0
	Subtotal	**$560,000**	**$125,000**	**$435,000**	**$0**	**$0**
	Unfunded	$13,815,000	$0	$600,000	$2,470,000	$10,745,000
	PYA 1/4 96 ST	$400,000	$400,000	$0	$0	$0
	Total	**$14,775,000**	**$525,000**	**$1,035,000**	**$2,470,000**	**$10,745,000**

Police						
1. Police/Fire Mobile Laptops	PYA 1/4 96 ST	$363,314		$363,314		
	Fed Grant	$264,758		$264,758		
	Total	$628,072	$0	$628,072	$0	$0
Police Summary	Fed Grant	$264,758	$0	$264,758	$0	$0
	Subtotal	**$264,758**	**$0**	**$264,758**	**$0**	**$0**
	PYA 1/4 96 ST	$363,314	$0	$363,314	$0	$0
	Total	**$628,072**	**$0**	**$628,072**	**$0**	**$0**

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
Airport						
1. General Improvement	Unfunded	$125,000			$50,000	$75,000
	Gen Fd/PI	$55,500	$30,000	$25,500		
	Total	$180,500	$30,000	$25,500	$50,000	$75,000
2. Taxiway Extension	Gen Fd/PI	$4,500		$4,500		
	FAA Gr	$40,500		$40,500		
	Total	$45,000	$0	$45,000	$0	$0
3. Parking Expansion	Unfunded	$141,800				$141,800
	Total	$141,800	$0	$0	$0	$141,800
4. Terminal Building Renovation	Unfunded	$51,100				$51,100
	FAA Gr	$460,700				$460,700
	Total	$511,800	$0	$0	$0	$511,800
5. Parking Lot for FBO Hangar	Gen Fd/PI	$51,500		$51,500		
	Total	$51,500	$0	$51,500	$0	$0
6. Taxiway A Leadout on South Ramp with Automatic Gate	Gen Fd/PI	$22,800		$22,800		
	FAA Gr	$204,800		$204,800		
	Total	$227,600	$0	$227,600	$0	$0
7. ARFF Relocation	Unfunded	$21,700				$21,700
	FAA Gr	$195,600				$195,600
	Total	$217,300	$0	$0	$0	$217,300
8. Rental Car Area Overlay	Unfunded	$17,400				$17,400
	Total	$17,400	$0	$0	$0	$17,400
9. Land Acquisition (89.8 acres)	Unfunded	$21,800				$21,800
	FAA Gr	$196,900				$196,900
	Total	$218,700	$0	$0	$0	$218,700
11. Hangar Apron, Taxiway, Access Road to Runway 13-31	Unfunded	$85,100				$85,100
	FAA Gr	$766,600				$766,600
	Total	$851,700	$0	$0	$0	$851,700
12. Terminal Renovation Engineering Design	Unfunded	$6,820			$6,820	
	FAA Gr	$61,380			$61,380	
	Total	$68,200	$0	$0	$68,200	$0
15. Master Plan Update	PYA GF/PI	$13,100	$13,100			
	PYA FAA Gr	$118,100	$118,100			
	Total	$131,200	$131,200	$0	$0	$0
16. Apron Extension 300' south of GMF Apron	Unfunded	$100,700				$100,700
	FAA Gr	$905,500				$905,500
	Total	$1,006,200	$0	$0	$0	$1,006,200
18. Replace Underground Cable & Central Control Circuit	Unfunded	$26,900				$26,900
	FAA Gr	$241,600				$241,600
	Total	$268,500	$0	$0	$0	$268,500
Airport Summary	Gen Fd/PI	$134,300	$30,000	$104,300	$0	$0
	FAA Gr	$3,073,580	$0	$245,300	$61,380	$2,766,900
	Subtotal	**3,207,880**	**30,000**	**349,600**	**61,380**	**2,766,900**
	Unfunded	$598,320	$0	$0	$56,820	$541,500
	PYA GF/PI	$13,100	$13,100	$0	$0	$0
	PYA FAA Gr	$118,100	$118,100	$0	$0	$0
	Total	**$3,937,400**	**$161,200**	**$349,600**	**$118,200**	**$3,308,400**

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
Other General Government						
1. Public Health Clinic	CDBG	$718,000	$718,000			
	Unfunded	$1,300,000			$1,300,000	
	LUT	$582,000		$582,000		
	Total	$2,600,000	$718,000	$582,000	$1,300,000	$0
2. Engineering Transfer	Gen Fd/PI	$460,000	$230,000	$230,000		
	Total	$460,000	$230,000	$230,000		
3. Gen. & Admin. Fees	Gen Fd/PI	$154,616	$103,197	$51,419		
	Total	$154,616	$103,197	$51,419	$0	$0
4. JCIC Consoles; 12 stations	PYA 1/4 96 ST	$468,000		$468,000		
	Unfunded	$175,750			$175,750	
	Total	$643,750	$0	$468,000	$175,750	$0
5. JCIC tower and building	Unfunded	$216,300			$216,300	
	Total	$216,300	$0	$0	$216,300	$0
6. Trunked radio system	Unfunded	$1,703,362			$730,012	$973,350
	Total	$1,703,362	$0	$0	$730,012	$973,350
7. Police Department Channel 2 Improvements	Gen Fd/PI	$22,525	$22,525			
	Total	$22,525	$22,525	$0	$0	$0
8. Acquire land in Block Daniel Boone bldg	Unfunded	$395,000			$195,000	$200,000
	Prior Year App	$5,000	$5,000			
	DLF	$195,000	$195,000			
	Total	$595,000	$200,000	$0	$195,000	$200,000
9. Armory Renovation	CDBG	$649,481	$649,481			
	Unfunded	$335,519			$335,519	
	Total	$985,000	$649,481	$0	$335,519	$0
10. Satellite Location in southwest Columbia	Unfunded	$275,450			$275,450	
	Total	$275,450	$0	$0	$275,450	$0
11. Salt storage building at Satellite location	Unfunded	$175,000			$175,000	
	Total	$175,000	$0	$0	$175,000	$0
12. Contingency	Gen Fd/PI	$317,703	$117,703	$200,000		
	Total	$317,703	$117,703	$200,000	$0	$0
13. Preliminary project studies (appraisals, surveys)	Gen Fd/PI	$40,000	$20,000	$20,000		
	Total	$40,000	$20,000	$20,000	$0	$0
14. Public Buildings: Major Maintenance/Renovations	Gen Fd/PI	$507,681	$100,000	$407,681		
	Total	$507,681	$100,000	$407,681	$0	$0
15. Blind Boone Home Acquisition	CDBG	$250,000	$250,000			
	Total	$250,000	$250,000	$0	$0	$0
16. Transfer to PIF	LUT	$798,000		$798,000		
	Total	$798,000		$798,000		
17. Police/JCIC Center	LUT	$375,000		$375,000		
	PYA 1/4 92 ST	$550,000		$550,000		
	1/4 96 S Tax	$200,000		$200,000		
	PYA GF/PI	$163,800		$163,800		
	CAP FB	$111,200		$111,200		
	Total	$1,400,000		$1,400,000		
Other General Government Summary	Gen Fd/PI	$1,502,525	$593,425	$909,100	$0	$0
	1/4 96 S Tax	$200,000	$0	$200,000	$0	$0
	DLF	$195,000	$195,000	$0	$0	$0
	CDBG	$1,617,481	$1,617,481	$0	$0	$0
	CAP FB	$111,200		$111,200		
	LUT	$1,755,000	$0	$1,755,000	$0	$0
	Subtotal	**$5,381,206**	**$2,405,906**	**$2,975,300**	**$0**	**$0**
	Unfunded	$4,576,381	$0	$0	$3,403,031	$1,173,350
	Prior Year App	$5,000	$5,000	$0	$0	$0
	PYA 1/4 92 ST	$550,000		$550,000		
	PYA 1/4 96 ST	$468,000		$468,000		
	PYA GF/PI	$163,800		$163,800		
	Total	**$11,144,387**	**$2,410,906**	**$4,157,100**	**$3,403,031**	**$1,173,350**

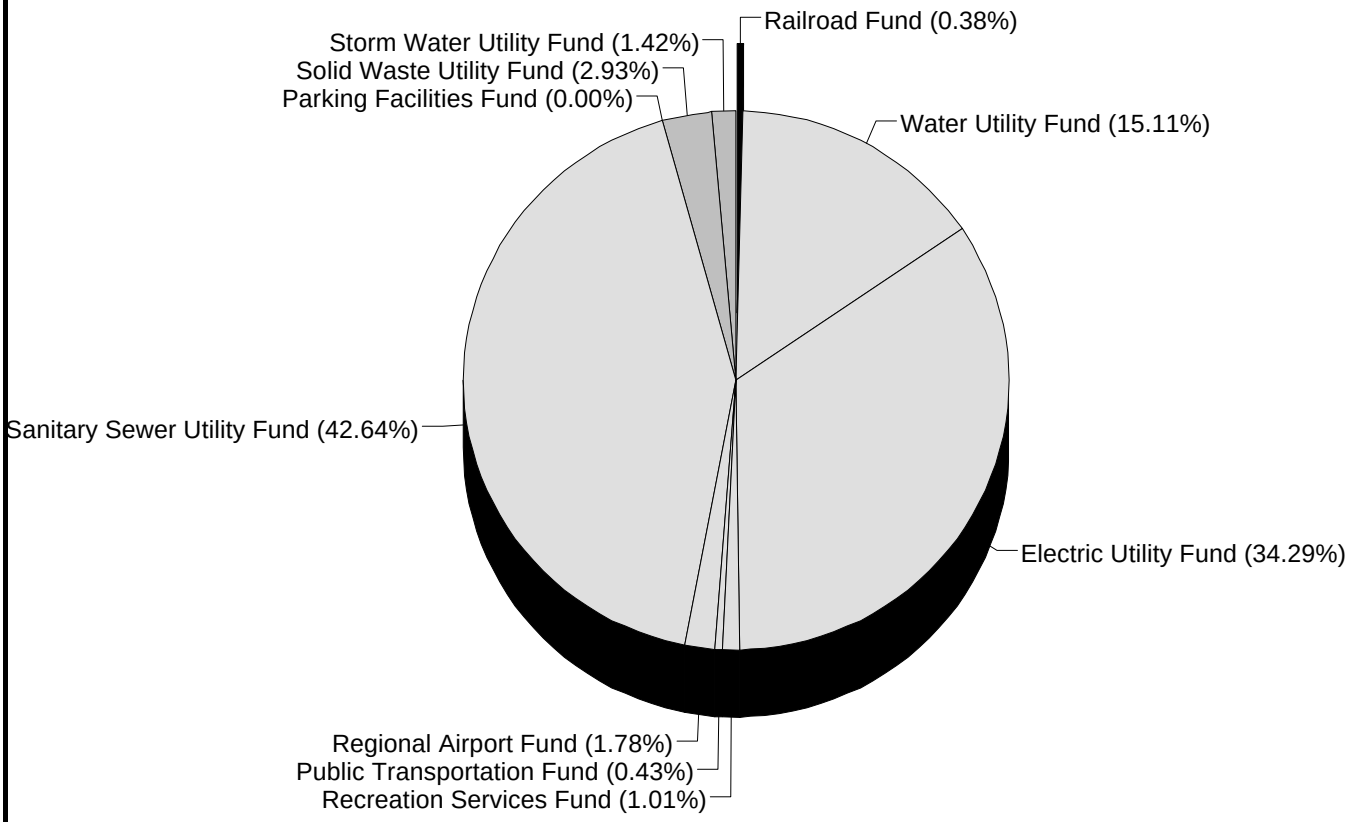
* 1/2 from County & 1/2 from City

Capital Projects - Enterprise Funds

City of Columbia

Columbia, Missouri

Enterprise Fund Capital Projects



ENTERPRISE FUNDS CAPITAL PROJECT EXPENSES

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999	% Change From Budget FY 1998
Capital Project Expenditures					
Railroad Fund	$ 118,457	$ 581,850	$ 581,850	$ 75,000	-87.1%
Water Utility Fund	2,900,459	4,044,697	4,044,697	2,968,000	-26.6%
Electric Utility Fund	6,449,564	6,645,300	7,109,813	6,735,300	1.4%
Recreation Services Fund	561,570	350,000	350,000	199,000	-43.1%
Public Transportation Fund	0	238,000	238,000	84,500	-64.5%
Regional Airport Fund	98,331	1,086,200	1,086,200	349,600	-67.8%
Sanitary Sewer Utility Fund	278,247	0	0	8,375,400	
Parking Facilities Fund	1,291,253	494,700	494,700	0	-100.0%
Solid Waste Utility Fund	183,422	350,000	350,000	575,000	64.3%
Storm Water Utility Fund	628,602	989,600	989,600	279,000	-71.8%
Total	**12,509,905**	**14,780,347**	**15,244,860**	**19,640,800**	**32.9%**
LESS:					
Items Reflected in Gen. Gov. CIP					
Airport	98,331	1,086,200	1,086,200	349,600	-67.8%
Recreation Services Fund	561,570	350,000	350,000	199,000	-43.1%
Total Enterprise Fund CIP	**11,850,004**	**13,344,147**	**13,808,660**	**19,092,200**	**43.1%**

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
Enterprise Fund Summary						
Electric	Ent Rev	$29,044,615	$3,201,315	$3,135,300	$3,242,900	$19,465,100
	1997 Bonds	$17,050,000	$3,550,000	$3,600,000	$3,800,000	$6,100,000
	Total	$46,094,615	$6,751,315	$6,735,300	$7,042,900	$25,565,100
Water	Ent Rev	$3,250,360	$95,000	$200,000	$50,000	$2,905,360
	1997 Bonds	$12,048,500	$3,650,500	$2,768,000	$2,179,500	$3,450,500
	Total	$15,298,860	$3,745,500	$2,968,000	$2,229,500	$6,355,860
Railroad	CDBG	$15,000	$0	$15,000	$0	$0
	Ent Rev	$938,000	$550,000	$60,000	$56,000	$272,000
	Contrib.	$752,000	$17,000	$0	$535,000	$200,000
	Total	$1,705,000	$567,000	$75,000	$591,000	$472,000
Sewer	Ent Rev	$630,400	$0	$630,400	$0	$0
	97 Ballot	$18,901,000	$0	$7,647,500	$6,579,100	$4,674,400
	Army Corps	$97,500	$0	$97,500	$0	$0
	Total	$19,628,900	$0	$8,375,400	$6,579,100	$4,674,400
Stormwater	PYA Ent Rev	$1,640,800	$50,000	$1,546,700	$44,100	$0
	Ent Rev	$2,134,600	$105,000	$279,000	$1,022,000	$728,600
	CDBG	$0	$0	$0	$0	$0
	PYA/CDBG	$170,000	$0	$170,000	$0	$0
	Total	$3,945,400	$155,000	$1,995,700	$1,066,100	$728,600
Solid Waste	Ent Rev	$1,225,000	$350,000	$575,000	$75,000	$225,000
	Total	$1,225,000	$350,000	$575,000	$75,000	$225,000
Transportation	Ent Rev	$69,900	$53,000	$16,900	$0	$0
	FTA	$252,600	$185,000	$67,600	$0	$0
	Total	$322,500	$238,000	$84,500	$0	$0
Parking	Ent Rev	$114,300	$114,300	$0	$0	$0
	Bonds	$380,400	$380,400	$0	$0	$0
	Unfunded	$0	$0	$0	$0	$0
	Total	$494,700	$494,700	$0	$0	$0
Funding Source Summary	Ent Rev	$37,407,175	$4,468,615	$4,896,600	$4,445,900	$23,596,060
	Army Corps	$97,500	$0	$97,500	$0	$0
	1997 Bonds	$29,098,500	$7,200,500	$6,368,000	$5,979,500	$9,550,500
	Contrib.	$752,000	$17,000	$0	$535,000	$200,000
	97 Ballot	$18,901,000	$0	$7,647,500	$6,579,100	$4,674,400
	CDBG	$15,000	$0	$15,000	$0	$0
	FTA	$252,600	$185,000	$67,600	$0	$0
	Bonds	$380,400	$380,400	$0	$0	$0
	Subtotal	**$86,904,175**	**$12,251,515**	**$19,092,200**	**$17,539,500**	**$38,020,960**
	Unfunded	$0	$0	$0	$0	$0
	PYA Ent Rev	$1,640,800	$50,000	$1,546,700	$44,100	$0
	PYA/CDBG	$170,000	$0	$170,000	$0	$0
	Total	**$88,714,975**	**$12,301,515**	**$20,808,900**	**$17,583,600**	**$38,020,960**

P R O J E C T S	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
Electric						
1. Relocate Power Lines	1997 Bonds	$250,000	$250,000	$0	$0	$0
Rt B Phase II (#93)	Total	$250,000	$250,000	$0	$0	$0
2. Fiber Optics	Ent Rev	$354,315	$354,315	$0	$0	$0
btw. Substations (#82)	Total	$354,315	$354,315	$0	$0	$0
3. Load Management	Ent Rev	$2,675,000	$374,500	$395,900	$428,000	$1,476,600
System (#49)	Total	$2,675,000	$374,500	$395,900	$428,000	$1,476,600
4. Street Light	Ent Rev	$1,575,900	$236,900	$247,200	$257,500	$834,300
Additions (#52)	Total	$1,575,900	$236,900	$247,200	$257,500	$834,300
5. New Electric	Ent Rev	$5,670,200	$791,000	$845,300	$909,500	$3,124,400
Connections (#53)	Total	$5,670,200	$791,000	$845,300	$909,500	$3,124,400
6. Distribution System	Ent Rev	$8,487,000	$0	$0	$0	$8,487,000
Expansion (#22)	1997 Bonds	$14,600,000	$3,300,000	$3,600,000	$3,800,000	$3,900,000
	Total	$23,087,000	$3,300,000	$3,600,000	$3,800,000	$12,387,000
7. Conversion of 2.4 Kv	Ent Rev	$375,000	$75,000	$75,000	$75,000	$150,000
lines (#54)	Total	$375,000	$75,000	$75,000	$75,000	$150,000
8. Distribution	Ent Rev	$6,131,100	$856,000	$920,200	$984,400	$3,370,500
Transformers (#21)	Total	$6,131,100	$856,000	$920,200	$984,400	$3,370,500
9. Underground	Ent Rev	$3,670,100	$513,600	$545,700	$588,500	$2,022,300
Power Lines (#27)	Total	$3,670,100	$513,600	$545,700	$588,500	$2,022,300
10. Add Substation	1997 Bonds	$2,200,000	$0	$0	$0	$2,200,000
Capacity (#79)	Total	$2,200,000	$0	$0	$0	$2,200,000
11. Fiber Optic Cable	Ent Rev	$106,000		$106,000		
	Total	$106,000	$0	$106,000	$0	$0

Electric Utility Summary	Ent Rev	$29,044,615	$3,201,315	$3,135,300	$3,242,900	$19,465,100
	1997 Bonds	$17,050,000	$3,550,000	$3,600,000	$3,800,000	$6,100,000
	Total	$46,094,615	$6,751,315	$6,735,300	$7,042,900	$25,565,100

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
Water						
1. Close Water Main	1997 Bonds	$1,785,000	$427,000	$440,000	$453,000	$465,000
Loops (#10)	Ent Rev	$1,261,700	$0	$0	$0	$1,261,700
	Total	$3,046,700	$427,000	$440,000	$453,000	$1,726,700
2. Fire Hydrants (#16)	1997 Bonds	$516,000	$250,000	$266,000	$0	$0
	Ent Rev	$210,660	$0	$0	$50,000	$160,660
	Total	$726,660	$250,000	$266,000	$50,000	$160,660
3. Water Plant-Replace	1997 Bonds	$40,000	$40,000	$0	$0	$0
Lime Slaker (#15)	Total	$40,000	$40,000	$0	$0	$0
4. 12" Main Lake of	1997 Bonds	$540,000	$0	$0	$0	$540,000
Woods. (# 85)	Total	$540,000	$0	$0	$0	$540,000
5. New Service	Ent Rev	$1,353,000	$0	$0	$0	$1,353,000
Connections (#19)	1997 Bonds	$2,401,000	$567,000	$589,000	$611,000	$634,000
	Total	$3,754,000	$567,000	$589,000	$611,000	$1,987,000
6. Deep Wells, Rehab	1997 Bonds	$374,000	$0	$176,500	$0	$197,500
Wells 5,7,10 (#68)	Total	$374,000	$0	$176,500	$0	$197,500
7. Water Treatment Plant	1997 Bonds	$165,000	$165,000	$0	$0	$0
Add Aerator #3 (#69)	Total	$165,000	$165,000	$0	$0	$0
8. 12" Main Sunflower	1997 Bonds	$143,000	$0	$0	$0	$143,000
(#87)	Total	$143,000	$0	$0	$0	$143,000
9. 12" Main Hwy 763 &	1997 Bonds	$453,000	$453,000	$0	$0	$0
Oakland Gr Rd. (#70)	Total	$453,000	$453,000	$0	$0	$0
10. Prathersville District	1997 Bonds	$470,000	$110,000	$115,000	$120,000	$125,000
Main Upgrade (#71)	Ent Rev	$130,000	$0	$0	$0	$130,000
	Total	$600,000	$110,000	$115,000	$120,000	$255,000
11. 12" Main Blueridge	1997 Bonds	$145,000	$145,000	$0	$0	$0
Rd 2500 ft (#72)	Total	$145,000	$145,000	$0	$0	$0
12. 12" Main Grindstone	1997 Bonds	$264,000	$0	$0	$0	$264,000
(#86)	Total	$264,000	$0	$0	$0	$264,000
13. 12" Main on South	1997 Bonds	$164,000	$0	$0	$164,000	$0
Hamption (#80)	Total	$164,000	$0	$0	$164,000	$0
14. Lake of Woods 12"	1997 Bonds	$175,000	$0	$0	$0	$175,000
Main 3000 ft (#75)	Total	$175,000	$0	$0	$0	$175,000
15. Relocation 24" Main	1997 Bonds	$240,500	$0	$0	$240,500	$0
Route AC. (#84)	Total	$240,500	$0	$0	$240,500	$0
16. 12" Main Commerce	1997 Bonds	$125,000	$0	$125,000	$0	$0
to Big Bear (#38)	Total	$125,000	$0	$125,000	$0	$0
17. Scott Blvd/Vawter	1997 Bonds	$410,500	$55,000	$57,500	$298,000	$0
Loop (#76)	Total	$410,500	$55,000	$57,500	$298,000	$0
18. 12" Main-Starke Ln	1997 Bonds	$268,000	$268,000	$0	$0	
7000 ft (#77)	Total	$268,000	$268,000	$0	$0	$0
19. 8" Main-Holly Ave	1997 Bonds	$121,000	$0	$0	$0	$121,000
(#79)	Total	$121,000	$0	$0	$0	$121,000
20. Relocate 16" Mains	1997 Bonds	$424,000	$424,000	$0	$0	$0
Route B/BL 70 (#81)	Total	$424,000	$424,000	$0	$0	$0
21. 16" Main Stephens	1997 Bonds	$334,000	$334,000	$0	$0	$0
Tower 4000 ft (#82)	Total	$334,000	$334,000	$0	$0	$0

P R O J E C T S	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
22. Upgrade 4" Mains	1997 Bonds	$336,000	$0	$336,000	$0	$0
Downtown (#55)	Total	$336,000	$0	$336,000	$0	$0
23. 12" Main on Clark Ln.	1997 Bonds	$463,000	$0	$463,000	$0	$0
(#73)	Total	$463,000	$0	$463,000	$0	$0
24. Upgrade Main	1997 Bonds	$243,000	$243,000	$0	$0	$0
Rollins Street (#56)	Total	$243,000	$243,000	$0	$0	$0
25. 8" Main University	1997 Bonds	$259,000	$0	$0	$0	$259,000
Ave. (#74)	Total	$259,000	$0	$0	$0	$259,000
26. 12" Main Oakland Gr.	1997 Bonds	$527,000	$0	$0	$0	$527,000
Road (#78)	Total	$527,000	$0	$0	$0	$527,000
27. 16" Main-Clark Lane	1997 Bonds	$69,500	$69,500	$0	$0	$0
H Inn/Ballenger(#54)	Total	$69,500	$69,500	$0	$0	$0
28. Paint Water Plant	Ent Rev	$200,000	$0	$200,000	$0	$0
Basins.	Total	$200,000	$0	$200,000	$0	$0
29. Close 12" Loop on	1997 Bonds	$593,000	$100,000	$200,000	$293,000	$0
Old Plank Road (#57)	Total	$593,000	$100,000	$200,000	$293,000	$0
30. 8" Main-Blue Ridge	Ent Rev	$95,000	$95,000	$0	$0	$0
& Northland Dr. (#58)	Total	$95,000	$95,000	$0	$0	$0

Water Utility Summary	Ent Rev	$3,250,360	$95,000	$200,000	$50,000	$2,905,360
	1997 Bonds	$12,048,500	$3,650,500	$2,768,000	$2,179,500	$3,450,500
	Total	$15,298,860	$3,745,500	$2,968,000	$2,229,500	$6,355,860

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
Railroad						
1. Redeck Bridge 70-	Ent Rev	$26,000	$26,000	$0	$0	0
8B-MP144.79 (#10)	Total	$26,000	$26,000	$0	$0	$0
2. Treat Bridges 676,	Ent Rev	$31,000	$0	$0	$31,000	$0
674, & 671 (#11)	Total	$31,000	$0	$0	$31,000	$0
3. Track Rehabilitation	Contrib.	$535,000		$0	$535,000	$0
Project (#12)	Total	$535,000	$0	$0	$535,000	$0
4. Browns Station	Ent Rev	$27,000			$0	$27,000
Retaining Wall (#15)	Total	$27,000	$0	$0	$0	$27,000
5. Business Loop	Ent Rev	$40,000	$0	$40,000		
Ramp Crossing (#16)	Total	$40,000	$0	$40,000	$0	$0
6. Fay St Crossing (#31)	Ent Rev	$35,000	$0	$0	$0	$35,000
	Total	$35,000	$0	$0	$0	$35,000
7. Peabody Road	Ent Rev	$24,000	$24,000	$0	$0	$0
Crossing (#18)	Total	$24,000	$24,000	$0	$0	$0
8. Wilkes Blvd.	Ent Rev	$35,000	$0	$0	$0	$35,000
Crossing (#33)	Total	$35,000	$0	$0	$0	$35,000
9. N Davis Road	Ent Rev	$17,000	$0	$0	$0	$17,000
Crossing (#20)	Total	$17,000	$0	$0	$0	$17,000
10. Union Church Rd	Ent Rev	$17,000	$0	$0		$17,000
Crossing (#21)	Total	$17,000	$0	$0	$0	$17,000
11. Spiva Road	Contrib.	$17,000	$17,000	$0	$0	$0
Crossing	Total	$17,000	$17,000	$0	$0	$0
12. Elm St Crossing (#32)	Ent Rev	$17,000	$0	$0	$0	$17,000
	Total	$17,000	$0	$0	$0	$17,000
13. Wright Drive	Ent Rev	$17,000	$0	$0	$0	$17,000
Crossing (#34)	Total	$17,000	$0	$0	$0	$17,000
14. Brown Station Rd	Ent Rev	$20,000	$0	$20,000	$0	
Crossing (#25)	Total	$20,000	$0	$20,000	$0	$0
15. Columbia Switch	Contrib.	$200,000	$0	$0	$0	$200,000
Yard (#26)	Total	$200,000	$0	$0	$0	$200,000
16. Brown Station Drive	Ent Rev	$17,000	$0	$0	$0	$17,000
South Crossing (#35)	Total	$17,000	$0	$0	$0	$17,000
17. Route OO Crossing	Ent Rev	$25,000	$0	$0	$25,000	$0
(#39)	Total	$25,000	$0	$0	$25,000	$0
18. Rehab Downtown	Ent Rev	$30,000	$0	$0	$0	$30,000
Pass (#40)	Total	$30,000	$0	$0	$0	$30,000
19. Replace ETI	Ent Rev	$30,000	$0	$0	$0	$30,000
Turnout (#41)	Total	$30,000	$0	$0	$0	$30,000
20. Replace Central Rail	Ent Rev	$30,000	$0	$0	$0	$30,000
Terminal Turnout(#42)	Total	$30,000	$0	$0	$0	$30,000
21. South Route B Highway	Ent Rev	$500,000	$500,000			
	Total	$500,000	$500,000	$0	$0	$0
22. COLT Railroad	CDBG	$15,000	$0	$15,000	$0	$0
Corridor Project	Unfunded	$266,000	$0		$266,000	$0
	Total	$281,000	$0	$15,000	$266,000	$0

Railroad Summary	Ent Rev	$938,000	$550,000	$60,000	$56,000	$272,000
	Contrib.	$752,000	$17,000	$0	$535,000	$200,000
	Unfunded	$266,000	$0	$0	$266,000	$0
	CDBG	$15,000	$0	$15,000	$0	$0
	Total	$1,971,000	$567,000	$75,000	$857,000	$472,000

P R O J E C T S	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
Sewer						
SU-1 Sewer Main	97 Ballot	$2,124,000	$0	$624,800	$424,800	$1,074,400
Rehab	Total	$2,124,000	$0	$624,800	$424,800	$1,074,400
SU-2 80-acre Point						
Trunks and	97 Ballot	$5,000,000	$0	$1,200,000	$1,000,000	$2,800,000
Revolving Fund	Total	$5,000,000	$0	$1,200,000	$1,000,000	$2,800,000
SU-3 Private Common						
Collectors	97 Ballot	$1,400,000	$0	$350,000	$250,000	$800,000
	Total	$1,400,000	$0	$350,000	$250,000	$800,000
SU-4 B-16 Relief Sewer	97 Ballot	$658,500			$658,500	
	Total	$658,500	$0	$0	$658,500	$0
SU-5 B-17 Interceptor	97 Ballot	$717,500		$717,500		
	Total	$717,500	$0	$717,500	$0	$0
SU-6 Hinkson Creek	Ent Rev	$52,500		$52,500		
Streambank	Army Corps	$97,500		$97,500		
Repairs	Total	$150,000	$0	$150,000	$0	$0
SU-8 C-6 Interceptor	97 Ballot	$99,200		$99,200		
	Total	$99,200	$0	$99,200	$0	$0
SU-10 Cow Branch	97 Ballot	$2,240,800		$700,000	$1,540,800	
Outfall	Total	$2,240,800	$0	$700,000	$1,540,800	$0
SU-14 H-21-B Interceptor	97 Ballot	$85,000			$85,000	
	Total	$85,000	$0	$0	$85,000	$0
SU-19 Upper Hinkson	Ent Rev	$577,900		$577,900		
Outfall Relief	97 Ballot	$1,000,000		$1,000,000		
	Total	$1,577,900	$0	$1,577,900	$0	$0
SU-21 Wetlands	97 Ballot	$5,240,000		$2,620,000	$2,620,000	
Treatment Unit #4	Total	$5,240,000	$0	$2,620,000	$2,620,000	$0
SU-22 Streambank	97 Ballot	$336,000		$336,000		
Repairs WTU #3	Total	$336,000	$0	$336,000	$0	$0

Sewer Summary	Ent Rev	$630,400	$0	$630,400	$0	$0
	97 Ballot	$18,901,000	$0	$7,647,500	$6,579,100	$4,674,400
	Army Corps	$97,500	$0	$97,500	$0	$0
	Total	$19,628,900	$0	$8,375,400	$6,579,100	$4,674,400

Note: the 97 Ballot amounts will be appropriated before the end of FY 98.

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
Stormwater						
1. Hardin-Mikel-	Ent Rev	$229,200				$229,200
Donnelly-Phase II	Total	$229,200	$0	$0	$0	$229,200
2. Crestridge Drive	Ent Rev	$60,700			$60,700	
Culvert	Total	$60,700	$0	$0	$60,700	$0
3. Walnut-Garth	Ent Rev	$212,600			$212,600	
	Total	$212,600	$0	$0	$212,600	$0
4. Creasy Springs at	Ent Rev	$212,600			$212,600	
Doris	Total	$212,600	$0	$0	$212,600	$0
5. Quail Drive	Ent Rev	$286,300				$286,300
	Total	$286,300	$0	$0	$0	$286,300
6. Parklawn Court	PYA Ent Rev	$206,200		$206,200		
	Total	$206,200	$0	$206,200	$0	$0
7. Parkade Heights	PYA Ent Rev	$44,100			$44,100	
	Total	$44,100	$0	$0	$44,100	$0
8. Defoe Drive	Ent Rev	$103,400		$103,400		
	Total	$103,400	$0	$103,400	$0	$0
9. Annual Projects	Ent Rev	$350,000	$70,000	$70,000	$70,000	$140,000
	Total	$350,000	$70,000	$70,000	$70,000	$140,000
10. Worley-Again	PYA Ent Rev	$180,200		$180,200		
	Ent Rev	$9,000		$9,000		
	Total	$189,200	$0	$189,200	$0	$0
11. Mill Creek	PYA Ent Rev	$779,700		$779,700		
Drainage Basin	Total	$779,700	$0	$779,700	$0	$0
12. Garth-Sexton	PYA Ent Rev	$333,200	$50,000	$283,200		
	Total	$333,200	$50,000	$283,200	$0	$0
13. Bicknell-Ash	Ent Rev	$410,900			$410,900	
Walnut-Hirth	Total	$410,900	$0	$0	$410,900	$0
14. Business Loop 70	Ent Rev	$125,000	$35,000	$90,000		
@ Cosmo	Total	$125,000	$35,000	$90,000	$0	$0
15. 3510 Woodside-	Ent Rev	$73,100				$73,100
Nazarene Church	Total	$73,100	$0	$0	$0	$73,100
16. West Blvd &	Ent Rev	$55,200			$55,200	
Mary Jean	Total	$55,200	$0	$0	$55,200	$0
17. Glen Eagle Drive	Ent Rev	$6,600		$6,600		
	PYA Ent Rev	$97,400		$97,400		
	Total	$104,000	$0	$104,000	$0	$0
18. Alton Avenue	PYA/CDBG	$170,000		$170,000	$0	
Storm Drainage	Total	$170,000	$0	$170,000	$0	$0

Stormwater Summary	Ent Rev	$2,134,600	$105,000	$279,000	$1,022,000	$728,600
	CDBG	$0	$0	$0	$0	$0
	PYA Ent Rev	$1,640,800	$50,000	$1,546,700	$44,100	$0
	PYA/CDBG	$170,000	$0	$170,000	$0	$0
	Total	$3,945,400	$155,000	$1,995,700	$1,066,100	$728,600

PROJECTS	Fund	Total	Current Budget FY98	Adopted Budget FY99	Requested Budget FY00	Priority Needs FY01-03
Solid Waste						
MR-1 Waste Handling Systems	Ent Rev	$450,000	$75,000	$75,000	$75,000	$225,000
	Total	$450,000	$75,000	$75,000	$75,000	$225,000
MR-2 Sanitary Landfill Phase 2 Gas Recovery System	Ent Rev	$400,000		$400,000		
	Total	$400,000	$0	$400,000	$0	$0
MR-3 Landfill Land Acquisition	Ent Rev	$275,000	$275,000			
	Total	$275,000	$275,000	$0	$0	$0
MR-4 Force Main, Leachate Sewer At Landfill	Ent Rev	$100,000		$100,000		
	Total	$100,000	$0	$100,000	$0	$0
Solid Waste Summary	Ent Rev	$1,225,000	$350,000	$575,000	$75,000	$225,000
	Total	$1,225,000	$350,000	$575,000	$75,000	$225,000

Transportation						
1. CT System: Transit Bus and Multi Modal Circulation Improv	Ent Rev	$69,900	$53,000	$16,900		
	FTA	$252,600	$185,000	$67,600		
	Total	$322,500	$238,000	$84,500	$0	$0
Transportation Summary	Ent Rev	$69,900	$53,000	$16,900	$0	$0
	FTA	$252,600	$185,000	$67,600	$0	$0
	Total	$322,500	$238,000	$84,500	$0	$0

Parking						
PU-1 Eighth & Cherry Garage; Reconstruction	Ent Rev	$114,300	$114,300	$0	$0	$0
	Total	$114,300	$114,300	$0	$0	$0
PU-5 Engineering & Design	Bonds	$380,400	$380,400			
	Total	$380,400	$380,400	$0	$0	$0
Parking Summary	Ent Rev	$114,300	$114,300	$0	$0	$0
	Bonds	$380,400	$380,400	$0	$0	$0
	Unfunded	$0	$0	$0	$0	$0
	Total	$494,700	$494,700	$0	$0	$0

DEBT SERVICE - SUMMARY

GENERAL INFORMATION

The City is authorized to issue General Obligation Bonds payable from ad valorem taxes to finance capital improvements. General Obligation Bonds are supported by a pledge of the City's full faith and credit. The applicable Missouri statutes are listed below. The computation of legal debt margin is also shown below.

The City is authorized to issue Revenue Bonds to finance capital improvements to its various utility operations such as the electric system, water system, sewer system and parking and airport facilities. These types of Revenue Bonds require a majority vote of the qualified electorate voting on the specific proposition. All Revenue Bonds issued by the City are payable out of the revenues derived from the operation of the facility that is financed from the proceeds of such bonds.

The City is authorized to issue Special Obligation Bonds. These bonds are special obligations of the City. The payment of the principal of and interest on the Bonds is subject to an annual appropriation by the City. The City is not required or obligated to make any such annual appropriation, and the decision whether or not to appropriate such funds will be solely within the discretion of the then current City Council.

The City's stable financial condition as well as sound debt administration practices allow it to continue to enjoy favorable bond ratings of its General Obligation Bonds, Special Obligation Bonds, and Revenue Bonds. The City has consistently held a General Obligation Rating of AA and Revenue Bond rating of A1.

MISSOURI STATUTES

Section 95.115 & 95.120 of the 1978 Missouri Revised Statutes permits any county or city, by vote of two-thirds of qualified electors voting thereon, to incur additional indebtedness for city purposes not to exceed 5 percent of the taxable tangible property therein, as shown by the last assessment. Section 95.125 and 95.130 of the 1978 Missouri Revised Statutes provides that any city may become indebted not exceeding in the aggregate an additional 10 percent for the purpose of acquiring right-of-ways, constructing, extending and improving streets and avenues and/or sanitary or storm sewer system and an additional 10 percent for purchasing or construction of waterworks, electric or other light plants provided the total general obligation indebtedness of the city does not exceed 20 percent of the assessed valuation.

COMPUTATION OF LEGAL DEBT MARGIN

Assessed Value (1998)*				$ 827,671,019
Constitutional Debt Limit**	(20% Assessed Value)			165,534,204
Total Bonded Debt			136,250,000	
Less:				
Revenue Bonds		83,175,000		
Special Obligation Bonds		45,620,000		
			128,795,000	
Total Amount of Debt Applicable to Debt Limit				7,455,000
Legal Debt Margin				$ 158,079,204

* All tangible property
** Section 95.115 of the 1978 Missouri Revised Statutes

DEBT SERVICE - SUMMARY

SUMMARY OF OUTSTANDING DEBT
As of 09/30/98

	Original Issue	Interest Rate	Maturity Date	Amount Outstanding
GENERAL OBLIGATION BONDS:				
92 G.O. Refunding Bonds (8/1/92)	16,670,000	2.75% - 9.00%	10/01/06	$ 7,455,000
REVENUE BONDS:				
'85 Water & Elec Series B Bonds (12/12/85)	15,500,000	set weekly	12/01/15	15,500,000
'92 Water & Electric (7/1/92)	34,140,000	2.75% - 5.70%	10/01/12	24,735,000
'98 Water & Electric (3/1/98)	28,295,000	3.75% - 6.00%	10/01/22	28,295,000
'79 San. Sewer Revenue Bonds (8/1/79)	3,500,000	5.00% - 7.00%	10/01/04	1,695,000
'92 San. Sewer Revenue Bonds (6/1/92)	8,515,000	4.00% - 6.25%	10/01/17	8,490,000
'92 San. Sewer SeriesB (6/1/92)	870,000	4.25% - 6.55%	01/01/13	735,000
'92 San. Sewer Refunding (8/1/92)	795,000	0	10/01/02	450,000
'95 Parking Revenue Bonds (9/5/95)	3,400,000	3.80% - 6.00%	10/01/20	3,275,000
Total Revenue Bonds				83,175,000
SPECIAL OBLIGATION BONDS:				
86 Self-Ins. Special Oblig. (7/1/86)	25,000,000	variable	10/01/08	25,000,000
'96 Special Oblig. Bonds (8/1/96)	24,410,000	3.75% - 5.50%	02/01/16	20,620,000
Total Special Obligation Bonds				45,620,000
TOTAL:				$ **136,250,000**

GENERAL OBLIGATION BONDS

GENERAL INFORMATION

Section 94.600 of the Revised Missouri State Statutes allows cities to authorize a 1/2 cent sales tax for transportation purposes if a simple majority of the voters approve such action. The voters of the City of Columbia authorized the addition of this tax on April 6, 1982. State Statues require proceeds from the tax to be accounted for in a trust fund separate from other sales tax resources. When the City receives proceeds from the transportation sales tax, the money will be placed in a Transportation Sales Tax Fund and allowed for a wide range of transportation purposes. The City has defeased a portion of these bonds the past 2 years.

NET GENERAL BONDED DEBT RATIO

The ratio of net general bonded debt to assessed valuations of property for tax purposes and the amount of bonded debt per capita are useful to management, citizens, and investors as indicators of the City's financial status. These ratios at the close of fiscal year 1997 are projected as follows:

Type of Debt	Amount	Ratio of Debt to Assessed Value	Per Capita Debt Total
Net General Bonded Debt	$ 7,455,000	0.90%	98

DEBT SERVICE REQUIREMENTS
1992 General Obligation Refunding Bonds

Year	Original Requirements	Interest Requirements	Total Requirements
1999	1,245,000	419,375	1,664,375
2000	1,305,000	355,880	1,660,880
2001	1,365,000	288,020	1,653,020
2002	1,425,000	215,675	1,640,675
2003	1,475,000	138,725	1,613,725
2004	640,000	57,600	697,600
2005	0	0	0
2006	0	0	0
Total	$ **7,455,000**	**1,475,275**	$ **8,930,275**

WATER AND ELECTRIC REVENUE BONDS

GENERAL INFORMATION

12/12/85 Water and Electric Series B Bonds (Interest rates: determined weekly)
Original Issue - $15,500,000
Balance 9/30/96 - $15,500,000
Maturity Date - 12/01/15

In December of 1985, the City issued $15,500,000 of Water and Electric System Revenue Bonds, Series B. The bonds are to be paid by the net revenues of the system and are secured by a first lien on those revenues. The bonds were issued to provide funding for capital improvement projects of the system's power generating facility. The effective interest rate for FY97 was 3.61% which resulted in interest payments of approximately $490,000.

07/01/92 Water and Electric Series A Revenue Bonds (Interest rates: 2.75% - 5.70%)
Original Issue - $34,140,000
Balance 9/30/98 - $24,735,000
Maturity Date - 10/01/12 original 10/1/05 due to refinancing

In August of 1992, the City issued $34,140,000 of Water and Electric System Revenue Bonds. The bonds are to be paid by the net revenues of the system and are secured by a first lien on the revenues. $23,140,000 of the bonds were issued to refund $19,265,000 of the outstanding 1985 Water and Electric Refunding Bonds, and $11,000,000 were issued to provide funding for improvements and additions to the CIty's water works facility.

03/01/98 Water and Electric Refunding and Improvement Bonds (Interest rates: 3.75% - 6.00%)
Original Issue - $28,295,000
Balance 9/30/98 - $28,295,000
Maturity Date - 10/01/22

In March of 1998 the City issued $28,295,000 in Water and Electric Refunding and Improvement revenue bonds. The bonds are to be paid by the net revenues of the system and are secured by a first lien on the revenues. A portion of these bonds were used to defease $5,215,000 of the 1992 bond issue. The remaining bond proceeds were issued to provide funding for improvements to the water and electric distribution system.

WATER AND ELECTRIC REVENUE BONDS

DEBT SERVICE REQUIREMENTS

Year	Principal Requirements	Interest Requirements	Total Requirements
1999	$ 2,570,000	$ 2,825,170	$ 5,395,170
2000	2,755,000	2,571,086	5,326,086
2001	2,895,000	2,426,293	5,321,293
2002	3,035,000	2,271,311	5,306,311
2003	3,205,000	2,105,085	5,310,085
2004	3,375,000	1,926,518	5,301,518
2005	3,555,000	1,734,945	5,289,945
2006	3,760,000	1,529,108	5,289,108
2007	1,550,000	1,375,920	2,925,920
2008	1,645,000	1,280,070	2,925,070
2009	1,710,000	1,179,420	2,889,420
2010	1,790,000	1,086,950	2,876,950
2011	1,875,000	1,001,718	2,876,718
2012	1,970,000	910,375	2,880,375
2013	2,065,000	812,503	2,877,503
2014	1,205,000	732,388	1,937,388
2015	1,270,000	671,433	1,941,433
2016	16,830,000	* 606,750	17,436,750
2017	1,400,000	538,500	1,938,500
2018	1,475,000	466,625	1,941,625
2019	1,550,000	391,000	1,941,000
2020	1,630,000	311,500	1,941,500
2021	1,715,000	227,875	1,942,875
2022	1,800,000	140,000	1,940,000
2023	1,900,000	47,500	1,947,500
Total	$ **68,530,000**	**29,170,043**	**97,700,043**

*** 85 Series B Payoff**

SANITARY SEWER REVENUE BONDS

GENERAL INFORMATION

08/01/79 Sanitary Sewerage System Revenue Bonds (Interest rates: 5.00% - 7.00%)
Original Issue - $3,500,000
Balance 9/30/98 - $1,695,000
Maturity Date - 10/01/04

In August of 1979, the City issued $3,500,000 of Sewerage System Revenue Bonds. These bonds are secured solely by the net revenues of the system. Bond ordinance requirements provide for the restricting of operating revenues after current operating expenses have been met. The bonds were issued for the purpose of extending and improving the sewerage system, including outfall sewers and wastewater treatment facilities.

06/01/92 Sanitary Sewerage System Revenue Bonds (Interest rates: 4.00% - 6.25%)
Original Issue - $8,515,000
Balance 9/30/98 - $8,490,000
Maturity Date - 10/01/17

The City issued $8,515,000 of Sewerage System Revenue Bonds in June of 1992. These Bonds are to be paid by the net revenues of the system, and are secured by a first lien on the revenues of the system. These bonds were issued for extending and improving the system.

06/01/92 Sanitary Sewerage System Series B (Interest rates: 4.25% - 6.55%)
Original Issue - $870,000
Balance 9/30/98 - $735,000
Maturity Date - 01/01/13

The City issued $870,000 of Sewerage System Series B Revenue Bonds in June of 1992. These Bonds are to be paid by the net revenues of the system, and are secured by a first lien on the revenues of the system. These bonds were issued for extending and improving the sewerage system.

08/01/92 Sanitary Sewerage System Refunding (Interest rate: 5.6%)
Original Issue - $795,000
Balance 9/30/98 - $450,000
Maturity Date - 10/01/02

The City issued $795,000 of Sewerage System Revenue Bonds in August of 1992. These Bonds are to be paid by the net revenues of the system, and are secured by a first lien on the revenues of the system. These bonds were issued to refund the 1982 Sewerage System Revenue Bonds.

SANITARY SEWER REVENUE BONDS

DEBT SERVICE REQUIREMENTS
Sewer Revenue Bonds

Year	Original Requirements	Interest Requirements	Total Requirements
1999	320,000	689,244	1,009,244
2000	340,000	669,955	1,009,955
2001	350,000	649,728	999,728
2002	375,000	628,323	1,003,323
2003	400,000	605,353	1,005,353
2004	430,000	580,473	1,010,473
2005	460,000	555,007	1,015,007
2006	480,000	527,812	1,007,812
2007	510,000	497,335	1,007,335
2008	545,000	464,614	1,009,614
2009	575,000	429,729	1,004,729
2010	610,000	392,793	1,002,793
2011	650,000	353,514	1,003,514
2012	685,000	311,740	996,740
2013	730,000	267,302	997,302
2014	695,000	222,658	917,658
2015	735,000	177,970	912,970
2016	780,000	130,626	910,626
2017	825,000	80,470	905,470
2018	875,000	27,344	902,344
Total	$ **11,370,000**	**8,261,990**	**19,631,990**

REFUSE SYSTEM BONDS

GENERAL INFORMATION

08/01/96 Special Obligation and Refunding Bonds - Refuse (Interest rates: 3.75% - 5.50%)
Original Issue - $4,955,000
Balance 9/30/98 - $4,640,000
Maturity Date - 02/01/16

In August of 1996, the City issued $4,955,000 of Special Obligation and Refunding Refuse Bonds to finance Title D Landfill cost for a sanitary landfill and costs of facilities for refuse equipment and refunded $730,000 of 1986 Revenue Bonds. The Bonds are to be paid by the net revenues of the system and are secured by a first lien on the revenues of the system.

DEBT SERVICE REQUIREMENTS
Special Obligation and Refunding Refuse Bonds

Year	Original Requirements	Interest Requirements	Total Requirements
1999	165,000	241,918	406,918
2000	170,000	233,458	403,458
2001	180,000	224,443	404,443
2002	190,000	215,203	405,203
2003	200,000	205,743	405,743
2004	205,000	195,718	400,718
2005	220,000	184,983	404,983
2006	230,000	173,393	403,393
2007	240,000	161,113	401,113
2008	255,000	147,991	402,991
2009	265,000	133,949	398,949
2010	280,000	119,238	399,238
2011	295,000	103,783	398,783
2012	315,000	87,234	402,234
2013	330,000	69,575	399,575
2014	350,000	50,875	400,875
2015	365,000	31,213	396,213
2016	385,000	10,588	395,588
Total	$ **4,640,000**	**2,590,418**	**7,230,418**

PARKING SYSTEM BONDS & LEASE

GENERAL INFORMATION

09/15/95 Parking System Revenue Bonds (Interest rates: 3.80% - 6.00%)
Original Issue - $3,400,000
Balance 9/30/98 - $3,275,000
Maturity Date - 10/01/20

In September of 1995, the City issued $3,400,000 of Parking System Revenue Bonds to finance a portion of the costs of (i) the construction of a parking structure at Tenth and Cherry Streets, (ii) the reconstruction of the garage at Eighth and Cherry Streets, and (iii) the construction of a parking structure at Sixth and Locust Streets. The Bonds are payable solely from the net income of the City's Parking System.

08/01/96 Parking System Special Obligation Bonds (Interest rates: 3.75% - 5.50%)
Original Issue - $7,120,000
Balance 9/30/98 - $6,570,000
Maturity Date - 02/01/16

In August, 1996, the City issued $7,120,000 of Special Obligation Bonds to finance the construction and reconstruction of downtown parking facilities and refund $2,521,500 in 1986 lease payments. Bond proceeds were used to fund construction of two new parking structures along Cherry street and reconstruct one parking structure at 8th and Cherry.

DEBT SERVICE REQUIREMENTS
Parking Revenue, Special Obligation Bonds, and Capital Lease

Year	Original Requirements	Interest Requirements	Total Requirements
1999	312,129	526,923	839,052
2000	327,798	511,066	838,864
2001	348,529	493,935	842,464
2002	363,515	476,160	839,675
2003	365,000	458,462	823,462
2004	390,000	439,885	829,885
2005	405,000	419,904	824,904
2006	425,000	398,630	823,630
2007	450,000	375,847	825,847
2008	475,000	351,385	826,385
2009	505,000	324,948	829,948
2010	530,000	296,846	826,846
2011	560,000	267,176	827,176
2012	590,000	235,506	825,506
2013	620,000	201,845	821,845
2014	655,000	166,181	821,181
2015	695,000	128,332	823,332
2016	555,000	93,563	648,563
2017	0	78,300	78,300
2018	0	78,300	78,300
2019	0	78,300	78,300
2020	0	78,300	78,300
2021	1,305,000	39,150	1,344,150
Total	$ **9,876,971**	**6,518,944**	**16,395,915**

SPECIAL OBLIGATION BONDS

GENERAL INFORMATION

08/01/96 Special Obligation Capital Improvement Sales Tax Bonds (Interest rates: 3.75% - 5.20%)
Original Issue - $5,465,000
Balance 9/30/98 - $3,910,000
Maturity Date - 02/01/01

On November 7, 1995, the citizens of Columbia extended the 1/4th percent sales tax for capital improvements. In August of 1996, $5,465,000 in Special Obligation bonds were issued to finance various capital improvements.

DEBT SERVICE REQUIREMENTS
1992 and 1996 Special Obligation Bonds

Year	Original Requirements	Interest Requirements	Total Requirements
1999	1,085,000	172,745	1,257,745
2000	1,280,000	112,980	1,392,980
2001	1,545,000	40,170	1,585,170
Total	$ **3,910,000**	**325,895**	**4,235,895**

SPECIAL OBLIGATION - HIGHWAY PROJECTS

GENERAL INFORMATION

08/01/96 Special Obligation Bonds - Highway Projects (Interest rates: 4.25% - 5.00%)
Original Issue - $6,870,000
Balance 9/30/98 - $5,500,000
Maturity Date - 02/01/99

In August, 1996, the City issued $6,870,000 in Special Obligation - Highway project Bonds to finance the major highway project on Routes B and PP. The principal portions of these bonds will be repaid when the Missouri Highway Transportation Commission reimburses the City.

DEBT SERVICE REQUIREMENTS
1996 Special Obligation Bonds - Highway Projects

Year	Original Requirements	Interest Requirements	Total Requirements
02/01/99	5,500,000	137,500	5,637,500
Total	$ **5,500,000**	**137,500**	**5,637,500**

SELF INSURANCE - SPECIAL OBLIGATION INSURANCE RESERVE BONDS

SELF INSURANCE - SPECIAL OBLIGATION INSURANCE RESERVE BONDS

In July of 1988, the City entered into a program for Self-Insurance to cover workers compensation claims and property and casualty losses. The City issued and sold two series of bonds to establish reserves to provide for the Self-Insurance program, Liquidity Reserve, and Catastrophic Loss Reserve. Series 1988A Special Obligation Insurance Reserve Bonds were issued in the amount of $25,000,000. Series B were issued in the amount of $4,660,000.

TRANSPORTATION SALES TAX FUND

DESCRIPTION

Section 94.600 of the Revised Missouri State Statutes allows cities to authorize a 1/2 cent sales tax for transportation purposes if a simple majority of the voters approve such action. The voters of the City of Columbia authorized the addition of this tax on April 6, 1982. State Statues require proceeds from the tax to be accounted for in a trust fund separate from other sales tax resources. When the City receives proceeds from the transportation sales tax, the money will be placed in a Transportation Sales Tax Fund and allowed for a wide range of transportation purposes.

RESOURCES AND EXPENDITURES

		Adopted FY 1999
RESOURCES:		
FY 99 Transportation Sales Tax Receipts	$	**6,868,281**
EXPENDITURES:		
General Fund:		
Bus Subsidy		1,646,000
Airport Subsidy		554,000
Street and Sidewalk Related		3,581,081
Total General Fund		5,781,081
Capital Imrprovement Projects:		
Street & Bridge Bonds Debt Service		555,000
Total Capital Improvement Projects		555,000
Total Expenditures		**6,336,081**
Revenues Over Expenditures	$	**532,200**

CDBG EXPENDITURE GUIDELINES

In 1991, City Council adopted guidelines for the expenditure of the annual allocation of Community Development Block Grant funds.

1. 60-65% of funds are to be spent on neighborhood improvements, including streets, sidewalks and other projects on public property and right-of-way. This includes planning and administration.

2. 20-25% of funds are to be spent on housing related programs, such as rehabilitation of owner-occupied housing and assistance to persons buying homes.

3. 10-15% of funds are to be spent toward assisting in the improvement or development of facilities operated by agencies providing services to low income persons. Funding is generally done on a one-time basis.

CITY MANAGER NOTES/STAFF RECOMMENDATION FOLLOWING COMMUNITY DEVELOPMENT COMMISSION REVIEW OF STAFF AND AGENCY REQUESTS:

1) City-wide Rehabilitation: Staff recommended amount is adequate to fund program, particularly when combined with HOME funds.

2) Fourth Avenue Improvements: This project should be fully funded in order to complete the project sooner and, thereby, avoid unspent balances, which is of concern to HUD.

3) Community Center: This project should receive greater emphasis. Planning for and developing a community center will be an emphasis of the Council in the coming months and years, requiring expenditure of current year's funds, as well as future allocations.

4) Central Missouri Food Bank: This agency has been funded previously and provides limited service to Columbia residents, focusing more on required needs.

5) NCCNA Neighborhood Marker Project: This project has been previously funded in the amount of $10,000, which has not yet been spent. No markers have been installed.

6) COLT Railroad Corridor Project: This is a $281,000 project, as estimated by the Columbia Water & Light Department. It is a possible CIP project, but is not currently shown in the document. It should be a City-initiated and implemented project, subject to Council consideration relative to other capital projects and detailed planning and design by staff. Staff suggests it be included in the next year's draft CIP for Council discussion.

7) Senior Services of Boone County, Inc.: Request withdrawn by applicant.

COMMUNITY DEVELOPMENT BLOCK GRANT

PURPOSE

This fund accounts for and disburses funds received by the City from the Department of Housing and Urban Development's Community Development Block Grant Program. These funds are to be used to provide services and improvements to low and moderate income citizens in the CDBG area of the City to aid in neighborhood stabilization and development. After receiving recommendations from the Community Development Commission, the staff, and public hearings, the Council adopts this budget and submits it to HUD for final approval. Following that approval, the funds become available in late winder or early spring of 1999.

RESOURCES

		Adopted FY 1999	
Reprogram Funds	$	70,000	*
Entitlement Amount Estimate		1,000,000	
Total Resources	$	**1,070,000**	

* Previous allocation of $48,000 (Community Facilities) was not used. Will reprogram these funds back to a facility use and also add an additional $25,000 which has recently become available.

EXPENDITURES

		Staff Proposal Before Agency Requests		Commission Proposal		Staff Recommen-dation 09/11/98		Council Adopted	
Housing Programs:									
City Wide Rehabilitation	$	150,000	$	166,000	*(1)	150,000		150,000	
Home Ownership Assistance		75,000		100,000		100,000		100,000	
Subtotal		**225,000**		**266,000**		**250,000**		**250,000**	
Neighborhood Improvements:									
Fourth Ave Improvements		252,000		126,000	*(2)	252,000		252,000	
Worley Street Park Improvements		63,000		63,000		63,000		63,000	
Community Center/Rec. Center		300,000		100,000	*(3)	125,000		125,000	
Administration		110,000		110,000		110,000		110,000	
Planning		50,000		50,000		50,000		50,000	
COLT Railroad Corridor Project		0		50,000	*(6)	15,000		15,000	
Subtotal		**775,000**		**499,000**		**615,000**		**615,000**	
Community Facilities:									
Central Missouri Food Bank		0		100,000	*(4)	100,000	+	100,000	+
Housing Authority of Columbia		0		30,000		30,000		30,000	
NCCNA Marker Project		0		10,000	*(5)	0		0	
Senior Services of Boone County, Inc.		0		20,000	*(7)	**(Withdrawn)**		**(Withdrawn)**	
Services for Independent Living		0		75,000		75,000		75,000	
Show-Me Central Habitat for Humanity		0		0		0		0	
Subtotal		**0**		**235,000**		**205,000**		**205,000**	
Total	$	**1,000,000**	$	**1,000,000**	$	**1,070,000**	$	**1,070,000**	

\+ Subject to Central Missouri Food Bank Bd documentation and certification of compliance with Federal HUD requirements.

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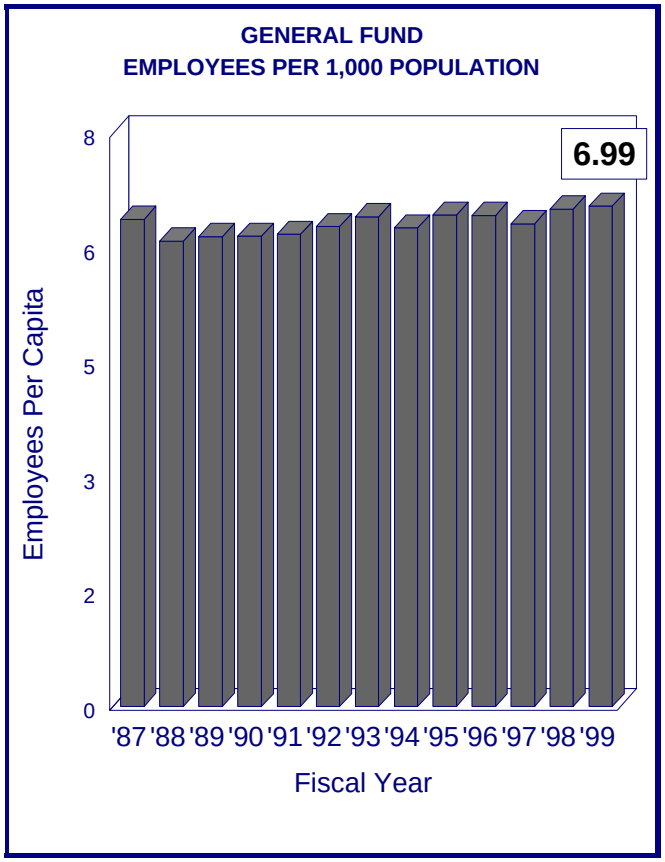
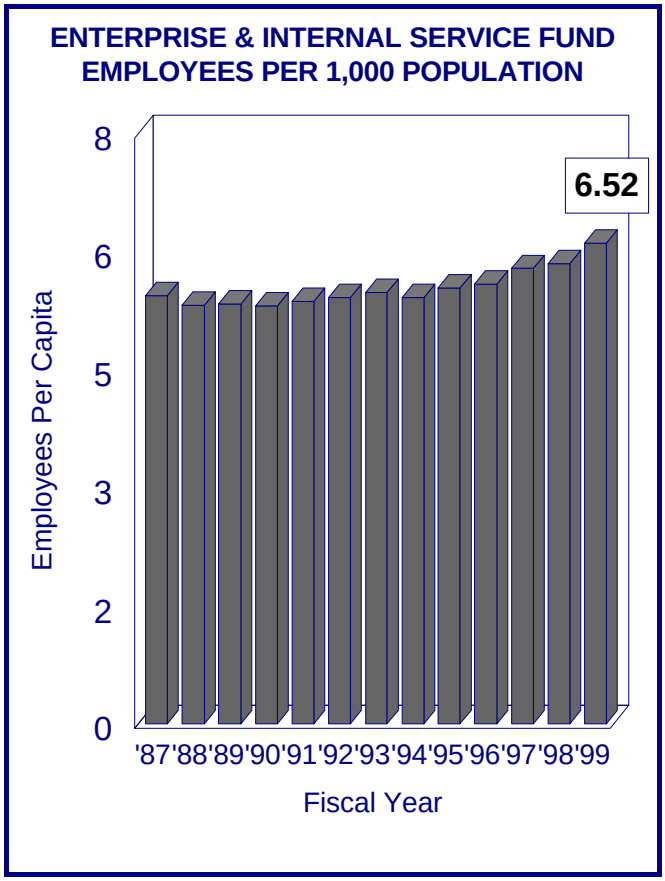
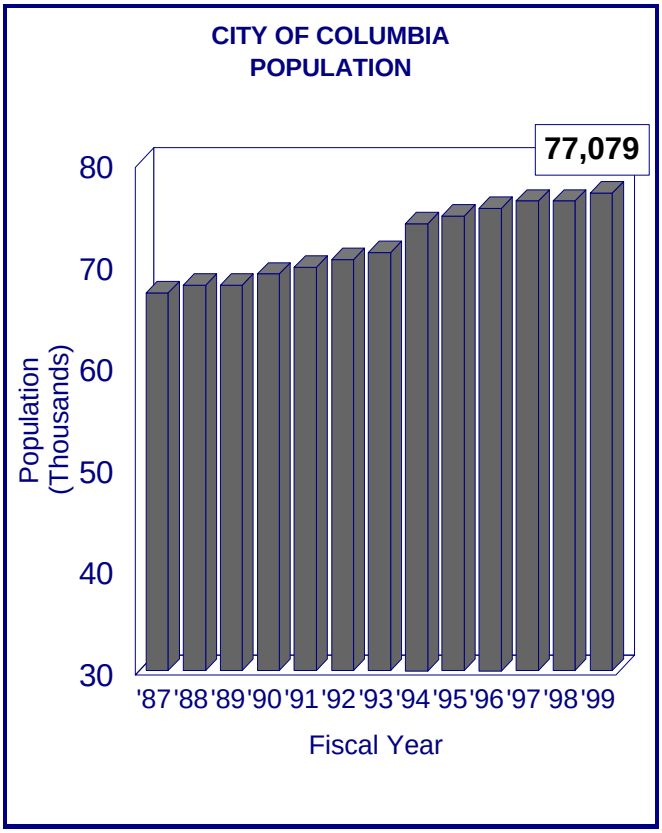
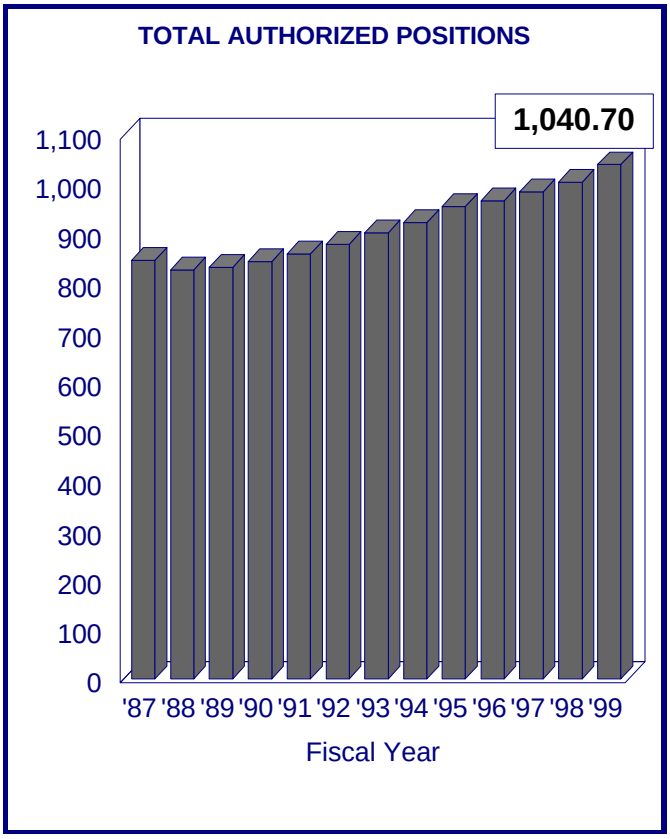
PERSONNEL SUMMARY INFORMATION









Additional Positions
Approved By City Council
For FY 1999

		Number Of Positions	Position Added
General Fund:			
Positions Added To Replace Temporary Positions	Health - Clinic & Nursing	0.80	(1) 0.80 FTE HIV Planner/Programmer
	Joint Communications	2.00	(2) 1.00 FTE Communications Oper Trainee
	Parks & Recreation	1.00	(1) 1.00 FTE Maint. Asst. II
	Police - Support	1.00	(1) 1.00 FTE ASA III
		4.80	**Positions Added to Replace Temp. Positions**
Additional Position Changes	Health - Clinic & Nursing	1.00	(1) 1.00 FTE Senior Social Worker
	Police	4.00	(4) 1.00 FTE Police Officers
	Police	(1.00)	(1) 1.00 FTE Deputy Police Chief Deleted
	Fire	1.00	(1) 1.00 FTE Fire Fighter
	Public Works - Administration	0.10	(1) 1.00 FTE Financial Mgmt Spec (10%)
	Public Works - Engineering	0.33	(1) 1.00 FTE Civil Engineer I (33%)
	Health - Clinic & Nursing	(1.00)	(1) 1.00 FTE Social Worker (Sr. Soc. Wrkr Added)
	Health - Clinic & Nursing	(1.00)	(1) 1.00 FTE Social Worker (Caring Communities)
		3.43	**Additional Position Changes**
		8.23	**NET GENERAL FUND POSITIONS ADDED**
Other Funds:			
Positions Added To Replace Temporary Positions	Public Works - Public Transportation	2.25	(3) 0.75 FTE Bus Drivers
	Public Works - Public Transportation	3.00	(3) 1.00 FTE Bus Drivers
	Public Works - Solid Waste	1.00	(1) 1.00 FTE Refuse Collector III
	Public Works - Solid Waste	4.00	(4) 1.00 FTE Refuse Collector II
	Public Works - Solid Waste	4.00	(4) 1.00 FTE Refuse Collector I
	Public Works - Solid Waste	0.75	(1) 0.75 FTE ASA I
	Public Works - Solid Waste	2.00	(2) 1.00 FTE Equipment Operator III
	Recreation Services Fund	1.00	(1) 1.00 FTE Recreation Specialist
	Information Services	0.50	(1) 0.50 FTE ASA I
		18.50	**Positions Added to Replace Temp. Positions**
Additional Position Changes	Finance - Utility Customer Services	1.00	(1) 1.00 FTECustomer Services Representative
	Finance - Risk Management	0.50	(1) 0.50 FTE ASA II
	Public Works - Fleet Operations	1.00	(1) 1.00 FTE Mechanic
	Electric Utility Fund	1.00	(1) 1.00 FTE Energy Mgmt Spec. I (Graphics Artist)
	Electric Utility Fund	1.00	(1) 1.00 FTE Locator I
	Public Works - Various Divisions	0.90	(1) 1.00 FTE Financial Mgmt Spec (90%)
	Public Works - Sewer & Storm Water	0.67	(1) 1.00 FTE Civil Engineer I (67%)
	Information Services	1.00	(1) 1.00 FTE Systems Analyst
	Volunteer Services	1.00	(1) 1.00 FTE Program Assistant
		8.07	**Additional Position Changes**
		26.57	**NET OTHER FUND POSITIONS ADDED**
Summary of Positions Added		4.80	GF Positions Added to Replace Temp. Positions
		18.50	Other Fund Positions Replacing Temp. Positions
		23.30	**Total Positions Replacing Temp. Positions**
		3.43	GF Additional Position Changes
		8.07	Other Fund Additional Position Changes
		11.50	**Total Number of Additional Position Changes**
		34.80	**TOTAL NUMBER OF POSITIONS ADDED FOR FY 1999**

PERSONNEL POSITION SUMMARY

	Actual FY 1997	Budget FY 1998	Estimated FY 1998	Adopted FY 1999
TOTAL PERSONNEL				
PERMANENT FULL-TIME POSITIONS:				
City Clerk and Elections	2.00	2.00	2.00	2.00
City Manager	6.40	6.40	6.40	6.40
Fiinance Department	42.00	42.00	42.00	43.00
Human Resources	7.40	8.40	8.40	8.40
Law Department	8.00	8.00	8.00	8.00
Municipal Court	6.00	6.00	6.00	6.00
Police Department	147.00	149.00	150.00	154.00
Fire Department	112.00	113.00	114.00	115.00
Health Department	44.40	45.40	46.10	45.10
Joint Communications/Emerg Mgt.	25.60	27.60	27.60	29.60
Planning and Development	8.00	8.00	8.00	8.00
Economic Development	4.00	4.00	4.00	4.00
Community Services	1.95	2.20	2.20	2.20
Parks & Recreation	53.00	54.00	54.00	56.00
Public Works Department	266.00	270.00	270.00	287.00
Railroad Fund	3.00	3.00	3.00	3.00
Water & Electric Utility Fund	204.00	205.00	206.60	208.60
Cultural Affairs Fund	2.25	3.00	3.00	3.00
Convention & Tourism Fund	5.00	5.00	5.00	5.00
Information Services Fund	21.00	20.00	20.00	21.00
Public Communications Fund	5.00	5.00	5.00	5.00
Contributions Fund	1.00	1.00	1.00	2.00
Total Full-Time Permanent	**975.00**	**988.00**	**992.30**	**1,022.30**
PERMANENT PART-TIME POSITIONS:				
Finance Department	1.00	1.75	1.75	2.25
Municipal Court	0.50	0.50	0.75	0.75
Health Department	5.10	5.10	5.65	6.45
Joint Communications	0.75	0.75	0.75	0.75
Parks & Recreation	2.25	2.25	2.25	2.25
Public Works	1.25	1.25	1.25	4.25
Water and Electric Utility Fund	0.70	0.70	0.70	0.70
Information Services Fund	0.00	0.00	0.00	0.50
Public Communications Fund	0.50	0.50	0.50	0.50
Total Permanent Part-Time Positions	**12.05**	**12.80**	**13.60**	**18.40**
TOTAL PERSONNEL	**987.05**	**1,000.80**	**1,005.90**	**1,040.70**
Summary By Fund Type:				
General Fund Positions	515.85	525.85	529.85	538.08
Enterprise Fund Positions	395.80	398.80	399.90	421.42
Internal Service Fund Positions	65.85	65.85	65.85	69.90
Special Revenue Fund Positions	8.55	9.30	9.30	9.30
Trust Fund Positions	1.00	1.00	1.00	2.00
TOTAL PERSONNEL	**987.05**	**1,000.80**	**1,005.90**	**1,040.70**

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GLOSSARY

Accrual Basis of Accounting - Internal Service Fund and Enterprise Fund revenues and expenses are recognized on the accrual basis. Under this method of accounting, revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period incurred.

Account Number - A system of numbering or otherwise designating accounts, entries, invoices, vouchers, etc., in such a manner that the symbol used quickly reveals certain required information.

Adopted Budget - Refers to the budget amount as originally approved by the City Council at the beginning of the fiscal year.

Anticipated Expenditures and Revenues - The expenditures or revenues that are expected by the close of the budget year.

Appropriation - The legal authorizations made by the City Council to the departments, offices and agencies of the City which approves their budgets and allows them to make expenditures and incur obligations for specific purposes within the amounts approved.

Assessed Valuation - This is the value of property set for tax purposes. The assessed value is set by the County Assessor, who is charged with determining the taxable value of property according to a formula set by the State of Missouri.

Budget - The financial plan for the operation of the City for the year.

Budgetary Control - The control or management of a government or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Capital - An asset item with a value of $1,000 or more and is expected to have an estimated life of greater than one year.

Capital Projects Fund - Capital Projects Funds are established to account for financial resources to be used for the acquisition or construction of major capital facilities or improvements.

Debt Service Fund - The debt service funds are used to account for the accumulation of resources and payment of general long-term debt principal and interest.

Deficit - An excess of the liabilities of a fund over its assets. Also, the excess of expenditures over revenues during the budget year.

Department - The Department is the primary unit in City operations. Each is managed by a department head. Departments are generally composed of divisions which share a common purpose or which perform similar duties.

Depreciation - The decrease in value of physical assets due to use and the passage of time. In accounting for depreciation, the cost of a fixed asset is prorated over the estimated service life of such an asset, and each year is charged with a portion of such cost. Through this process, the entire cost of the asset is ultimately charged off as an expense. This is done in proprietary funds which allows the calculation of net income for each fund.

Encumbrance - Commitment for unperformed contracts for goods or services. An amount of money committed and set aside, but not yet expended, for the purpose of a specific good or service.

Enterprise Funds - These funds are used to account for resources committed to self-supporting activities of governmental units that render services to the general public on a user-charged basis. Budgeted enterprise funds include: Water Utility, Electric Utility, Sanitary Sewer Utility, Regional Airport, Public Transportation, Solid Waste Collection, Parking Facilities, Recreation Services, Railroad, and Storm Water Utility.

Expendable Trust Fund - A trust fund whose principal and earnings may be expended. The only expendable trust fund that budgeted is the Contributions Fund.

Expenditure - An actual obligation incurred for goods or services received whether or not yet paid by City check or by interfund transfer for internal City bills.

Fiscal Year - The period used for the accounting year. The City of Columbia has a fiscal year of October 1 through the following September 30.

Fund - A fund is a self balancing set of accounts designed to track specific revenues and the uses of those revenues.

Fund Balance - An accumulated excess of revenues over expenditures. An amount left over after expenditures are subtracted from resources is added to a beginning fund balance each year. Each fund begins and ends each year with a positive or negative fund balance. The exception to this is Enterprise Funds and Internal Service Funds which are accounted for in the same manner as private businesses and record retained earnings as opposed to fund balance. The budgets for these funds are prepared on a net working capital basis, which equates to fund balance.

Fund Type - In governmental accounting, all funds are classified into seven generic fund types: General, Special Revenues, Debt Service, Capital Projects, Enterprise, Internal Service, and Trust and Agency.

General Fund - The fund used to account for all City activities not required to be accounted for elsewhere. The General Fund of a governmental unit is made up of the resources available for the purpose of carrying on the unit's operating activities. The General Fund includes the following departments: City Council, City Clerk and Elections, City Manager, Municipal Court, Human Resources, Law, Planning, Economic Development, Finance, Fire, Police, Health, Joint Communications, Emergency Management, Community Services, Divisions of Public Works (Administration and Engineering, Streets, Traffic, and Protective Inspection), and Divisions of Parks and Recreation (Administration, C.A.R.E. Program, and Parks).

General Obligation Bonds - Bonds backed by the full faith and credit of the City.

Governmental/Trust Funds - Includes the General Fund, Expendable Trust Funds, Non-Expendable Trust Funds, and Special Revenue Funds.

Legal Debt Margin - The amount of additional debt the City may legally issue. It is currently 20% of the assessed value less general obligation debt currently outstanding.

Intergovernmental Revenues - Revenues from other governments in the form of grants, entitlement, shared revenues or payments in lieu of taxes.

Internal Service Funds - These funds are used to finance, administer, and account for the financing of goods and services provided by one department to other departments of the City on a cost reimbursement basis. Budgeted internal service funds are Fleet Operations, Custodial and Maintenance Services, Finance Utility Customer Service, Information Services, Public Communications, Employee Benefit Fund, and Self-Insurance Reserve Fund.

Modified Accrual Basis - General Fund, Special Revenue, Debt Service, Capital Projects, and Expendable Trust Funds are recognized on the modified accrual basis of accounting. Under this method, revenues are recognized in the accounting period in which they become both available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred. This basis measures resources available to the City.

Net Income - The excess of revenues over expenses. Net income is calculated for Internal Service Funds and Enterprise Funds. Net income is not calculated for a governmental fund.

Non-Expendable Trust Funds - A trust fund whose principal must be preserved intact. Revenues earned on the principal may be expended.

Non-Operating Expenses - Expenses incurred by Enterprise and Internal Service Funds that are not directly related to the fund's primary service activities. Examples of non-operating expenses include Interest Expense, Loss on Disposal of Fixed Assets, and Miscellaneous Expenses.

Non-Operating Revenues - Enterprise and Internal Service Fund revenues that are not directly related to the fund's primary service activities. Examples of non-operating revenues include Interest Revenue, Gain on Disposal of Fixed Assets, and Miscellaneous Revenue.

Operating Budget - The annual budget and process which provide a financial plan for the operation of government and the provision of services for the year. Excluded from the operating budget are capital projects which are determined by a separate, but interrelated process.

Property Tax - This refers to the property tax placed on property. The tax income is determined by multiplying the tax rate by each $100 of assessed valuation.

Proposed Budget - The recommended City budget submitted by the City Manager to the City Council in late July each year.

Revenue Bonds - Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund. In addition, these bonds may contain a mortgage on the enterprise fund’s property.

Revenues - Money generated through taxes, charges, licenses and other sources to fund City operations.

Special Obligation Bonds - Special obligations of the City. The payment of the principal of and the interest on the Bonds is subject to an annual appropriation by the City. The City is not required or obligated to make any such annual appropriation.

Special Revenue Funds - These funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes. Budgeted special revenue funds include: Convention and Tourism Fund, Transportation Sales Tax Fund, Community Development Block Grant Fund, and Cultural Affairs Fund.

Subsidy - Legally authorized subsidy from a fund receiving revenue to the fund through which the resources are to be expended.

Transfer - Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended.

Trust Funds - These funds are used to account for assets held by the government in a trustee capacity. Trust Funds are composed of two main types, Non-Expendable and Expendable. The only Budgeted Trust Fund is the Contributions Fund.

User Charges or Fees - The payment of a charge or fee for direct receipt of a service by the party benefiting from the service.