

City of Menasha

2013

**Budget
Workbook**



TO: Menasha Citizens and Members of the Common Council
FROM: Mayor Don Merkes
DATE: 18 October 2012

SUBJECT: 2013 Budget

Menasha's outlook continues to brighten. After several difficult years our community's finances have stabilized and we can once again look to the future with confidence. 2013 will be a year for Menasha to rebuild: reducing debt, maintaining infrastructure, ensuring our continued ability to efficiently provide services, investing in amenities that encourage growth, and working together to attract and retain the best work force. These are the building blocks of an exceptional community, and we have them all in Menasha.

My 2013 budget respects the traditions of our community and the financial reality of the people living here, without shortchanging our future as a city. This budget includes no new borrowing, preserves our reserves at over 10% of 2013 expenditures, maintains our current lean work force, includes essential increases in maintenance, and places new emphasis on cooperative regional economic development. Most importantly the proposed budget does this with no increase whatsoever to the tax levy.

It is well understood that Menasha is burdened with a large amount of debt, and this budget continues to retire that debt in an expedient manner. In 2012, nearly two and a half million dollars of debt was retired. My 2013 budget continues that practice, paying down over three million dollars. Last year we completed a refinancing that will save residents almost three million dollars over the life of the loans and opportunities are likely to be available in 2013 to refinance smaller portions of our debt as well. We are on a sustainable financial path at last.

Our employees are a major key to our quality of life in Menasha. They have worked tirelessly through tough times providing quality services and infrastructure to our residents. Wages and benefits represent the majority of the costs that the city realizes each year, and that makes sense when you consider that we provide essential services to residents 24/7, 365 days per year. With that in mind, I am recommending that we change healthcare insurers to the WEA Trust. This will entail no increase in costs and provide our employees with a superior plan and access to the same doctors. This budget includes continuing a wellness plan, a modest wage increase, and a .85% increase in retirement contributions for both the city and employee. Employees play a vital role in the community, which is why we embarked on a study to work with them to become more efficient while creating a better workplace in 2012. We will begin to implement the findings of the study in the coming year.

Every department has worked through this budget process with an eye to the future and how to wisely invest our resources to make that future better.

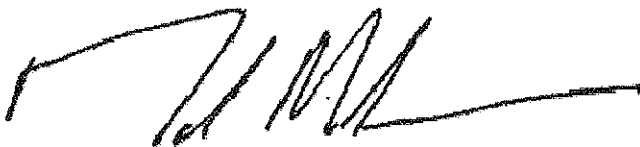
In the area of public safety, our Police Department will staff an elementary police liaison position in cooperation with the Menasha Joint School District. The position will help our youth follow a positive path forward with the expectation that crime and other issues will decrease as they progress through their education. Our Health Department will continue its partnership with the school district to ensure the health and well being of our students and residents. And both Police and Fire Department employees will contribute a greater share towards their retirement plans this year as well.

Menasha does not exist in a vacuum. The economic health of the entire Fox Valley and Wisconsin drive the economic future of our community. It is with that in mind that my budget includes the cost to join the efforts of Ignite Fox Cities, an initiative to retain and recruit business to the Fox Cities region including Menasha. Our RDA will also continue to implement marketing plans for the Lake Park area, which is now showing growth after a long period of dormancy.

It is well understood that few things add more desirability to a community than tree lined streets and parks filled with activity. With that in mind the 2013 budget will continue planning for the future of our parks with a comprehensive plan for Jefferson Park, pool planning, initial construction of a new east side park, and planning and acquisition of riverfront property at the former Gilbert Paper site. Recreation and education will continue to be at the forefront at our popular library, which is a hub for early childhood literacy, lifelong learning, and cultural programs. Our Senior Center will be fundraising for an improved entrance and continuing the beneficial partnership with the YMCA to provide enhanced programming.

Public Works continues in its tradition of being the city's builder. Plans call for our city employees to pave streets including: Arthur Street, Dunning Street, Hickory Hollow Lane, Milwaukee Street, and Northridge Court. The city will use contractors to pave Melissa St and construct sidewalks on Midway Road. We will also invest in a replacement refuse collection truck and dump truck.

I see a bright future for our city, and this budget reflects that by maintaining the vitality of our community while looking forward to expected needs. We remain committed to pay down debt, maintain our streets and infrastructure, and become more efficient with what we have. My budget recognizes the importance of both public safety and quality of life, working toward a balance that will continue to make Menasha a great place to live.

A handwritten signature in black ink, appearing to read 'D. Merkes', with a long horizontal line extending to the right.

Donald Merkes, Mayor

IT IS EXPECTED THAT A QUORUM OF THE PERSONNEL COMMITTEE, BOARD OF PUBLIC WORKS, PLAN COMMISSION, AND ADMINISTRATION COMMITTEE WILL BE ATTENDING THIS MEETING; (ALTHOUGH IT IS NOT EXPECTED THAT ANY OFFICIAL ACTION OF ANY OF THOSE BODIES WILL BE TAKEN)

**City of Menasha
Common Council
2013 Budget Review Session
Common Council Chambers
Thursday, November 1, 2012
5:00 – 8:00 p.m.**

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call/Excused Absences
- D. People from the Gallery to be heard on matters pertaining to the agenda
(five (5) minute time limit for each person)
- E. Health Dept. /Senior Center/Weights & Measures/Employee Safety
- F. Fire Department
- G. Common Council/Mayor
- I. Adjourn

"Menasha is committed to its diverse population. Our Non-English speaking population or others with disabilities are invited to contact the Menasha City Clerk at 967-2600 24 hours in advance of the meeting for the City to arrange special accommodations."

IT IS EXPECTED THAT A QUORUM OF THE PERSONNEL COMMITTEE, BOARD OF PUBLIC WORKS, PLAN COMMISSION, AND ADMINISTRATION COMMITTEE WILL BE ATTENDING THIS MEETING; (ALTHOUGH IT IS NOT EXPECTED THAT ANY OFFICIAL ACTION OF ANY OF THOSE BODIES WILL BE TAKEN)

**City of Menasha
Common Council
2013 Budget Review Session
Common Council Chambers
Wednesday, November 7, 2012
5:00 – 8:00 p.m.**

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call/Excused Absences
- D. People from the Gallery to be heard on matters pertaining to the agenda
(five (5) minute time limit for each person)
- E. Police Department
- F. Library
- G. Personnel/Attorney/ Clerk/Elections
- H. Adjourn

"Menasha is committed to its diverse population. Our Non-English speaking population or others with disabilities are invited to contact the Menasha City Clerk at 957-3600 24 hours in advance of the meeting for the City to arrange special accommodations."

IT IS EXPECTED THAT A QUORUM OF THE PERSONNEL COMMITTEE, BOARD OF PUBLIC WORKS, PLAN COMMISSION, AND ADMINISTRATION COMMITTEE WILL BE ATTENDING THIS MEETING; (ALTHOUGH IT IS NOT EXPECTED THAT ANY OFFICIAL ACTION OF ANY OF THOSE BODIES WILL BE TAKEN)

**City of Menasha
Common Council
2013 Budget Review Session
Common Council Chambers
Monday, November 12, 2012
5:00 – 8:00 p.m.**

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call/Excused Absences
- D. People from the Gallery to be heard on matters pertaining to the agenda
(five (5) minute time limit for each person)
- E. Community Development
- F. Public Works
- G. Adjourn

"Menasha is committed to its diverse population. Our Non-English speaking population or others with disabilities are invited to contact the Menasha City Clerk at 967-3500 24 hours in advance of the meeting for the City to arrange special accommodations."

IT IS EXPECTED THAT A QUORUM OF THE PERSONNEL COMMITTEE, BOARD OF PUBLIC WORKS, PLAN COMMISSION, AND ADMINISTRATION COMMITTEE WILL BE ATTENDING THIS MEETING; (ALTHOUGH IT IS NOT EXPECTED THAT ANY OFFICIAL ACTION OF ANY OF THOSE BODIES WILL BE TAKEN)

**City of Menasha
Common Council
2013 Budget Review Session
Common Council Chambers
Wednesday, November 14, 2012
5:00 – 8:00 p.m.**

AGENDA

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call/Excused Absences
- D. People from the Gallery to be heard on matters pertaining to the agenda
(five (5) minute time limit for each person)
- E. Parks/Recreation/Forestry/Cemetery/Pool
- F. Information Technology
- G. Finance Department/Assessor
- H. Adjourn

"Menasha is committed to its diverse population. Our Non-English speaking population or others with disabilities are invited to contact the Menasha City Clerk at 957-3600 24 hours in advance of the meeting for the City to arrange special accommodations."

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Office of the Mayor					
100-0101-511.10-02	Salaries	79,475	80,167	61,456	80,167	80,924
100-0101-511.10-03	Overtime/Doubletime	93	0	276	300	0
100-0101-511.15-01	Health	12,737	12,737	9,701	12,250	12,300
100-0101-511.15-02	Life	137	81	61	81	81
100-0101-511.15-03	Dental	1,005	1,035	758	1,035	1,008
100-0101-511.15-04	Retirement	7,937	5,451	4,210	5,451	5,606
100-0101-511.15-05	FICA	6,055	6,092	4,715	6,092	6,191
100-0101-511.15-07	Vision	113	112	83	112	104
100-0101-511.15-08	Workers Comp	132	184	28	184	40
100-0101-511.20-02	Vending/Catering	0	0	0	0	0
100-0101-511.21-04	Computer	0	0	0	0	0
100-0101-511.22-01	Telephone	235	130	87	130	130
100-0101-511.29-01	Printing	0	0	86	86	200
100-0101-511.29-07	Inhouse Info Tech Service	2,323	3,587	1,794	2,400	3,600
100-0101-511.30-10	Office	33	0	19	13	50
100-0101-511.30-11	Postage	74	0	79	79	100
100-0101-511.30-12	Computer	0	0	0	0	0
100-0101-511.30-15	Tools & Equipment	0	0	0	0	0
100-0101-511.30-16	Promotional	0	0	367	367	100
100-0101-511.32-01	Dues/Memberships/Licenses	0	0	0	0	0
100-0101-511.32-02	Periodicals/Subscriptions	0	0	22	22	100
100-0101-511.33-01	Mileage	0	0	0	0	200
100-0101-511.33-02	Registrations	0	400	130	130	400
100-0101-511.33-03	Lodging/Meals	0	200	0	0	200
100-0101-511.33-04	Other Expenses	0	0	0	0	0
100-0101-511.34-01	Mileage	0	0	0	0	0
100-0101-511.34-02	Registrations	0	0	0	0	0
100-0101-511.34-03	Lodging/Meals	0	0	0	0	0
100-0101-511.51-03	Property	540	0	540	540	540
100-0101-511.51-04	Liability	0	540	0	0	0
* Office of the Mayor		110,889	110,716	84,412	109,439	111,874

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Office of the Mayor	Donald Merkes
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0101-511	10/16/2012

RESPONSIBILITIES

1. As the Chief Executive officer of the City the Mayor shall be responsible for directing the overall operations of the City. The Mayor shall take care that the City ordinances and the State Statutes are observed and enforced.
2. Provides the Common Council such information and recommend such measures advantageous to the City.
3. Presides over meetings of the Common Council.
4. Coordination and operation of all City departments.
5. Review the development of the City budget.
6. Provide direction for the City's economic development and other long-range plans.
7. Planning for service and personnel levels.
8. Participate in the sale and purchase of property on behalf of the City.
9. Analyze and interpret federal, state and county legislation to determine its impact on the City.
10. Other duties and responsibilities as prescribed in the Wisconsin Statutes

SERVICES PROVIDED

1. The mayor serves as the Chief Executive officer of the City.
2. The mayor has open office hours the second Tuesday of each month from 8-10AM as well as by appointment
3. The mayor attends events on behalf of the city of Menasha
4. The mayor recognizes and awards residents for their achievements
5. The mayor's office coordinates the Farm Fresh Market & Sustainability Board.

2012 ACCOMPLISHMENTS

- The mayor and city staff continued collaborative efforts in 2012 to enhance the quality of life for our residents and visitors while maintaining affordability, strong neighborhoods, and value added services.
1. Retired \$2,483,411 City GO debt as well as refinancing debt to save almost \$3,000,000 over the life of other borrowing.
 2. Implemented development agreement and nearly 20 new homes in the Lake Park Road area on formerly city owned property.
 3. Implemented final settlement for steam utility and ordinance dissolving the stream utility bringing building and assets under common council control
 4. Upgraded and repaired nearly 9,000 feet of streets and associated infrastructure including: Eighth Street , Grove Street, Ida Street, Kelly Lake Drive, Kernan Avenue, Manitowoc Street, and Paris Street.
 5. Assisted in securing nearly \$400,000 in grant funding for city infrastructure, services, and disaster recovery.

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Office of the Mayor	Donald Merkes
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0101-511	10/16/2012

2013 OBJECTIVES

1. Continue to pursue grants, partnerships, and collaborative efforts to provide high quality services at lower costs to citizens.
2. Continue to reduce debt.
3. Promote Menasha's interests through active participation on various boards, committees, and organizations.
4. Promote Menasha as a vibrant community with opportunities for business and residential expansion.
5. Continue staff development and implementation of Springsted staffing & efficiency study
6. Continue efforts to develop sustainable practices within city functions to both reduce costs and environmental footprint.
7. Work to develop programming to strengthen housing stock and neighborhoods.
8. Continue development of strategic plans, and capital improvements plans. Promote long term investment in city infrastructure, equipment, and personnel.

MAJOR CHANGES FROM 2012 BUDGET

FUNDING SOURCES	2012 FUNDING	2013 FUNDING	POSITION TITLE	2012 # OF FTE'S	2013 # OF FTE'S
TAXES	\$0.00	\$0.00	Administrative Assistant	0.45	0.45
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Mayor	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.45	1.45

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Steam Utility Operations					
100-0102-581.15-09	Unemployment Comp	0	0	0	0	0
100-0102-581.20-01	Janitorial	0	0	0	0	0
100-0102-581.20-04	Mechanical Systems	0	520	0	520	300
100-0102-581.20-09	Sanitation	0	0	0	0	0
100-0102-581.21-01	Legal	0	0	0	0	0
100-0102-581.21-02	Engineering	0	0	0	0	0
100-0102-581.21-03	Accounting/Financial	0	0	0	0	0
100-0102-581.21-06	Management	0	0	0	0	0
100-0102-581.22-01	Telephone	0	0	0	0	0
100-0102-581.22-03	Electricity	0	21,400	0	21,400	20,500
100-0102-581.22-04	Heat	0	7,500	0	7,500	15,500
100-0102-581.22-05	Water/Sewer	0	3,800	0	3,800	3,050
100-0102-581.24-04	Specialized Equipment	0	0	0	0	300
100-0102-581.25-01	Other Municipal Entities	0	0	0	0	0
100-0102-581.29-05	Vehicle/Equipment Rental	0	0	0	0	0
100-0102-581.30-15	Tools & Equipment	0	0	0	0	900
100-0102-581.30-18	Department	0	1,760	0	1,760	800
100-0102-581.32-01	Dues/Memberships/Licenses	0	430	0	430	505
100-0102-581.33-03	Lodging/Meals	0	0	0	0	0
100-0102-581.33-04	Other Expenses	0	0	0	0	0
100-0102-581.38-01	Fuel	0	0	0	0	0
100-0102-581.51-03	Property	0	0	0	0	2,500
* Steam Utility Operations		0	35,410	0	35,410	44,355

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
City Attorney						
100-0201-512.10-02	Salaries	82,669	75,524	56,635	75,524	75,175
100-0201-512.10-03	Overtime/Doubletime	0	50	173	200	200
100-0201-512.15-01	Health	14,906	13,333	9,981	13,333	12,489
100-0201-512.15-02	Life	243	126	91	126	121
100-0201-512.15-03	Dental	1,282	1,181	912	1,181	1,196
100-0201-512.15-04	Retirement	7,364	4,458	3,331	4,458	4,999
100-0201-512.15-05	FICA	6,190	5,659	4,311	5,659	5,718
100-0201-512.15-07	Vision	121	108	84	108	105
100-0201-512.15-08	Workers Comp	190	173	129	173	180
100-0201-512.15-09	Unemployment Comp	90	0	34	0	0
100-0201-512.21-01	Legal	1,463	17,000	4,983	10,000	10,000
100-0201-512.21-06	Management	0	0	0	0	0
100-0201-512.21-07	Court Reporter	0	0	0	0	0
100-0201-512.21-08	Recording Fees	0	50	0	50	0
100-0201-512.22-01	Telephone	567	800	382	600	800
100-0201-512.29-01	Printing	0	200	0	200	200
100-0201-512.29-07	Inhouse Info Tech Service	2,323	5,376	2,688	5,376	3,590
100-0201-512.30-10	Office	129	300	51	300	300
100-0201-512.30-11	Postage	118	200	44	200	200
100-0201-512.30-12	Computer	196	0	0	0	0
100-0201-512.30-15	Tools & Equipment	0	0	0	0	0
100-0201-512.30-18	Department	0	290	0	290	290
100-0201-512.32-01	Dues/Memberships/Licenses	622	750	452	750	750
100-0201-512.32-02	Periodicals/Subscriptions	549	1,500	565	1,500	1,500
100-0201-512.33-01	Mileage	126	180	0	180	180
100-0201-512.33-02	Registrations	0	0	0	0	0
100-0201-512.33-03	Lodging/Meals	0	50	0	50	50
100-0201-512.33-04	Other Expenses	0	0	0	0	0
100-0201-512.34-01	Mileage	289	500	0	500	500
100-0201-512.34-02	Registrations	165	700	260	700	700
100-0201-512.34-03	Lodging/Meals	266	650	0	650	650
100-0201-512.34-04	Other Expenses	9	100	0	100	100
100-0201-512.51-03	Property	600	0	600	0	0
100-0201-512.51-04	Liability	0	600	0	600	600
* City Attorney		120,477	129,858	85,706	122,808	120,593

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	City Attorney	Pamela Captain
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0201-512	8/1/2012

RESPONSIBILITIES

Provide legal services to the City including ordinance prosecution, claims processing, review of documents, draft ordinances, legislation, contracts and policies, represent City in legal matters, adviser to Mayor, Department Heads, Common Council, boards, committees and commissions. Analyze and interpret state and federal legislation to determine its impact on the City. In addition, act as parliamentarian, troubleshoot citizen complaints, act as liaison to other governmental agencies, public information officer. Supervise City Clerk.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

Police Union contract settlement
Finalization of Electric Utility sale to WPPI
Completion of LaFayette Life Ins. Co. et al. v. City of Menasha et al. litigation
Assist CVMIC with strategic planning.

2013 OBJECTIVES

1. Insurance review and update
2. Implement steam utility dissolution and steam plant building status based on determination from Council about what to do with building and assets.

MAJOR CHANGES FROM 2012 BUDGET

Maintain current service level.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING	POSITION TITLE	2012 # OF FTE'S	2013 # OF FTE'S
TAXES	\$0.00	\$0.00	Attorney	0.65	0.65
SPECIAL ASSESSMENTS	\$0.00	\$0.00	HR Admin Asst-Payroll Cl	0.35	0.35
INTERGOV REVENUE	\$0.00	\$0.00	Human Resource Speciali	0.05	0.05
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.05	1.05

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Personnel						
100-0202-512.10-01	Wages	0	0	0	0	0
100-0202-512.10-02	Salaries	111,352	113,147	86,406	113,147	115,468
100-0202-512.10-03	Overtime/Doubletime	0	100	321	321	300
100-0202-512.15-01	Health	27,070	27,083	13,829	27,083	32,561
100-0202-512.15-02	Life	400	235	99	235	104
100-0202-512.15-03	Dental	2,484	2,559	1,177	2,559	2,601
100-0202-512.15-04	Retirement	9,926	6,682	3,333	6,682	7,678
100-0202-512.15-05	FICA	8,241	8,528	6,579	8,528	8,813
100-0202-512.15-07	Vision	232	233	113	233	256
100-0202-512.15-08	Workers Comp	256	261	184	261	277
100-0202-512.15-09	Unemployment Comp	0	0	0	0	0
100-0202-512.21-01	Legal	11,373	5,000	1,925	5,000	5,000
100-0202-512.21-05	Medical	6,811	4,500	6,039	6,039	7,000
100-0202-512.21-06	Management	3,443	6,500	1,820	6,500	6,500
100-0202-512.21-07	Court Reporter	0	0	0	0	0
100-0202-512.22-01	Telephone	175	300	267	300	320
100-0202-512.29-01	Printing	183	300	0	300	300
100-0202-512.29-02	Publishing	0	0	0	0	0
100-0202-512.29-03	Advertising	0	2,000	0	1,000	2,000
100-0202-512.29-07	Inhouse Info Tech Service	20,283	23,717	11,859	23,717	7,306
100-0202-512.30-10	Office	610	450	579	450	500
100-0202-512.30-11	Postage	644	800	404	800	800
100-0202-512.30-15	Tools & Equipment	0	0	0	0	2,500
100-0202-512.30-16	Promotional	0	0	0	0	25,000
100-0202-512.30-18	Department	0	0	16	0	0
100-0202-512.32-01	Dues/Memberships/Licenses	655	700	160	700	700
100-0202-512.32-02	Periodicals/Subscriptions	150	500	207	500	500
100-0202-512.33-01	Mileage	17	450	0	450	450
100-0202-512.33-02	Registrations	90	0	0	0	0
100-0202-512.33-03	Lodging/Meals	0	0	0	0	0
100-0202-512.34-01	Mileage	0	400	0	400	400
100-0202-512.34-02	Registrations	199	1,700	686	1,700	1,700
100-0202-512.34-03	Lodging/Meals	140	525	210	525	525
100-0202-512.34-04	Other Expenses	0	0	0	0	0
100-0202-512.51-03	Property	660	0	660	0	0
100-0202-512.51-04	Liability	0	660	0	660	660
* Personnel		205,394	207,330	136,873	208,090	230,219

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Personnel Department	Pamela Captain
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0202-512	8/1/2012

RESPONSIBILITIES

Administer the Personnel Policy Handbook and Local 603 Collective Bargaining Agreement. Represent the City in labor disputes and employment matters. Direct the Benefits Specialist, administer compliance with State and Federal laws and regulations, including FMLA, EEP, ADA, W/C, UC, CDL, EEOC. Provide support and training for departments. Purchase insurance, act as CVMIC representative and Risk Manager. Supervise payroll.

SERVICES PROVIDED

Administrative services to employees.

2012 ACCOMPLISHMENTS

Implement Police Union contract settlement
Implement changes due to Act 10
Personnel Policy Handbook revisions
Establish employee Wellness Committee
Assist consultant with efficiency and succession planning study

2013 OBJECTIVES

1. Work with Common Council to develop personnel plan arising from the results of the efficiency study.
2. Work with Common Council to develop succession planning documents.
3. Implementation of employee wellness program.
4. Provide management training consistent with CVMIC recommendations.

MAJOR CHANGES FROM 2012 BUDGET

\$2,500 office furniture
\$30,000 Wellness and Employee Recognition programs

FUNDING SOURCES	2012 FUNDING	2013 FUNDING	POSITION TITLE	2012 # OF FTE'S	2013 # OF FTE'S
TAXES	\$0.00	\$0.00	HR Admin Asst-Payroll Cl	0.65	0.65
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Human Resource Speciali	0.95	0.95
INTERGOV REVENUE	\$0.00	\$0.00	Personnel Director	0.35	0.35
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.95	1.95

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	City Clerk					
100-0203-512.10-01	Wages	0	0	0	0	0
100-0203-512.10-02	Salaries	62,312	63,931	48,820	63,931	66,247
100-0203-512.10-03	Overtime/Doubletime	105	0	311	600	0
100-0203-512.15-01	Health	16,827	16,827	12,824	16,827	16,250
100-0203-512.15-02	Life	222	131	99	131	131
100-0203-512.15-03	Dental	1,555	1,602	1,173	1,602	1,560
100-0203-512.15-04	Retirement	5,560	3,772	2,898	3,772	4,405
100-0203-512.15-05	FICA	4,732	4,836	3,725	4,836	5,039
100-0203-512.15-07	Vision	147	147	107	147	136
100-0203-512.15-08	Workers Comp	144	147	113	147	159
100-0203-512.15-09	Unemployment Comp	46	0	17	18	0
100-0203-512.20-02	Vending/Catering	0	0	0	0	0
100-0203-512.21-08	Recording Fees	371	600	790	1,000	1,000
100-0203-512.22-01	Telephone	160	200	129	200	200
100-0203-512.29-01	Printing	0	100	86	100	100
100-0203-512.29-02	Publishing	883	800	309	500	500
100-0203-512.29-07	Inhouse Info Tech Service	5,754	7,662	3,831	7,662	7,462
100-0203-512.30-10	Office	171	200	58	200	250
100-0203-512.30-11	Postage	453	700	449	600	500
100-0203-512.30-15	Tools & Equipment	0	0	0	0	0
100-0203-512.30-18	Department	0	0	16	50	50
100-0203-512.32-01	Dues/Memberships/Licenses	90	235	295	295	300
100-0203-512.33-01	Mileage	161	50	0	50	50
100-0203-512.33-02	Registrations	0	0	0	0	0
100-0203-512.33-03	Lodging/Meals	210	50	0	50	50
100-0203-512.34-01	Mileage	0	100	0	50	50
100-0203-512.34-02	Registrations	360	500	120	150	250
100-0203-512.34-03	Lodging/Meals	0	500	443	500	500
100-0203-512.34-04	Other Expenses	25	50	0	0	0
100-0203-512.51-03	Property	520	0	520	0	520
100-0203-512.51-04	Liability	0	520	0	520	0
* City Clerk		100,808	103,660	77,133	103,938	105,709

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	City Clerk	Deborah Galeazzi
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0203-512	8/1/2012

RESPONSIBILITIES

Maintains custody of City seal; attests and signs official documents; prepare and file necessary reports pertaining to City business; files and indexes all council actions and administrates all City Clerk duties per State Statutes.

SERVICES PROVIDED

Prepare and keep Common Council and Committee minutes; update City ordinances in the Municipal Code; issuing and maintaining liquor license; assist residents as needed.

2012 ACCOMPLISHMENTS

Keeping Clerk website updated; preparation of notices for rezoning, special use permits, annexations, liquor license; advance training for Clerk and Deputy Clerk; assisting residents; maintaining day to day operation of Clerk's office.

2013 OBJECTIVES

Operate within budget; preparing and implementing new policies; comprehensive review of fees; maintain current service level to residents; keep current on State Statute changes in the Clerk's office by attending training and conferences for Clerk and Deputy Clerk.

MAJOR CHANGES FROM 2012 BUDGET

No major changes.

<u>FUNDING SOURCES</u>	<u>2012 FUNDING</u>	<u>2013 FUNDING</u>	<u>POSITION TITLE</u>	<u>2012 # OF FTE'S</u>	<u>2013 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Administrative Asst	0.38	0.45
SPECIAL ASSESSMENTS	\$0.00	\$0.00	City Clerk	1.00	0.75
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.38	1.20

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Elections						
100-0204-512.10-01	Wages	5,538	31,438	18,128	31,438	11,354
100-0204-512.10-02	Salaries	20,803	21,310	16,504	21,310	22,082
100-0204-512.10-03	Overtime/Doubletime	45	0	104	600	0
100-0204-512.10-07	Per Diem	0	0	0	0	0
100-0204-512.15-01	Health	5,839	5,609	4,966	5,609	5,417
100-0204-512.15-02	Life	74	44	33	44	44
100-0204-512.15-03	Dental	541	534	448	534	520
100-0204-512.15-04	Retirement	1,951	1,337	1,091	1,337	1,468
100-0204-512.15-05	FICA	1,639	4,017	1,430	4,017	2,548
100-0204-512.15-07	Vision	51	49	42	49	45
100-0204-512.15-08	Workers Comp	83	153	135	153	80
100-0204-512.15-09	Unemployment Comp	5	0	2	0	0
100-0204-512.20-02	Vending/Catering	0	600	0	600	1,000
100-0204-512.22-01	Telephone	0	100	0	100	100
100-0204-512.24-01	Office Equipment	0	1,000	27	1,000	1,000
100-0204-512.24-04	Specialized Equipment	2,509	2,500	1,262	2,500	2,500
100-0204-512.29-01	Printing	1,451	4,000	987	2,000	1,500
100-0204-512.29-02	Publishing	352	1,500	166	300	300
100-0204-512.29-05	Vehicle/Equipment Rental	192	500	394	500	500
100-0204-512.29-07	Inhouse Info Tech Service	612	6,177	3,089	6,177	5,731
100-0204-512.30-10	Office	37	200	290	300	200
100-0204-512.30-11	Postage	409	1,000	2,016	2,500	1,000
100-0204-512.30-18	Department	0	200	0	0	200
100-0204-512.33-01	Mileage	7	50	0	50	50
100-0204-512.34-01	Mileage	0	40	0	50	50
100-0204-512.34-02	Registrations	0	200	0	0	200
100-0204-512.34-03	Lodging/Meals	0	50	0	0	50
100-0204-512.51-03	Property	70	70	70	70	70
100-0204-512.51-04	Liability	0	70	0	70	70
100-0204-512.80-04	Office Equipment	0	16,000	0	16,000	10,000
* Elections		42,208	98,748	51,184	97,308	68,079

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Elections	Deborah Galeazzi
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0204-512	8/1/2012

RESPONSIBILITIES

Responsible for all elections per State Statutes.

SERVICES PROVIDED

Each election has numerous steps including ballot proofing, voting machine testing, absentee voting, polling place setup, poll worker training, maintain voting records.

2012 ACCOMPLISHMENTS

Five VERY busy elections-no major problems; continue training with election changes and Statewide Voter Registration System.

2013 OBJECTIVES

Conduct successive elections in 2013; keep current on election changes; keep poll workers trained and certified as required by Government Accountability Board; Clerk and Deputy Clerk training in Statewide Voting Registration System; maintaining voting equipment.

MAJOR CHANGES FROM 2012 BUDGET

Two elections for 2013; funds budgeted for election machine warranties; funds budgeted for new Optic Scan voting machines.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING	POSITION TITLE	2012 # OF FTE'S	2013 # OF FTE'S
TAXES	\$0.00	\$0.00	Administrative Assistant	0.00	0.15
SPECIAL ASSESSMENTS	\$0.00	\$0.00	City Clerk	0.00	0.25
INTERGOV REVENUE	\$0.00	\$0.00	Poll Workers	0.67	0.67
LICENSES & PERMITS	\$0.00	\$0.00	Street Personnel	0.18	0.18
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
			TOTAL	0.85	1.25
TOTAL	\$0.00	\$0.00			

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 8
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Municipal Court					
100-0205-512.25-01	Other Municipal Entities	2,730	2,850	2,810	2,850	2,900
*	Municipal Court	2,730	2,850	2,810	2,850	2,900

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 9
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Inspector					
100-0301-523.21-06	Management	74,652	115,000	67,885	90,000	115,000
100-0301-523.29-01	Printing	0	0	0	0	0
100-0301-523.29-07	Inhouse Info Tech Service	4,646	7,061	3,531	7,061	6,696
100-0301-523.30-10	Office	0	0	0	0	0
100-0301-523.30-11	Postage	0	0	0	0	0
100-0301-523.30-18	Department	275	1,510	838	900	1,500
*	Inspector	79,573	123,571	72,254	97,961	123,196

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 10
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Valley Transit Subsidy					
100-0302-542.25-01	Other Municipal Entities	188,200	165,867	133,380	165,867	165,867
*	Valley Transit Subsidy	188,200	165,867	133,380	165,867	165,867

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 11
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Dial A Ride Subsidy					
100-0303-542.25-01	Other Municipal Entities	10,000	10,000	13,200	13,200	13,000
*	Dial A Ride Subsidy	10,000	10,000	13,200	13,200	13,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Community Development						
100-0304-562.10-01	Wages	18,607	26,722	22,236	26,722	27,404
100-0304-562.10-02	Salaries	87,333	85,569	65,297	85,569	88,276
100-0304-562.10-03	Overtime/Doubletime	41	0	113	0	240
100-0304-562.15-01	Health	20,776	28,296	20,921	28,296	26,225
100-0304-562.15-02	Life	476	275	202	275	269
100-0304-562.15-03	Dental	1,652	2,155	1,129	1,433	1,495
100-0304-562.15-04	Retirement	10,548	6,181	4,731	6,181	7,210
100-0304-562.15-05	FICA	7,864	8,498	6,624	8,498	8,775
100-0304-562.15-07	Vision	189	212	168	212	212
100-0304-562.15-08	Workers Comp	1,694	1,730	1,306	1,730	1,828
100-0304-562.15-09	Unemployment Comp	698	0	26	0	0
100-0304-562.21-01	Legal	0	0	0	0	0
100-0304-562.21-02	Engineering	0	15,500	0	15,500	10,000
100-0304-562.21-04	Computer	0	0	0	0	0
100-0304-562.21-06	Management	21,840	33,600	16,200	25,000	23,000
100-0304-562.21-08	Recording Fees	8	100	92	100	0
100-0304-562.21-09	Appraisal	294	6,000	0	0	3,000
100-0304-562.21-10	Marketing	0	0	0	0	10,000
100-0304-562.22-01	Telephone	448	1,000	515	900	1,500
100-0304-562.22-03	Electricity	289	0	258	300	300
100-0304-562.24-01	Office Equipment	0	0	0	0	0
100-0304-562.29-01	Printing	258	0	140	140	0
100-0304-562.29-02	Publishing	0	200	0	0	0
100-0304-562.29-05	Vehicle/Equipment Rental	0	200	0	0	200
100-0304-562.29-07	Inhouse Info Tech Service	9,118	10,591	5,295	10,591	11,985
100-0304-562.30-10	Office	369	1,000	226	1,000	1,000
100-0304-562.30-11	Postage	720	1,500	753	1,000	1,500
100-0304-562.30-18	Department	0	600	366	600	600
100-0304-562.32-01	Dues/Memberships/Licenses	3,713	4,000	2,003	4,000	10,595
100-0304-562.33-01	Mileage	121	1,800	117	500	1,800
100-0304-562.33-02	Registrations	254	1,800	75	900	1,800
100-0304-562.33-03	Lodging/Meals	0	1,400	171	800	1,400
100-0304-562.33-04	Other Expenses	0	100	38	50	100
100-0304-562.34-01	Mileage	0	0	168	100	0
100-0304-562.34-02	Registrations	0	100	505	100	100
100-0304-562.34-04	Other Expenses	0	0	300	0	590
100-0304-562.51-03	Property	590	590	590	590	0
100-0304-562.80-01	Computer Equipment	0	0	0	0	3,849
*	Community Development	187,900	239,719	150,565	221,087	245,253

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Community Developme	Greg Keil
	FUNCTION	BUDGET NUMBER	DATE
	Conservation and Devel	100-0304-562	8/1/2012

RESPONSIBILITIES

The Community Development Department is responsible for maintenance and growth of the property tax base and enhancement of the overall character of the community by ensuring orderly growth, promoting development and redevelopment, and maintaining and improving existing neighborhood quality.

This is accomplished through implementation of the *City of Menasha Year 2030 Comprehensive Plan*, land use planning, zoning administration, building code administration, redevelopment coordination, growth management, bike and pedestrian planning and implementation, economic development, business retention and recruitment, administration of housing and business loan programs, grants administration, historic preservation, TIF development and administration, and land records management. The department also serves in an advisory and coordinating capacity for public works projects, local and regional development policy, Plan Commission, Housing Authority, Board of Appeals, Landmarks Commission, Redevelopment Authority, TIF Joint Review Boards, and other planning and development organizations.

SERVICES PROVIDED

-Serves as the primary point of contact and coordinating entity for all Community and Economic Development projects. This includes assisting citizens, appraisers, real estate agents, businesses, developers, lenders, and contractors in interpreting and complying with the zoning code, building code, sign ordinance, driveway ordinance, land division and other development related regulations and preparing property maps and reports. Staff also facilitates the development process from conception to completion by coordinating with developers to maintain compliance with city regulations throughout the process.

-Provides staff support for all meetings of the Plan Commission, Landmarks Commission, Board of Appeals, Redevelopment Authority, TIF Joint Review Board, and Housing Authority.

-Provides grant writing and administration services for departmental, interdepartmental, and city-wide initiatives.

2012 ACCOMPLISHMENTS

Economic & Community Development:

- Amended TID #1 as a Distressed TID to extend the life of the district.
- Initiated the creation of TID #13; creation is currently on hold.
- Coordination in TID #5, 6, 10 and 12
- Assisted in the preparation of updated Covenants for the Lake Park Villas Homeowners Association to reflect the current status of the development.
- Assisted building owners/brokers with prospects for downtown office buildings.
- Coordinated land transactions between the City and Redevelopment Authority (RDA).
- Prepared RFP's and assisted RDA with selecting brokers and market firms for Lake Park Villas and Lake Park Square.
- Assisted Ark Media Group in developing marketing strategies for Lake Park Square/Villas.
- Prepared annexation notices and supporting documents for 5 parcels.

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Community Developme	Greg Keil
	FUNCTION	BUDGET NUMBER	DATE
	Conservation and Devel	100-0304-562	8/1/2012
-Coordinated offers to purchase and land transactions on NMFR Station 36 and the Midway Business Park. -Managed the City's Housing Program, administered by Community Housing Coordinators. -Managed the Building Inspector functions carried out by Independent Inspections Limited. -Coordinated with the Public Works Department (Engineering Division) to administer the City's new Driveway Installation Ordinance and Policy. To date, over 60 driveway permits have been issued. -Coordinated with the Public Works and the City Attorney's office in preparing site improvement agreements and guarantees for development sites. -Participated in the development of plans for the Fox-Wisconsin Heritage Parkway. -Processed building alterations and façade improvement grant/loan applications related to projects in the Upper Main Street Historical District. <u>Grant Writing and Administration:</u> -Initiated grant administration and associated certifications for \$314,608 in WI DOT Statewide Multimodal Improvement Program funding for trail improvements. -Coordinated preliminary property acquisition document in preparation for WI DNR Stewardship Grant Application submittal in Spring, 2013 to request funds for park and trail improvements at the Gilbert redevelopment site. -Successfully administered and closed out a \$200,800 EECBG grant award for energy efficiency improvements to street lighting and the Public Protection Facility. <u>Zoning, Land Records, and Socioeconomic Data:</u> -Zoning Administration, including sign regulations, and project/site plan review. -Prepared notices, mailings, and ordinance amendments for rezonings of several parcels, as well as a Comprehensive Plan map revision. -Creation of computerized maps for various city departments, including a street index handbook for the Police Department. -Assigned and re-assigned addresses for numerous lots throughout the city. -Coordinated with the Clerk's office to finalize the process for 2010 municipal ward redistricting. -Coordinated Land records information with Associated Appraisal. <u>Stormwater Coordination:</u> -Coordinated MS4 reporting for WDNR stormwater management permit. -In coordination with the Engineering Department, administration of Erosion Control and Stormwater Management ordinances through site plan and project review, and long term maintenance agreements. -Participated in regional stormwater planning and management. -Prepared and distributed public information and education stormwater materials in compliance with NR 151 and 252. -Participated in NEWSC-Council (Northeast WI Stormwater Coalition) and NEWSC General Public Education Committee.			
2013 OBJECTIVES			

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Community Developme	Greg Keil
	FUNCTION	BUDGET NUMBER	DATE
	Conservation and Devel	100-0304-562	8/1/2012
1. Work to Increase the city's tax base by continuing to focus on projects and initiatives that spur on development and redevelopment. For 2013, this includes: • Continue marketing of the Midway Business Park, Lake Park Villas/Square, and Province Terrace commercial properties. • Implementation of TID #5 Project Plan for Midway Business Park. • Implementation of TID #6 Project Plan for the Midway Road Corridor. • Implementation of TID #9 Project Plan for the Province Terrace corridor development. • Implementation of TID #10 Project Plan for the Third Street Corridor. • Implementation of TID #11 Project Plan for the Gilbert Mill Site. • Implementation of TID #12 Project Plan for the Lake Park Villas area. • Continued pursuit of TID #13 creation for Alliance Industries Area; district formation held from 2012. 2. Maintain and improve a customer friendly environment for all citizens, appraisers, real estate professionals, businesses, developers, lenders, and contractors when interacting with the department. For 2013, this includes: • Zoning Code Compliance and Interpretation • Site Plan Development and Review • Sign Code Compliance and Permitting • Driveway & Building Permitting and Compliance • Attend meetings of community based groups, such as the Menasha Area Business Group. 3. Advance projects that help implement the goals, objectives, and policies of the <i>City of Menasha Year 2030 Comprehensive Plan</i>. For 2012 this includes: • In coordination with Public Works and Parks and Recreation, coordinate development of the Province Terrace Trail Extension, including grant management and environmental assessment. • Continue work to redevelop the Gilbert Site, and incorporate the RR Donnelley Plant into the redevelopment area. This including working with owners for planning and marketing, and site assessment where necessary. Pursue 2013 WDNR Stewardship Grant for waterfront improvements and trail development. 4. Provide staff support and guidance to a variety of boards, committees, and authorities. For 2013, these include: • Plan Commission • Landmarks Commission • Board of Appeals • Redevelopment Authority • Housing Authority • TIF Joint Review Boards (Winnebago & Calumet County)			

MAJOR CHANGES FROM 2012 BUDGET

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Community Developme	Greg Keil
	FUNCTION	BUDGET NUMBER	DATE
	Conservation and Devel	100-0304-562	8/1/2012

Previous budget years have allocated \$2,500 for membership in the Fox Cities Economic Development Partnership (FCEDP). The FCEDP Membership is strategically aligning itself with the new Fox Cities Economic Development Corporation (EDC) and will serve in an advisory capacity to the new organization. The Fox Cities is essentially the only metro area in the entire state to not be served by an EDC, and it is critical to support this type of organization to help grow the Menasha and greater Fox Cities economy and tax bases.

The FCEDP has dropped all membership dues and has asked all members to reallocate previous FCEDP membership dues to help fund the \$1/capita that the EDC is requesting communities in the Fox Cities to contribute. This constitutes a total of \$9,250 in "membership & dues" line item in the Community Development Department, and \$8,250 in "marketing" in the TID #6 budget that the Department is requesting to support the Fox Cities EDC. We anticipate a revenue of \$1,000 from a yearly WPPI grant to help offset the City's contribution.

<u>FUNDING SOURCES</u>	<u>2012 FUNDING</u>	<u>2013 FUNDING</u>	<u>POSITION TITLE</u>	<u>2012 # OF FTE'S</u>	<u>2013 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Clerk Steno II	0.50	0.50
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Community Dev. Director	0.65	0.65
INTERGOV REVENUE	\$0.00	\$0.00	Intern	0.40	0.40
LICENSES & PERMITS	\$0.00	\$0.00	Principal Planner	0.59	0.59
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	2.14	2.14

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Urban Redevelopment					
100-0305-562.10-01	Wages	320	0	0	0	0
100-0305-562.10-03	Overtime/Doubletime	0	0	0	0	0
100-0305-562.15-01	Health	143	0	0	0	0
100-0305-562.15-03	Dental	8	0	0	0	0
100-0305-562.15-04	Retirement	46	0	0	0	0
100-0305-562.15-05	FICA	30	0	0	0	0
100-0305-562.15-07	Vision	1	0	0	0	0
100-0305-562.15-08	Workers Comp	12	0	0	0	0
100-0305-562.21-01	Legal	690	0	0	0	0
100-0305-562.21-02	Engineering	0	0	0	0	0
100-0305-562.21-06	Management	0	0	0	0	0
100-0305-562.22-03	Electricity	244	0	185	0	0
100-0305-562.22-05	Water/Sewer	0	0	0	0	0
100-0305-562.22-06	Storm Water	308	0	306	0	0
100-0305-562.24-02	Tools & Equipment	0	0	0	0	0
100-0305-562.24-03	Buildings	0	0	0	0	0
100-0305-562.25-01	Other Municipal Entities	0	0	0	0	0
100-0305-562.30-10	Office	0	0	0	0	0
100-0305-562.30-18	Department	0	0	0	0	0
100-0305-562.51-03	Property	1,749	0	427	15,700	0
*	Urban Redevelopment	3,551	0	918	15,700	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Comptroller/Treasurer						
100-0401-513.10-01	Wages	94,872	83,084	63,207	82,178	87,589
100-0401-513.10-02	Salaries	139,097	143,654	108,358	140,711	144,698
100-0401-513.10-03	Overtime/Doubletime	487	196	439	520	500
100-0401-513.15-01	Health	51,539	53,467	40,163	50,732	50,029
100-0401-513.15-02	Life	1,016	595	446	595	595
100-0401-513.15-03	Dental	4,006	4,076	3,227	4,076	4,279
100-0401-513.15-04	Retirement	23,315	13,212	10,148	13,203	15,447
100-0401-513.15-05	FICA	18,520	16,537	12,893	16,761	17,467
100-0401-513.15-07	Vision	405	410	325	410	410
100-0401-513.15-08	Workers Comp	539	515	395	514	558
100-0401-513.15-09	Unemployment Comp	124	0	47	47	50
100-0401-513.21-01	Legal	120	0	0	0	0
100-0401-513.21-03	Accounting/Financial	18,852	24,000	18,352	24,000	21,000
100-0401-513.22-01	Telephone	493	550	380	550	600
100-0401-513.24-04	Specialized Equipment	0	0	0	0	0
100-0401-513.29-01	Printing	1,744	1,600	1,643	1,464	1,600
100-0401-513.29-02	Publishing	0	0	0	0	0
100-0401-513.29-07	Inhouse Info Tech Service	39,005	44,733	22,367	44,733	66,445
100-0401-513.30-10	Office	541	500	407	450	500
100-0401-513.30-11	Postage	5,162	5,700	1,773	5,300	5,500
100-0401-513.30-12	Computer	36	0	0	0	0
100-0401-513.30-15	Tools & Equipment	24	0	0	0	0
100-0401-513.30-18	Department	0	0	0	0	0
100-0401-513.32-01	Dues/Memberships/Licenses	295	310	295	295	310
100-0401-513.32-02	Periodicals/Subscriptions	77	125	77	100	125
100-0401-513.33-01	Mileage	16	75	16	16	75
100-0401-513.33-02	Registrations	0	0	0	0	0
100-0401-513.33-03	Lodging/Meals	0	50	0	0	50
100-0401-513.34-01	Mileage	386	150	0	0	150
100-0401-513.34-02	Registrations	424	200	0	0	200
100-0401-513.34-03	Lodging/Meals	553	300	0	0	300
100-0401-513.34-04	Other Expenses	16	0	0	0	0
100-0401-513.51-03	Property	2,040	0	2,040	2,040	0
100-0401-513.51-04	Liability	0	2,040	0	0	2,040
* Comptroller/Treasurer		403,704	396,079	286,998	388,695	420,517

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Comptroller/Treasurer	Thomas Stoffel
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0401-513	10/10/2012

RESPONSIBILITIES

The Finance Department is responsible for carrying out the duties of the Comptroller and Treasurer for the City as enumerated in the Wisconsin State Statutes. In addition, the Finance Department is also responsible for administering the City's debt program, monitoring cash flow, creating and delivering financial reports to the Mayor, common Council state agencies and other interested parties, compiling the annual City budget, collection, disbursement and investment of City funds and management of the Assessor and Information Technology Departments.

SERVICES PROVIDED

The Department's service directly to the public involves the collection of monies for property taxes, licenses, permits, special assessments and other charges billed out by the City, responding to inquiries from walk-in traffic, telephone, mail or email. Internally the Department provides financial accounting services to all departments of the City, assisting in providing information on past purchases, fixed assets or status of current year budgets.

2012 ACCOMPLISHMENTS

During 2012, the Finance Department was able to refinance over \$20,000,000 of the City's outstanding General Obligation debt to lower interest rates and save city taxpayers and city ratepayers almost \$3,000,000 in interest costs over the life of the borrowings.

2013 OBJECTIVES

During , work with staff to better streamline operations to match up with the resources available, continue to evaluate new technologies to determine if their introduction would aid in producing any additional efficiencies in the department and look forward to implementing any recommendations from the Springsted study.

MAJOR CHANGES FROM 2012 BUDGET

No major changes for 2013.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING	POSITION TITLE	2012 # OF FTE'S	2013 # OF FTE'S
TAXES	\$0.00	\$0.00	COMPTROLLER TREAS	1.00	1.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	DEPUTY TREASURER	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00	FINANCE CLERKS	3.00	2.00
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	5.00	4.00

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Assessor						
100-0402-513.10-07	Per Diem	425	500	750	750	750
100-0402-513.21-04	Computer	1,022	1,250	888	1,100	1,250
100-0402-513.21-07	Court Reporter	300	200	200	200	250
100-0402-513.21-09	Appraisal	59,033	60,800	44,859	59,834	60,000
100-0402-513.22-01	Telephone	76	75	63	85	85
100-0402-513.25-01	Other Municipal Entities	6,192	6,300	6,195	6,193	6,375
100-0402-513.29-01	Printing	69	0	48	48	50
100-0402-513.29-07	Inhouse Info Tech Service	9,647	12,393	6,197	12,393	11,811
100-0402-513.30-10	Office	0	0	0	0	0
100-0402-513.30-11	Postage	588	600	970	975	900
100-0402-513.30-15	Tools & Equipment	0	0	0	0	0
100-0402-513.34-02	Registrations	25	50	28	28	55
100-0402-513.34-04	Other Expenses	0	0	0	0	0
100-0402-513.51-03	Property	580	0	580	580	0
100-0402-513.51-04	Liability	0	580	0	0	580
* Assessor		77,957	82,748	60,778	82,186	82,106

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Common Council						
100-0405-513.10-01	Wages	0	0	0	0	0
100-0405-513.10-02	Salaries	41,864	41,821	32,170	41,803	41,821
100-0405-513.10-07	Per Diem	0	0	0	0	0
100-0405-513.15-05	FICA	3,202	3,200	2,460	3,200	3,199
100-0405-513.15-08	Workers Comp	63	98	0	0	0
100-0405-513.15-09	Unemployment Comp	0	0	69	69	0
100-0405-513.21-01	Legal	975	0	0	0	0
100-0405-513.21-04	Computer	0	0	0	0	0
100-0405-513.21-08	Recording Fees	5,765	4,000	3,058	4,600	4,750
100-0405-513.29-01	Printing	4,101	4,300	4,066	4,300	4,300
100-0405-513.29-02	Publishing	10,049	8,500	7,298	9,000	9,000
100-0405-513.29-07	Inhouse Info Tech Service	1,669	1,824	912	1,824	1,824
100-0405-513.30-10	Office	107	150	101	100	150
100-0405-513.30-18	Department	108	150	0	0	0
100-0405-513.32-01	Dues/Memberships/Licenses	4,220	4,220	3,914	3,914	4,225
100-0405-513.33-01	Mileage	0	0	0	0	0
100-0405-513.33-02	Registrations	0	0	0	0	0
100-0405-513.33-03	Lodging/Meals	0	0	0	0	0
100-0405-513.33-04	Other Expenses	0	0	0	0	0
100-0405-513.34-01	Mileage	0	0	0	0	0
100-0405-513.34-02	Registrations	0	0	0	0	0
100-0405-513.34-03	Lodging/Meals	0	0	0	0	0
100-0405-513.51-03	Property	250	0	250	250	0
100-0405-513.51-04	Liability	0	250	0	0	250
100-0405-513.80-05	Other Equipment	0	0	0	0	0
* Common Council		72,373	68,513	54,298	69,060	69,519

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	City Assessor	Thomas Stoffel
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-0402-513	10/10/2012

RESPONSIBILITIES

The City-appointed Assessor has the statutory duty to determine values and prepare, sign and defend the annual property assessment roll. Since 2007, all real and personal property accounts have been administered by Associated Appraisal Consultants, Inc. The company also values mobile homes, preparing the monthly Parking Permit fee bill and performing the duties of the Real Property Lister and thereby reducing the tax levy from Winnebago and Calumet counties.

SERVICES PROVIDED

This department is responsible for the fair and equitable assessment of real and personal property in the City of Menasha, holding open book sessions on an annual basis, providing notice of change in assessed value, defending those values before the Board of Review, signing and filing the assessment roll annually with the City Clerk, and preparing any reports for TIF Districts required by the State of Wisconsin.

2012 ACCOMPLISHMENTS

Entered into a three year extension of the assessment contract with Associated Appraisal Consultants, Inc.

2013 OBJECTIVES

MAJOR CHANGES FROM 2012 BUDGET

no major changes from the previous year's budget request.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 19
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Illegal Tax/Tax Refund					
100-0406-513.73-01	Award & Claim Settlements	2,576	3,000	0	0	3,000
*	Illegal Tax/Tax Refund	2,576	3,000	0	0	3,000

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 21
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Civic Commemorations					
100-0408-552.20-02	Vending/Catering	0	0	0	0	0
100-0408-552.21-06	Management	19,000	13,990	1,000	13,000	13,990
100-0408-552.22-03	Electricity	0	0	0	0	0
100-0408-552.22-05	Water/Sewer	0	0	0	0	0
100-0408-552.29-02	Publishing	0	0	0	0	0
100-0408-552.30-10	Office	82	0	0	0	0
100-0408-552.30-16	Promotional	1,320	0	850	900	900
100-0408-552.30-18	Department	554	0	0	0	0
100-0408-552.51-03	Property	10	10	10	10	10
*	Civic Commemorations	20,966	14,000	1,860	13,910	14,900

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 25
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Uncollectable Debt					
100-0414-513.26-01	Accounts Receivable	162-	4,000	16,780	16,780	4,000
*	Uncollectable Debt	162-	4,000	16,780	16,780	4,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
100-0467-591.25-02	Transfer to Steam Utility Other Municipal Funds	303,083	0	0	0	0
*	Transfer to Steam Utility	303,083	0	0	0	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
100-0501-522.10-01	Fire Wages	0	0	0	0	0
100-0501-522.10-02	Salaries	0	0	0	0	0
100-0501-522.10-03	Overtime/Doubletime	280	0	0	0	0
100-0501-522.15-01	Health	71	0	0	0	0
100-0501-522.15-02	Life	0	0	0	0	0
100-0501-522.15-03	Dental	6	0	0	0	0
100-0501-522.15-04	Retirement	7,348	7,350	551	5,940	3,310
100-0501-522.15-05	FICA	21	0	0	0	0
100-0501-522.15-07	Vision	1	0	0	0	0
100-0501-522.15-08	Workers Comp	8	0	0	0	0
100-0501-522.24-03	Buildings	23,896	10,000	5,248	10,000	17,500
100-0501-522.25-01	Other Municipal Entities	3,053,648	3,155,492	2,597,852	3,117,426	3,037,076
100-0501-522.29-01	Printing	41	0	0	0	0
100-0501-522.30-11	Postage	9	0	0	0	0
100-0501-522.30-13	Housekeeping	167	0	9	0	0
100-0501-522.80-01	Computer Equipment	7,125	0	0	0	0
100-0501-522.80-03	Motorized Equipment	0	11,744	8,740	11,744	9,082
100-0501-522.80-05	Other Equipment	980	14,290	9,593	14,290	23,693
100-0501-522.82-01	Buildings	0	5,000	4,832	5,000	0
*	Fire	3,093,601	3,203,876	2,626,825	3,164,400	3,090,661

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
100-0502-522.22-01	Emergency Government Telephone	520	600	387	526	600
100-0502-522.24-01	Office Equipment	0	100	0	0	100
100-0502-522.30-10	Office	87	100	31	50	100
100-0502-522.30-18	Department	0	200	0	0	200
*	Emergency Government	607	1,000	418	576	1,000

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	FUNCTION	BUDGET NUMBER	DATE
		Fire Department	Al Auxier
		100-0501-522	10/10/2012

RESPONSIBILITIES

The mission statement for Neenah-Menasha Fire Rescue ("NMFR") is **"One Department-Fully Involved"**. Through our mission statement NMFR will organize and provide a variety of life safety and property preservation services to the public. Our mission is realized by offering high-quality professional service in fire suppression, specialized rescue operations and emergency medical services to the citizens of our communities. Furthermore, the Department takes a proactive role in safety by providing resources for public fire education, fire prevention, fire investigations and hazardous materials mitigation. Life safety and property preservation are key elements in the quality of life the citizens of our two communities have come to expect. NMFR shall strive to continue in its goal of providing this in a fiscally responsible manner.

NMFR remains committed to providing a fire safe environment within our communities by conducting required fire prevention code inspections for public buildings. A group of motivated firefighters continues to provide a highly developed and successful public education program for people of all ages in our communities. NMFR has taken a proactive stance and has set goals to make our communities a safe place to live and work.

SERVICES PROVIDED

NMFR's proactive role in public safety encompasses the following: fire company inspections of commercial and industrial properties for loss prevention; underground and aboveground petroleum fuel storage tank code enforcement; fire loss investigation; juvenile fire setter intervention programming; public fire safety education programming; fire suppression; specialized rescue operations; and, pre-hospital emergency medical care. Terrorism and Weapons of Mass Destruction training and Industrial Safety Exercises/Tours have become common, allowing us to increase our presence in industrial facilities forging a better working relationship with safety coordinators and maintenance personnel. Increased communication and involvement with the Community Development Department with respect to plan review and code compliance has improved tremendously under the Assistant Chief/Fire Marshall. We are also working closer with insurance companies and fire protection organizations to make sure that fire suppression equipment in buildings is maintained and tested according to codes and standards.

2012 ACCOMPLISHMENTS

Neenah-Menasha Fire Rescue responded to 404 calls for assistance involving fire related situations through July 31, 2012. In addition, in 2012 we have been summoned 984 times to assist in medically related situations. In 2011, NMFR responded to a total of 2,419 calls, an increase of 3% from 2010, for assistance in 2011 with 1,712 of those calls for medical assistance and 707 for fire related situations. Through July 31, 2012, there have been 1,964 fire inspections conducted with a total of 1,715 code violations discovered. In 2011, NMFR conducted 3,074 fire inspections and found 4,324 code violations. Public education efforts, stressing home and personal fire safety messages, continue to reach the citizens of Neenah and Menasha. Fire Inspectors in the Fox Valley continue to meet on a regular basis to share information and address common code problems. Uniformity between jurisdictions in code interpretation and enforcement is the goal of the group.

The public education program concerning dorm/apartment fire safety was presented to the entire senior high school student population at Neenah and Menasha High Schools. Our program for senior citizens on how to deal with many different emergency situations was presented to many of the senior groups within our communities upon their request. In early 2012, the Public Education Team expanded their program to include 5th

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	FUNCTION	BUDGET NUMBER	DATE
		Fire Department	Al Auxier
		100-0501-522	10/10/2012
grade students. The new "Then and Now Program" gives them a better understanding of the importance of fire safety. Public education requests continue to increase. We are working hard to accommodate every request and this will create a need for increased funds for public education materials. In spring of 2012, NMFR held an Open House and had a turn out of over 500 people. The importance of this public education event is to educate our citizens what we do, how we do it, why we do it and also discuss the importance of fire safety. Local 275 members came in off duty and volunteered their time, along with donating food, for this event. NMFR staff has been working with the newly created NEWSAP program. This is a regional effort with three other area Fire Departments working together on fire prevention. In mid-2012, NEWSAP wrote, and was awarded, a regional smoke detector grant. This grant will be implemented in late 2012 and continuing into 2013. NMFR staff has been working hard to apply for grants to help us obtain items we cannot fund through our budget due to the constraints both Communities are currently facing. In mid-2012, we have been successful in obtaining two grants. The first one is a Rehab Grant that will provide equipment for us to monitor our firefighters while they are at major incidents. It will also give them ability to either warm up or cool down (depending upon the weather) faster. Some of the equipment can also be used to monitor patients for carbon monoxide if there is a concern for that during an incident. The second is a Cascade system. This will allow us to refill air tanks on scene for firefighters while at major incidents. Previously, we have had to shuttle tanks back and forth from the incident to our station to refill tanks and/or request mutual aid from other departments for this. Communication issues have been resolved and Automatic Aid has begun with Appleton Fire Department. This has increased our response times to areas that were longer for us in the past. NMFR's Dive Team reached 80% of their fundraising efforts for establishing their Dive Team in 2012. Therefore, training of a 15-member team began in early 2012 and has continued throughout the year. Equipment was ordered and assembled for the team. It is anticipated that the Dive Team will, hopefully, be put into service during the 2012/2013 winter. Fundraising efforts continue to reach our goal and it is anticipated this will be accomplished in the near future.			

2013 OBJECTIVES

NMFR will continue to become more familiar with our growing communities' neighborhoods, streets and buildings. All Fire Officers will remain involved in training for the firefighters they lead. The Assistant Chief –Training/Emergency Management Officer will continue to focus on all training aspects, including specialty programming for rescue to assist other departments within our two jurisdictions, such as the Public Works employees, Park employees, Water employees, etc. He will also continue to work with the two communities to attain and maintain training for NIMS compliance. He will continue to work with the Driver/Engineer positions for consistent training with existing drivers and move-ups. The Department will continue its participation with Fox Valley Technical College in providing a learning environment for the Fire Intern Program. Standard Operating Guidelines and Procedures will continue to evolve and be updated.

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	FUNCTION	BUDGET NUMBER	DATE
		Fire Department	Al Auxier
		100-0501-522	10/10/2012

NMFR's Public Education Team will continue its fire safety efforts in the grade schools during Fire Prevention Week and also in the high schools for graduating seniors for when they go off to college. Both Cities have seen an increase in assisted living facilities, and we are seeing an increasing amount of requests to talk to senior citizens about fire safety.

NMFR will continue the automatic aid agreement with Appleton Fire Department and lower response times to citizens and businesses in Menasha and Appleton. As of July 31, 2012, NMFR has responded to 27 calls in the City of Appleton. AFD has responded to 19 calls in the City of Menasha.

In 2013, NMFR will be recruiting a new Fire Chief due to the impending retirement of Chief Auxier. Staff will work with the Fire Commission through this transition to fill this position.

Dive Team training will continue throughout the year and our hope is to have the team in place by early 2013. Fundraising efforts will continue as we approach the goal of \$90,000 set forth to establish the Dive Team. As of the end of August 2012, we have raised \$80,000.

Continue training efforts in the Firehouse software program so more Administrative personnel are able to administer the program.

On January 1, 2013, the F.C.C. mandated requirement to narrowband to all V.H.F. Channels to 12.5 MHz bandwidth in Winnebago county will go into effect. These frequencies are in the range that NMFR and all other agencies in Winnebago County have used for many years as our emergency channels. Moving to narrowband channels will provide more capacity for the growing volume of voice and data communications by the public service agencies in the county and throughout the State. However, this all comes with a price and Winnebago County will be funding the system. The change-over requires coordinated planning, scheduling and implementation along with local and state officials. Training of personnel at NMFR will be time consuming and extremely intensive through the remainder of 2012 and extend into 2013. Citizens in Neenah and Menasha can rest assured that NMFR will continue to provide all the expected services during this challenging period of transition.

MAJOR CHANGES FROM 2012 BUDGET

Health Insurance (0110): Decrease of \$1,410 per City of Neenah Finance. This is due to most Department members selecting the highest deductible/cheaper premium insurance.

Fringes (0111): Decrease of \$109,000 per City of Neenah Finance. This is due to employees' starting their WRS contributions, which results in decreased amount that the City paid on the Employee's behalf.

Outside Services (0236): Increase of \$1,000 due to our costs of fiber optics being increased for Stations 31 & 36.

Professional Services (0238): Decrease of \$11,000. Portions of the medical evaluations are now completed through the City of Neenah's health insurance plan. Due to union personnel's mandatory participation duplication of services is not required of the employee and the costs of the wellness panels are built into the health insurance.

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	FUNCTION	BUDGET NUMBER	DATE
		Fire Department	Al Auxier
		100-0501-522	10/10/2012

Maintenance of Operating Equipment (0216): Increase of \$2,000 due to increased demands on aging equipment.

Public Education (0262): Increase of \$1,000. Due to the increased amount of requests we receive from the community for our Public Education, we have to increase our supplies to meet this demand.

Computer Hardware Outlay (8115): Decrease of \$3,500. Per City of Neenah IS Department this can be decreased due to computer hardware being updated in 2012.

All Other Equipment (8133): Decrease of \$9,445. Due to grant awards in 2012 for equipment that was needed, we are able to decrease this in 2013.

<u>FUNDING SOURCES</u>	<u>2012 FUNDING</u>	<u>2013 FUNDING</u>	<u>POSITION TITLE</u>	<u>2012 # OF FTE'S</u>	<u>2013 # OF FTE'S</u>
TAXES	\$0.00	\$0.00	Asst Chief	2.00	2.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Deputy Fire Chief / Opera	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00	Fire Chief	1.00	1.00
LICENSES & PERMITS	\$0.00	\$0.00	Fire Fighters	63.00	63.00
FINES & FORFEITS	\$0.00	\$0.00	Office Manager	1.00	1.00
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	68.00	68.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Public Library						
100-0601-551.10-01	Wages	162,596	162,107	119,453	162,107	155,416
100-0601-551.10-02	Salaries	565,095	589,122	453,621	589,122	597,315
100-0601-551.10-03	Overtime/Doubletime	19,427	24,054	15,793	22,000	16,651
100-0601-551.15-01	Health	135,182	141,534	104,354	141,534	126,492
100-0601-551.15-02	Life	45	30	23	32	30
100-0601-551.15-03	Dental	10,286	10,954	8,648	10,954	11,440
100-0601-551.15-04	Retirement	64,214	45,065	34,085	45,065	50,564
100-0601-551.15-05	FICA	54,335	56,849	43,643	56,849	56,421
100-0601-551.15-07	Vision	1,186	1,180	959	1,180	1,212
100-0601-551.15-08	Workers Comp	3,542	3,689	2,748	3,689	3,834
100-0601-551.15-09	Unemployment Comp	554	0	128	0	0
100-0601-551.19-03	Uniform/Clothing Allow	219	175	22	175	195
100-0601-551.20-04	Mechanical Systems	0	0	0	0	0
100-0601-551.20-05	Entertainment	2,050	1,500	1,500	1,500	1,500
100-0601-551.21-03	Accounting/Financial	0	540	540	540	540
100-0601-551.21-05	Medical	104	0	0	0	0
100-0601-551.21-06	Management	540	300	173	300	300
100-0601-551.22-01	Telephone	359	500	180	548	550
100-0601-551.22-03	Electricity	43,176	44,000	35,178	43,408	44,000
100-0601-551.22-04	Heat	16,942	18,000	7,926	15,554	18,000
100-0601-551.22-05	Water/Sewer	6,602	6,600	6,931	6,554	6,600
100-0601-551.22-06	Storm Water	1,245	1,250	934	1,246	1,250
100-0601-551.24-01	Office Equipment	3,529	5,500	6,401	6,401	0
100-0601-551.24-03	Buildings	19,752	18,850	16,315	18,850	19,755
100-0601-551.24-04	Specialized Equipment	11,352	11,500	12,649	11,870	12,217
100-0601-551.25-01	Other Municipal Entities	71,405	73,000	70,518	73,000	70,000
100-0601-551.29-02	Publishing	0	500	228	500	0
100-0601-551.29-05	Vehicle/Equipment Rental	4,063	4,000	2,282	4,000	4,000
100-0601-551.29-07	Inhouse Info Tech Service	6,442	8,760	4,380	8,760	9,299
100-0601-551.30-10	Office	7,083	7,000	5,471	7,000	7,000
100-0601-551.30-11	Postage	7,099	7,000	4,307	7,000	7,000
100-0601-551.30-13	Housekeeping	6,764	5,100	3,734	8,600	8,600
100-0601-551.30-14	Library Materials	158,423	143,060	100,844	140,000	139,287
100-0601-551.30-15	Tools & Equipment	0	600	119	600	300
100-0601-551.30-16	Promotional	3,159	2,000	2,055	2,100	0
100-0601-551.30-18	Department	13,840	14,000	15,582	17,493	13,000
100-0601-551.30-19	Office Furnishings	673	100	20	100	0
100-0601-551.32-01	Dues/Memberships/Licenses	586	585	668	950	950
100-0601-551.33-01	Mileage	308	500	158	300	300
100-0601-551.33-02	Registrations	425	500	285	300	500
100-0601-551.33-03	Lodging/Meals	777	1,000	282	500	500
100-0601-551.33-04	Other Expenses	24	0	0	0	0
100-0601-551.34-01	Mileage	39	200	519	450	200
100-0601-551.34-02	Registrations	0	500	247	573	500
100-0601-551.34-03	Lodging/Meals	181	150	166	150	150
100-0601-551.34-04	Other Expenses	0	0	0	0	0

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 31
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
100-0601-551.51-03	Property	5,500	5,500	5,500	5,500	5,500
100-0601-551.80-05	Other Equipment	0	0	0	0	5,000
100-0601-551.82-01	Buildings	0	4,200	0	4,200	0
*	Public Library	1,409,123	1,421,554	1,089,529	1,421,554	1,396,368

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 32
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Resthaven Cemetery					
100-0701-533.10-01	Wages	11,037	13,241	7,442	9,000	13,670
100-0701-533.10-03	Overtime/Doubletime	362	0	264	264	0
100-0701-533.15-01	Health	2,135	1,131	1,027	1,000	1,072
100-0701-533.15-02	Life	0	0	0	0	0
100-0701-533.15-03	Dental	162	248	110	154	260
100-0701-533.15-04	Retirement	970	585	270	525	1,013
100-0701-533.15-05	FICA	1,151	1,000	595	709	1,165
100-0701-533.15-07	Vision	17	20	11	18	20
100-0701-533.15-08	Workers Comp	352	408	229	350	432
100-0701-533.19-03	Uniform/Clothing Allow	63	100	0	0	60
100-0701-533.20-06	Lawn Care	0	0	190	190	0
100-0701-533.22-03	Electricity	193	300	153	285	300
100-0701-533.22-04	Heat	0	0	0	0	0
100-0701-533.22-05	Water/Sewer	0	0	0	0	0
100-0701-533.22-06	Storm Water	1,019	1,100	968	1,300	1,300
100-0701-533.24-02	Tools & Equipment	0	0	80	80	0
100-0701-533.24-03	Buildings	0	150	0	0	150
100-0701-533.29-05	Vehicle/Equipment Rental	7,110	8,500	2,708	8,000	8,000
100-0701-533.29-07	Inhouse Info Tech Service	2,148	1,965	983	1,965	1,748
100-0701-533.30-15	Tools & Equipment	192	200	126	150	200
100-0701-533.30-18	Department	358	750	921	450	700
100-0701-533.51-03	Property	80	80	80	80	80
*	Resthaven Cemetery	27,349	29,778	16,157	24,520	30,170

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Recreation Department						
100-0702-552.10-01	Wages	73,932	79,868	56,292	76,250	80,404
LEVEL	TEXT	TEXT AMT				
DR13	CLERK STENO II (50%), OTHER HALF IN COMMUNITY DEVELOPMENT BUDGET. PROGRAM COORDINATOR AND OFFICE FILL-IN WAGES (TINY TOTS HEAD INSTRUCTOR, EXERCISE INSTRUCTOR, OFFICE ASSISTANT AS NEEDED). WAGES PAID TO APPROXIMATELY 40 SEASONAL AND PART TIME EMPLOYEES.	80,404				
		80,404				
100-0702-552.10-02	Salaries	73,846	74,802	57,348	74,802	76,781
100-0702-552.10-03	Overtime/Doubletime	41	0	113	39	0
100-0702-552.15-01	Health	28,429	28,846	20,740	28,846	26,018
100-0702-552.15-02	Life	328	193	144	193	193
100-0702-552.15-03	Dental	1,777	1,830	1,470	1,830	1,950
100-0702-552.15-04	Retirement	9,814	9,125	4,724	9,125	6,430
100-0702-552.15-05	FICA	10,901	11,372	8,447	11,558	11,719
100-0702-552.15-07	Vision	198	198	159	198	201
100-0702-552.15-08	Workers Comp	3,982	3,988	2,985	3,988	4,386
100-0702-552.15-09	Unemployment Comp	330	800	27	27	500
100-0702-552.20-03	Temp Staffing	1,616	2,500	1,441	2,500	2,400
LEVEL	TEXT	TEXT AMT				
DR13	EXAMPLES INCLUDE: GRUNSKI RUNSKI ROAD RACE, COMPUTERIZED REGISTRATION AND TIMING SERVICES, START/FINISH LINE SET UP, GOLF AND SKATEBOARD LESSON INSTRUCTOR.	2,400				
		2,400				
100-0702-552.20-05	Entertainment	3,417	2,500	1,570	2,200	2,400
LEVEL	TEXT	TEXT AMT				
DR13	SUMMER BUS TRIPS, INCLUDING THOSE OFFERED JOINTLY WITH NEIGHBORING COMMUNITIES. ALSO INCLUDES ENTERTAINMENT FOR PROGRAM EVENTS LIKE THE HOLIDAY HAYRIDE, SMITH PARK WINTER GALA AND PUMPKIN HUNT.	2,400				
		2,400				
100-0702-552.22-01	Telephone	728	800	699	800	800
100-0702-552.24-01	Office Equipment	0	100	0	0	100
100-0702-552.24-02	Tools & Equipment	0	0	0	0	0
100-0702-552.25-01	Other Municipal Entities	0	0	0	0	0
100-0702-552.29-01	Printing	4,801	5,000	4,941	5,100	5,200

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
LEVEL	TEXT	TEXT AMT				
DR13	ALL PROGRAM BROCHURES, GRUNSKI RUNSKI RACE FLYER, OCCASIONAL EVENTS FLYERS AND OFFICE FORMS AS NEEDED.		5,200			
			5,200			
100-0702-552.29-03	Advertising	441	750	388	600	650
LEVEL	TEXT	TEXT AMT				
DR13	PROGRAM AND SPECIAL EVENT PROMOTIONS.		650			
			650			
100-0702-552.29-05	Vehicle/Equipment Rental	1,149	2,000	1,401	1,500	2,000
100-0702-552.29-07	Inhouse Info Tech Service	7,917	12,895	6,447	12,895	12,235
100-0702-552.30-10	Office	308	500	201	450	500
100-0702-552.30-11	Postage	5,238	5,800	4,180	5,700	5,800
100-0702-552.30-15	Tools & Equipment	0	0	0	0	955
100-0702-552.30-16	Promotional	0	0	0	0	0
100-0702-552.30-18	Department	9,143	8,500	9,486	9,000	8,500
LEVEL	TEXT	TEXT AMT				
DR13	SIGNIFICANT EXAMPLES OF EXPENSES INCLUDE: SOFTBALLS FOR ADULT LEAGUES, T-SHIRTS FOR YOUTH BASEBALL AND GRUNSKI RUNSKI ROAD RACE. ATHLETIC SUPPLIES, PLAYGROUND GAMES AND RELATED SUPPLIES. FIRST-AID SUPPLIES. BUDGET OFFSET BY APPROXIMATELY \$1,000 BY BUSINESS SPONSORSHIP FOR BASEBALL T-SHIRTS AND \$2,000 FOR GRUNSKI RUNSKI.		8,500			
			8,500			
100-0702-552.32-01	Dues/Memberships/Licenses	805	800	659	800	800
LEVEL	TEXT	TEXT AMT				
DR13	PROFESSIONAL MEMBERSHIP EXAMPLES INCLUDE: STATE AND NATIONAL ASSOCIATIONS BMI AND ASCAP LICENSE FEE.		800			
			800			
100-0702-552.32-02	Periodicals/Subscriptions	0	0	0	0	0
100-0702-552.33-01	Mileage	0	0	0	0	0
100-0702-552.34-02	Registrations	657	700	265	680	700
LEVEL	TEXT	TEXT AMT				
DR13	INCLUDES ALL EDUCATIONAL SEMINARS, WPRA STATE CONFERENCE AND CLASSES FOR DIRECTOR AND SUPPORT		700			

PREPARED 10/18/12, 08:32:42
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 35
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	STAFF.		700			
100-0702-552.34-03	Lodging/Meals	255	300	72	250	300
LEVEL	TEXT		TEXT AMT			
DR13	EXPENSES RELATED TO TRAINING AND SUB-ACCOUNT 34-02		300			
	OTHER EXAMPLES INCLUDE: PIZZA DURING SUMMER STAFF					
	TRAINING AND AFTER DECEMBER PARK BOARD MEETING.		300			
100-0702-552.51-03	Property	1,070	1,070	1,070	1,070	1,070
*	Recreation Department	<u>241,123</u>	<u>255,237</u>	<u>185,269</u>	<u>250,401</u>	<u>252,992</u>

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Recreation Department	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	100-0702-552	10/10/2012

RESPONSIBILITIES

To ensure that residents have the opportunity to enjoy all the benefits that recreation activities have to offer.

SERVICES PROVIDED

- Offer opportunities for improving individual physical health and social interaction while creating a sense of community among residents.
- Plan and administer year around youth recreation programs.
- Plan and administer family oriented special events.
- Plan and administer adult sports programs (softball, basketball).
- Provide seasonal employment opportunities to residents.
- Provide opportunities to improve individual fitness level.
- Collaborate with like service providers whenever possible.
- Offer customer service on a variety of resident recreation program related issues.

2012 ACCOMPLISHMENTS

- Partnered with City of Neenah, Neenah-Menasha YMCA and Town of Menasha on joint bus trips.
- Added Affinity Sports and Orthopedic Medicine as a major Grunski Runski sponsor.
- Collaborated with the pool to offer the first "Dive In" movie.
- Collaborated with Boys' and Girls' Brigade on a summer indoor climbing program.

2013 OBJECTIVES

- Fully implement new ActiveNet software.
- Continue to review and streamline less popular program offerings.
- Pursue co-sponsoring a softball tournament as a fundraiser for a new scoreboard in Jefferson Park.
- Add an outdoor movie night at Clovis Grove Park in addition to the one at the pool. Residents liked the _____ in 2012.
- IT projector to include higher lumens for outdoor shows.

MAJOR CHANGES FROM 2012 BUDGET

CITY OF MENASHA 2013 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Recreation Department	Brian Tungate
			FUNCTION	BUDGET NUMBER	DATE
			Culture and Recreation	100-0702-552	10/10/2012
FUNDING SOURCES	2012 FUNDING	2013 FUNDING	POSITION TITLE	2012 # OF FTE'S	2013 # OF FTE'S
TAXES	\$0.00	\$0.00	Clerk Steno II	0.50	0.50
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Director	1.00	1.00
INTERGOV REVENUE	\$0.00	\$0.00	Seasonal/PT Workers	4.50	4.50
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	6.00	6.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Parks Department						
100-0703-553.10-01	Wages	272,460	273,965	223,684	273,200	279,608
LEVEL	TEXT	TEXT AMT				
DR13	PARK DIVISION EMPLOYEES:	279,608				
	1 FACILIITES/POOL TECHNICIAN (65%) - SEE POOL AND MARINA FOR OTHER WAGES.					
	4 PARK CARETAKERS - SEE FORESTRY, CEMETERY AND FORESTRY STORMWATER FOR OTHER WAGES.					
	1 SEASONAL PARK LABORER (1200 HRS-80%) - SEE FORESTRY STORMWATER FOR OTHER WAGES.					
	1 PARK LABORER/CUSTODIAN POSITION (60%) - SEE LIBRARY AND BUILDING SERVICES FOR OTHER WAGES.					
	6 SUMMER SEASONAL LABORERES (85%) - SEE CEMETERY AND MARINA FOR OTHER WAGES.					
	1 STREET COMMON LABORER (15%)					
	5% OF SUMMER PARK LABORERS					
		279,608				
100-0703-553.10-02	Salaries	82,978	84,266	64,564	84,266	86,824
LEVEL	TEXT	TEXT AMT				
DR13	SUPERINTENDENT OF PARKS, FORESTRY AND CEMETERIES - 100%	86,824				
	1 ASSISTANT BUILDING & PARKS SUPERINTENDENT - 20%					
	1 ADMINISTRATIVE ASSISTANT AT GARAGE CHARGED TO PARKS - 20%					
		86,824				
100-0703-553.10-03	Overtime/Doubletime	8,335	7,821	7,857	8,000	8,000
LEVEL	TEXT	TEXT AMT				
DR13	WORKED OVERTIME PRIMARILY LIMITED TO SUNDAY'S ONLY.	8,000				
		8,000				
100-0703-553.15-01	Health	98,640	95,390	62,586	94,500	77,550
100-0703-553.15-02	Life	378	226	169	220	226
100-0703-553.15-03	Dental	7,935	7,889	6,208	7,900	7,745
100-0703-553.15-04	Retirement	36,831	20,039	15,267	19,900	26,638
100-0703-553.15-05	FICA	27,985	27,201	22,630	27,900	32,250
100-0703-553.15-07	Vision	809	781	610	790	728
100-0703-553.15-08	Workers Comp	10,960	11,041	8,667	10,900	11,569
100-0703-553.15-09	Unemployment Comp	225	3,000	85	1,000	3,000
100-0703-553.19-03	Uniform/Clothing Allow	3,408	2,676	2,481	2,700	1,755
100-0703-553.19-05	Tool Allowance	0	0	23	23	130
100-0703-553.20-03	Temp Staffing	38	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
100-0703-553.20-04	Mechanical Systems	0	0	0	0	0
100-0703-553.20-06	Lawn Care	1,814	1,200	1,078	1,100	1,200
100-0703-553.20-09	Sanitation	1,595	1,500	1,399	1,600	1,600
LEVEL	TEXT	TEXT AMT				
DR13	BETTER PRICING NEGOTIATED.	1,600				
		1,600				
100-0703-553.21-02	Engineering	18,896	0	0	0	5,000
LEVEL	TEXT	TEXT AMT				
DR13	EXAMPLES OF ANTICIPATED EXPENSES INCLUDE: FURTHER GILBERT SITE PLANNING/ENGINEERING AND NEW NEIGHBORHOOD PARK.	5,000				
		5,000				
100-0703-553.21-05	Medical	0	0	0	0	0
100-0703-553.21-06	Management	15,019	0	0	0	0
100-0703-553.21-08	Recording Fees	0	0	0	0	0
100-0703-553.22-01	Telephone	2,343	2,800	1,712	2,700	2,800
100-0703-553.22-03	Electricity	35,941	41,000	28,523	38,200	39,000
LEVEL	TEXT	TEXT AMT				
DR13	ELECTRICAL EXPENSES FOR THE ENTIRE PARK SYSTEM INCLUDING LIGHTING AT ALL ATHLETIC FIELDS AND TENNIS COURTS.	39,000				
		39,000				
100-0703-553.22-04	Heat	5,089	6,800	2,479	5,800	6,000
100-0703-553.22-05	Water/Sewer	14,369	16,000	16,591	18,000	18,500
100-0703-553.22-06	Storm Water	7,649	6,800	5,790	7,500	14,300
100-0703-553.24-02	Tools & Equipment	4,128	7,500	2,773	5,600	6,000
100-0703-553.24-03	Buildings	17,984	21,000	14,712	20,000	24,000
LEVEL	TEXT	TEXT AMT				
DR13	ALL REPAIRS AND MAINTENANCE OF PARK STRUCTURES, FOUNTAINS, MINOR ADA RENOVATIONS, PAINTING, PLUMBING, ELECTRICAL AND CARPENTRY SUPPLIES, INCLUDING MEMORIAL BUILDING.	24,000				
		24,000				
100-0703-553.24-04	Specialized Equipment	410	0	20	20	0
100-0703-553.24-05	Small Projects	8,232	5,000	6,803	6,800	6,500
LEVEL	TEXT	TEXT AMT				
DR13	EXAMPLES OF ANTICIPATED PROJECTS INCLUDE: JEFFERSON PARK SHORELINE, BALL DIAMONDS AND MINOR	6,500				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	SKATEPARK REPAIRS.		6,500			
100-0703-553.29-01	Printing	2,057	2,100	2,675	2,000	2,100
100-0703-553.29-03	Advertising	0	0	62	62	0
100-0703-553.29-05	Vehicle/Equipment Rental	133,262	122,250	89,310	133,500	134,000
100-0703-553.29-07	Inhouse Info Tech Service	3,496	8,091	4,046	8,091	6,992
100-0703-553.30-10	Office	274	400	161	300	400
100-0703-553.30-11	Postage	49	50	190	27	50
100-0703-553.30-13	Housekeeping	1,602	2,500	1,043	1,900	2,000
100-0703-553.30-15	Tools & Equipment	6,018	130	1,212	1,500	5,500
LEVEL	TEXT	TEXT AMT				
DR13	INCORRECT BUDGET AMOUNT FOR 2012. EXAMPLES OF ANTICIPATED EXPENSES INCLUDE: HAND POWER TOOLS, LOCKS AND CORES, SMALL POWER EQUIPMENT, STRING TRIMMER, HERBICIDE TANKS AND MIXER FOR POURED IN PLACE MATERIAL.	5,500				
		5,500				
100-0703-553.30-18	Department	26,915	27,500	26,562	27,000	30,000
LEVEL	TEXT	TEXT AMT				
DR13	TYPICAL EXPENSES INCLUDE: ADA ACCESS ETC. UPGRADES, FLOWERS, DIRT, SIGNS, WOODCHIPS, CONCRETE, LUMBER AND LANDSCAPE SUPPLIES.	30,000				
		30,000				
100-0703-553.32-01	Dues/Memberships/Licenses	160	200	964	964	250
100-0703-553.33-01	Mileage	0	0	0	0	0
100-0703-553.33-03	Lodging/Meals	181	0	0	0	0
100-0703-553.33-04	Other Expenses	0	0	0	0	0
100-0703-553.34-02	Registrations	1,365	1,000	360	900	1,000
LEVEL	TEXT	TEXT AMT				
DR13	ATTENDANCE AT STATE AND REGIONAL PROFESSIONAL CONFERENCE AND WORKSHOPS.	1,000				
		1,000				
100-0703-553.34-03	Lodging/Meals	155	400	86	300	300
LEVEL	TEXT	TEXT AMT				
DR13	EXPENSE RELATED TO PREVIOUS ACCOUNT.	300				
		300				
100-0703-553.34-04	Other Expenses	0	0	0	0	0
100-0703-553.51-03	Property	3,900	3,900	3,900	3,900	3,900

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 39
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
100-0703-553.80-05	Other Equipment	0	0	0	0	0
100-0703-553.82-02	Construction	8,436	15,000	5,488	14,700	20,000
LEVEL	TEXT	TEXT AMT				
DR13	INCLUDES: REPAIR TO SMITH PARK ACCESS ROAD, POURED IN PLACE SURFACING AND MINOR ADA PLAYGROUND MODIFICATIONS, TO BE DETERMINED AFTER ADA ASSESSMENT IS COMPLETED.	20,000				
		20,000				
*	Parks Department	872,321	827,416	632,770	833,763	867,415

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Parks Department	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	100-0703-553	8/1/2012

RESPONSIBILITIES

To ensure that residents have sufficient parks, trails, open space and related facilities to enjoy all the benefits provided by a quality park system.

SERVICES PROVIDED

- Provide and maintain a comprehensive system of parks, trails and open space for benefit of all residents.
- Rent park facilities to the public.
- Offer and maintain four public boat launches.
- Assist community groups conducting large community or special events.
- Provide resident customer service on a variety of park related matters.
- Assist community groups in fundraising efforts that benefit the park system.

2012 ACCOMPLISHMENTS

- Koslo field users continued to raise funds to help offset operational costs at Koslo Park.
- Continued cost effective poured in place playground surfacing.
- Sealcoated shoreline trail through Jefferson Park.
- Completed 2012-2016 Open Space and Recreation Facilities Plan.
- Received tentative approval of a state grant for a neighborhood park on the far east side.
- Made administrative progress on terminating Army Reserve Building lease, including removal of all buildings.
- Hired Seasonal Park Laborer.

2013 OBJECTIVES

- Continue cost effective poured in place surfacing beneath playground equipment.
- Sub-accounts 24-03, 30-18 and 82-02 – show an increase to reflect initial modifications to park facilities per ADA requirements.

MAJOR CHANGES FROM 2012 BUDGET

CITY OF MENASHA 2013 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Parks Department	Brian Tungate
			FUNCTION	BUDGET NUMBER	DATE
			Culture and Recreation	100-0703-553	8/1/2012
FUNDING SOURCES	2012 FUNDING	2013 FUNDING	POSITION TITLE	2012 # OF FTE'S	2013 # OF FTE'S
TAXES	\$0.00	\$0.00	Admin. Asst. (Garage)	0.20	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Asst. Bldg. & Park Supt.	0.20	0.20
INTERGOV REVENUE	\$0.00	\$0.00	Common Laborer(Streets)	0.15	0.15
LICENSES & PERMITS	\$0.00	\$0.00	Facility/Pool Tech. (1)	0.65	0.65
FINES & FORFEITS	\$0.00	\$0.00	Summer Laborers (6)	1.47	1.47
PUBLIC CHARGES	\$0.00	\$0.00	Park Caretakers (4)	3.45	3.45
MISCELLANEOUS	\$0.00	\$0.00	Park Laborer (1)	0.85	0.85
			Park Laborer/Custodian (	0.50	0.50
			Park Superintendent	1.00	1.00
TOTAL	\$0.00	\$0.00	TOTAL	8.47	8.47

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
100-0704-552.10-01	Swimming Pool Wages	88,540	82,010	86,400	87,000	83,363
LEVEL	TEXT	TEXT AMT				
DR13	FAC/POOL TECH (20%)	85,363				
	INCLUDES WAGES FOR SEASONAL STAFF (SAME AS 2012):					
	1 POOL MANAGER					
	3 ASSISTANT MANAGERS					
	8 INSTRUCTORS/GUARDS					
	5-6 ATTENDANT/CASHIERS					
	3 CONCESSION WORKERS					
		85,363				
100-0704-552.10-03	Overtime/Doubletime	816	1,504	705	705	1,800
100-0704-552.15-01	Health	3,055	2,375	2,381	3,400	2,252
100-0704-552.15-02	Life	0	0	0	0	0
100-0704-552.15-03	Dental	315	248	257	490	260
100-0704-552.15-04	Retirement	2,252	714	1,244	1,600	895
100-0704-552.15-05	FICA	6,827	6,367	6,663	6,800	6,714
100-0704-552.15-06	Deferred Comp	0	0	0	0	0
100-0704-552.15-07	Vision	27	20	22	35	20
100-0704-552.15-08	Workers Comp	2,749	2,572	2,611	3,100	2,755
100-0704-552.15-09	Unemployment Comp	39	0	15	15	0
100-0704-552.19-03	Uniform/Clothing Allow	125	100	0	0	60
100-0704-552.20-04	Mechanical Systems	291	2,800	2,136	2,700	2,800
100-0704-552.21-02	Engineering	6,115	0	0	0	0
100-0704-552.22-01	Telephone	76	200	171	190	200
100-0704-552.22-03	Electricity	10,244	11,500	10,512	11,500	11,500
100-0704-552.22-04	Heat	8,834	10,500	4,981	7,000	10,000
LEVEL	TEXT	TEXT AMT				
DR13	DAILY AND EVENING TEMPERATURES CAN HAVE A SIGNIFICANT IMPACT ON THIS ACCOUNT. NATURAL GAS PRICES CAN HAVE A DRAMATIC IMPACT ON THIS ACCOUNT.	10,000				
		10,000				
100-0704-552.22-05	Water/Sewer	7,788	22,000	25,312	27,000	21,000
LEVEL	TEXT	TEXT AMT				
DR13	CAN VARY DUE TO NATURAL WATER LOSE AND NUMBER OF BACK WASHES.	21,000				
		21,000				
100-0704-552.24-02	Tools & Equipment	153	0	0	0	0
100-0704-552.24-03	Buildings	12,808	4,700	4,381	4,600	4,700
LEVEL	TEXT	TEXT AMT				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
DR13	INCLUDES ROUTINE BATHHOUSE MAINTENANCE.		4,700 4,700			
100-0704-552.24-04	Specialized Equipment	8,974	6,500	6,814	6,814	6,700
LEVEL	TEXT		TEXT AMT			
DR13	INCLUDES SPECIALIZED PLUMBING, POOL EQUIPMENT AND FILTRATION SYSTEM REPAIRS.		6,700 6,700			
100-0704-552.24-05	Small Projects	0	0	3,155	3,155	0
100-0704-552.29-01	Printing	90	125	0	0	100
100-0704-552.29-03	Advertising	333	400	0	0	300
100-0704-552.29-05	Vehicle/Equipment Rental	281	0	1,114	600	500
100-0704-552.29-07	Inhouse Info Tech Service	5,170	8,298	4,149	8,298	7,866
100-0704-552.30-10	Office	1,606	2,200	1,837	2,000	2,200
LEVEL	TEXT		TEXT AMT			
DR13	LESSON SUPPLIES, STAFF UNIFORMS, FIRST-AID EQUIPMENT AND VARIOUS OFFICE SUPPLIES.		2,200 2,200			
100-0704-552.30-13	Housekeeping	1,189	1,500	1,062	1,500	1,500
100-0704-552.30-15	Tools & Equipment	114	540	573	1,000	1,000
LEVEL	TEXT		TEXT AMT			
DR13	DECK CHAIR REPLACEMENT AND OTHER GUARDING EQUIPMENT.		1,000 1,000			
100-0704-552.30-17	Concessions	8,510	9,300	9,057	9,300	9,400
100-0704-552.30-18	Department	17,127	18,000	22,747	22,000	18,500
LEVEL	TEXT		TEXT AMT			
DR13	INCLUDES PURCHASE OF ALL POOL CHEMICALS.		18,500 18,500			
100-0704-552.32-01	Dues/Memberships/Licenses	987	550	110	110	550
LEVEL	TEXT		TEXT AMT			
DR13	STATE EMERGENCY RESPONSE, FOOD PERMIT, RESTAURANT LICENSE FEES AND SAM'S CLUB MEMBERSHIP.		550 550			
100-0704-552.34-02	Registrations	0	250	0	0	0
100-0704-552.34-03	Lodging/Meals	0	0	0	0	0
100-0704-552.51-03	Property	1,680	1,680	1,680	1,680	1,680

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 42
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
100-0704-552.80-05	Other Equipment	0	0	0	0	0
100-0704-552.82-01	Buildings	0	23,000	0	23,000	5,000
LEVEL	TEXT	TEXT AMT				
DR13	ADA ACCESSIBLE POOL ACCESS.	5,000				
	THIRD INSTALLMENT FOR POOL BOILER.	5,000				
100-0704-552.82-02	Construction	0	0	0	0	3,000
*	Swimming Pool	197,115	219,953	200,089	235,592	206,615

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Swimming Pool	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	100-0704-552	10/11/2012

RESPONSIBILITIES

Provide a safe, affordable aquatic facility for residents to enjoy in the summer.

SERVICES PROVIDED

- Offer an opportunity for residents to escape the summer heat and interact with friends and family.
- Provide opportunities for kids to learn to swim.
- Provide water related opportunities to improve one's level of fitness.

2012 ACCOMPLISHMENTS

- Provide swim lessons to 377 children.
- Sold 156 family passes, 98 individual passes and 49 Limited Use passes.
- Attendance increased by 21% from 2011 (25,331).
- Friends group assisted in several fundraising efforts including: Aquafeet, Wave Swim team facility rental, Duck Drop and the Dive-In movie event.

2013 OBJECTIVES

- Continue performing routine repairs as needed.
- Install a second means of access to the pool per ADA requirements.
- \$5,000 as third installment for future pool boiler.
- Continue fundraising and pool activity efforts with the Friends group.
- Work with the Friends group and Park Board on pool option analysis.
- Train staff on use of new Point of Sale software at the pool.
- Maintain hours of operation scheduled revised in 2012.

MAJOR CHANGES FROM 2012 BUDGET

CITY OF MENASHA 2013 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Swimming Pool	Brian Tungate
			FUNCTION	BUDGET NUMBER	DATE
			Culture and Recreation	100-0704-552	10/11/2012
FUNDING SOURCES	2012 FUNDING	2013 FUNDING	POSITION TITLE	2012 # OF FTE'S	2013 # OF FTE'S
TAXES	\$0.00	\$0.00	Fac./Pool Tech	0.20	0.20
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Seasonal Part-Time Staff	3.10	3.10
INTERGOV REVENUE	\$0.00	\$0.00			
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	3.30	3.30

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Heckrodt Wetland Reserve					
100-0705-553.21-06	Management	3,300	1,550	1,550	1,550	1,500
100-0705-553.24-03	Buildings	1,700	950	950	950	0
100-0705-553.51-03	Property	75	0	75	75	75
*	Heckrodt Wetland Reserve	5,075	2,500	2,575	2,575	1,575

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Forestry					
100-0706-561.10-01	Wages	16,167	14,729	6,838	7,000	15,240
100-0706-561.10-03	Overtime/Doubletime	163	0	0	0	0
100-0706-561.15-01	Health	5,613	5,488	1,159	6,854	2,807
100-0706-561.15-02	Life	0	0	0	0	0
100-0706-561.15-03	Dental	399	372	128	193	390
100-0706-561.15-04	Retirement	1,883	878	336	656	1,169
100-0706-561.15-05	FICA	1,206	1,070	528	736	1,345
100-0706-561.15-07	Vision	43	40	14	21	40
100-0706-561.15-08	Workers Comp	502	454	204	236	482
100-0706-561.15-09	Unemployment Comp	2,599	0	206	206	0
100-0706-561.19-03	Uniform/Clothing Allow	200	150	0	0	90
100-0706-561.20-06	Lawn Care	20,561	9,000	8,722	8,222	5,000
100-0706-561.21-02	Engineering	1,200	0	0	0	0
100-0706-561.22-01	Telephone	0	0	0	0	0
100-0706-561.29-05	Vehicle/Equipment Rental	3,176	6,500	2,622	4,800	5,000
100-0706-561.29-07	Inhouse Info Tech Service	2,323	4,367	2,184	4,367	4,369
100-0706-561.30-15	Tools & Equipment	600	0	0	0	0
100-0706-561.30-18	Department	4,279	1,000	1,417	1,400	1,500
100-0706-561.32-01	Dues/Memberships/Licenses	0	0	15	15	15
100-0706-561.34-02	Registrations	547	200	70	70	100
100-0706-561.51-03	Property	10	0	10	10	10
*	Forestry	61,471	44,248	24,453	34,786	37,557

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Heckrodt Wetland Rese	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	100-0705-553	10/10/2012

RESPONSIBILITIES

Provide modest support to this City owned facility.

SERVICES PROVIDED

- No direct services provided by the city. The Reserve is owned by the city and managed by a non-profit organization (HWR Inc.).
- The Reserve's trails, buildings and programs are very popular with city residents.

2012 ACCOMPLISHMENTS

Negotiated a fence installation plan on the west boundary of the Reserve.

2013 OBJECTIVES

- Maintain a positive working relationship with the Heckrodt Wetland Reserve Board and staff.
- Collaborate whenever possible on programming.

MAJOR CHANGES FROM 2012 BUDGET

Reduce allocation to HWR, Inc from \$2,500 to \$1,500.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Forestry	Brian Tungate Vince Maas
	FUNCTION	BUDGET NUMBER	DATE
	Conservation and Devel	100-0706-561	10/10/2012

RESPONSIBILITIES

Enhance and maintain the City's valued urban forestry.

SERVICES PROVIDED

- Plant residential terrace and park trees per established policies.
- Trim and remove city terrace trees as needed.
- Remove stumps and reseed turf areas as needed.
- Oversee the work of contracted trees service companies.
- Manage the City's urban forest by use of Tree Tracker software.
- Carry out approved Emerald Ash Borer management program.
- Apply for available grants to assist in funding forestry plans.

2012 ACCOMPLISHMENTS

- Recognized by National Arbor Day Foundation as a Tree City, USA for the 29th consecutive year.
- Planted trees and shrubs along new berm on Plank Road
- Terrace tree planting program conducted in Districts 5 & 6.

2013 OBJECTIVES

- Continue carrying out Emerald Ash Borer management plan.
- Continue residential terrace tree planting program in Districts 7 & 8.
- Seek collaboration with UW-Fox Valley on Tree Campus, USA designation and Tree-Line Designation with Menasha Utilities.

MAJOR CHANGES FROM 2012 BUDGET

Shift some tree trimming and planting costs into (625) Stormwater-Forestry.

CITY OF MENASHA 2013 OPERATIONS BUDGET			FUND	BUDGET NAME	PREPARED BY
			General Fund	Forestry	Brian Tungate Vince Maas
			FUNCTION	BUDGET NUMBER	DATE
			Conservation and Devel	100-0706-561	10/10/2012
FUNDING SOURCES	2012 FUNDING	2013 FUNDING	POSITION TITLE	2012 # OF FTE'S	2013 # OF FTE'S
TAXES	\$0.00	\$0.00	Intern	0.00	0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Park Caretaker (1)	0.40	0.40
INTERGOV REVENUE	\$0.00	\$0.00	Summer Laborer	0.00	0.00
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	0.40	0.40

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Police						
100-0801-521.10-01	Wages	225,751	238,612	200,459	264,395	287,493
100-0801-521.10-02	Salaries	1,773,676	2,180,677	1,542,977	2,002,079	1,994,874
100-0801-521.10-03	Overtime/Doubletime	203,455	183,491	172,218	219,537	219,582
100-0801-521.10-05	Differential	9,206	10,578	7,100	8,394	10,500
100-0801-521.10-06	Holiday	107,132	147,117	70,858	142,227	141,117
100-0801-521.15-01	Health	443,256	455,825	293,804	383,785	411,729
100-0801-521.15-02	Life	1,717	726	428	677	606
100-0801-521.15-03	Dental	35,254	36,389	27,153	35,646	40,930
100-0801-521.15-04	Retirement	474,611	526,484	356,467	477,511	478,455
100-0801-521.15-05	FICA	175,074	194,774	153,070	198,019	203,229
100-0801-521.15-07	Vision	3,413	3,511	2,581	3,612	3,674
100-0801-521.15-08	Workers Comp	49,821	58,212	44,436	58,946	66,764
100-0801-521.15-09	Unemployment Comp	1,148	0	437	0	0
100-0801-521.19-01	Education Reimbursement	0	0	0	0	0
100-0801-521.19-03	Uniform/Clothing Allow	15,904	14,023	13,735	13,984	17,540
100-0801-521.19-04	Uniform/Dry Clean Allow	8,276	9,000	3,900	8,400	9,000
100-0801-521.20-01	Janitorial	18,694	18,600	14,450	18,635	18,600
100-0801-521.20-04	Mechanical Systems	2,344	3,200	1,802	3,102	3,200
100-0801-521.20-06	Lawn Care	335	350	0	250	350
100-0801-521.21-04	Computer	0	0	174	424	0
100-0801-521.21-05	Medical	2,787	5,000	1,465	1,783	4,000
100-0801-521.21-06	Management	24,118	6,500	6,576	13,427	10,500
100-0801-521.22-01	Telephone	18,022	12,268	7,989	11,978	12,268
100-0801-521.22-03	Electricity	17,041	17,500	15,035	17,738	17,500
100-0801-521.22-04	Heat	8,549	12,000	3,942	8,158	11,000
100-0801-521.22-05	Water/Sewer	3,189	3,300	2,275	3,033	3,300
100-0801-521.22-06	Storm Water	753	800	564	753	800
100-0801-521.24-01	Office Equipment	130	500	571	500	500
100-0801-521.24-02	Tools & Equipment	990	1,600	46	1,300	1,600
100-0801-521.24-03	Buildings	23,456	15,000	5,365	14,884	15,000
100-0801-521.24-04	Specialized Equipment	578	500	43	350	500
100-0801-521.24-05	Small Projects	42	500	36	386	500
100-0801-521.25-01	Other Municipal Entities	0	250	772	100	250
100-0801-521.29-01	Printing	1,975	1,600	1,000	1,597	1,600
100-0801-521.29-04	Vehicle Repair	0	0	0	0	0
100-0801-521.29-05	Vehicle/Equipment Rental	84,540	117,720	66,871	130,720	123,870
100-0801-521.29-07	Inhouse Info Tech Service	117,006	146,122	73,061	146,122	144,426
100-0801-521.30-10	Office	6,608	3,500	2,836	3,811	3,500
100-0801-521.30-11	Postage	2,227	2,500	1,404	2,027	2,000
100-0801-521.30-12	Computer	870	0	2,596	2,596	0
100-0801-521.30-13	Housekeeping	2,709	2,600	1,438	2,211	2,600
100-0801-521.30-15	Tools & Equipment	19,728	20,350	15,041	20,304	20,350
LEVEL	TEXT	TEXT AMT				
DR13	TEST 1	10				
	TEST 2	20				

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
TEST 3			30			
TEST 4			40			
			100			
100-0801-521.30-18	Department	5,531	8,775	5,670	8,584	8,775
100-0801-521.32-01	Dues/Memberships/Licenses	3,997	4,555	3,668	4,527	4,555
100-0801-521.32-02	Periodicals/Subscriptions	158	500	240	400	500
100-0801-521.33-01	Mileage	0	50	0	25	50
100-0801-521.33-02	Registrations	0	50	0	25	50
100-0801-521.33-03	Lodging/Meals	163	100	3	50	100
100-0801-521.33-04	Other Expenses	0	50	0	25	50
100-0801-521.34-02	Registrations	6,319	14,000	10,744	13,992	17,000
100-0801-521.34-03	Lodging/Meals	3,085	6,500	2,914	6,000	6,500
100-0801-521.34-04	Other Expenses	834	1,200	44	953	1,200
100-0801-521.38-01	Fuel	10	50	14	64	50
100-0801-521.51-03	Property	26,800	0	26,800	26,800	0
100-0801-521.51-04	Liability	0	26,800	0	0	30,000
100-0801-521.80-01	Computer Equipment	0	0	0	0	11,029
100-0801-521.80-03	Motorized Equipment	23,735	57,500	74,664	120,173	51,800
100-0801-521.80-04	Office Equipment	0	800	0	650	800
100-0801-521.80-05	Other Equipment	11,505	14,600	0	0	3,000
100-0801-521.82-01	Buildings	0	0	0	0	0
* Police		3,966,522	4,587,209	3,239,736	4,405,669	4,419,166

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Crossing Guard						
100-0802-521.10-01	Wages	24,456	22,339	12,597	19,643	19,888
100-0802-521.15-05	FICA	1,870	1,681	964	1,540	1,392
100-0802-521.15-08	Workers Comp	620	664	358	605	664
100-0802-521.15-09	Unemployment Comp	13	0	286	450	350
100-0802-521.19-04	Uniform/Dry Clean Allow	0	0	33	75	100
100-0802-521.20-02	Vending/Catering	0	0	0	0	0
100-0802-521.30-18	Department	312	400	0	200	300
100-0802-521.33-01	Mileage	0	0	0	0	0
100-0802-521.33-03	Lodging/Meals	0	0	0	0	300
100-0802-521.34-03	Lodging/Meals	200	300	0	200	0
100-0802-521.51-03	Property	350	0	350	350	360
100-0802-521.51-04	Liability	0	360	0	0	0
* Crossing Guard		27,821	25,744	14,588	23,063	23,354

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Community Svc Officer						
100-0803-521.10-01	Wages	60,177	62,291	49,739	0	64,816
100-0803-521.10-02	Salaries	0	0	0	65,386	0
100-0803-521.10-03	Overtime/Doubletime	262	802	621	747	750
100-0803-521.10-06	Holiday	0	0	0	0	0
100-0803-521.15-01	Health	12,235	12,236	9,199	12,103	11,260
100-0803-521.15-02	Life	0	0	0	0	0
100-0803-521.15-03	Dental	1,202	1,238	981	1,238	1,238
100-0803-521.15-04	Retirement	4,569	2,539	1,970	2,559	2,942
100-0803-521.15-05	FICA	4,491	4,710	3,859	5,061	4,803
100-0803-521.15-07	Vision	102	102	81	105	102
100-0803-521.15-08	Workers Comp	1,750	1,831	1,483	1,946	1,931
100-0803-521.15-09	Unemployment Comp	47	0	104	0	0
100-0803-521.19-03	Uniform/Clothing Allow	200	200	257	200	200
100-0803-521.22-01	Telephone	0	0	32	100	0
100-0803-521.29-05	Vehicle/Equipment Rental	1,485	5,000	4,727	5,000	2,500
100-0803-521.30-15	Tools & Equipment	40	250	314	400	250
100-0803-521.30-18	Department	173	250	0	100	250
100-0803-521.34-03	Lodging/Meals	0	1,000	679	1,103	1,200
100-0803-521.34-04	Other Expenses	0	100	0	100	100
100-0803-521.51-03	Property	900	0	900	900	900
100-0803-521.51-04	Liability	0	900	0	0	0
100-0803-521.80-03	Motorized Equipment	0	0	0	0	0
* Community Svc Officer		87,633	93,449	74,946	97,048	93,242

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Auxiliary Police						
100-0804-521.10-01	Wages	4,089	3,069	4,396	4,500	4,163
100-0804-521.15-04	Retirement	25	0	18	25	0
100-0804-521.15-05	FICA	314	235	336	360	258
100-0804-521.15-08	Workers Comp	368	78	354	345	375
100-0804-521.15-09	Unemployment Comp	2	0	1	0	0
100-0804-521.21-05	Medical	228	0	29	50	0
100-0804-521.24-04	Specialized Equipment	0	100	0	75	100
100-0804-521.30-15	Tools & Equipment	425	300	0	175	300
100-0804-521.30-18	Department	1,975	2,070	1,457	1,100	1,975
100-0804-521.33-01	Mileage	0	0	0	0	0
100-0804-521.33-02	Registrations	390	500	0	0	500
100-0804-521.34-02	Registrations	0	0	0	0	0
100-0804-521.51-03	Property	30	0	30	30	60
100-0804-521.51-04	Liability	0	30	0	0	0
* Auxiliary Police		7,846	6,382	6,621	6,660	7,731

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 50
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Jail/Prisoner Meal Charge					
100-0805-521.25-01	Other Municipal Entities	12,810	12,000	8,029	13,000	13,000
*	Jail/Prisoner Meal Charge	12,810	12,000	8,029	13,000	13,000

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 51
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Animal Impoundment					
100-0806-532.25-01	Other Municipal Entities	17,144	17,000	10,206	16,000	15,000
*	Animal Impoundment	17,144	17,000	10,206	16,000	15,000

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 52
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Employees Safety Comm					
100-0901-515.10-01	Wages	0	0	0	0	0
100-0901-515.10-02	Salaries	11,752	11,961	9,163	11,961	12,349
100-0901-515.15-01	Health	2,046	2,047	1,565	2,047	1,976
100-0901-515.15-02	Life	21	13	9	13	13
100-0901-515.15-03	Dental	259	267	197	267	260
100-0901-515.15-04	Retirement	1,049	706	541	706	821
100-0901-515.15-05	FICA	889	908	692	908	936
100-0901-515.15-07	Vision	22	22	16	22	20
100-0901-515.15-08	Workers Comp	362	368	276	368	390
100-0901-515.21-05	Medical	0	1,500	1,344	1,600	1,735
100-0901-515.21-06	Management	0	0	0	0	0
100-0901-515.29-07	Inhouse Info Tech Service	580	652	326	652	794
100-0901-515.30-10	Office	0	0	0	0	0
100-0901-515.30-11	Postage	0	25	49	50	50
100-0901-515.30-15	Tools & Equipment	0	0	671	674	0
100-0901-515.30-18	Department	83	1,030	15	155	200
100-0901-515.34-02	Registrations	0	245	0	200	543
100-0901-515.34-04	Other Expenses	0	100	0	0	0
*	Employees Safety Comm	17,063	19,844	14,864	19,623	20,087

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Sealer Weights & Measures					
100-0902-524.10-02	Salaries	11,752	11,961	9,163	11,961	12,349
100-0902-524.15-01	Health	2,046	2,047	1,565	2,047	1,976
100-0902-524.15-02	Life	21	13	9	13	13
100-0902-524.15-03	Dental	259	267	197	267	260
100-0902-524.15-04	Retirement	1,049	706	541	706	821
100-0902-524.15-05	FICA	889	908	692	908	936
100-0902-524.15-07	Vision	22	22	16	22	20
100-0902-524.15-08	Workers Comp	362	368	276	368	390
100-0902-524.21-05	Medical	201	0	25	0	300
100-0902-524.24-04	Specialized Equipment	0	175	0	175	175
100-0902-524.29-01	Printing	0	0	0	0	0
100-0902-524.29-05	Vehicle/Equipment Rental	978	1,288	1,245	1,875	1,875
100-0902-524.29-07	Inhouse Info Tech Service	1,556	1,298	649	1,298	1,591
100-0902-524.30-10	Office	0	0	0	0	0
100-0902-524.30-11	Postage	46	50	43	50	50
100-0902-524.30-18	Department	15	150	36	100	100
100-0902-524.32-01	Dues/Memberships/Licenses	30	20	30	30	30
100-0902-524.33-01	Mileage	0	0	0	0	0
100-0902-524.33-02	Registrations	0	80	105	105	105
100-0902-524.33-03	Lodging/Meals	0	50	0	0	100
100-0902-524.33-04	Other Expenses	0	0	0	0	0
100-0902-524.34-02	Registrations	0	0	0	0	0
100-0902-524.51-03	Property	30	30	30	30	30
100-0902-524.51-04	Liability	0	0	0	0	0
100-0902-531.29-05	Vehicle/Equipment Rental	489	0	0	0	0
* Sealer Weights & Measures		19,745	19,433	14,622	19,955	21,121

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Health Department						
100-0903-531.10-01	Wages	92,659	124,833	74,418	124,833	102,805
100-0903-531.10-02	Salaries	202,722	208,567	159,691	208,567	215,050
100-0903-531.10-03	Overtime/Doubletime	242	0	243	244	0
100-0903-531.15-01	Health	73,205	81,116	55,147	81,116	69,664
100-0903-531.15-02	Life	1,231	881	597	881	783
100-0903-531.15-03	Dental	5,259	5,460	4,152	5,460	5,510
100-0903-531.15-04	Retirement	27,211	19,416	13,752	19,416	20,809
100-0903-531.15-05	FICA	21,827	24,438	17,550	24,438	23,904
100-0903-531.15-07	Vision	355	414	272	414	344
100-0903-531.15-08	Workers Comp	8,037	9,040	6,239	9,040	8,813
100-0903-531.15-09	Unemployment Comp	241	0	92	0	0
100-0903-531.20-09	Sanitation	0	0	0	0	0
100-0903-531.21-04	Computer	0	0	0	0	0
100-0903-531.21-05	Medical	2,033	2,580	1,569	2,330	2,330
100-0903-531.22-01	Telephone	581	600	448	675	675
100-0903-531.22-03	Electricity	1,718	1,780	1,476	1,837	1,800
100-0903-531.22-04	Heat	320	325	212	350	400
100-0903-531.22-05	Water/Sewer	533	695	446	600	600
100-0903-531.24-01	Office Equipment	265	0	0	0	0
100-0903-531.24-03	Buildings	162	250	19	125	250
100-0903-531.24-04	Specialized Equipment	137	250	130	175	175
100-0903-531.29-01	Printing	161	325	161	175	175
100-0903-531.29-05	Vehicle/Equipment Rental	3,837	5,600	3,020	4,550	5,000
100-0903-531.29-06	Building Rental	24,930	24,930	20,533	24,930	24,930
100-0903-531.29-07	Inhouse Info Tech Service	22,200	30,015	15,008	30,015	46,947
100-0903-531.30-10	Office	238	325	138	275	275
100-0903-531.30-11	Postage	992	1,500	694	1,050	1,050
100-0903-531.30-12	Computer	0	0	0	0	0
100-0903-531.30-13	Housekeeping	891	600	300	600	700
100-0903-531.30-15	Tools & Equipment	0	0	0	0	2,371
100-0903-531.30-18	Department	670	750	3,278	750	750
100-0903-531.32-01	Dues/Memberships/Licenses	553	960	1,069	1,069	608
100-0903-531.33-01	Mileage	632	700	434	700	700
100-0903-531.33-02	Registrations	15	90	42	90	90
100-0903-531.33-03	Lodging/Meals	0	0	0	0	0
100-0903-531.33-04	Other Expenses	6	4	2	6	6
100-0903-531.34-01	Mileage	0	0	0	0	0
100-0903-531.34-02	Registrations	110	500	95	250	500
100-0903-531.34-03	Lodging/Meals	0	50	12	25	50
100-0903-531.34-04	Other Expenses	0	0	6	6	0
100-0903-531.51-03	Property	1,100	1,100	1,100	1,100	1,100
*	Health Department	495,073	548,094	382,345	546,092	539,164

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Environmental Health						
100-0904-531.10-01	Wages	0	0	0	0	0
100-0904-531.10-02	Salaries	23,499	23,922	18,324	23,922	24,698
100-0904-531.15-01	Health	4,093	4,093	3,130	4,093	3,953
100-0904-531.15-02	Life	42	25	19	25	25
100-0904-531.15-03	Dental	518	534	392	534	520
100-0904-531.15-04	Retirement	2,097	1,411	1,081	1,411	1,642
100-0904-531.15-05	FICA	1,778	1,816	1,384	1,816	1,871
100-0904-531.15-07	Vision	44	44	31	44	41
100-0904-531.15-08	Workers Comp	724	737	553	737	781
100-0904-531.20-09	Sanitation	100	0	0	0	0
100-0904-531.21-05	Medical	0	625	0	500	500
100-0904-531.22-01	Telephone	148	240	427	240	240
100-0904-531.29-05	Vehicle/Equipment Rental	4,816	4,800	3,494	5,200	5,200
100-0904-531.29-07	Inhouse Info Tech Service	2,408	1,258	629	1,258	2,376
100-0904-531.30-10	Office	44	50	5	50	50
100-0904-531.30-11	Postage	191	150	165	200	200
100-0904-531.30-15	Tools & Equipment	0	0	0	0	0
100-0904-531.30-18	Department	66	3,307	44	175	175
100-0904-531.32-01	Dues/Memberships/Licenses	407	350	40	340	500
100-0904-531.33-01	Mileage	38	50	0	50	50
100-0904-531.33-02	Registrations	0	225	0	150	150
100-0904-531.33-03	Lodging/Meals	10	240	80	100	200
100-0904-531.34-01	Mileage	15	0	0	0	0
100-0904-531.34-02	Registrations	310	390	445	390	500
100-0904-531.34-03	Lodging/Meals	0	0	0	0	0
100-0904-531.51-03	Property	90	90	90	90	90
* Environmental Health		41,438	44,357	30,333	41,325	43,762

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Health Screening/60 Plus						
100-0905-531.10-01	Wages	0	0	7,029	11,332	43,978
100-0905-531.10-02	Salaries	15,750	15,048	3,716	3,716	0
100-0905-531.10-03	Overtime/Doubletime	0	0	0	0	0
100-0905-531.15-01	Health	4,410	5,498	3,006	5,498	14,848
100-0905-531.15-02	Life	56	44	27	44	0
100-0905-531.15-03	Dental	368	353	215	353	1,040
100-0905-531.15-04	Retirement	1,425	888	627	888	2,929
100-0905-531.15-05	FICA	1,024	1,151	726	1,151	3,370
100-0905-531.15-07	Vision	31	28	18	28	81
100-0905-531.15-08	Workers Comp	478	464	320	464	1,392
100-0905-531.24-04	Specialized Equipment	0	0	0	0	0
100-0905-531.30-10	Office	0	10	0	10	10
100-0905-531.30-11	Postage	0	50	17	50	50
100-0905-531.30-18	Department	108	100	307	350	100
100-0905-531.32-01	Dues/Memberships/Licenses	0	75	75	75	0
100-0905-531.33-01	Mileage	0	15	0	15	15
100-0905-531.33-02	Registrations	0	0	0	0	0
100-0905-531.34-02	Registrations	0	0	50	50	50
100-0905-531.51-03	Property	90	90	90	90	90
* Health Screening/60 Plus		23,740	23,814	16,223	24,114	67,953

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Prevention Program						
100-0906-531.10-01	Wages	0	0	0	868	0
100-0906-531.10-02	Salaries	1,992	0	0	0	0
100-0906-531.10-03	Overtime/Doubletime	0	0	0	0	0
100-0906-531.15-01	Health	2,079	0	0	166	0
100-0906-531.15-02	Life	10	0	0	3	0
100-0906-531.15-03	Dental	68	0	0	0	0
100-0906-531.15-04	Retirement	206	0	0	51	0
100-0906-531.15-05	FICA	190	0	0	66	0
100-0906-531.15-07	Vision	6	0	0	2	0
100-0906-531.15-08	Workers Comp	88	0	0	27	0
100-0906-531.33-01	Mileage	7	0	0	0	0
100-0906-531.33-03	Lodging/Meals	0	0	0	0	0
100-0906-531.34-02	Registrations	0	0	0	0	0
* Prevention Program		4,646	0	0	1,183	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Radon Grant						
100-0907-531.10-01	Wages	0	0	632	1,962	0
100-0907-531.10-02	Salaries	1,911	2,676	714	714	0
100-0907-531.10-03	Overtime/Doubletime	0	0	0	0	0
100-0907-531.15-01	Health	722	687	379	687	0
100-0907-531.15-02	Life	5	6	1	6	0
100-0907-531.15-03	Dental	47	44	27	44	0
100-0907-531.15-04	Retirement	137	111	80	111	0
100-0907-531.15-05	FICA	126	144	92	144	0
100-0907-531.15-07	Vision	4	3	2	3	0
100-0907-531.15-08	Workers Comp	59	59	41	59	0
100-0907-531.21-05	Medical	0	0	0	0	0
100-0907-531.30-10	Office	0	0	0	0	0
100-0907-531.30-11	Postage	0	0	0	0	0
100-0907-531.30-18	Department	0	300	542	500	0
100-0907-531.33-01	Mileage	0	100	0	0	0
100-0907-531.34-03	Lodging/Meals	0	150	0	0	0
* Radon Grant		3,011	4,280	2,510	4,230	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
School Health Aides						
100-0908-531.10-01	Wages	31,212	35,648	20,734	35,648	35,996
100-0908-531.10-03	Overtime/Doubletime	0	0	0	0	0
100-0908-531.15-05	FICA	2,362	2,727	1,586	2,727	2,754
100-0908-531.15-08	Workers Comp	951	82	624	82	1,138
* School Health Aides		34,525	38,457	22,944	38,457	39,888

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Dental Program						
100-0909-531.10-01	Wages	15,013	5,265	7,274	12,170	28,066
100-0909-531.10-02	Salaries	182	0	0	0	0
100-0909-531.10-03	Overtime/Doubletime	128	0	94	94	0
100-0909-531.15-01	Health	3,435	0	1,249	2,216	5,783
100-0909-531.15-02	Life	56	0	23	44	98
100-0909-531.15-03	Dental	5	0	0	0	0
100-0909-531.15-04	Retirement	1,373	0	414	683	1,866
100-0909-531.15-05	FICA	1,021	0	518	931	1,990
100-0909-531.15-07	Vision	29	0	12	20	49
100-0909-531.15-08	Workers Comp	474	0	224	375	887
100-0909-531.30-10	Office	55	0	10	10	0
100-0909-531.30-11	Postage	51	0	0	50	0
100-0909-531.30-18	Department	1,513	0	2,036	1,950	0
*	Dental Program	23,335	5,265	11,854	18,543	38,739

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
OJA Grant						
100-0911-531.10-01	Wages	1,246	0	0	0	0
100-0911-531.10-02	Salaries	934	0	0	0	0
100-0911-531.10-03	Overtime/Doubletime	113	0	0	0	0
100-0911-531.15-01	Health	126	0	0	0	0
100-0911-531.15-02	Life	4	0	0	0	0
100-0911-531.15-03	Dental	19	0	0	0	0
100-0911-531.15-04	Retirement	268	0	0	0	0
100-0911-531.15-05	FICA	152	0	0	0	0
100-0911-531.15-07	Vision	2	0	0	0	0
100-0911-531.15-08	Workers Comp	71	0	0	0	0
100-0911-531.21-05	Medical	100	0	0	0	0
100-0911-531.30-11	Postage	19	0	0	0	0
100-0911-531.30-15	Tools & Equipment	60	0	0	0	0
100-0911-531.30-18	Department	31	0	0	0	0
100-0911-531.34-02	Registrations	260	0	0	0	0
*	OJA Grant	3,405	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Lead Prevention Grant					
100-0913-531.10-01	Wages	0	602	1,658	2,349	0
100-0913-531.10-02	Salaries	3,007	0	198	198	0
100-0913-531.10-03	Overtime/Doubletime	0	0	217	217	0
100-0913-531.15-01	Health	1,309	0	67	67	0
100-0913-531.15-02	Life	4	0	0	0	0
100-0913-531.15-03	Dental	62	0	5	5	0
100-0913-531.15-04	Retirement	223	0	123	163	0
100-0913-531.15-05	FICA	200	0	156	211	0
100-0913-531.15-07	Vision	5	0	0	0	0
100-0913-531.15-08	Workers Comp	93	0	63	85	0
100-0913-531.30-11	Postage	0	0	0	0	0
100-0913-531.30-18	Department	0	0	0	0	0
100-0913-531.34-03	Lodging/Meals	0	0	0	0	0
*	Lead Prevention Grant	4,903	602	2,487	3,295	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Immunization Grant					
100-0914-531.10-01	Wages	0	554	2,798	4,731	0
100-0914-531.10-02	Salaries	4,950	0	501	501	0
100-0914-531.10-03	Overtime/Doubletime	196	0	225	300	0
100-0914-531.15-01	Health	1,964	0	1,044	1,655	0
100-0914-531.15-02	Life	12	0	10	19	0
100-0914-531.15-03	Dental	121	0	74	114	0
100-0914-531.15-04	Retirement	415	0	207	326	0
100-0914-531.15-05	FICA	368	0	243	423	0
100-0914-531.15-07	Vision	8	0	6	10	0
100-0914-531.15-08	Workers Comp	156	0	105	171	0
100-0914-531.19-03	Uniform/Clothing Allow	0	0	0	0	0
100-0914-531.30-10	Office	0	0	8	0	0
100-0914-531.30-11	Postage	0	0	15	25	0
100-0914-531.30-15	Tools & Equipment	0	0	0	0	0
100-0914-531.30-18	Department	43	0	414	500	0
100-0914-531.32-01	Dues/Memberships/Licenses	0	0	43	43	0
100-0914-531.33-01	Mileage	0	0	11	0	0
100-0914-531.34-01	Mileage	0	0	0	0	0
100-0914-531.34-02	Registrations	0	0	100	100	0
100-0914-531.34-04	Other Expenses	0	0	4	6	0
*	Immunization Grant	8,233	554	5,808	8,924	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Maternal Child Health					
100-0915-531.10-01	Wages	0	986	3,532	5,388	0
100-0915-531.10-02	Salaries	8,229	0	2,892	2,892	0
100-0915-531.15-01	Health	2,612	0	1,885	2,619	0
100-0915-531.15-02	Life	30	0	16	31	0
100-0915-531.15-03	Dental	208	0	134	181	0
100-0915-531.15-04	Retirement	728	0	382	489	0
100-0915-531.15-05	FICA	546	0	439	633	0
100-0915-531.15-07	Vision	18	0	11	15	0
100-0915-531.15-08	Workers Comp	255	0	195	255	0
100-0915-531.32-01	Dues/Memberships/Licenses	50	0	0	0	0
100-0915-531.32-02	Periodicals/Subscriptions	43	0	43	43	0
100-0915-531.33-01	Mileage	0	0	0	0	0
100-0915-531.34-02	Registrations	45	0	0	0	0
100-0915-531.34-03	Lodging/Meals	0	0	0	0	0
*	Maternal Child Health	12,764	986	9,529	12,546	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Dental Sealant Program					
100-0916-531.10-01	Wages	0	0	789	1,370	0
100-0916-531.10-02	Salaries	5,627	0	2,298	2,298	0
100-0916-531.10-03	Overtime/Doubletime	0	0	0	0	0
100-0916-531.15-01	Health	2,150	0	916	1,160	0
100-0916-531.15-02	Life	16	0	11	14	0
100-0916-531.15-03	Dental	132	0	65	80	0
100-0916-531.15-04	Retirement	590	0	184	216	0
100-0916-531.15-05	FICA	375	0	209	281	0
100-0916-531.15-07	Vision	11	0	5	7	0
100-0916-531.15-08	Workers Comp	175	0	93	113	0
100-0916-531.30-10	Office	16	0	0	0	0
100-0916-531.30-11	Postage	0	0	3	10	0
100-0916-531.30-15	Tools & Equipment	4,142	0	0	0	0
100-0916-531.30-18	Department	3,285	0	415	500	0
*	Dental Sealant Program	16,519	0	4,988	6,049	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Quality Improvement Grant					
100-0917-531.10-01	Wages	0	0	1,507	1,573	0
100-0917-531.10-02	Salaries	0	0	1,703	1,703	0
100-0917-531.15-01	Health	0	0	854	1,041	0
100-0917-531.15-02	Life	0	0	7	12	0
100-0917-531.15-03	Dental	0	0	61	72	0
100-0917-531.15-04	Retirement	0	0	191	193	0
100-0917-531.15-05	FICA	0	0	223	251	0
100-0917-531.15-07	Vision	0	0	6	5	0
100-0917-531.15-08	Workers Comp	0	0	98	101	0
*	Quality Improvement Grant	0	0	4,650	4,951	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Bio-Terrorism					
100-0918-531.10-01	Wages	10,458	2,806	13,622	16,941	0
100-0918-531.10-02	Salaries	9,747	0	2,325	2,325	0
100-0918-531.10-03	Overtime/Doubletime	172	0	348	400	0
100-0918-531.15-01	Health	6,563	0	3,090	4,194	0
100-0918-531.15-02	Life	66	0	49	74	0
100-0918-531.15-03	Dental	253	0	80	87	0
100-0918-531.15-04	Retirement	1,801	0	969	1,160	0
100-0918-531.15-05	FICA	1,344	0	1,145	1,504	0
100-0918-531.15-07	Vision	43	0	24	34	0
100-0918-531.15-08	Workers Comp	631	0	494	606	0
100-0918-531.20-04	Mechanical Systems	0	0	0	0	0
100-0918-531.21-04	Computer	0	0	0	0	0
100-0918-531.24-01	Office Equipment	80	0	970	970	0
100-0918-531.24-05	Small Projects	0	0	0	0	0
100-0918-531.30-10	Office	0	0	27	30	0
100-0918-531.30-11	Postage	0	0	65	65	0
100-0918-531.30-15	Tools & Equipment	0	0	0	0	0
100-0918-531.30-18	Department	0	0	206	206	0
100-0918-531.32-01	Dues/Memberships/Licenses	0	0	43	43	0
100-0918-531.33-01	Mileage	0	0	0	0	0
100-0918-531.33-02	Registrations	38	0	0	0	0
100-0918-531.33-03	Lodging/Meals	0	0	0	0	0
100-0918-531.34-01	Mileage	0	0	0	0	0
100-0918-531.34-02	Registrations	125-	0	0	0	0
100-0918-531.34-03	Lodging/Meals	0	0	0	0	0
100-0918-531.82-01	Buildings	0	0	0	0	0
*	Bio-Terrorism	31,071	2,806	23,457	28,639	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Twenty-Four/Seven						
100-0919-531.10-01	Wages	0	46,945	0	0	0
100-0919-531.10-02	Salaries	0	0	28	28	0
100-0919-531.10-03	Overtime/Doubletime	0	0	0	0	0
100-0919-531.15-01	Health	0	0	9	9	0
100-0919-531.15-02	Life	0	0	0	0	0
100-0919-531.15-03	Dental	0	0	1	1	0
100-0919-531.15-04	Retirement	0	0	2	2	0
100-0919-531.15-05	FICA	0	0	2	2	0
100-0919-531.15-07	Vision	0	0	0	0	0
100-0919-531.15-08	Workers Comp	0	0	1	1	0
100-0919-531.15-09	Unemployment Comp	0	0	0	0	0
100-0919-531.22-01	Telephone	423	0	393	425	425
100-0919-531.24-04	Specialized Equipment	0	0	0	0	0
100-0919-531.30-15	Tools & Equipment	0	0	0	0	0
100-0919-531.33-01	Mileage	13	0	0	0	0
* Twenty-Four/Seven		436	46,945	436	468	425

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Senior Center						
100-0920-531.10-01	Wages	0	0	94	94	0
100-0920-531.10-02	Salaries	0	0	0	0	0
100-0920-531.15-01	Health	0	0	35	35	0
100-0920-531.15-02	Life	0	0	0	0	0
100-0920-531.15-03	Dental	0	0	2	2	0
100-0920-531.15-04	Retirement	0	0	6	6	0
100-0920-531.15-05	FICA	0	0	7	7	0
100-0920-531.15-07	Vision	0	0	0	0	0
100-0920-531.15-08	Workers Comp	0	0	3	3	0
100-0920-531.20-05	Entertainment	0	0	0	0	0
100-0920-531.20-07	Pest Control	306	0	306-	0	0
100-0920-531.21-06	Management	88,740	88,500	88,500	88,500	88,300
100-0920-531.22-01	Telephone	0	0	0	0	0
100-0920-531.22-03	Electricity	0	0	0	0	0
100-0920-531.22-04	Heat	0	0	0	0	0
100-0920-531.22-05	Water/Sewer	0	0	0	0	0
100-0920-531.24-01	Office Equipment	0	0	0	0	0
100-0920-531.24-03	Buildings	3,687	2,700	3,765	5,648	2,700
100-0920-531.29-01	Printing	0	0	0	0	0
100-0920-531.29-05	Vehicle/Equipment Rental	749	0	589	589	0
100-0920-531.29-07	Inhouse Info Tech Service	9,327	608	304	608	657
100-0920-531.30-10	Office	0	0	0	0	0
100-0920-531.30-11	Postage	0	0	0	0	0
100-0920-531.30-13	Housekeeping	50	0	79	0	0
100-0920-531.30-15	Tools & Equipment	0	0	0	0	0
100-0920-531.30-18	Department	0	0	0	0	0
100-0920-531.32-01	Dues/Memberships/Licenses	0	0	62	0	0
100-0920-531.32-02	Periodicals/Subscriptions	0	0	0	0	0
100-0920-531.33-01	Mileage	0	0	0	0	0
100-0920-531.33-02	Registrations	0	0	0	0	0
100-0920-531.33-03	Lodging/Meals	0	0	0	0	0
100-0920-531.34-01	Mileage	0	0	0	0	0
100-0920-531.34-02	Registrations	0	0	0	0	0
100-0920-531.34-03	Lodging/Meals	0	0	0	0	0
100-0920-531.51-03	Property	0	960	960	960	960
100-0920-531.82-01	Buildings	0	15,000	7,543	7,543	15,000
* Senior Center		102,859	107,768	101,643	103,995	107,617

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Buildings Maintenance						
100-1001-514.10-01	Wages	30,176	25,578	28,937	33,800	26,041
100-1001-514.10-02	Salaries	14,736	15,000	11,490	14,800	15,490
LEVEL	TEXT	TEXT AMT				
DR13	BUILDING SERVICES SUPT.	15,490				
	NOTE: FIGURE REPRESENTS 25% OF ACTUAL SALARY; LIBRARY, POLICE AND PARKS DEPARTMENT TO PAY REMAINING 75%	15,490				
100-1001-514.10-03	Overtime/Doubletime	478	1,266	260	500	500
100-1001-514.15-01	Health	11,912	9,252	10,295	12,705	8,653
100-1001-514.15-02	Life	38	25	19	25	25
100-1001-514.15-03	Dental	897	697	803	900	732
100-1001-514.15-04	Retirement	4,956	2,403	2,382	2,900	2,890
100-1001-514.15-05	FICA	3,465	3,087	3,070	3,710	3,387
100-1001-514.15-07	Vision	95	74	84	100	74
100-1001-514.15-08	Workers Comp	1,435	1,289	1,222	1,475	1,328
100-1001-514.15-09	Unemployment Comp	107	0	18	0	0
100-1001-514.19-03	Uniform/Clothing Allow	182	25	18	25	90
100-1001-514.20-01	Janitorial	2,178	955	1,101	1,550	1,080
LEVEL	TEXT	TEXT AMT				
DR13	PEST CONTROL	225				
	FIRE EXTINGUISHER	225				
	WATER COOLER SERVICES (4)	430				
	FLUORESCENT BULB DISPOSAL	100				
	SHREDDING	100				
		1,080				
100-1001-514.20-04	Mechanical Systems	2,958	3,535	2,899	4,025	4,100
LEVEL	TEXT	TEXT AMT				
DR13	HVAC MAINTENANCE CONTRACT	2,310				
	ELEVATOR SERVICE	1,540				
	FIRE ALARM SERVICE	250				
		4,100				
100-1001-514.20-09	Sanitation	75	0	0	0	0
100-1001-514.22-01	Telephone	3,168	3,000	2,249	3,175	3,100
100-1001-514.22-03	Electricity	16,851	17,000	14,210	18,000	17,500
100-1001-514.22-04	Heat	7,085	9,925	3,301	6,500	8,000
100-1001-514.22-05	Water/Sewer	5,841	5,150	4,197	5,800	5,800
100-1001-514.22-06	Storm Water	32	425	79	75	75
100-1001-514.24-01	Office Equipment	976	1,000	0	1,000	1,000
100-1001-514.24-03	Buildings	4,150	6,500	6,695	8,350	7,600

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
LEVEL	TEXT	TEXT AMT				
DR13	PLUMBING, ELECTRICAL		1,000			
	HVAC		1,600			
	ELEVATOR		1,500			
	MISCELLANEOUS		3,500			
			7,600			
100-1001-514.24-04	Specialized Equipment	11,978	500	949	1,266	1,300
100-1001-514.24-05	Small Projects	253	0	0	0	0
100-1001-514.29-01	Printing	51	0	0	0	0
100-1001-514.29-03	Advertising	420	0	459	459	0
100-1001-514.29-05	Vehicle/Equipment Rental	9,398	8,500	5,317	8,500	8,500
100-1001-514.29-07	Inhouse Info Tech Service	1,459	2,573	1,287	2,573	2,646
100-1001-514.30-10	Office	4,913	500	2,005	2,900	2,400
100-1001-514.30-11	Postage	375	350	190	380	380
100-1001-514.30-13	Housekeeping	2,340	2,500	744	2,500	2,500
100-1001-514.30-15	Tools & Equipment	425	500	398	500	750
LEVEL	TEXT	TEXT AMT				
DR13	BACK FLOW PREVENTION TEST KIT (1/2)		250			
	MISCELLANEOUS		500			
			750			
100-1001-514.30-18	Department	597	600	411	600	600
100-1001-514.32-01	Dues/Memberships/Licenses	0	0	0	0	0
100-1001-514.32-02	Periodicals/Subscriptions	210	210	211	211	211
100-1001-514.33-01	Mileage	283	250	246	275	275
100-1001-514.33-02	Registrations	0	0	0	0	0
100-1001-514.34-02	Registrations	0	0	0	0	0
100-1001-514.51-03	Property	1,530	0	1,530	1,530	0
100-1001-514.51-04	Liability	0	1,530	0	0	1,530
100-1001-514.82-01	Buildings	6,214	0	0	0	35,000
LEVEL	TEXT	TEXT AMT				
DR13	AIR CONDITIONING CONDENSER & COIL		30,000			
	PENTHOUSE ASBESTOS ABATEMENT		5,000			
			35,000			
*	Buildings Maintenance	152,237	124,199	107,076	141,109	163,557

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Municipal Buildings	Mark Radtke Adam Alix
	FUNCTION	BUDGET NUMBER	DATE
	General Government	100-1001-514	10/12/2012

RESPONSIBILITIES

The funds in this account provide for the housekeeping services, maintenance, repair and operation of City Hall.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

2013 OBJECTIVES

Continue trying to maintain aging facilities as cost effectively as possible, incorporating energy efficiencies where possible.

NOTE: The following improvements are listed because they are either previously identified or near future needs. We are not requesting them for the 2013 Budget, but want to inform the Council of the future needs.

Pressure Relief Fan (\$8,000)
Elevator Modernization (\$135,000)
Boiler (\$56,000)
Air Handler (\$30,000)
Generator (\$26,000)

MAJOR CHANGES FROM 2012 BUDGET

We are including the AC condenser unit and penthouse asbestos abatement in the capital portion of the budget.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING	POSITION TITLE	2012 # OF FTE'S	2013 # OF FTE'S
TAXES	\$0.00	\$0.00	Custodian (Full-Time)	0.70	0.70
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Custodian (Part-Time)	0.11	0.11
INTERGOV REVENUE	\$0.00	\$0.00	Superintendent	0.25	0.25
LICENSES & PERMITS	\$0.00	\$0.00			
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$0.00	\$0.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	1.06	1.06

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Engineering						
100-1002-541.10-01	Wages	110,831	114,931	69,961	92,200	116,126
LEVEL	TEXT	TEXT AMT				
DR13	#100-1002-541 (ENGINEERING - 45%)	116,126				
	#625-1002-541 (STORM SEWER - 25%)					
	#601-1020-543 (SANITARY SEWER - 25%)					
	#485-1002-541 (T.I.D. #9 - 5%)					
		116,126				
100-1002-541.10-02	Salaries	41,996	42,944	32,765	42,900	44,461
LEVEL	TEXT	TEXT AMT				
DR13	#100-1002-541 (ENGINEERING - 45%)	44,461				
	#625-1002-541 (STORMWATER - 25%)					
	#601-1020-543 (SANITARY SEWER - 25%)					
	#485-1002-541 (T.I.D. #9 - 5%)					
		44,461				
100-1002-541.10-03	Overtime/Doubletime	2,270	3,608	493	600	1,350
100-1002-541.15-01	Health	33,225	32,379	21,694	28,520	30,034
100-1002-541.15-02	Life	359	210	158	210	210
100-1002-541.15-03	Dental	2,583	2,601	1,833	2,410	2,731
100-1002-541.15-04	Retirement	16,493	9,535	6,092	8,010	10,769
100-1002-541.15-05	FICA	11,428	12,029	7,723	10,155	12,168
100-1002-541.15-07	Vision	259	252	177	235	252
100-1002-541.15-08	Workers Comp	3,057	3,238	1,827	2,400	3,301
100-1002-541.15-09	Unemployment Comp	166	0	63	63	0
100-1002-541.19-03	Uniform/Clothing Allow	150	128	33	100	0
100-1002-541.21-02	Engineering	107	59,438	0	1,200	59,062
LEVEL	TEXT	TEXT AMT				
DR13	#100-1002-514 IS RESPONSIBLE FOR 75% OF THE FOLLOWING: CONSTRUCTION PLAN PRINTING; RADIO AND MISCELLANEOUS EQUIPMENT REPAIRS: \$1,250 BRIDGE INSPECTIONS, MISC.: \$1,000 MISCELLANEOUS ENGINEERING DESIGN/FIELD SERVICES FEES: \$1,500 THIRD STREET BRIDGE DESIGN: \$75,000	59,062				
		59,062				
100-1002-541.21-04	Computer	0	0	0	0	3,000
100-1002-541.21-06	Management	0	0	0	0	0
100-1002-541.22-01	Telephone	1,789	1,600	1,252	1,350	2,100
100-1002-541.24-04	Specialized Equipment	0	225	0	0	225
100-1002-541.29-01	Printing	65	225	65	65	120

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
100-1002-541.29-05	Vehicle/Equipment Rental	30,461	21,500	22,555	16,560	16,600
100-1002-541.29-07	Inhouse Technology Svcs	12,067	20,817	10,409	15,613	16,048
100-1002-541.30-10	Office	371	300	244	300	300
100-1002-541.30-11	Postage	555	375	378	425	375
100-1002-541.30-15	Tools & Equipment	17	150	0	0	2,025
LEVEL	TEXT	TEXT AMT				
DR13	LENKER ROD: \$200 X 0.75 = \$150	2,025				
	SEMI-RUGGEDIZED LAPTOP: \$2,500 X 0.75 = \$1,875	2,025				
100-1002-541.30-18	Department	1,902	2,700	1,304	2,500	2,475
LEVEL	TEXT	TEXT AMT				
DR13	SAFETY SHIRTS, VESTS, GLOVES, PAINT, STAKES, TAPE, ETC.: \$2,500 X 0.75 = \$1,875	2,475				
	PLOTTER PRINTER HEADS:\$800 X 0.75 = \$600	2,475				
100-1002-541.32-01	Dues/Memberships/Licenses	189	270	248	248	250
100-1002-541.32-02	Dues/Memberships/Licenses	0	0	0	0	0
100-1002-541.33-02	Registrations	0	150	0	0	750
100-1002-541.33-03	Lodging/Meals	0	75	0	0	150
100-1002-541.34-02	Registrations	0	0	0	0	0
100-1002-541.34-03	Lodging/Meals	0	190	0	0	0
100-1002-541.34-04	Other Expenses	124	0	0	0	0
100-1002-541.51-03	Property	2,340	1,760	2,340	1,755	1,760
100-1002-541.80-05	Other Equipment	0	0	0	0	0
*	Engineering	272,804	331,630	181,614	227,819	326,642

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Engineering/Public Wor	Mark Radtke
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1002-541	10/12/2012

RESPONSIBILITIES

The Engineering Department is responsible for the management of public works improvement projects within the City, including streets, bridges, sewers, buildings, et. al. Staff duties include responsibility for planning, design work, surveying, drafting, mapping, construction administration, traffic analysis, grant procurement, utility coordination, record keeping and response to citizens' requests and questions.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

Provided design, surveying, staking and inspection for all public works construction projects. Continued management of sanitary sewer improvement and industrial monitoring programs. Administered Rear Yard Drainage Grant Program. Administered traffic engineering program.

Provided all engineering services for Woodland Hills street construction and paving of Grove Street, Ida Street and Eighth Street. Continued management of sanitary sewer improvement and industrial monitoring programs. Administered storm water regulation program, including erosion and sediment control, illicit discharge and post-construction management. Provided in house traffic engineering services. Provided program management and project oversight for sanitary sewer replacement and improvement projects (funded through the Clean Water Fund).

2013 OBJECTIVES

Continue with sanitary sewer I/I removal program. Perform all tasks for implementing 2013 capital project. Implement Illicit Discharge, Erosion Control and Storm Water Management activities per WisDNR requirements.

Perform increased amount of management of sanitary sewer improvement and industrial monitoring programs to minimize outside services costs. Complete assessment of street pavement condition to determine optimal annual budget amount for street improvements.

MAJOR CHANGES FROM 2012 BUDGET

No substantial changes.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING	POSITION TITLE	2012 # OF FTE'S	2013 # OF FTE'S
TAXES	\$0.00	\$0.00	Clerk Steno II	0.45	0.45
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Dir. Of Public Works	0.45	0.45
INTERGOV REVENUE	\$0.00	\$0.00	Engineering Aid II	0.40	0.40
LICENSES & PERMITS	\$0.00	\$0.00	Engineering Aid III	0.85	0.85
FINES & FORFEITS	\$0.00	\$0.00	Engineering Supervisor	0.45	0.45
PUBLIC CHARGES	\$0.00	\$0.00	Part Time	0.03	0.00
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$0.00	\$0.00	TOTAL	2.63	2.60

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Street Construction						
100-1003-541.10-01	Wages	161,196	162,071	96,297	133,200	174,936
100-1003-541.10-02	Salaries	11,373	11,491	8,855	11,500	10,036
100-1003-541.10-03	Overtime/Doubletime	2,989	1,544	594	700	700
100-1003-541.15-01	Health	43,825	46,237	24,592	33,815	35,717
100-1003-541.15-02	Life	81	49	36	50	49
100-1003-541.15-03	Dental	3,406	3,722	2,043	2,810	3,371
100-1003-541.15-04	Retirement	19,165	10,236	6,232	8,570	12,728
100-1003-541.15-05	FICA	14,577	12,959	7,997	10,995	15,771
100-1003-541.15-07	Vision	345	371	204	280	314
100-1003-541.15-08	Workers Comp	5,326	5,393	3,181	4,375	5,696
100-1003-541.15-09	Unemployment Comp	330	0	126	175	0
100-1003-541.19-03	Uniform/Clothing Allow	2,015	1,250	1,467	1,500	1,100
100-1003-541.20-10	Pavement Maintenance	63,144	63,000	58,376	63,000	67,500
LEVEL	TEXT	TEXT AMT				
DR13	CHIP SEAL PROGRAM	36,000				
	CRACK SEALING	22,000				
	PAVEMENT MILLING, PULVERIZING, ETC.	9,500				
		67,500				
100-1003-541.21-02	Engineering	6,888	2,000	461	1,700	1,800
LEVEL	TEXT	TEXT AMT				
DR13	MATERIALS TESTING	1,800				
		1,800				
100-1003-541.21-06	Management	2	0	0	0	0
100-1003-541.21-08	Recording Fees	0	0	0	0	0
100-1003-541.29-01	Printing	0	0	0	0	0
100-1003-541.29-05	Vehicle/Equipment Rental	156,083	91,000	54,035	62,000	92,000
100-1003-541.29-07	Inhouse Technology Svcs	4,366	7,587	2,894	7,587	6,511
100-1003-541.30-11	Postage	0	50	0	0	0
100-1003-541.30-15	Tools & Equipment	7,571	3,400	2,386	3,400	3,600
LEVEL	TEXT	TEXT AMT				
DR13	MISC TOOLS, SHOVELS, BROOMS, VESTS, ETC.	2,400				
	DIAMOND BLADES	1,200				
		3,600				
100-1003-541.30-18	Department	184,106	62,000	6,364-	14,000	61,000
LEVEL	TEXT	TEXT AMT				
DR13	CONCRETE AND ASPHALT	58,000				
	TOPSOIL, FLOWERS, SUMMER SAFETY VESTS, MIC.	3,000				
		61,000				

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
100-1003-541.33-02	Registrations	0	0	0	0	0
100-1003-541.34-02	Registrations	0	0	0	0	0
100-1003-541.51-03	Property	1,050	1,050	1,050	1,050	1,050
100-1003-541.82-02	Construction	210,193	532,000	382,869	410,000	340,750
LEVEL	TEXT	TEXT AMT				
DR13	MELISSA STREET, PLANK ROAD TO NINTH STREET; PULVERIZE/ASPHALT RESURFACE JOINT PROJECT WITH TOWN OF MENASHA; TOTAL COST = \$151,000; CITY PORTION = \$115,000; STORM FUND = \$24,000 ARTHUR STREET, SEVENTH STREET TO NINTH STREET* HICKORY HOLLOW LANE/DUNNING STREET/NORTHBRIDGE COURT* MILWAUKEE STREET, BROAD STREET TO THIRD STREET (6" ASPHALT) *PULVERIZE AND ASPHALT RESURFACE BY DPW CREW - MATERIAL COST ONLY	91,000 82,000 93,500 74,250 340,750				
*	Street Construction	898,031	1,017,410	647,331	770,707	834,629

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Street Excavation					
100-1004-541.10-01	Wages	12,282	0	53,223	68,300	0
100-1004-541.10-02	Salaries	0	0	0	0	0
100-1004-541.10-03	Overtime/Doubletime	9	0	27	27	0
100-1004-541.15-01	Health	4,373	0	14,113	16,750	0
100-1004-541.15-02	Life	0	0	0	0	0
100-1004-541.15-03	Dental	308	0	1,106	1,320	0
100-1004-541.15-04	Retirement	1,426	0	3,159	4,031	0
100-1004-541.15-05	FICA	895	0	4,013	5,150	0
100-1004-541.15-07	Vision	33	0	113	135	0
100-1004-541.15-08	Workers Comp	378	0	1,601	2,055	0
100-1004-541.29-05	Vehicle/Equipment Rental	14,110	0	55,044	64,000	0
100-1004-541.30-18	Department	12,603	0	45,623	52,000	0
*	Street Excavation	46,417	0	178,022	213,768	0

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Repl of Streets/Alleys	Mark Radtke Timothy Jacobson
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1003-541	10/12/2012

RESPONSIBILITIES

This budget accounts for the maintenance and reconstruction of streets and roads within the City. Preventive maintenance through timely pavement repair, crack filling, etc., is key for containment of future costs in this account. Prudent scheduling of needed street improvements is essential for controlling future budgets.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

DPW crews paved Woodland Hills/Kelly Lake subdivision streets north of the upper roundabout. They also paved Grove Street (Seventh to Clovis), Ida Street (Ninth to Clovis) and Eighth (London to Grove). We continued with preventative maintenance program including crack seal and chip seal projects done jointly with the Town of Menasha and the Town of Grand Chute.

2013 OBJECTIVES

The following asphalt street projects are proposed: Melissa Street (Plank to Ninth-contractor-joint with the Town of Menasha), Arthur Street (Seventh to Ninth - DPW), Ida Street (Seventh to Ninth-DPW), Hickory Hollow Lane/Dunning Street/Northridge Court (DPW) and Milwaukee Street (Broad to Third-DPW).

MAJOR CHANGES FROM 2012 BUDGET

Our street pavement condition ratings have been decreasing due to underfunding in past years. It should be an objective to increase the capital budget in future budgets.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
100-1006-541.10-01	Wages	67,588	74,335	34,019	45,500	51,366
100-1006-541.10-02	Salaries	9,618	7,072	5,451	7,080	7,287
100-1006-541.10-03	Overtime/Doubletime	21,752	24,066	8,233	13,000	18,000
100-1006-541.15-01	Health	25,715	28,813	13,648	18,760	18,671
100-1006-541.15-02	Life	69	31	23	30	31
100-1006-541.15-03	Dental	1,990	1,992	1,070	1,390	1,432
100-1006-541.15-04	Retirement	11,185	6,267	2,859	3,930	5,669
100-1006-541.15-05	FICA	7,382	7,718	3,623	4,980	6,436
100-1006-541.15-07	Vision	200	213	109	140	145
100-1006-541.15-08	Workers Comp	2,968	3,248	1,412	1,940	2,422
100-1006-541.19-03	Uniform/Clothing Allow	762	750	555	720	480
100-1006-541.24-05	Small Projects	0	0	0	0	0
100-1006-541.29-05	Vehicle/Equipment Rental	166,334	94,000	59,769	87,000	95,000
100-1006-541.29-07	Inhouse Technology Svcs	2,907	5,060	2,530	5,060	5,202
100-1006-541.30-11	Postage	173	50	27	50	50
100-1006-541.30-15	Tools & Equipment	12,458	13,000	7,540	12,500	13,000
LEVEL	TEXT		TEXT AMT			
DR13	SNOW FENCE, SHOVELS, PLOW BLADE INVENTORY, MISC.		13,000			
			13,000			
100-1006-541.30-18	Department	63,901	100,926	81,707	100,900	82,358
LEVEL	TEXT		TEXT AMT			
DR13	1400 TONS SEASONAL FILL ROAD SALT @ \$55.72/TON		82,358			
	= \$78,008					
	325 TONS RESERVE FILL ROAD SALT @ \$57.76/TON = 0					
	(AVAILABLE IF WE NEED IT, BUT DO NOT BUDGET FOR					
	NOW DUE TO EXISTING SURPLUS)					
	GEO-MELT: \$2,000					
	CHIPS, ABRASIVES: \$2,100					
	SAFETY VESTS: 250					
			82,358			
100-1006-541.33-02	Registrations	0	0	0	0	0
100-1006-541.33-04	Other Expenses	0	0	0	0	0
100-1006-541.34-02	Registrations	0	500	0	0	500
100-1006-541.51-03	Property	4,690	4,690	4,690	4,690	4,690
*		399,692	372,731	227,265	307,670	312,739

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Removal of Snow & Ice	Mark Radtke Timothy Jacobson
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1006-541	10/12/2012

RESPONSIBILITIES

This account represents the total cost of snow removal and ice control on City streets and parking lots. Costs include labor, equipment operation and materials, such as salt and chips. The average seasonal snowfall for our area is 45 inches. Service responsibilities area to maintain streets and sidewalks in good traveling condition, according to established policy.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

2013 OBJECTIVES

Continue providing quality snow and ice control and removal service, including anti-icing operations which will prevent the formation of ice on streets when properly performed. Continue the experiment with an environmentally friendly alternative to road salt (Geo-melt) when conditions warrant (low temperatures).

MAJOR CHANGES FROM 2012 BUDGET

Similar to 2012 Budget. Street salt prices remain stable for 2012-2013 season.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Snow Hauling					
100-1007-541.10-01	Wages	23,798	0	69	69	0
100-1007-541.10-02	Salaries	0	0	0	0	0
100-1007-541.10-03	Overtime/Doubletime	472	0	0	0	0
100-1007-541.15-01	Health	6,915	0	27	27	0
100-1007-541.15-02	Life	0	0	0	0	0
100-1007-541.15-03	Dental	541	0	2	2	0
100-1007-541.15-04	Retirement	2,815	0	4	4	0
100-1007-541.15-05	FICA	1,778	0	5	5	0
100-1007-541.15-07	Vision	54	0	0	0	0
100-1007-541.15-08	Workers Comp	710	0	2	2	0
100-1007-541.29-05	Vehicle/Equipment Rental	70,263	0	0	0	0
100-1007-541.30-15	Tools & Equipment	0	0	0	0	0
*	Snow Hauling	107,346	0	109	109	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Street Signs-Markings					
100-1008-541.10-01	Wages	54,977	63,555	59,270	77,050	59,825
100-1008-541.10-02	Salaries	4,890	4,984	3,839	4,990	5,141
100-1008-541.10-03	Overtime/Doubletime	1,583	822	828	1,000	800
100-1008-541.15-01	Health	17,160	22,053	19,174	24,900	20,928
100-1008-541.15-02	Life	34	21	16	20	21
100-1008-541.15-03	Dental	1,416	1,520	1,511	1,965	1,589
100-1008-541.15-04	Retirement	6,530	3,759	3,506	4,555	5,008
100-1008-541.15-05	FICA	6,068	5,274	4,881	6,340	5,720
100-1008-541.15-07	Vision	136	163	154	200	162
100-1008-541.15-08	Workers Comp	1,888	2,136	1,916	2,490	2,078
100-1008-541.19-03	Uniform/Clothing Allow	631	75	280	365	367
100-1008-541.20-04	Mechanical Systems	810	0	0	0	0
100-1008-541.21-06	Management	177	0	0	0	0
100-1008-541.22-01	Telephone	137	160	129	170	170
100-1008-541.22-03	Electricity	11,816	12,000	8,118	9,800	8,100
100-1008-541.22-04	Heat	15	0	83	600	1,250
100-1008-541.22-05	Water/Sewer	663	750	358	600	600
100-1008-541.22-06	Storm Water	0	0	0	0	0
100-1008-541.24-03	Buildings	741	500	10	200	500
100-1008-541.24-04	Specialized Equipment	15,360	11,390	7,693	10,500	8,710
LEVEL	TEXT	TEXT AMT				
DR13	TRAFFIC SIGNAL SYSTEMS, MAINTENANCE	5,600				
	SIGNAL/EQUIPMENT TESTING	2,710				
	PLOTTER SOFTWARE SUPPORT	400				
		8,710				
100-1008-541.25-01	Other Municipal Entities	989	0	377	377	0
100-1008-541.29-01	Printing	198	300	0	0	200
100-1008-541.29-05	Vehicle/Equipment Rental	12,541	11,500	6,377	11,500	11,500
100-1008-541.29-07	Inhouse Technology Svcs	1,459	2,573	1,287	2,573	2,646
100-1008-541.30-10	Office	0	0	0	0	0
100-1008-541.30-11	Postage	0	0	0	0	0
100-1008-541.30-15	Tools & Equipment	7,826	4,600	3,227	3,800	4,200
LEVEL	TEXT	TEXT AMT				
DR13	36" BARRELS, MISC.	3,000				
	POST POUNDER, MISC.	1,200				
		4,200				
100-1008-541.30-18	Department	22,814	14,950	26,118	33,000	32,000
LEVEL	TEXT	TEXT AMT				
DR13	TRAFFIC PAINT, SIGNAL HARDWARE PARTS,SIGN	29,000				
	MATERIALS, ETC.					
	THERMOPLASTIC CROSSWALKS	3,000				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
			32,000			
100-1008-541.33-02	Registrations	0	200	0	0	200
100-1008-541.34-02	Registrations	0	0	0	0	0
100-1008-541.51-03	Property	1,090	1,090	1,090	1,090	1,090
100-1008-541.80-05	Other Equipment	0	5,000	0	7,618	0
LEVEL	TEXT		TEXT AMT			
DR13	GAS FURNACE, INCLUDING INSTALLATION FOR SIGN SHOP		5,000			
			5,000			
*	Street Signs-Markings	171,949	169,375	150,242	205,703	172,805

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Street Signs/Markings	Mark Radtke Timothy Jacobson
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1008-541	10/12/2012

RESPONSIBILITIES

This account contains all costs for signing and marking of streets, traffic signal installation and maintenance, and electricity to operate traffic signals and the Sign Shop. Major expenditures include street paint and signs, repair of traffic signals, installation of new signals, and electricity.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

Installation of wayfinding signage with Fox Cities Convention and Visitors' Bureau grant. Conversion of Sign Shop from electric heat to gas heat.

2013 OBJECTIVES

MAJOR CHANGES FROM 2012 BUDGET

No significant changes.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Sidewalks and Crosswalks						
100-1009-541.10-01	Wages	12,565	26,710	6,287	14,000	27,619
100-1009-541.10-02	Salaries	1,779	1,811	1,395	1,810	1,867
100-1009-541.10-03	Overtime/Doubletime	21	0	1	1	0
100-1009-541.15-01	Health	3,977	6,630	2,234	4,560	6,292
100-1009-541.15-02	Life	8	8	6	12	8
100-1009-541.15-03	Dental	288	484	174	360	505
100-1009-541.15-04	Retirement	1,579	1,699	456	940	2,261
100-1009-541.15-05	FICA	1,073	2,122	577	1,190	2,541
100-1009-541.15-07	Vision	31	52	18	35	52
100-1009-541.15-08	Workers Comp	444	878	231	475	932
100-1009-541.19-03	Uniform/Clothing Allow	327	275	193	275	173
100-1009-541.21-02	Engineering	14,906	0	0	6,600	0
100-1009-541.21-06	Management	0	2,500	0	2,500	2,500
LEVEL	TEXT	TEXT AMT				
DR13	MUDJACKING SERVICES	2,500				
		2,500				
100-1009-541.29-05	Vehicle/Equipment Rental	4,563	6,300	627	3,000	8,000
100-1009-541.30-15	Tools & Equipment	960	1,750	424	1,200	3,250
LEVEL	TEXT	TEXT AMT				
DR13	240' OF 4"/6" FORMS & PINS	2,500				
	MISCELLANEOUS TOOLS	750				
		3,250				
100-1009-541.30-18	Department	8,821	3,150	3,192	4,500	3,500
LEVEL	TEXT	TEXT AMT				
DR13	CONCRETE, GRAVEL, RE-BAR, SAFETY VESTS	3,500				
		3,500				
100-1009-541.34-02	Registrations	0	0	0	0	0
100-1009-541.51-03	Property	6,470	6,470	6,470	6,470	6,470
100-1009-541.82-02	Construction	0	0	2,150	2,150	5,000
LEVEL	TEXT	TEXT AMT				
DR13	MIDWAY ROAD, FATIMA STREET TO HOME AVENUE	10,000				
	5' CONCRETE WALK*					
	*\$195,000 BORROWED FUNDS (\$39,000 NON-ASSESSABLE)					
	SIDEWALK RECONSTRUCTION					
	VARIOUS LOCATIONS \$10,000 (MATERIALS COST ONLY -					
	WORK BY DPW)					
		10,000				

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 83
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
*	Sidewalks and Crosswalks	57,812	60,839	24,435	50,078	70,970

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 85
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Sidewalk Excavation					
100-1011-541.10-01	Wages	3,478	0	4,428	5,600	0
100-1011-541.10-02	Salaries	0	0	0	0	0
100-1011-541.10-03	Overtime/Doubletime	0	0	9	9	0
100-1011-541.15-01	Health	1,371	0	812	1,025	0
100-1011-541.15-02	Life	0	0	0	0	0
100-1011-541.15-03	Dental	94	0	63	80	0
100-1011-541.15-04	Retirement	403	0	261	330	0
100-1011-541.15-05	FICA	252	0	334	420	0
100-1011-541.15-07	Vision	10	0	6	8	0
100-1011-541.15-08	Workers Comp	107	0	134	170	0
100-1011-541.29-05	Vehicle/Equipment Rental	1,668	0	2,112	2,200	0
100-1011-541.30-18	Department	142	0	2,126	2,250	0
*	Sidewalk Excavation	7,525	0	10,285	12,092	0

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Sidewalks & Crosswalks	Mark Radtke Timothy Jacobson
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1009-541	10/12/2012

RESPONSIBILITIES

This budget is responsible for replacing, repairing, and constructing sidewalk in the City.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

2013 OBJECTIVES

Complete concrete walk construction along Midway Road from Racine Road to Oneida Street as a joint project with the Town of Menasha.

MAJOR CHANGES FROM 2012 BUDGET

No substantial changes.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Street Lighting					
100-1012-541.10-01	Wages	0	0	0	0	0
100-1012-541.10-02	Salaries	0	0	0	0	0
100-1012-541.10-03	Overtime/Doubletime	0	0	0	0	0
100-1012-541.15-01	Health	0	0	0	0	0
100-1012-541.15-02	Life	0	0	0	0	0
100-1012-541.15-03	Dental	0	0	0	0	0
100-1012-541.15-04	Retirement	0	0	0	0	0
100-1012-541.15-05	FICA	0	0	0	0	0
100-1012-541.15-07	Vision	0	0	0	0	0
100-1012-541.15-08	Workers Comp	0	0	0	0	0
100-1012-541.21-06	Management	177	0	0	0	0
100-1012-541.22-03	Electricity	230,149	208,000	175,225	236,520	236,520
100-1012-541.24-04	Specialized Equipment	3,274	1,000	358	700	7,580
100-1012-541.25-01	Other Municipal Entities	0	0	172	172	0
100-1012-541.29-05	Vehicle/Equipment Rental	479	0	109	109	0
100-1012-541.30-18	Department	799	1,000	495	750	1,000
100-1012-541.80-05	Other Equipment	70,750	0	0	0	0
*	Street Lighting	305,628	210,000	176,359	238,251	245,100

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Parking Lots					
100-1013-541.10-01	Wages	6,920	6,874	2,195	7,000	7,104
100-1013-541.10-02	Salaries	1,028	1,046	805	1,045	1,079
100-1013-541.10-03	Overtime/Doubletime	512	1,955	170	220	1,200
100-1013-541.15-01	Health	2,295	2,767	929	2,420	2,628
100-1013-541.15-02	Life	4	4	3	10	4
100-1013-541.15-03	Dental	176	193	75	195	202
100-1013-541.15-04	Retirement	965	587	189	495	705
100-1013-541.15-05	FICA	628	728	237	620	777
100-1013-541.15-07	Vision	18	21	7	20	20
100-1013-541.15-08	Workers Comp	250	304	94	245	297
100-1013-541.19-03	Uniform/Clothing Allow	71	70	44	60	47
100-1013-541.22-03	Electricity	630	650	499	650	650
100-1013-541.22-05	Water/Sewer	0	0	0	0	0
100-1013-541.22-06	Storm Water	2,250	2,900	1,868	2,250	2,750
100-1013-541.29-01	Printing	790	2,300	0	2,300	2,800
100-1013-541.29-05	Vehicle/Equipment Rental	6,852	2,700	2,318	4,600	4,000
100-1013-541.30-18	Department	976	300	2,822	2,822	2,300
100-1013-541.34-02	Registrations	0	0	0	0	0
100-1013-541.51-03	Property	10	10	10	10	10
*	Parking Lots	24,375	23,409	12,265	24,962	26,573

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND General Fund	BUDGET NAME Street Lighting	PREPARED BY Mark Radtke
	FUNCTION Public Works	BUDGET NUMBER 100-1012-541	DATE 8/1/2012

RESPONSIBILITIES

Funds in this account are for the cost of electricity, maintenance and replacement of City-owned street lights.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

Completed conversion of approximately 320 high pressure sodium lights to induction street lights.

2013 OBJECTIVES

Seek opportunities to convert additional high pressure sodium lights to induction lights.

MAJOR CHANGES FROM 2012 BUDGET

No substantial changes.

<u>FUNDING SOURCES</u>	<u>2012 FUNDING</u>	<u>2013 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Parking Lots & Meters	Mark Radtke Timothy Jacobson
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1013-541	10/12/2012

RESPONSIBILITIES

This budget is responsible for the maintenance of parking lots, as well as providing supplies and printing for the monthly parking permits.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

2013 OBJECTIVES

MAJOR CHANGES FROM 2012 BUDGET

Cost to maintain is mainly determined by the number and amount of snowfalls, which is reflected in labor and equipment costs. No significant changes from past year.

<u>FUNDING SOURCES</u>	<u>2012 FUNDING</u>	<u>2013 FUNDING</u>
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

PREPARED 10/18/12, 08:32:42
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 88
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Canal Maint-Construction					
100-1014-543.10-01	Wages	0	0	0	0	0
100-1014-543.22-05	Water/Sewer	0	0	81	81	0
100-1014-543.22-06	Storm Water	150	165	169	165	165
100-1014-543.82-02	Construction	0	0	0	0	0
*	Canal Maint-Construction	150	165	250	246	165

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Refuse Collect-Dispose					
100-1016-543.10-01	Wages	120,383	202,106	90,218	117,300	181,029
100-1016-543.10-02	Salaries	15,949	16,259	12,491	16,240	16,818
100-1016-543.10-03	Overtime/Doubletime	473	411	35	100	104
100-1016-543.15-01	Health	27,115	39,558	13,437	17,480	38,283
100-1016-543.15-02	Life	98	59	45	60	59
100-1016-543.15-03	Dental	2,768	4,503	2,002	2,600	4,301
100-1016-543.15-04	Retirement	15,263	12,689	5,931	7,715	15,203
100-1016-543.15-05	FICA	10,312	16,361	9,182	11,940	17,355
100-1016-543.15-07	Vision	272	419	198	260	408
100-1016-543.15-08	Workers Comp	4,238	6,738	3,009	3,915	6,255
100-1016-543.19-03	Uniform/Clothing Allow	2,013	2,000	1,313	1,710	1,180
100-1016-543.20-09	Sanitation	1,706	2,000	2,509	3,000	3,000
LEVEL	TEXT	TEXT AMT				
DR13	PROFESSIONAL SERVICES - HAZARDOUS WASTE DISPOSAL	3,000				
		3,000				
100-1016-543.25-01	Other Municipal Entities	137,438	192,000	103,238	135,000	195,046
LEVEL	TEXT	TEXT AMT				
DR13	LANDFILL TIPPING FEES: 5,800 TONS @ \$34.00/TON = \$197,200	197,200				
		197,200				
100-1016-543.25-03	Other Govment-Electronics	30	200	0	100	100
100-1016-543.29-01	Printing	4,198	875	0	0	2,450
LEVEL	TEXT	TEXT AMT				
DR13	EDUCATIONAL TAGS, OVERFLOW/BULKY ITEM STICKERS	2,450				
		2,450				
100-1016-543.29-05	Vehicle/Equipment Rental	139,570	168,261	87,506	131,000	213,000
100-1016-543.29-07	Inhouse Info Tech Service	2,907	5,060	2,530	5,060	5,202
100-1016-543.30-10	Office	0	0	0	0	0
100-1016-543.30-11	Postage	13	0	3	2	0
100-1016-543.30-15	Tools & Equipment	4,806	3,000	2,997	2,997	3,200
LEVEL	TEXT	TEXT AMT				
DR13	64 GALLON AUTOMATED REFUSE CONTAINERS (50)	2,200				
	2 C.Y. DUMPSTERS (1)	550				
	SHOVELS, BROOMS, SQUEEGEES (6)	450				
		3,200				
100-1016-543.30-18	Department	3,034	2,500	2,266	2,400	2,000
LEVEL	TEXT	TEXT AMT				

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
DR13	CART PARTS, SAFETY VESTS, GLOVES, MISC. SAFETY		2,000 2,000			
100-1016-543.32-01	Dues/Memberships/Licenses	572	600	572	572	600
LEVEL	TEXT		TEXT AMT			
DR13	DNR SOLID WASTE LICENSE		600 600			
100-1016-543.34-02	Registrations	0	0	0	0	0
100-1016-543.51-03	Property	7,650	7,650	7,650	7,650	7,650
*	Refuse Collect-Dispose	500,808	683,249	347,132	467,101	713,243

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Commercial Overflow					
100-1017-541.10-01	Wages	0	0	0	0	0
100-1017-541.15-01	Health	0	0	0	0	0
100-1017-541.15-03	Dental	0	0	0	0	0
100-1017-541.15-04	Retirement	0	0	0	0	0
100-1017-541.15-05	FICA	0	0	0	0	0
100-1017-541.15-07	Vision	0	0	0	0	0
100-1017-541.15-08	Workers Comp	0	0	0	0	0
100-1017-543.10-01	Wages	74,892	0	59,531	77,390	0
100-1017-543.10-02	Salaries	0	0	0	0	0
100-1017-543.10-03	Overtime/Doubletime	502	0	44	70	0
100-1017-543.15-01	Health	17,813	0	8,078	10,500	0
100-1017-543.15-02	Life	0	0	0	0	0
100-1017-543.15-03	Dental	1,629	0	1,207	1,570	0
100-1017-543.15-04	Retirement	8,560	0	3,301	4,290	0
100-1017-543.15-05	FICA	5,656	0	4,572	5,945	0
100-1017-543.15-06	Deferred Comp	0	0	0	0	0
100-1017-543.15-07	Vision	161	0	123	160	0
100-1017-543.15-08	Workers Comp	2,331	0	1,794	2,330	0
100-1017-543.21-06	Manangement	0	0	0	0	0
100-1017-543.25-01	Other Municipal Entities	42,646	0	31,877	43,300	0
100-1017-543.29-05	Vehicle/Equipment Rental	82,249	0	51,823	76,200	0
*	Commercial Overflow	236,439	0	162,350	221,755	0

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	General Fund	Refuse Collect/Dispose	Mark Radtke Timothy Jacobson
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	100-1016-543	10/12/2012

RESPONSIBILITIES

The Sanitation Department is responsible for the collection and disposal of all residential, and some of the commercial, garbage and refuse generated within the City.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

2013 OBJECTIVES

MAJOR CHANGES FROM 2012 BUDGET

The Winnebago County tipping fee has increased by \$2.00/ton. Volume is projected for a slight decrease.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Weed Cutting						
100-1018-543.10-01	Wages	10,675	17,990	10,983	12,100	12,685
100-1018-543.10-02	Salaries	1,439	1,465	1,130	1,465	1,510
100-1018-543.10-03	Overtime/Doubletime	18	0	1	1	0
100-1018-543.15-01	Health	2,851	4,862	1,472	1,650	4,615
100-1018-543.15-02	Life	6	6	5	6	6
100-1018-543.15-03	Dental	229	338	136	150	352
100-1018-543.15-04	Retirement	1,057	818	421	590	1,086
100-1018-543.15-05	FICA	912	1,440	920	1,030	1,189
100-1018-543.15-07	Vision	23	36	13	20	36
100-1018-543.15-08	Workers Comp	374	599	364	410	449
100-1018-543.19-03	Uniform/Clothing Allow	127	125	77	100	81
100-1018-543.21-06	Manangement	728	800	728	728	750
LEVEL	TEXT	TEXT AMT				
DR13	SPRAY WEEDS ALONG CANAL		750			
			750			
100-1018-543.29-05	Vehicle/Equipment Rental	6,836	6,500	6,495	6,500	7,000
100-1018-543.30-11	Postage	216	200	75	100	200
100-1018-543.30-18	Department	166	500	29	125	250
LEVEL	TEXT	TEXT AMT				
DR13	FLAIL TEETH		250			
			250			
100-1018-543.34-02	Registrations	0	0	0	0	0
100-1018-543.51-03	Property	30	30	30	30	30
*	Weed Cutting	25,687	35,709	22,879	25,005	30,239

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Lift Bridges					
100-1019-552.10-01	Wages	56,870	50,319	36,632	41,800	37,858
100-1019-552.10-02	Salaries	3,603	3,649	2,823	3,649	3,746
100-1019-552.10-03	Overtime/Doubletime	14,934	12,635	11,698	12,635	13,000
100-1019-552.15-01	Health	18,384	18,350	528	625	562
100-1019-552.15-02	Life	18	18	14	15	18
100-1019-552.15-03	Dental	1,711	1,760	55	65	65
100-1019-552.15-04	Retirement	7,192	3,930	1,101	1,205	2,175
100-1019-552.15-05	FICA	5,628	4,835	3,909	4,443	4,201
100-1019-552.15-07	Vision	157	157	5	5	5
100-1019-552.15-08	Workers Comp	1,164	1,305	835	936	1,095
100-1019-552.15-09	Unemployment Comp	21,034	34,000	2,209	17,500	0
100-1019-552.19-03	Uniform/Clothing Allow	7	0	14	14	15
100-1019-552.20-07	Pest Control	354	350	130	350	350
100-1019-552.21-05	Medical	0	0	0	0	0
100-1019-552.21-06	Management	607	500	520	520	550
100-1019-552.22-01	Telephone	242	350	194	270	300
100-1019-552.22-03	Electricity	4,905	5,500	4,084	4,940	5,500
100-1019-552.22-05	Water/Sewer	1,154	1,100	2,110	2,200	1,300
100-1019-552.24-04	Specialized Equipment	0	0	0	0	0
100-1019-552.29-05	Vehicle/Equipment Rental	555	600	0	600	600
100-1019-552.29-07	Inhouse Info Tech Service	1,459	2,573	1,287	2,573	2,646
100-1019-552.30-11	Postage	11	25	0	15	20
100-1019-552.30-13	Housekeeping	70	100	0	80	100
100-1019-552.30-15	Tools & Equipment	0	100	0	0	100
100-1019-552.30-18	Department	45	200	68	100	100
100-1019-552.51-03	Property	520	520	520	520	520
* Lift Bridges		140,624	142,876	68,736	95,060	74,826

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
General Fund						
100-0000-411.00-00	General Property Taxes	7,035,068	7,439,759	7,441,007	7,441,007	0
100-0000-412.00-00	Mobile Home Property Tax	163,619	170,000	105,434	157,523	164,000
100-0000-413.00-00	Tax from Municipal Util	1,128,480	537,204	422,239	562,984	553,569
100-0000-414.00-00	Tax from Housing Auth	15,394	7,500	5,449	5,449	6,000
100-0000-415.00-00	Interest/Penalty on Taxes	44,426	27,000	20,130	20,130	25,000
100-0000-421.01-00	Liquor & Malt Beverage	25,230	24,000	21,709	21,709	22,000
100-0000-421.02-00	Tavern Operators	16,665	7,500	5,465	6,000	14,000
100-0000-421.03-00	Cigarette	1,700	1,700	1,930	1,930	1,900
100-0000-421.04-00	Restaurant	23,104	22,000	21,421	21,421	21,500
100-0000-421.05-00	Amusement Devices	1,900	1,900	2,040	2,040	2,000
100-0000-421.06-00	Electrician	2,310	2,250	2,509	2,500	2,400
100-0000-421.07-00	Heating	1,305	1,300	1,772	1,772	1,500
100-0000-421.08-00	Cable TV	202,553	200,000	106,544	210,000	210,000
100-0000-421.09-00	Weights & Measures	19,271	19,100	20,492	20,492	20,500
100-0000-421.10-00	Retail Food	7,911	7,450	7,260	7,450	7,450
100-0000-421.11-00	Tattoo Parlor	287	285	346	346	325
100-0000-421.12-00	Sundry	550	500	400	400	500
100-0000-421.13-00	Dog	8,649	7,250	4,676	7,250	7,250
100-0000-421.14-00	Cat	1,101	1,000	887	1,000	1,000
100-0000-422.01-00	Building	42,198	71,000	34,172	42,000	60,000
100-0000-422.02-00	Electrical	14,286	26,000	15,365	19,000	25,000
100-0000-422.03-00	Plumbing	9,535	16,000	9,280	11,000	15,000
100-0000-422.04-00	Street Excavation	5,426	2,500	1,625	2,500	2,500
100-0000-422.05-00	Heating	11,212	15,000	10,449	13,000	15,000
100-0000-422.06-00	Mobile Home	0	1,200	1,397	1,397	0
100-0000-422.07-00	Zoning	3,800	3,000	4,985	6,000	6,000
100-0000-422.08-00	Recreational Fire	9,840	10,000	10,060	10,050	10,000
100-0000-422.09-00	Sign	2,025	2,000	2,700	2,750	2,500
100-0000-422.10-00	Temp Restaurant	1,136	1,200	1,275	1,250	1,200
100-0000-422.11-00	Erosion Control	1,950	2,000	1,950	2,000	2,000
100-0000-422.12-00	Swimming Pool	2,013	1,200	1,793	1,793	1,500
100-0000-422.13-00	Street Use	425	200	250	200	300
100-0000-422.14-00	Sundry	25	0	0	0	0
100-0000-422.15-00	Outdoor Service	300	300	275	300	300
100-0000-431.01-00	Law Enforcement	2,713	0	1,450	1,450	1,500
100-0000-431.02-00	Fire Protection	0	0	0	0	0
100-0000-431.03-00	Public Safety	0	0	0	0	0
100-0000-431.04-00	Highway Transportation	0	0	0	0	0
100-0000-431.05-00	Public Health	1,500	0	0	0	0
100-0000-432.01-00	Shared Revenues	3,966,451	3,755,937	0	3,755,751	3,740,925
100-0000-432.02-00	Computers	30,706	31,000	0	25,888	15,500
100-0000-432.03-00	Fire Insurance Tax	33,878	33,000	37,807	37,807	36,000
100-0000-432.04-00	Payment for Munic Svcs	136,326	120,000	0	120,000	125,000
100-0000-432.05-00	Law Enforcement	180	5,000	4,480	4,480	58,494
100-0000-432.06-00	Fire Protection	0	0	0	0	0
100-0000-432.07-00	Public Safety	0	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
100-0000-432.08-00	Highway Transportation	709,801	638,820	159,705	638,820	574,938
100-0000-432.09-00	Connecting Highway	59,002	59,265	15,219	60,876	60,979
100-0000-432.10-00	Engineering	0	45,000	0	0	0
100-0000-432.11-00	Recycling	0	0	0	0	0
100-0000-432.12-00	Park Development	0	0	0	0	0
100-0000-432.13-00	Other	90,392	35	12,773	12,773	125
100-0000-432.14-00	Public Health	84,311	27,299	42,347	60,000	107,117
100-0000-432.15-00	Library	0	0	0	0	0
100-0000-432.16-00	Senior Citizen	25,741	25,741	18,720	25,741	25,741
100-0000-441.01-00	Clerk	7,153	4,700	4,320	4,700	4,700
100-0000-441.02-00	Treasurer	12,082	11,500	11,068	11,500	11,750
100-0000-441.03-00	Data Processing	557	300	225	300	300
100-0000-441.04-00	Attorney	0	0	0	0	0
100-0000-441.05-00	Law Enforcement	2,330	2,000	2,160	2,000	2,200
100-0000-441.06-00	Fire Protection	500	500	2,000	2,200	500
100-0000-441.07-00	Street-Misc	1,299	600	110	250	300
100-0000-441.08-00	Snow Removal	5,175	8,000	5,180	5,180	5,000
100-0000-441.09-00	Engineering	26,630	0	1,143	1,143	0
100-0000-441.10-00	Street Lighting	175	175	175	175	0
100-0000-441.11-00	Street Patching	17,308	12,000	28,736	29,000	15,000
100-0000-441.12-00	Parking Lot Stickers	4,646	3,000	3,102	3,400	2,500
100-0000-441.13-00	Garbage & Refuse	88,970	125,000	133,510	135,000	110,000
100-0000-441.14-00	Solid Waste Disposal	31,675	32,000	31,830	32,000	32,000
100-0000-441.15-00	Recycling	0	0	0	0	0
100-0000-441.16-00	Weed Cutting	7,569	9,000	8,007	8,000	8,000
100-0000-441.17-00	Cemetery	17,970	12,000	10,700	11,000	12,000
100-0000-441.18-00	Public Health	6,929	5,000	11,120	12,000	7,500
100-0000-441.19-00	Library Fines	29,335	18,000	13,735	18,000	18,000
100-0000-441.20-00	Library Vending Svcs	7,701	6,600	6,334	6,600	7,000
100-0000-441.21-00	Library Room Rents	0	0	0	0	0
100-0000-441.22-00	Library Misc	0	0	0	0	0
100-0000-441.23-00	Park	22,614	22,500	18,791	22,500	23,000
100-0000-441.24-00	Pool	64,493	68,500	74,261	74,262	71,000
100-0000-441.25-00	Recreation	37,857	40,000	33,241	33,000	37,500
100-0000-441.26-00	Boat Launch	24,331	25,000	29,842	29,800	27,500
100-0000-441.27-00	Senior Center	2,452	2,500	1,932	2,500	2,500
100-0000-441.28-00	Boat Slip Rental	1,626	1,750	2,076	2,100	2,000
100-0000-441.29-00	Forestry	0	0	0	0	0
100-0000-441.30-00	Pool Concession	17,531	17,000	16,206	16,199	17,000
100-0000-441.40-00	Parks-Koslo	3,075	3,000	733	1,000	2,000
100-0000-441.41-00	Special Events-Admin Fee	8,916	7,000	2,751	6,500	6,500
100-0000-441.42-00	Community Development	19,950	0	0	0	0
100-0000-451.00-00	Damage Award-Law Enforce	962	0	40	40	0
100-0000-452.00-00	Damage Award-Park	328	0	0	0	0
100-0000-453.00-00	Court Penalty & Costs	83,756	100,000	62,429	93,000	95,000
100-0000-454.00-00	Parking Violation	60,768	52,000	38,063	49,000	55,000
100-0000-455.00-00	Damage Award-Other	0	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
100-0000-461.01-00	On Investments	19,731	20,000	8,617	25,000	25,000
100-0000-462.01-00	Property	33,969	30,000	22,658	30,000	30,000
100-0000-463.01-00	Other Property	76	0	1,147	1,147	0
100-0000-463.02-00	Land	0	0	2,520	2,520	0
100-0000-463.03-00	Law Enforcement Property	1,786	0	2,014	2,014	0
100-0000-463.04-00	Refuse Property	496	0	176	176	0
100-0000-463.05-00	Recyclable Materials	0	0	0	0	0
100-0000-463.06-00	Highway Property	446	0	326	326	0
100-0000-463.07-00	Fire Department Property	0	0	0	0	75,000
100-0000-464.01-00	Other Equipment	0	0	0	0	0
100-0000-464.02-00	Law Enforcement Equipment	0	0	0	0	0
100-0000-464.03-00	Highway Equipment	29,065	8,500	13,382	14,000	12,000
100-0000-465.00-00	Donations & Gifts	8,420	7,000	6,400	6,400	7,000
100-0000-466.00-00	Misc General Revenue	56,223	7,000	8,071	8,100	5,000
100-0000-481.01-00	Law Enforcement	138,936	140,000	185,370	185,370	234,844
100-0000-481.02-00	Fire Dept	2,080	45,000	37,747	37,747	0
100-0000-481.03-00	Mass Transit	152,869	121,203	57,737	121,203	121,203
100-0000-481.04-00	Street Misc	0	0	0	0	0
100-0000-481.05-00	Street Patching	29,300	77,000	103,711	103,711	60,000
100-0000-481.06-00	Garbage & Refuse	32,795	33,000	36,425	36,410	37,000
100-0000-481.07-00	Public Health	280,762	314,342	280,518	314,342	309,470
100-0000-481.08-00	Library Tax	466,629	465,746	367,261	465,746	437,589
100-0000-481.09-00	Pool	0	0	0	0	0
100-0000-481.10-00	Economic Development	6,806	6,800	6,478	6,478	7,500
100-0000-481.14-00	City Attorney	12,000	12,000	12,000	12,000	12,000
100-0000-481.15-00	Recreation	0	0	0	0	0
100-0000-482.01-00	Public Health	39,379	20,000	24,204	25,000	25,000
100-0000-482.02-00	Lift Bridges	136,289	142,876	68,675	92,045	74,826
100-0000-483.01-00	Other Charges	0	0	0	0	0
100-0000-483.06-00	Fire Protection	15,281	0	0	0	0
100-0000-491.00-00	Bond/Note Proceeds	285,000	337,000	0	337,000	0
100-0000-492.01-00	Sewage Fund	0	0	0	0	0
100-0000-492.02-00	TIF #1 Fund	169,560	170,000	160,000	160,000	107,000
100-0000-492.03-00	Marina Fund	20,000	12,000	12,000	12,000	5,000
100-0000-492.04-00	TIF #2 Fund	54,330	0	0	0	0
100-0000-492.05-00	TIF #4 Fund	6,220	1,780	1,780	1,780	1,780
100-0000-492.06-00	TIF #5 Fund	2,970	3,050	3,050	3,050	3,050
100-0000-492.07-00	TIF #6 Fund	8,680	6,870	6,870	6,870	6,870
100-0000-492.08-00	TIF #7 Fund	10,050	10,010	10,010	10,010	10,010
100-0000-492.09-00	TIF #8 Fund	3,110	6,200	6,200	6,200	6,200
100-0000-492.10-00	TIF #9 Fund	16,480	6,900	6,900	6,900	6,900
100-0000-492.11-00	TIF #10 Fund	12,360	9,390	9,390	9,390	9,390
100-0000-492.12-00	Road @ River Edge Fund	0	0	0	0	0
100-0000-492.13-00	TIF #3 Fund	0	0	0	0	0
100-0000-492.14-00	Public Safety Grants	0	0	0	0	0
* General Fund		16,613,456	15,973,687	10,595,244	16,003,513	8,153,895

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 1
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Housing Rehab Program					
203-0306-562.70-01	Acquisition/Rehab/Conv	7,480	0	0	0	0
*	Housing Rehab Program	7,480	0	0	0	0

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 2
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Comptroller/Treasurer					
205-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 3
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Trans to General Fund					
205-0412-591.25-02	Other Municipal Funds	169,560	170,000	160,000	160,000	107,000
*	Trans to General Fund	169,560	170,000	160,000	160,000	107,000

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 4
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Comptroller/Treasurer					
206-0401-513.21-03	Accounting/Financial	3,000	0	0	0	0
206-0401-513.25-01	Other Municipal Entities	82,685	150	0	0	0
*	Comptroller/Treasurer	85,685	150	0	0	0

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 5
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Trans to General Fund					
206-0412-591.25-02	Other Municipal Funds	54,330	0	0	0	0
*	Trans to General Fund	54,330	0	0	0	0

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 6
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Trans to General Fund					
207-0412-591.25-02	Other Municipal Funds	20,000	20,000	12,000	12,000	5,000
*	Trans to General Fund	20,000	20,000	12,000	12,000	5,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Marina Operations						
207-0707-552.10-01	Wages	10,978	9,588	7,256	9,500	14,294
LEVEL	TEXT	TEXT AMT				
DR13	15% OF FACILITIES/POOL TECHNICIAN	14,294				
	10% PARK LABORER/CUSTODIAN	14,294				
207-0707-552.10-03	Overtime/Doubletime	146	0	439	429	0
207-0707-552.15-01	Health	2,686	1,781	1,480	1,700	2,815
207-0707-552.15-02	Life	0	0	0	0	0
207-0707-552.15-03	Dental	239	186	153	179	325
207-0707-552.15-04	Retirement	1,164	469	365	450	1,132
207-0707-552.15-05	FICA	1,014	717	588	726	1,302
207-0707-552.15-07	Vision	22	15	13	14	25
207-0707-552.15-08	Workers Comp	344	295	229	290	452
207-0707-552.19-03	Uniform/Clothing Allow	138	75	0	0	75
207-0707-552.20-04	Mechanical Systems	0	0	0	0	0
207-0707-552.21-06	Management	48,955	49,250	33,188	49,250	50,250
LEVEL	TEXT	TEXT AMT				
DR13	THIRD YEAR OF THREE YEAR HARBORMASTER CONTRACT	50,250				
	BASE AMOUNT PLUS 50% SPLIT OF GAS SALE NET PROFIT.	50,250				
207-0707-552.22-03	Electricity	7,953	10,000	8,336	9,100	9,800
207-0707-552.22-04	Heat	539	700	280	560	700
207-0707-552.22-05	Water/Sewer	3,487	2,900	3,930	3,100	3,300
207-0707-552.22-06	Storm Water	382	400	321	420	425
207-0707-552.24-01	Office Equipment	0	0	0	0	0
207-0707-552.24-02	Tools & Equipment	677	400	676	676	600
LEVEL	TEXT	TEXT AMT				
DR13	ALL HAND TOOLS AND MARINA EQUIPMENT INCLUDING	600				
	SKIMMERS, PUMPS, WASTEBASKETS, TABLES, CHAIRS AND	600				
	SIGNS.	600				
207-0707-552.24-03	Buildings	392	5,000	2,284	2,900	3,200
LEVEL	TEXT	TEXT AMT				
DR13	ALL ROUTINE ELECTRICAL, PLUMBING AND RELATED	3,200				
	REPAIRS TO HARBORHOUSE AND DOCKS.	3,200				
207-0707-552.24-04	Specialized Equipment	480	0	0	0	0
207-0707-552.25-02	Other Municipal Funds	0	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
207-0707-552.29-01	Printing	550	1,000	508	700	800
207-0707-552.29-03	Advertising	639	430	0	0	400
207-0707-552.29-05	Vehicle/Equipment Rental	1,370	2,500	860	2,000	2,100
207-0707-552.29-07	Inhouse Info Tech Service	1,161	1,965	983	1,965	1,748
207-0707-552.30-11	Postage	117	800	342	575	600
207-0707-552.30-13	Housekeeping	219	200	140	190	200
207-0707-552.30-15	Tools & Equipment	20	30	0	0	0
207-0707-552.30-18	Department	2,997	2,200	2,880	3,000	2,600
207-0707-552.32-01	Dues/Memberships/Licenses	339	250	695	695	300
LEVEL	TEXT	TEXT AMT				
DR13	GAS TANK AND LINE TIGHTNESS TESTING AND STATE EMERGENCY RESPOSE FEES.	300				
		300				
207-0707-552.34-02	Registrations	100	100	0	0	100
207-0707-552.38-01	Fuel	125,835	127,680	120,722	127,000	140,220
LEVEL	TEXT	TEXT AMT				
DR13	GASOLINE PURCHASED FOR RESALE, AVERAGE APPROXIMATELY \$0.25 PER GALLON PROFIT ANTICIPATED ON 38,000 GALLONS ESTIMATED AT \$3.69 PER GALLON.	140,220				
		140,220				
207-0707-552.51-03	Property	130	130	130	130	130
207-0707-552.82-02	Construction	721-	0	0	0	0
*	Marina Operations	212,352	219,061	186,798	215,549	237,893

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Marina Fund	Marina Operations	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	207-0707-552	10/10/2012

RESPONSIBILITIES

SERVICES PROVIDED

- A non-levy fund and facility that attracts people to downtown Menasha.
- Provides city residents and others with a place to dock their boats.

2012 ACCOMPLISHMENTS

- Harbormaster Diane Schabach continues to operate a successful Marina on behalf of the city.
- Added a fenced-in greenspace within the Marian for boater gatherings.

2013 OBJECTIVES

- Enhance revenues and build the Marina fund for future facility and fuel system upgrades.
- Renegotiate the contract with current Harbormaster to start in 2014.

MAJOR CHANGES FROM 2012 BUDGET

FUNDING SOURCES	2012 FUNDING	2013 FUNDING	POSITION TITLE	2012 # OF FTE'S	2013 # OF FTE'S
TAXES	\$0.00	\$0.00	Facility/Pool Tech.	0.15	0.15
SPECIAL ASSESSMENTS	\$0.00	\$0.00	Park Caretaker	0.00	0.00
INTERGOV REVENUE	\$0.00	\$0.00	Park Laborer/Custodian	0.10	0.10
LICENSES & PERMITS	\$0.00	\$0.00	Summer Laborer	0.05	0.05
FINES & FORFEITS	\$0.00	\$0.00			
PUBLIC CHARGES	\$221,079.00	\$219,061.00			
MISCELLANEOUS	\$0.00	\$0.00			
TOTAL	\$221,079.00	\$219,061.00	TOTAL	0.30	0.30

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 10
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Comptroller/Treasurer					
208-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 12
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Transfer to Debt Service					
208-0411-591.25-02	Other Municipal Funds	162,065	156,690	156,690	156,690	160,000
*	Transfer to Debt Service	162,065	156,690	156,690	156,690	160,000

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 14
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Parks Department					
209-0703-553.21-02	Engineering	0	0	0	0	10,000
209-0703-553.21-09	Appraisal	3,500	0	2,800	2,800	0
209-0703-553.80-02	Land Purchase	0	100,000	0	62,000	0
*	Parks Department	3,500	100,000	2,800	64,800	10,000

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Park Develop Fund	Parks Department	Brian Tungate
	FUNCTION	BUDGET NUMBER	DATE
	Culture and Recreation	209-0703-553	10/11/2012

RESPONSIBILITIES

A non-levy fund established with fees collected from residential developers. Funds are to be used for parks and recreation land acquisition and development.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

2013 OBJECTIVES

- Utilize this fund to purchase a 5-6 acre neighborhood park on the city's far east side (late 2012, early 2013)
- Utilize this fund for initial site development costs including conceptual park master plan, trail construction, play equipment and potential site grading/seeding.
- Utilize this fund for further site survey and design work for public shoreline enhancements at the Gilbert Mill site.
- Utilize this fund for a new master plan for Jefferson Park.

MAJOR CHANGES FROM 2012 BUDGET

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$100,000.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$100,000.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Parks Department						
253-0703-553.10-03	Overtime/Doubletime	0	0	0	0	0
253-0703-553.15-01	Health	0	0	0	0	0
253-0703-553.15-02	Life	0	0	0	0	0
253-0703-553.15-03	Dental	0	0	0	0	0
253-0703-553.15-04	Retirement	0	0	0	0	0
253-0703-553.15-05	FICA	0	0	0	0	0
253-0703-553.15-07	Vision	0	0	0	0	0
253-0703-553.15-08	Workers Comp	0	0	0	0	0
253-0703-553.29-05	Vehicle/Equipment Rental	3,307	0	0	0	0
* Parks Department		3,307	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Forestry						
253-0706-561.10-01	Wages	8,134	0	0	0	0
253-0706-561.10-02	Salaries	0	0	0	0	0
253-0706-561.10-03	Overtime/Doubletime	0	0	0	0	0
253-0706-561.15-01	Health	2,975	0	0	0	0
253-0706-561.15-03	Dental	216	0	0	0	0
253-0706-561.15-04	Retirement	944	0	0	0	0
253-0706-561.15-05	FICA	596	0	0	0	0
253-0706-561.15-07	Vision	23	0	0	0	0
253-0706-561.15-08	Workers Comp	248	0	0	0	0
* Forestry		13,136	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Street Signs-Markings					
253-1008-541.10-01	Wages	1,938	0	0	0	0
253-1008-541.10-02	Salaries	0	0	0	0	0
253-1008-541.10-03	Overtime/Doubletime	210	0	0	0	0
253-1008-541.15-01	Health	470	0	0	0	0
253-1008-541.15-03	Dental	48	0	0	0	0
253-1008-541.15-04	Retirement	249	0	0	0	0
253-1008-541.15-05	FICA	159	0	0	0	0
253-1008-541.15-07	Vision	4	0	0	0	0
253-1008-541.15-08	Workers Comp	62	0	0	0	0
*	Street Signs-Markings	3,140	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	San Sewer Maint/Const					
253-1020-543.10-01	Wages	1,541	0	0	0	0
253-1020-543.10-03	Overtime/Doubletime	181	0	0	0	0
253-1020-543.15-01	Health	470	0	0	0	0
253-1020-543.15-03	Dental	40	0	0	0	0
253-1020-543.15-04	Retirement	200	0	0	0	0
253-1020-543.15-05	FICA	128	0	0	0	0
253-1020-543.15-07	Vision	4	0	0	0	0
253-1020-543.15-08	Workers Comp	50	0	0	0	0
253-1020-543.29-05	Vehicle/Equipment Rental	326	0	0	0	0
*	San Sewer Maint/Const	2,940	0	0	0	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 23
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Recycling-Yard Waste					
253-1028-543.10-01	Wages	22,187	0	0	0	0
253-1028-543.10-03	Overtime/Doubletime	1,508	0	0	0	0
253-1028-543.15-01	Health	7,713	0	0	0	0
253-1028-543.15-03	Dental	617	0	0	0	0
253-1028-543.15-04	Retirement	2,749	0	0	0	0
253-1028-543.15-05	FICA	1,730	0	0	0	0
253-1028-543.15-07	Vision	61	0	0	0	0
253-1028-543.15-08	Workers Comp	709	0	0	0	0
253-1028-543.21-06	Manangement	20,685	0	0	0	0
253-1028-543.29-05	Vehicle/Equipment Rental	46,605	0	0	0	0
* Recycling-Yard Waste		104,564	0	0	0	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 25
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Comptroller/Treasurer					
260-0401-513.10-01	Wages	15,692	0	0	0	10,000
260-0401-513.15-01	Health	10,595	0	0	0	0
* Comptroller/Treasurer		26,287	0	0	0	10,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 27
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Fire					
260-0501-522.15-01	Health	1,006-	0	2,280	2,280	0
* Fire		1,006-	0	2,280	2,280	0

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 28
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Public Library					
260-0601-551.10-02	Salaries	0	0	0	0	0
260-0601-551.15-01	Health	14,086-	0	0	0	0
260-0601-551.15-05	FICA	0	0	0	0	0
260-0601-551.15-08	Workers Comp	0	0	0	0	0
*	Public Library	14,086-	0	0	0	0

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 29
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Resthaven Cemetery					
260-0701-533.10-01	Wages	3,849	0	0	0	0
*	Resthaven Cemetery	3,849	0	0	0	0

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 30
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Parks Department					
260-0703-553.10-01	Wages	9,237	0	0	0	0
*	Parks Department	9,237	0	0	0	0

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 31
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Marina Operations					
260-0707-552.10-01	Wages	2,309	0	0	0	0
*	Marina Operations	2,309	0	0	0	0

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 32
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Police					
260-0801-521.10-02	Salaries	60,914	0	28,318	28,318	20,000
260-0801-521.15-01	Health	171,882	0	0	0	0
*	Police	232,796	0	28,318	28,318	20,000

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 34
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Street Construction					
260-1003-541.10-01	Wages	19,732	0	0	0	10,000
260-1003-541.15-01	Health	14,838	0	0	0	0
*	Street Construction	34,570	0	0	0	10,000

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 35
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Street Signs-Markings					
260-1008-541.10-01	Wages	19,925	0	0	0	0
260-1008-541.15-01	Health	11,345	0	0	0	0

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 36
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Refuse Collect-Dispose					
260-1016-543.10-01	Wages	0	0	17,467	17,467	0
*	Refuse Collect-Dispose	0	0	17,467	17,467	0

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 38
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Housing Rehab Program					
263-0306-562.21-06	Management	2,687	0	0	0	0
263-0306-562.21-08	Recording Fees	0	0	0	0	0
263-0306-562.70-01	Acquisition/Rehab/Conv	30,929	0	46,871	0	0
*	Housing Rehab Program	33,616	0	46,871	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Recycling-Solid Waste						
266-1027-543.10-01	Wages	61,146	41,733	33,250	43,300	43,180
266-1027-543.10-02	Salaries	4,309	4,420	3,395	4,420	4,573
266-1027-543.10-03	Overtime/Doubletime	1,431	847	26	100	200
266-1027-543.15-01	Health	18,128	16,577	5,153	6,720	993
266-1027-543.15-02	Life	26	16	12	16	16
266-1027-543.15-03	Dental	1,511	1,141	780	1,015	1,191
266-1027-543.15-04	Retirement	7,178	2,798	2,177	2,840	3,664
266-1027-543.15-05	FICA	4,958	3,392	2,792	3,630	4,210
266-1027-543.15-07	Vision	155	122	80	105	122
266-1027-543.15-08	Workers Comp	2,078	1,448	1,105	1,440	1,515
266-1027-543.19-03	Uniform/Clothing Allow	378	425	208	350	275
266-1027-543.21-06	Manangement	34,071	15,700	7,174	12,900	13,700
LEVEL	TEXT	TEXT AMT				
DR13	CONTAINER RENTAL/HAULING	10,000				
	FLUORESCENT BULK RECYCLING	400				
	CONTAMINATED WASTE OIL DISPOSAL (1 OCCURENCE @ \$2,100)	2,100				
	OIL DRY RECYCLING	1,200				
		13,700				
266-1027-543.25-01	Other Municipal Entities	13,196	7,750	4,823	6,550	7,600
LEVEL	TEXT	TEXT AMT				
DR13	1400 TONS SINGLE STREAM @ \$5.00/TON	7,000				
	TIRE DISPOSAL - 4 TONS @ \$150/TON	600				
		7,600				
266-1027-543.25-03	Other Govment-Electronics	68	0	44	44	100
266-1027-543.29-01	Printing	5,234	5,900	4,631	5,200	5,500
266-1027-543.29-05	Vehicle/Equipment Rental	68,066	53,000	42,140	65,500	58,200
266-1027-543.29-07	Inhouse Info Tech Service	5,813	10,074	5,037	10,074	9,501
266-1027-543.30-11	Postage	3,603	3,800	2,536	3,600	3,600
266-1027-543.30-15	Tools & Equipment	0	0	0	0	0
266-1027-543.30-18	Department	3,295	1,500	203	600	1,500
LEVEL	TEXT	TEXT AMT				
DR13	DROP-SITE CONTAINERS, MISC. CART PARTS	1,500				
		1,500				
266-1027-543.34-02	Registrations	0	0	0	0	0
266-1027-543.51-03	Property	300	300	300	300	300
*	Recycling-Solid Waste	234,944	170,943	115,866	168,704	159,940

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Street Equipment Fund	Recycling, Solid Waste	Mark Radtke Timothy Jacobson
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	266-1027-543	10/12/2012

RESPONSIBILITIES

This budget reflects costs associated with the collection and processing of all residential recycling goods.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

Continued to realize increased tonnage due to automated single stream recycling process.

2013 OBJECTIVES

Continue current level of service.

MAJOR CHANGES FROM 2012 BUDGET

No significant changes.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Recycling-Yard Waste						
266-1028-543.10-01	Wages	55,465	38,982	34,545	44,910	40,520
266-1028-543.10-02	Salaries	6,361	5,023	3,871	5,030	5,177
266-1028-543.10-03	Overtime/Doubletime	509	802	374	500	100
266-1028-543.15-01	Health	18,490	10,150	10,353	13,460	9,641
266-1028-543.15-02	Life	46	21	16	21	21
266-1028-543.15-03	Dental	1,391	951	862	1,120	991
266-1028-543.15-04	Retirement	6,950	2,384	2,157	2,805	3,102
266-1028-543.15-05	FICA	4,658	3,328	2,916	3,790	3,942
266-1028-543.15-07	Vision	144	87	85	110	86
266-1028-543.15-08	Workers Comp	1,926	1,380	1,159	1,510	1,447
266-1028-543.19-03	Uniform/Clothing Allow	553	345	276	345	229
266-1028-543.21-06	Manangement	0	12,700	8,198	8,198	12,500
LEVEL	TEXT	TEXT AMT				
DR13	RENTAL OF GRINDER	12,500				
		12,500				
266-1028-543.22-03	Electricity	0	0	0	0	0
266-1028-543.22-06	Storm Water	18,884	6,600	658	875	385
266-1028-543.29-05	Vehicle/Equipment Rental	107,222	74,000	79,146	101,000	79,000
266-1028-543.30-11	Postage	58	25	128	128	120
266-1028-543.30-15	Tools & Equipment	0	1,400	0	350	250
LEVEL	TEXT	TEXT AMT				
DR13	AG BAGGER COMPONENTS	250				
		250				
266-1028-543.30-18	Department	4,417	7,500	384	4,200	6,300
LEVEL	TEXT	TEXT AMT				
DR13	COMPOST BAGS (9), SAFETY VESTS, RAKES, ETC.	6,300				
		6,300				
266-1028-543.34-02	Registrations	0	0	0	0	0
266-1028-543.51-03	Property	480	290	480	480	290
*	Recycling-Yard Waste	189,786	165,968	145,608	188,832	164,101

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Street Equipment Fund	Recycling, Yard Waste	Mark Radtke Timothy Jacobson
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	266-1028-543	10/12/2012

RESPONSIBILITIES

This budget reflects costs associated with the collection and processing of all City yard waste. A portion of yard waste activities is charged to the Storm Water Utility.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

2013 OBJECTIVES

MAJOR CHANGES FROM 2012 BUDGET

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Recycling-Appliances						
266-1029-543.10-01	Wages	8,767	7,365	3,462	5,200	7,620
266-1029-543.10-02	Salaries	762	774	598	774	797
266-1029-543.10-03	Overtime/Doubletime	43	0	0	0	0
266-1029-543.15-01	Health	2,801	2,891	415	620	142
266-1029-543.15-02	Life	3	3	2	3	3
266-1029-543.15-03	Dental	226	200	89	135	209
266-1029-543.15-04	Retirement	1,098	485	239	350	643
266-1029-543.15-05	FICA	710	587	310	455	739
266-1029-543.15-07	Vision	24	21	9	15	21
266-1029-543.15-08	Workers Comp	296	251	123	180	266
266-1029-543.19-03	Uniform/Clothing Allow	126	75	37	75	48
266-1029-543.21-06	Manangement	1,391	0	0	0	0
266-1029-543.25-01	Other Municipal Entities	5,551	5,850	3,107	5,600	5,850
LEVEL	TEXT	TEXT AMT				
DR13	PROCESSING FEE FOR FREON CONTAINING APPLIANCES		5,850			
			5,850			
266-1029-543.29-01	Printing	145	150	0	0	150
266-1029-543.29-05	Vehicle/Equipment Rental	6,075	5,000	3,786	5,200	5,300
266-1029-543.30-18	Department	0	50	0	0	0
266-1029-543.34-02	Registrations	0	0	0	0	0
266-1029-543.51-03	Property	50	50	50	50	50
*	Recycling-Appliances	28,068	23,752	12,227	18,657	21,838

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Steam Utility Operations						
267-0102-581.15-09	Unemployment Comp	1,197	0	0	0	0
267-0102-581.20-04	Mechanical Systems	0	0	255	0	0
267-0102-581.21-01	Legal	196,475	0	98,682	0	0
267-0102-581.21-02	Engineering	0	0	0	0	0
267-0102-581.21-03	Accounting/Financial	13,200	0	0	0	0
267-0102-581.22-03	Electricity	18,752	0	13,738	0	0
267-0102-581.22-04	Heat	7,252	0	2,801	0	0
267-0102-581.22-05	Water/Sewer	2,018	0	1,581	0	0
267-0102-581.22-06	Storm Water	0	0	25	0	0
267-0102-581.30-11	Postage	0	0	0	0	0
267-0102-581.30-18	Department	1,073	0	657	0	0
267-0102-581.32-01	Dues/Memberships/Licenses	380	0	505	0	0
267-0102-581.33-01	Mileage	0	0	0	0	0
267-0102-581.33-02	Registrations	0	0	0	0	0
267-0102-581.33-03	Lodging/Meals	0	0	0	0	0
267-0102-581.33-04	Other Expenses	0	0	0	0	0
267-0102-581.73-01	Award & Claim Settlements	51,220	0	0	0	0
*	Steam Utility Operations	302,127	0	79,120	0	0

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Street Equipment Fund	Recycling, Appliances	Mark Radtke Timothy Jacobson
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	266-1029-543	10/12/2012

RESPONSIBILITIES

This budget provides for the collection and processing of all waste appliances in the City.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

2013 OBJECTIVES

Continue current service level.

MAJOR CHANGES FROM 2012 BUDGET

No significant changes.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 45
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Debt Service-Principal					
310-0409-571.61-01	Principal	3,757,893	5,373,410	2,963,584	10,853,410	3,195,245
*	Debt Service-Principal	<u>3,757,893</u>	<u>5,373,410</u>	<u>2,963,584</u>	<u>10,853,410</u>	<u>3,195,245</u>

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 46
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Debt Service-Interest					
310-0410-571.61-02	Interest	2,061,038	2,130,081	1,511,418	2,625,855	1,197,307
*	Debt Service-Interest	<u>2,061,038</u>	<u>2,130,081</u>	<u>1,511,418</u>	<u>2,625,855</u>	<u>1,197,307</u>

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 47
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Comptroller/Treasurer					
456-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	<u>150</u>	<u>150</u>	<u>0</u>	<u>150</u>	<u>150</u>

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
456-0411-591.25-02	Transfer to Debt Service Other Municipal Funds	165,074	164,553	164,553	164,553	163,679
*	Transfer to Debt Service	165,074	164,553	164,553	164,553	163,679

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
456-0412-591.25-02	Trans to General Fund Other Municipal Funds	6,220	1,780	1,780	1,780	1,780
*	Trans to General Fund	6,220	1,780	1,780	1,780	1,780

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
457-0304-562.10-02	Community Development Salaries	3,923	6,484	5,223	6,795	7,066
457-0304-562.15-01	Health	609	1,508	1,133	1,430	1,430
457-0304-562.15-02	Life	19	21	16	21	21
457-0304-562.15-03	Dental	61	124	49	63	65
457-0304-562.15-04	Retirement	341	404	308	401	470
457-0304-562.15-05	FICA	295	517	393	513	534
457-0304-562.15-07	Vision	5	12	9	12	12
457-0304-562.15-08	Workers Comp	121	129	97	126	136
457-0304-562.21-06	Management	0	0	0	0	0
457-0304-562.21-08	Recording Fees	0	0	0	0	0
457-0304-562.22-05	Water/Sewer	0	0	97	125	125
457-0304-562.22-06	Storm Water	0	0	3	0	0
*	Community Development	5,374	9,199	7,328	9,486	9,859

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 52
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Comptroller/Treasurer					
457-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 54
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Transfer to Debt Service					
457-0411-591.25-02	Other Municipal Funds	417,047	1,534,019	1,534,019	1,534,019	233,740
*	Transfer to Debt Service	417,047	1,534,019	1,534,019	1,534,019	233,740

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 55
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Trans to General Fund					
457-0412-591.25-02	Other Municipal Funds	2,970	3,050	3,050	3,050	3,050
*	Trans to General Fund	2,970	3,050	3,050	3,050	3,050

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Community Development					
471-0304-562.10-02	Salaries	3,923	3,973	3,048	3,962	4,081
471-0304-562.15-01	Health	600	594	446	563	563
471-0304-562.15-02	Life	19	19	14	19	19
471-0304-562.15-03	Dental	61	62	49	62	65
471-0304-562.15-04	Retirement	350	234	180	234	271
471-0304-562.15-05	FICA	295	297	227	296	305
471-0304-562.15-07	Vision	5	5	4	5	5
471-0304-562.15-08	Workers Comp	121	122	92	120	129
471-0304-562.21-10	Marketing	0	0	0	0	8,250
	Community Development	5,374	5,306	4,060	5,261	13,688

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Comptroller/Treasurer					
471-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
	Comptroller/Treasurer	150	150	0	150	150

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Transfer to Debt Service					
471-0411-591.25-02	Other Municipal Funds	372,458	1,972,995	1,972,995	1,988,437	343,309
	Transfer to Debt Service	372,458	1,972,995	1,972,995	1,988,437	343,309

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 62
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Trans to General Fund					
471-0412-591.25-02	Other Municipal Funds	8,680	6,870	6,870	6,870	6,870
*	Trans to General Fund	<u>8,680</u>	<u>6,870</u>	<u>6,870</u>	<u>6,870</u>	<u>6,870</u>

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 63
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Parking Lots					
471-1013-541.24-03	Buildings	4,790	0	0	0	0
*	Parking Lots	<u>4,790</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 65
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Fire					
472-0501-522.21-02	Engineering	21,627	0	0	0	0
472-0501-522.82-01	Buildings	960,746	0	3,283	3,283	0
*	Fire	<u>982,373</u>	<u>0</u>	<u>3,283</u>	<u>3,283</u>	<u>0</u>

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 66
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Police					
472-0801-521.82-01	Buildings	64,955	0	0	0	0
*	Police	64,955	0	0	0	0

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 69
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Street Construction					
479-1003-541.10-01	Wages	0	0	22,660	22,660	0
479-1003-541.10-02	Salaries	0	0	0	0	0
479-1003-541.10-03	Overtime/Doubletime	0	0	144	144	0
479-1003-541.15-01	Health	0	0	7,325	7,325	0
479-1003-541.15-02	Life	0	0	0	0	0
479-1003-541.15-03	Dental	0	0	580	580	0
479-1003-541.15-04	Retirement	0	0	1,346	1,346	0
479-1003-541.15-05	FICA	0	0	1,711	1,711	0
479-1003-541.15-07	Vision	0	0	59	59	0
479-1003-541.15-08	Workers Comp	0	0	685	685	0
479-1003-541.22-05	Water/Sewer	0	0	70	70	0
479-1003-541.29-05	Vehicle/Equipment Rental	0	0	34,665	34,665	0
479-1003-541.30-18	Department	0	0	491	0	0
479-1003-541.82-02	Construction	0	0	120,710	120,710	0
*	Street Construction	0	0	190,446	189,955	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 71
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Storm Sewers & Drains					
479-1010-541.10-01	Wages	0	0	2,643	2,643	0
479-1010-541.10-02	Salaries	0	0	0	0	0
479-1010-541.10-03	Overtime/Doubletime	0	0	8	8	0
479-1010-541.15-01	Health	0	0	728	728	0
479-1010-541.15-02	Life	0	0	0	0	0
479-1010-541.15-03	Dental	0	0	55	54	0
479-1010-541.15-04	Retirement	0	0	162	162	0
479-1010-541.15-05	FICA	0	0	208	208	0
479-1010-541.15-07	Vision	0	0	6	6	0
479-1010-541.15-08	Workers Comp	0	0	80	80	0
479-1010-541.29-05	Vehicle/Equipment Rental	0	0	3,116	3,116	0
		0	0	1,338	1,338	0
					8,343	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 72
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Comptroller/Treasurer					
481-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150
					150	150

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 74
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Transfer to Debt Service					
481-0411-591.25-02	Other Municipal Funds	170,515	166,865	166,865	166,865	190,120
*	Transfer to Debt Service	170,515	166,865	166,865	166,865	190,120

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 75
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Trans to General Fund					
481-0412-591.25-02	Other Municipal Funds	10,050	10,010	10,010	10,010	10,010
*	Trans to General Fund	10,050	10,010	10,010	10,010	10,010

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 77
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Comptroller/Treasurer					
484-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 79
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Transfer to Debt Service					
484-0411-591.25-02	Other Municipal Funds	103,512	100,938	100,938	100,938	89,485
*	Transfer to Debt Service	103,512	100,938	100,938	100,938	89,485

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 82
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Community Development					
485-0304-562.10-01	Wages	0	0	0	0	0
485-0304-562.10-02	Salaries	3,923	14,845	11,319	14,727	15,326
485-0304-562.15-01	Health	600	3,383	2,539	3,208	3,207
485-0304-562.15-02	Life	19	44	32	43	42
485-0304-562.15-03	Dental	61	272	98	125	130
485-0304-562.15-04	Retirement	350	876	668	867	1,019
485-0304-562.15-05	FICA	295	1,122	854	1,112	1,159
485-0304-562.15-07	Vision	5	26	21	29	26
485-0304-562.15-08	Workers Comp	121	261	195	254	275
485-0304-562.21-02	Engineering	0	35,000	0	0	50,000
485-0304-562.21-06	Management	0	0	0	0	0
485-0304-562.22-06	Storm Water	0	0	17	0	0
485-0304-562.24-05	Small Projects	0	0	0	0	0
485-0304-562.82-02	Construction	0	0	0	0	0
*	Community Development	5,374	55,829	15,743	20,365	71,184

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 80
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Trans to General Fund					
484-0412-591.25-02	Other Municipal Funds	3,110	6,200	6,200	6,200	6,200
*	Trans to General Fund	3,110	6,200	6,200	6,200	6,200

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 85
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Comptroller/Treasurer					
485-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 87
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Transfer to Debt Service					
485-0411-591.25-02	Other Municipal Funds	297,722	324,723	324,723	404,723	337,571
*	Transfer to Debt Service	297,722	324,723	324,723	404,723	337,571

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 88
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Trans to General Fund					
485-0412-591.25-02	Other Municipal Funds	16,480	6,900	6,900	6,900	6,900
*	Trans to General Fund	16,480	6,900	6,900	6,900	6,900

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 89
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Engineering					
485-1002-541.10-01	Wages	0	13,286	7,952	10,340	13,512
485-1002-541.10-02	Salaries	4,865	4,772	3,641	4,735	4,940
485-1002-541.10-03	Overtime/Doubletime	0	401	58	100	0
485-1002-541.15-01	Health	971	3,663	2,402	3,130	3,397
485-1002-541.15-02	Life	24	23	18	23	23
485-1002-541.15-03	Dental	63	294	203	265	309
485-1002-541.15-04	Retirement	439	1,090	688	900	1,237
485-1002-541.15-05	FICA	354	1,376	872	1,135	1,399
485-1002-541.15-06	Deferred Comp	0	0	0	0	0
485-1002-541.15-07	Vision	7	29	20	26	29
485-1002-541.15-08	Workers Comp	11	378	208	270	386
485-1002-541.19-03	Uniform/Clothing Allow	0	15	4	10	15
*	Engineering	6,734	25,327	16,066	20,934	25,247

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Street Construction					
485-1003-541.10-01	Wages	0	0	0	0	0
485-1003-541.10-03	Overtime/Doubletime	0	0	0	0	0
485-1003-541.15-01	Health	0	0	0	0	0
485-1003-541.15-03	Dental	0	0	0	0	0
485-1003-541.15-04	Retirement	0	0	0	0	0
485-1003-541.15-05	FICA	0	0	0	0	0
485-1003-541.15-07	Vision	0	0	0	0	0
485-1003-541.15-08	Workers Comp	0	0	0	0	0
485-1003-541.29-05	Vehicle/Equipment Rental	0	0	156	157	0
485-1003-541.82-02	Construction	0	0	0	0	0
*	Street Construction	0	0	156	157	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Sidewalks and Crosswalks					
485-1009-541.10-01	Wages	0	0	0	0	18,000
485-1009-541.15-01	Health	0	0	0	0	7,425
485-1009-541.15-03	Dental	0	0	0	0	550
485-1009-541.15-04	Retirement	0	0	0	0	1,555
485-1009-541.15-05	FICA	0	0	0	0	1,970
485-1009-541.15-07	Vision	0	0	0	0	111
485-1009-541.15-08	Workers Comp	0	0	0	0	765
485-1009-541.82-02	Construction	0	0	0	0	35,000
*	Sidewalks and Crosswalks	0	0	0	0	65,376

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 94
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Community Development					
487-0304-562.10-02	Salaries	3,923	4,087	0	0	0
487-0304-562.15-01	Health	600	630	0	0	0
487-0304-562.15-02	Life	19	19	0	0	0
487-0304-562.15-03	Dental	61	63	0	0	0
487-0304-562.15-04	Retirement	350	241	0	0	0
487-0304-562.15-05	FICA	295	306	0	0	0
487-0304-562.15-07	Vision	5	5	0	0	0
487-0304-562.15-08	Workers Comp	121	124	0	0	0
487-0304-562.80-02	Land Purchase	24,957	0	0	0	0
*	Community Development	30,331	5,475	0	0	0

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 95
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Comptroller/Treasurer					
487-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 96
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Transfer to Debt Service					
487-0411-591.25-02	Other Municipal Funds	396,750	70,000	0	70,000	70,000
*	Transfer to Debt Service	396,750	70,000	0	70,000	70,000

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 97
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Trans to General Fund					
487-0412-591.25-02	Other Municipal Funds	12,360	4,330	9,390	9,390	9,390
*	Trans to General Fund	12,360	4,330	9,390	9,390	9,390

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 98
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Community Development					
489-0304-562.21-01	Legal	4,139	0	0	0	0
489-0304-562.21-02	Engineering	0	0	0	0	0
489-0304-562.21-06	Management	0	0	0	0	0
*	Community Development	4,139	0	0	0	0

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 99
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Urban Redevelopment					
489-0305-562.73-01	Award & Claim Settlements	70,624	0	68,081	68,081	65,000
*	Urban Redevelopment	70,624	0	68,081	68,081	65,000

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 100
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Comptroller/Treasurer					
489-0401-513.25-01	Other Municipal Entities	150	150	0	150	150
*	Comptroller/Treasurer	150	150	0	150	150

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 107
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Sidewalks and Crosswalks					
490-1009-541.82-02	Construction	0	0	1,810	0	0
*	Sidewalks and Crosswalks	0	0	1,810	0	0

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 110
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Community Development					
492-0304-562.21-01	Legal	923	0	0	0	0
492-0304-562.21-02	Engineering	3,560	0	0	0	0
492-0304-562.21-06	Management	56,032	0	0	0	0
492-0304-562.21-10	Marketing	0	0	17,949	22,000	0
492-0304-562.25-01	Other Municipal Entities	0	0	4,166	4,166	0
*	Community Development	60,515	0	22,115	26,166	0

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 111
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Community Development					
501-0304-562.21-02	Engineering	0	0	0	0	2,500
501-0304-562.21-06	Management	5,691	0	0	0	0
501-0304-562.21-10	Marketing	0	0	0	0	20,000
501-0304-562.22-06	Storm Water	0	0	446	0	2,500
501-0304-562.32-01	Dues/Memberships/Licenses	0	0	0	0	25,000
501-0304-562.82-01	Buildings	0	0	0	0	2,000
*	Community Development	5,691	0	446	0	52,000

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 112
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Urban Redevelopment					
501-0305-562.51-03	Property	0	0	875	875	900
*	Urban Redevelopment	0	0	875	875	900

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 113
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Parks Department					
501-0703-553.21-06	Management	0	0	10,388	12,000	12,000
501-0703-553.22-03	Electricity	0	0	1,040	1,000	1,200
*	Parks Department	0	0	11,428	13,000	13,200

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 114
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Storm Sewers & Drains					
501-1010-541.21-06	Management	0	0	22	25	100
501-1010-541.22-03	Electricity	0	0	4,048	4,000	4,000
*	Storm Sewers & Drains	0	0	4,070	4,025	4,100

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 115
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Street Lighting					
501-1012-541.22-03	Electricity	0	0	510	580	600
*	Street Lighting	0	0	510	580	600

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 116
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Comptroller/Treasurer					
601-0401-513.21-03	Accounting/Financial	1,125	1,150	1,125	1,125	1,200
601-0401-513.25-01	Other Municipal Entities	0	0	18,742	18,742	0
601-0401-513.25-02	Other Municipal Funds	0	200,000	117,793	205,000	210,000
*	Comptroller/Treasurer	1,125	201,150	137,660	224,867	211,200

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Debt Service-Interest					
601-0410-571.61-02	Interest	72,847	66,958	0	83,235	81,565
*	Debt Service-Interest	72,847	66,958	0	83,235	81,565

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Engineering					
601-1002-541.10-01	Wages	55,415	66,429	39,756	51,700	67,560
601-1002-541.10-02	Salaries	23,431	23,858	18,203	23,670	24,701
601-1002-541.10-03	Overtime/Doubletime	1,135	2,005	291	350	750
601-1002-541.15-01	Health	17,098	18,318	12,007	15,610	16,983
601-1002-541.15-02	Life	200	117	88	115	117
601-1002-541.15-03	Dental	1,323	1,471	1,016	1,320	1,544
601-1002-541.15-04	Retirement	8,466	5,450	3,437	4,470	6,185
601-1002-541.15-05	FICA	5,891	6,879	4,360	5,670	6,993
601-1002-541.15-07	Vision	133	143	99	130	143
601-1002-541.15-08	Workers Comp	1,534	1,889	1,043	1,335	1,930
601-1002-541.19-03	Uniform/Clothing Allow	75	75	18	30	0
601-1002-541.22-01	Telephone	0	0	5	5	0
601-1002-541.29-05	Vehicle/Equipment Rental	0	7,360	0	8,280	8,300
601-1002-543.10-01	Wages	0	0	0	0	0
601-1002-543.10-02	Salaries	0	0	0	0	0
601-1002-543.10-03	Overtime/Doubletime	0	0	0	0	0
601-1002-543.15-01	Health	0	0	0	0	0
601-1002-543.15-02	Life	0	0	0	0	0
601-1002-543.15-03	Dental	0	0	0	0	0
601-1002-543.15-04	Retirement	0	0	0	0	0
601-1002-543.15-05	FICA	0	0	0	0	0
601-1002-543.15-07	Vision	0	0	0	0	0
601-1002-543.15-08	Workers Comp	0	0	0	0	0
*	Engineering	114,701	133,994	80,323	112,685	135,206

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
San Sewer Maint/Const						
601-1020-543.10-01	Wages	42,509	57,357	36,388	47,305	61,899
601-1020-543.10-02	Salaries	5,139	5,232	4,031	5,240	5,393
601-1020-543.10-03	Overtime/Doubletime	1,342	2,572	1,326	1,725	2,000
601-1020-543.15-01	Health	15,461	24,813	14,943	19,430	23,546
601-1020-543.15-02	Life	37	22	16	21	22
601-1020-543.15-03	Dental	1,170	1,710	1,094	1,420	1,788
601-1020-543.15-04	Retirement	5,492	3,847	2,493	3,240	5,322
601-1020-543.15-05	FICA	3,665	4,963	3,162	4,110	6,023
601-1020-543.15-07	Vision	116	183	106	140	163
601-1020-543.15-08	Workers Comp	1,477	2,007	1,251	1,630	2,190
601-1020-543.15-09	Unemployment Comp	115	0	44	60	0
601-1020-543.19-03	Uniform/Clothing Allow	732	50	601	780	413
601-1020-543.21-01	Legal	7,500	0	0	0	0
601-1020-543.21-02	Engineering	99,459	70,000	80,925	92,100	72,200
LEVEL	TEXT	TEXT AMT				
DR13	TELEVISED SEWER INSPECTION	22,000				
	INDUSTRIAL SEWER MONITORING PROGRAM	6,000				
	DIGGER'S HOTLINE	2,200				
	SEWER SYSTEM EVALUATION SURVEY (SSES)	9,000				
	COMPLIANCE AGREEMENT	12,000				
	CLEAN WATER FUND PROJECT IMPLEMENTATION	21,000				
		72,200				
601-1020-543.21-06	Manangement	90	0	0	0	0
601-1020-543.22-01	Telephone	4,166	3,750	2,857	3,770	3,800
601-1020-543.22-03	Electricity	1,899	2,100	1,170	1,705	2,000
601-1020-543.22-05	Water/Sewer	1,434	0	0	0	0
601-1020-543.22-06	Storm Water	0	0	0	0	0
601-1020-543.24-04	Specialized Equipment	488	2,000	0	1,500	8,250
LEVEL	TEXT	TEXT AMT				
DR13	LIFT STATION REPAIRS: \$1,500	8,250				
	SUBMERSIBLE BASIN MIXER: \$4,000					
	PROSPAN AIR ACTUATED SHORING: \$2,750					
	(SPLIT 50/50 WITH STORMWATER)					
		8,250				
601-1020-543.24-05	Small Projects	0	0	0	0	0
601-1020-543.25-01	Other Municipal Entities	0	0	295	295	0
601-1020-543.29-01	Printing	0	0	5	5	0
601-1020-543.29-02	Publishing	30	0	0	0	0
601-1020-543.29-05	Vehicle/Equipment Rental	30,147	43,700	27,096	42,700	45,000
601-1020-543.29-07	Inhouse Info Tech Service	2,907	5,060	2,530	5,060	5,202
601-1020-543.30-10	Office	0	0	0	0	0
601-1020-543.30-11	Postage	67	100	6	50	50

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
601-1020-543.30-15	Tools & Equipment	1,619	2,500	22,696	23,000	1,750
601-1020-543.30-18	Department	40,546	19,200	5,543	13,500	15,200
LEVEL	TEXT	TEXT	AMT			
DR13	PIPE CASTINGS, ETC.		11,000			
	LIFT STATION PARTS		2,000			
	DEGREASER		500			
	SAFETY EQUIPMENT		800			
	ATMOSPHERE MONITORS, SENSORS/GAS MONITORS		900			
			15,200			
601-1020-543.34-02	Registrations	0	0	0	0	0
601-1020-543.34-03	Lodging/Meals	566	0	0	0	0
601-1020-543.51-03	Property	2,840	2,840	2,840	2,840	2,840
601-1020-543.54-00	Depreciation	108,807	0	0	0	0
601-1020-543.54-01	Buildings	0	0	0	0	0
601-1020-543.80-01	Computer Equipment	0	0	0	0	0
601-1020-543.80-02	Land Purchase	0	0	0	0	0
601-1020-543.80-03	Motorized Equipment	0	0	0	0	0
601-1020-543.80-04	Office Equipment	0	0	0	0	0
601-1020-543.80-05	Other Equipment	0	0	0	0	0
601-1020-543.82-01	Buildings	1,880	0	0	0	0
601-1020-543.82-02	Construction	0	105,000	0	0	95,000
LEVEL	TEXT	TEXT	AMT			
DR13	LATERAL REPAIR/REHAB/RECONSTRUCTION -		20,000			
	VARIOUS LOCATIONS					
	MANHOLE RECONSTR/REHAB - VARIOUS LOCATIONS		15,000			
	MISC. SANITARY SEWER REPAIR/CONTINGENSY -		20,000			
	VARIOUS LOCATIONS (THIRD STREET, OTHER STREET					
	PROJECTS)					
	SANITARY SEWER REHABILITATION		40,000			
	I&I HOME GRANT PROGRAM					
			95,000			
601-1020-543.82-03	Reimbursement	0	0	0	0	0
601-1020-543.89-99	Contra Expense	0	0	0	0	0
*	San Sewer Maint/Const	381,700	359,006	211,418	271,626	360,051

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Sewage Fund	San Sewer Maint/Const	Mark Radtke Timothy Jacobson
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	601-1020-543	10/12/2012

RESPONSIBILITIES

This budget provides for the design, construction, reconstruction, maintenance, and repair of the sanitary sewer system. It includes such work as reconstruction of existing mains, cleaning and flushing of sewer mains, inspection and repair of lift stations, maintenance to the system, engineering design, field surveys and compliance monitoring of industries.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

Continued Phase 4 improvements through use of Clean Water Fund borrowed monies. Performed additional corrective actions in Phase 2 and Phase 4 sections of the City per DNR Compliance Agreement.

2013 OBJECTIVES

Continue concentrated I/I removal projects and Sewer System Evaluation Survey (SSES) in Phase 4 area of the City (Doty Island). Continue industrial monitoring program to ensure equitable charges for all City sewer users. Implement recommended improvements per DNR Compliance Agreement. Pursue agreement with the City of Neenah regarding mutual discharge into each other's system. Explore sanitary lateral improvement program in conjunction with street improvement projects.

MAJOR CHANGES FROM 2012 BUDGET

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 124
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Sewer Treatment Plant						
601-1021-543.21-01	Legal	109,683	75,000	264,164	300,000	200,000
601-1021-543.25-01	Other Municipal Entities	1,299,047	1,215,000	852,719	1,078,059	1,205,025
*	Sewer Treatment Plant	1,408,730	1,290,000	1,116,883	1,378,059	1,405,025

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 125
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
City Attorney						
625-0201-512.10-01	Wages	0	0	0	0	0
625-0201-512.10-02	Salaries	0	8,162	6,236	0	8,350
625-0201-512.15-01	Health	0	1,580	713	0	901
625-0201-512.15-02	Life	0	15	11	0	14
625-0201-512.15-03	Dental	0	140	78	0	104
625-0201-512.15-04	Retirement	0	480	368	0	555
625-0201-512.15-05	FICA	0	606	473	0	634
625-0201-512.15-07	Vision	0	13	7	0	8
625-0201-512.15-08	Workers Comp	0	20	15	0	20
*	City Attorney	0	11,016	7,901	0	10,586

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Community Development						
625-0304-562.10-01	Wages	380	0	0	0	0
625-0304-562.10-02	Salaries	22,443	25,717	19,588	25,489	26,571
625-0304-562.10-03	Overtime/Doubletime	0	0	0	0	0
625-0304-562.15-01	Health	2,808	6,172	4,632	5,851	5,852
625-0304-562.15-02	Life	113	68	49	66	66
625-0304-562.15-03	Dental	256	483	147	188	195
625-0304-562.15-04	Retirement	2,226	1,517	1,155	1,503	1,767
625-0304-562.15-05	FICA	1,705	1,946	1,481	1,928	2,012
625-0304-562.15-07	Vision	32	47	38	48	47
625-0304-562.15-08	Workers Comp	397	399	300	340	421
625-0304-562.21-02	Engineering	800	0	0	0	0
625-0304-562.22-03	Electricity	0	0	274	325	0
625-0304-562.29-05	Vehicle/Equipment Rental	172	0	0	0	0
625-0304-562.30-18	Department	0	0	0	0	0
625-0304-562.32-01	Dues/Memberships/Licenses	0	0	0	0	0
625-0304-562.33-01	Mileage	72	0	0	0	0
625-0304-562.33-02	Registrations	0	0	0	0	0
625-0304-562.34-01	Mileage	0	0	0	0	0
625-0304-562.34-02	Registrations	120	0	0	0	0
* Community Development		31,524	36,349	27,664	35,738	36,931

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Comptroller/Treasurer						
625-0401-513.10-01	Wages	2,428	2,130	1,621	2,108	2,246
625-0401-513.10-02	Salaries	3,565	3,607	2,778	3,596	3,710
625-0401-513.10-03	Overtime/Doubletime	13	5	11	12	0
625-0401-513.15-01	Health	1,322	1,371	1,030	1,301	1,283
625-0401-513.15-02	Life	15	15	11	15	15
625-0401-513.15-03	Dental	103	105	83	105	110
625-0401-513.15-04	Retirement	598	339	260	339	396
625-0401-513.15-05	FICA	475	424	330	436	448
625-0401-513.15-07	Vision	10	11	9	11	11
625-0401-513.15-08	Workers Comp	14	13	10	13	14
625-0401-513.21-03	Accounting/Financial	1,125	600	1,125	1,125	1,250
625-0401-513.25-01	Other Municipal Entities	11,533	10,500	7,504	13,000	13,500
* Comptroller/Treasurer		21,201	19,120	14,772	22,061	22,983

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 129
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Information Systems					398
625-0403-513.10-01	Wages	0	350	168	257	398
625-0403-513.10-02	Salaries	3,034	3,089	2,380	3,091	3,188
625-0403-513.15-01	Health	286	283	212	268	268
625-0403-513.15-02	Life	3	3	2	3	3
625-0403-513.15-03	Dental	23	23	19	23	24
625-0403-513.15-04	Retirement	271	203	140	182	212
625-0403-513.15-05	FICA	226	260	189	253	267
625-0403-513.15-07	Vision	1	1	1	1	1
625-0403-513.15-08	Workers Comp	7	8	6	8	9
625-0403-513.21-04	Computer	0	0	0	0	0
625-0403-513.24-04	Specialized Equipment	0	0	0	0	0
625-0403-513.30-15	Tools & Equipment	0	0	0	0	0
			4,220	3,117	4,086	4,370

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 130
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Debt Service-Interest					
625-0410-571.61-02	Interest	20,052	20,000	0	20,000	20,000
*	Debt Service-Interest	20,052	20,000	0	20,000	20,000

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 131
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Forestry					
625-0706-561.10-01	Wages	10,123	10,768	1,028	9,000	11,337
625-0706-561.10-03	Overtime/Doubletime	1,073	0	0	0	0
625-0706-561.15-01	Health	4,119	3,877	249	3,300	804
625-0706-561.15-02	Life	0	0	0	0	0
625-0706-561.15-03	Dental	284	259	24	220	195
625-0706-561.15-04	Retirement	1,290	640	53	544	585
625-0706-561.15-05	FICA	825	795	78	689	957
625-0706-561.15-07	Vision	31	28	3	24	20
625-0706-561.15-08	Workers Comp	341	332	31	282	358
625-0706-561.19-03	Uniform/Clothing Allow	150	75	0	75	45
625-0706-561.20-06	Lawn Care	2,500	0	0	0	6,500
625-0706-561.29-05	Vehicle/Equipment Rental	0	825	0	0	0
625-0706-561.30-18	Department	2,000	4,500	0	0	6,500
*	Forestry	22,736	22,099	3,963	4,200	6,500
				5,429	18,334	27,301

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Engineering						
625-1002-541.10-01	Wages	55,409	71,748	42,438	55,800	73,041
625-1002-541.10-02	Salaries	23,433	23,858	18,199	23,660	24,701
625-1002-541.10-03	Overtime/Doubletime	1,134	2,005	320	400	750
625-1002-541.15-01	Health	17,097	18,910	12,294	16,110	17,520
625-1002-541.15-02	Life	199	117	88	115	117
625-1002-541.15-03	Dental	1,322	1,517	1,039	1,350	1,593
625-1002-541.15-04	Retirement	8,465	5,764	3,598	4,715	6,550
625-1002-541.15-05	FICA	5,890	7,283	4,568	5,985	7,412
625-1002-541.15-07	Vision	132	148	100	130	148
625-1002-541.15-08	Workers Comp	1,533	2,053	1,124	1,470	2,103
625-1002-541.19-03	Uniform/Clothing Allow	75	83	18	75	0
625-1002-541.21-02	Engineering	438	19,815	3,122	3,900	19,687
625-1002-541.21-04	Computer	0	0	0	0	1,500
625-1002-541.22-01	Telephone	0	533	5	450	700
625-1002-541.24-04	Specialized Equipment	0	75	0	0	75
625-1002-541.29-01	Printing	0	75	22	22	40
625-1002-541.29-05	Vehicle/Equipment Rental	0	7,500	0	8,280	8,300
625-1002-541.29-07	Inhouse Technology Svcs	0	0	0	0	1,451
625-1002-541.30-10	Office	3	100	36	60	75
625-1002-541.30-11	Postage	0	125	0	125	125
625-1002-541.30-12	Computer	0	0	400	400	0
625-1002-541.30-15	Tools & Equipment	0	50	0	0	675
625-1002-541.30-18	Department	0	900	467	835	825
625-1002-541.30-19	Office Furnishings	0	0	0	0	0
625-1002-541.32-01	Dues/Memberships/Licenses	0	90	124	124	70
625-1002-541.33-02	Registrations	0	50	0	0	250
625-1002-541.33-03	Lodging/Meals	0	25	0	0	50
625-1002-541.34-02	Registrations	0	1,500	0	0	0
625-1002-541.34-03	Lodging/Meals	0	60	0	0	0
625-1002-541.34-04	Other Expenses	41	0	0	0	0
625-1002-541.51-03	Property	0	585	0	585	585
625-1002-541.80-04	Office Equipment	6,300	0	0	0	0
* Engineering		121,471	164,969	87,962	124,591	168,343

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Street Construction						
625-1003-541.10-01	Wages	3,243	21,653	36,878	42,100	46,897
625-1003-541.10-02	Salaries	0	0	0	0	1,810
625-1003-541.10-03	Overtime/Doubletime	3	0	0	0	0
625-1003-541.15-01	Health	442	2,545	11,142	12,720	11,410
625-1003-541.15-02	Life	0	0	0	0	8
625-1003-541.15-03	Dental	34	209	880	1,005	902
625-1003-541.15-04	Retirement	385	1,291	2,181	2,490	3,745
625-1003-541.15-05	FICA	250	1,640	2,775	3,170	4,272
625-1003-541.15-06	Deferred Comp	0	0	0	0	0
625-1003-541.15-07	Vision	4	23	89	100	93
625-1003-541.15-08	Workers Comp	101	667	1,110	1,265	1,539
625-1003-541.19-03	Uniform/Clothing Allow	175	225	170	200	165
625-1003-541.24-05	Small Projects	0	0	0	0	0
625-1003-541.29-05	Vehicle/Equipment Rental	1,073	0	5,670	9,000	9,000
625-1003-541.29-07	Inhouse Technology Svcs	0	0	0	0	1,287
625-1003-541.30-18	Department	0	0	11,354	12,500	18,000
625-1003-541.82-02	Construction	0	50,000	0	0	37,500
*	Street Construction	5,710	78,253	72,249	84,550	136,628

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
625-1006-541.10-01	Wages	3,321	25,237	5,882	7,650	35,504
625-1006-541.10-02	Salaries	0	3,992	3,064	3,985	4,133
625-1006-541.10-03	Overtime/Doubletime	894	4,938	12	800	1,500
625-1006-541.15-01	Health	1,508	10,098	2,763	3,835	13,061
625-1006-541.15-02	Life	0	14	11	14	14
625-1006-541.15-03	Dental	99	699	204	265	988
625-1006-541.15-04	Retirement	498	2,031	529	735	3,130
625-1006-541.15-05	FICA	315	2,493	674	935	3,559
625-1006-541.15-07	Vision	11	75	21	30	101
625-1006-541.15-08	Workers Comp	127	1,052	268	370	1,300
625-1006-541.19-03	Uniform/Clothing Allow	250	250	103	200	228
625-1006-541.29-05	Vehicle/Equipment Rental	0	28,000	0	12,500	35,000
625-1006-541.29-07	Inhouse Technology Svcs	0	0	0	0	854
*		7,023	78,879	13,531	31,319	99,372

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Street Cleaning						
625-1005-541.10-01	Wages	20,937	29,361	19,023	24,730	30,378
625-1005-541.10-02	Salaries	2,599	2,648	2,040	2,650	2,729
625-1005-541.10-03	Overtime/Doubletime	14	346	89	89	250
625-1005-541.15-01	Health	7,909	10,237	6,845	8,890	9,716
625-1005-541.15-02	Life	11	11	9	11	11
625-1005-541.15-03	Dental	546	716	498	650	748
625-1005-541.15-04	Retirement	2,708	1,927	1,255	1,601	2,549
625-1005-541.15-05	FICA	1,702	2,257	1,531	1,990	2,770
625-1005-541.15-07	Vision	59	77	53	70	76
625-1005-541.15-08	Workers Comp	720	996	636	825	1,054
625-1005-541.19-03	Uniform/Clothing Allow	303	300	207	275	191
625-1005-541.25-01	Other Municipal Entities	8,334	6,720	10,281	13,100	10,400
LEVEL	TEXT	TEXT AMT				
DR13	LANDFILL TIPPING FEES, 255 TONS @ \$34.00/TON		8,670			
			8,670			
625-1005-541.29-05	Vehicle/Equipment Rental	58,930	65,000	51,499	68,500	65,000
625-1005-541.29-07	Inhouse Technology Svcs	1,661	2,802	1,401	2,802	2,878
625-1005-541.30-15	Tools & Equipment	3,667	6,000	12,167	12,750	4,500
LEVEL	TEXT	TEXT AMT				
DR13	SWEEPER BROOMS, DIRT SHOES, ETC.		4,500			
			4,500			
625-1005-541.30-18	Department	0	200	0	0	500
625-1005-541.34-02	Registrations	0	0	0	0	0
625-1005-541.51-03	Property	350	350	350	350	350
*	Street Cleaning	110,450	129,948	107,884	139,283	134,100

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Storm Water Utility	Street Clean/Flush	Mark Radtke Timothy Jacobson
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	625-1005-541	10/12/2012

RESPONSIBILITIES

This account includes the cost of materials, labor, and equipment to sweep and clean City streets on a regular basis through the Spring, Summer, and Fall. Residential streets are swept once per month, main City routes are swept once per week, and the sweeper is available upon request or as necessary for emergencies.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

2013 OBJECTIVES

Continue current service level.

MAJOR CHANGES FROM 2012 BUDGET

No substantial changes.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Storm Sewers & Drains						
625-1010-541.10-01	Wages	44,481	34,965	30,701	39,910	42,476
625-1010-541.10-02	Salaries	7,050	7,276	5,605	7,290	7,505
625-1010-541.10-03	Overtime/Doubletime	372	516	72	100	300
625-1010-541.15-01	Health	15,546	16,111	10,453	13,590	17,210
625-1010-541.15-02	Life	50	30	23	30	30
625-1010-541.15-03	Dental	1,187	1,131	820	1,065	1,320
625-1010-541.15-04	Retirement	5,741	2,523	2,160	2,810	3,870
625-1010-541.15-05	FICA	3,836	3,266	2,748	3,575	4,397
625-1010-541.15-07	Vision	120	120	81	105	121
625-1010-541.15-08	Workers Comp	1,576	1,317	1,091	1,420	1,589
625-1010-541.15-09	Unemployment Comp	1,089	0	7,667	9,970	0
625-1010-541.19-03	Uniform/Clothing Allow	409	400	399	399	305
625-1010-541.20-10	Pavement Maintenance	0	0	0	0	0
625-1010-541.21-02	Engineering	846	32,000	0	2,000	23,500
LEVEL	TEXT	TEXT AMT				
DR13	DIGGERS HOTLINE	2,000				
	SEWER TELEVISION, CLEANING	1,500				
	STORMWATER MANAGEMENT IMPLEMENTATION	16,000				
	NEW POND SITE SELECTION	4,000				
		23,500				
625-1010-541.21-04	Computer	1,914	0	1,462	2,300	2,000
LEVEL	TEXT	TEXT AMT				
DR13	PERMATRAK SOFTWARE SERVICE	2,000				
		2,000				
625-1010-541.21-06	Management	868	7,500	0	22	2,500
LEVEL	TEXT	TEXT AMT				
DR13	STORM WATER POND O&M	2,500				
		2,500				
625-1010-541.22-01	Telephone	159	0	18	50	0
625-1010-541.22-03	Electricity	5,873	5,000	41	4,800	0
625-1010-541.22-06	Storm Water	0	0	3	0	0
625-1010-541.24-04	Specialized Equipment	1,826	0	0	0	0
625-1010-541.24-05	Small Projects	560	2,000	0	0	0
625-1010-541.25-01	Other Municipal Entities	3,000	3,000	3,000	3,000	3,000
LEVEL	TEXT	TEXT AMT				
DR13	WISDNR ANNUAL STORMWATER PERMIT	3,000				
		3,000				
625-1010-541.29-01	Printing	22	0	0	0	0

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
625-1010-541.29-05	Vehicle/Equipment Rental	59,211	52,000	34,933	60,200	59,000
625-1010-541.29-07	Inhouse Technology Svcs	1,661	2,802	1,401	2,802	2,878
625-1010-541.30-10	Office	20	0	67	67	0
625-1010-541.30-11	Postage	0	0	6	6	0
625-1010-541.30-12	Computer	0	3,000	336	0	0
625-1010-541.30-15	Tools & Equipment	1,869	1,700	2,005	2,005	1,500
LEVEL	TEXT	TEXT AMT				
DR13	CORE CUTTER (2)	1,500				
		1,500				
625-1010-541.30-18	Department	12,307	20,850	19,058	21,000	21,500
LEVEL	TEXT	TEXT AMT				
DR13	RISER RINGS/MANHOLE PROTECTION RINGS	4,150				
	CASTINGS, MISC. SUPPLIES	8,500				
	SAFETY VESTS	250				
	PRE-CAST INLET BASINS	5,600				
	PIPE, ACCESSORIES	3,000				
		21,500				
625-1010-541.32-01	Dues/Memberships/Licenses	1,539	1,500	1,500	1,500	1,500
LEVEL	TEXT	TEXT AMT				
DR13	NEWSC DUES	1,500				
		1,500				
625-1010-541.33-02	Registrations	0	300	0	0	500
625-1010-541.34-02	Registrations	0	0	0	0	0
625-1010-541.34-03	Lodging/Meals	0	0	0	0	0
625-1010-541.51-03	Property	150	150	150	150	150
625-1010-541.54-00	Depreciation	93,666	0	0	0	0
625-1010-541.80-01	Computer Equipment	0	0	0	0	0
625-1010-541.80-02	Land Purchase	0	0	0	0	0
625-1010-541.80-03	Motorized Equipment	0	50,000	0	0	30,000
LEVEL	TEXT	TEXT AMT				
DR13	NEW EQUIPMENT - SET ASIDE FUNDS FOR HIGH EFFICIENCY SWEEPER	30,000				
		30,000				
625-1010-541.80-04	Office Equipment	0	0	0	0	0
625-1010-541.80-05	Other Equipment	0	0	0	0	0
625-1010-541.82-01	Buildings	0	0	0	0	0
625-1010-541.82-02	Construction	1,140	235,000	104,014	110,000	189,000
LEVEL	TEXT	TEXT AMT				

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
DR13	MISCELLANEOUS REPAIR/CONTINGENCY		5,000			
	NORTHWEST STORMWATER MANAGEMENT POND (CITY/TOWN JOINT PROJECT) AMOUNT SHOWN IS PROJECTED		150,000			
	DEBT SERVICE					
	DRUM CORPS DRIVE STORM SEWER IN DITCH (ASSESSABLE)		24,000			
	REAR-LOT DRAINAGE PROGRAM		10,000			
	VARIOUS LOCATIONS (\$20,000 TOTAL - CITY SHARE IS \$10,000)					
			189,000			
625-1010-541.82-03	Reimbursement	0	0	0	0	0
625-1010-541.89-99	Contra Expense	0	0	0	0	0
*	Storm Sewers & Drains	268,088	484,457	229,814	290,166	416,151

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Parking Lots					
625-1013-541.10-01	Wages	2,280	5,401	791	1,200	5,581
625-1013-541.10-02	Salaries	0	0	0	0	0
625-1013-541.10-03	Overtime/Doubletime	8	0	0	0	0
625-1013-541.15-01	Health	925	2,012	306	450	1,908
625-1013-541.15-02	Life	0	0	0	0	0
625-1013-541.15-03	Dental	60	136	22	30	143
625-1013-541.15-04	Retirement	269	322	47	70	429
625-1013-541.15-05	FICA	167	392	57	87	468
625-1013-541.15-07	Vision	7	15	2	3	15
625-1013-541.15-08	Workers Comp	71	166	24	25	177
625-1013-541.19-03	Uniform/Clothing Allow	55	55	32	55	33
625-1013-541.29-05	Vehicle/Equipment Rental	14,870	16,000	779	2,500	16,000
625-1013-541.30-18	Department	0	0	0	0	0
*	Parking Lots	18,712	24,499	2,060	4,420	24,754

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	Storm Water Utility	Storm Sewers & Drains	Mark Radtke Timothy Jacobson
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	625-1010-541	10/12/2012

RESPONSIBILITIES

The Storm Sewer Account reflects costs involved in the design, planning, maintenance and construction of storm sewer systems throughout the City. Funds are used to remedy drainage/flooding problems, install sewers prior to street reconstruction, and construct storm sewers and storm water management facilities in conjunction with new development or regulatory compliance.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

Accomplished established goals in City's WPDES permit.

2013 OBJECTIVES

Develop list of potential sites for future storm water management facility in compliance with NR216 and Lower Fox River Total Maximum Daily Load (TMDL) requirements.

MAJOR CHANGES FROM 2012 BUDGET

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Recycling-Yard Waste						
625-1028-543.10-01	Wages	39,064	67,244	24,834	58,000	73,576
625-1028-543.10-02	Salaries	4,934	6,478	4,993	6,000	6,678
625-1028-543.10-03	Overtime/Doubletime	258	4,011	435	900	1,000
625-1028-543.15-01	Health	12,858	20,842	8,035	17,230	19,785
625-1028-543.15-02	Life	36	27	20	45	27
625-1028-543.15-03	Dental	1,018	1,746	682	1,460	1,824
625-1028-543.15-04	Retirement	4,947	4,483	1,696	3,635	5,700
625-1028-543.15-05	FICA	3,260	5,620	2,291	4,915	6,875
625-1028-543.15-07	Vision	102	169	67	150	168
625-1028-543.15-08	Workers Comp	1,361	2,394	904	1,940	2,568
625-1028-543.19-03	Uniform/Clothing Allow	587	655	476	1,020	421
625-1028-543.21-06	Manangement	0	22,500	0	10,430	15,910
625-1028-543.22-03	Electricity	0	230	0	0	0
625-1028-543.22-06	Storm Water	0	8,400	0	490	490
625-1028-543.29-05	Vehicle/Equipment Rental	63,690	80,000	52,099	82,000	80,000
625-1028-543.30-11	Postage	0	0	0	0	0
625-1028-543.30-15	Tools & Equipment	0	2,250	0	1,200	5,800
LEVEL	TEXT	TEXT AMT				
DR13	AG BAG COMPONENTS	1,000				
	HOSE	1,500				
	RAKES, MISC.	300				
	IMPELLERS, 3 @ \$1,000	3,000				
		5,800				
625-1028-543.30-18	Department	8,588	8,960	0	5,345	8,020
625-1028-543.51-03	Property	0	190	0	190	190
*	Recycling-Yard Waste	140,703	236,199	96,532	194,950	229,032

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Public Works Facility						
731-1022-541.10-01	Wages	188,475	168,021	152,106	197,740	173,658
731-1022-541.10-02	Salaries	85,569	86,673	66,410	86,335	90,463
731-1022-541.10-03	Overtime/Doubletime	2,702	5,716	1,777	2,300	4,000
731-1022-541.15-01	Health	79,634	71,467	61,068	79,385	67,946
731-1022-541.15-02	Life	571	344	258	335	344
731-1022-541.15-03	Dental	6,327	5,851	5,199	6,760	6,064
731-1022-541.15-04	Retirement	29,873	15,444	13,149	17,095	21,643
731-1022-541.15-05	FICA	20,666	19,309	16,719	21,735	24,589
731-1022-541.15-07	Vision	629	564	506	660	557
731-1022-541.15-08	Workers Comp	7,617	7,070	5,914	7,690	7,684
731-1022-541.15-09	Unemployment Comp	155	0	59	59	0
731-1022-541.19-03	Uniform/Clothing Allow	1,244	1,352	550	1,200	986
731-1022-541.19-05	Tool Allowance	0	0	461	690	900
731-1022-541.20-01	Janitorial	5,626	5,340	4,576	5,340	5,340
LEVEL	TEXT	TEXT AMT				
DR13	UNIFIRST (MECHANICS UNIFORMS, COVERALLS, RAGS, RUGS, ETC.)	5,340				
		5,340				
731-1022-541.20-04	Mechanical Systems	2,325	3,000	1,976	2,960	3,000
731-1022-541.20-07	Pest Control	704	810	576	770	800
731-1022-541.21-02	Engineering	0	0	0	0	0
731-1022-541.21-04	Computer	1,025	0	0	0	0
731-1022-541.21-05	Medical	1,299	550	57	575	550
LEVEL	TEXT	TEXT AMT				
DR13	MEDICAL KITS, CABINETS, ETC.	550				
		550				
731-1022-541.21-06	Management	4,178	4,200	3,063	4,150	4,200
LEVEL	TEXT	TEXT AMT				
DR13	INVENTORY FEE FOR FUEL	1,500				
	FIRE EXTINGUISHER CERTIFICATIONS	925				
	CDL'S, MISCELLANEOUS	1,445				
	OIL FILTER PICK UP/DISPOSAL 6 @ \$55/DRUM	330				
		4,200				
731-1022-541.22-01	Telephone	1,579	1,800	862	1,600	1,800
731-1022-541.22-03	Electricity	15,289	14,900	12,260	14,950	14,900
731-1022-541.22-04	Heat	27,012	25,000	13,623	20,500	24,000
731-1022-541.22-05	Water/Sewer	5,549	6,500	6,500	7,250	7,500
731-1022-541.22-06	Storm Water	9,585	8,600	7,614	8,715	8,715
731-1022-541.24-01	Office Equipment	37	500	0	100	300
731-1022-541.24-02	Tools & Equipment	467	1,600	0	500	1,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
731-1022-541.24-03	Buildings	7,103	8,000	7,580	8,800	8,300
LEVEL	TEXT	TEXT AMT				
DR13	MISCELLANEOUS REPAIRS/MAINT/INSPECTIONS		6,300			
	MATERIALS FOR NEW ROOF - FORM SHED BUILDING		2,000			
			8,300			
731-1022-541.24-04	Specialized Equipment	331	1,500	0	600	1,500
LEVEL	TEXT	TEXT AMT				
DR13	RADIO MAINTENANCE, METEROLGIX		1,500			
			1,500			
731-1022-541.24-06	Fuel Station	3,172	1,700	7,357	5,600	1,700
731-1022-541.25-01	Other Municipal Entities	40	0	0	0	0
731-1022-541.29-01	Printing	638	500	0	0	250
731-1022-541.29-04	Vehicle Repair	30,418	16,000	12,977	16,200	16,000
731-1022-541.29-05	Vehicle/Equipment Rental	28,643	24,000	20,088	31,000	27,000
731-1022-541.29-07	Inhouse Technology Svcs	4,716	5,060	2,530	5,060	5,202
731-1022-541.30-10	Office	784	600	488	680	700
731-1022-541.30-11	Postage	140	100	148	150	150
731-1022-541.30-13	Housekeeping	1,645	1,800	735	1,550	1,600
731-1022-541.30-15	Tools & Equipment	13,924	900	2,557	2,600	20,150
LEVEL	TEXT	TEXT AMT				
DR13	TRANSMISSION JACK		7,200			
	CART FOR PORTA POWER		250			
	TOOL BOXES FOR NEW TRUCKS		5,000			
	3/4" IMPACT		800			
	HD READER FOR TRUCKS		2,900			
	READER FOR CARS/LIGHT TRUCKS		4,000			
			20,150			
731-1022-541.30-18	Department	33,039	40,000	28,967	39,000	40,000
731-1022-541.32-01	Dues/Memberships/Licenses	320	100	238	400	300
731-1022-541.33-01	Mileage	6	0	0	0	0
731-1022-541.33-02	Registrations	25	200	0	0	300
731-1022-541.33-03	Lodging/Meals	139	0	0	0	0
731-1022-541.34-02	Registrations	385	200	0	0	0
731-1022-541.38-01	Fuel	168,896	216,060	77,828	185,000	228,830
LEVEL	TEXT	TEXT AMT				
DR13	DIESEL - 49,000 GALLONS @ \$3.95/GALLON		193,550			
	MID-GRADE - 8,800 GALLONS @ \$3.85/GALLON		33,880			
	DIESEL EXHAUST FLUID - 200 GALLONS @ \$7.00/GALLON		1,400			
			228,830			

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
731-1022-541.38-02	Tires	49,679	29,565	43,262	47,000	30,000
731-1022-541.38-03	Parts	85,889	90,105	50,945	67,400	80,000
731-1022-541.51-03	Property	17,320	17,320	17,320	17,320	17,320
731-1022-541.54-00	Depreciation	0	0	0	0	0
731-1022-541.80-01	Computer Equipment	0	0	0	0	0
731-1022-541.80-02	Land Purchase	0	0	0	0	0
731-1022-541.80-03	Motorized Equipment	0	0	0	0	0
731-1022-541.80-04	Office Equipment	0	0	0	0	0
731-1022-541.80-05	Other Equipment	0	0	10,934	10,934	0
731-1022-541.82-01	Buildings	10,897	15,000	2,807	2,807	0
731-1022-541.82-02	Construction	0	0	0	0	0
731-1022-541.82-03	Reimbursement	0	0	0	0	0
731-1022-541.89-99	Contra Expense	0	0	0	0	0
* Public Works Facility		956,286	923,321	662,044	931,495	950,241

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Property and Liab Ins						
733-0206-512.15-01	Health	0	0	0	0	0
733-0206-512.15-03	Dental	0	0	0	0	0
733-0206-512.15-07	Vision	0	0	0	0	0
733-0206-512.21-01	Legal	17,866	5,000	10	0	0
733-0206-512.21-06	Management	975	1,650	0	0	0
733-0206-512.51-03	Property	0	18,500	0	18,010	23,478
733-0206-512.51-04	Liability	66,297	50,001	71,761	50,002	50,752
733-0206-512.51-05	Vehicle	13,123	16,000	13,909	16,179	14,578
733-0206-512.51-06	Computer Equipment	3,400	3,500	0	3,570	3,750
733-0206-512.51-07	Boiler	5,763	6,000	3,804	3,804	3,994
733-0206-512.51-08	Crime	570	600	570	570	570
733-0206-512.51-09	Public Liability	1,835	2,500	1,835	1,835	1,963
733-0206-512.51-10	Employment Practice Liab	4,537	6,000	4,537	4,537	4,764
733-0206-512.51-11	Underground Storage Tanks	3,765	3,800	3,307	3,307	4,000
733-0206-512.73-01	Award & Claim Settlements	100,868	25,000	7,181	0	0
* Property and Liab Ins		218,999	138,551	106,914	101,814	107,849

CITY OF MENASHA 2013 OPERATIONS BUDGET	FUND	BUDGET NAME	PREPARED BY
	City Garage Fund	City Garage	Mark Radtke Timothy Jacobson
	FUNCTION	BUDGET NUMBER	DATE
	Public Works	731-1022-541	10/12/2012

RESPONSIBILITIES

Budgeted funds in this account represent costs associated with the management, operation, maintenance, and repair of the Public Works Facility complex, as well as expenses for parts, tires, fuel, internal service and outside repairs for motorized equipment.

SERVICES PROVIDED

2012 ACCOMPLISHMENTS

Worked with Menasha Utilities for joint use of signal repeater on cell tower at PWF (upgrade to narrow band width radio operation).

2013 OBJECTIVES

MAJOR CHANGES FROM 2012 BUDGET

Projected fuel costs have risen.

FUNDING SOURCES	2012 FUNDING	2013 FUNDING
TAXES	\$0.00	\$0.00
SPECIAL ASSESSMENTS	\$0.00	\$0.00
INTERGOV REVENUE	\$0.00	\$0.00
LICENSES & PERMITS	\$0.00	\$0.00
FINES & FORFEITS	\$0.00	\$0.00
PUBLIC CHARGES	\$0.00	\$0.00
MISCELLANEOUS	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 147
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Self-Funded Dental					
735-0207-512.15-03	Dental	114,693	122,000	36,347	0	0
735-0207-512.21-06	Management	11,822	7,500	1,633	0	0
*	Self-Funded Dental	<u>126,515</u>	<u>129,500</u>	<u>37,980</u>	<u>0</u>	<u>0</u>

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 148
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Street Machinery					
741-1023-541.54-01	Buildings	12,793	25,000	0	25,000	25,000
741-1023-541.54-02	Motorized Equipment	284,101	0	0	360,000	365,000
LEVEL	TEXT	TEXT AMT				
DR13	#1005 AUTOMATED FRONT LOADER REFUSE TRUCK (2001)	365,000				
	\$235,000					
	#0047 SINGLE AXLE DUMP TRUCK (1992) \$165,000					
	#0027 SKID STEER (NEW) \$51,000					
	RECONDITION #0025 SKID STEER \$18,000					
	STACK VALVE MANIFOLDS #0021/#0026 (VT 35) \$17,000					
	END LOADER FORKS 5,500					
	TOTAL = \$491,500	365,000				
741-1023-541.99-99	Adjustment	141,596	0	0	0	0
*	Street Machinery	<u>438,490</u>	<u>25,000</u>	<u>0</u>	<u>385,000</u>	<u>390,000</u>

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Information Systems						
743-0403-513.10-01	Wages	5,957	13,687	7,303	13,687	15,503
743-0403-513.10-02	Salaries	118,321	120,422	92,349	120,422	124,332
743-0403-513.10-03	Overtime/Doubletime	17	0	0	0	0
743-0403-513.15-01	Health	11,149	11,027	8,277	11,027	10,455
743-0403-513.15-02	Life	127	127	95	127	128
743-0403-513.15-03	Dental	890	907	718	907	952
743-0403-513.15-04	Retirement	10,577	7,912	5,449	7,912	8,268
743-0403-513.15-05	FICA	9,287	10,135	7,388	10,135	10,399
743-0403-513.15-07	Vision	50	49	40	49	50
743-0403-513.15-08	Workers Comp	286	309	230	369	335
743-0403-513.15-09	Unemployment Comp	57	0	529	22	0
743-0403-513.21-03	Accounting/Financial	0	0	0	0	0
743-0403-513.21-04	Computer	40,271	45,744	41,745	45,744	64,464
743-0403-513.21-06	Management	0	0	0	0	0
743-0403-513.22-01	Telephone	2,158	1,000	2,576	3,000	2,000
743-0403-513.24-02	Tools & Equipment	0	0	0	0	0
743-0403-513.24-04	Specialized Equipment	69,994	104,932	58,449	102,000	118,803
743-0403-513.25-01	Other Municipal Entities	0	0	0	0	0
743-0403-513.29-01	Printing	0	16,000	9,261	16,000	16,000
743-0403-513.29-05	Vehicle/Equipment Rental	710	200	308	500	1,200
743-0403-513.30-10	Office	106	100	56	100	100
743-0403-513.30-11	Postage	24	100	75	100	100
743-0403-513.30-12	Computer	84	100	0	100	100
743-0403-513.30-15	Tools & Equipment	22,796	47,876	48,733	52,000	23,348
743-0403-513.32-01	Dues/Memberships/Licenses	150	50	87	100	0
743-0403-513.32-02	Periodicals/Subscriptions	0	0	0	0	50
743-0403-513.33-01	Mileage	625	450	96	450	450
743-0403-513.34-01	Mileage	0	0	0	0	0
743-0403-513.34-02	Registrations	1,913	4,000	1,165	2,000	6,000
743-0403-513.34-03	Lodging/Meals	298	900	180	350	900
743-0403-513.34-04	Other Expenses	331	0	113	200	900
743-0403-513.51-03	Property	1,300	0	1,300	0	1,300
743-0403-513.51-04	Liability	0	1,300	0	1,300	0
743-0403-513.80-01	Computer Equipment	20,798	43,047	38,709	43,047	35,000
743-0403-513.80-04	Office Equipment	0	0	0	0	0
*	Information Systems	318,276	430,374	325,081	431,648	441,137

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 150
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Public Library					
821-0601-551.21-03	Accounting/Financial	2,964	0	0	0	0
821-0601-551.30-16	Promotional	21,478	0	0	0	0
*	Public Library	24,442	0	0	0	0

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 151
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Hattie Miner Scholarship					
822-0413-554.30-16	Promotional	3,000	3,000	2,000	2,500	3,000
*	Hattie Miner Scholarship	3,000	3,000	2,000	2,500	3,000

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 152
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Police					
824-0801-521.19-03	Uniform/Clothing Allow	0	0	57	0	0
824-0801-521.21-05	Medical	0	0	392	0	0
824-0801-521.21-06	Management	133	0	874	0	0
824-0801-521.29-05	Vehicle/Equipment Rental	0	0	90	0	0
824-0801-521.30-10	Office	0	0	0	0	0
824-0801-521.30-12	Computer	0	0	0	0	0
824-0801-521.30-15	Tools & Equipment	0	0	330	0	0
824-0801-521.30-18	Department	1,087	0	222	0	0
824-0801-521.32-01	Dues/Memberships/Licenses	0	0	0	0	0
824-0801-521.33-03	Lodging/Meals	0	0	0	0	0
824-0801-521.34-02	Registrations	0	0	5,000	0	0
824-0801-521.34-03	Lodging/Meals	10	0	0	0	0
824-0801-521.80-05	Other Equipment	0	0	0	0	0
*	Police	1,230	0	6,965	0	0

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 154
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Recreation Department					
826-0702-552.30-18	Department	1,460	0	1,348	1,348	1,000
826-0702-552.51-04	Liability	0	0	0	0	0
				1,348	1,348	1,000

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 155
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Parks Department					
826-0703-553.24-05	Small Projects	0	0	0	0	0
826-0703-553.30-18	Department	0	0	10,764	12,704	2,000
826-0703-553.80-05	Other Equipment	4,260	0	0	0	0
*	Parks Department	4,260	0	10,764	12,704	2,000

PREPARED 10/18/12, 08:33:05
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 156
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Swimming Pool					
826-0704-552.30-17	Concessions	0	0	187	187	0
*	Swimming Pool	0	0	187	187	0

PREPARED 10/18/12, 08:33:05
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 157
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Forestry					
826-0706-561.30-18	Department	5,379	0	1,150	1,150	1,000
*	Forestry	5,379	0	1,150	1,150	1,000

PREPARED 10/18/12, 08:34:11
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 5
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Housing Rehab Rev Loan					
203-0000-461.01-00	On Investments	1,039	1,000	527	1,000	1,000
203-0000-466.00-00	Misc General Revenue	5,552	5,900	3,424	6,000	6,000
*	Housing Rehab Rev Loan	<u>6,591</u>	<u>6,900</u>	<u>3,951</u>	<u>7,000</u>	<u>7,000</u>

PREPARED 10/18/12, 08:34:11
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 6
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	TIF Project 1					
205-0000-416.00-00	Tax Increment-City Purp	103,801	107,600	109,610	109,610	109,000
205-0000-432.02-00	Computers	630	600	0	1,088	1,000
*	TIF Project 1	<u>104,431</u>	<u>108,200</u>	<u>109,610</u>	<u>110,698</u>	<u>110,000</u>

PREPARED 10/18/12, 08:34:11
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 7
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	TIF Project 2					
206-0000-416.00-00	Tax Increment-City Purp	59,358	0	0	0	0
206-0000-432.02-00	Computers	387	0	0	0	0
*	TIF Project 2	<u>59,745</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 8
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Marina						
207-0000-432.13-00	Other	0	0	0	0	0
207-0000-441.35-00	Annual Slip Rentals	94,558	0	95,768	95,760	95,000
207-0000-441.36-00	Transient Slip Rentals	2,694	0	1,777	2,400	2,500
207-0000-441.37-00	Marina Concession	2,122	0	1,669	2,000	2,000
207-0000-441.38-00	Gasoline Sales	134,096	0	117,780	135,000	148,200
* Marina		233,470	0	216,994	235,160	247,700

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 9
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
TIF Project 3						
208-0000-416.00-00	Tax Increment-City Purp	23,242	19,100	19,452	19,452	19,000
208-0000-432.02-00	Computers	1,866	1,600	0	4,969	3,200
208-0000-461.01-00	On Investments	646	700	0	0	0
* TIF Project 3		25,754	21,400	19,452	24,421	22,200

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 10
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Park Development						
209-0000-441.23-00	Park	12,100	4,000	23,675	23,125	5,000
209-0000-461.01-00	On Investments	280	0	337	1,000	0
* Park Development		12,380	4,000	24,012	24,125	5,000

PREPARED 10/18/12, 08:34:11
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 11
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
FEMA Grant						
253-0000-483.01-00	Other Charges	59,324	0	0	0	0
*	FEMA Grant	59,324	0	0	0	0

PREPARED 10/18/12, 08:34:11
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 12
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Post Employment Sick						
260-0000-461.01-00	On Investments	258	0	0	0	0
*	Post Employment Sick	258	0	0	0	0

PREPARED 10/18/12, 08:34:11
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 13
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
1993 CDBG Revolving Loan						
263-0000-432.17-00	CDBG	0	0	0	0	0
263-0000-466.00-00	Misc General Revenue	26,122	10,000	12,248	12,248	10,000
*	1993 CDBG Revolving Loan	26,122	10,000	12,248	12,248	10,000

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Recycling						
266-0000-411.00-00	General Property Taxes	194,354	264,863	264,863	264,863	0
266-0000-432.11-00	Recycling	65,713	65,000	70,386	70,386	70,000
266-0000-441.14-00	Solid Waste Disposal	659	500	507	500	500
266-0000-441.15-00	Recycling	5,640	5,000	3,060	4,000	4,000
266-0000-463.05-00	Recyclable Materials	34,333	25,000	7,912	10,000	10,000
266-0000-481.12-00	Recycling	36,252	300	82,120	82,120	100
266-0000-481.13-00	Solid Waste Disposal	15	0	0	0	0
*	Recycling	336,966	360,663	428,848	431,869	84,600

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Steam Utility Operations						
267-0000-491.00-00	Bond/Note Proceeds	0	0	0	0	0
267-0000-492.17-00	General Fund	303,083	0	0	0	0
267-0000-492.18-00	Post Employment Sick Leav	0	0	0	0	0
267-0000-492.19-00	Capital Facilities Fund	0	0	0	0	0
*	Steam Utility Operations	303,083	0	0	0	0

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Debt Service						
310-0000-411.00-00	General Property Taxes	2,042,984	1,898,674	1,898,674	1,898,674	0
310-0000-413.00-00	Tax from Municipal Util	0	598,534	436,826	598,534	582,169
310-0000-461.01-00	On Investments	24,281	12,000	7,882	9,000	9,000
310-0000-461.02-00	On Special Assessments	4,235	4,000	4,464	5,000	5,000
310-0000-463.01-00	Other Property	0	0	0	0	0
310-0000-471.00-00	Street Construction	94,394	30,000	15,256	80,000	50,000
310-0000-472.00-00	Sanitary Sewer	15,504	3,000	2,565	20,000	15,000
310-0000-473.00-00	Curb & Gutter	40,808	17,500	6,904	25,000	20,000
310-0000-474.00-00	Sidewalk	3,590	5,000	1,966	2,000	1,000
310-0000-475.00-00	Storm Sewer	25,664	5,000	2,589	40,000	20,000
310-0000-476.00-00	City Water	14,137	3,000	2,121	23,000	10,000
310-0000-477.00-00	Engineering	20,398	6,000	2,123	10,000	9,000
310-0000-478.00-00	Street Lighting	1,125	0	0	0	0
310-0000-491.00-00	Bond/Note Proceeds	1,000,000	0	0	0	0
310-0000-492.01-00	Sewage Fund	0	0	0	0	0
310-0000-492.02-00	TIF #1 Fund	0	0	0	0	0
310-0000-492.03-00	Marina Fund	0	0	0	0	0
310-0000-492.04-00	TIF #2 Fund	0	0	0	0	0
310-0000-492.05-00	TIF #4 Fund	165,074	164,553	164,553	164,553	163,679
310-0000-492.06-00	TIF #5 Fund	417,047	1,534,019	1,534,019	1,534,019	233,740
310-0000-492.07-00	TIF #6 Fund	372,458	1,972,995	1,972,995	1,972,995	343,309
310-0000-492.08-00	TIF #7 Fund	170,515	166,865	166,865	166,865	190,120
310-0000-492.09-00	TIF #8 Fund	103,512	100,938	100,938	100,938	89,485
310-0000-492.10-00	TIF #9 Fund	297,722	324,723	324,723	404,723	337,571
310-0000-492.11-00	TIF #10 Fund	396,750	0	0	0	0
310-0000-492.13-00	TIF #3 Fund	162,065	156,690	156,690	156,690	160,000
310-0000-492.15-00	2005 Cap Project Fund	0	0	0	0	0
310-0000-492.16-00	2006 Cap Project Fund	0	0	0	0	0
310-0000-492.20-00	2002 Cap Project Fund	0	0	0	0	0
310-0000-492.21-00	Steam Utility Operations	0	0	0	0	0
310-0000-492.30-00	Menasha Utility	0	0	0	0	208,744
310-0000-492.31-00	Redevelopment Authority	0	0	0	0	50,000
* Debt Service		5,372,263	7,003,491	6,802,153	7,211,991	2,497,817

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
TIF Project 4						
456-0000-416.00-00	Tax Increment-City Purp	84,484	78,280	79,744	79,744	79,000
456-0000-432.02-00	Computers	1,386	1,380	0	2,124	2,500
456-0000-432.13-00	Other	0	0	0	0	0
456-0000-461.01-00	On Investments	124	0	31	50	0
* TIF Project 4		85,994	79,660	79,775	81,918	81,500

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 19
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
TIF Project 5						
457-0000-416.00-00	Tax Increment-City Purp	272,424	280,600	285,855	285,855	280,000
457-0000-432.02-00	Computers	163,588	164,000	0	178,891	255,000
457-0000-461.01-00	On Investments	38,047	25,735	32,804	42,000	0
457-0000-463.02-00	Land	83,360	0	0	0	36,000
457-0000-466.00-00	Misc General Revenue	63,448	1,208,330	59,324	75,000	72,000
457-0000-491.00-00	Bond/Note Proceeds	0	0	0	0	0
* TIF Project 5		620,867	1,678,665	377,983	581,746	643,000

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 20
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
TIF Project 6						
471-0000-416.00-00	Tax Increment-City Purp	348,538	424,900	432,838	432,838	430,000
471-0000-432.02-00	Computers	1,922	1,900	0	3,696	4,000
471-0000-491.00-00	Bond/Note Proceeds	0	0	900,000	900,000	0
* TIF Project 6		350,460	426,800	1,332,838	1,336,534	434,000

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 21
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Capital Facilities						
472-0000-431.02-00	Fire Protection	801,536	0	4,342	7,842	7,842
472-0000-432.13-00	Other	0	0	117,529	0	0
472-0000-461.01-00	On Investments	268	0	0	0	0
* Capital Facilities		801,804	0	121,871	7,842	7,842

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 22
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
TIF Project 7						
481-0000-416.00-00	Tax Increment-City Purp	108,498	100,000	101,829	101,829	100,000
481-0000-432.02-00	Computers	0	0	0	0	0
481-0000-461.01-00	On Investments	0	0	0	0	0
481-0000-462.01-00	Property	3,500	3,500	3,500	3,500	3,500
481-0000-491.00-00	Bond/Note Proceeds	0	0	0	0	0
481-0000-492.05-00	TIF #4 Fund	0	0	0	0	0
* TIF Project 7		111,998	103,500	105,329	105,329	103,500

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 23
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
TIF Project 8						
484-0000-416.00-00	Tax Increment-City Purp	75,011	48,400	49,332	49,332	49,000
484-0000-432.13-00	Other	10,092	0	0	0	0
484-0000-461.01-00	On Investments	0	0	0	0	0
484-0000-491.00-00	Bond/Note Proceeds	0	0	0	0	0
* TIF Project 8		85,103	48,400	49,332	49,332	49,000

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 24
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
TIF Project 9						
485-0000-416.00-00	Tax Increment-City Purp	581,987	540,300	562,411	562,411	600,000
485-0000-432.02-00	Computers	1,566	1,600	0	1,251	1,200
485-0000-432.13-00	Other	0	0	0	0	0
485-0000-461.01-00	On Investments	0	0	0	0	0
485-0000-463.01-00	Other Property	0	0	0	0	0
485-0000-491.00-00	Bond/Note Proceeds	0	0	0	0	0
* TIF Project 9		583,553	541,900	562,411	563,662	601,200

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 25
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
TIF Project 10						
487-0000-416.00-00	Tax Increment-City Purp	70,538	40,373	41,126	41,126	41,126
487-0000-432.02-00	Computers	9,345	9,300	0	4,945	10,800
487-0000-461.01-00	On Investments	0	0	0	0	0
487-0000-463.02-00	Land	0	0	0	0	0
487-0000-491.00-00	Bond/Note Proceeds	0	0	0	0	0
* TIF Project 10		79,883	49,673	41,126	46,071	51,926

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 26
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
TIF Project 11						
489-0000-416.00-00	Tax Increment-City Purp	84,777	74,025	75,406	75,406	74,000
489-0000-432.02-00	Computers	0	0	0	0	0
489-0000-432.13-00	Other	0	0	0	0	0
489-0000-461.01-00	On Investments	0	0	0	0	0
489-0000-491.00-00	Bond/Note Proceeds	0	0	0	0	0
* TIF Project 11		84,777	74,025	75,406	75,406	74,000

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 27
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
2008 Capital Projects						
490-0000-461.01-00	On Investments	1,200	0	0	0	0
490-0000-491.00-00	Bond/Note Proceeds	0	0	0	0	0
* 2008 Capital Projects		1,200	0	0	0	0

PREPARED 10/18/12, 08:34:11
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 28
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	TIF Project 12					
492-0000-416.00-00	Tax Increment-City Purp	0	0	0	0	0
492-0000-432.02-00	Computers	0	0	0	0	145
*	TIF Project 12	0	0	0	0	145

PREPARED 10/18/12, 08:34:11
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 29
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Redevelopment Authority					
501-0000-463.02-00	Land	49,253	0	79,800	79,800	79,800
*	Redevelopment Authority	49,253	0	79,800	79,800	79,800

PREPARED 10/18/12, 08:34:11
 PROGRAM GM601L
 BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
 FOR FISCAL YEAR 2013

PAGE 30
 ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Sewage Fund					
601-0000-441.31-00	Sewage-Utility Customer	1,469,072	1,475,000	1,138,068	1,500,000	1,500,000
601-0000-441.32-00	Sewage-Commercial User	74,339	72,000	45,654	60,000	60,000
601-0000-441.33-00	Sewage-Industrial User	399,474	405,000	327,390	420,000	420,000
601-0000-441.34-00	Sewage-Other Revenue	0	0	0	0	0
601-0000-461.01-00	On Investments	368	100	91	120	200
601-0000-463.01-00	Other Property	267	0	0	0	0
601-0000-481.11-00	Sewage/Utility	91,515	85,000	60,370	70,000	70,000
*	Sewage Fund	2,035,035	2,037,100	1,571,573	2,050,120	2,050,200

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Storm Water Utility					
625-0000-422.11-00	Erosion Control	4,073	1,200	1,961	2,000	2,000
625-0000-422.16-00	Post Construction Review	637	750	1,346	1,500	1,500
625-0000-422.17-00	Storm Water	0	0	0	0	0
625-0000-432.13-00	Other	0	0	0	0	0
625-0000-441.07-00	Street-Misc	0	0	586	586	586
625-0000-441.09-00	Engineering	62	0	0	0	0
625-0000-441.39-00	Storm Water-Utility Cust	1,070,820	1,150,000	637,254	1,100,000	1,100,000
625-0000-461.01-00	On Investments	1,584	0	403	300	800
625-0000-463.06-00	Highway Property	267	0	0	0	0
*	Storm Water Utility	1,077,443	1,151,950	641,550	1,104,386	1,104,886

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Public Works Facility					
731-0000-462.02-00	Street Machine	964,853	1,105,000	565,588	850,000	900,000
731-0000-463.01-00	Other Property	75	0	242	242	0
*	Public Works Facility	964,928	1,105,000	565,830	850,242	900,000

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Property and Liab Ins					
733-0000-455.00-00	Damage Award-Other	0	0	0	0	0
733-0000-461.01-00	On Investments	32,708	22,500	0	22,500	25,000
733-0000-466.00-00	Misc General Revenue	96,825	96,825	145,850	145,850	96,825
*	Property and Liab Ins	129,533	119,325	145,850	168,350	121,825

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 34
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Self-Funded Dental Ins					
735-0000-466.00-00	Misc General Revenue	127,084	130,000	98,822	125,000	125,000
*	Self-Funded Dental Ins	127,084	130,000	98,822	125,000	125,000

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 35
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Street Equipment					
741-0000-441.38-00	Gasoline Sales	8,230	7,600	3,273	6,000	6,000
741-0000-461.01-00	On Investments	394	0	100	150	150
741-0000-462.02-00	Street Machine	392,934	445,000	254,412	286,000	400,000
741-0000-463.06-00	Highway Property	33,117	0	0	0	0
*	Street Equipment	434,675	452,600	257,785	292,150	406,150

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 36
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Information Technology					
743-0000-466.00-00	Misc General Revenue	318,275	0	209,828	0	0
*	Information Technology	318,275	0	209,828	0	0

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 37
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Library Endowment					
821-0000-461.01-00	On Investments	290	0	0	0	0
821-0000-465.00-00	Donations & Gifts	15,897	0	0	0	0
*	Library Endowment	16,187	0	0	0	0

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 38
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Hattie Miner Scholarship					
822-0000-461.01-00	On Investments	271	325	49	100	150
*	Hattie Miner Scholarship	271	325	49	100	150

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 39
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
	Public Safety					
824-0000-465.00-00	Donations & Gifts	275	0	584	600	600
824-0000-466.00-00	Misc General Revenue	0	0	1,187	1,200	1,200
*	Public Safety	275	0	1,771	1,800	1,800

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 40
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Senior Center Legacy Fund						
825-0000-441.27-00	Senior Center	0	0	0	0	0
825-0000-461.01-00	On Investments	26	50	4	5	5
825-0000-465.00-00	Donations & Gifts	830	1,000	894	900	900
*	Senior Center Legacy Fund	856	1,050	898	905	905

PREPARED 10/18/12, 08:34:11
PROGRAM GM601L
BUDGET WORKSHEET 2013

BUDGET PREPARATION WORKSHEET
FOR FISCAL YEAR 2013

PAGE 41
ACCOUNTING PERIOD 04/2012

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2011 ACTUAL	2012 ADJUSTED BUDGET	2012 YEAR TO DATE ACTUAL	2012 YEAR END PROJECTION	2013 DEPARTMENT REQUEST
Park & Rec Donation						
826-0000-465.00-00	Donations & Gifts	8,596	0	16,729	16,729	16,729
*	Park & Rec Donation	8,596	0	16,729	16,729	16,729