

# **City of Jennings, Missouri**

Adopted Operating Budget  
Fiscal year 2016-2017

**April 1, 2016**  
**to**  
**March 31, 2017**

Adopted by the Jennings City Council  
April 25, 2016

# CITY OFFICIALS

Yolonda Fountain Henderson, Mayor

## City Council

Allan Stichnote

Miranda Jones

Francine Dugger

Yolanda Fortson

Phyllis Anderson

Nicole Cook

Rodney Epps

Carol Epps

## City Clerk

Cheryl Balke

## Finance Director

Beverly Roche

## City Attorney

Carla Allen

# CITY OF JENNINGS, MISSOURI

Passed and approved by the Jennings City Council on December 18, 2001  
(To take effect with the 2001-2002 fiscal year budget)

## ADMINISTRATIVE POLICY ON AMENDING AN ADOPTED OPERATING BUDGET

The purpose of this policy is to outline operating guidelines for the management of operating departmental budgets for the City of Jennings and to provide a specific procedure for amendments to operating budgets made necessary by unanticipated circumstances, unusual occurrences, or unanticipated surpluses or shortfalls in revenues.

Once the annual operating budget is adopted by the City Council, departmental managers are expected to limit line item expenditures, as well as the overall departmental budget, to appropriated levels. However, it is recognized that specific events and unanticipated expenditures can result in expenditures beyond the appropriated amount in a specific line item within a departmental budget. Accordingly, it is necessary that a specific procedure be outlined whereby amendments can be made within a departmental budget to transfer appropriations between line items within that budget so that the total budget appropriation for the department does not increase.

Further, it is necessary to establish procedures to facilitate those rare occasions where appropriations may be transferred between departments or when supplemental appropriations due to revenue surpluses or reduction of appropriations due to revenue shortfalls are expedient.

The specific procedures are as follows:

### 1) Transfer of Appropriations within a Departmental Budget

- A Department Head with authority to manage an approved departmental budget makes a specific request on prescribed forms to the City Clerk to transfer appropriations between line items within that departmental budget so that the total appropriation level for that departmental budget is not increased.

- Any transfer of appropriations within an adopted departmental budget that will have the effect of amending an adopted budget will require the signatures of the applicable department head, the City Collector, the City Clerk, and the Mayor before said amendment shall become effective.
- Any transfer of appropriations within a departmental budget that will have the effect of increasing salary levels beyond those authorized in the original adopted budget or creating a new position not authorized in the original adopted budget will require specific approval by the City Council by resolution before such amendment shall go into effect.

## 2) Transfer of Appropriations Between Departments

- Except for significant emergency situations, any transfer of appropriations and spending authority between departmental budgets shall not be initiated until nine (9) months of the current fiscal year have expired
- Upon written request and written concurrence by affected department heads, the City Council may, by resolution, transfer part or all of any unencumbered appropriation balance from one department, office, or agency budget to another. Any such transfer shall require a positive recommendation from the Ways and Means Committee prior to Council consideration.

## 3) Supplemental Appropriations

- If, during the fiscal year, the City Collector certifies in writing that there are available for appropriation revenues in excess of those estimated in the adopted budget, the City Council may, by resolution, make supplemental appropriations for the fiscal year beyond those authorized in the initial budget in an amount equal to actual revenue in excess of budgeted revenue, plus unencumbered reserve. City Council shall not proceed with such action until the Ways and Means Committee has forwarded a recommendation.
- If, during the fiscal year, the City Collector certifies in writing that projected revenues based on actual revenue experience will fall

significantly below those estimated in the adopted budget, the City Council may, by resolution, reduce appropriations for the fiscal year to a level below those authorized in the initial budget in an amount determined to be prudent to maintain essential public services and maintain the fiscal integrity of the City. City Council shall not proceed with such action until the Ways and Means Committee has forwarded a recommendation.

4) Budgetary Management Practices

- Budget status reports for the previous month, indicating comparison of actual expenditures by line item to appropriations and remaining appropriation levels for the fiscal year, shall be forwarded to each department head by the 10<sup>th</sup> of the following month. In addition, operating department heads shall receive a detailed general ledger reports for the expenditures in their department for the previous month by the 10<sup>th</sup> of the succeeding month. Operating department heads shall be responsible for reviewing said reports to verify accuracy and note expenditure patterns.
- The Ways and Means Committee shall review budget comparison reports for each operating department at least quarterly and shall request that operating departments report on any significant variances from approved appropriation levels.
- It shall be the policy of the City of Jennings that operating department heads shall be responsible for the ongoing management of the expenditures of their departments within budgetary limitations.
- It shall be the policy of the City of Jennings that appropriation levels for line item expenditures shall not be exceeded, except in case of emergency. When it becomes apparent that appropriation levels for a particular line item shall be exceeded due to expenditure patterns or actual experience, it shall be the responsibility of the operating department head responsible for that budget to initiate an appropriate adjusting amendment, However, department heads shall not be required to initiate amendments to their operating budgets until appropriation levels have been exceeded by actual expenditures by at least ten (10) percent and eight (8) months of the applicable fiscal year have expired.

ANTICIPATED REVENUE	FY 16-17 BUDGET	FY 15-16 Budget	FY 14-15 Budget	FY 13-14 Budget
Tax revenue	\$ 6,147,600.00	\$ 6,051,800.00	\$ 6,092,000.00	\$ 5,910,000.00
License revenue	\$ 192,300.00	\$ 187,800.00	\$ 191,500.00	\$ 172,200.00
Restricted revenue	\$ -	\$ -	\$ -	\$ -
Permit and fee revenue	\$ 201,200.00	\$ 162,000.00	\$ 174,200.00	\$ 170,500.00
Police and court revenue	\$ 471,500.00	\$ 825,400.00	\$ 945,750.00	\$ 800,300.00
Contracts and other revenue	\$ 1,009,900.00	\$ 957,500.00	\$ 1,083,665.00	\$ 1,111,800.00
<b>TOTAL ANTICIPATED REVENUE</b>	<b>\$ 8,022,500.00</b>	<b>\$ 8,184,500.00</b>	<b>\$ 8,487,115.00</b>	<b>\$ 8,164,800.00</b>
<b>BUDGETED EXPENSES BY DEPT.</b>				
Transfers Out	\$ 704,000.00	\$ 516,100.00	\$ 516,100.00	\$ 516,100.00
Building	\$ 517,261.92	\$ 331,335.20	\$ 301,694.26	\$ 293,116.40
Fire	\$ -	\$ -	\$ 944,714.94	\$ 939,895.62
City Clerk	\$ 681,103.26	\$ 844,549.64	\$ 812,710.68	\$ 838,931.23
Legal	\$ 140,020.00	\$ 186,962.65	\$ 147,048.93	\$ 142,969.71
Collector	\$ 166,867.28	\$ 111,307.84	\$ 113,774.15	\$ 98,510.17
Public Safety/Police	\$ 3,218,321.16	\$ 3,148,834.00	\$ 3,366,176.31	\$ 3,268,492.46
Court	\$ 322,722.76	\$ 342,133.71	\$ 295,446.95	\$ 275,833.98
Corrections	\$ 1,237,923.96	\$ 1,309,535.51	\$ 1,152,824.92	\$ 1,104,234.39
Public Works	\$ 665,007.89	\$ 647,112.49	\$ 691,460.96	\$ 867,896.27
Public Health & Lighting	\$ -	\$ -	\$ -	\$ -
Recreation	\$ 252,233.49	\$ 200,766.12	\$ 199,919.88	\$ 200,375.45
Special Services	\$ -	\$ 381,039.49	\$ 271,611.12	\$ 185,351.55
<b>TOTAL BUDGETED EXPENDITURES</b>	<b>\$ 7,905,461.72</b>	<b>\$ 8,019,676.65</b>	<b>\$ 8,813,483.10</b>	<b>\$ 8,731,707.23</b>
<b>Anticipated revenue</b>	<b>\$ 8,022,500.00</b>	<b>\$ 8,184,500.00</b>	<b>\$ 8,487,115.00</b>	<b>\$ 8,164,800.00</b>
<b>minus budgeted expenses</b>	<b>\$ 7,905,461.72</b>	<b>\$ 8,019,676.65</b>	<b>\$ 8,813,483.10</b>	<b>\$ 8,731,707.23</b>
<b>net</b>	<b>\$ 117,038.28</b>	<b>\$ 164,823.35</b>		
<i>Anticipated balance 4/1/16, general revenue unrestricted funds</i>			\$ 2,200,000.00	
<i>Anticipated balance 4/1/16, general revenue RESTRICTED funds</i>			\$ 1,000,000.00	<b>1</b>

ACCT #	ACCOUNT	FY 16-17 Budget	FY 15-16 Budget	FY 14-15 Budget
	<b>GENERAL FUND REVENUES</b>			
	<b>TAX REVENUES</b>			
601-00-03	Transfer In - Fire Sales Tax Fund	\$ -	\$ -	\$ 210,000.00
602-00-01	Real Estate Tax	\$ 765,000.00	\$ 750,000.00	\$ 750,000.00
603-00-01	Trash Collections	\$ -	\$ -	\$ -
604-00-01	Personal Property	\$ 160,000.00	\$ 155,000.00	\$ 175,000.00
606-00-01	Utilities Gross Receipts Tax	\$ 1,650,000.00	\$ 1,690,000.00	\$ 1,700,000.00
608-00-01	Delinquent Penalties	\$ -	\$ 200.00	\$ 500.00
610-00-01	Intangible Tax	\$ 3,600.00	\$ 3,600.00	\$ 2,000.00
612-00-01	County Road Refunds	\$ 75,000.00	\$ 85,000.00	\$ 82,000.00
614-00-01	Gasoline Tax	\$ 400,000.00	\$ 375,000.00	\$ 375,000.00
616-00-01	Cigarette Tax	\$ 38,000.00	\$ 35,000.00	\$ 38,000.00
617-00-01	Sales Tax	\$ 3,000,000.00	\$ 2,900,000.00	\$ 2,700,000.00
618-00-01	Railroad and Utility Tax	\$ 42,000.00	\$ 45,000.00	\$ 50,000.00
619-00-01	W.Florissant Bs. Tax	\$ 14,000.00	\$ 13,000.00	\$ 9,500.00
	<b>SUBTOTAL</b>	\$ 6,147,600.00	\$ 6,051,800.00	\$ 6,092,000.00
	<b>LICENSE FEE REVENUE</b>			
622-00-01	Merchant and Manufacturer	\$ 160,000.00	\$ 155,000.00	\$ 155,000.00
624-00-01	Liquor	\$ 4,500.00	\$ 4,000.00	\$ 4,700.00
626-00-01	Coin Vending	\$ 700.00	\$ 700.00	\$ 700.00
628-00-01	Vehicle (Auto, truck, etc)	\$ 21,000.00	\$ 22,000.00	\$ 25,000.00
630-00-01	Dog Tags and Impounding	\$ 1,200.00	\$ 1,500.00	\$ 1,500.00
634-00-01	Miscellaneous Licenses	\$ 4,900.00	\$ 4,600.00	\$ 4,600.00
	<b>SUBTOTAL</b>	\$ 192,300.00	\$ 187,800.00	\$ 191,500.00

ACCT #	ACCOUNT	FY 16-17 Budget	FY 15-16 Budget	FY 14-15 Budget
	<b>RESTRICTED REVENUE</b>			
638-00-01	COPS Program Revenue	\$ -	\$ -	\$ -
639-00-01	POST Training Revenue	\$ -	\$ -	\$ -
638-54-01	Donations (3)	\$ -	\$ -	\$ -
	<b>SUBTOTAL</b>	\$ -	\$ -	\$ -
	<b>PERMIT AND FEE REVENUE</b>			
640-00-01	Building Permits	\$ 35,000.00	\$ 10,000.00	\$ 12,000.00
642-00-01	Street Excavating Permit	\$ 30,000.00	\$ 12,000.00	\$ 14,000.00
643-00-01	Plumbing Permits	\$ 12,500.00	\$ 14,500.00	\$ 13,500.00
644-00-01	Occupancy Permits	\$ 40,000.00	\$ 35,000.00	\$ 35,000.00
645-00-01	Housing Inspections	\$ 50,000.00	\$ 55,000.00	\$ 55,000.00
647-00-01	Electrical Permits	\$ 6,000.00	\$ 6,000.00	
646-00-01	Heating and A/C Permits	\$ 4,700.00	\$ 4,500.00	\$ 5,700.00
654-00-01	Other Permits, Licenses & Fees	\$ 23,000.00	\$ 25,000.00	\$ 28,000.00
	<b>SUBTOTAL</b>	\$ 201,200.00	\$ 162,000.00	\$ 163,200.00
	<b>POLICE/COURT REVENUE</b>			
668-00-01	Judicial Education Fee (3)	\$ 3,300.00	\$ 5,000.00	\$ 2,000.00
670-00-01	D.W.I. Recoupment Fee <sup>pic</sup>	\$ 1,700.00	\$ 1,200.00	\$ 750.00
671-00-01	Crime Victims (net)	\$ 1,800.00	\$ 1,400.00	\$ 1,200.00
672-00-01	Costs and Fines	\$ 450,000.00	\$ 580,000.00	\$ 580,000.00
673-00-01	Officers training <sup>pic</sup>	\$ 7,700.00	\$ 7,800.00	\$ 6,800.00
674-00-01	Warrant Fees	\$ -	\$ -	\$ 105,000.00
675-00-01	Public Defender	\$ 3,300.00	\$ 5,000.00	\$ -
676-00-01	False Alarm Charges	\$ 3,700.00	\$ 5,000.00	\$ 5,000.00
677-00-01	Security of Municipal Prisoners	\$ -	\$ 30,000.00	\$ 85,000.00
678-00-01	Bond Fees and Forfeitures	\$ -	\$ 190,000.00	\$ 160,000.00
	<b>SUBTOTAL</b>	\$ 471,500.00	\$ 825,400.00	\$ 945,750.00





	FY 16-17	FY 15-16	FY 14-15
<b>TRANSFERS OUT</b>			
Police & Fire Pension	\$ 190,000.00	\$ 195,000.00	\$ 170,000.00
WF Bs. Dist.	\$ 14,000.00	\$ 13,000.00	\$ 11,500.00
TIF debt reduction	\$ 500,000.00	\$ 490,000.00	\$ 334,600.00
<b>TOTAL</b>	<b>\$ 704,000.00</b>	<b>\$ 698,000.00</b>	<b>\$ 516,100.00</b>
<b>3/9/2016</b>			<b>5</b>

ACCT#	ACCOUNT	FY 16-17 Budget	FY 15-16 Budget	FY 14-15 Budget
	<b>Building Department</b>			
709-10-01	Salaries	\$ 349,645.94	\$ 249,430.36	\$ 217,527.05
720-10-01	FICA Expense	\$ 26,660.50	\$ 19,081.42	\$ 16,640.82
750-10-01	Dues	\$ 550.00	\$ 550.00	\$ 300.00
782-10-01	Supplies	\$ 4,200.00	\$ 4,000.00	\$ 4,000.00
795-10-01	Special Investigator	\$ -	\$ -	\$ 8,900.00
796-10-01	LAGERS	\$ 10,860.48	\$ 10,764.42	\$ 12,181.51
798-10-01	Health Insurance	\$ 57,645.00	\$ 36,909.00	\$ 35,312.16
799-10-01	Group Life Insurance	\$ 1,350.00	\$ 900.00	\$ 882.72
872-10-01	Software lease, tablets, cell phones	\$ 10,200.00	\$ 6,600.00	\$ 3,000.00
890-10-01	Radio	\$ 100.00	\$ 100.00	\$ 100.00
898-10-01	Mapmaking	\$ 400.00	\$ 500.00	\$ 350.00
950-10-01	Conferences & Schools	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00
896-10-01	Grass cutting contract, county owned lots	\$ 9,000.00		
894-10-01	Grass cutting contract, lien lots	\$ 45,150.00		
	<b>TOTAL</b>	\$ 517,261.92	\$ 331,335.20	\$ 301,694.26
	Director of Housing and Economic Dev	\$ 51,675.00		
	Asst. Dir. of Housing and Economic Dev	\$ -		
	Deputy Bldg. Commissioner	\$ 42,394.64		
	Inspector	\$ 37,976.40		
	Inspector	\$ 33,286.50		
	Inspector	\$ 31,590.00		
	Admin. Asst. II	\$ 34,515.00		
	Admin Asst.	\$ 30,244.50		
	Permit Clerk	\$ 26,752.50		
	<b>TOTAL</b>	\$ 288,434.54		
				<b>6</b>

ACCT #	ACCOUNT		FY 15-16 Budget	FY 14-15 Budget
<b>DEPARTMENT: Fire Department</b>				
709-20-01	Salaries	\$	-	\$ 706,771.00
720-20-01	FICA Expenses	\$	-	\$ 54,067.98
757-20-01	Equipment Maintenance	\$	-	\$ 1,350.00
760-20-01	Equipment Replacement	\$	-	\$ 1,000.00
762-20-01	Utilities	\$	-	\$ 20,000.00
764-20-01	Dispatching	\$	-	\$ 30,000.00
766-20-01	Postage	\$	-	-
768-20-01	Uniform	\$	-	\$ 600.00
782-20-01	Supplies	\$	-	\$ 2,500.00
790-20-01	Emergency Mngmt.	\$	-	\$ 1.00
796-20-01	LAGERS	\$	-	\$ 63,837.00
798-20-01	Health Insurance	\$	-	\$ 58,424.40
799-20-01	Group Life Insurance	\$	-	\$ 1,912.56
893-20-01	Community Programs	\$	-	\$ 3,000.00
950-20-01	Conferences & Schools	\$	-	\$ 750.00
951-20-01	Training expenses	\$	-	\$ 500.00
952-20-01	Donation Expenses	\$	-	\$ 1.00
<b>TOTAL</b>		\$		\$ 944,714.94

ACCT #	ACCOUNT	FY 16-17 Budget	FY 15-16 Budget	FY 14-15 Budget
	<b>City Clerk's Department</b>			
709-30-01	Salaries	\$ 245,759.44	\$ 251,507.39	\$ 250,107.13
709-30-01	Salaries-Elected Officials			
720-30-01	FICA Expenses	\$ 17,854.42	\$ 18,796.70	\$ 19,133.20
721-30-01	Unemployment Compensation	\$ 7,000.00	\$ 19,240.31	\$ 5,000.00
750-30-01	Dues and subscriptions	\$ 11,000.00	\$ 10,000.00	\$ 10,000.00
762-30-01	Utilities	\$ 23,000.00	\$ 23,000.00	\$ 23,000.00
766-30-01	Postage	\$ 10,000.00	\$ 10,000.00	\$ 12,750.00
778-30-01	Election Costs	\$ 5,000.00	\$ 5,000.00	\$ 12,000.00
782-30-01	Supplies	\$ 12,000.00	\$ 12,000.00	\$ 10,000.00
786-30-01	Accounting/Data Processing	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
788-30-01	WCAMP Loss Fund	\$ -	\$ 1,000.00	\$ 2,000.00
789-30-01	Bank Charges	\$ 3,500.00	\$ 3,500.00	\$ 5,000.00
790-30-01	Consultant/temp			
791-30-01	Personnel Expenses	\$ 16,000.00	\$ 16,000.00	\$ 12,000.00
792-30-01	Bonds & Insurance	\$ 184,000.00	\$ 320,000.00	\$ 335,000.00
795-30-01	Hospitality	\$ 1,000.00	\$ 3,000.00	\$ 500.00
796-30-01	LAGERS	\$ 9,079.40	\$ 11,172.24	\$ 12,953.19
797-30-01	Wellness Program	\$ 2,500.00	\$ 4,000.00	\$ 2,000.00
798-30-01	Health Insurance	\$ 21,950.00	\$ 30,883.00	\$ 32,853.60
799-30-01	Group Life Insurance	\$ 1,950.00	\$ 1,950.00	\$ 1,912.56
804-30-01	Misc. emergency	\$ -	\$ -	\$ 1.00
850-30-01	Mileage (all departments)	\$ 500.00	\$ 500.00	
871-30-01	Progress newsletter	\$ 10,000.00	\$ 40,000.00	\$ 3,000.00
922-30-01	Advertising	\$ 5,000.00	\$ 10,000.00	\$ 7,000.00
893-30-01	Communication/website/software	\$ 30,000.00		
950-30-01	Conferences & Schools (\$750 x 9 + \$3250)	\$ 10,000.00	\$ 3,000.00	\$ 6,500.00
951-30-01	Ward funds	\$ 4,000.00		
	<b>TOTAL</b>	\$ 681,103.26	\$ 844,549.64	\$ 812,710.68

ACCT #	ACCOUNT	FY 16-17 Budget	FY 15-16 Budget	FY 14-15 Budget
	Legal Department			
709-31-01	Salary	\$ 80,000.00	\$ 33,592.80	\$ 33,672.84
720-31-01	FICA Expenses	\$ 6,120.00	\$ 2,569.85	\$ 2,575.97
788-31-01	Legal Costs	\$ 53,000.00	\$ 150,000.00	\$ 110,000.00
798-31-01	Health Insurance	\$ -	\$ -	\$ -
799-31-01	Group Life Insurance	\$ 150.00	\$ 300.00	\$ 300.12
950-31-01	Conferences & Schools	\$ 750.00	\$ 500.00	\$ 500.00
	<b>TOTAL</b>	\$ 140,020.00	\$ 186,962.65	\$ 147,048.93
	Attorney	\$ 69,000.00		
	Prosecutor	\$ 11,000.00		
	Total Salaries	\$ 80,000.00		9

ACCT #	ACCOUNT	FY 16-17 Budget	FY 15-16 Budget	FY 14-15 Budget
	Collector			
709-32-01	Salaries	\$ 138,212.00	\$ 88,819.00	\$ 85,460.65
720-32-01	FICA Expenses	\$ 10,573.22	\$ 6,794.35	\$ 6,537.74
782-32-01	Supplies	\$ 1,500.00	\$ 1,500.00	\$ 1,000.00
796-32-01	LAGERS	\$ 5,252.06	\$ 3,704.49	\$ 4,785.80
798-32-01	Health Insurance	\$ 8,280.00	\$ 7,765.00	\$ 13,770.72
799-32-01	Group Life Insurance	\$ 450.00	\$ 300.00	\$ 294.24
878-32-01	Purchase of Trash stickers	\$ 2,000.00	\$ 2,000.00	\$ 1,500.00
880-32-01	County Clerk	\$ 300.00	\$ 300.00	\$ 300.00
950-32-01	Conference & Schools	\$ 300.00	\$ 125.00	\$ 125.00
	<b>TOTAL</b>	\$ 166,867.28	\$ 111,307.84	\$ 113,774.15
	Finance Director		\$ 46,312.50	
	Accountant		\$ 49,393.00	
	Finance Clerk		\$ 32,506.50	
	part-time		\$ 10,000.00	
			\$ 138,212.00	
				<b>10</b>

ACCT #	ACCOUNT	FY 16-17 Budget	FY 15-16 Budget	FY 14-15 Budget
	<b>Department of Public Safety/Police</b>			
709-40-01	Salaries	\$ 133,989.38	\$ -	\$ 110,320.83
710-40-01	DWI <sup>ptc</sup>	\$ 1,700.00	\$ 1,200.00	\$ 750.00
720-40-01	FICA Expense	\$ 10,250.18	\$ -	\$ 8,439.54
762-40-01	Utilities	\$ 31,300.00	\$ 40,000.00	\$ 40,000.00
766-40-01	Postage	\$ -	\$ -	\$ -
768-40-01	Uniforms	\$ -	\$ -	\$ -
782-40-01	Office Supplies	\$ 2,000.00	\$ -	\$ 750.00
792-90-01	Ins loss fund, care and property)	\$ 10,000.00		
796-40-01	LAGERS	\$ 5,091.60	\$ -	\$ 2,142.98
797-90-01	Safety equip	\$ 200.00		
798-40-01	Health Insurance	\$ 14,640.00	\$ -	\$ 1,770.72
799-40-01	Group Life Insurance	\$ 450.00	\$ -	\$ 294.24
801-40-01	Police CONTRACT	\$ 3,000,000.00	\$ 3,099,834.00	\$ 3,008,908.00
805-40-01	Prisoner Expense *	\$ -	\$ -	\$ 180,000.00
850-40-01	Mileage/Parking	\$ -	\$ -	\$ -
892-40-01	REJIS *	\$ -	\$ -	\$ 6,000.00
894-40-01	Officers Training <sup>ptc</sup>	\$ 7,700.00	\$ 7,800.00	\$ 6,800.00
939-40-01	POST Training	\$ -	\$ -	\$ -
950-40-01	Conferences/Schools	\$ 1,000.00	\$ -	\$ -
	<b>TOTAL</b>	<b>\$ 3,218,321.16</b>	<b>\$ 3,148,834.00</b>	<b>\$ 3,366,176.31</b>
	<i>* costs moved to jail budget in 2015/2016</i>			
	Salaries:	Public Safety Director	\$ 51,675.00	\$ 11
		Maintenance	\$ 42,139.50	



Acct#	Account Name	FY 16-17 Budget	FY 15-16 Budget	FY 14-15 Budget
	<b>Court</b>			
709-42-01	Salaries	\$ 202,718.23	\$ 198,800.73	\$ 191,969.62
710-42-01	Court Security	\$ 18,680.00	\$ 30,000.00	\$ 8,000.00
720-42-01	FICA Expenses	\$ 15,507.94	\$ 15,208.25	\$ 14,685.67
762-42-01	Utilities	\$ 20,000.00	\$ 22,000.00	\$ 22,000.00
782-42-01	Supplies	\$ 6,500.00	\$ 5,500.00	\$ 5,000.00
788-42-01	Interim Judge	\$ 2,000.00	\$ 3,000.00	\$ 3,000.00
796-42-01	LAGERS	\$ 5,626.59	\$ 6,537.73	\$ 6,847.10
798-42-01	Health Insurance	\$ 22,440.00	\$ 22,337.00	\$ 14,656.08
799-42-01	Group Life Insurance	\$ 750.00	\$ 750.00	\$ 588.48
803-42-01	REJIS	\$ 16,000.00	\$ 22,000.00	\$ 19,000.00
807-42-01	Public Defender	\$ 3,300.00	\$ 5,000.00	
815-42-01	Prisoner Mental Health	\$ 2,000.00	\$ 3,000.00	\$ 1,200.00
872-42-01	Office Equipment lease	\$ -	\$ -	\$ -
950-42-01	Conferences/Schools *	\$ 7,200.00	\$ 8,000.00	\$ 8,500.00
	<b>TOTAL</b>	<b>\$ 322,722.76</b>	<b>\$ 342,133.71</b>	<b>\$ 295,446.95</b>
	* balance carries over			
	<b>Salaries:</b>			
	Judge	\$ 14,700.00		
	Chief Court Clerk	\$ 41,223.00		
	Court Clerk	\$ 30,244.50		
	Court Clerk	\$ 31,756.73		
	Court Clerk	\$ 30,144.00		
	part-time	\$ 36,900.00		
	additional part-time (25 hrs/6mo)	\$ 9,750.00		
	comp time	\$ 8,000.00		
	<b>TOTAL</b>	<b>\$ 202,718.23</b>		<b>12</b>



ACCT #	ACCOUNT	FY 16-17 Budget	FY 15-16 Budget	FY 14-15 Budget
	<b>Public Works Department</b>			
709-50-01	Salaries	453,439.13	\$ 450,700.93	\$ 470,869.04
710-50-01	Temporary employees	-	\$ -	-
720-50-01	FICA Expenses	34,688.08	\$ 34,478.62	\$ 36,021.48
759-50-01	Equipment rental	2,500.00	\$ 2,500.00	\$ 5,000.00
762-50-01	Utilities	20,000.00	\$ 23,000.00	\$ 26,000.00
768-50-01	Uniforms	37,000.00	\$ 20,000.00	\$ 10,000.00
782-50-01	Supplies	6,500.00	\$ 15,000.00	\$ 15,000.00
796-50-01	LAGERS	17,230.68	\$ 21,182.94	\$ 24,239.32
798-50-01	Health Insurance	73,200.00	\$ 58,800.00	\$ 82,624.32
799-50-01	Group Life Insurance	1,950.00	\$ 1,950.00	\$ 2,206.80
814-50-01	Vector control	2,000.00	\$ 2,000.00	\$ 2,000.00
896-50-01	Grass cutting	-	\$ -	-
883-50-01	Hauling and board-up	15,000.00	\$ 15,000.00	\$ 15,000.00
900-50-01	*Street lights	-	\$ -	-
950-50-01	Conferences & Schools	1,500.00	\$ 2,500.00	\$ 2,500.00
	<b>TOTAL</b>	<b>665,007.89</b>	<b>\$ 647,112.49</b>	<b>\$ 691,460.96</b>
	street lights moved to cap imp 2014/2015			
	<b>Director</b>	\$ 51,765.00		
	<b>Foreman</b>	\$ 44,942.63		
	<b>Mechanic</b>	\$ 41,164.50		
	<b>Crew leader</b>	\$ 35,880.00		
	<b>Crew leader</b>	\$ 34,186.50		
	<b>Laborers (8)</b>	\$ 245,500.50		
	<b>Total</b>	\$ 453,439.13		<b>14</b>

ACCT #	ACCOUNT	FY 15-16 budget	FY 14-15 Budget
	<b>Public Health and Lighting</b>		
814-52-01	Vector control (mosquito)	\$ -	\$ -
900-52-01	Street Lights	\$ -	\$ -
	<b>TOTAL</b>	\$ -	\$ -
	* line items moved to Public Works 2103/2014, this dept. eliminated		
			15

ACCOUNT	FY 16-17 Budget	FY 15-16 Budget	FY 14-15 Budget
<b>Special Services Department</b>			
Salaries	\$ -	\$ 189,073.91	\$ 149,189.26
Temp employee	\$ -	\$ 12,000.00	to Bldg
FICA Expense	\$ -	\$ 14,464.15	\$ 11,412.98
Dues	\$ -	\$ 100.00	\$ 100.00
Licenses and fees	\$ -	\$ 500.00	\$ 500.00
Utilities	\$ -	\$ 1,850.00	\$ 1,850.00
Supplies	\$ -	\$ 1,500.00	\$ 1,300.00
Ins Loss Fund Cars & Prop	\$ -	\$ 10,000.00	\$ 10,000.00
LAGERS	\$ -	\$ 7,241.43	\$ 6,061.40
Safety Equipment	\$ -	\$ 150.00	\$ 150.00
Health Insurance	\$ -	\$ 15,060.00	\$ 14,556.12
Group Life Insurance	\$ -	\$ 600.00	\$ 441.36
Emergency Management	\$ -	\$ 2,500.00	\$ 50.00
Publications	\$ -	\$ 500.00	\$ 500.00
Conferences	\$ -	\$ 500.00	\$ 500.00
Special projects	\$ -	\$ 30,000.00	
Grass Cutting (County & Lien Lots)	\$ -	\$ 95,000.00	\$ 75,000.00
<b>TOTAL</b>	\$ -	\$ 381,039.49	\$ 271,611.12
Salaries:			
SS-Coord (vacant)	eliminated		
SS-Admin Asst	eliminated		
Maintenance	to Public Safety		
Mechanic	to Public Safety		
bus drivers	to Recreation		
	\$ -		

**CITY OF JENNINGS**  
**POLICY ON USE OF FUNDS FROM CAPITAL IMPROVEMENT TAX**

Revenue received from the capital improvement tax will be used to purchase, operate and maintain capital improvements and assets, in accordance with Missouri law.

All money received from the tax authorized under the provisions of Section 94.577 RSMO shall be deposited in a special trust fund and used solely for capital improvements and assets, including the operation and maintenance of capital improvements and assets, for so long as the tax shall remain in effect.

A “capital asset” is defined as an asset of a long-term character that is intended to continue to be held or used, including but not limited to land, buildings, machinery, furniture and other equipment, including computer hardware and software, and vehicles.

A “capital improvement” is defined as any capital or fixed asset having an estimated economic useful life of at least two years. An improvement is defined as work that adds to the value of an asset, stops deterioration and lengthens the time it can be used, or adapts it to a different use. Examples include building, rebuilding or overlaying a street, parking lot or sidewalk, improvements to city buildings and property. All costs associated with a specific capital improvement project may be paid from capital improvement funds, including the cost of plans and specifications.

A portion of capital improvement money shall be set aside in a reserve account to cover emergency needs. This reserve shall be (increased to and then) maintained at a minimum balance of \$500,000 plus interest. Withdrawals from the reserve require advance approval by the City Council.

The remaining capital improvement funds shall be split between street repairs and other capital improvements or expenditures, as approved in the annual budget. Capital improvement expenditures for normal maintenance and operation of capital items do not require council approval. Major capital improvement projects and all purchases of major assets from capital improvement must be approved in advance by the City Council. The Mayor may approve capital expenditures of an emergency nature, such as the replacement of a furnace or air conditioner.

Revisions to this policy are subject to the approval of the Jennings City Council.

Revised 3/06, 3/10

## **Examples of expenses acceptable and not acceptable under capital improvement**

### **Relating to buildings**

*Acceptable:* all building repairs and improvements to the building (paint, carpeting, furniture, landscaping material) and costs associated with maintaining the building; purchase and maintenance of office equipment

*Not acceptable:* office supplies

### **Relating to land**

*Acceptable:* purchase of a building, demolition of a building on land owned by the city in order to improve the land, adding a new building, structure or parking lot, fencing

*Not acceptable:* grass cutting, demolition or clean up of property that does not belong to the city

### **Relating to vehicles, drivable machinery and equipment/tools:**

*Acceptable:* purchase, operation, repairs and maintenance of vehicles, machinery and equipment

*Not acceptable:* leasing or renting of equipment

### **Relating to streets:**

All costs associated with the maintenance and repair of streets and islands, including the short-term leasing of equipment necessary for the city to perform a street repair using our own laborers.

## CAPITAL IMPROVEMENT RECAP 2016/2017

Total anticipated capital improvement revenue for 2016/2017 is \$980,000.  
The Capital Improvement Fund has two sub-accounts, "Streets" and (all) "Other".  
Capital improvement revenue is generally divided evenly between the two sub-accounts.

Anticipated balance, "street" account 4/1/16	\$	630,000.00
plus half of anticipated capital improvement revenue	\$	490,000.00
less budgeted "street" expenditures	\$	816,330.00

Anticipated balance 3/31/17	\$	303,670.00
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Anticipated balance, "other" account 4/1/16	\$	500,000.00
plus half of anticipated capital improvement revenue	\$	490,000.00
less budgeted "other" expenditures	\$	547,500.00

Anticipated balance 3/31/17	\$	442,500.00
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\*Does not include capital improvement *restricted*  
emergency reserve of \$505,000 as of 4/2016



CAPITAL IMPROVEMENT 'STREET' EXPENSES 2016/2017			16/17 BUDGET	15/16 BUDGET
<b>703-50-02</b>	<b>Equipment purchases</b>			
	small tools	\$ 5,000.00		
	traffic cones	\$ 2,300.00		
	new pick up truck (\$7,500 trade in deducted)	\$ 20,500.00		
	new bobcat (\$8,000 trade in deducted)	\$ 70,000.00		
	sub total		\$ 97,800.00	\$ 5,000.00
<b>704-50-02</b>	<b>Equipment maintenance, all equipment</b>		\$ 30,400.00	\$ 25,000.00
<b>705-50-02</b>	<b>Routine street maintenance</b>			
	signs and paint	\$ 3,000.00		
	tree trimming and removal	\$ 8,000.00		
	road striping, crosswalks	\$ 7,000.00		
	pothole repair	\$ 6,000.00		
	salt, 600 tons	\$ 60,000.00		
	crack filler	\$ 7,000.00		
	small street overlays by city crews	\$ 5,000.00		
	street lights	\$ 175,000.00		
	slurry seal	\$ 4,000.00		
	sub total		\$ 275,000.00	\$ 359,500.00
<b>706-50-02</b>	<b>Major street repair</b>			
Chip & seal:	none*	\$ -		
Micro seal:	Hord	\$ 48,330.00		
	Cozens	\$ 37,800.00		
Concrete slab:	Altonwood, Westchester, Dawn Ct.	\$ 150,000.00		
Asphalt, city crew	Glade, Avis, Churchbell, Durvea	\$ 70,000.00		
Overlay	Switzer	\$ 107,000.00		
	subtotal		\$ 413,130.00	\$ 561,211.00
<b>GRAND TOTAL, STREET FUND</b>			\$ 816,330.00	\$ 950,711.00

<b>CAPITAL IMPROVEMENT</b>			
<b>"OTHER" 2016/2017</b>			
<b>line item</b>	<b>Description</b>	<b>16/17 BUDGET Amount</b>	<b>15/16 BUDGET</b>
	<u>Vehicles</u> (all depts, not PW equipment)		
757-40-02	maintenance, repair & licensing	\$ 35,000.00	\$ 50,000.00
758-40-02	gasoline	\$ 60,000.00	\$ 100,000.00
757-40-02	20% match, bus grant	\$ 15,000.00	
896-10-02	<u>Mowing of city-owned lots</u>	\$ 38,500.00	\$ 35,000.00
803-40-02	<u>Computers and office equipment</u>		
	purchase and maintenance, all departments)		\$ 35,000.00
	System upgrades	\$ 80,000.00	
	<u>Building maintenance</u>		
	(all bldgs except/park)		
756-40-02	<u>Police</u>		
	janitorial contract, entire building	\$ 31,000.00	\$ 36,000.00
	supplies	\$ 4,000.00	\$ 4,000.00
	routine repair, maintenance, landscaping	\$ 30,000.00	\$ 36,000.00
756-42-02	<u>Court</u>		
	build walls or partitions	\$ 5,000.00	\$ 5,000.00
756-45-02	<u>Jail</u>	\$ -	
756-50-02	<u>Public Works</u>		
	janitorial supplies	\$ 1,500.00	\$ 1,500.00
	routine repair & maintenance	\$ 14,500.00	\$ 2,000.00
	replace lockers	\$ 4,000.00	
	replace security cameras	\$ 13,000.00	
	install gates	\$ 17,000.00	
756-54-02	<u>Recreation/Civic Center</u>		
	janitorial contract	\$ 12,000.00	\$ 12,000.00
	routine repair, maintenance, landscaping	\$ 1,500.00	\$ 5,000.00
	Phase 2 imp/awnings, walkway & handrails		
756-35-02	<u>City Hall/other</u>		
	janitorial contract	\$ 13,000.00	\$ 15,000.00
	janitorial supplies (includes Civic Center)	\$ 2,500.00	\$ 2,500.00
	routine repairs, maintenance, landscaping	\$ 25,000.00	\$ 25,000.00
	rebuild city-owned parking lot on W. Florissant	\$ 100,000.00	\$ 100,000.00
	purchase and renovation of Bellm building	\$ 50,000.00	
	<b>TOTAL</b>	<b>\$ 547,500.00</b>	

## PARK SALES TAX BUDGET 2016/2017

Anticipated balance in park fund 4/1/16	\$	380,000.00
plus anticipated sales tax revenue for 2016/2017	\$	360,000.00
plus Municipal Park Grant reimbursement	\$	368,755.00
less budgeted expenses	\$	<u>719,185.00</u>
Anticipated fund balance 4/1/17	\$	389,570.00

### ***Breakdown of expenses by category:***

<b>702-60-07 routine maintenance, supplies and utilities, all parks</b>	\$	210,100.00
utilities \$65,000		
new equipment (Kubota) \$20,000		
lake management and stocking, minor purchases (trash cans, etc.),		
minor repairs, supplies for buildings and grounds, etc. \$125,100		
<b>710-60-07 manpower for park maintenance and security</b>	\$	96,880.00
PWrks employee March 1-Oct 31 = \$20,000 (transfer to general revenue)		
Temps - 1 @ \$19/hr x 40 hrs/wk x 36 wks = \$27,360		
2 @ \$16.50/hr x 40 hrs/wk x 36 weeks = \$47,520		
Police security - 2 officers @ \$25/hr x 4 hrs x 10 events = \$2,000		
<b>888-60-07 Recreation Dept. community events (concerts, movies, etc.)</b>	\$	23,000.00
<b>703-60-07 Major park improvements (Municipal Park Grant, Lions Park Phase II)</b>	\$	<u>389,205.00</u>
<b>TOTAL</b>	\$	719,185.00

## ECONOMIC DEVELOPMENT FUND BUDGET

2016 – 2017

<b>Balance of funds in April 1, 2016</b>	<b>\$192,353.49</b>
<b>Ending Balance as of March 31, 2016</b>	<b>\$188,686.92</b>
<b>Less proposed expenditures:</b>	
• <b>Comprehensive Plan – New</b>	<b>-\$40,000.00</b>
○ <b>New plan for the entire City</b>	
○ <b>Selection of consultants through RFP Process</b>	
○ <b>To include all printed copies</b>	
• <b>4<sup>th</sup> Ward Strategic Plan</b>	<b>-\$25,000.00</b>
• <b>General Consultant Fees</b>	<b>-\$10,000.00</b>
○ <b>On TIF, CID, &amp; PUD Projects</b>	
○ <b>For services provided by (EDR) Economic Development Resources and Gilmore and Bell</b>	
	<hr/>
<b>Anticipated Fund Balance in March 31, 2017</b>	<b>\$ 113,000.00</b>

TIF = Tax Increment Financing

CID = Community Improvement District

PUD = Planned Unit Development

## SEWER LATERAL BUDGET - 2016-2017

Anticipated Fund Balance 4/1/16	\$ 189,005.34
<i>(Includes Administrative Fee of \$3,000)</i>	
Anticipated Revenue	\$ 90,200.00
Less Anticipaed Repairs	\$ 100,000.00
<b>ANTICIPATED BALANCE 3/31/17</b>	<b>\$ 179,200.00</b>

## HOLIDAY POLICY

### *General Employees (City Hall, Recreation, Court, Corrections Lieutenants, Fire Chief, Asst. Fire Chief and Public Works Employees)*

1. New Year's Day
2. Martin Luther King Day
3. President's Day
4. Memorial Day
5. Fourth of July
6. Labor Day
7. Columbus Day
8. Veteran's Day
9. Thanksgiving Day
10. Day after Thanksgiving
11. Christmas Eve
12. Christmas Day
13. Any general or primary Election Day, or any general or special election held by and for the City that affects the entire City, or as may be directed by the Mayor and City Council.

In the event that the Holiday falls on a Saturday, the Holiday shall be observed on Friday; if the Holiday falls on Sunday, the Holiday shall be observed on Monday.

In addition, each full-time City employee shall receive \$25 (included in paycheck) for his or her birthday.

### *Correctional Officers*

All Correctional Officers of the City Correction Department, with the exception of the Lieutenants, shall be paid at the rate of \$170 per day if worked, and \$85 per day if not worked, for all of the 11 Holidays as follows:

1. New Year's Day
2. Martin Luther King Day
3. President's Day
4. Easter
5. Memorial Day
6. Fourth of July
7. Labor Day
8. Veteran's Day
9. Thanksgiving Day
10. Christmas Eve
11. Christmas Day

In the event that an employee shall be asked to work on a Holiday, and shall refuse to work, they *shall not* receive Holiday pay.

All employees of the Correctional Department shall receive \$25 (included in paycheck) for his or her birthday.

## VACATION AND PERSONAL DAYS POLICY

*Now, therefore, let it be resolved as follows:*

The following vacation schedule shall apply to all full-time employees of the City of Jennings. Vacation and Personal time may be taken in increments of fifteen (15) minutes.

<i>After 1 Year of Employment</i> (5 workdays; Fire Dept.: 3 shift days; Corrections: 40 hours)	One Week Vacation
<i>After 2 Years of Employment</i> (10 workdays; Fire Dept.: 6 shift days; Corrections: 80 hours)	Two Weeks Vacation
<i>After 5 Years of Employment</i> (15 workdays; Fire Dept.: 9 shift days; Corrections: 120 hours)	Three Weeks Vacation
<i>After 10 Years of Employment</i> (20 workdays; Fire Dept.: 12 shift days; Corrections: 160 hours)	Four Weeks Vacation
<i>After 15 Years of Employment</i> (25 workdays; Fire Dept.: 15 shift days; Corrections: 200 hours)	Five Weeks Vacation
<i>After 20 Years of Employment</i> (30 workdays; Fire Dept.: 18 shift days; Corrections: 240 hours)	Six Weeks Vacation

Employees are entitled to such vacation after the anniversary date of their employment, and shall have the 12-month period from anniversary date to next anniversary date to take their vacation. All vacation time due to an employee should be used during the year in which they are entitled to it; *however*, a maximum of five vacation days may be carried over into the next vacation year. These days *cannot* be accrued and carried over into a subsequent year.

All employees shall be permitted to take at least five days of their vacation as individual days or in 15 minute increments to be requested throughout the year.

Employees who are hired in as a department head shall be entitled to one week of vacation during their first year of employment and two weeks on their 1<sup>st</sup> anniversary date.

In addition, each full-time employee when employed by the City for 6 months shall be entitled to 1 Personal Day, which they have to use within 6 months. Each employee when employed by the City for 1 year shall be entitled to 3 additional Personal Days, which they have to use within 1 year from their anniversary date. After the first anniversary date of employment 4 personal days shall be awarded to employees at the beginning of each new Fiscal Year, April 1st. Employees are permitted to take their personal days as individual days or in 15 minute increments. Employees must use these days during the fiscal year, (4/1 – 3/31).

**Scheduling of Vacation and Personal Days is subject to the policy of each Department Head, based on the manpower requirements of each department.**

By order of the City Council of the City of Jennings, Missouri, this 25<sup>th</sup> day of October, 2004.

**GENERAL SERVICES 2016-2017**

	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>
	<b>START</b>	<b>1 YR</b>	<b>3 YR</b>	<b>5 YR</b>
<b>GS 1</b>	\$ 20,670.00	\$ 21,508.50	\$ 22,444.50	\$ 23,380.50
	\$ 795.00	\$ 827.25	\$ 863.25	\$ 899.25
	\$ 10.60	\$ 11.03	\$ 11.51	\$ 11.99
<b>GS 2</b>	\$ 21,508.50	\$ 22,444.50	\$ 23,380.50	\$ 24,394.50
	\$ 827.25	\$ 863.25	\$ 899.25	\$ 938.25
	\$ 11.03	\$ 11.51	\$ 11.99	\$ 12.51
<b>GS 3</b>	\$ 22,444.50	\$ 23,380.50	\$ 24,394.50	\$ 25,447.50
	\$ 863.25	\$ 899.25	\$ 938.25	\$ 978.75
	\$ 11.51	\$ 11.99	\$ 12.51	\$ 13.05
<b>GS 4</b>	\$ 23,380.50	\$ 24,394.50	\$ 25,447.50	\$ 26,578.50
	\$ 899.25	\$ 938.25	\$ 978.75	\$ 1,022.25
	\$ 11.99	\$ 12.51	\$ 13.05	\$ 13.63
<b>GS 5</b>	\$ 24,394.50	\$ 25,447.50	\$ 26,578.50	\$ 27,709.50
	\$ 938.25	\$ 978.75	\$ 1,022.25	\$ 1,065.75
	\$ 12.51	\$ 13.05	\$ 13.63	\$ 14.21
<b>GS 6</b>	\$ 25,447.50	\$ 26,578.50	\$ 27,709.50	\$ 28,938.00
	\$ 978.75	\$ 1,022.25	\$ 1,065.75	\$ 1,113.00
	\$ 13.05	\$ 13.63	\$ 14.21	\$ 14.84
<b>GS 7</b>	\$ 26,578.50	\$ 27,709.50	\$ 28,938.00	\$ 30,244.50
	\$ 1,022.25	\$ 1,065.75	\$ 1,113.00	\$ 1,163.25
	\$ 13.63	\$ 14.21	\$ 14.84	\$ 15.51
<b>GS 8</b>	\$ 27,709.50	\$ 28,938.00	\$ 30,244.50	\$ 31,590.00
	\$ 1,065.75	\$ 1,113.00	\$ 1,163.25	\$ 1,215.00
	\$ 14.21	\$ 14.84	\$ 15.51	\$ 16.20
<b>GS 9</b>	\$ 28,938.00	\$ 30,244.50	\$ 31,590.00	\$ 32,994.00
	\$ 1,113.00	\$ 1,163.25	\$ 1,215.00	\$ 1,269.00
	\$ 14.84	\$ 15.51	\$ 16.20	\$ 16.92
<b>GS 10</b>	\$ 30,244.50	\$ 31,590.00	\$ 32,994.00	\$ 34,515.00
	\$ 1,163.25	\$ 1,215.00	\$ 1,269.00	\$ 1,327.50
	\$ 15.51	\$ 16.20	\$ 16.92	\$ 17.70
<b>GS 11</b>	\$ 31,590.00	\$ 32,994.00	\$ 34,515.00	\$ 36,036.00
	\$ 1,215.00	\$ 1,269.00	\$ 1,327.50	\$ 1,386.00
	\$ 16.20	\$ 16.92	\$ 17.70	\$ 18.48
<b>GS 12</b>	\$ 32,994.00	\$ 34,515.00	\$ 36,036.00	\$ 37,693.50
	\$ 1,269.00	\$ 1,327.50	\$ 1,386.00	\$ 1,449.75
	\$ 16.92	\$ 17.70	\$ 18.48	\$ 19.33
<b>GS 13</b>	\$ 34,515.00	\$ 36,036.00	\$ 37,693.50	\$ 39,390.00
	\$ 1,327.50	\$ 1,386.00	\$ 1,449.75	\$ 1,515.00
	\$ 17.70	\$ 18.48	\$ 19.33	\$ 20.20



<b>GS 14</b>	\$ 36,036.00	\$ 37,693.50	\$ 39,390.00	\$ 41,223.00
	\$ 1,386.00	\$ 1,449.75	\$ 1,515.00	\$ 1,585.50
	\$ 18.48	\$ 19.33	\$ 20.20	\$ 21.14
<b>GS 15</b>	\$ 37,693.50	\$ 39,390.00	\$ 41,223.00	\$ 43,075.50
	\$ 1,449.75	\$ 1,515.00	\$ 1,585.50	\$ 1,656.75
	\$ 19.33	\$ 20.20	\$ 21.14	\$ 22.09
<b>GS 16</b>	\$ 39,390.00	\$ 41,223.00	\$ 43,075.50	\$ 45,084.00
	\$ 1,515.00	\$ 1,585.50	\$ 1,656.75	\$ 1,734.00
	\$ 20.20	\$ 21.14	\$ 22.09	\$ 23.12
<b>GS 17</b>	\$ 41,223.00	\$ 43,075.50	\$ 45,084.00	\$ 47,170.50
	\$ 1,585.50	\$ 1,656.75	\$ 1,734.00	\$ 1,814.25
	\$ 21.14	\$ 22.09	\$ 23.12	\$ 24.19
<b>GS 18</b>	\$ 43,075.50	\$ 45,084.00	\$ 47,170.50	\$ 49,393.50
	\$ 1,656.75	\$ 1,734.00	\$ 1,814.25	\$ 1,899.75
	\$ 22.09	\$ 23.12	\$ 24.19	\$ 25.33
<b>GS 19</b>	\$ 45,084.00	\$ 47,170.50	\$ 49,393.50	\$ 51,675.00
	\$ 1,734.00	\$ 1,814.25	\$ 1,899.75	\$ 1,987.50
	\$ 23.12	\$ 24.19	\$ 25.33	\$ 26.50
<b>GS 20</b>	\$ 47,170.50	\$ 49,393.50	\$ 51,675.00	\$ 54,268.50
	\$ 1,814.25	\$ 1,899.75	\$ 1,987.50	\$ 2,087.25
	\$ 24.19	\$ 25.33	\$ 26.50	\$ 27.83
<b>GS 21</b>	\$ 49,393.50	\$ 51,675.00	\$ 54,268.50	\$ 56,920.50
	\$ 1,899.75	\$ 1,987.50	\$ 2,087.25	\$ 2,189.25
	\$ 25.33	\$ 26.50	\$ 27.83	\$ 29.19
<b>GS 22</b>	\$ 51,675.00	\$ 54,268.50	\$ 56,920.50	\$ 59,553.00
	\$ 1,987.50	\$ 2,087.25	\$ 2,189.25	\$ 2,290.50
	\$ 26.50	\$ 27.83	\$ 29.19	\$ 30.54

## Trade Services 2016-2017

	C	D	E	F
	START	1 YR	3 YR	5 YR
W 1	\$ 24,277.50	\$ 25,330.50	\$ 26,403.00	\$ 27,573.00
	\$ 933.75	\$ 974.25	\$ 1,015.50	\$ 1,060.50
	\$ 12.45	\$ 12.99	\$ 13.54	\$ 14.14
W 2	\$ 25,330.50	\$ 26,403.00	\$ 27,573.00	\$ 28,801.50
	\$ 974.25	\$ 1,015.50	\$ 1,060.50	\$ 1,107.75
	\$ 12.99	\$ 13.54	\$ 14.14	\$ 14.77
W 3	\$ 26,403.00	\$ 27,573.00	\$ 28,801.50	\$ 30,108.00
	\$ 1,015.50	\$ 1,060.50	\$ 1,107.75	\$ 1,158.00
	\$ 13.54	\$ 14.14	\$ 14.77	\$ 15.44
W 4	\$ 27,573.00	\$ 28,801.50	\$ 30,108.00	\$ 31,434.00
	\$ 1,060.50	\$ 1,107.75	\$ 1,158.00	\$ 1,209.00
	\$ 14.14	\$ 14.77	\$ 15.44	\$ 16.12
W 5	\$ 28,801.50	\$ 30,108.00	\$ 31,434.00	\$ 32,818.50
	\$ 1,107.75	\$ 1,158.00	\$ 1,209.00	\$ 1,262.25
	\$ 14.77	\$ 15.44	\$ 16.12	\$ 16.83
W 6	\$ 30,108.00	\$ 31,434.00	\$ 32,818.50	\$ 34,300.50
	\$ 1,158.00	\$ 1,209.00	\$ 1,262.25	\$ 1,319.25
	\$ 15.44	\$ 16.12	\$ 16.83	\$ 17.59
W 7	\$ 31,434.00	\$ 32,818.50	\$ 34,300.50	\$ 35,880.00
	\$ 1,209.00	\$ 1,262.25	\$ 1,319.25	\$ 1,380.00
	\$ 16.12	\$ 16.83	\$ 17.59	\$ 18.40
W 8	\$ 32,818.50	\$ 34,300.50	\$ 35,880.00	\$ 37,498.50
	\$ 1,262.25	\$ 1,319.25	\$ 1,380.00	\$ 1,442.25
	\$ 16.83	\$ 17.59	\$ 18.40	\$ 19.23
W 9	\$ 34,300.50	\$ 35,880.00	\$ 37,498.50	\$ 39,195.00
	\$ 1,319.25	\$ 1,380.00	\$ 1,442.25	\$ 1,507.50
	\$ 17.59	\$ 18.40	\$ 19.23	\$ 20.10
W-10	\$ 35,880.00	\$ 37,498.50	\$ 39,195.00	\$ 40,969.50
	\$ 1,380.00	\$ 1,442.25	\$ 1,507.50	\$ 1,575.75
	\$ 18.40	\$ 19.23	\$ 20.10	\$ 21.01
W-11	\$ 37,498.50	\$ 39,195.00	\$ 40,969.50	\$ 42,802.50
	\$ 1,442.25	\$ 1,507.50	\$ 1,575.75	\$ 1,646.25
	\$ 19.23	\$ 20.10	\$ 21.01	\$ 21.95
W-12	\$ 39,195.00	\$ 40,969.50	\$ 42,802.50	\$ 44,733.00
	\$ 1,507.50	\$ 1,575.75	\$ 1,646.25	\$ 1,720.50
	\$ 20.10	\$ 21.01	\$ 21.95	\$ 22.94
W-13	\$ 40,969.50	\$ 42,802.50	\$ 44,733.00	\$ 46,761.00
	\$ 1,575.75	\$ 1,646.25	\$ 1,720.50	\$ 1,798.50
	\$ 21.01	\$ 21.95	\$ 22.94	\$ 23.98
W-14	\$ 42,802.50	\$ 44,733.00	\$ 46,761.00	\$ 48,828.00
	\$ 1,646.25	\$ 1,720.50	\$ 1,798.50	\$ 1,878.00
	\$ 21.95	\$ 22.94	\$ 23.98	\$ 25.04
W-15	\$ 44,733.00	\$ 46,761.00	\$ 48,828.00	\$ 51,031.50
	\$ 1,720.50	\$ 1,798.50	\$ 1,878.00	\$ 1,962.75
	\$ 22.94	\$ 23.98	\$ 25.04	\$ 26.17

## Corrections 2016-2017

84 hrs

	C START		D 1 YR		E 3 YR		F 5 YR	
<b>C 6</b>	\$	27,234.48	\$	28,435.68	\$	29,680.56	\$	30,969.12
	\$	1,047.48	\$	1,093.68	\$	1,141.56	\$	1,191.12
	\$	12.47	\$	13.02	\$	13.59	\$	14.18
<b>C 7</b>	\$	28,435.68	\$	29,680.56	\$	30,969.12	\$	32,345.04
	\$	1,093.68	\$	1,141.56	\$	1,191.12	\$	1,244.04
	\$	13.02	\$	13.59	\$	14.18	\$	14.81
<b>C 8</b>	\$	29,680.56	\$	30,969.12	\$	32,345.04	\$	33,830.16
	\$	1,141.56	\$	1,191.12	\$	1,244.04	\$	1,301.16
	\$	13.59	\$	14.18	\$	14.81	\$	15.49
<b>C 9</b>	\$	30,969.12	\$	32,345.04	\$	33,830.16	\$	35,337.12
	\$	1,191.12	\$	1,244.04	\$	1,301.16	\$	1,359.12
	\$	14.18	\$	14.81	\$	15.49	\$	16.18
<b>C 10</b>	\$	32,345.04	\$	33,830.16	\$	35,337.12	\$	36,887.76
	\$	1,244.04	\$	1,301.16	\$	1,359.12	\$	1,418.76
	\$	14.81	\$	15.49	\$	16.18	\$	16.89
<b>C 11</b>	\$	33,830.16	\$	35,337.12	\$	36,887.76	\$	38,591.28
	\$	1,301.16	\$	1,359.12	\$	1,418.76	\$	1,484.28
	\$	15.49	\$	16.18	\$	16.89	\$	17.67
<b>C 12</b>	\$	35,337.12	\$	36,887.76	\$	38,591.28	\$	40,338.48
	\$	1,359.12	\$	1,418.76	\$	1,484.28	\$	1,551.48
	\$	16.18	\$	16.89	\$	17.67	\$	18.47
<b>C 13</b>	\$	36,887.76	\$	38,591.28	\$	40,338.48	\$	42,194.88
	\$	1,418.76	\$	1,484.28	\$	1,551.48	\$	1,622.88
	\$	16.89	\$	17.67	\$	18.47	\$	19.32
<b>C 14</b>	\$	38,591.28	\$	40,338.48	\$	42,194.88	\$	44,094.96
	\$	1,484.28	\$	1,551.48	\$	1,622.88	\$	1,695.96
	\$	17.67	\$	18.47	\$	19.32	\$	20.19
<b>C 15</b>	\$	40,338.48	\$	42,194.88	\$	44,094.96	\$	46,147.92
	\$	1,551.48	\$	1,622.88	\$	1,695.96	\$	1,774.92
	\$	18.47	\$	19.32	\$	20.19	\$	21.13
<b>C 16</b>	\$	42,194.88	\$	44,094.96	\$	46,147.92	\$	48,244.56
	\$	1,622.88	\$	1,695.96	\$	1,774.92	\$	1,855.56
	\$	19.32	\$	20.19	\$	21.13	\$	22.09
<b>C 17</b>	\$	44,094.96	\$	46,147.92	\$	48,244.56	\$	50,494.08
	\$	1,695.96	\$	1,774.92	\$	1,855.56	\$	1,942.08
	\$	20.19	\$	21.13	\$	22.09	\$	23.12
<b>C 18</b>	\$	46,147.92	\$	48,244.56	\$	50,494.08	\$	52,830.96
	\$	1,774.92	\$	1,855.56	\$	1,942.08	\$	2,031.96
	\$	21.13	\$	22.09	\$	23.12	\$	24.19