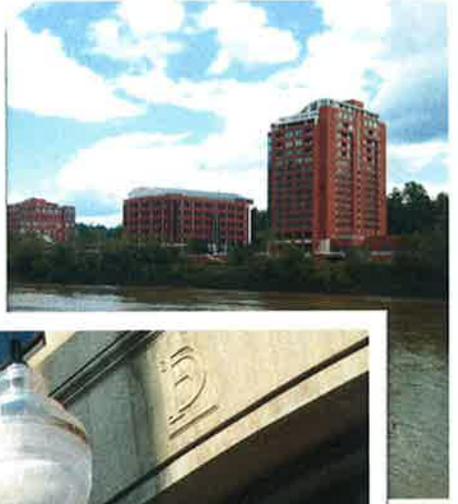




CITY OF MORGANTOWN,
WEST VIRGINIA
FISCAL YEAR 2012-2013
ADOPTED ANNUAL BUDGET



February 21, 2012

The Honorable Mayor James "Jim" Manilla and City Council
City of Morgantown
389 Spruce Street, Morgantown Municipal Building
Morgantown, West Virginia 26505

Re: Fiscal Year 2013 Budget Letter of Transmittal

Dear Mayor Manilla and City Councilors:

I am pleased to submit for your review and consideration, the Fiscal Year 2013 Proposed Budget, in compliance with provisions of the Morgantown City Charter and State of West Virginia Statutes. The budget recommends a slight decrease in the operating tax rate from the current fiscal year. This is possible as a result of an increase in property values (per review and analysis directed by the Monongalia County Assessor) during the current fiscal year, as well as implementation of conservative budgeting practices in all city departments. Property values have generally experienced moderate increases over the past ten years, whereas this year, residential property values increased 8.10%. Recommended General Fund expenditures continue to reflect the implementation of substantive efficiencies in municipal operations. For the Fiscal Year 2013 Proposed Budget, Ad Valorem taxes represents 14.59% of total General Fund proposed revenue budget estimates.

Residential Tax Rates

<u>Millage Category</u>	<u>FY 2012 Current Millage</u>	<u>FY 2013 Recommended Millage</u>	<u>Percent Increase</u>
City Rate per \$100 of Assessed Value			
Class I	\$.125	\$.125	0%
Class II	\$.25	\$.25	
Class IV	\$.50	\$.50	0%
Value of Property Tax	\$3,461,000	\$3,525,573	1.87%

The recommendation to decrease the municipal property tax rate will not, however, result in a reduction in the delivery of quality services, projects and programs to our residents.

The City of Morgantown will continue to communicate and outline ambitious goals articulated by City Council, administration, and various boards and

committees, many of which were outlined during the course of numerous meetings, discussions and presentations provided publicly during the past year.

The City Council and administration continues to work diligently to develop an identity and character that is distinctively Morgantown, consistent with its status as a growth-oriented major university community. The proposed budget being prepared for City Council's review and consideration also offers focus regarding expectations for effective and realistic capital improvement planning and programming, infrastructure improvement scheduling, and the tenants of the recently directed revised comprehensive planning processes in conjunction with the Greater Morgantown Metropolitan Planning Organization, Monongalia County and the Town of Star City.

During my first year of service as city manager, I was not only able to assess the state of the organization, but was able to ascertain neighborhood issues and challenges as well. I have frequently visited numerous work facilities; I met employees of all operating departments; presented at various neighborhood and business associations throughout the community; and conducted physical tours of both residential and business districts of the City. I've found that stakeholders from all sectors expressed enthusiasm for the Office of the City Manager's sincere interest and attention to review and respond to their concerns, as such represents a priority and focus for this administration.

An environment which allows new ideas to be considered that previously would have been rejected as being off the "radar scope" is what both the Office of the City Manager and City of Morgantown departments aim to establish. The most fundamental choice we make is to create a future of our own vision. We therefore have an image of what we wish to achieve and the kind of organization we wish to create and operate, and we must respond in ways that we believe are in pursuit of creating a bright future. The vision for Morgantown as a community is just as important as our vision for the city organization. Our vision must therefore represent a deep expression of where we wish to go. The focus of the City's vision should be on a desired future, where circumstances have improved, and is therefore better than the current environment. As such, this budget embraces the following highlights for Morgantown, as we move towards the next fiscal year.

BUDGET HIGHLIGHTS

A review of the Fiscal Year 2012 City of Morgantown Approved Annual Budget profile and descriptive information section confirms that a budget is also a planning document, recommending the allocation of resources that will tremendously assist an organization in accomplishing its vision. Over 91% of the budget tasks outlined in the highlighted section of the current budget have been accomplished with still four months remaining in the fiscal year. The Fiscal Year

2013 Proposed Budget therefore directs all operating departments and divisions of the city to incorporate performance measurements, indicators, goals and objectives - in an effort to further advance this practice throughout the organization. Such additional data and information will further confirm the need to not depart from the current direction accordingly, as we will stay on track by engaging the following programs, projects and activities:

- Continue partnership, progress, and direction necessary to finalize the recently initiated West Virginia National Guard Readiness Center at Morgantown Municipal Airport;
- Continue partnership with the Monongalia County Development Authority to expand infrastructure to support development of the future Morgantown Municipal Airport Industrial Park;
- Review and analyze considerations regarding the future of the Woodburn School property, via expanded intergovernmental relationships with the Monongalia County School District;
- Execute partnerships with the West Virginia Division of Highways concerning infrastructure and lighting improvements in the “Hogback Turn” vicinity, as well as related future truck re-routing considerations;
- Continue partnership with the Monongalia County Board of Health to implement and administer the recently authorized countywide Clean Indoor Air Act;
- Continue expanding “town and gown” relationships with West Virginia University to direct partnerships ranging from community and economic development and redevelopment projects and initiatives, as well as resolving housing and parking challenges;
- Secure approval of new franchise agreement with Allied Waste – to govern enhanced standards and more proactive approaches for solid waste management and recycling activities known as the “Clean Community Concept”;
- Continue effective implementation of tax increment financing policies for existing districts, including private sector investments and capital improvements the Riverfront, Falling Run and Sunnyside Districts;

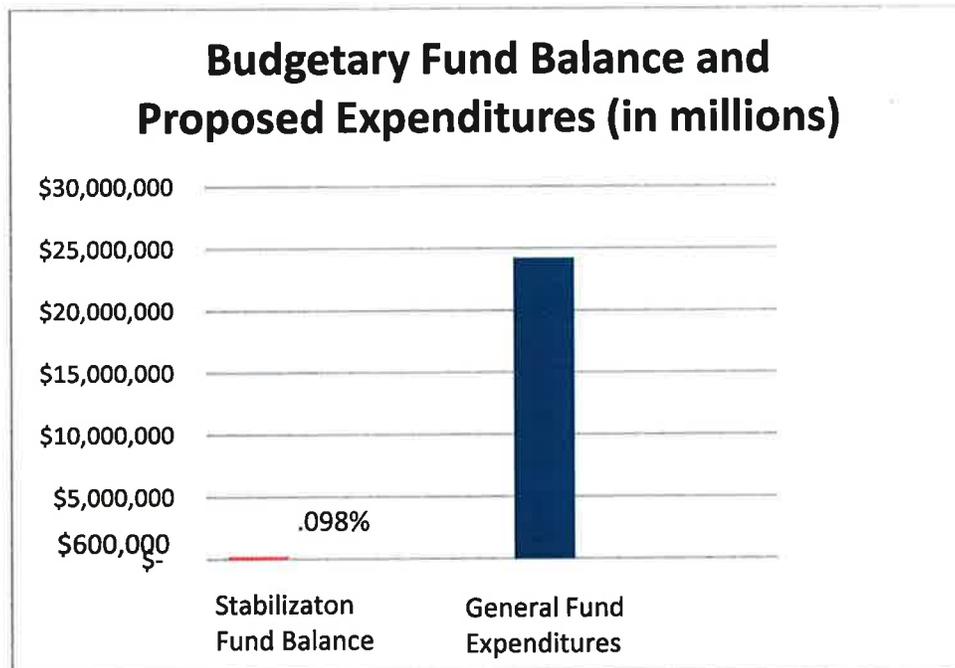
- Continue efforts to expand effective implementation of citywide street and other roadway infrastructure improvement programs;
- Finalize memorandum of understanding with the West Virginia Division of Highways to achieve a more responsive environment for maintenance activities on state roads located in the Morgantown Corporate Limits;
- Continue comprehensive efforts to abate and prevent graffiti and other acts of vandalism in both residential neighborhoods and commercial/industrial districts;
- Continue to support Morgantown Utility Board's efforts to manage and expand utilities and stormwater improvements in an effort to address both aging infrastructure and the needs in growth oriented areas of Morgantown;
- Initiate new partnerships and projects with the Monongalia County Development Authority to promote and expand Morgantown's economic bases via the implementation of various business attraction, expansion, and retention efforts;
- Continue partnerships and collaborative efforts with the Fairmont/Morgantown Housing Authority to expand the availability and affordability of workforce housing.

COMPARATIVE AND TREND ANALYSIS

General Fund expenditures per capita in the City of Morgantown for the last several fiscal years have increased by \$21 in real dollars. For instance, in 2011, General Fund expenditures were \$794 per capita. In Fiscal Year 2013, they are expected to be \$815 in comparative real dollars. Attributable factors to this effect include increased personnel cost due to the long standing practice of executing annual across the board increases for all employees, as well as general increases in the costs associated with operations, notably, utilities and fuel.

The allocation of expenditures by function is therefore worthy of review and consideration. For instance, approximately 58% of general fund expenditures finance public safety services, indicative of an increase in funding for this purpose during the past several fiscal years. The Fiscal Year 2013 Proposed Budget continues to therefore offer some long term focus relative to funding for police and fire rescue services, as well as for facility repair, infrastructure

improvements, as well as a structured fleet replacement schedule – much of which continues to be necessary due to age and neglect. The application of this practice will therefore also yield operating efficiencies, as identified by the acquisition of relevant equipment.



**City of Morgantown
General Fund
Expenditures per Capita
Previous Five Fiscal Years (including FY 2012 Projected)**

<u>Item</u>	<u>Actual FY 2009</u>	<u>Actual FY 2010</u>	<u>Actual FY 2011</u>	<u>Projected FY 2012</u>	<u>Proposed FY 2013</u>
General Fund Expenditures (Current)	\$834	\$771	\$759	\$794	\$815

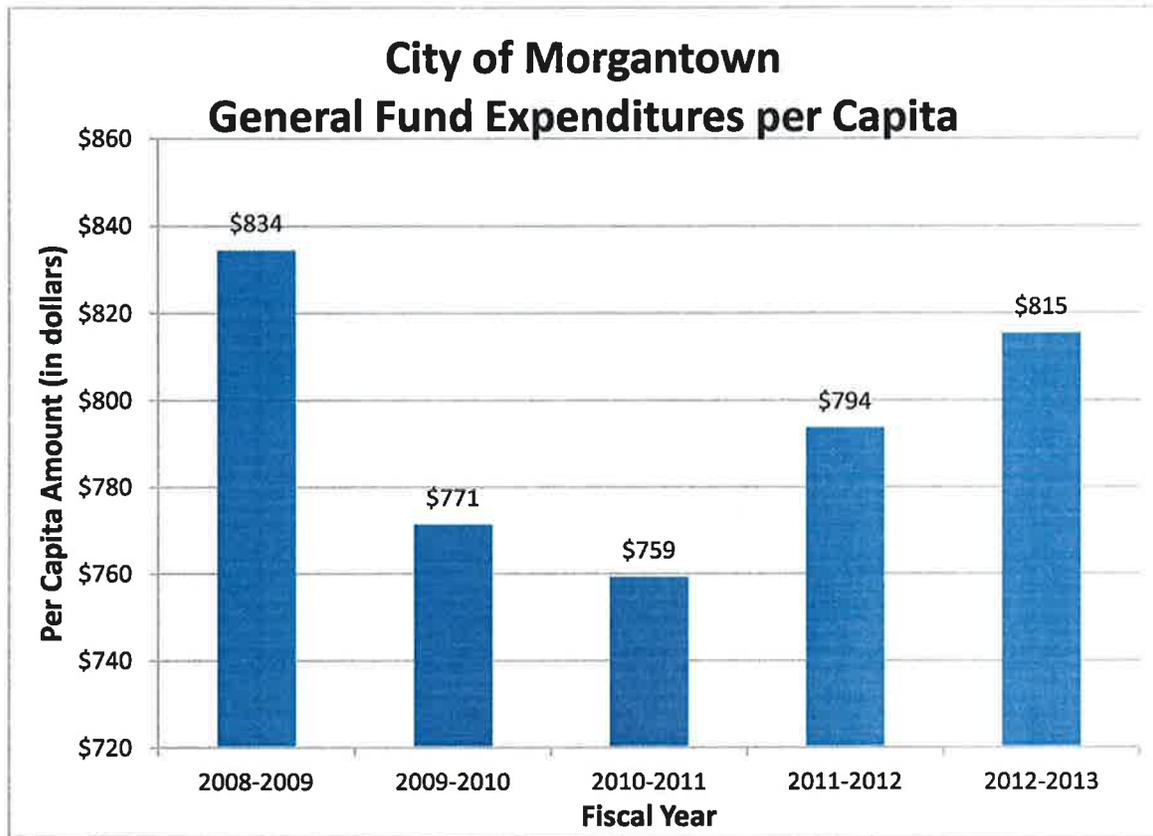
Revenue forecasts and analysis for the City of Morgantown reflect an effort to reduce dependency on property taxes to finance both operations and project implementation activities. Through various cost efficiency initiatives and ancillary funding procurement efforts such as applying for state and federal grants and appropriations, low interest financing, and bond refinancing activities, successful

implementation of both recently initiated and existing projects continues to be possible – despite aforementioned fiscal conservative oriented practices and the current state of flat revenues resulting from a recent slowdown in economic activity.

A second important consideration involves strict attention to the costs of personnel services in recent years. Respective analysis and organizational structuring in various departments during the past year will likewise enable this administration to budget for capital outlay replacement, as well as to secure equipment that will ultimately assist both field and public safety crews more productively and responsively.

A significant factor necessary for continued examination by this administration annually is the number of full time employees for every thousand of population. Given the levels of services provided by the City of Morgantown, as well as partnerships enjoyed with numerous external organizations, I remain confident that our community compares quite favorably with other small to medium sized Mid-Atlantic and Southeast United States university communities. However, I must continue to caution when employing such benchmarking techniques and measurements, since several services and functions are financed by enterprise funds and sources other than general fund proceeds. For instance, the City of Morgantown continues to finance water, wastewater and stormwater infrastructure improvements via the Morgantown Utility Board. Additionally, various state and federal grants and appropriations continue to tremendously offset costs associated with various programs administered by the Office of the City Manager to benefit the community interdepartmentally.

The graph below illustrates Financial Stabilization/Rainy Day Fund availability as a percentage of General Fund Expenditures proposed for June 30, 2012. This presentation reflects the need for the City of Morgantown to encourage and prioritize maintenance of a healthy balance for this purpose, consistent with requirements of West Virginia Statutes, and recommendations of the Government Finance Officers Association. Commitments to this effect on an annual basis will therefore help tremendously to demonstrate both financial stability and execution of sound fiscal policy for our community.

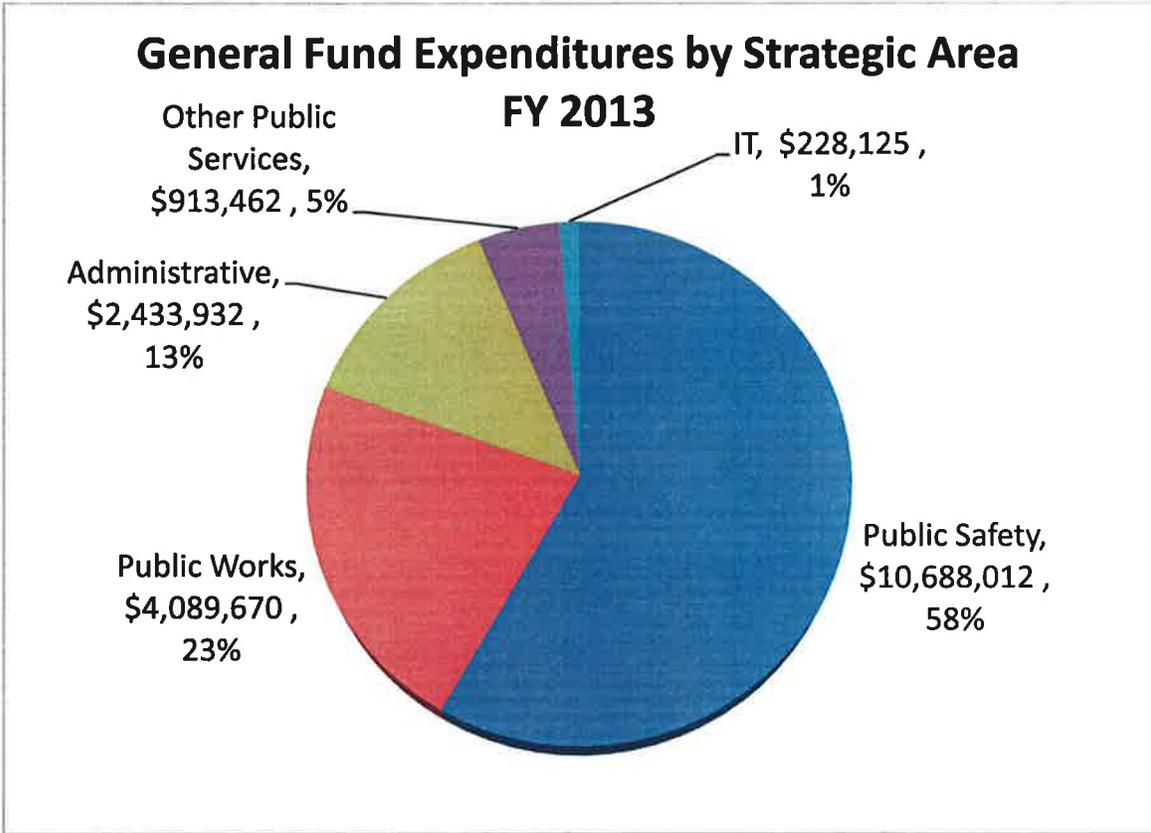


City of Morgantown

General Government Expenditures by Function

For the Fiscal Years 2009, 2010, 2011, 2012 Amended and 2013 Proposed Budget

	Budget FY 2009	Budget FY 2010	Budget FY 2011	Projected FY 2012	Proposed FY 2013
General Government					
Public Safety	\$9,379,047	\$9,635,936	\$10,313,481	\$10,416,459	\$10,688,012
Public Works	\$4,462,583	\$4,716,486	\$4,839,660	\$ 4,962,472	\$4,089,670
Administration	\$1,775,968	\$1,840,339	\$2,348,315	\$ 2,387,062	\$2,433,932
BOPARC	\$1,025,621	\$1,033,270	\$1,057,686	\$ 1,071,000	\$1,263,203
Development Services	\$ 946,556	\$1,025,192	\$ 1,102,986	\$ 1,031,924	1,151,275
Debt Services & Other Transfer	\$ 4,219,559	\$2,325,283	\$2,855,293	\$ 3,154,918	\$3,631,169



BUDGET BY FUNCTION

Planning and Development Services

Morgantown is approaching a point in its development evolution where the current boundaries will represent areas of the community that encompass a build out rate of nearly 90%. Both the city and the Morgantown Metropolitan Statistical Area will continue to grow and develop in areas where properties are presently vacant resulting from either preexisting conditions, annexations from developable unincorporated areas (e.g., the Walmart Four H Camp Road vicinity), as well as desirable rezoning activities. Despite this trend, many areas of the community with existing older residential and commercial structures will be replaced with new facilities in response to both market demands, new technology, and activities driven by the West Virginia University Evansdale Redevelopment Plan. In the past, Morgantown has planned in a regulatory, process oriented fashion. Direction is therefore being offered to the Department of Development Services that enables more proactive planning and growth management practices; short-term, via the incorporation of streamlined processes for redevelopment and revitalization processes; long-term, via the finalization of the recently directed, updated comprehensive planning exercise, in collaboration with the Greater Morgantown Metropolitan Planning Organization, Monongalia County and the Town of Star City. The newly updated Morgantown Comprehensive Plan, to be

presented for City Council review and consideration later in Fiscal Year 2013, will not only yield a clearer vision for approaching business district and residential neighborhood issues and adverse conditions. It will also create an environment to more effectively engage planning activities to support considerations for desirable redevelopment and revitalization, such as those to be realized in the downtown area, distinctly in each neighborhood citywide, and in the general areas of each campus of West Virginia University. Additionally, finalization of zoning considerations necessary to govern Marcellus Shale drilling, exploration, and excavation activities are to be presented by Director of Development Services Christopher Fletcher in the coming weeks – availing opportunities for both related growth management and environmental assurances in the Morgantown Corporate Limits.

The Department of Development Services will also continue to work with various departments and external agencies to help direct various community and economic development initiatives. Notable examples to this effect include considerations for public-private partnerships involving the Monongalia County Development Authority, as well as marketing efforts for the future Morgantown Municipal Airport Industrial Park. Direction will also be provided to assist revitalization efforts in the Sunnyside Neighborhood, as well as those to support infill residential and commercial development opportunities citywide. Resulting policies being incorporated into the department's goals and objectives will therefore serve as a guide to continue business development, recruitment, and expansion activities that will complement service increases in residential activities presently being experienced in Morgantown. In addition, substantive economic development related accomplishments will help ensure long term economic sufficiency throughout the community.

Properties and Natural Resources

As reported last year, city administration began a synergy building process relative to outlining needs for future municipal structures, as well as revisiting the prospect of facilities having been discussed throughout the community for a number of years. A notable consideration to this effect involves the continued feasibility for a new city hall facility. Recognizing the age and deteriorated state of the existing Morgantown Municipal Building some years ago, a building fund was established to begin financing development and construction accordingly. However, given more pressing commitments for Morgantown Municipal Airport related infrastructure improvements, funds were reallocated to meet said priorities. Nevertheless, as it is becoming more expensive to maintain and operate the Morgantown Municipal Building - as evidenced in a recent structural assessment of various fixtures and components of the facility that concluded that a major roof replacement will soon become necessary, direction to proceed with planning for a new building for day-to-day operations continues to have merit.

For the current fiscal year, financial resources were committed to support a spatial analysis exercise to determine applicable square footage requirements, as well as to commission conceptual design services. It is therefore anticipated that a presentation of considerations to City Council will be made so as to enable direction accordingly. Despite land availability at the parking lot parcel located immediately north of the Morgantown Public Safety Building previously designated to support a new city hall, the aforementioned study is being coordinated to include options for renovating an existing facility as well. Soon after the completion of these exercises, suggestions regarding specific project management and implementation practices (e.g., guaranteed maximum pricing; construction management and risk) and revenue and expenditure financing, will be offered for City Council review and consideration.

In addition to addressing challenges and opportunities associated with municipal buildings, city administration will continue efforts with the Morgantown Board of Parks and Recreation (BOPARC) to advance acquisition of new park equipment, and enhancements to existing and newly acquired property for park facilities. During the course of four years, approximately \$4,453,386 has been spent via partnership with BOPARC to implement various improvements to this effect. With commitments to further develop and outline goals and objectives respectively, additional plans to expand recreational opportunities and related capital improvement programming will continue in Fiscal Year 2013 – including consideration regarding new park development at the soon to be vacated Woodburn School property, as well as the privately owned Mayfield Park parcel located in the Jerome Park Neighborhood. As direction to acquire Mayfield Park was offered a few years ago, city administration continues to finalize arrangements with both the United States Department of the Interior Land and Water Conservation Fund and State of West Virginia to secure and administer federal grant resources necessary to complete the property transaction. The Office of the City Manager therefore remains confident that such will be achieved in Fiscal Year 2013.

Community Safety

As Chief Edward Preston stated to me soon after his selection to lead the Morgantown Police Department (MPD) a year ago, our community enjoys a relatively low level of criminal activity, especially in comparison to other university communities that he has had an opportunity to observe during the course of his law enforcement career to date. Such assessments continue to therefore trigger questions as to how does such local trends and services compare with the rest of the United States. For instance, the clearance rate for violent crime nationally in 2010 was 64.8% while in Morgantown, it was 100%. With MPD having an

authorized strength of 67 sworn officers and 11 support staff, both city and police administration will have to continue efficient practices necessary to foster low crime rates as desired. Interestingly, in 2011, MPD received 40,900 calls for service and made 1,047 arrests. Such was the case in the Special Services Unit; Street Crime Unit; Detective Division; the Monongalia Valley Drug and Violent Crimes Task Force; and the Operations/Patrol Division. However, as the majority of local crime continues to be influenced in some way by alcohol and drug abuse and misuse, MPD continues to rely on its partnership with the Governor's Highway Safety Program to help fund related roadway enforcement efforts. In recent years for example, support to this effect helped the City of Morgantown to purchase the community's first ever prisoner transport van, which has since been deployed to help patrol the rails to trails system and other nearby areas. In 2010, MPD also reactivated its bicycle patrol during both spring and summer months. As this practice proved to be successful and popular in areas where heavy pedestrian traffic is obvious, direction is being offered to continue this arrangement in Fiscal Year 2013, to include the possibility of expanding the number of officers assigned to the program. Finally, with the recent hiring of three additional officers during the current fiscal year via a United States Department of Justice Community Oriented Policing Services Hiring Recovery Program Grant, expansion of related efforts will continue to become integral to the evaluation, performance, and effectiveness law enforcement in Morgantown.

During the current fiscal year, the City of Morgantown and MPD initiated a new agreement with the Monongalia County School District (MCSD) to reestablish a school resources officer program based at Morgantown High School. This arrangement is consistent with the goal of making schools safer environments, one of the principle tenets of community oriented policing in cities nationwide. As this function is governed by a multiple year agreement, Fiscal Year 2013 will include resources from MCSD to continue this service. Additional goals and objectives for MPD in Fiscal Year 2013 include hiring new police officers resulting from both retirements and expansion of the force via additional grant awards from the United States Department of Justice; continue to expand training opportunities necessary to effectively respond to events and incidents typically experienced in a growth-oriented, university community; further expand DUI and underage alcohol enforcement; execute collaborative efforts with other area law enforcement agencies to combat and reduce drug trafficking in the Morgantown area; and enhance the presence of MPD officers throughout the downtown vicinity - to target crimes against property and individuals, as well as to foster a secure environment during periods of heavy pedestrian activity. Finally, as the current fiscal year yielded additional momentum to work with neighborhood associations to actively partner with MPD and other entities to implement additional community oriented policing practices, direction to continue efforts to this effect will be provided in Fiscal Year 2013 – to include necessary alignment of existing resources and respective coordinating activities.

In 2011, the City of Morgantown completed an Insurance Service Organization (ISO), review, analysis, and update exercise to help determine various structural and overall safety measures necessary for our community to further support guidelines relative to optimal response time during emergency situations. As such, after having had an opportunity to review the assessment tool several months after my arrival, the Office of the City Manager is offering direction to implement resulting suggestions necessary to maintain its relatively high ISO rating. This includes the purchase of a new engine to support and augment Morgantown Fire Department (MFD) operations and services. In addition, necessary equipment purchases are critical relative to the success of the City of Morgantown maintaining its sound ISO position. As such, recommendations regarding short and long-term capital improvement resource purchases and programming to help empower MFD accordingly will continue to be provided in Fiscal Year 2013 – for effective coverage to continue in the coming years as well, via both methodical and cost effective practices.

As the MFD Suppression Division responded to yet another large number of incidents in 2011, a commitment of resources to direct responsive action remains a priority focus for Fiscal Year 2013. For instance, MFD was deployed to 2,815 various fire and emergency service events. This represents a 2.6% from the previous year. While the majority of calls were rescue and emergency medical service oriented, increase in call volume were also noted for structural fires, hazardous conditions where fire was not involved and general service calls. Additional activities continued to be experienced in the Fire Marshal's Division, specifically, and increase in the number of plan reviews and inspections. However, thanks to successful collaborative efforts with West Virginia University, Sunnyside Up and other community partners, only a minor increase in malicious burning activities was experienced citywide, as a total of 176 events having occurred in 2011, up 4% from the 2010 figure of 168. Much of this increase was due to the fires that occurred in conjunction with the death of Osama Bin Laden in the spring of 2011.

Finally, both MPD and MFD will continue to engage a myriad of other activities deemed essential relative to continued and effective community safety priorities. These efforts include working with various department and external agencies to administer and update emergency operations planning procedures, as well as to maintain the capability of the City to prepare, respond, recover, and mitigate the effects of natural and/or man-made disasters.

Transportation and Roadway Infrastructure

With the development of a formal capital improvement program now being an integral part of the proposed budget process, direction is being offer to program

street paving scheduling and prioritization during a multiple year timeframe. As financial resources between both the current fiscal year and via budget projections for 2012-2013 yields approximately \$364,000 for this purpose for the upcoming season – to include development of Americans With Disabilities related enhancements in areas deemed necessary. Additionally, the continuation of curb design sidewalk installation, and enhanced public right-of-ways for more attractive public landscape features and other pedestrian friendly features are to be coordinated by the Department of Public Works and Engineering, West Virginia Division of Highways, Urban Landscaping, and BOPARC. Specific projects to be implemented this effect In Fiscal Year 2013 include the Downtown/High Street Phase V Streetscape Project and the lighting design to create a more pedestrian oriented environment in the “Hogback Turn” vicinity of State Route 7.

As the City of Morgantown has consistently committed financial support and partnership to help finance operations and expand route service for the community’s Mountain Line Public Transit System, additional considerations are be made for ridership expansion. Additional considerations to this effect, including possible adjustments to hours of operation on specific routes, are to therefore be shared by Executive Director David Bruffy in Fiscal Year 2013. Although execution of additional services will not be immediately realized, analysis and realistic options will become available for review and consideration publicly. Meanwhile, transport schedules involving public bus service via existing routes year round, Monday through Friday, 6:00 a.m. to 6:00 p.m., with special student night-time routes from 6:00 p.m. to 2:50 a.m. on Thursdays, Fridays, and Saturdays during WVU semesters, will remain available.

Airport Management

The current fiscal year saw the initiation of development and construction of the West Virginia National Guard Readiness Center at Morgantown Municipal Airport (MGW). Scheduled for completion in late Spring 2013, the \$22 million facility will serve as a training center for service people – also resulting from the consolidation of other military operations statewide. The presence of this environment therefore will expand the scope of economic development activity, to include related industries, as well as suitable infrastructure for additional aircraft activity anticipated as a result. Additionally, given the fact that the Readiness Center will be located adjacent to the future MGW Industrial Park, this project will likely serve as a necessary catalyst to initiate additional private sector investment at this location.

As Morgantown continues to enjoy additional commercial aircraft activity and demand for service, via both residents and visitors, as well as various activities

and functions driven by West Virginia University, city administration is being directed to work more assertively with our state and federal legislative delegation to secure funding for necessary infrastructure improvements. This includes support for the decades long visions of extending Runway 18/36 – to accommodate larger aircraft, aforementioned flight demands, the noted military presence from the Readiness Center, and now, WVU's participation in Big 12 Conference intercollegiate athletics. All efforts outlined are to be achieved via additional partnership with the Monongalia County Development Authority, as well as maintaining eligibility for participation in Federal Aviation Administration Essential Air Service Program – the initiative enacted by the United States Department of Transportation in 1978 that provides resources airlines to serve communities across the country that otherwise would not receive any scheduled air service. As MGW's current rate commitment to this effect is scheduled to expire on July 31, 2012, direction is being offered to secure extension and continued participation for the next several years.

Utility Management

With additional authorizations in the current fiscal year by City Council to direct municipal revenue bonds to finance a series of water, wastewater, and stormwater infrastructure, distribution, and systems improvements, as well as applicable coordination with the Department of Public Works and Engineering and the West Virginia Division of Highways, the Morgantown Utility Board (MUB) will continue leadership and direction as noted in Fiscal Year 2013. Overall improvements will include extensions, additions and enhancements to the water portion of existing public combined waterworks, sewerage, and stormwater system throughout Morgantown citywide, as well as the extension of water distribution lines and construction of a water storage tank to service the Whispering Woods Subdivision and adjacent areas. This efforts will not only strengthen service reliability, but also, increase system capacity and environmental water and air quality. An additional benefit to this effect involves the reduction of discharges of combined sewer outflows, likewise improving overall quality. Such will also remain the case as a result of the recent installation of odor control facilities throughout specific locations of the MUB system, including 36 inch and 18 inch force mains from the Deckers Creek Pumping Station to the existing wastewater treatment plant. These projects likewise represent the continuation of a series of enhancements to applicable facilities and infrastructure throughout the Morgantown Corporate Limits and the MUB service area, in anticipation and preparation for future growth and redevelopment activities respectively as well.

Intergovernmental Relations

In addition to the aforementioned direction regarding necessary state and federal legislative delegation engagement concerning MGW's bright future, the current fiscal year was very productive in terms of intergovernmental relations involving the City of Morgantown. Typically, the primary purpose of applicable exercises is to secure and administer grants and special project appropriations, whereby a total of 18 separate grants, totaling \$517,000 are presently being administered, necessary to direct projects such as the Morgantown Market Place, Metropolitan Theater Improvements, and supporting local agencies like the Mountaineer Boys and Girls Club, Bartlett House, WV Botanic Garden, and WV Senior Legal Aid. However, efforts to expand intergovernmental relationships have recently expanded beyond this scope, as evidenced in the recent authorization of a new countywide clean indoor air ordinance. Effective March 9, 2012, all enclosed public spaces within the geographical boundaries of Monongalia County will be prohibited from smoking in most public spaces, including all means of public transit, retail stores, restaurants, private clubs, bars, public assembly areas, all portions of public health facilities and enclosed shopping malls. As a result of collaborative efforts involving leadership from both the Monongalia County Board of Health and the Office of the City Manager throughout the second half of 2011 concerning this issue, a unified environment was successfully achieved. Many in the community therefore consider this accomplishment to be a reflection of other positive intergovernmental relationship outcomes in the future.

Effective intergovernmental relationship building is also being experienced with the State of West Virginia, specifically, relative to infrastructure improvements and enhancements having been desired in our community for quite some time now. As direction was officer during a meeting last month with leadership from the Division of Highways to coordinate with local district staff members to initiate both design and American With Disabilities Act (ADA) accessibility assessment to support the recently directed State Route 7 Improvement Program from the "Hogback Turn" to Walnut Street, the Department of Public Works and Engineering is being directed to assist applicable tasks and exercises. This effort will now include possible plans to designate West Virginia Route 857 as a preferred thoroughfare for truck traffic. Additionally, lighting enhancements involving both vegetation pruning and more light fixtures on existing utility poles in the vicinity are being affirmatively considered.

Overall, Fiscal Year 2013 will continue to be busy in terms of engaging activities with Monongalia County, the Monongalia County School District, the State of West Virginia, and the United States Government to seek support and compromise for the City of Morgantown's position on various policy decisions, special projects, and capital improvement initiatives. City administration will therefore continue to build on the success record achieved during the past year with noted entities for additional assistance relative to the procurement of

necessary grants and appropriations; to assist and expand aforementioned efforts; as well as to engage support from other levels to deliver services and expand programs. Strong intergovernmental relations will continuously be essential to position Morgantown in the leadership role it must take to improve the quality of life for its residents, businesses, visitors and other stakeholders.

Summary

There are a lot of numbers, indicators, projections, charts and graphs in the Fiscal Year 2013 Proposed Budget document. This is rightfully so, since this budget also reflects Morgantown's vision and focus on improving the quality of life for our residents, businesses and visitors respectively. This budget reflects community values, goals, objectives and ideas, all of which are indicative and consistent with the spirit of Morgantown's desires and expectations. The Fiscal Year 2013 Proposed Budget represents the character of a city whose unique identity distinguishes itself from other geographical areas of both West Virginia and the Middle Atlantic/Southeast United States.

City administration began finalizing its recommendations for next year's budget with over 58% of the current fiscal year completed and 50% of the approved budget expended and 56% of anticipated revenues collected. This budget has been prepared knowing that substantive consideration will be offered publicly regarding bond issues for the various utilities projects as well as the execution of infrastructure improvements noted in both short and long term capital improvement programs. Such efforts will therefore mandate that our community be able to demonstrate to the bond issuance community that the City of Morgantown enjoys a healthy financial position. Staff is therefore working to promote and administer a financial stabilization/rainy day fund, so as to also reduce a dependency on cash carry overs to annually balance the budget.

Total General Fund expenditures are up 2.75%, personal services are up .93% and the major impetus for the General Fund increase is a commitment to continue funding rolling stock and maintenance of City assets that have unfortunately been deferred for too long a period, as well as to offer resources to augment direct services interdepartmentally.

Fiscal Year 2013 will also mark the second consecutive year of administering a performance budget. This budget document therefore continues to reference two additional criteria sections indicative of performance measurements; the accomplishment segment and the performance indicator section for all departments. However, make no mistake that this practice represents a

continuous process, as more work is required to truly solidify our belief that we are moving in the right direction.

Total local property tax rate for City operations will experience a slight reduction. Total appropriation for all funds is recommended to be \$155,798,454. As such, the overall Fiscal Year 2013 Proposed Budget is financially sound and delivers services our residents have come to expect:

	FY 12	FY 13		
	Amended	Recommended	Dollar	Percentage
	Budget	Budget	Change	Change
Funds with formal				
Budget:				
General Fund	\$23,536,610	\$24,183,580	\$646,970	2.75%
Special Revenue:				2.75%
Coal Severance	\$150,295	\$143,329	-\$6,966	-4.63%
Community Development				
Block Grant	\$486,076	\$372,160	-\$113,916	-23.44%
Capital Projects Fund:				
Capital Escrow	\$5,459,456	\$5,833,390	\$373,934	6.85%
Enterprise Funds:				
Airport	\$3,639,920	\$4,391,239	\$751,319	20.64%
Parking Authority	\$3,506,500	\$3,289,000	-\$217,500	-6.20%
Related Organizations:				
Morgantown Public Library	\$1,457,290	\$1,682,101	\$224,811	15.43%
Morgantown Utility Board	\$46,379,251	\$36,463,644	-\$9,915,607	-21.38%
BOPARC	\$3,106,668	\$2,937,133	-\$169,535	-5.46%
Total Formal Budget	<u>\$87,722,066</u>	<u>\$79,295,576</u>	<u>-\$8,426,490</u>	<u>-9.61%</u>
	Fund Balance	Estimated		
	Per Audit	Fund Balance	Dollar	Percentage
	30-Jun-11	30-Jun-12	Change	Change
Funds with no Budget:				
Special Revenue:				
Local Law Enforcement	\$52,871	\$52,871	\$0	0.00%

Grant					
Small Cities Block Grant	\$393	\$393	\$0	0.00%	
WV EDG	\$37,893	\$37,893	\$0	0.00%	
Financial Stabilization	-0-	-0-	\$0	0.00%	
IC White	-0-	\$87,193	\$87,193	100.00%	
Property Auction	\$12,470	\$12,470	\$0		
Police Forfeiture	\$231,694	\$247,614	\$15,920	6.87%	
Special Grants	\$0	\$0	\$0		
Life and Health	\$1,048,049	\$1,104,683	\$56,634	5.40%	
Capital Projects Fund:					
TIF	\$199,752	\$1,530	-\$198,222	-99.23%	
Business Improvement Dist	\$100,563	\$100,317	-\$246	-0.24%	
Access Road	-\$174,983	-\$1,596	\$173,387	-99.09%	
Enterprise Fund:					
Building Commission	\$12,732,957	\$12,732,957	\$0	0.00%	
Debt Service Fund:					
TIF Debt Service	\$247,918	\$906,937	\$659,019	265.82%	
Fiduciary Funds:					
Police Pension	\$13,362,968	\$12,832,944	-\$530,024	-3.97%	
Fire Pension	\$10,446,073	\$10,141,192	-\$304,881	-2.92%	
Employees Pension	\$36,239,320	\$37,545,452	\$1,306,132	3.60%	
OPEB	\$0	\$700,028	\$700,028	100.00%	
Total Non-budgeted	<u>\$74,537,938</u>	<u>\$76,502,878</u>	<u>\$1,964,940</u>	<u>2.64%</u>	
Total Combined Funds	<u>\$162,260,004</u>	<u>\$155,798,454</u>	<u>-\$6,461,550</u>	<u>-3.98%</u>	

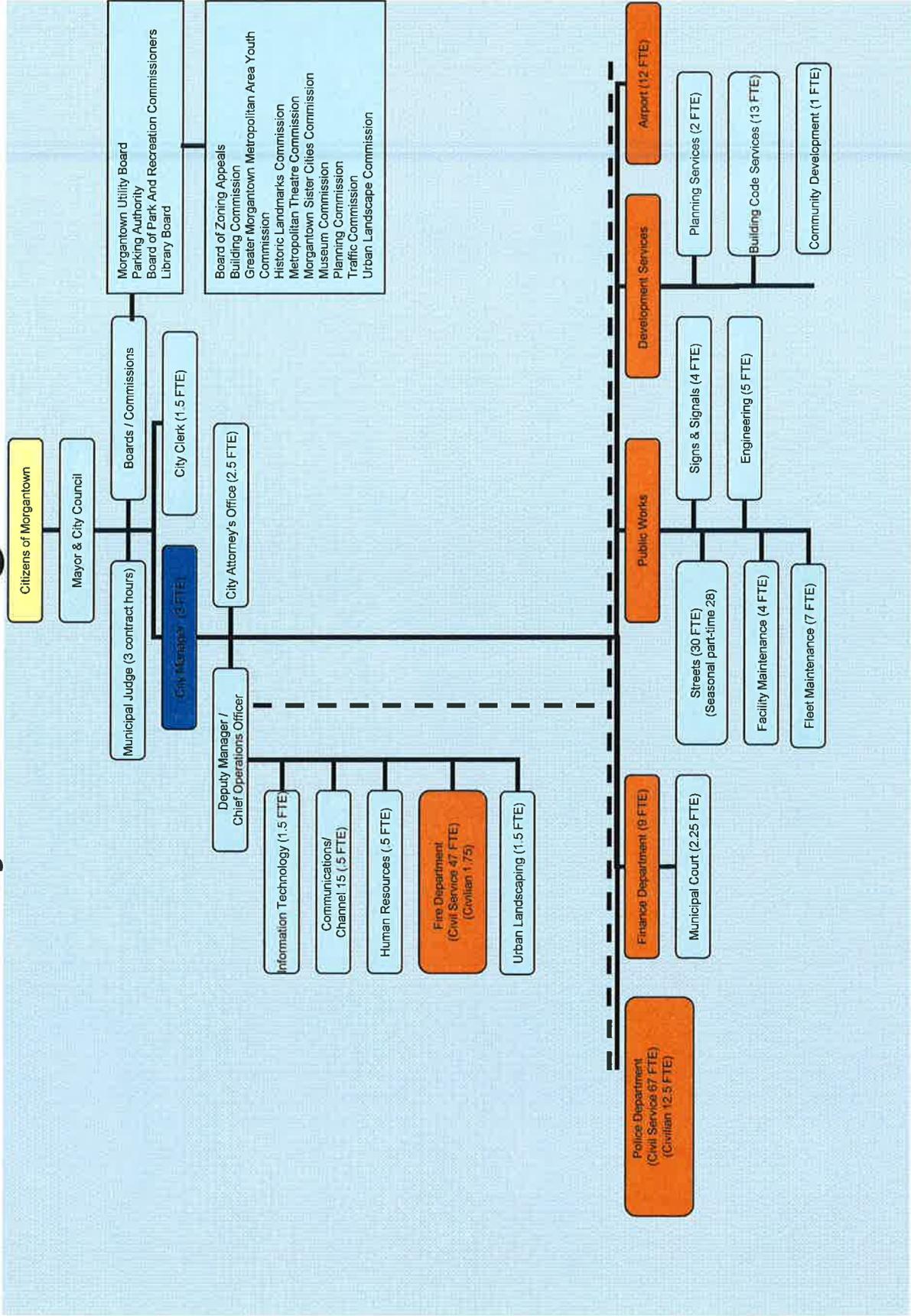
The Morgantown Leadership and Management Team therefore looks forward in working with City Council during the upcoming budget workshops and public hearings, as well as welcomes the opportunity to address questions and concerns accordingly. In summary, the Fiscal Year 2013 Proposed Budget outlines and supports the City's good financial position, further expands citywide beautification, continues attention to engage various scale infrastructure improvements, encourages conservation and well managed growth management policies and principles, and is supportive of expanding private/public collaborations and economic development.

A special and very personal thanks goes out to all department directors who assisted the Office of the City Manager in preparing this year's budget submission, notably including staff members from the Department of Finance, who contributed invaluable in preparing the budget document. This year's submittal of a more performance-oriented budget will enable us to begin exercises to factually see how the organization is doing in terms of productivity and how well we are responding to meet goals and objectives of Morgantown's performance and strategic. We all must therefore operate on the premise that if you can't measure output, you can't improve it. Our efforts to more thoroughly bench mark municipal services as well as highlight both performance indicators and accomplishments will direct continuous improvement accordingly, as we also hope the City and general public will avail themselves of the many facts and figures contained in this budget document so that we can better meet the challenges and expectations of our residents. The City's administration and organization are up to the challenge and we look forward to a very productive year for our community.

Sincerely,

Terrence R. Moore, ICMA-CM
City Manager

City of Morgantown



GENERAL FUND
PROJECTED
REVENUES

**CITY OF MORGANTOWN
GENERAL FUND
SUMMARY OF REVENUE**

DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	PROJECTED	PROPOSED
	2007-08	2008-09	2009-10	2010-11	BUDGET	BUDGET
					2011-12	2012-13
TAXES	18,873,214	18,317,113	17,425,562	18,016,059	18,357,426	19,225,431
LICENSES AND PERMITS	334,618	348,738	310,794	362,280	324,900	330,000
INTERGOVERNMENTAL	214,305	270,730	271,927	284,152	425,000	437,587
CHARGES FOR SERVICES	2,337,250	2,378,442	2,311,912	2,330,386	2,386,600	2,416,800
INTERFUND CHARGES	97,482	103,148	99,720	112,193	68,200	68,200
FINES AND FORFEITURES	697,443	615,411	639,410	604,112	620,000	620,000
MISCELLANEOUS	501,721	368,846	289,888	365,278	352,135	416,135
OTHER FINANCIAL SOURCES	8,000	12,000	19,800	12,000	287,000	152,000
BALANCE 7/1	1,572,008	2,316,477	1,476,687	821,920	715,349	500,000
TOTAL REVENUE	24,636,041	24,730,905	22,845,700	22,908,380	23,536,610	24,166,153

**CITY OF MORGANTOWN
GENERAL FUND
DETAIL OF REVENUE**

DESCRIPTION					PROJECTED	PROPOSED
	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
UNENCUMBERED BALANCE 7/1	1,572,008	2,316,477	1,476,687	821,920	715,349	500,000
TAXES:						
Property Taxes	2,876,070	3,009,193	3,004,233	3,049,048	3,243,427	3,323,573
Prior Year Taxes	379,592	157,067	158,665	231,774	169,999	170,000
Supplemental Taxes	28,114	34,574	35,988	30,640	31,000	32,000
Tax Loss Restoration Dis	0	0	52,377	0	0	0
Tax Interest & Penalties	30,427	25,107	25,882	27,861	27,000	27,000
Gas & Oil Severance Tax	26,690	30,997	22,132	24,382	25,000	26,000
Electric Utility Tax	289,029	295,404	344,429	409,562	395,000	390,000
Gas Utility Tax	310,396	338,616	229,346	210,229	218,000	261,000
MUB Utility Tax	76,968	81,016	89,633	90,242	85,000	85,000
Telephone Utility Tax	202,208	215,999	217,552	231,672	210,000	215,000
Motor Carriers Tax	39,500	45,493	44,740	45,881	44,000	44,000
B & O Taxes	9,730,740	9,946,555	9,694,885	10,197,766	10,260,000	10,500,000
B & O - Construction	3,023,907	2,423,433	1,729,139	1,541,411	1,750,000	2,268,858
Liquor Taxes	677,585	497,016	575,349	663,777	581,000	599,000
Animal Taxes	4,652	4,901	4,755	4,825	4,500	4,500
Hotel/Motel Taxes	735,253	735,637	703,828	727,916	770,000	735,000
Amusement Taxes	4,209	2,198	2,442	1,364	2,500	2,500
Video Lottery Tax	134,545	142,094	137,572	137,090	131,000	136,000
Cable TV Taxes	290,995	310,942	329,933	356,319	377,000	380,000
IRP Trucks Fee	8,095	10,045	12,066	14,815	10,500	11,000
Gaming Income	4,239	10,826	10,616	19,485	22,500	15,000
TOTAL TAXES	18,873,214	18,317,113	17,425,562	18,016,059	18,357,426	19,225,431
LICENSES AND PERMITS:						
Business Licenses	53,778	61,896	65,270	71,909	61,000	63,000
Contractors Registration	94,515	65,110	90,835	87,305	81,000	83,000
Building Permits	176,658	203,286	146,873	201,075	180,000	181,000
Sign Permits	1,325	969	833	1,105	900	1,000
Excavation Permits	2,071	5,090	573	0	2,000	2,000
Miscellaneous Permits	6,271	6,387	6,410	700	0	0
Franchise Agreements	0	6,000	0	186	0	0
TOTAL LICENSES AND PERMITS	334,618	348,738	310,794	362,280	324,900	330,000
INTERGOVERNMENTAL:						
Grant - Police Personnel	154,681	175,877	173,473	213,351	302,000	399,587
Grant - Police Equip.	6,334	63,273	2,421	5,574	81,000	2,500
Grant - Fire Dept.	1,000	0	5,182	0	0	0
Grant -TSA	52,290	31,580	41,730	39,348	42,000	35,500
Grants-Other State Grants	0	0	49,121	25,879	0	0
TOTAL INTERGOVERNMENTAL	214,305	270,730	271,927	284,152	425,000	437,587

DETAIL OF REVENUE (CONTINUED)

DESCRIPTION						PROPOSED	
	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13	
CHARGE FOR SERVICES:							
Electrical Inspection	14,591	29,020	20,317	0	0	0	
Housing Inspection	59,955	61,775	52,815	60,040	60,000	61,000	
Animal Control Fees	0	0	0	0	0	0	
Site Plan Review Fees	7,174	6,025	4,295	5,344	5,500	5,700	
Fire Fee-Residential	982,138	1,044,821	991,724	1,033,582	1,059,000	1,059,000	
Fire Fee-Commercial	539,263	522,299	493,465	477,452	508,000	536,000	
Fire Fee-Tax Exempt	794,613	782,790	813,761	820,623	825,000	825,000	
Fire Fee Penalty	12,120	9,707	13,113	16,285	11,600	12,600	
Discounts on Fire Fees	-75,284	-81,435	-79,318	-84,700	-85,000	-85,000	
False Alarm Fees	2,680	3,440	1,740	1,760	2,500	2,500	
TOTAL CHARGES FOR SERVICES	2,337,250	2,378,442	2,311,912	2,330,386	2,386,600	2,416,800	
INTERFUND CHARGES:							
Admin-Parking	14,400	14,400	14,400	14,400	14,400	14,400	
Admin-Airport	0	10,000	10,000	10,000	10,000	10,000	
Admin - Tax Increment Financing Fund	0	0	0	0	16,800	16,800	
Capital Escrow-Payroll Reimb.	52,138	52,138	54,500	54,500	0	0	
Gas & Fuel Charges	30,944	26,610	20,820	33,293	27,000	27,000	
TOTAL INTERFUND CHARGES	97,482	103,148	99,720	112,193	68,200	68,200	
FINES AND FORFEITURES:							
Court Fines	697,443	615,411	639,410	604,112	620,000	620,000	
TOTAL FINES AND FORFEITURES	697,443	615,411	639,410	604,112	620,000	620,000	
MISCELLANEOUS:							
Earned Interest	210,603	64,140	31,395	8,682	15,000	8,000	
Rental Income	11,476	10,829	9,999	10,189	9,535	9,535	
Mon. Co.Fuel Reimb.	208,757	195,287	173,713	251,488	250,000	250,000	
Sale of Fixed Assets	0	6,984	2	6,855	2,500	2,500	
Sale of Materials	10	0	0	0	0	0	
Insurance Claims	5,004	8,391	5,811	5,077	5,000	5,000	
Suit Fees	0	0	0	0	0	0	
Accident Reports	10,196	19,443	17,340	17,940	17,000	17,000	
Public Works - Misc.	1,721	3,298	1,888	1,774	2,000	2,000	
Returned Checks	100	100	180	130	100	100	
Miscellaneous	8,555	12,669	4,833	16,556	9,000	10,000	
Police - Misc.	41,492	47,377	44,501	46,034	41,000	111,000	
Fire Dept. Misc.	3,807	328	226	553	1,000	1,000	
TOTAL MISCELLANEOUS	501,721	368,846	289,888	365,278	352,135	416,135	
OTHER FINANCIAL SOURCES:							
Cont. Other Enties	8,000	12,000	19,800	12,000	12,000	12,000	
Cont. From Other Funds	0	0	0	0	275,000	140,000	
TOTAL OTHER FIN. SOURCES	8,000	12,000	19,800	12,000	287,000	152,000	
TOTAL REVENUE	24,636,041	24,730,905	22,845,700	22,908,380	23,536,610	24,166,153	

GENERAL FUND
PERFORMANCE
BASED PROJECTED
EXPENDITURES

**CITY OF MORGANTOWN
GENERAL FUND
SUMMARY OF EXPENDITURES**

DESCRIPTION						PROJECTED	PROPOSED
	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
MAYOR	9,906	9,120	11,771	11,059		11,122	10,172
CITY COUNCIL	57,071	63,566	61,848	64,290		65,526	53,976
CITY MANAGER	429,796	459,066	460,644	509,421		637,717	598,905
FINANCE	589,196	631,467	642,023	680,999		779,777	751,399
CITY CLERK	129,074	135,890	137,364	151,674		162,035	152,115
MUNICIPAL COURT	217,113	234,166	247,611	259,143		234,582	234,738
CITY ATTORNEY	230,211	242,693	279,078	282,611		335,723	285,549
ENGINEERING	330,866	410,168	426,850	450,647		471,585	454,399
PERSONNEL	46,323	47,167	43,938	41,686		48,705	45,800
CODE ENFORCEMENT	665,251	758,168	837,731	831,304		821,988	872,667
PLANNING	178,007	188,388	187,461	187,894		217,928	275,308
ELECTIONS	0	15,240	0	33,436		2,396	16,100
INFORMATION TECHNOLOGY	103,204	120,861	121,228	163,132		222,139	227,975
CITY HALL & BUILDINGS	669,860	600,680	533,417	502,812		601,719	553,762
POLICE	5,140,448	5,509,003	5,525,336	6,057,915		6,236,870	6,405,144
FIRE	3,626,374	3,870,044	4,110,600	4,252,817		4,325,613	4,275,518
ANIMAL CONTROL	36,362	36,181	36,050	36,050		36,200	38,245
STREET	2,043,680	2,229,085	2,480,983	2,420,936		2,613,356	2,306,177
SIGNS AND SIGNALS	571,853	613,648	650,889	669,793		669,367	590,731
EQUIPMENT MAINTENANCE	600,691	609,002	624,347	705,973		714,117	737,163
CONTRIBUTIONS	382,550	382,563	366,659	411,572		399,745	382,245
OPERATING TRANSFERS	6,261,728	6,088,052	4,237,952	3,440,578		3,928,400	4,898,065
TOTAL EXPENDITURES	22,319,564	23,254,218	22,023,780	22,165,742		23,536,610	24,166,153

DETAIL OF EXPENDITURES

DEPT 409 MAYOR

DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	PROJECTED	PROPOSED
	2007-08	2008-09	2009-10	2010-11	BUDGET	BUDGET
					2011-12	2012-13
PERSONNEL SERVICES:						
Elected Official Salary	8,400	8,050	8,050	9,100	8,400	8,400
Social Security	521	499	499	564	521	521
Medicare	122	117	117	127	122	122
TOTAL PERSONNEL SERVICES	9,043	8,666	8,666	9,791	9,043	9,043
CONTRACTED SERVICES						
Travel & Training	281	0	2,611	638	1,800	850
Postage	0	0	0	0	0	0
Worker's Compensation	169	252	269	290	25	25
Property & Liability Insurance	413	202	225	340	254	254
TOTAL CONTRACTED SERVICES	863	454	3,105	1,268	2,079	1,129
TOTAL MAYOR	9,906	9,120	11,771	11,059	11,122	10,172

DETAIL OF EXPENDITURES

DEPT 410 CITY COUNCIL

DESCRIPTION					PROJECTED	PROPOSED
	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES:						
Council Salaries	34,750	34,000	37,450	39,005	36,000	36,000
Social Security	2,155	2,108	2,322	2,418	2,232	2,232
Medicare	505	494	544	567	522	522
TOTAL PERSONNEL SERVICES	37,410	36,602	40,316	41,990	38,754	38,754
CONTRACTED SERVICES						
Travel and Training	9,689	14,673	10,416	4,761	5,000	4,250
Postage	5	107	1	18	300	100
Dues & Subscriptions	7,356	6,915	7,197	12,497	7,000	7,000
Worker's Compensation	723	1,080	877	1,233	108	108
Property & Liability Insurance	1,300	1,182	1,322	2,023	1,564	1,564
Contracted Services	0	0	0	0	10,300	0
TOTAL CONTRACTED SERVICES	19,073	23,957	19,813	20,532	24,272	13,022
COMMODITIES						
Civic Promotions	588	3,007	1,664	1,642	2,500	2,000
Operating Supplies	0	0	55	126	0	200
TOTAL COMMODITIES	588	3,007	1,719	1,768	2,500	2,200
TOTAL CITY COUNCIL	57,071	63,566	61,848	64,290	65,526	53,976

DETAIL OF EXPENDITURES

DEPT 412 CITY MANAGER

DESCRIPTION					PROJECTED	PROPOSED
	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES:						
Salaries and Wages	273,589	291,997	296,735	323,750	392,324	394,647
Social Security	16,016	17,269	17,211	19,507	24,355	24,499
Group Health and Life	53,915	56,764	63,791	71,206	70,812	65,024
Employees Retirement	22,720	22,106	23,575	32,458	46,354	46,667
ICMA	6,832	7,139	7,208	6,131	8,530	8,701
Medicare	4,047	4,314	4,367	4,738	5,696	5,730
Overtime	405	1,739	0	1,660	500	500
TOTAL PERSONNEL SERVICES	377,524	401,328	412,887	459,450	548,571	545,768
CONTRACTED SERVICES						
Telephone	7,482	8,287	6,227	6,729	6,000	7,000
Printing and Copying	160	0	2,882	460	3,500	2,000
Travel and Training	2,487	4,025	5,603	2,971	4,500	2,550
Equipment Maintenance	603	0	0	0	500	500
Vehicle Maintenance	0	0	0	174	0	0
Postage	2,770	2,788	2,705	1,591	4,000	3,000
Adv/Legal Publications	432	2,307	2,292	6,136	1,000	2,000
Dues and Subscriptions	2,764	2,675	2,311	7,286	6,900	7,500
Professional Services	2,790	13,883	8,147	4,620	7,000	7,000
Workers Compensation	1,078	1,722	2,114	2,628	3,061	2,527
Property & Liability Insurance	2,455	2,220	2,375	2,390	3,060	3,060
Contracted Services	25,692	16,446	9,756	9,383	41,000	9,000
TOTAL CONTRACTED SERVICES	48,713	54,353	44,412	44,368	80,521	46,137
COMMODITIES:						
Office Supplies	1,583	2,587	2,242	1,848	2,500	2,500
Computer Supplies	1,314	144	338	781	2,500	1,500
Operating Supplies	59	0	0	0	625	250
Vehicle Supplies	603	654	586	759	1,000	750
TOTAL COMMODITIES	3,559	3,385	3,166	3,388	6,625	5,000
CAPITAL OUTLAY:						
Equipment	0	0	179	2,215	2,000	2,000
TOTAL CAPITAL OUTLAY	0	0	179	2,215	2,000	2,000
TOTAL CITY MANAGER	429,796	459,066	460,644	509,421	637,717	598,905

DETAIL OF EXPENDITURES

DEPT 422 PERSONNEL

DESCRIPTION					PROJECTED	PROPOSED
	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES:						
Salaries and Wages	15,270	16,443	16,710	16,734	17,409	17,925
Social Security	947	1,019	1,036	1,034	1,079	1,111
Health and Life Insurance	6,739	7,096	7,977	8,901	8,852	8,128
Employees Retirement	1,313	1,334	1,385	1,740	2,055	2,117
Medicare	221	238	242	242	252	260
TOTAL PERSONNEL SERVICES	24,490	26,130	27,350	28,651	29,647	29,541
CONTRACTED SERVICES:						
Telephone	715	946	898	985	700	1,000
Printing and Copying	119	0	0	0	500	100
Travel and Training	0	0	0	0	700	100
Equipment Maintenance	0	0	172	0	400	200
Postage	723	533	1,254	543	500	750
Advertising	2,778	2,013	3,120	4,622	2,900	4,000
Employee Assist.	1,807	452	918	460	2,000	1,500
Wellness Program	7,310	6,635	4,689	5,019	5,000	5,000
Dues and Subscription	500	135	0	0	500	500
Professional Services	5,820	5,387	0	0	1,000	1,000
Worker's Compensation	26	33	46	48	52	53
Property & Liability Insurance	298	265	253	261	306	306
Recruitment Costs	1,168	3,561	4,547	146	2,500	1,000
TOTAL CONTRACTED SERVICES	21,264	19,960	15,897	12,084	17,058	15,509
COMMODITIES:						
Civic Promotions	0	0	250	0	500	0
Office Supplies	569	1,077	441	603	1,000	750
TOTAL COMMODITIES	569	1,077	691	603	1,500	750
CAPITAL OUTLAY:						
Equipment	0	0	0	348	500	0
TOTAL CAPITAL OUTLAY	0	0	0	348	500	0
TOTAL PERSONNEL	46,323	47,167	43,938	41,686	48,705	45,800

DETAIL OF EXPENDITURES

DEPT 707 ANIMAL CONTROL

DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	PROJECTED	PROPOSED
	2007-08	2008-09	2009-10	2010-11	BUDGET	BUDGET
					2011-12	2012-13
PERSONNEL SERVICES:						
	0	0	0	0	0	0
TOTAL PERSONNEL SERVICES	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
CONTRACTED SERVICES:						
Worker's Compensation	85	0	0	0	0	0
Property & Liability Insurance	570	131	0	0	0	0
Contracted Service	35,700	36,050	36,050	36,050	36,200	38,245
TOTAL CONTRACTED SERVICES	<u>36,355</u>	<u>36,181</u>	<u>36,050</u>	<u>36,050</u>	<u>36,200</u>	<u>38,245</u>
COMMODITIES:						
Office Supplies	0	0	0	0	0	0
Operating Supplies	7	0	0	0	0	0
TOTAL COMMODITIES	<u>7</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
TOTAL ANIMAL CONTROL	<u><u>36,362</u></u>	<u><u>36,181</u></u>	<u><u>36,050</u></u>	<u><u>36,050</u></u>	<u><u>36,200</u></u>	<u><u>38,245</u></u>

DETAIL OF EXPENDITURES

DEPT 439 INFORMATION TECHNOLOGY

DESCRIPTION					PROJECTED	PROPOSED
	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES:						
Salaries and Wages	32,250	36,499	39,298	40,523	56,133	68,180
Social Security	2,167	2,364	2,555	2,478	3,604	4,351
Health and Life Insurance	13,839	14,191	15,954	17,802	17,703	16,256
Employees Retirement	2,679	3,118	3,464	4,266	6,860	8,288
Medicare	482	578	597	580	843	1,018
Overtime	1,572	3,885	2,486	604	2,000	2,000
TOTAL PERSONNEL SERVICES	52,989	60,635	64,354	66,253	87,143	100,093
CONTRACTED SERVICES:						
Telephone	388	0	857	939	500	1,000
Travel and Training	360	0	0	0	500	850
Equipment Maintenance	1,756	0	0	0	0	0
Professional Services	3,492	12,790	8,375	54,712	75,000	75,000
Worker's Compensation	60	92	104	185	174	210
Property & Liability Insurance	437	556	615	609	322	322
Contracted Services	4,811	5,194	19,337	7,019	18,000	10,000
TOTAL CONTRACTED SERVICES	11,304	18,632	29,288	63,464	94,496	87,382
COMMODITIES:						
Office Supplies	1,646	156	127	20	250	250
Computer Supplies	340	189	111	37	250	250
TOTAL COMMODITIES	1,986	345	238	57	500	500
CAPITAL OUTLAY:						
Equipment	36,925	41,249	27,348	33,358	40,000	40,000
TOTAL CAPITAL OUTLAY	36,925	41,249	27,348	33,358	40,000	40,000
TOTAL INFORMATION TECH	103,204	120,861	121,228	163,132	222,139	227,975

Information Technology Department

MISSION:

To manage all information technology hardware and software problems for City employees, and to improve work efficiency and communications through technology enhancements for all City employees.

PROGRAM SERVICES:

Manage and maintain, repair, and purchase all computers, phone systems, information technology networks, and other technology related devices for all City departments. Manage city-wide email programs, and assist all employees utilizing desktop software programs. With the help of consultants, manage the City's disaster recovery plans and NIMS compliance on information technology standards.

FY 12 HIGHLIGHTS AND ACCOMPLISHMENTS:

- ✓ Completed the New World Systems implementation for permit and licensing system for Code Enforcement, Rental Registration, and Finance.
- ✓ Upgraded City's Information Technology computer network as funds would allow.
- ✓ Continued to troubleshoot problems and issues City employees are having with network, phone system, wireless system, and software used by employees.

FY12 NEW INIATIVES, GOALS, AND OBJECTIVES:

- ✓ Continue to improve the City's Information Technology computer network .
- ✓ Work with vendors to improve wireless capability

PERFORMANCE MEASURES

Measures:	FY 11 Actual	FY 12 Actual	FY 13 Estimate	FY 14 Proposed
Information Technology				
Troubleshoot Computer related problems	NA	972	1,500	2,000
Percent of completed computer/ software repairs				
	NA	91%	90%	90%

FINANCE DEPARTMENT

MISSION:

To provide the citizens, employees, and vendors of the City of Morgantown with quality and professional customer service through the receipt and disbursement of funds, financial reporting, and management of assets.

PROGRAM SERVICES:

The Finance Department is responsible for the following services:

- Receipt and disbursement of City Funds
- Financial reporting
- Management of city assets and resources
- Ensures accountability throughout the organization
- Promote fair and equitable taxation
- Maintain all funds of the City including those of which the City acts as a fiscal agent
- Monitors cash flows for future use
- Prepares and maintains the annual budgets
- Work to ensure compliance with City and state budgeting requirements
- Prepares and maintains payroll and payroll records for and including current and retired City personnel
- Maintains all insurance claims
- Assists other departments in the bid process
- Reviews internal control elements to promote security of City assets
- Management and investment of City funds

In addition, the Finance Director acts as the ex-officio treasurer of and maintains all financial records for the Board of Parks and Recreation Commission and the Parking Authority, and oversees the staff (except for the Judges) of the City of Morgantown's Municipal Court. The Municipal Court administers citations issued by other departments of the City, including receipt of fines, maintains the City docket book, and provides assistance to the judge during court hearings.

FY 12 HIGHLIGHTS AND ACCOMPLISHMENTS:

In addition to the basic services above, specific highlights and accomplishments are as follows:

- Completion of the FY11 year end with an unqualified opinion and no findings from the auditor
- Establishment of changes to employee health insurance to maintain cost effective changes and lower future Other Post Employment Benefit liabilities
- Establishment of an Other Post Employment Benefit Trust Fund
- Establishment of a Financial Stabilization Fund
- Production of a capital improvement program in conjunction with the Office of the City Manager

FY13 NEW INITIATIVES, GOALS, AND OBJECTIVES:

- Completion of the FY12 year end with an unqualified opinion from the auditor
- Continuation of a standard quarterly financial report along with monthly financial reports to council
- Gather information necessary for the City to move from a standard annual financial statement to a Comprehensive Annual Financial Report or CAFR
- Train appropriate supervisors and staff for accreditation as Certified Government Financial Managers and Certified Public Accountants
- Upgrade and continuation of the performance based budget
- Continued updating and monitoring of a capital improvement program in conjunction with the Office of the City Manager
- Upgrade and investment of and more efficient software system that will be Windows based instead of DOS based
- The following additional objectives will be established after the investment in a new software system:

- Establish a purchasing card program with the State of West Virginia
- Creation of an online payment form for taxes, where business owners can file and pay taxes on the City's website and these items are automatically posted to the taxpayers information
- Creation of more efficient procedures by moving from manual to automated systems

PERFORMANCE MEASURES

Measures:	FY 10 Actual	FY 11 Actual	FY 12 Estimate	FY 13 Proposed
Receive an unqualified audit opinion each year	Yes	Yes	Yes	Yes
Auditor Management Letter Comments (0 preferred)	0	0	0	0
Auditor Internal Control Findings (0 preferred)	0	0	0	0
Auditor Compliance Findings (0 preferred)	0	0	1	1
Percentage of Rainy Day Funds to General Fund Budgeted Revenues (30% Goal)	0.00%	0.00%	0.00%	0.98%

DETAIL OF EXPENDITURES

DEPT 414 FINANCE

DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	PROJECTED	PROPOSED
	2007-08	2008-09	2009-10	2010-11	BUDGET	BUDGET
					2011-12	2012-13
PERSONNEL SERVICES:						
Salaries and Wages	302,682	291,264	308,395	358,673	392,330	394,962
Social Security	18,493	17,799	18,840	21,966	24,386	24,550
Health and Life Insurance	90,039	85,146	95,722	106,809	159,327	130,048
Employees Retirement	25,830	23,201	24,981	30,812	45,904	46,763
Medicare	4,325	4,163	4,406	5,137	5,703	5,741
Overtime	204	902	0	237	1,000	1,000
TOTAL PERSONNEL SERVICES	441,573	422,475	452,344	523,634	628,650	603,064
CONTRACTED SERVICES:						
Telephone	4,153	3,674	4,046	4,745	3,500	4,800
Printing & Copying	0	0	0	335	0	0
Travel and Training	3,865	5,702	6,246	1,963	8,000	5,950
Equipment Maintenance	30,975	32,165	31,614	4,225	7,000	5,000
Postage	19,623	28,668	26,057	28,212	30,000	30,000
Equipment Rental	4,848	4,848	4,848	3,942	4,850	7,300
Adv/Legal Publications	5,557	5,656	6,013	6,572	6,900	7,000
Dues and Subscriptions	1,712	1,895	1,708	1,953	1,500	1,500
Professional Services	1,431	2,600	0	0	0	1,000
Audit Expenditures	5,500	22,230	8,020	8,570	10,000	10,000
Worker's Compensation	380	787	814	1,086	1,180	1,188
Property & Liability Insurance	4,851	4,479	4,726	4,920	5,597	5,597
Court Costs and Claims	0	350	0	22	0	500
Credit Card Fees	31,800	23,244	16,742	10,434	20,000	15,000
Contracted Services	17,346	56,849	63,174	62,060	35,000	35,000
TOTAL CONTRACTED SERVICES	132,041	193,147	174,008	139,039	133,527	129,835
COMMODITIES:						
Office Supplies	13,547	12,040	10,464	14,465	10,000	15,000
Computer Supplies	330	2,395	2,574	2,596	4,000	2,000
TOTAL COMMODITIES	13,877	14,435	13,038	17,061	14,000	17,000
CAPITAL OUTLAY:						
Equipment	1,705	1,410	2,633	1,265	3,600	1,500
TOTAL CAPITAL OUTLAY	1,705	1,410	2,633	1,265	3,600	1,500
TOTAL FINANCE DEPARTMENT	589,196	631,467	642,023	680,999	779,777	751,399

DETAIL OF EXPENDITURES

DEPT 416 MUNICIPAL COURT

DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	PROJECTED	PROPOSED
	2007-08	2008-09	2009-10	2010-11	BUDGET	BUDGET
					2011-12	2012-13
PERSONNEL SERVICES:						
Salaries and Wages	121,040	129,163	130,374	129,389	120,822	123,518
Social Security	7,414	7,952	8,020	7,974	7,554	7,720
Health and Life Insurance	53,915	56,764	63,815	71,206	57,535	52,832
Employees Retirement	9,181	9,189	9,543	11,783	12,257	12,551
Medicare	1,734	1,860	1,876	1,865	1,766	1,806
Overtime	698	1,163	1,104	1,417	1,000	1,000
TOTAL PERSONNEL SERVICES	193,982	206,091	214,732	223,634	200,934	199,427
CONTRACTED SERVICES:						
Telephone	2,061	2,339	5,862	6,608	1,800	3,000
Travel and Training	99	211	392	0	1,000	850
Equipment Maintenance	4,475	4,475	5,626	5,356	7,500	5,000
Postage	3,800	5,398	4,921	3,003	5,000	5,000
Equipment Rental	0	0	0	2,514	0	2,500
Worker's Compensation	195	339	338	430	1,361	374
Property & Liability Insurance	1,870	3,298	1,576	1,822	1,987	1,987
Contracted Services	3,194	5,189	6,159	7,039	6,000	7,000
Bank Charges	4,161	4,259	5,017	5,078	4,000	5,100
TOTAL CONTRACTED SERVICES	19,855	25,508	29,891	31,850	28,648	30,811
COMMODITIES:						
Office Supplies	3,276	2,567	2,325	3,659	4,000	4,000
TOTAL COMMODITIES	3,276	2,567	2,325	3,659	4,000	4,000
CAPITAL OUTLAY:						
Equipment	0	0	663	0	1,000	500
TOTAL CAPITAL OUTLAY	0	0	663	0	1,000	500
TOTAL MUNICIPAL COURT	217,113	234,166	247,611	259,143	234,582	234,738

DETAIL OF EXPENDITURES

DEPT 50 CONTRIBUTIONS

DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	PROJECTED	PROPOSED
	2007-08	2008-09	2009-10	2010-11	BUDGET	BUDGET
					2011-12	2012-13
Greater Morgantown CVB	367,805	367,818	351,914	396,827	385,000	367,500
Region VI Dues	14,745	14,745	14,745	14,745	14,745	14,745
TOTAL CONTRIBUTIONS	382,550	382,563	366,659	411,572	399,745	382,245

DETAIL OF EXPENDITURES

DEPT 70 OPERATING TRANSFERS

DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	PROJECTED	PROPOSED
	2007-08	2008-09	2009-10	2010-11	BUDGET	BUDGET
					2011-12	2012-13
Contingencies	0	0	0	0	5,824	22,963
BOPARC Support	809,991	841,712	857,313	875,000	885,000	1,076,953
BOPARC - Hotel Occ Tax - Capital Escrow	183,902	183,909	175,957	198,413	192,500	183,750
Library Support	524,257	551,372	571,649	597,204	605,000	753,569
Transit Support	266,500	291,500	307,750	291,500	291,500	291,500
Contribution to Capital Escrow	3,851,446	3,593,153	1,725,000	811,239	1,219,390	1,893,858
Contribution to MPO	18,000	18,000	16,404	10,648	18,000	18,000
Contribution to Building Commission	361,998	362,111	328,719	328,719	328,719	328,719
BOPARC-Amusement Tax	0	0	0	0	6,000	2,500
Lease Payment-EE	0	0	0	74,714	126,291	76,009
Lease Payment-PSB	245,634	246,295	255,160	253,141	250,176	250,244
TOTAL OPERATING TRANSFERS	6,261,728	6,088,052	4,237,952	3,440,578	3,928,400	4,898,065

OFFICE OF THE CITY CLERK

MISSION:

To serve the public by keeping the permanent records of the City of Morgantown filed and properly indexed as required by charter, general law, and City Ordinance.

PROGRAM SERVICES:

The Office of the City Clerk archives and codifies the resolutions and ordinances of the City of Morgantown in the City Code. The City Clerk prepares the Council Packets for meetings, prepares minutes of various council and other board meetings, administers the Fire and Police Civil Service tests, and is in charge of City elections. The City Clerk's assists with the City's wellness policies and organizing special events.

FY 12 HIGHLIGHTS AND ACCOMPLISHMENTS:

The Office of the City Clerk has worked with and continues to work with the County on making sure our Voter Registration Records are updated in time for the next election. The office administered Police and Fire entry level testing for new applicants.

FY13 NEW INIATIVES, GOALS, AND OBJECTIVES:

The City Clerk will continue the programs as listed above and make all records easily accessible to the general public and others within the City of Morgantown. As Voter Registration will not have records updated until 2013, the Office of the City Clerk will assist Council to decide to continue the Vote by Mail or revert back to polling places for the upcoming 2013 municipal election.

PERFORMANCE MEASURES

Measures:			FY 12	FY 13
	FY 10 Actual	FY 11 Actual	Estimate	Proposed
Municipal Election - Votes Cast	N/A	3,699	N/A	3,700
Registered Voters	N/A	16,621	N/A	16,600
Ordinances Passed	44	51	20	50
Resolutions Passed	34	24	23	24

DETAIL OF EXPENDITURES

DEPT 415 CITY CLERK

DESCRIPTION					PROJECTED	PROPOSED
	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES:						
Salaries and Wages	70,127	74,430	73,371	77,700	85,329	87,336
Social Security	4,344	4,673	4,538	4,873	5,353	5,477
Health and Life Insurance	13,479	14,191	15,954	17,801	17,703	16,256
Employees Retirement	6,040	6,077	6,133	8,125	10,187	10,433
Medicare	1,016	1,093	1,061	1,140	1,252	1,281
Overtime	122	1,122	0	1,124	1,000	1,000
TOTAL PERSONNEL SERVICES	95,128	101,586	101,057	110,763	120,824	121,783
CONTRACTED SERVICES:						
Telephone	2,174	2,555	2,572	2,069	2,000	2,000
Printing & Copying	0	250	37	0	200	200
Travel and Training	25	1,704	1,376	1,733	1,800	1,530
Equipment Maintenance	74	18	0	0	1,000	500
Postage	473	989	535	585	1,550	750
Adv/Legal Publications	1,414	1,726	1,261	1,359	1,400	1,400
Dues and Subscriptions	387	993	393	300	295	400
Professional Services	4,172	5,944	6,379	8,173	6,000	6,000
Worker's Compensation	116	150	204	235	259	265
Property & Liability Insurance	901	787	830	936	987	987
Contracted Services	1,367	521	1,692	490	2,220	1,300
Civil Service	20,065	14,241	17,381	21,843	20,000	12,000
TOTAL CONTRACTED SERVICES	31,168	29,878	32,660	37,723	37,711	27,332
COMMODITIES:						
Office Supplies	2,778	1,970	2,969	1,938	2,000	2,000
Operating Supplies	0	898	678	554	500	500
TOTAL COMMODITIES	2,778	2,868	3,647	2,492	2,500	2,500
CAPITAL OUTLAY:						
Equipment	0	1,558	0	696	1,000	500
TOTAL CAPITAL OUTLAY	0	1,558	0	696	1,000	500
TOTAL CITY CLERK	129,074	135,890	137,364	151,674	162,035	152,115

DETAIL OF EXPENDITURES

DEPT 438 ELECTIONS

DESCRIPTION	ACTUAL				PROJECTED	PROPOSED
	2007-08	2008-09	2009-10	2010-11	BUDGET	BUDGET
					2011-12	2012-13
CONTRACTED SERVICES:						
Printing and Copying	0	0	0	16,946	0	0
Postage	0	0	0	8,943	0	0
Contracted Services	0	15,162	0	7,446	2,360	16,000
TOTAL CONTRACTED SERVICES	0	15,162	0	33,335	2,360	16,000
COMMODITIES:						
Office Supplies	0	78	0	101	36	100
TOTAL COMMODITIES	0	78	0	101	36	100
TOTAL ELECTION COSTS	0	15,240	0	33,436	2,396	16,100

LEGAL DEPARTMENT

MISSION:

To assist the City Manager, members of City Council, City Departments, and various City Boards and Commissions with legal matters, and maintaining the prosecutorial branch of law enforcement of the City of Morgantown.

PROGRAM SERVICES:

The City Attorney acts as chief legal advisor to the Office of the City Manager and members of City Council. The Legal Department provides advice and services to all departments within city administration, as well as various City Boards and Commissions. The Legal Department is responsible for Municipal Court prosecution, preparation of ordinances and resolutions, preparation of leases and deeds, and other legal functions normally performed by the General Counsel's Office of any corporation. The Legal Department consists of a City Attorney and an Assistant City Attorney, who bring a combined 43 years of service to the department.

FY 12 HIGHLIGHTS AND ACCOMPLISHMENTS:

The legal department has prosecuted more than 1,200 cases within the Municipal Court including DUI cases, and violations of Building Code and Fire Code Regulations. The department assisted with developmental activities at the Morgantown Municipal Airport, which will result in the construction of a National Guard Readiness Center and an Industrial Park.

FY13 NEW INIATIVES, GOALS, AND OBJECTIVES:

The City Attorney will continue to provide timely legal assistance to Police, Fire, and Building Inspection personnel in all matters, especially those involving code enforcement. In addition, the department will attempt to maintain a ratio of outsourcing legal service costs to in-house costs of 15% to 85% or less, while providing legal guidance to City administration.

PERFORMANCE MEASURES

Measures:	FY 10 Actual	FY 11 Actual	FY 12	FY 13
			Estimate	Proposed
Outsourcing of Legal Services	17%	6%	18%	4%

DETAIL OF EXPENDITURES

DEPT 417 CITY ATTORNEY

DESCRIPTION	PROJECTED PROPOSED					
	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES:						
Salaries and Wages	151,700	158,622	161,994	169,445	176,072	179,889
Social Security	9,369	9,801	10,009	10,440	10,916	11,153
Health and Life Insurance	33,697	35,478	39,884	44,504	44,257	40,640
Employees Retirement	13,043	12,866	13,429	17,571	20,353	20,777
Medicare	2,191	2,292	2,341	2,442	2,553	2,608
TOTAL PERSONNEL SERVICES	210,000	219,059	227,657	244,402	254,151	255,067
CONTRACTED SERVICES:						
Telephone	1,925	2,719	2,575	2,784	2,000	2,000
Travel	685	699	1,623	578	2,000	1,700
Office Equipment Maint.	0	0	0	0	500	0
Postage	342	425	281	353	300	400
Advertising	0	0	0	0	0	0
Dues and Subscriptions	11,466	11,027	13,681	14,270	12,000	12,500
Professional Services	3,001	3,162	27,824	17,376	60,000	10,000
Worker's Compensation	270	420	479	422	518	528
Property & Liability Insurance	1,449	4,651	4,431	1,362	1,754	1,754
Court Costs	145	4	0	89	500	500
TOTAL CONTRACTED SERVICES	19,283	23,107	50,894	37,234	79,572	29,382
COMMODITIES:						
Office Supplies	810	527	527	627	500	600
TOTAL COMMODITIES	810	527	527	627	500	600
CAPITAL OUTLAY/EQUIPMENT						
Equipment	118	0	0	348	1,500	500
TOTAL CAPITAL OUTLAY	118	0	0	348	1,500	500
TOTAL CITY ATTORNEY	230,211	242,693	279,078	282,611	335,723	285,549

DEPARTMENT OF PUBLIC WORKS AND ENGINEERING

MISSION:

To provide the community with a safe and efficient roadway system, maintain a safe and healthy work place for City employees, and maintain a safe and efficient City fleet.

PROGRAM SERVICES:

Traffic signal maintenance, traffic control and street sign installation and maintenance, curb painting, pavement marking installation and refurbishment, crosswalk installation and refurbishment; Janitorial services for the Public Safety Building and City Hall, building maintenance of the Public Safety Building and City Hall; Fleet maintenance for over 180 pieces of equipment and vehicles; Ice and snow removal in the winter, street and right-of-way construction projects (concrete slab repairs and asphalt repairs), pothole patching, street sweeping and flushing, city sidewalk and step repairs, brush cutting within City rights-of-way, City lot mowing, and any other activity associated with maintaining the City's streets and rights-of-way; Floodplain management

FY 12 HIGHLIGHTS AND ACCOMPLISHMENTS:

The Department of Public Works and Engineering has performed the above program services to provide a safe roadway system for the citizens, staff and visitors to and of the City of Morgantown.

FY13 NEW INIATIVES, GOALS, AND OBJECTIVES:

In the upcoming fiscal year, the Department will be working toward continuing the program services as listed above as well as the specific goals as measured in the performance measures listed below:

PERFORMANCE MEASURES

Measures:	FY 10 Actual	FY 11 Actual	FY 12	FY 13
			Estimate	Proposed
Curb Painting (in miles)	42	32	32	32
Painting Center lines/edge lines (in miles)	7	7	7	7
Thermoplastic Installation	4,420	2,640	2,600	2,600
Signs	380	480	400	400
Asphalt Installation/Pothole repair (in tons)	480	510	480	480
Streets Paved (in miles)	1	1	1	1
Sidewalks Installed (in linear feet)	1,400	0	0	0

DETAIL OF EXPENDITURES

DEPT 420 ENGINEERING

DESCRIPTION					PROJECTED	PROPOSED
	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES:						
Salaries and Wages	174,489	227,155	246,508	265,271	264,276	263,412
Social Security	11,286	14,266	15,284	16,335	16,447	16,394
Health and Life Insurance	53,915	70,955	79,769	89,008	88,515	81,280
Employees Retirement	14,823	18,275	20,062	25,802	31,304	31,227
Medicare	2,639	3,336	3,575	3,820	3,847	3,834
Overtime	5,039	4,725	672	483	1,000	1,000
TOTAL PERSONNEL SERVICES	262,191	338,712	365,870	400,719	405,389	397,147
CONTRACTED SERVICES:						
Telephone	6,141	5,561	3,659	3,062	6,000	5,000
Printing and Copying	145	0	0	0	550	550
Travel and Training	5,662	8,456	7,974	7,116	8,000	6,800
Equipment Maintenance	692	313	548	1,063	1,500	1,000
Vehicle Maintenance	902	1,301	3,465	1,479	2,000	2,000
Postage	489	394	468	458	450	500
Adv/Legal Publications	518	911	2,092	420	300	500
Dues and Subscriptions	598	686	1,006	1,395	1,000	2,000
Professional Services	8,245	4,128	1,590	2,164	9,000	5,000
Environmental Services	16,093	19,131	16,543	12,802	14,000	14,000
Worker's Compensation	2,864	5,810	6,305	7,162	8,150	6,156
Property & Liability Insurance	8,833	6,188	4,302	4,367	3,746	3,746
Contracted Services	2,411	90	0	720	1,500	1,000
TOTAL CONTRACTED SERVICES	53,593	52,969	47,952	42,208	56,196	48,252
COMMODITIES:						
Office Supplies	2,277	4,648	2,667	3,142	5,000	4,000
Vehicle Supplies	5,928	4,608	3,901	4,578	5,000	5,000
TOTAL COMMODITIES	8,205	9,256	6,568	7,720	10,000	9,000
CAPITAL OUTLAY:						
Equipment	6,877	9,231	6,460	0	0	0
TOTAL CAPITAL OUTLAY	6,877	9,231	6,460	0	0	0
TOTAL ENGINEERING	330,866	410,168	426,850	450,647	471,585	454,399

DETAIL OF EXPENDITURES

DEPT 440 CITY HALL

DESCRIPTION					PROJECTED	PROPOSED
	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES:						
Salaries and Wages	110,657	103,294	115,590	128,566	133,044	136,665
Social Security	6,825	6,479	7,268	7,955	8,435	8,659
Health and Life Insurance	53,915	56,764	63,815	71,206	70,812	65,024
Employees Retirement	9,577	8,558	9,827	13,469	16,054	16,494
Medicare	1,596	1,515	1,700	1,860	1,973	2,025
Overtime	724	2,200	2,953	1,840	3,000	3,000
TOTAL PERSONNEL SERVICES	183,294	178,810	201,153	224,896	233,318	231,867
CONTRACTED SERVICES:						
Telephone	3,406	6,300	7,428	7,488	4,000	7,500
Utilities/Electric	82,919	83,131	95,360	73,057	85,000	80,000
Utilities/Gas	86,113	84,579	34,460	38,684	50,000	50,000
Utilities/Water	177,710	111,883	74,679	26,133	60,000	40,000
Utilities/Storm Sewer	5,716	9,908	8,486	24,565	7,655	25,000
Building & Grounds Maintenance	47,847	57,083	41,978	28,076	65,000	40,000
Equipment Maintenance	4,839	5,372	5,049	4,390	5,000	5,000
Postage	0	0	0	0	250	0
Building Rental	0	2,877	1,170	1,146	1,900	1,900
Equipment Rental	0	0	0	0	1,000	1,000
Professional Services	0	0	0	0	5,301	0
Workers Compensation	2,295	3,637	3,769	4,362	5,006	4,721
Property & Liability Insurance	20,034	17,766	18,053	35,571	37,774	37,774
Contracted Services	8,433	6,720	6,402	3,551	4,000	4,000
Bank Charges	0	0	0	0	15	0
TOTAL CONTRACTED SERVICES	439,312	389,256	296,834	247,023	331,901	296,895
COMMODITIES:						
Office Supplies	651	1,558	763	828	1,700	0
Janitorial Supplies	18,019	20,013	27,805	29,688	34,800	25,000
Uniform Rental	7,303	9,042	3,263	377	0	0
TOTAL COMMODITIES	25,973	30,613	31,831	30,893	36,500	25,000
CAPITAL OUTLAY:						
Building Improvements	18,499	0	0	0	0	0
Equipment	2,782	2,001	3,599	0	0	0
TOTAL CAPITAL OUTLAY	21,281	2,001	3,599	0	0	0
TOTAL CITY HALL	669,860	600,680	533,417	502,812	601,719	553,762

DETAIL OF EXPENDITURES

DEPT 750 STREETS

DESCRIPTION					PROJECTED	PROPOSED
	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES:						
Salaries and Wages	1,015,315	1,095,321	1,137,684	1,072,584	1,197,098	1,105,159
Social Security	65,592	72,133	76,553	68,746	76,700	71,000
Health and Life Insurance	390,882	411,539	462,657	516,244	513,387	455,168
Employees Retirement	81,996	85,661	93,061	107,937	128,966	127,874
Medicare	15,340	16,870	17,904	15,899	17,938	16,605
Overtime	51,937	78,581	107,725	53,258	40,000	40,000
TOTAL PERSONNEL SERVICES	1,621,062	1,760,105	1,895,584	1,834,668	1,974,089	1,815,806
CONTRACTED SERVICES:						
Telephone	3,931	2,515	3,131	4,391	4,000	4,000
Travel/Training/Education	0	0	29	0	0	0
Building Maintenance	8,381	3,014	6,356	6,474	10,000	5,000
Equipment Maintenance	1,850	4,762	3,926	2,711	4,101	4,101
Vehicle Maintenance	100,818	90,030	132,125	89,710	85,000	85,000
Equipment Rental	1,075	240	1,025	0	1,500	1,500
Worker's Compensation	39,331	60,012	87,022	90,914	101,568	96,422
Property & Liability Insurance	32,066	28,954	33,596	35,352	33,848	33,848
Unemployment	1,799	923	3,165	4,744	0	0
Contracted Services	7,837	3,574	2,108	2,509	5,500	5,500
Towing Service	45	0	785	560	1,000	1,000
Brush/Debris Removal	0	10	0	0	1,000	0
WV DMV/CDL	345	115	0	15	0	1,000
TOTAL CONTRACTED SERVICES	197,478	194,149	273,268	237,380	247,517	237,371
COMMODITIES:						
Hand Tools	7,102	8,700	5,261	9,430	9,250	8,000
Salt	73,233	130,311	172,592	172,816	175,000	85,000
Construction Supplies	7,701	8,983	6,325	3,102	10,000	7,500
Office Supplies	2,198	675	1,047	1,795	5,000	2,500
Janitorial Supplies	0	0	0	122	0	0
Litter Supplies	1,984	2,292	1,291	1,602	3,000	3,000
Vehicle Supplies	58,874	47,197	53,126	63,219	45,000	50,000
Uniform Rental	17,074	15,769	13,364	16,368	31,000	18,000
Safety Equipment	7,724	7,458	11,008	7,331	10,000	10,000
Sidewalk Repair Materials	722	8,959	7,548	5,798	10,000	10,000
Street Repair Materials	44,918	40,483	37,522	59,583	84,500	50,000
Guard Rail Supplies	0	1,546	482	1,930	2,500	2,500
TOTAL COMMODITIES	221,530	272,373	309,566	343,096	385,250	246,500
CAPITAL OUTLAY:						
Sidewalk Construction Program	0	14	40	0	0	0
Equipment	3,610	2,444	2,525	5,792	6,500	6,500
TOTAL CAPITAL OUTLAY	3,610	2,458	2,565	5,792	6,500	6,500
TOTAL STREETS	2,043,680	2,229,085	2,480,983	2,420,936	2,613,356	2,306,177

DETAIL OF EXPENDITURES

DEPT 752 SIGNS & SIGNALS

DESCRIPTION	ACTUAL				PROJECTED PROPOSED	
	2007-08	2008-09	2009-10	2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES:						
Salaries and Wages	134,728	154,499	167,522	155,206	181,305	137,391
Social Security	9,904	11,261	12,102	10,694	12,481	9,758
Health and Life Insurance	67,394	70,955	79,769	89,008	88,515	65,024
Employees Retirement	13,835	14,898	16,359	17,670	23,754	18,588
Medicare	2,316	2,634	2,830	3,010	2,919	2,282
Overtime	26,224	29,161	29,807	20,098	20,000	20,000
TOTAL PERSONNEL SERVICES	254,401	283,408	308,389	295,686	328,974	253,043
CONTRACTED SERVICES:						
Telephone	2,813	1,742	2,022	3,434	2,000	2,000
Utilities-Traffic Signals	40,715	44,603	44,427	106,887	40,000	45,000
Utilities-Street Lighting	198,179	202,552	198,620	178,156	199,000	199,000
Travel & Training	0	0	0	115	0	0
Building Maintenance	484	158	41	1,102	1,000	500
Equipment Maintenance	600	1,231	218	1,635	2,000	1,500
Street Lighting Maintenance	3,033	6,127	2,156	3,687	7,000	7,000
Traffic Signal Maintenance	5,232	2,146	5,583	1,374	5,000	5,000
Vehicle Maintenance	2,132	3,101	9,473	4,908	4,000	4,000
Equipment Rental	0	0	0	0	500	500
Worker's Compensation	5,669	9,168	14,726	16,643	18,651	11,946
Property & Liability Insurance	6,274	5,134	5,499	5,638	6,742	6,742
Contracted Services	0	146	0	0	500	500
TOTAL CONTRACTED SERVICES	265,131	276,108	282,765	323,579	286,393	283,688
COMMODITIES:						
Hand Tools	2,573	2,151	3,005	1,897	4,000	3,000
Street Marker Materials	5,805	5,518	10,627	8,735	10,000	10,000
Marking Paint Supplies	12,771	9,192	8,674	10,844	11,000	11,000
Traffic Sign Materials	11,209	18,236	17,793	15,705	22,000	20,000
Office Supplies	387	1,148	658	3	0	0
Operating Supplies	0	0	0	17	0	0
Vehicle Supplies	10,463	9,475	9,790	13,058	7,000	7,000
Uniform Rental	1,857	1,994	2,575	269	0	0
TOTAL COMMODITIES	45,065	47,714	53,122	50,528	54,000	51,000
CAPITAL OUTLAY:						
Equipment	7,256	6,418	6,613	0	0	3,000
TOTAL CAPITAL OUTLAY	7,256	6,418	6,613	0	0	3,000
TOTAL SIGNS AND SIGNALS	571,853	613,648	650,889	669,793	669,367	590,731

DETAIL OF EXPENDITURES

DEPT 754 EQUIPMENT MAINTENANCE

DESCRIPTION	PROJECTED PROPOSED					
	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES:						
Salaries and Wages	190,626	198,677	201,222	236,242	252,322	257,550
Social Security	12,820	13,402	13,904	15,268	16,140	16,464
Health and Life Insurance	80,872	85,146	95,722	106,809	123,921	113,792
Employees Retirement	17,818	17,677	18,739	25,740	30,718	31,361
Medicare	2,998	3,134	3,252	3,571	3,775	3,851
Overtime	16,611	19,260	24,824	12,146	8,000	8,000
TOTAL PERSONNEL SERVICES	321,745	337,296	357,663	399,776	434,876	431,018
CONTRACTED SERVICES:						
Telephone	1,510	426	414	429	1,000	500
Equipment Maintenance	3,710	3,012	4,193	2,675	7,550	4,000
Worker's Compensation	4,124	6,542	6,704	8,644	9,215	8,869
Property & Liability Insurance	10,329	10,269	10,980	16,573	16,776	16,776
Contracted Services	0	0	900	0	0	0
TOTAL CONTRACTED SERVICES	19,673	20,249	23,191	28,321	34,541	30,145
COMMODITIES:						
Tool Allowance	2,625	2,700	2,756	3,225	2,700	3,600
Office Supplies	70	0	250	0	0	0
Janitorial Supplies	0	0	4,103	7,894	5,000	5,000
Mechanic/Garage Supplies	20,655	22,383	25,289	27,233	21,600	22,000
Uniform Rental	4,629	5,136	3,717	315	0	0
Inventory Clearing/Stock	861	15,891	13	46	0	0
Inventory Clearing/Fuel	13,897	-14,697	7,568	-24,331	0	0
Mon County Fuel	209,174	211,999	195,350	259,334	210,000	240,000
TOTAL COMMODITIES	251,911	243,412	239,046	273,716	239,300	270,600
CAPITAL OUTLAY:						
Fuel Tank Monitoring	1,298	0	0	0	0	0
Equipment	6,064	8,045	4,447	4,160	5,400	5,400
TOTAL CAPITAL OUTLAY	7,362	8,045	4,447	4,160	5,400	5,400
TOTAL EQUIPMENT MAINTENANCE	600,691	609,002	624,347	705,973	714,117	737,163

DEPARTMENT OF DEVELOPMENT SERVICES

MISSION:

To put client-service first; work through motivated professionals to shape a high quality community for residents, business, and visitors; and, serve as a model for excellence by partnering with our clients to build a safer, more sustainable Morgantown.

PROGRAM SERVICES:

The **Department of Development Services** is responsible for ensuring that property development and construction activities comply with applicable codes and are consistent with the vision for the City. The community expresses this vision through the City's Comprehensive Plan, the Planning and Zoning Code, the West Virginia Building Code, and other development regulations. Development Services is one of the most public city service departments and fields a large amount of phone calls and walk-ins requesting general zoning and building code interpretations, permitting information, historic research, property information, and rental property registration. The Department consists of four divisions: Planning, Building Code, Rental Registration, Permit Center, and Community Development. The role and perspective of each division is somewhat different in terms of scope ranging from the "big picture" perspective of long range planning; to the quality of neighborhoods through property maintenance, community development initiatives, and zoning compliance; to the structural, mechanical, accessibility, and safety review by the permitting staff and inspectors.

The **Planning Division** is responsible for ensuring that new and existing developments comply with land use regulations and policies enacted in the City's Planning and Zoning Code and adopted in the City's Comprehensive Plan and special study area plans. The Comprehensive Plan and various development codes were adopted with the goal of improving the quality, character, and sustainability of the community.

The **Building Code Division** is responsible for administering and enforcing the West Virginia State Building Code through property maintenance inspection, plans review, and inspection of all phases of residential and commercial construction. The Building Code Division also coordinates plans review and inspections with the City Fire Marshall's Office. The West Virginia State Building Code has been adopted by the City to increase the safety and accessibility of the built environment.

The **Rental Registration Division** is responsible for coordinating the City's Rental Registration Program. All residential rental properties within the City must be registered and undergo inspections at least once every three years to obtain letters of code compliance. The purpose of the City's Rental Registration program is twofold. First, the program establishes minimum health and safety standards relating to condition, maintenance, and occupancy to ensure that rental housing is safe, sanitary, and suitable. Second, the locations of registered rental properties are shared with the Monongalia County Assessor's Office and the Sheriff's Tax Office to ensure that all rental housing realty within the City is classified as Class IV for property tax purposes.

The **Permit Center Division** is responsible for building permit application intake, client service, coordination of multidisciplinary plan review with several City departments and the Morgantown Utility Board (MUB), case file management, and final building permit and certificate of occupancy issuance. The Permit Center has been organized to provide a one-stop central location serving the building permit consultation and issuance needs for projects ranging from minor residential home improvements to major commercial construction.

The **Community Development Division** is the steward of the Community Development Block Grant (CDBG) provided by the U.S. Department of Housing and Urban Development (HUD). The division provides for the administration and compliance monitoring of these federal grant funds, which includes regular planning, consultation, and data collection coordination with City Departments and local not-for-profit agencies in the development and enhancement of various fair and affordable housing and anti-poverty initiatives and programming.

FY 12 HIGHLIGHTS AND ACCOMPLISHMENTS:

The Department of Development Services was created during fourth quarter of Fiscal Year 2011 by combining the functions and personnel of the Planning Department, Code Enforcement Division, and Community Development Department. The purpose of the reorganization was to streamline organizational structure and management, improve coordination of and efficiencies in service delivery, and empower employees to advance solution-oriented results.

Fiscal Year 2012 accomplishments include reorganizing internal functions and collaborative operations; establishing code enforcement zones and assigning Inspectors; filling vacant positions; initial implementation of job classifications restructuring and related certification requirements and pay grades; and, initiating the Comprehensive Plan Update.

FY13 NEW INITIATIVES, GOALS, AND OBJECTIVES:

In addition to the general services and programs highlighted above, the Department plans the following initiatives:

- Complete City's Comprehensive Plan Update in partnership with the Morgantown-Monongalia Metropolitan Planning Organization (MPO) and the Town of Star City.
- Implement actions identified in the 2011 Analysis of Impediments to Fair Housing Choice.
- Initiate prioritized Planning and Zoning Code amendments recommended in the 2010 Downtown Strategic Plan.
- Initiate prioritized Planning and Zoning Code amendment recommended in the City's Comprehensive Plan Update scheduled for completion in January 2013.
- Implement minimum building permit application standards and update related applications.
- Conduct an internal cost of service analysis relating to plans review, fee schedules, and operational efficiencies.

- Continue to implement the restructuring of job classifications and certification requirements within the Building Code, Rental Registration, and Permit Center Divisions.
 - Initiate a client satisfaction survey program to better understand client expectations and experiences.
 - Monitor and evaluate the code compliance and complaint tracking system that reports solutions and resolved cases in addition to citations issued.
 - Implement a “Lunch and Learn” program to discuss key issues in the development process, address concerns or current trends, and provide beneficial information to clients, the community, and stakeholders.
-

PERFORMANCE MEASURES

The Department of Development services continues to develop and establish performance measures for the department as a whole, given its creation during Fiscal Year 2011 and the restructuring of internal functions, operations, and personnel assignments. Measures to be included prospectively are as follows:

- Establish and maintain a “good” or “excellent” satisfaction baseline of clients rating the building permit process; establish performance goals for future fiscal years.
- Establish and maintain a “good” or “excellent” satisfaction baseline of Planning Commission members rating the technical quality of staff reports, presentations, and discussion; establish performance goals for future fiscal years.
- Establish and maintain a “good” or “excellent” satisfaction baseline of Board of Zoning Appeals members rating the technical quality of staff reports, presentations, and discussion; establish performance goals for future fiscal years.
- Identify and monitor the average number of days to abate property maintenance violations; establish performance goals for future fiscal years.
- Identify and monitor the average number of days to abate code violations in rental property; establish performance goals for future fiscal years.
- Identify and monitor the average number of days to review plans in the following categories; establish performance goals for future fiscal years:
 - Residential new construction
 - Residential renovations/remodeling
 - Commercial new construction
 - Commercial renovation
- Maintain the percent of the CDBG grant ending during the fiscal year expended at 75% or greater.

DETAIL OF EXPENDITURES

DEPT 436 CODE ENFORCEMENT

DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	PROJECTED	PROPOSED
	2007-08	2008-09	2009-10	2010-11	BUDGET	BUDGET
					2011-12	2012-13
PERSONNEL SERVICES:						
Salaries and Wages	350,413	414,772	440,502	432,676	425,346	458,069
Social Security	23,000	26,568	27,924	27,089	26,805	28,834
Health and Life Insurance	133,884	170,292	208,747	231,420	194,733	211,328
Employees Retirement	30,861	34,502	36,716	43,231	49,250	54,925
Medicare	5,379	6,214	6,531	6,335	6,269	6,744
Overtime	13,947	13,570	9,891	6,512	7,000	7,000
TOTAL PERSONNEL SERVICES	557,484	665,918	730,311	747,263	709,403	766,900
CONTRACTED SERVICES:						
Telephone	12,990	11,760	9,885	9,598	10,000	10,000
Printing and Copying	785	0	361	450	500	500
Printing & Copying - Public Information	2,355	2,780	1,515	970	4,290	3,000
Travel and Training	6,911	5,303	17,022	7,610	17,160	14,450
Equipment Maintenance	0	38	73	0	500	500
Vehicle Maintenance	5,795	3,734	6,781	4,664	7,000	6,000
Postage	4,966	3,472	2,416	2,189	4,000	4,000
Dues and Subscriptions	1,684	1,499	2,100	1,438	2,850	2,500
Professional Services	9,361	0	0	0	3,000	3,000
Workers Compensation	5,669	10,386	13,333	10,483	11,065	8,597
Property & Liability Insurance	13,957	8,568	20,080	11,193	14,730	14,730
Contracted Services	5,995	12,454	7,988	4,132	3,000	3,000
TOTAL CONTRACTED SERVICES	70,468	59,994	81,554	52,727	78,095	70,277
COMMODITIES:						
Small Tools/Equipment	234	0	319	559	600	600
Office Supplies	12,815	12,809	8,606	9,064	8,800	9,300
Emergency Clothing	0	0	0	0	250	250
Vehicle Supplies	13,223	12,424	10,221	13,564	12,840	12,840
Uniform Rental	8,197	4,145	4,424	7,036	9,000	9,500
TOTAL COMMODITIES	34,469	29,378	23,570	30,223	31,490	32,490
CAPITAL OUTLAY:						
Equipment	2,830	2,878	2,296	1,091	3,000	3,000
TOTAL CAPITAL OUTLAY	2,830	2,878	2,296	1,091	3,000	3,000
TOTAL CODE ENFORCEMENT	665,251	758,168	837,731	831,304	821,988	872,667

DETAIL OF EXPENDITURES

DEPT 437 PLANNING

DESCRIPTION	ACTUAL	ACTUAL	ACTUAL	ACTUAL	PROJECTED	PROPOSED
	2007-08	2008-09	2009-10	2010-11	BUDGET	BUDGET
					2011-12	2012-13
PERSONNEL SERVICES:						
Salaries and Wages	116,921	122,910	122,086	116,815	130,662	167,584
Social Security	7,163	7,542	7,484	7,172	8,361	10,390
Health and Life Insurance	26,957	28,382	31,907	35,603	35,406	48,768
Employees Retirement	9,033	9,087	9,437	11,957	15,898	19,792
Medicare	1,675	1,764	1,750	1,677	1,955	2,430
TOTAL PERSONNEL SERVICES	161,749	169,685	172,664	173,224	192,282	248,964
CONTRACTED SERVICES:						
Telephone	3,988	3,908	3,773	3,903	3,400	3,400
Printing and Copying	0	241	1,398	221	500	500
Travel and Training	657	3,306	3,159	2,905	3,000	4,250
Vehicle Maintenance	0	523	50	536	2,200	2,500
Postage	1,367	1,125	859	862	1,750	1,200
Advertising	1,757	1,088	1,127	1,276	1,500	1,500
Dues and Subscriptions	953	710	869	927	1,200	1,800
Worker's Compensation	182	298	361	401	405	503
Property & Liability Insurance	1,559	1,367	1,202	1,145	1,291	1,291
Contracted Services	1,727	1,724	345	225	2,500	2,500
TOTAL CONTRACTED SERVICES	12,190	14,290	13,143	12,401	17,746	19,444
COMMODITIES:						
Office Supplies	2,776	2,605	1,411	1,381	2,500	2,500
Computer Supplies	994	1,045	0	269	1,000	1,000
Vehicle Supplies	298	763	243	619	1,400	1,400
TOTAL COMMODITIES	4,068	4,413	1,654	2,269	4,900	4,900
CAPITAL OUTLAY:						
Equipment	0	0	0	0	3,000	2,000
TOTAL CAPITAL OUTLAY	0	0	0	0	3,000	2,000
TOTAL PLANNING & ZONING	178,007	188,388	187,461	187,894	217,928	275,308

POLICE DEPARTMENT

MISSION:

We the members of the Morgantown Police Department, working with all people are dedicated to providing outstanding services with integrity, respect and fairness while promoting a safe environment.

PROGRAM SERVICES:

- A. Create and maintain a feeling of respect for and confidence in the Morgantown Police Department. This will result in a feeling of citizen security with the result that they support and assist the department in its efforts
- B. Maximize, to the extent possible, the development of job-satisfaction of departmental employees. This will enable the department to attract, retain and secure the commitment of qualified personnel which is necessary to accomplish the mission of the department.
- C. Ensure that the governing body of the City of Morgantown receives the greatest benefit for the dollars expended for police services.
- D. Minimize the occurrence of deterrable crime.
- E. Safeguard the lives, property and public peace that the citizens and visitors of the City of Morgantown are entitled to.
- F. Identify, arrest and assist in the prosecution of persons who commit crimes.
- G. Recover lost and stolen property, identify its owner and ensure its prompt return or provide safekeeping until such property is disposed of consistent with law or policy.
- H. Record and analyze crime, accident and incident statistics on a continual basis for the purposes of legal record, improved planning and crime control.
- I. Create and maintain a feeling of confidence in the support for the Morgantown Police Department on the part of other organizations with which it comes in contact, particularly those agencies that are part of the Criminal Justice System.

- J. Arrange for the delivery of emergency services that police are particularly equipped to provide.
- K. Assist citizens and visitors who cannot care for themselves or arrange for such assistance.
- L. Facilitate the safe and orderly movement of people, traffic and parking of vehicles.

FY 11 HIGHLIGHTS AND ACCOMPLISHMENTS:

1. Update and Upgrade of Equipment to Increase Community Policing Initiatives.
 - Obtained Shotguns through weapons trade in program without cost to city
 - Obtained Rifles with only cost to city being shipping and handling
 - Hot Spots installed from 2009 grant
 - Assignment of 4 Bike Officers for Downtown and Rail Trails
 - Special Services Officers assigned to Neighborhood Associations
 - Traffic Studies completed on most problematic roadways and targeted enforcement during peak violation times
2. Secure DUI/Underage Enforcement Grant to increase overtime enforcement of alcohol issues without impacting City Funds.
 - CY DUI arrests = 127
 - DUI arrests to date = 158 (5 months remaining on statistical collection period)
3. Secure DOJ Grant funding to increase officers, thereby increasing enforcement and patrol activities without impacting City Funds.
 - Secure funds for the hiring of 3 additional officers
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FY12 NEW INITIATIVES, GOALS, AND OBJECTIVES:

1. Upgrade and acquisition of patrol equipment.
 2. Purchase and obtain patrol vehicles with funding authorized.
 4. Seek Grant funding to obtain additional officers.
-

PERFORMANCE MEASURES

1. Application of appropriate grants and equipment programs, acquiring and placing into service additional shotguns, in-car equipment (Radar/Video Camera/Weapons Security Racks/First Aid kits), Batons and other necessary line equipment.
2. Vehicle Purchase.
3. Awarding, selection and hiring of new/additional officers

Measures:	FY 09 Actual	FY 10 Actual	FY 11 Est	FY 12 Proposed
Patrol Line Equipment <ul style="list-style-type: none"> ○ In Car Video Cameras ○ Radar Units ○ ASP Batons ○ Shotguns (GRANT) \$30,000.00			\$0.0	\$3000.00
DUI Enforcement (GRANT) \$50,000.00			\$50,000.00	\$50,000.00
2 New Officers (GRANT) \$373,450.00			\$0.0	\$0.0
IT Upgrade (Postponed)				
Technology Integration				
MDC Connectivity (Postponed)				

DETAIL OF EXPENDITURES

DEPT 700 POLICE

DESCRIPTION	ACTUAL				PROJECTED	PROPOSED
	2007-08	2008-09	2009-10	2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES:						
Salaries and Wages	2,636,004	2,842,943	2,823,480	3,057,215	3,161,258	3,415,885
Social Security	19,325	20,033	20,145	20,839	18,118	18,497
Health and Life Insurance	916,552	993,370	1,116,759	1,246,106	1,292,319	1,251,712
Police Pension Fund	448,862	480,283	513,903	549,877	588,369	629,555
Employee Retirement	24,629	24,251	25,014	32,257	27,964	32,365
Medicare	42,277	46,005	44,984	48,657	50,775	54,441
Overtime	431,504	479,418	459,886	455,579	308,500	394,500
Grant Overtime	0	0	0	0	121,000	35,000
TOTAL PERSONNEL SERVICES	4,519,153	4,886,303	5,004,171	5,410,530	5,568,303	5,831,955
CONTRACTED SERVICES:						
Telephone	32,127	21,698	21,370	28,125	25,000	25,000
Printing and Copying	7,779	9,221	8,235	7,347	8,000	8,000
Travel and Training	26,288	26,123	23,905	33,622	30,000	25,500
Tuition and Training	0	0	0	0	0	0
Equipment Maintenance	10,124	10,441	8,035	11,165	9,000	10,000
Vehicle Maintenance	39,538	42,779	44,153	59,208	60,000	40,000
Postage	2,022	2,723	2,421	2,747	2,000	3,000
Adv/Legal Publications	42	192	133	86	500	500
Dues and Subscriptions	3,073	1,712	2,416	1,364	2,500	2,000
Professional Services	83	761	266	410	1,000	500
Laundry and Cleaning	10,085	9,298	8,094	9,748	10,000	10,000
Workers Compensation	46,869	73,997	76,202	87,088	86,713	105,095
Property & Liability Insurance	114,840	101,449	106,402	112,848	120,344	120,344
Unemployment Comp	332	8,213	0	0	0	0
Contracted Services	17,656	14,564	21,301	15,205	17,000	17,000
Investigation Costs	1,000	0	1,000	1,000	5,000	5,000
Towing Costs	851	662	602	767	1,500	1,500
Crime and Drug Prevention	4,679	5,758	855	664	5,000	5,000
TOTAL CONTRACTED SERVICES	317,388	329,591	325,390	371,394	383,557	378,439

DEPT 700 POLICE (CONTINUED)

DESCRIPTION	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED PROPOSED	
					BUDGET 2011-12	BUDGET 2012-13
COMMODITIES:						
Office Supplies	11,792	12,234	12,031	10,818	12,000	12,000
Investigative Supplies	4,262	5,438	3,213	3,623	6,000	6,000
Firearms Supplies	10,974	11,918	11,099	12,889	13,000	14,000
Janitorial Supplies	0	0	15	0	0	0
Photography Supplies	3,894	1,349	4,188	544	4,250	4,250
Vehicle Supplies	114,296	99,581	80,292	118,429	90,000	90,000
Uniforms	52,395	35,475	41,277	43,536	35,000	38,000
Care of Prisoners-County	14,356	14,354	15,457	17,766	20,000	20,000
TOTAL COMMODITIES	211,969	180,349	167,572	207,605	180,250	184,250
CAPITAL OUTLAY:						
Equipment	19,821	13,916	7,170	3,737	10,000	5,000
K-9 Equipment	2,583	1,267	10,248	2,921	3,000	3,000
Grant Expenditures	69,534	97,577	10,785	61,728	91,760	2,500
TOTAL CAPITAL OUTLAY	91,938	112,760	28,203	68,386	104,760	10,500
TOTAL POLICE	5,140,448	5,509,003	5,525,336	6,057,915	6,236,870	6,405,144

FIRE DEPARTMENT

MISSION: *Mission statement is currently in revision

PROGRAM SERVICES:

The Morgantown Fire Department is a vital part of city infrastructure, tasked with the preservation of life & property. The department is divided into four areas of responsibility; Administration, Operations, Fire Marshals Division and Training. These divisions accomplish our responsibilities through a combination of planning and preparation including public fire prevention training, an aggressive inspection program, emergency response readiness, and incident mitigation.

FY 12 HIGHLIGHTS AND ACCOMPLISHMENTS:

- Implementation of Risk Management program
- Replacement of 16 year old pickup truck
- Several promotions of mid and upper level staff due to retirements
- Continued work on upgrading of radio system
- Implementation of PODS program with Monongalia County Health Department

FY13 NEW INITIATIVES, GOALS, AND OBJECTIVES:

- Continue development of risk management program
- Continue upgrade of radio system
- Purchase of two pumper trucks (One to replace Engine #3, one to replace former backup engine)
- Hire two additional firefighters to fill current and projected vacancies within department

PERFORMANCE MEASURES

Goal: Increase public awareness concerning fire safety

Objective: Increase attendance of public safety events by 10%

Type of Measure: Performance measurement

Tool: Attendance headcounts

Frequency: Annually

Scoring: Total count of attendees at all fire prevention/safety offerings

Trend: 116% increase in attendance 2010 - 2011

Measures:	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Proposed
Fire Prevention Show Attendance	7571	3136*	6782	7460

* Program suspended during spring of 2010 by acting administrator

Goal: Increase number of inspections
Objective: Increase inspections by 5%
Type of Measure: Performance measurement
Tool: Count number of inspections
Frequency: Annually
Scoring: Total number of inspections
Trend: 22.5% increase in total number of inspections

Measures:	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Proposed
Number of Inspections	1228	3542	4342	4560

Goal: Decrease in number of violations
Objective: Decrease code violations by 10%
Type of Measure: Performance measurement
Tool: Count number of violations
Frequency: Annually
Scoring: Total number of violations recorded
Trend: 46% increase in violations found. Attributed to increased number of inspections

Measures:	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Proposed
Number of Violations	2560	2274	3325	2993

Goal: Decrease in number of malicious (street/dumpster) fires
Objective: Decrease overall number of malicious fires by 20%
Type of Measure: Performance measurement
Tool: Count number of malicious fires
Frequency: Annually
Scoring: Total number of malicious fires
Trend: Increase of 4%

Measures:	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Proposed
Number of Malicious Fires	123	168	176	140

- Street patrol program suspended from February – June 2010
- FY 2011 -126 malicious fires during spring semester (Bin Laden demonstrations) 50 fires during fall semester

Goal: Risk management evaluation of all structures in city
Objective: Develop risk assessment analysis – Special notice of high hazard structures
Type of Measure: Performance measurement
Tool: Count number of buildings evaluated
Frequency: Annually
Scoring: Total number of buildings evaluated
Trend: N/A

Measures:	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Proposed
Number of Structures Evaluated	N/A	0	500	650

Goal: Water Supply / Hydrant Evaluation
Objective: Develop risk assessment analysis - Water supply
Type of Measure: Performance measurement
Tool: Count number of hydrants tested
Frequency: 5 years rotation
Scoring: Total number of hydrants evaluated
Trend: New program

Measures:	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Proposed
Number of Hydrants Evaluated	N/A	N/A	50	125

Goal: Arrival on scene of emergencies in under 3.2 minutes
Objective: Decrease arrival times to four minutes or less
Type of Measure: Performance measurement
Tool: Time logs from MECCA
Frequency: Ongoing
Scoring: Response time < 3.2 minutes = 1 point | Response time > 3.2 minutes = 0 points.
Trend: N/A

Measures:	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Proposed
Time from alarm to arrival on scene	N/A	1%	1.26%	1.28%

* Errors in records from MECCA do not reflect true response times.

DETAIL OF EXPENDITURES

DEPT 706 FIRE DEPARTMENT

DESCRIPTION					PROJECTED	PROPOSED
	ACTUAL 2007-08	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	BUDGET 2011-12	BUDGET 2012-13
PERSONNEL SERVICES:						
Salaries and Wages	2,006,313	2,136,031	2,200,386	2,239,050	2,268,232	2,329,735
Social Security	1,710	1,946	2,304	2,383	3,389	3,650
Health and Life Insurance	646,978	695,359	781,731	872,274	863,021	792,480
Fire Pension Fund	378,244	406,613	437,109	469,893	502,786	540,495
Employee Retirement	2,418	2,365	2,630	4,062	6,454	6,952
Medicare	26,482	28,205	28,775	32,198	33,685	34,561
Overtime	127,932	135,094	120,262	134,499	110,000	110,000
TOTAL PERSONNEL SERVICES	3,190,077	3,405,613	3,573,197	3,754,359	3,787,567	3,817,873
CONTRACTED SERVICES:						
Telephone	29,354	35,097	36,134	23,510	30,000	30,000
Printing and Copying	984	246	885	155	2,000	1,000
Utilities/Electric	8,002	10,176	15,511	13,219	8,500	8,500
Utilities/Gas	16,024	17,627	12,817	11,470	7,000	10,000
Utilities/Water and Sewer	1,906	1,590	2,085	1,796	2,000	2,000
Utilities/Storm Sewer	558	663	1,359	1,317	756	1,400
Travel/Training/Education	17,732	11,079	6,843	17,116	19,000	16,150
Building Maintenance	5,050	5,329	15,771	14,843	20,000	10,000
Equipment Maintenance	9,061	11,357	13,449	12,625	15,720	16,000
Vehicle Maintenance	44,404	55,312	79,643	51,454	65,000	45,000
Postage	783	548	813	668	300	500
Fire Prevention/Public Educ.	9,843	9,888	8,357	10,143	10,000	10,000
Dues and Subscriptions	1,043	978	1,132	1,294	1,000	1,200
Professional Services	1,068	1,063	806	640	2,000	1,000
Laundry and Cleaning	12,405	12,567	12,443	11,684	12,650	12,650
Worker's Compensation	67,253	106,176	112,118	129,645	138,881	98,506
Property & Liability Insurance	43,699	30,456	37,202	40,143	39,335	39,335
Unemployment Comp.	0	1,936	0	0	0	0
Contracted Services	7,185	7,816	9,777	8,272	7,000	7,000
TOTAL CONTRACTED SERVICES	276,354	319,904	367,145	349,994	381,142	310,241

DEPT 706 FIRE DEPARTMENT (CONTINUED)

DESCRIPTION	ACTUAL				PROJECTED	PROPOSED
	2007-08	2008-09	2009-10	2010-11	BUDGET	BUDGET
					2011-12	2012-13
COMMODITIES:						
Fire Supplies/Clothing	28,583	21,493	26,893	25,334	30,000	30,000
Office Supplies	7,135	6,528	6,283	5,954	4,500	6,000
Janitorial Supplies	2,985	4,022	3,009	2,974	3,000	3,000
Operating Supplies	2,171	909	2,648	1,608	1,500	2,000
Vehicle Supplies	31,662	30,811	32,509	30,793	30,000	31,000
Uniform Purchases	25,227	23,999	38,561	26,102	26,500	26,500
Hepatitis B Shot	0	0	0	110	500	500
Hydrant Rental	47,017	39,409	56,796	43,400	50,904	43,404
TOTAL COMMODITIES	144,780	127,171	166,699	136,275	146,904	142,404
CAPITAL OUTLAY:						
Equipment	15,163	17,356	3,559	12,189	10,000	5,000
TOTAL CAPITAL OUTLAY	15,163	17,356	3,559	12,189	10,000	5,000
TOTAL FIRE DEPARTMENT	3,626,374	3,870,044	4,110,600	4,252,817	4,325,613	4,275,518

NON-GENERAL FUND
BUDGETS AND
APPLICABLE
PERFORMANCE
MEASURES

**CITY OF MORGANTOWN
COAL SEVERANCE FUND**

DESCRIPTION	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED BUDGET 2011-12	PROPOSED BUDGET 2012-13
REVENUE					
BEGINNING BALANCE 7/1	13,309	35,431	38,495	59,629	11,029
Taxes					
Coal Severance Tax	132,001	127,716	145,888	126,000	132,000
TOTAL TAXES	<u>132,001</u>	<u>127,716</u>	<u>145,888</u>	<u>126,000</u>	<u>132,000</u>
Miscellaneous					
Earned Interest	366	348	246	400	300
TOTAL MISCELLANEOUS	<u>366</u>	<u>348</u>	<u>246</u>	<u>400</u>	<u>300</u>
TOTAL REVENUE	<u><u>145,676</u></u>	<u><u>163,495</u></u>	<u><u>184,629</u></u>	<u><u>186,029</u></u>	<u><u>143,329</u></u>

DESCRIPTION	ACTUAL 2008-09	ACTUAL 2009-10	ACTUAL 2010-11	PROJECTED BUDGET 2011-12	PROPOSED BUDGET 2012-13
EXPENDITURES					
Contributions to Other Funds	110,245	125,000	125,000	175,000	140,000
Bank Charges					
Contingency	0	0	0	11,029	3,329
	<u>110,245</u>	<u>125,000</u>	<u>125,000</u>	<u>186,029</u>	<u>143,329</u>
TOTAL EXPENDITURES	<u><u>110,245</u></u>	<u><u>125,000</u></u>	<u><u>125,000</u></u>	<u><u>186,029</u></u>	<u><u>143,329</u></u>

**Community Development Block Grant Budget
Fiscal Year Ending June 30, 2013**

Revenues

CDBG	\$350,530
Rollover	\$13,598
Program Income	\$8,032
<u>Total Revenue Budget</u>	<u>\$372,160</u>

Expenses

<u>Admin & Planning</u>	<u>\$74,432</u>
Total	\$74,432

Housing Programs

68.70 Home Rehab Program	\$90,000
<u>Total</u>	<u>\$90,000</u>

Community Development

68.39 Connecting Link	\$1,400
68.58 Bartlett House	\$24,259
68.52 Boys and Girls Club	\$9,000
68.32 MAYSP	\$10,000
<u>Total</u>	<u>\$44,659</u>

Non-Housing Community Development

58.02 Public Works	\$14,000
58.02 Code Enforcement	\$17,000
58.02 High Street Sidewalks	\$114,139
68.55 Habitat for Humanity	\$17,930
<u>Total</u>	<u>\$163,069</u>

Total Expense Budget	\$372,160
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**CITY OF MORGANTOWN
CAPITAL ESCROW
PROPOSED BUDGET - REVENUES
FISCAL YEAR ENDING JUNE 30, 2013**

Source	Amount
Transfer 2013 GF	1,893,858
Estimated 2012 Carryover	3,828,032
WVU Dock Lease	10,000
Event Center Repayment	100,000
Interest Income	<u>1,500</u>
TOTAL	5,833,390

CAPITAL ESCROW EXPENSES

PROJECT	FY 2012 EXPECTED CARRYOVER	FY 2013 ADDITIONS	FY 2013 TOTAL
CITY CAPITAL PROJECTS			
Comprehensive Plan	160,170	0	\$160,170
Energy Conservation	7,642	0	\$7,642
Disaster Plan	2,334	0	\$2,334
Bike Education Grant & Match	960	0	\$960
Demolition Program	6,715	20,000	\$26,715
New City Hall	2,463,000	337,000	\$2,800,000
City Hall Renovations-Roof/Fatia	0	200,000	\$200,000
TV Cable	3,838	0	\$3,838
Paving 2011	25,326	0	\$25,326
Paving 2012	350,000	0	\$350,000
Paving 2013	0	300,000	\$300,000
Gateway Sidewalk Program	0	0	\$0
DOH Grant Match for Bicycles, Pedestrians & Sidewalks	100,000	-100,000	\$0
TEA Phase 5 High Street	0	87,500	\$87,500
Fire Equip	596	95,000	\$95,596
Accubrine	20,000	0	\$20,000
Public Works Vehicles	0	0	\$0
Public Works Capital Outlay	0	0	\$0
Police Cruisers	0	84,000	\$84,000
Neighborhood Beautification	15,531	25,000	\$40,531
Public Works Cleanup	39,859	0	\$39,859
Clerk Records	0	5,000	\$5,000
Solid Waste (HM)	0	5,000	\$5,000
GIS Project	0	17,277	\$17,277
Neighborhood Signs	12,837	0	\$12,837
Deer Management Program	3,222	0	\$3,222
Traffic Calming	20,000	0	\$20,000
Way Finder Signage	23,400	26,600	\$50,000
Bike Lanes	0	12,500	\$12,500
Event Center (B&O)	0	0	\$0
Bike Parking	164	0	\$164
Historic Landmarks	7,999	13,199	\$21,198
Home Program	40,000	0	\$40,000
Farmers Market Pavillion	0	0	\$0
Sidewalk Gum Removal Machine	0	25,000	\$25,000
TOTAL CITY CAPITAL PROJECTS	3,303,593	1,153,076	4,456,669

CAPITAL ESCROW EXPENSES

	FY 2012 EXPECTED CARRYOVER	FY 2013 ADDITIONS	FY 2013 TOTAL
CONTRIBUTIONS			
Contributions-City Related			
Urban Forestry	10,000	0	\$10,000
Urban Landscape	4,350	0	\$4,350
Land & Water Grant Match-BOPARC	114,548	10,000	\$124,548
Equip. Storage Bldg-BOPARC	75,000	22,000	\$97,000
BOPARC	0	50,000	\$50,000
Financial Stabilization/Rainy Day Fund Contrib.	237,538	0	\$237,538
Contingency	0	61,210	\$61,210
OPEB Fund	0	300,000	\$300,000
MRTC - BOPARC	11,048	20,000	\$31,048
Sister Cities - BOPARC	0	2,500	\$2,500
Total Contributions-City Related	452,484	465,710	918,194
Contributions - NonProfit Commitments			
YCF Arts & Culture	0	40,000	\$40,000
Mountaineer Place	0	0	\$0
Main Street	620	48,380	\$49,000
Downtown Promotion-MSM	0	5,000	\$5,000
Retail Business Grants-MSM	0	3,000	\$3,000
Implement Downtown Plan-MSM	18,219	10,000	\$28,219
Sunnyside Up	0	50,000	\$50,000
Stormwater - Sabraton	0	100,000	\$100,000
Eastwood Elm-Mon BOE	0	50,000	\$50,000
Total Contributions - NonProfit Commitments	18,839	306,380	325,219

CAPITAL ESCROW EXPENSES

	FY 2012 EXPECTED	FY 2013	FY 2013
	CARRYOVER	ADDITIONS	TOTAL
CONTRIBUTIONS-CONT.			
Contributions- Other NonProfit			
National Youth Sports Program	0	5,000	\$5,000
Renaissance Morgantown - MSM	0	5,000	\$5,000
Mon River Litter	2,500	-2,500	\$0
Boys & Girls Club	15,308	-15,308	\$0
Botanic Gardens	33,308	10,000	\$43,308
MLK Day & Social Justice	2,000	-1,500	\$500
Social Justice	0	1,000	\$1,000
Celebrate America	0	2,000	\$2,000
Special Youth Program-MAYSP	0	10,000	\$10,000
Mon Health Contribution	0	16,000	\$16,000
Your Community Foundation	0	11,000	\$11,000
Friends of Deckers Creek	0	3,000	\$3,000
Monongalia Area Economic Partnership	0	15,000	\$15,000
Bartlett House	0	15,000	\$15,000
MHS Band	0	3,000	\$3,000
Mon Humane Society	0	3,500	\$3,500
Total Contributions- Other NonProfit	53,116	80,192	133,308
TOTAL ALL CONTRIBUTIONS	524,439	852,282	1,376,721
TOTAL ALL ACTIVITIES	3,828,032	2,005,358	5,833,390



Morgantown Municipal Airport

100 Hart Field Road
Morgantown, West Virginia 26505
(304) 291-7461
www.morgantownairport.com

FY2013 Performance Measure Summary

MISSION:

To facilitate, promote, and encourage, throughout the greater Morgantown area, transportation of goods and people by air.

PROGRAM SERVICES:

- Provide for the safety of aircraft and people both in the air and on the ground, including air traffic control, Aircraft Rescue and Firefighting, and training for staff, tenants, and other users.
- Provide for the sale of aviation services to aircraft crews and owners, including fuels, oils and other lubricants, de-icing services, and other ground handling services.
- Offer concierge services to pilots and crews, including assistance with rental cars, hotel rooms, catering, and other services as available.
- Provide rental space to aeronautical and non-aeronautical operators that will provide services to the Morgantown aviation community including hangars, tie-down spots, office areas, conference rooms, rental cars, and other.
- Provide space for the congregating of people waiting for air service, including non-secure areas, security screening areas, secure areas, vehicle parking, baggage handling areas, and counter and office areas for airline personnel.
- Provide space for transient pilots, crews and general aviation passengers with waiting area, pilot planning room, quiet room, and more.
- Administer Federal Aviation Administration Airport Improvement Program grants, West Virginia Aeronautics Commission grants, and other grants as available.
- Market Airport services to region, incoming commercial passengers, and general aviation pilots, crews, and passengers.

FY12 HIGHLIGHTS AND ACCOMPLISHMENTS:

- Continued Work on Master Plan Update.
- Continued improvements to airfield and terminal.
- Continued improvements and extension of the runway.
- Reached 10,000 enplanements in CY2011 and expect to reach 10,000 enplanements in CY2012 to qualify for at least \$1 million in Federal Aviation Administration Airport Improvement Program (AIP) grant funds.
- Continued work on West Virginia National Guard Readiness Center (WVNGRC), Access Road, and Airport Business and Technology Park.

Michael J. Clow, A.A.E.
Airport Director
mclow@cityofmorgantown.org

FY13 NEW INITIATIVES, GOALS, AND OBJECTIVES:

- Complete Master Plan Update.
- Complete WVNGRC, Access Road, and commence construction of Airport Business and Technology Park.
- Continue improvements and extension of runway.
- Complete next phase of Terminal Improvements.
- Complete improvements to existing "T" Hangars and begin development of East Side Aviation Park.
- Reach 10,000 enplanements in CY2012 and CY2013 to qualify for minimum \$1 million AIP grant.
- Monitor expenses and revenues to ensure cash revenues meet or exceed expenses.
- Investigate at least one new source of revenue for the Airport.

PERFORMANCE MEASURES:

Measures	CY10 Actual	CY11 Actual	CY12 Estimated	CY13 Proposed
FAA Part 139 Compliance Inspection Discrepancies	5	5	3	2
Commercial Airline Enplanements	10,118	10,386*	9,500	10,000
Charter Flight Enplanements	1,131	950*	950	1,000
Flight Operations	44,183	41,922	45,700	48,000
Measures	FY10 Actual	FY11 Actual	FY12 Estimated	FY13 Proposed
Net Positive/(Negative) Income	\$209,675	(\$467,423)	(\$50,000)	\$0

* Estimate. Actual enplanement data for CY11 will be released by FAA in October of 2012.

**MORGANTOWN MUNICIPAL AIRPORT
2013 PROPOSED OPERATING BUDGET**

		ACTUAL	ACTUAL	ACTUAL	ADOPTED	PROPOSED
		FY2009	FY2010	FY2011	BUDGET	BUDGET
					FY2012	FY2013
REVENUE:						
560	AIRPORT OPERATIONS					
	<u>Rents</u>					
346.04	Office Rent	170,714	172,212	196,341	200,288	206,991
346.06	Restaurant Rent	6,000	10,672	13,100	16,800	17,400
385.02	Car Rental	32,816	36,697	36,328	37,418	38,180
346.02	Hangar Rent	84,330	103,185	96,622	114,600	110,531
346.03	Byers Hangar Rent	900	900	1,065	900	900
		294,759	323,666	343,456	370,006	374,003
	<u>Parking</u>					
342.14	Meters	-	-	-	-	-
342.15	Car Rental Parking	3,680	4,000	3,840	3,840	3,840
		3,680	4,000	3,840	3,840	3,840
	<u>Other</u>					
369.13	AIP Support	583,909	1,392,751	878,937	-	-
346.11	Arpt. Advertising	9,296	9,296	7,505	6,297	6,296
346.05	Airline Landing	33,984	30,705	22,484	38,404	30,000
342.16	Vending Machines	4,300	7,923	5,428	14,000	6,000
366.03	Marketing Grant	10,000	10,000	15,000	15,000	15,000
380.00	Interest	363	67	48	100	50
399.04	Miscellaneous	6,146	6,539	12,935	15,000	10,000
399.07	Grant administration	5,438	7,073	1,885	1,500	-
		653,435	1,464,354	944,222	90,301	67,346
TOTAL AIRPORT OPERATIONS		951,875	1,792,020	1,291,518	464,147	445,189
562	FBO OPERATIONS					
345.10	Fuel Sales - Jet A	1,175,440	968,179	1,277,723	1,500,000	1,755,000
345.13	Fuel Sales - Military	696,393	155,003	144,273	150,000	143,000
345.14	Fuel Sales - Avgas	325,276	346,539	332,119	385,000	392,000
345.15	Fuel Sales Adjustment	(10,948)	-	-	-	-
345.18	Sales - Oil & Prist	854	1,285	732	2,000	1,000
345.20	Catering	320	28	92	500	200
345.21	Pilot Supplies	930	1,525	1,073	1,500	1,300
346.05	Landing & Parking Fees	43,298	44,116	54,840	50,000	50,000
346.09	De-Icing	7,990	34,029	30,065	30,000	36,000
399.04	Misc (callouts, fbo fees, etc)	5,706	7,913	7,085	14,000	7,500
380.00	Interest	28	20	26	50	50
TOTAL FBO OPERATIONS		2,245,287	1,558,637	1,848,028	2,133,050	2,386,050
369.12	General Fund Support	-	-	-	-	-

TOTAL REVENUE

3,197,161	3,350,658	3,139,546	2,597,197	2,831,239
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EXPENDITURES:**561 AIRPORT OPERATIONS**Personnel Services:

03.00	Salaries and Wages	217,553	222,489	225,333	250,018	270,737
04.00	Social Security	13,731	14,463	14,477	16,121	17,406
05.00	Health and Life Insurance	70,955	79,769	89,008	106,218	97,536
07.00	Retirement	16,631	18,209	23,856	26,847	33,155
08.00	Medicare	3,229	3,382	3,386	3,770	4,071
10.00	Overtime	5,946	11,784	9,814	10,000	10,000
10.03	Vac & SL Adj	8,166	(9,164)	1,089	-	-
		336,211	340,932	366,963	412,974	432,905

Contracted Services:

11.00	Telephone	10,978	7,855	9,461	8,000	8,000
13.01	Utilities/Electric	77,035	86,731	78,547	72,000	80,000
13.02	Utilities/Gas	50,219	24,206	28,030	25,000	25,000
13.03	Utilities/Water	3,184	4,561	3,029	5,000	4,500
13.09	Utilities/Storm Sewer	6,155	7,712	8,951	9,000	9,000
14.00	Travel & Training	2,285	1,574	3,063	4,000	4,000
15.00	Building Maintenance	24,454	22,614	9,786	25,000	25,000
15.03	Hangar Maintenance	635	-	74	1,000	5,000
15.20	Airfield Maintenance	18,742	13,791	43,240	12,000	15,000
16.00	Equipment Maintenance	16,537	22,337	33,392	20,000	20,000
17.00	Vehicle Maintenance	10,387	9,754	17,381	6,000	5,000
18.00	Postage	-	-	194	-	300
20.00	Advertising	19,743	19,678	29,915	35,000	25,000
22.00	Dues & Subscriptions	702	745	415	1,000	1,000
23.00	Professional Services	-	130	-	-	-
24.00	Audit Costs	2,000	2,000	2,200	2,000	2,250
26.00	Workers Compensation	6,324	3,874	6,315	5,907	5,410
26.01	Property & Liability Insurance	38,048	37,883	41,688	38,000	39,000
26.02	Unemployment Compensation	-	1,355	-	-	-
30.00	Contracted Services	82,075	28,233	21,769	14,251	24,000
31.00	Fire Service Fees	5,711	5,711	3,526	5,711	5,711
48.00	Administrative Fee	10,000	10,000	10,000	10,000	10,000
		385,212	310,744	350,976	298,869	313,171

Commodities:

40.12	Hand Tools	299	410	113	500	500
41.01	Office Supplies	4,131	2,502	4,145	2,500	3,000
41.05	Janitorial Supplies	5,097	3,972	4,415	4,000	5,000
41.20	Concession Supplies	7,839	4,689	3,742	7,500	4,000
43.00	Vehicle Supplies	8,679	10,460	4,377	3,000	5,000
45.00	Uniforms	2,863	2,505	2,702	1,500	1,500
		28,909	24,538	19,494	19,000	19,000

Capital Outlay:

56.00	Land improvement	-	-	-	-	-
59.02	Cap. Outlay/Equipment	1,112	6,545	-	5,000	3,000
65.00	Depreciation	1,007,670	1,048,289	1,074,795	-	-
58.00	Capital Outlay/Improvements	-	-	-	-	-

72.00	Lease Interest	-	-	18,428	-	17,328
		1,008,782	1,054,834	1,093,223	5,000	20,328
	<u>Contributions:</u>					
00.00	Contingency	-	-	-	1,177	464
		-	-	-	1,177	464
TOTAL AIRPORT OPERATIONS		1,759,114	1,731,048	1,830,656	737,020	785,868
563	FBO OPERATIONS					
	<u>Personnel Services:</u>					
03.00	Salaries and Wages	174,990	183,803	188,578	188,981	193,038
04.00	Social Security	11,531	12,208	12,597	12,337	12,588
05.00	Health and Life Insurance	85,698	94,308	100,263	106,218	97,536
07.00	Retirement	15,121	16,501	20,366	20,717	23,979
08.00	Medicare	2,679	2,855	2,946	2,885	2,944
10.00	Overtime	11,927	15,214	18,132	10,000	10,000
		301,946	324,889	342,882	341,138	340,085
	<u>Contracted Services:</u>					
11.00	Telephone	7,678	7,546	7,997	8,000	8,000
14.00	Travel & Training	909	2,710	542	2,500	3,000
16.00	Equipment Maintenance	4,565	4,433	6,932	2,000	2,500
18.00	Postage	-	-	-	-	-
19.02	Equipment Rent (fuel trucks)	18,000	16,500	9,750	-	-
26.00	Workers Compensation	4,193	5,355	6,953	7,546	7,357
26.01	Property & Liability Insurance	11,306	12,020	18,030	12,200	21,200
26.02	Unemployment Compensation	6,500	4,118	6,509	-	-
30.00	Contracted Services	2,538	2,238	2,469	2,000	2,400
32.00	Credit Card Fees	48,176	42,474	41,834	44,000	44,000
		103,864	97,393	101,016	78,246	88,457
	<u>Commodities:</u>					
41.01	Office Supplies	1,919	1,221	2,231	1,500	2,000
41.21	Operating Supplies	992	1,268	42	1,500	-
46.10	Jet Fuel	1,305,680	695,576	1,014,614	1,115,070	1,300,000
46.12	Avgas	252,623	260,005	301,854	299,723	280,000
46.15	Oil/Prist/Glycol (deicing fluid)	9,749	21,801	14,092	20,000	15,000
46.20	Catering Supplies	1,642	971	882	2,000	1,000
46.21	Pilot Supplies	2,123	987	543	1,000	1,000
		1,574,728	981,828	1,334,258	1,440,793	1,599,000
	<u>Capital Outlay:</u>					
59.02	Equipment	-	-	-	-	-
	<u>Contributions:</u>					
65.00	Depreciation	3,724	-	-	-	-
65.10	Amortization	5,825	5,825	(1,843)	-	-
66.00	Contributions to AIP	-	-	-	-	-
		9,549	5,825	(1,843)	-	-
TOTAL FBO OPERATIONS		1,990,087	1,409,935	1,776,313	1,860,177	2,027,542

Non Expense Line Budget Items -
Contingency Net to Contingency
CLT Capital Lease Principal

- - - - 17,829

TOTAL EXPENDITURES

3,749,201 3,140,983 3,606,969 2,597,197 2,831,239
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**EXCESS (DEFICIENCY) OF
REVENUES OVER EXPENDITURES**

(552,039) 209,675 (467,423) - (0)

Morgantown Municipal Airport
 Airport Improvement Fund

Proposed
 Budget FY2013

Revenues

94.94	FAA 3512	Taxiway Improvements	900,000
94.94	State 3512		100,000
94.94	FAA 3612	Terminal Renovation	500,000
94.94	State 3612		60,000
			<u>1,560,000</u>
94.940.341.00	PFC		43,900
94.940.380	Interest		50
94.940.369.00	Contribution From Airport Fund		-
			<u>43,950</u>
TOTAL REVENUES			1,603,950

Expenditures

94.941	Grant 3512/FAA and State	1,000,000
94.941	Grant 3612/FAA and State	600,000
94.941	Local Match/PFC	-
94.941	Local Match/Capital Outlay	-
94.941	Contingency	3,950
Total Expenditures		<u>1,603,950</u>
EXCESS/(DEFICIENCY)		-

**RELATED ORGANIZATION
BUDGETS**

Morgantown Public Library

FY 2013 Budget

REVENUES: Detail	MPL	Auil	Clinton	Cheat	Clay Battelle	Star City	Arnettsville	System Grand Total	Percentages
City of Morgantown	707,269	46,700						753,969	44.82%
State Basic Aid:									
WVLC Grant - Basic	316,795	25,540	24,295	52,225	33,020	9,125	19,945	480,945	28.59%
Affiliate Services	24,695							24,695	1.47%
WVLC Community Participation Grant									0.00%
Monongalia County	204,317	25,000	15,889	34,155	21,595	-	14,044	315,000	18.73%
Board of Education	29,317	2,000	1,684	2,943	3,056	-	1,000	40,000	2.38%
Interest Income	10,000	300	500	750	750	-	300	12,600	0.75%
Library Collections	28,000	200	2,400	8,000	4,500	-	1,000	44,100	2.62%
Restricted Trust Income	1,100							1,100	0.07%
Subtotal	1,321,493	99,740	44,768	98,073	62,921	9,125	36,289	1,672,409	99.42%
Fund Balance Appropriated	-	-	-	5,137	3,324	-	1,231	9,692	0.58%
TOTAL	1,321,493	99,740	44,768	103,210	66,245	9,125	37,520	1,682,101	100.00%
EXPENDITURES: Detail									
6000 Personnel Services	931,334	80,232	26,945	72,410	43,245	6,322	27,570	1,188,058	70.63%
6100 Library Materials	175,159	6,508	9,823	18,000	14,000	1,803	7,000	232,293	13.81%
6300 Supplies and Services	20,000	500	1,000	1,700	1,000		500	24,700	1.47%
6500 Equipment	45,000	1,000	1,000	1,100	1,000		500	49,600	2.95%
6700 Library Oper & Maintenance	100,000	11,000	5,000	9,000	6,000		950	131,950	7.84%
6900 Other Activities	50,000	500	1,000	1,000	1,000	1,000	1,000	55,500	3.30%
TOTAL	1,321,493	99,740	44,768	103,210	66,245	9,125	37,520	1,682,101	100.00%

**BOPARC OPERATING BUDGET SUMMARY
FISCAL YEAR 2012/2013 BUDGET PROJECTIONS**

BUDGET AREA	FORECASTED REVENUE	FORECASTED EXPENSE	DIFFERENCE PER AREA
Operating Allocations / Full Time Personnel Costs, Benefits, Insurance, Worker's Comp & Liability Premiums	1,358,323	(1,208,504)	149,819
Marilla Center Bldg & Operations	22,500	(61,939)	(39,439)
Wiles Hill Senior & Community Ctr	141,000	(137,432)	3,568
Metropolitan Theatre Operations	156,800	(162,463)	(5,663)
Programs Activities and Events	130,485	(121,555)	8,930
Athletics and Leagues	147,000	(117,352)	29,648
Ice Arena Operations	354,100	(270,417)	83,683
Dorsey's Knob Park	8,000	(23,706)	(15,706)
Dorsey's Knob Lodge	49,000	(47,100)	1,900
Krepps Pool	156,525	(113,825)	42,700
Marilla Pool	164,750	(146,170)	18,580
Krepps Park	37,000	(23,180)	13,820
Marilla Park	9,900	(10,200)	(300)
White Park	4,000	(7,200)	(3,200)
Maintenance Facility Operations	17,250	(76,750)	(76,750)
HRM Amphitheater	6,500	(27,250)	(10,000)
General Parks	84,500	(179,390)	(172,890)
AdventureZone	70,000	(84,500)	-
Trail Maintenance and Operations	21,000	(70,000)	-
Marina & Structures Surrounding	21,000	(4,700)	16,300
Museum Operations	2,938,633	(45,000)	(45,000)
TOTALS	2,938,633	(2,938,633)	-

Department 101 - Full Time Staff & Related Benefit, Taxes and Insurance Expense

Category		Budgeted Amount	YTD ACTUAL	PRIOR FY ACTUAL
03.00	FT Salaries	\$ 574,392	413,461.06	308,324.32
04.00	FICA TX	\$ 35,612	25,009.84	16,583.34
05.00	Group Insurance Exp.	\$ 243,840	39,006.75	16,519.77
06.00	Retirement Exp.	\$ 80,415	28,298.22	29,653.57
08.00	Medicare	\$ 8,329	5,848.88	3,878.44
10.00	Other Fringe	\$ 3,600	1,200.00	3,750.00
10.00	EOY Enhancement Garnish	\$ 900		
04.00	FICA TX	\$ 56		
08.00	Medicare	\$ 13		
24.00	Audit Costs	\$ 2,500		2,200.00
26.03	Liability Insurance Premium	\$ 62,000	34,446.96	57,480.76
26.04	Unempl Comp.			
26.05	Worker's Comp Premium	\$ 37,000	17,785.25	31,785.50
30.01	Contracted Service	\$ 60,000	6,878.65	13,293.65
32.00	Bank Charges	\$ 17,000	7,609.82	15,273.19
20.00	Organizational Marketing, Legal Ads	\$ 15,000	12,065.24	13,331.71
99.00	Contingency	\$ 67,847		
TOTAL		\$ 1,208,504	591,610.67	512,074.25

03.00 See Supp Sheet for full breakdown of FT Personnel Salaries & Related Information

Category		Budgeted Amount	YTD ACTUAL	PRIOR FY ACTUAL
03.00	Wages PT	\$ 9,000.00	8466	10014.2
04.00	FICA TX	\$ 558.00	524.89	620.89
05.00	Group Insurance Exp.			24.92
06.00	Retirement Exp.			145.21
08.00	Medicare	\$ 130.50	122.76	
10.00	Other Fringe			
10.99	Admin Reimb			
11.00	Telephones/VM/Network Main Hub	\$ 10,000	7,597.83	8,361.45
12.00	Printing	\$ 8,000	260.94	7,281.75
13.01	Electric	\$ 3,000	\$ 1,608.54	\$ 2,062.32
13.02	Gas	\$ 2,500	\$ 1,709.71	\$ 1,778.07
13.03	Water	\$ 500		
14.00	Travel/Mileage	\$ 1,500	114.04	794.22
15.00	Maint Buildgs.	\$ 2,000		
16.00	Maint&Repair Equip.	\$ 1,600	8,720.65	8,877.75
17.00	Maint&Repair Auto			
18.00	Postage	\$ 3,000	1,290.04	2,879.80
19.00	Bldg&Equip. Rental	\$ 1,000	5,687.86	8,782.21
21.00	Training/Education	\$ 2,000	125.00	843.80
22.01	Member Dues/Subscr.	\$ 2,000	1,232.26	1,925.63
23.00	Professional Services			
23.01	Computer Supp			24.75
28.00	Freight/Shipping			
30.02	Personnel Services			
37.00	Other Taxes and Fees	\$ 300	2,620.38	(114.71)
37.01	Miscellaneous Fees		3.92	927.00
40.00	Refunds	\$ 250	\$ 280.00	\$ 730.00
41.01	Office Supplies	\$ 5,500	2,920.96	4,223.95
41.02	Operating Supplies	\$ 2,000	364.22	516.31
43.00	Central Garage			
45.00	Staff Uniforms	\$ 100		46.00
47.00	Program Supplies			74.11
53.00	Computer Software	\$ 1,500		99.99
54.00	Computer Hardware	\$ 1,500		
59.00	Capital Equipment	\$ 4,000	157.48	2,004.45
66.00	Con Oth Fd			
68.00	Other Contr			
TOTAL		\$ 61,939	43,807.48	62,924.07

- 12.00 Actual print jobs such as calendar, flyers, posters
- 16.00 Copier Lease (5230 approx) and Active software maintenance fee (6000) plus any other equipment in Marilla Center or office areas
- 19.00 Mostly Shirt Factory Loan. Will end.
- 37.00 Any interest or service charges are recorded here - but there are some incorrect recordings for current FY in which our shirt factory loan got posted to this line
- 03.00 PT Rec Assistant and any interns, seasonals recorded here
- 13.01 This meter may be on Marilla Park
- 53.00 Software upgrades - we are in need of Adobe Professional, possible website software
- 54.00 Setting Aside for Mark's computer in case of crash - it is over 10 years old
- 59.00 ID and pass camera for rec assistant station, possible camera for marilla center security

**This budget area reflects Marilla Center bldg AND the Offices at Marilla Center. These were separate categories in prior years but this is more reflective of our other departmental areas in the organization - IE - wiles hill building is included with the senior center, etc.

Department 201 - Senior Center Expense

	Category	Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
03.00	Salaries Prior Years			\$ 61,481.65
	Wages Wellness/Arts	\$ 10,000		
	Wages PT (other)	\$ 7,540	\$ 10,407.40	
04.00	FICA TX	\$ 1,087	\$ 641.12	\$ 3,797.17
05.00	Group Insurance Exp.		\$ 1,171.41	\$ 2,335.26
06.00	Retirement Exp.		\$ 392.82	\$ 6,838.18
08.00	Medicare	\$ 254	\$ 149.93	\$ 887.91
10.00	Other Fringe			
11.00	Telephone/Network	\$ 4,000	\$ 3,059.89	\$ 3,099.52
13.01	Electric	\$ 7,500	\$ 6,620.95	\$ 7,351.14
13.02	Gas	\$ 4,000	\$ 3,727.40	\$ 4,008.52
13.03	Water	\$ 750	\$ 798.43	\$ 730.45
14.00	Travel	\$ 350	\$ 40.00	\$ 275.50
15.00	Maint&Repair Bldg/Gr.	\$ 5,000	\$ 11,517.14	\$ 821.41
16.00	Maint&Repair Equip.	\$ 2,500	\$ 3,061.27	\$ 1,171.81
17.00	Maint&Repair Auto		\$ 253.99	\$ 2,011.77
18.00	Postage	\$ 1,500	\$ 946.01	\$ 1,459.96
19.00	Bldg Equip Rental		\$ 75.10	\$ 90.00
20.00	Advertising/Marketing	\$ 1,200	\$ 388.24	
21.00	Training/Education	\$ 500	\$ 125.00	
22.01	Member Dues/Subscr.	\$ 250	\$ 101.51	\$ 43.96
23.00	Professional Services			
26.05	Worker's Comp.			
26.06	Equipment Insurance			
28.00	Freight/Shipping			
30.01	Contracted Service	\$ 3,500	\$ 1,984.61	\$ 3,687.97
30.02	Personnel Service			
30.05	Trip Service Contracted	\$ 70,000	\$ 92,735.49	\$ 65,704.49
32.00	Bank Charges			
37.00	Taxes and Fees			
40.00	Refunds/Reimb.	\$ 3,000	\$ 5,757.00	\$ 2,975.00
41.01	Office Supplies	\$ 1,000	\$ 448.74	\$ 327.44
41.02	Operating Supplies	\$ 11,000	\$ 9,806.62	\$ 8,505.12
43.00	Central Garage			
45.00	Staff Uniforms			
46.00	Vending for Resale			
47.00	Prg Supplies			\$ (34.30)
53.00	Computer Software			
54.00	Computer Hardware			
56.00	Cap Outlay - Land			
59.00	Cap Outlay - Equip.	\$ 2,500	\$ 1,004.92	\$ 285.76
Senior Center Total		\$ 137,432	\$ 155,214.99	\$ 177,855.69

- 15.00 We have been doing several maintenance and repair type issues this year in order to make spaces more appropriate for use. Next year we should not have as many expenses in this line.
- 30.05 Trip services will be re-aligned to include Myrtle Beach & possibly 2 additional extended trips. Still planning as to whether overnight or longer
- 41.02 Note that operating supplies include not only BOPARC supplies but prep & supplies for Wed lunches. This makes the line overall appear higher than some other areas of BOPARC supply costs. However, we project code the lunch program to track expenses and revenue separately

Department 211 - Met Theatre Expense

	Category		Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
03.00	Wages PT	\$	25,000	\$ 25,734.99	\$ 62,993.13
04.00	FICA TX	\$	1,550	\$ 1,595.60	\$ 3,835.40
05.00	Group Insurance Exp.			\$ 1,603.76	\$ 3,987.12
06.00	Retirement Exp.				\$ 5,908.69
08.00	Medicare	\$	363	\$ 373.16	\$ 896.93
10.00	Other Fringe				
11.00	Telephone/Data	\$	5,000	\$ 4,725.70	\$ 5,025.03
12.00	Printing				
13.01	Electric	\$	35,000	\$ 33,739.72	\$ 34,477.02
13.02	Gas	\$	10,000	\$ 7,577.33	\$ 10,238.77
13.03	Water	\$	1,500	\$ 874.81	\$ 1,214.91
15.00	Maint&Repair Bldg/Gr.	\$	2,500	\$ 370.34	\$ 1,954.54
16.00	Maint&Repair Equip.	\$	6,000	\$ 5,228.84	\$ 3,022.13
19.00	Bldg/Equip Rent			\$ 88.00	
20.00	Advertising/Marketing	\$	1,000	\$ 278.40	\$ 588.00
21.00	Training/Education	\$	500		\$ 75.00
22.01	Member Dues/Subscr.			\$ 500.00	
26.04	Unempl Comp.	\$	750	\$ 1,218.31	
26.05	Worker's Comp.				
26.06	Equipment Insurance				
28.00	Freight/Shipping				
30.01	Contracted Service	\$	42,000	\$ 40,073.46	\$ 8,956.87
30.02	Contracted Serv Pers				
40.00	Refunds/Reimb	\$	500		\$ 1,400.00
41.01	Office Supplies				
41.02	Operating Supplies	\$	5,000	\$ 3,236.55	\$ 4,780.21
43.00	Central Garage				
45.00	Staff Uniforms	\$	500	\$ 30.25	\$ 400.00
46.00	Vending ReSale				
47.00	Supplies/Inv	\$	300		\$ 289.98
53.00	Computer Software				
54.00	Computer Hardware				
68.00	Other Contr				\$ 275.00
66.00	Other Contr - Maint Fund				
56.00	Cap Outlay - Land				
59.00	Cap Outlay - Equip.	\$	25,000	\$ 1,234.78	\$ 3,177.59
MET TOTAL		\$	162,463	\$ 128,484.00	\$153,496.32

59.00 Lighting console 15k, LED lighting 10k - these are badly needed and have been put off for yrs
 30.01 this line will increase due to the fact that we are now selling tickets for promoter shows via the Martech system. The money brought in for the show is reflected under the revenue line 305.03 - but we then have to reflect what we give back to the promoter for their ticket sales under contracted services. We have just started using the ticket system this budget year, hence the higher number for YTD We don't do this for all shows - for instance WVPT sells their own tickets

Also, the line is not only the ticket sales for promoters but also other contracted expenses such as pest management, cable, IT and equipment related contracted service needs

Department 221 - Activities/Camps Expense

	Category	Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
03.00	Wages PT, Couns, Instructors	\$ 70,000	\$ 62,564.83	\$ 128,276.63
04.00	FICA TX	\$ 4,340	\$ 3,686.46	\$ 7,828.61
05.00	Group Insurance Exp.		\$ 2,271.36	\$ 5,650.04
06.00	Retirement Exp.		\$ 139.77	\$ 8,890.80
08.00	Medicare	\$ 1,015	\$ 862.26	\$ 1,830.86
10.00	Other Fringe			
11.00	Telephone	\$ 250	\$ 234.22	\$ 158.52
12.00	Printing			
14.00	Travel	\$ 3,000	\$ 2,917.96	\$ 5,446.61
16.00	Equipm Maint	\$ 500	\$ 270.49	\$ 341.07
18.00	Postage			\$ 90.34
19.00	Bldg&Equip. Rental	\$ 250	\$ 220.00	\$ 1,280.00
20.00	Advertising/Marketing	\$ 2,000	\$ 1,929.60	\$ 1,000.00
21.00	Training/Education	\$ 1,000		\$ 750.32
22.01	Member Dues/Subscr.			
23.00	Professional Services			
26.04	Unempl Comp.			\$ 156.96
26.05	Worker's Comp.			
26.06	Equipment Insurance			
28.00	Freight/Shipping			
30.01	Contracted Service	\$ 21,500	\$ 10,182.02	\$ 20,955.82
30.02	Contr Serv Pers			
30.05	Trips			
40.00	Refunds/Reimbursements	\$ 700	\$ 727.50	\$ 1,342.00
41.01	Office Supplies			
41.02	Operating Supplies	\$ 12,000	\$ 10,330.89	\$ 12,522.27
43.00	Central Garage			
45.00	Staff Uniforms			
46.00	Vending for Resale			
47.00	General Inventory	\$ 2,000	\$ 977.97	\$ 2,643.91
59.00	Capital Equipment	\$ 3,000		\$ 1,048.10

ACTIVITIES/CAMPS TOTAL \$ 121,555 \$ 97,315.33 \$ 200,212.86

03.00 Prior FY numbers are not reflective of change over to all FT in dept 101 as are now
There were two FT postitions adding to expenses in prior FY - over 60k

30.01 Contracted services contained charges in prior FY and YTD that are not applicable to
upcoming budget. We are receiving no \$ for Sister Cites so some expense will also be
alleviated - we have no contract this year with Red Cross for some of the camp
instruction services they have provided in past summers and will wrap on
the mural project and bike art project - we are still partnering with Ridgedale for tennis
and we do have the summer entertainment series sponsored by Coke - movies \$1900,
Concerts in Parks \$3100, Family Fun Fests \$6000 = 11k plus some movement for any
additional needs represents the 12k

14.00 includes staff travel but also AZ JED all-day trips to outside parks and activities

Department 241 - Athletics Expense

	Category	BUDGETED AMOUNT	YTD ACTUAL	LAST FY ACTUAL
03.00	Sal & Wages Prior Years			\$ 84,223.43
03.00	Wages PT, Interns	\$ 11,000	\$ 9,118.33	
04.00	FICA TX	\$ 682	\$ 554.22	\$ 5,177.39
05.00	Group Insurance Exp.		\$ 1,459.36	\$ 4,539.21
06.00	Retirement Exp.		\$ 946.11	\$ 5,799.61
08.00	Medicare	\$ 495	\$ 129.63	\$ 1,210.93
41.05	Prizes and Awards	\$ 2,500	\$ 2,386.00	\$ 1,772.40
11.00	Telephone	\$ 425	\$ 600.22	\$ 376.95
13.01	Electric	\$ 4,000	\$ 3,499.44	\$ 299.98
13.02	Gas			
13.03	Water			
15.00	Maint - Grounds & Str	\$ 10,000	7753.31	\$ 7,713.95
19.00	Bldg&Equip. Rental	\$ 250	\$ 95.00	\$ 180.00
20.00	Advertising/Marketing		\$ 581.63	
21.00	Training/Education			
22.01	Member Dues/Subscr.	\$ 500		\$ 1,982.00
23.00	Professional Services			
26.04	Unemployment Comp.	\$ 500	\$ 206.09	\$ 332.07
26.05	Worker's Comp.			
26.06	Equipment Insurance			
28.00	Freight/Shipping			
30.01	Contracted Service (refs, ump)	\$ 65,000	\$ 46,701.20	\$ 35,987.54
30.02	Cont Serv Pers			
37.01	Miscellaneous Fees			
40.00	Refunds/Reimbursements	\$ 4,500	\$ 4,050.00	\$ 6,787.50
41.02	Operating Supplies	\$ 15,000	\$ 9,600.27	\$ 13,207.69
43.00	Central Garage			
45.00	Uniforms	\$ 2,500	\$ 1,909.00	\$ 322.85
46.00	Concession for Resale			
46.01	Pro Shop for Resale			
47.00	Prgm Supplies			
51.00	Athletic Supplies			
59.00	Cap Outlay	\$ 3,000	\$ 1,288.00	\$ 985.42
68.00	Other Contr			
ATHLETICS TOTAL		\$ 117,352	\$ 90,877.81	\$ 170,898.92

30.01 most of this line goes toward referees, umpires - anyone on a contracted basis with leagues. As leagues grow the line grows - league fees reflect that growth on the rev side.

Department 301 - Ice Rink Expense

	Category	Budgeted Amount		YTD ACTUAL		LAST FY ACTUAL
03.00	Sals & Wages Prior Yrs		\$	76,225.84	\$	118,463.45
	Wages PT	\$ 78,000				
04.00	FICA TX	\$ 4,836	\$	4,726.64	\$	7,307.87
05.00	Group Insurance Exp.		\$	380.58	\$	552.07
06.00	Retirement Exp.		\$	1,495.18	\$	4,403.98
08.00	Medicare	\$ 1,131	\$	913.18	\$	1,708.98
10.00	Other Fringe					
11.00	Telephone/Data	\$ 2,600	\$	2,293.64	\$	2,596.81
12.00	Printing					
13.01	Electric	\$ 63,000	\$	62,063.86	\$	62,503.25
13.02	Gas	\$ 16,000	\$	15,356.77	\$	11,975.23
13.03	Water	\$ 6,000	\$	5,734.26	\$	4,794.01
14.00	Travel	\$ 200	\$	71.91		
15.00	Maint&Repair Bldg/Gr.	\$ 6,000	\$	3,851.10	\$	5,932.63
16.00	Maint&Repair Equip.	\$ 13,000	\$	11,906.71	\$	5,666.78
17.00	Maint&Repair Auto					
18.00	Postage					
19.00	Bldg&Equip. Rental	\$ 3,500	\$	3,379.66	\$	3,258.00
20.00	Advertising/Marketing	\$ 5,000	\$	8,326.93	\$	2,096.00
21.00	Training/Education	\$ 100	\$	30.00	\$	20.00
22.01	Member Dues/Subscr.	\$ 800	\$	586.25	\$	796.66
23.00	Professional Services					
26.03	Liability/Bond Insur.		\$	1,045.35		
26.04	Unemployment Comp.	\$ 200	\$	49.32		
26.05	Worker's Comp.					
26.06	Equipment Insurance					
28.00	Freight/Shipping					
30.01	Contracted Service	\$ 30,000	\$	26,994.41	\$	19,204.16
30.02	Cont Serv Pers					
37.01	Miscellaneous Fees					
40.00	Refunds/Reimbursements	\$ 350	\$	327.50	\$	279.00
41.01	Office Supplies					
41.02	Operating Supplies	\$ 8,000	\$	5,732.29	\$	8,354.56
41.04	Supp/Concess	\$ 200	\$	82.29	\$	2,226.88
43.00	Central Garage	\$ 6,000	\$	5,085.13	\$	4,326.41
45.00	Staff Uniforms	\$ 1,500	\$	673.50	\$	286.00
46.00	Concessions for Resale	\$ 17,000	\$	16,072.23	\$	20,445.43
46.01	Pro Shop for Resale	\$ 2,500	\$	2,150.24	\$	4,782.17
47.00	Prgm Supplies					
53.00	Computer Software					
54.00	Computer Hardware					
56.00	Cap Outlay - Land					
59.00	Cap Outlay - Equip.	\$ 4,500	\$	3,188.91	\$	4,614.97
59.12	Cap Lease				\$	74,245.92
66.00	Other Cont-Maint Fund					
RINK TOTAL		\$ 270,417	\$	258,743.68	\$	370,841.22

Department 311 - Krepps Pool Expense

	Category	Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
03.00	Wages PT	\$ 50,000	\$ 47,178.63	\$ 45,936.55
04.00	FICA TX	\$ 3,100	\$ 2,925.14	\$ 2,848.13
05.00	Group Insurance Exp.			
06.00	Retirement Exp.		\$ 684.13	\$ 666.07
08.00	Medicare	\$ 725		
10.00	Other Fringe			
11.00	Telephone	\$ 700	\$ 540.54	\$ 651.21
12.00	Printing			
13.01	Electric	\$ 7,500	\$ 6,649.26	\$ 7,136.16
13.02	Gas	\$ 1,500	\$ 1,464.13	\$ 399.92
.13.03	Water	\$ 11,000	\$ 2,359.17	\$ 10,073.92
14.00	Travel			
15.00	Maint&Repair Bldg/Gr.	\$ 9,000	\$ 631.58	\$ 6,307.02
16.00	Maint&Repair Equip.	\$ 3,000	\$ 1,041.51	\$ 741.49
17.00	Maint&Repair Auto			
18.00	Postage			
19.00	Bldg&Equip. Rental	\$ 200	\$ 150.00	\$ 731.17
20.00	Advertising/Marketing	\$ 500	\$ 179.84	\$ 70.00
21.00	Training/Education	\$ 1,200	\$ 402.00	\$ 1,080.00
23.00	Prof Serv			
26.04	Unemployment Comp.			
26.05	Worker's Comp.			
26.06	Equipment Insurance			
28.00	Freight/Shipping			
30.01	Contracted Service	\$ 700	\$ 455.00	\$ 907.29
30.02	Personnel Service			
32.00	Bank Charges			
37.00	Other Taxes and Fees			
40.00	Refunds	\$ 150	\$ 153.00	\$ 596.50
41.01	Office Supplies			
41.02	Operating Supplies	\$ 2,500	\$ 1,855.30	\$ 2,321.00
41.03	Pool Chemicals	\$ 11,000	\$ 3,373.35	\$ 10,234.86
41.04	Concession Stand Supplies	\$ 300	\$ 47.31	\$ 276.85
43.00	Central Garage			
45.00	Staff Uniforms	\$ 750		\$ 643.66
46.00	Concession for Resale	\$ 9,000	\$ 5,792.56	\$ 12,246.47
47.00	Prg Supplies			
56.00	Cap Outlay - Land			
59.00	Cap Outlay - Equip.	\$ 1,000	\$ 511.00	\$ 686.50
66.00	Other Cont-Maint Fund			
KPOOL TOTAL		\$ 113,825	\$ 76,393.45	\$ 104,554.77

Department 321 Marilla Pool Expense

	Category	Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
03.00	Wages PT	\$ 80,000	\$ 54,107.63	\$ 81,452.14
04.00	FICA TX	\$ 4,960	\$ 3,354.78	\$ 5,050.05
05.00	Group Insurance Exp.			
06.00	Retirement Exp.			
08.00	Medicare	\$ 1,160	\$ 784.57	\$ 1,181.17
10.00	Other Fringe			
11.00	Telephone	\$ 800	\$ 813.98	\$ 665.45
12.00	Printing			
13.01	Electric	\$ 9,000	\$ 7,243.50	\$ 8,202.20
13.02	Gas	\$ 400	\$ 314.03	\$ 370.19
13.03	Water	\$ 8,500	\$ 4,421.24	\$ 7,756.51
14.00	Travel			
15.00	Maint&Repair Bldg/Gr.	\$ 8,000	\$ 3,583.86	\$ 4,324.65
16.00	Maint&Repair Equip.	\$ 3,000	\$ 3,533.29	\$ 3,676.46
17.00	Maint&Repair Auto		\$ 175.00	\$ 661.00
18.00	Postage			
19.00	Bldg&Equip. Rental	\$ 200		
20.00	Advertising/Marketing	\$ 500	\$ 188.56	\$ 70.00
21.00	Training/Education	\$ 1,200	\$ 402.00	\$ 1,080.00
23.00	Prof Service			
26.04	Unemployment Comp.			
26.05	Worker's Comp.			
26.06	Equipment Insurance			
28.00	Freight/Shipping			
30.01	Contracted Service	\$ 700	\$ 500.00	\$ 1,690.86
30.02	Personnel Service			
32.00	Bank Charges			
37.00	Other Taxes and Fees			
40.00	Refunds	\$ 150	\$ 490.00	\$ 331.00
41.01	Office Supplies			
41.02	Operating Supplies	\$ 2,500	\$ 1,384.61	\$ 3,663.31
41.03	Pool Chemicals	\$ 11,000	\$ 4,486.92	\$ 10,814.20
41.04	Concession Stand Supplies	\$ 600	\$ 56.44	\$ 434.30
43.00	Central Garage			
45.00	Staff Uniforms	\$ 2,500	\$ 107.80	\$ 643.66
46.00	Concessions for Resale	\$ 10,000	\$ 6,858.55	\$ 14,844.59
56.00	Cap Outlay - Land			
59.00	Cap Outlay - Equip.	\$ 1,000	\$ 84.79	\$ 1,277.53
Mpool Total		\$ 146,170	\$ 92,891.55	\$ 148,189.27

15.00 slides will need attention this year probably

Department 401 - Central Garage Expense

		Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
11.00	Telephone	\$ 950	\$ 839.43	\$ 610.98
12.00	Printing			
13.01	Electric	\$ 1,000	\$ 690.23	\$ 853.93
13.02	Gas	\$ 2,000	\$ 1,298.98	\$ 1,782.93
13.03	Water	\$ 300	\$ 213.54	\$ 233.56
14.00	Travel			
15.00	Maint&Repair Bldg/Gr.			
16.00	Maint&Repair Equip.	\$ 15,000	\$ 8,052.79	\$ 10,429.14
17.00	Maint&Repair Auto	\$ 12,000	\$ 8,376.60	\$ 8,911.02
18.00	Postage			
19.00	Bldg&Equip. Rental			
20.00	Advertising/Marketing			
21.00	Training/Education			
30.01	Cont Services			\$ 150.00
37.01	Miscellaneous Fees			
41.01	Office Supplies			
41.02	Operating Supplies	\$ 4,500	\$ 2,814.10	\$ 3,416.48
43.00	Fuel	\$ 37,000	\$ 18,852.03	\$ 30,685.37
45.00	Staff Uniforms			
53.00	Computer Software			
54.00	Computer Hardware			
56.00	Cap Outlay - Land			
59.00	Cap Outlay - Equip.	\$ 4,000		\$ 99.98
TOTAL CENTRAL GARAGE		\$ 76,750	\$ 41,137.70	\$ 57,173.39

Department 411 - Parks Expense

	Category	Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
03.00	Wages PT Seasonal	\$134,000	\$ 88,391.15	\$211,730.80
04.00	FICA TX	\$8,308	\$ 5,478.61	\$ 12,800.04
05.00	Group Insurance Exp.		\$ 5,753.49	\$ 14,016.11
06.00	Retirement Exp.	\$2,639		\$ 17,713.61
08.00	Medicare	\$1,943	\$ 1,281.29	\$ 2,993.72
10.00	Other Fringe			
11.00	Telephone	\$2,500	\$ 1,499.31	\$ 2,294.65
12.00	Printing			
13.01	Electric	\$700	\$ 368.66	\$ 454.56
13.02	Gas	\$1,800	\$ 1,104.77	\$ 1,692.73
.13.03	Water	\$1,000	\$ 631.24	\$ 658.00
14.00	Travel			
15.00	Maint&Repair Bldg/Gr.	\$2,000	\$ 1,744.95	\$ 1,295.54
16.00	Maint&Repair Equip.	\$2,000	\$ 316.37	\$ 1,432.55
17.00	Maint&Repair Auto			
18.00	Postage			
19.00	Bldg&Equip. Rental	\$2,000	\$ 540.00	\$ 1,435.00
20.00	Advertising/Marketing			
21.00	Training/Education	\$1,500		\$ 890.00
22.01	Member Dues/Subscr.			
23.00	Professional Services			
26.04	Unemployment Comp.	\$5,500	\$ 5,635.48	\$ 1,594.85
26.05	Worker's Comp.			
26.06	Equipment Insurance			
28.00	Freight/Shipping			
30.01	Contracted Service	\$500		\$ 150.00
30.02	Personnel Service			
32.00	Bank Charges			
37.00	Other Taxes and Fees			
40.00	Refunds			
41.01	Office Supplies			
41.02	Operating Supplies	\$6,000	\$ 1,971.50	\$ 5,981.61
43.00	Central Garage		\$ 185.09	
45.00	Staff Uniforms	\$2,000	\$ 855.75	\$ 1,104.50
58.00	Cap Outlay - Other			
59.00	Cap Outlay - Equip.	\$5,000	\$ 418.37	\$ 5,155.68
	GENERAL PARKS TOTAL	\$179,390	\$ 116,176.03	\$283,393.95

General Parks is the "catch-all" for every small neighborhood park and area that does not have a home department.

03.00 Again, in prior FY there were some salary expenses for full time staff that are no longer categorized in this department but in 101

Department 421 - Krepps Park Expense

	Category	Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
03.00	Salaries FT			
	Salaries PT	\$ 3,000	\$ 1,656.62	\$ 23,403.06
04.00	FICA TX	\$ 186	\$ 102.72	\$ 1,435.55
05.00	Group Insurance Exp.		\$ 2,546.28	\$ 4,229.82
06.00	Retirement Exp.			\$ 2,677.87
08.00	Medicare	\$ 44	\$ 24.02	\$ 335.74
10.00	Other Fringe		\$ (4,047.00)	
11.00	Telephone	\$ 950	\$ 642.30	\$ 918.18
12.00	Printing			
13.01	Electric	\$ 3,500	\$ 2,793.82	\$ 3,463.29
13.02	Gas	\$ 1,000	\$ 679.52	\$ 837.24
.13.03	Water	\$ 1,700	\$ 1,601.08	\$ 1,503.33
14.00	Travel			
15.00	Maint&Repair Bldg/Gr.	\$ 4,500	\$ 3,921.07	\$ 450.99
16.00	Maint&Repair Equip.	\$ 4,000	\$ 420.15	\$ 2,747.47
17.00	Maint&Repair Auto			
18.00	Postage			
19.00	Bldg&Equip. Rental			
20.00	Advertising/Marketing			
21.00	Training/Education			
22.01	Member Dues/Subscr.			
23.00	Professional Services			
23.01	Software Support			
26.05	Wrkers Compensation			
28.00	Freight/Shipping			
30.01	Contracted Service	\$ 800		\$ 700.00
30.02	Personnel Service			
32.00	Bank Charges			
37.00	Other Taxes and Fees			
40.00	Refunds			
41.01	Office Supplies			
41.02	Operating Supplies	\$ 1,500	\$ 447.77	\$ 926.25
41.03	Pool Chemicals			
46.00	Vending Resale			
58.00	Cap Outlay Other			
59.00	Cap Outlay Equip	\$ 2,000		\$ 1,521.40
Kpark Total		\$ 23,180	\$ 10,788.35	\$ 45,150.19

Department 431 - Marilla Park Expense

	Category	Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
11.00	Telephone			
12.00	Printing			
13.01	Electric	\$ 3,000	\$ 2,680.79	\$ 2,924.92
13.02	Gas			
.13.03	Water	\$ 1,500	\$ 1,401.89	\$ 958.54
14.00	Travel			
15.00	Maint&Repair Bldg/Gr.	\$ 2,000	\$ 152.99	\$ 1,293.33
16.00	Maint&Repair Equip.	\$ 2,000	\$ 296.30	\$ 952.48
17.00	Maint&Repair Auto			
18.00	Postage			
19.00	Bldg&Equip. Rental	\$ 700	\$ 455.00	\$ 675.00
20.00	Advertising/Marketing			
21.00	Training/Education			
22.01	Member Dues/Subscr.			
23.00	Professional Services			
23.01	Software Support			
28.00	Freight/Shipping			
30.01	Contracted Service		\$ 50.00	\$ 50.00
30.02	Personnel Service			
32.00	Bank Charges			
37.00	Other Taxes and Fees			
40.00	Refunds			
41.01	Office Supplies			
41.02	Operating Supplies	\$ 1,000	\$ 473.57	\$ 233.92
41.03	Pool Chemicals			
41.04	Concession Stand Supplies			
43.00	Central Garage			
45.00	Staff Uniforms			
46.00	Vending Resale			
47.00	Prg Supplies			
68.00	Maint Fund			
	MPARK TOTAL	\$ 10,200	\$ 5,510.54	\$ 7,088.19

Department 451 - White Park Expense

	Category	Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
11.00	Telephone			
12.00	Printing			
13.01	Electric	\$ 1,500	\$ 1,234.93	\$ 8,294.32
13.02	Gas			
.13.03	Water	\$ 1,000	\$ 868.84	\$ 879.72
14.00	Travel			
15.00	Maint&Repair Bldg/Gr.	\$ 2,000	\$ 1,960.29	\$ 4,761.46
16.00	Maint&Repair Equip.	\$ 1,500	\$ 260.24	\$ 1,689.95
17.00	Maint&Repair Auto			
18.00	Postage			
19.00	Bldg&Equip. Rental	\$ 700	\$ 360.00	\$ 565.50
20.00	Advertising/Marketing			
21.00	Training/Education			
22.01	Member Dues/Subscr.			
23.00	Professional Services			
23.01	Software Support			
28.00	Freight/Shipping			
30.01	Contracted Service			\$ 25.00
30.02	Personnel Service			
32.00	Bank Charges			
37.00	Other Taxes and Fees			
40.00	Refunds			
41.01	Office Supplies			
41.02	Operating Supplies	\$ 500	\$ 484.36	\$ 400.59
43.00	Central Garage			
58.00	Capital outlay-Other			
59.00	Capital Outlay-Equipment			
68.00				
White Park Total		\$ 7,200	\$ 5,168.66	\$ 16,616.54

Department 451 HRM Expense

	Category	Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
03.00	Salaries FT Salaries PT			
04.00	FICA TX			
05.00	Group Insurance Exp.			
06.00	Retirement Exp.			
08.00	Medicare			
10.00	Other Fringe			
15.00	Maint&Repair Bldg/Gr.	\$ 2,000	\$ 859.85	\$ 260.90
16.00	Maint&Repair Equip.	\$ 1,000	\$ 1,795.21	\$ 374.52
17.00	Maint&Repair Auto			
18.00	Postage			
19.00	Bldg&Equip. Rental	\$ 500	\$ 78.75	
20.00	Advertising/Marketing	\$ 500	\$ 1,038.39	
26.05	Workers Comp			
28.00	Freight/Shipping			
30.01	Contracted Service	\$ 21,000	\$ 17,850.00	\$ 15,756.00
30.02	Personnel Service			
32.00	Bank Charges			
37.00	Other Taxes and Fees			
40.00	Refunds			
41.01	Office Supplies			
41.02	Operating Supplies	\$ 2,000	\$ 1,650.38	\$ 1,661.62
46.00	Vending Resale	\$ 250	\$ 87.40	\$ 245.97
56.00	Cap Outlay - Land			
58.00	Cap Outlay - Other			
59.00	Cap Outlay - Equip.			\$ 240.00
66.00	Other Cont - Maint Fund			
	HRM TOTAL	\$ 27,250	\$ 23,359.98	\$ 18,539.01
30.01	Wheeling Symph - still pending			

Department 461 DK Expense

	Category	Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
03.00	Salaries - FT			
03.00	Salaries - PT	\$ 4,000	\$ 1,805.26	\$ 25,394.10
04.00	FICA TX	\$ 248	\$ 111.92	\$ 1,559.11
05.00	Group Insurance Exp.		\$ 1,272.48	\$ 4,229.78
06.00	Retirement Exp.			\$ 2,470.29
08.00	Medicare	\$ 58	\$ 26.18	\$ 364.59
10.00	Other Fringe			
11.00	Telephone	\$ 1,000	\$ 828.78	\$ 917.62
12.00	Printing			
13.01	Electric	\$ 3,500	\$ 3,053.46	\$ 3,178.70
13.02	Gas	\$ 1,500	\$ 1,238.19	\$ 1,381.74
.13.03	Water	\$ 900	\$ 723.11	\$ 829.50
14.00	Travel			
15.00	Maint&Repair Bldg/Gr.	\$ 3,000	\$ 1,688.64	\$ 2,972.24
16.00	Maint&Repair Equip.	\$ 3,000	\$ 981.62	\$ 2,171.50
17.00	Maint&Repair Auto			
18.00	Postage			
19.00	Bldg&Equip. Rental			
20.00	Advertising/Marketing			
25.00	Laundry/Dry Cleaning			
26.01	Bldg Insurance			
26.05	Wkr Comp			
30.01	Contracted Service	\$ 1,000	\$ 1,148.67	\$ 3,318.14
37.00	Other Fees		\$ (4,348.31)	
41.01	Office Supplies			
41.02	Operating Supplies	\$ 3,000	\$ 1,136.60	\$ 3,206.01
47.00	Program Supp/Inv			
46.00	Vending Resale	\$ 500	\$ 204.05	\$ 92.82
57.00	Capital Outlay - Bldgs			
58.00	Capital Outlay Other			
59.00	Capital Outlay Equip	\$ 2,000		\$ 317.00
	DK Total	\$ 23,706	\$ 9,870.65	\$ 52,403.14

Department 471 DK Lodge Expense

	Category	Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
11.00	Telephone	\$ 1,800	\$ 1,428.19	\$ 1,725.75
12.00	Printing			
13.01	Electric	\$ 3,500	\$ 3,247.54	\$ 3,356.71
13.02	Gas	\$ 9,500	\$ 6,319.27	\$ 9,463.11
13.03	Water	\$ 1,000	\$ 723.12	\$ 842.49
14.00	Travel			
15.00	Maint&Repair Bldg/Gr.	\$ 8,000	\$ 4,114.03	\$ 5,164.08
16.00	Maint&Repair Equip.			
17.00	Maint&Repair Auto			
18.00	Postage			
19.00	Bldg&Equip. Rental			
20.00	Advertising/Marketing			
	Worker's Comp			
25.00	Laundry/Dry Cleaning	\$ 9,500	\$ 8,480.20	\$ 4,070.21
26.01	Bldg Insurance			
30.01	Contracted Service	\$ 3,000	\$ 5,517.37	\$ 19,992.20
41.01	Office Supplies			
41.02	Operating Supplies	\$ 4,000	\$ 3,270.01	\$ 3,653.57
58.00	Cap Outlay Other			
59.00	Cap Outlay Equip	\$ 2,000	\$ 1,638.92	\$ 3,193.49
66.00	Cont Other - Maint Fund	\$ 4,800	\$ 4,123.55	\$ 5,787.82
DK Total		\$ 47,100	\$ 38,862.20	\$ 57,249.43

30.01 we are no longer using outside cleaning service

Dept 481 - County Trails

	Category	Budget Amount	YTD ACTUAL	LAST FY ACTUAL
03.00	Salaries FT	24,960	24,214.06	34,892.22
	Salaries PT	2,000		
04.00	FICA TX	1,548	1,484.25	2,141.55
05.00	Group Insurance Exp.	16,256	3,135.20	4,229.78
06.00	Retirement Exp.	3,494	1,083.27	2,845.37
08.00	Medicare	362	347.12	500.79
10.00	EOY Enhancement Garn	60		
	FICA TX	4		
	Medicare	1		
11.00	Telephone			
12.00	Printing			
13.01	Electric			
13.02	Gas			
.13.03	Water			
14.00	Travel			
15.00	Maint&Repair Bldg/Gr.	4,316	564.91	642.85
16.00	Maint&Repair Equip.	8,000	6,062.62	7,929.43
17.00	Maint&Repair Auto	1,500	1,076.68	2,439.82
18.00	Postage			
19.00	Bldg&Equip. Rental			45.00
20.00	Advertising/Marketing			
21.00	Training/Education			
22.01	Member Dues/Subscr.			
23.00	Professional Services			
26.04	Unemployment Comp.			
26.05	Worker's Comp.			
26.06	Equipment Insurance			
28.00	Freight/Shipping			
30.01	Contracted Service			
30.02	Personnel Service			
32.00	Bank Charges			
37.00	Other Taxes and Fees			
37.01	Misc Fees			
40.00	Refunds			
41.01	Office Supplies			
41.02	Operating Supplies	500	165.58	977.17
43.00	Central Garage Fuel	7,000	6,252.22	3,010.18
45.00	Staff Uniforms			
58.00	Cap Outlay - Other			
59.00	Cap Outlay - Equip.			2,771.05
	TRAILS TOTAL	70,000	44,385.91	62,425.21

801 ADVENTUREZONE

	Category	Budget Amount	YTD ACTUAL	LAST FY ACTUAL
03.00	Salaries FT			
	Salaries PT	\$ 47,000	\$ 39,592.95	\$ 46,226.52
04.00	FICA TX	\$ 2,914	\$ 2,647.33	\$ 2,911.26
05.00	Group Insurance Exp.			
06.00	Retirement Exp.			
08.00	Medicare	\$ 686	\$ 619.14	\$ 680.88
10.00	Other Fringe			
11.00	Telephone	\$ 200		\$ 44.56
12.00	Printing	\$ 1,800	\$ 1,688.42	\$ 1,792.65
14.00	Travel			
16.00	Equip Maint	\$ 500		\$ 87.50
18.00	Postage			
19.00	Bldg&Equip. Rental			
20.00	Advertising/Marketing	\$ 2,000		\$ 123.84
21.00	Training/Education	\$ 1,500	\$ 65.00	\$ 1,484.77
22.01	Member Dues/Subscr.			
23.00	Professional Services			
26.05	Worker's Comp.			
26.06	Equipment Insurance			
28.00	Freight/Shipping			
30.01	Contracted Service	\$ 23,000	\$ (23,501.00)	\$ 23,501.00
30.02	Personnel Service			
30.05	Trips			
40.00	Refunds/Reimbursements	\$ 1,000		\$ 1,171.00
41.01	Office Supplies			
41.02	Operating Supplies	\$ 3,900	\$ 829.71	\$ 3,860.20
43.00	Central Garage			
45.00	Staff Uniforms			
59.00	Capital Equip			
TOTAL		\$ 84,500	\$ 21,941.55	\$ 81,884.18

Department - Marina Expenses

	Category	Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
03.00	Salaries FT Salaries PT			
04.00	FICA TX			
05.00	Group Insurance Exp.			
06.00	Retirement Exp.			
08.00	Medicare			
10.00	Other Fringe			
11.00	Telephone			
13.01	Electric	\$ 2,000	1815.71	2123.6
13.02	Gas	\$ 1,000	693.68	1244.21
13.03	Water	\$ 700	462.57	533.72
15.00	Maint&Repair Bldg/Gr.			
16.00	Maint&Repair Equip.	\$ 1,000	1002.34	110.07
20.00	Advertising/Marketing		92.13	
21.00	Training/Education			
22.01	Member Dues/Subscr.			
23.00	Professional Services			
26.05	Worker's Comp.			
26.06	Equipment Insurance			
28.00	Freight/Shipping			
30.01	Contracted Service			
41.01	Office Supplies			
41.02	Operating Supplies			
43.00	Central Garage			
45.00	Staff Uniforms			
46.00	Vending ReSale			
53.00	Computer Software			
54.00	Computer Hardware			
66.00	Maint Fund			
TOTAL		\$ 4,700	4066.43	

Department - Museum Expenses

	Category	Budgeted Amount	YTD ACTUAL	LAST FY ACTUAL
03.00	Wages PT	\$ 14,000		
04.00	FICA TX	\$ 868		
05.00	Group Insurance Exp.			
06.00	Retirement Exp.			
08.00	Medicare	\$ 203		
10.00	Other Fringe			
11.00	Telephone			
13.01	Electric	\$ 3,000		
13.02	Gas	\$ 1,500		
13.03	Water	\$ 700		
15.00	Maint&Repair Bldg/Gr.	\$ 2,500		
16.00	Maint&Repair Equip.	\$ 1,500		
19.00	Rent	\$ 15,000		
20.00	Advertising/Marketing	\$ 500		
21.00	Training/Education			
22.01	Member Dues/Subscr.	\$ 1,000		
23.00	Professional Services			
26.05	Worker's Comp.			
26.06	Equipment Insurance			
28.00	Freight/Shipping			
30.01	Contracted Service			
41.01	Office Supplies			
41.02	Operating Supplies	\$ 2,729		
43.00	Central Garage			
45.00	Staff Uniforms			
46.00	Vending ReSale			
53.00	Computer Software			
54.00	Computer Hardware	\$ 1,500		
59.00	Cap Equipment			
TOTAL		\$ 45,000		0

Postage -

Parking Authority
Budgeted Revenue
2012-2013

Acct Number	Revenue Center	12-'13 Projected	11-'12 Projected	10-'11 Collected	09-'10 Collected	08-'09 Collected	07-'08 Collected	06-'07 Collected
577-342.00	Street Meters	415,000	415,000	438,599	415,030	372,443	363,971	309,067
577-342.01	Lot A Spruce St.	7,000	7,000	10,478	10,910	7,455	15,102	16,170
577-342.02	Lot B High St.	103,000	94,000	103,396	101,473	99,752	97,217	101,782
577-342.03	Lot C Spruce St.	65,000	62,000	68,340	64,646	62,286	56,479	64,186
577-342.04	Lot D Pleasant St.	48,000	45,000	48,895	45,082	48,624	46,921	35,141
577-342.05	Lot F Spruce St.	45,000	40,000	42,549	34,393	37,256	51,824	54,009
577-342.06	Lot G Willey St	40,000	45,000	41,425	43,146	39,257	40,460	39,696
577-342.07	Spru St. Gar. Gate	165,000	135,000	148,091	132,673	121,806	127,237	134,664
	Spru St Gar Permit	240,000	230,000	233,406	233,578	188,379	226,270	263,950
577-342.08	Lot J North High St.	35,000	40,000	35,787	34,980	27,342	31,054	31,104
577-342.09	Univ. Ave Gar. Gate	320,000	300,000	333,077	314,730	248,180	246,057	226,203
577-342.10	Univ. Ave. Gar. Permit	160,000	145,000	130,241	119,615	120,775	119,647	109,879
	Wharf	65,000	60,000	75,637	56,442	62,122	88,701	72,595
577-342.12	Lot E (Bossio)	70,000	72,000	70,110	69,822	71,644	72,611	75,972
577-342.13	Juror Parking	3,000	3,000	-	1,427	2,813	2,437	3,500
577-342.19	Lot M (Depot)	5,000	5,000	2,528	5,900	5,449	5,611	4,635
577-342.20	Lot O (1st Baptist)	50,000	45,000	57,485	47,884	43,186	39,625	35,893
577-342.23	Street Permits	8,000	12,000	8,970				
577-343.01	Cash Key	15,000	15,000	15,600	11,416	8,600	8,321	7,139
	Quick Pass	-	1,500	75	210	135	207	645
577-320.00	Fines & FO	500,000	500,000	576,066	456,195	439,327	445,663	448,040
577-321.00	Boot Fee	25,000	25,000	28,870	16,758	23,314	29,730	38,145
	Totals	2,384,000	2,296,500	2,469,625	2,216,310	2,030,145	2,115,145	2,072,415
577-344.00	Dividend Income	-	-	-	-	2,058	-	6,996
577-380.00	Earned Interest	5,000	10,000	4,109	10,164	18,059	44,528	60,452
577-395.00	G(L) Sales							
577-396.00	G(L) MV	-	-	-	-	-	-	-
577-399.04	Miscellaneous	-	-	6,085	492	826	750	9,275
577-399.06	Prior Year	900,000	1,200,000	1,200,000	1,280,000	1,114,969	1,222,409	1,094,560
	Total	905,000	1,210,000	1,210,194	1,290,656	1,135,912	1,267,687	1,171,283
	Department Totals	3,289,000	3,506,500	3,679,819	3,506,966	3,166,057	3,382,832	3,243,698

PARKING AUTHORITY
AMENDED BUDGET REQUEST
2012-2013

Personnel Services		12-13	11-12	10-11	09-10	08-09	07-08	06-07
Acct. No.	Line Item	Projected	Projected	Expended	Expended	Expended	Expended	Expend
578-03.00	Salaries&Wages	642,295	637,447	594,477	489,750	462,294	431,237	415,558
578-04.00	Social Security	41,496	41,196	37,568	31,295	29,421	27,660	26,750
578-05.00	Group Health	178,816	211,368	195,817	175,500	156,101	152,226	136,011
578-07.00	Employees Ret	79,044	68,770	63,435	42,215	38,770	38,509	33,631
578-08.00	Medicare	9,705	9,634	8,786	7,319	6,881	6,469	6,256
578-10.00	Overtime	27,000	27,000	17,506	19,481	16,393	19,282	20,529
	Total	978,356	995,415	917,589	765,560	709,860	675,383	638,735
Contracted Services								
578-11.00	Telephone	11,000	11,000	9,427	8,966	10,808	9,895	5,245
578-12.00	Printing	5,000	11,000	3,731	2,816	3,477	10,550	14,125
578-13.01	Utilities	80,000	60,000	77,843	62,806	64,466	62,033	75,732
578-13.03	Utilities/water	1,000	1,000	907	669	515	315	395
578-13.09	Utilities/storm	5,000	5,000	4,987	4,294	5,626	2,649	3,585
578-14.00	Travel&Training	4,500	4,500	4,775	50	1,503	40	417
578-15.02	Build&Lot Maint	120,000	180,000	77,248	25,950	27,374	45,043	33,873
578-16.00	Equipment Maint	8,000	15,000	2,558	8,590	44,204	8,193	13,925
578-17.00	Vehicle Maint	5,000	10,000	1,612	1,341	5,301	3,675	1,698
578-18.00	Postage	22,000	22,000	18,352	-	-	-	-
578-19.02	Equipment Rent	1,000	1,000	185	-	-	-	127
578-20.00	Advertising	5,000	5,000	796	-	-	-	350
578-20.02	Parking Promotion	5,000	10,000	86	500	3,116	154	-
578-22.00	Dues&Subscript	500	500	167	136	136	136	121
578-23.00	Professional Serv.	10,000	10,000	8,260	-	780	3,780	15,350
578-24.00	Audit Costs	2,200	2,000	2,200	2,000	-	2,000	2,000
578-26.00	Workers Comp	20,000	21,300	18,881	16,831	15,105	7,895	10,697
578-26.01	Liability Insurance	35,000	40,000	33,464	34,947	34,968	38,238	32,371
578-30.00	Contracted Serv	75,000	80,000	69,842	64,251	12,820	52,377	36,414
578-31.00	Fire Service Fee	27,000	27,000	26,610	26,611	26,611	26,611	23,859
578-32.00	Bank Charges	20,000	15,000	19,063	14,305	9,616	10,933	10,097
578-32.01	Administration	1,000	1,000	-	-	411	428	1,124
	Total	463,200	532,300	380,994	275,063	266,837	284,945	281,505

PARKING AUTHORITY
AMENDED BUDGET REQUEST
2012-2013

Commodities		12-'13	11-'12	10-'11	09-'10	08-'09	07-'08	06-'07
Acct. No.	Line Item	Projected	Projected	Expend	Expend	Expend	Expend	Expend
578-40.12	Hand Tools	4,000	4,000	3,875	360	5,572	5,906	2,071
578-41.01	Office Supplies	4,000	4,000	3,161	3,515	3,004	3,536	3,291
578-41.21	Operating Supplies	10,000	15,000	15,602	10,908	5,686	-	-
578-41.05	Janitorial Supplies	1,500	1,200	1,493	1,169	773	660	786
578-43.00	Vehicle Supplies	12,000	12,000	11,822	11,695	8,120	7,576	7,999
578-45.00	Uniform Costs	8,000	8,000	6,152	5,908	4,421	5,243	5,423
578-46.01	Cash Key	4,000	4,000	3,647	-	3,310	531	-
578-49.00	Charges by other	14,400	14,400	14,400	14,400	14,400	14,400	14,400
578-49.05	Office Rent	9,535	9,535	9,535	9,535	9,535	11,000	9,535
578-49.06	Lot Lease	160,000	110,000	155,700	104,800	98,200	104,400	156,442
	Total	227,435	182,135	225,387	162,290	153,021	153,252	199,947
Capital Outlay								
578-56.00	Capital Outlay							
578-58.00	Capital Outlay (perm improve)		50,000	64,116	13,210	11,466	-	74,490
578-59.02	Capital Outlay (equip purchase)		80,000	205,414	16,001	110,028	115,471	2,680
578-71.01	PSB Lease	350,727	350,727	348,194	350,983	342,809	337,828	339,461
578-71.02	Wharf Lease	341,000	341,000	341,000	341,000	341,000	341,000	
	Bond Interest							
	Bond Issue							
	Total	691,727	821,727	958,724	721,194	805,303	794,299	416,631
	Grand Total	2,360,718	2,531,577	2,482,694	1,924,107	1,935,021	1,907,879	1,536,818

MORGANTOWN UTILITY BOARD
WATER OPERATING BUDGET SUMMARY

BUDGET
2013

REVENUES

SALE OF WATER	9,928,475
PENALTIES	120,000
RENTS	33,000
INTEREST INCOME	90,000
PROFIT SALES	20,000
BILLING SERVICE FEES	120,000
ACCOUNT & RECONNECT CHARGES	22,000
BAB TAX SUBSIDY	797,610
MISCELLANEOUS BILLING	<u>5,000</u>
TOTAL REVENUES	11,136,085

OPERATING EXPENSES

SOURCE OF SUPPLY	49,500
BOOSTERS AND TANKS	639,200
PURIFICATION	1,888,150
TRANSMISSION & DISTRIBUTION	1,246,000
CUSTOMERS ACCTG & COLLECTING	265,000
ADMINISTRATIVE & GENERAL	<u>2,768,605</u>
TOTAL EXPENSES	6,856,455

DEBT REQUIREMENTS

SINKING FUND PAYMENTS	
2001 ISSUE	339,402
2010 A ISSUE	2,280,000
2010 F ISSUE	1,155,252
2010 D ISSUE	519,185
2010 E ISSUE	5,573
2011 ISSUE	
TOTAL DEBT SERVICE	<u>4,299,412</u>

**FUNDS AVAILABLE FOR CAPITAL
IMPROVEMENTS**

(19,782)

**MORGANTOWN UTILITY BOARD
WATER O&M BUDGET**

**BUDGET
2013**

SOURCE OF SUPPLY		
1-601-1001	OPER. SUPERVISION & ENG.	0
1-635-1001	WATERSHED PROTECTION	40,000
	OPER. GAUGING STATION	0
1-620-2001	MAINT. OF RESERVOIRS, MAT.	2,000
1-601-2001	MAIN. OF RESERVOIRS, LAB.	7,000
1-620-2002	MAINT. OF OTHER STRUCTURES	<u>500</u>
	TOTAL	49,500
PURIFICATION EXPENSE		
1-601-1002	OP SUPERVISION & ENGINEERING	30,000
1-601-3001	T& D OP SUPERVISION & ENGINEERING	40,000
1-601-3002	OPER LABOR, INTAKE STRUCTURE	6,500
1-601-3003	OPER LABOR, LOW SERVICE PUMPS	5,700
1-601-3004	OPER LABOR, FLOC BASINS	11,500
1-601-3005	OPER LABOR, SED BASINS	22,500
1-601-3006	OPER LABOR, FILTERS	22,500
1-601-3007	OPER LABOR, HIGH SERVICE PUMP	23,000
1-601-3008	OPER LABOR, CHEM FEED	82,000
1-601-3009	OPER LABOR, LABORATORY	59,000
1-601-3010	OPER LABOR, BACT LABORATORY	30,000
1-601-3011	OPER LABOR, MEMBRANE FILTRATION	<u>83,000</u>
	TOTAL	345,700
SUPPLY AND EXPENSE		
1-615-3000	SUPP & EXP, ELECTRICITY	410,000
1-620-3001	SUPP & EXP, TELEPHONE	900
1-620-3002	SUPP & EXP, CHARTS RECORDING	300
1-620-3003	SUPP & EXP, LUBRICANTS	1,000
1-620-3004	SUPP & EXP, SHOP EXPENSE	16,000
1-620-3005	SUPP & EXP, HAND TOOLS	1,000
1-650-3000	SUPP & EXP, TRANSPORTATION	38,000
1-620-3006	SUPP & EXP, NATURAL GAS	23,000
1-620-3007	SUPP & EXP, LABORATORY	20,000
1-620-3008	SUPP & EXP, SLUDGE DISPOSAL	40,000
1-620-3009	SUPP & EXP, TRAINING	500
1-615-3001	SUPP & EXP, ELECTRICITY(PURIF)	<u>145,000</u>
	TOTAL	695,700

**MORGANTOWN UTILITY BOARD
WATER O&M BUDGET**

**BUDGET
2013**

	SUPPLY AND EXPENSE - CHEMICAL	
1-618-3001	SUPP & EXP, LIME	20,000
1-618-3002	SUPP & EXP, CHLORINE	33,000
1-618-3003	SUPP & EXP, ALUM	150,000
1-618-3004	SUPP & EXP, FLOURIDE	40,000
1-618-3005	SUPP & EXP, PHOSATE	20,000
1-618-3006	SUPP & EXP, CARBON	45,000
1-618-3007	SUPP & EXP, OTHER CHEMICALS	10,000
1-618-3008	SUPP & EXP, SODIUM CHLORITE	50,000
1-618-3009	SUPP & EXP, SODIUM HYDROXIDE	24,000
1-618-3010	SUPP & EXP, SULFURIC ACID	5,000
1-618-3011	SUPP & EXP, CITRIC ACID	15,000
1-618-3012	SUPP & EXP, SODIUM HYPOCHLORITE	5,000
1-618-3013	SUPP & EXP, BISULFITE	13,000
1-618-3014	SUPP & EXP, SALT	<u>0</u>
	TOTAL	430,000
	MAINTENANCE LABOR	
1-601-4001	MAINT SUPERVISION & ENGINEERING	40,000
1-601-4002	T&D MAINT OF STRUCT & IMP LABOR	143,000
1-620-4001	T&D MAINT OF STRUCT & IMP MAT	2,500
1-601-4003	MAINT LAB, INTAKE STRUCTURES	6,000
1-601-4004	MAINT LABOR, LOW SERVICE PUMPS	7,000
1-601-4015	MAINT LAB, PUMPING EQUIP	0
1-601-4005	MAINT LAB, FLOC BASINS	7,000
1-601-4006	MAINT LAB, SED BASINS	6,250
1-601-4007	MAINT LAB, FILTERS	9,000
1-601-4008	MAINT LAB, HIGH SERVICE PUMP	8,000
1-601-4009	MAINT LAB, CHEM FEED OTHER	9,500
1-601-4010	MAINT LAB, LIME FEED	8,000
1-601-4011	MAINT LAB, CHLORINE	3,000
1-601-4012	MAINT LAB, SCADA	5,000
1-601-4013	MAINT LBR, MEMBRANE FILTRATION	50,000
1-601-4014	MAINT LBR, MEMBRANE FILTRATION ELEC	<u>10,000</u>
	TOTAL	314,250
	MAINTENANCE SUPPLY AND EXPENSE	
1-620-4003	MAINT SUPP & EXP, INTAKE STRUCTURES	1,000
1-620-4004	MAINT SUPP & EXP, LOW SERVICE PUMP	2,500
1-620-4005	MAINT SUPP & EXP, FLOC BASIN	2,000
1-620-4006	MAINT SUPP & EXP, SED BASIN	4,000
1-620-4007	MAINT SUPP & EXP, FILTERS	2,000
1-620-4008	MAINT SUPP & EXP, HIGH SERVICE PUMP	5,000
1-620-4009	MAINT SUPP & EXP, CHEM FEED	2,000
1-620-4010	MAINT SUPP & EXP, LIME FEED	2,000

**MORGANTOWN UTILITY BOARD
WATER O&M BUDGET**

**BUDGET
2013**

1-620-4011	MAINT SUPP & EXP, CHLORINE	2,000
1-620-4012	MAINT SUPP & EXP, SCADA	5,000
1-620-4013	MAINT SUPP & EXP, MEMBRANE FILTRATION	<u>5,000</u>
	TOTAL	32,500
	GRAND TOTAL PLANT	1,888,150
	WATER TANKS	
1-620-2003	MAINTENANCE MATERIAL	285,000
1-601-2003	MAINTENANCE LABOR	10,000
1-620-2004	TANK TELEMETRY MATERIALS	14,000
1-601-2004	TANK TELEMETRY LABOR	<u>5,000</u>
	TOTAL	314,000
	BOOSTER STATIONS	
	OPERATIONS	
1-601-1004	OPER LABOR, SUNCREST	1,500
1-601-1005	OPER LABOR, WILES HILL	1,800
1-601-1006	OPER LABOR, SOUTH PARK	600
1-601-1007	OPER LABOR, WESTOVER	1,500
1-601-1008	OPER LABOR, MILEGROUND	650
1-601-1009	OPER LABOR, SCOTTS RUN	1,500
1-601-1010	OPER LABOR, SABRATON	1,500
1-601-1011	OPER LABOR, EAST GATE	800
1-601-1012	OPER LABOR, LAUREL POINT	1,200
1-601-1013	OPER LABOR, UNION DISTRICT	1,600
1-601-1014	OPER LABOR, ICES FERRY	750
1-601-1015	OPER LABOR, SANDS SPRINGS	950
1-601-1016	OPER LABOR, CHERRY HILL	1,450
1-601-1017	OPER LABOR, SNAKE HILL	1,500
1-601-1018	OPER LABOR, CHAPLIN HILL	<u>1,500</u>
	TOTAL	18,800
	OPERATING POWER & FUEL	
1-615-1004	POWER & FUEL, SUNCREST	16,000
1-615-1005	POWER & FUEL, WILES HILL	92,000
1-615-1006	POWER & FUEL, SOUTH PARK	4,500
1-615-1007	POWER & FUEL, WESTOVER	11,500
1-615-1008	POWER & FUEL, MILEGROUND	3,700
1-615-1009	POWER & FUEL, SCOTTS RUN	20,500
1-615-1010	POWER & FUEL, SABRATON	35,000
1-615-1011	POWER & FUEL, EAST GATE	1,300
1-615-1012	POWER & FUEL, LAUREL POINT	3,000
1-615-1013	POWER & FUEL, UNION DISTRICT	34,000
1-615-1014	POWER & FUEL, ICES FERRY	800

**MORGANTOWN UTILITY BOARD
WATER O&M BUDGET**

**BUDGET
2013**

1-615-1015	POWER & FUEL, SANDS SPRINGS	500
1-615-1016	POWER & FUEL, CHERRY HILL	5,500
1-615-1017	POWER & FUEL, SNAKE HILL	11,000
1-615-1018	POWER & FUEL, CHAPLIN HILL	<u>10,500</u>
	TOTAL	249,800
	SUPPLIES & EXPENSE	
1-620-1004	SUPPLY & EXPENSE, SUNCREST	300
1-620-1005	SUPPLY & EXPENSE, WILES HILL	2,000
1-620-1006	SUPPLY & EXPENSE, SOUTH PARK	300
1-620-1007	SUPPLY & EXPENSE, WESTOVER	400
1-620-1008	SUPPLY & EXPENSE, MILEGROUND	300
1-620-1009	SUPPLY & EXPENSE, SCOTTS RUN	500
1-620-1010	SUPPLY & EXPENSE, SABRATON	1,000
1-620-1011	SUPPLY & EXPENSE, EAST GATE	400
1-620-1012	SUPPLY & EXPENSE, LAUREL POINT	300
1-620-1013	SUPPLY & EXPENSE, UNION DISTRI	500
1-620-1014	SUPPLY & EXPENSE, ICES FERRY	300
1-620-1015	SUPPLY & EXPENSE, SANDS SPRING	300
1-620-1016	SUPPLY & EXPENSE, CHERRY HILL	300
1-620-1017	SUPPLY & EXPENSE, SNAKE HILL	300
1-620-1018	SUPPLY & EXPENSE, CHAPLIN HILL	<u>300</u>
	TOTAL	7,500
	PUMPING MAINTENACE LABOR	
1-601-2005	MAINT PUMP EQ LABOR, SUNCREST	2,000
1-601-2006	MAINT PUMP EQ LABOR, WILES HIL	6,000
1-601-2007	MAINT PUMP EQ LABOR, SOUTH PAR	800
1-601-2008	MAINT PUMP EQ LABOR, WESTOVER	2,000
1-601-2009	MAINT PUMP EQ LABOR, MILEGROUN	2,000
1-601-2010	MAINT PUMP EQ LABOR, SCOTT RUN	1,500
1-601-2011	MAINT PUMP EQ LABOR, SABRATON	2,500
1-601-2012	MAINT PUMP EQ LABOR, EAST GATE	2,000
1-601-2013	MAINT PUMP EQ LABOR, LAUREL PT	1,000
1-601-2014	MAINT PUMP EQ LABOR, UNION DIS	1,500
1-601-2015	MAINT PUMP EQ LABOR, ICES FERR	800
1-601-2016	MAINT PUMP EQ LABOR, SAND SPRG	1,000
1-601-2017	MAINT PUMP EQ LABOR, CHERRY HL	2,000
1-601-2018	MAINT PUMP EQ LABOR, SNAKE HIL	1,200
1-601-2019	MAINT PUMP EQ LABOR, CHAPLIN HILL	<u>800</u>
	TOTAL	27,100

**MORGANTOWN UTILITY BOARD
WATER O&M BUDGET**

**BUDGET
2013**

	PUMPING MAINTENACE LABOR	
1-620-2005	MAINT PUMP EQ MAT, SUNCREST	500
1-620-2006	MAINT PUMP EQ MAT, WILES HILL	2,000
1-620-2007	MAINT PUMP EQ MAT, SOUTH PARK	500
1-620-2008	MAINT PUMP EQ MAT, WESTOVER	500
1-620-2009	MAINT PUMP EQ MAT, MILEGROUND	500
1-620-2010	MAINT PUMP EQ MAT, SCOTTS RUN	500
1-620-2011	MAINT PUMP EQ MAT, SABRATON	2,000
1-620-2012	MAINT PUMP EQ MAT, EAST GATE	500
1-620-2013	MAINT PUMP EQ MAT, LAURL POINT	500
1-620-2014	MAINT PUMP EQ MAT, UNION DISTR	2,000
1-620-2015	MAINT PUMP EQ MAT, ICES FERRY	500
1-620-2016	MAINT PUMP EQ MAT, SANDS SPRIN	500
1-620-2017	MAINT PUMP EQ MAT, CHERRY HILL	500
1-620-2018	MAINT PUMP EQ MAT, SNAKE HILL	500
1-620-2019	MAINT PUMP EQ MAT, CHAPLIN HILL	<u>500</u>
	TOTAL	12,000
1-601-1050	BOOSTER ST TELEMETRY MT LABOR	5,000
1-620-1050	BOOSTER ST TELEMETRY MT MATERIAL	5,000
	TOTAL BOOSTERS AND TANKS	639,200
	TRANSMISSION AND DISTRIBUTION	
1-620-5001	OP SUPERVISION & ENGR MATERIAL	15,000
1-601-5001	OP SUPERVISION & ENGR LABOR	110,000
1-620-5002	OP OF TRANS & DIST LINES MATERIAL	20,000
1-601-5002	OP OF TRANS & DIST LINES LABOR	60,000
1-601-5003	OP OF TRANS & DIST - SYSTEM FLUSHING	50,000
1-620-5004	OP LOCATION/INVESTIGATION LINES MAT	250
1-601-5004	OP LOCATION/INVESTIGATION LINES LABOR	250
1-620-5005	REMOVE AND RESET METERS MAT	18,000
1-601-5005	REMOVE AND RESET METERS LABOR	44,000
1-620-5006	METER DEPT SUPPLIES EXPENSE	2,000
1-601-5006	METER EXP STORAGE LABOR	1,000
1-620-5007	CUSTOMER SERVICE COMPLAINT MAT	5,000
1-601-5007	CUSTOMER SERVICE COMPLAINT LAB	14,000
1-620-5008	MAPS & RECORDS MATERIAL	500
1-601-5008	MAPS & RECORDS LABOR	65,000
1-620-5009	OPERATION OF SHOP MATERIAL	125,000
1-601-5009	OPERATION OF SHOP LABOR	90,000
1-641-5000	RENTS	500
1-620-6001	MAINT SUPERV & ENGR MATERIALS	2,000
1-601-6001	MAINT SUPER & ENGR, LABOR	65,000
1-601-6002	MAINT OF STRUCT & IMPROV LABOR	5,000
1-620-6002	MAINT OF STRUCT & IMPROV MATERIAL	5,000
1-620-6003	MAINTENANCE OF DIST RESER MAT	250
1-601-6003	MAINTENANCE OF DIST RESER LABOR	250
1-620-6004	MAINT OF DIST MAINS MAT	160,000
1-601-6004	MAINT OF DIST MAINS LABOR	220,000

**MORGANTOWN UTILITY BOARD
WATER O&M BUDGET**

**BUDGET
2013**

1-620-6005	MAINT OF SERVICES MATERIAL	25,000
1-601-6005	MAINT OF SERVICES LABOR	50,000
1-620-6006	MAINT OF METERS MATERIAL	1,500
1-601-6006	MAINT OF METERS LABOR	13,000
1-620-6007	MAINT OF LARGE METERS MAT	1,500
1-601-6007	MAINT OF LARGE METERS LABOR	2,000
1-620-6008	MAINT OF METER INST MAT	25,000
1-601-6008	MAINT OF METER INST LABOR	20,000
1-620-6009	MAINT. OF HYDRANTS MAT	15,000
1-601-6009	MAINT. OF HYDRANTS LABOR	<u>15,000</u>
	TOTAL	1,246,000
	 BILLING & COLLECTING EXPENSES	
1-620-7001	METER READING SUPPLIES MATERIAL	19,000
1-601-7001	METER READING LABOR	70,000
1-620-7002	COLLECTING SUPPLIES EXPENSE	44,000
1-601-7002	COLLECTING LABOR	25,000
1-620-7003	CUSTOMER BILLING EXPENSE	32,000
1-601-7003	CUSTOMER BILLING LABOR	24,000
1-601-7004	CUSTOMER CONTRACTS	27,000
1-670-7000	UNCOLLECTIBLE ACCOUNTS	<u>24,000</u>
	TOTAL CUSTOMER'S ACCTS	265,000
	 ADMINISTRATIVE & GENERAL EXPENSES	
1-427-4001	OTHER INTEREST EXP CUST DEP	4,550
1-409-0000	PAYROLL TAXES	237,650
1-601-8001	SALARIES OF GENERAL OFFICERS	63,700
1-601-8002	OTHER GENERAL OFFICE SALARIES	147,000
1-601-8003	GENERAL OFFICE SALARIES BOOKKEEPING	70,560
1-601-8004	OFFICE SALARIES PUBLIC RELATIONS	14,700
1-620-8001	EXPENSES OF GENERAL OFFICERS	2,450
1-620-8002	GEN OFFICE SUPPLIES & EXPENSE	46,550
1-632-8001	AUDIT EXPENSES (WTR)	10,780
1-633-8001	SPECIAL LEGAL SERVICES (WTR)	12,250
1-634-8001	INVESTMENT MANAGEMENT FEES	18,000
1-657-8001	INSURANCE	176,000
1-658-8001	INJURIES & DAMAGES (WTR)	124,950
1-659-8001	UNEMPLOYMENT INSURANCE (WTR)	3,675
1-675-8005	LOSSES NOT INSURED (WTR)	4,900
1-604-8001	HOSPITAL INSURANCE - (WTR)	742,840
1-604-8002	GROUP LIFE INSURANCE (WTR)	14,700
1-604-8003	OTHER EMPLOYEE BENEFITS (WTR)	9,800
1-604-8004	DENTAL INSURANCE	14,700

**MORGANTOWN UTILITY BOARD
WATER O&M BUDGET**

**BUDGET
2013**

1-604-8005	VISION INSURANCE	5,390
1-604-8006	VACATION, SICK, HOLIDAY	465,500
1-604-8007	TRAINING & CONTINUING EDUC	14,700
1-604-8008	SAFETY PROGRAM	19,600
1-604-8009	RETIREMENT ANNUITIES	367,500
1-667-8001	PSC TAX	22,000
1-667-8002	REGULATORY COMM EXP - NP	150
1-675-8001	MISC GENERAL EXPENSE (WTR)	60,000
1-675-8002	MISC - AWWA	14,000
1-675-8003	MT OF OFFICE FURN & EQUIP (WR)	500
1-675-8004	MAINT OF COMPUTER (WTR)	53,900
1-620-8003	MAINT OF COMMUNICATION EQUIPMENT	6,860
1-620-8005	MAINT OF MISC PROPERTY MATERIAL	12,250
1-620-8006	MAINT OF STRUCT & IMP MATERIAL	2,500
1-601-8006	MAINT OF STRUCT & IMP LABOR	1,000
1-620-8007	LAWN CARE & SNOW REMOVAL	<u>3,000</u>
	TOTAL ADMIN & GEN	2,768,605
	GRAND TOTAL	6,856,455

MORGANTOWN UTILITY BOARD
WATER CAPITAL BUDGET

BUDGET
2013

CAPITAL FUNDING	
FUNDS AVAILABLE FROM WATER RATES	(19,782)
MUNICIPAL BOND PROCEEDS	3,213,316
DHHR LOAN PROCEEDS	558,600
QUARRY RUN - AML GRANT / IJDC	2,244,398
REFUNDABLE CONSTRUCTION DEPOSITS	500,000
SERVICE CONNECTION FEES	150,000
CONTRIBUTION IN AID OF CONSTRUCTION	<u>800,000</u>
TOTAL FUNDING	7,446,532
PURCHASES	
PURCHASE OF NEW EQUIPMENT - SHOP	207,000
PURCHASE OF NEW EQUIPMENT- OFFICE	26,220
PURCHASES - WATER TREATMENT- PLANT	<u>5,000</u>
TOTAL	238,220
METERS AND SERVICES	
NEW METERS 5/8 X3/4	28,750
NEW METERS 1 1/2"	1,000
NEW METERS 2"	5,000
NEW METERS 1"	500
NEW METERS INSTALLATION 5/8" X 3/4"	350,000
NEW METER INSTALLATION	5,000
NEW SERVICE INSTALLATION 1-1/2"	15,000
NEW SERVICE INSTALLATION 2"	1,500
RENEWAL SERVICE 3/4"	75,000
RENEWAL SERVICES 1"	5,000
RENEWAL SERVICES 2"	15,000
MOVE METER OUTSIDE	<u>7,500</u>
TOTAL	509,250
PROJECTS	
REPLACEMENT MAINS	350,000
NEW MAINS	700,000
REFUND FOR CONSTRUCTION DEPOSIT	125,000
FENCING & OVERFLOW PIPES	25,000
WTP IMPROVEMENTS	1,645,147
OTHER MUNICIPAL BOND PROJECTS	-
GIS	490,000
CONTROL VALVES CHAPLIN, UHS, GREYST	124,000

MORGANTOWN UTILITY BOARD
WATER CAPITAL BUDGET

BUDGET
2013

WTP SHOP ADDITION	125,000
HIGH ST FIRE FLOW IMPROVEMENTS	175,000
CHLORINATION BOOSTER DESIGN/CONST	200,000
GENER SWITCHGEAR @ MAJOR BOOSTER ST	200,000
REPLACE CHERRY HILL BOOSTER	110,169
COBUN CREEK DAM SPILLWAY IMPROVE	144,000
DHHR FUNDED PROJECTS	227,200
OTHER DHHR FUNDED PROJECTS	-
OFFICE AND SHOP ROOF	165,400
WTP FILTER BUILDING ROOF	60,000
COBUN CREEK DAM SPILLWAY IMPROVE	106,000
QUARRY RUN / WHISPERING WOODS	2,275,126
AIRPORT WATER LINE	600,000
TIBBS RUN DAM BREACH	75,000
COMPUTER HARDWARE/SOFTWARE	54,740
ASSET MGMT, EQUIP,LICENSING & UPGRADES	-
TOTAL	7,976,782
TOTAL CAPITAL IMPROVEMENT	8,724,252
SURPLUS OR DEFICIT	(1,277,720)

MORGANTOWN UTILITY BOARD
SEWER OPERATING BUDGET SUMMARY

BUDGET
2013

REVENUES

SEWERAGE SERVICE REVENUES	7,650,000
PENALTIES	80,000
OTHER SERVICE SYSTEM REVENUE	970,000
OTHER SEWERAGE SERVICE REVENUE	22,000
INTEREST INCOME	80,000
PROFIT SALES & CONSTRUCTION	10,000
MISCELLANEOUS REVENUES	<u>250</u>

TOTAL REVENUES 8,812,250

OPERATING EXPENSES

COLLECTING EXPENSES	884,000
PUMPING EXPENSES	353,475
TREATMENT & DISPOSAL EXPENSE	725,850
SUPPLIES & EXPENSES CHEMICAL	169,500
MT, S&E, 2ND TMT, RBC & EQUIPMENT	159,000
MT, LABOR, 2ND TMT, RBC & EQUIPMENT	172,000
BILLING & COLLECTING EXPENSE	245,400
ADMINISTRATION & GENERAL EXPENSES	<u>2,477,670</u>

TOTAL EXPENSES 5,186,895

DEBT REQUIREMENTS

SINKING FUND PAYMENTS	
1992 BONDS	398,012
1995 BONDS	97,202
2006 BONDS	389,664
2010C BONDS	670,852
2012 BONDS	<u>64,860</u>

TOTAL DEBT SERVICE 1,820,590

FUNDS AVAILABLE FOR CAPITAL IMPROVEMENTS 1,804,765

**MORGANTOWN UTILITY BOARD
SEWER O&M BUDGET**

**BUDGET
2013**

COLLECTING EXPENSES

2-720-1001	OP SUPERVISION & ENGR, MAT	10,000
2-701-1001	OP SUPERVISION & ENGR, LABOR	105,000
2-720-1002	MAPS & RECORDS, MAT	200
2-701-1002	MAPS & RECORDS, LABOR	50,000
2-701-1003	COLLECT OPERATION LABOR	10,000
2-701-1004	OPERATION OF SHOP, LABOR	77,000
2-720-1005	OP LOCATION/INVESTIGATION OF LINES MAT	500
2-701-1005	OP LOCATION/INVESTIGATION OF LINES LAB	500
2-701-1006	COLLECT OP LABOR, COBUN CREEK INT	200
2-701-1007	COLLECT OP LABOR, DECKERS CREEK INT	20,000
2-701-1008	COLLECT OP LABOR, SOUTH MON INT	20,000
2-720-1009	COLLECT SUPPLIES & EXPENSE	2,000
2-720-1006	COLLECT OP MAT, COBUN CREEK INT	1,000
2-720-1007	COLLECT OP MAT, DECKERS CREEK INT	7,000
2-720-1008	COLLECT OP MAT, SOUTH MON INT	5,000
2-720-1004	OPERATION OF SHOP MATERIALS	68,000
2-720-2001	MAINT SUPERVISION & ENGR MAT	2,500
2-701-2001	MAINT SUPERVISION & ENGR LABOR	68,000
2-720-2002	MT SERV CONN & TRAPS MAT	50,000
2-701-2002	MT SERV CONN & TRAPS LABOR	110,000
2-720-2003	MT COLLECT & TRANS LINES MAT	100,000
2-701-2003	MT COLLECT & TRANS LINES LABOR	155,000
2-720-2004	MT OF STRUCT & IMPROVEMENTS MAT	500
2-701-2004	MT OF STRUCT & IMPROVEMENTS LABOR	500
2-720-2005	COLLECT MT MAT, COBUN CREEK INT	250
2-720-2006	COLLECT MT MAT, DECKERS CREEK INT	5,000
2-720-2007	COLLECT MT MAT, SOUTH MON INT	250
2-701-2005	COLLECT MAINT LAB, COBUN CREEK INT	250
2-701-2006	COLLECT MAINT LAB, DECKERS CREEK INT	15,000
2-701-2007	COLLECT MAINT LAB, SOUTH MON INT	250
2-741-0000	COLLECTING RENTS	<u>100</u>
	TOTAL	884,000

PUMPING EXPENSES

	PUMPING OPERATION LABOR	
2-701-3001	OPERATION LABOR - AIRPORT BLVD	2,400
2-701-3002	OPERATION LABOR - MGTN IND PRK	1,350
2-701-3003	OPERATION LABOR - BURROUGHS RN	7,600
2-701-3004	OPERATION LABOR - COBUN CREEK	5,000
2-701-3005	OPERATION LABOR - DECKERS CK	8,000
2-701-3006	OPERATION LABOR - OHIO ST	1,750
2-701-3007	OPERATION LABOR - STANDARD ST	2,000

**MORGANTOWN UTILITY BOARD
SEWER O&M BUDGET**

**BUDGET
2013**

2-701-3008	OPERATION LABOR - WEST RUN	3,000
2-701-3009	OPERATION LABOR - PENINSULA B	1,600
2-701-3010	OPERATION LABOR - ORCHARD CROSSING	2,300
2-701-3011	OPERATION LABOR - CANYON	2,500
2-701-3012	OPERATION LABOR - PARKWAY	1,350
2-701-3013	OPERATION LABOR - WILLOWDALE	800
2-701-3014	OPERATION LABOR - DORSEY KNOB #1	2,500
2-701-3015	OPERATION LABOR - DORSEY KNOB #2	2,500
2-701-3016	OPERATION LABOR - WAL-MART	2,500
2-701-3026	OPERATION LABOR - METRO	-
2-701-3027	OPERATION LABOR - DON KNOTTS	500
2-701-3017	OPERATION LABOR - CANYON #1	4,000
2-701-3018	OPERATION LABOR - CANYON #2	5,000
2-701-3019	OPERATION LABOR - CANYON #3	3,500
2-701-3020	OPERATION LABOR - CANYON #4	2,800
2-701-3021	OPERATION LABOR - CANYON #5	3,600
2-701-3022	OPERATION LABOR - CANYON #6	2,000
2-701-3023	OPERATION LABOR - GRINDERS	1,500
2-701-3024	OPERATION LABOR - CANYON #7	1,000
2-701-3025	OPERATION LABOR - CANYON #8	<u>1,000</u>
	 TOTAL	 72,050
	 OPERATION POWER & FUEL	
2-715-3001	POWER & FUEL - AIRPORT BLVD	1,000
2-715-3002	POWER & FUEL - MGTN INDUST PRK	1,100
2-715-3003	POWER & FUEL - BURROUGHS RUN	32,000
2-715-3004	POWER & FUEL - COBUN CREEK	10,000
2-715-3005	POWER & FUEL - DECKERS CREEK	43,000
2-715-3006	POWER & FUEL - OHIO STREET	200
2-715-3007	POWER & FUEL - STANDARD STREET	3,400
2-715-3008	POWER & FUEL - WEST RUN	24,000
2-715-3009	POWER & FUEL - PENINSULA BLVD	150
2-715-3010	POWER & FUEL - ORCHARD CROSSING	1,600
2-715-3011	POWER & FUEL - CANYON	13,000
2-715-3012	POWER & FUEL - PARKWAY	600
2-715-3013	POWER & FUEL - WILLOWDALE	200
2-715-3014	POWER & FUEL - DORSEY KNOB #1	1,700
2-715-3015	POWER & FUEL - DORSEY KNOB #2	1,400
2-715-3016	POWER & FUEL - WAL-MART	2,500
2-715-3026	POWER & FUEL - METRO	250
2-715-3027	POWER & FUEL - DON KNOTTS	7,500
2-715-3017	POWER & FUEL - CANYON #1	4,000
2-715-3018	POWER & FUEL - CANYON #2	1,600
2-715-3019	POWER & FUEL - CANYON #3	300
2-715-3020	POWER & FUEL - CANYON #4	3,500

**MORGANTOWN UTILITY BOARD
SEWER O&M BUDGET**

**BUDGET
2013**

2-715-3021	POWER & FUEL - CANYON #5	100
2-715-3022	POWER & FUEL - CANYON #6	200
2-715-3023	POWER & FUEL - GRINDERS	175
2-715-3024	POWER & FUEL - CANYON #7	100
2-715-3025	POWER & FUEL - CANYON #8	<u>100</u>
	TOTAL	153,675
	OPERATION SUPPLIES AND EXPENSE	
2-720-3001	SUPP & EXP - AIRPORT BLVD	600
2-720-3002	SUPP & EXP - MGTN INDUST PARK	500
2-720-3003	SUPP & EXP - BURROUGHS RUN	2,000
2-720-3004	SUPP & EXP - COBUN CREEK	2,000
2-720-3005	SUPP & EXP - DECKERS CREEK	4,000
2-720-3006	SUPP & EXP - OHIO STREET	500
2-720-3007	SUPP & EXP - STANDARD STREET	700
2-720-3008	SUPP & EXP - WEST RUN	1,000
2-720-3009	SUPP & EXP - PENINSULA BLVD	400
2-720-3010	SUPP & EXP - ORCHARD CROSSING	700
2-720-3011	SUPP & EXP - CANYON	700
2-720-3012	SUPP & EXP - PARKWAY	200
2-720-3013	SUPP & EXP - WILLOWDALE	200
2-720-3014	SUPP & EXP - DORSEY KNOB #1	200
2-720-3015	SUPP & EXP - DORSEY KNOB #2	100
2-720-3016	SUPP & EXP - WAL-MART	100
2-720-3026	SUPP & EXP - METRO	-
2-720-3027	SUPP & EXP - DON KNOTTS	500
2-720-3017	SUPP & EXP - CANYON #1	300
2-720-3018	SUPP & EXP - CANYON #2	300
2-720-3019	SUPP & EXP - CANYON #3	200
2-720-3020	SUPP & EXP - CANYON #4	100
2-720-3021	SUPP & EXP - CANYON #5	150
2-720-3022	SUPP & EXP - CANYON #6	100
2-720-3023	SUPP & EXP - GRINDERS	200
2-720-3024	SUPP & EXP - CANYON #7	200
2-720-3025	SUPP & EXP - CANYON #8	<u>200</u>
	TOTAL	16,150
	PUMPING MAINTENANCE LABOR	
2-701-4001	MT PWR PUMP EQ L - AIRPORT BLD	2,000
2-701-4002	MT PWR PUMP EQ L - BURROUGHS	8,000
2-701-4003	MT PWR PUMP EQ L - COBUN CK	7,000
2-701-4004	MT PWR PUMP EQ L - DECKERS CK	5,000
2-701-4005	MT PWR PUMP EQ L - OHIO ST	1,500
2-701-4006	MT PWR PUMP EQ L - STANDARD ST	4,000
2-701-4007	MT PWR PUMP EQ L - WEST RUN	5,000

**MORGANTOWN UTILITY BOARD
SEWER O&M BUDGET**

**BUDGET
2013**

2-701-4008	MT PWR PUMP EQ L - PENINSULA B	1,000
2-701-4009	MT PWR PUMP EQ L - MGTN IND PK	800
2-701-4010	MT PWR PUMP EQ L - ORCHARD CROSSING	1,000
2-701-4011	MT PWR PUMP EQ L - CANYON	3,000
2-701-4012	MT PWR PUMP EQ L - PARKWAY	1,000
2-701-4013	MT PWR PUMP EQ L - WILLOWDALE	400
2-701-4014	MT PWR PUMP EQ L - DORSEY KNOB #1	300
2-701-4015	MT PWR PUMP EQ L - DORSEY KNOB #2	300
2-701-4016	MT PWR PUMP EQ L - WAL-MART	100
2-701-4026	MT PWR PUMP EQ L - METRO	-
2-701-4027	MT PWR PUMP EQ L - DON KNOTTS	300
2-701-4017	MT PWR PUMP EQ L - CANYON #1	400
2-701-4018	MT PWR PUMP EQ L - CANYON #2	300
2-701-4019	MT PWR PUMP EQ L - CANYON #3	300
2-701-4020	MT PWR PUMP EQ L - CANYON #4	400
2-701-4021	MT PWR PUMP EQ L - CANYON #5	300
2-701-4022	MT PWR PUMP EQ L - CANYON #6	200
2-701-4023	MT PWR PUMP EQ L - GRINDERS	100
2-701-4024	MT PWR PUMP EQ L - CANYON #7	100
2-701-4025	MT PWR PUMP EQ L - CANYON #8	<u>100</u>
	TOTAL	42,900
	PUMPING MAINTENANCE SUPPLY & EXPENSE	
2-720-4001	MT OF PWR PUMP EQ - AIRPORT	2,500
2-720-4002	MT OF PWR PUMP EQ - BURROUGHS	11,500
2-720-4003	MT OF PWR PUMP EQ - COBUN CK	5,000
2-720-4004	MT OF PWR PUMP EQ - DECKERS CK	10,000
2-720-4005	MT OF PWR PUMP EQ - OHIO ST	1,000
2-720-4006	MT OF PWR PUMP EQ - STD ST	7,000
2-720-4007	MT OF PWR PUMP EQ - WEST RUN	3,000
2-720-4008	MT OF PWR PUMP EQ - PENINSULA	1,000
2-720-4009	MT OF PWR PUMP EQ - MGTN IN PK	700
2-720-4010	MT OF PWR PUMP EQ - ORCHARD CROSSING	3,000
2-720-4011	MT OF PWR PUMP EQ - CANYON	4,000
2-720-4012	MT OF PWR PUMP EQ - PARKWAY	500
2-720-4013	MT OF PWR PUMP EQ - WILLOWDALE	500
2-720-4014	MT OF PWR PUMP EQ - DORSEY KNOB #1	500
2-720-4015	MT OF PWR PUMP EQ - DORSEY KNOB #1	500
2-720-4016	MT OF PWR PUMP EQ - WAL-MART	500
2-720-4026	MT OF PWR PUMP EQ - METRO	-
2-720-4027	MT OF PWR PUMP EQ - DON KNOTTS	500
2-720-4017	MT OF PWR PUMP EQ - CANYON #1	1,000
2-720-4018	MT OF PWR PUMP EQ - CANYON #2	700
2-720-4019	MT OF PWR PUMP EQ - CANYON #3	500
2-720-4020	MT OF PWR PUMP EQ - CANYON #4	600
2-720-4021	MT OF PWR PUMP EQ - CANYON #5	500

**MORGANTOWN UTILITY BOARD
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**BUDGET
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2-720-4022	MT OF PWR PUMP EQ - CANYON #6	500
2-720-4023	MT OF PWR PUMP EQ - GRINDERS	300
2-720-4024	MT OF PWR PUMP EQ - CANYON #7	200
2-720-4025	MT OF PWR PUMP EQ - CANYON #8	<u>200</u>
	TOTAL	56,200
2-720-3026	STATION TELEMTRY MATERIALS (SCADA)	5,000
2-701-3026	STATION TELEMTRY LABOR (SCADA)	<u>7,500</u>
	GRAND TOTAL PUMPING	353,475
	TREATMENT & DISPOSAL	
2-701-5001	T&D OP SUPERV & ENGR	25,500
2-701-5002	OP LABOR, GRIT & SCREEN EQUIP	22,000
2-701-5003	OP LABOR, SEWAGE PUMPS & EQUIP	8,000
2-701-5004	OP LABOR, PRIMARY CLARIFIERS	11,000
2-701-5005	OP LABOR, RAW SLUDGE PUMPS	33,000
2-701-5006	OP LABOR, 2ND TMT, AS & EQUIP	35,000
2-701-5007	OP LABOR, 2ND TMT, RBC & EQUIP	15,500
2-701-5008	OP LABOR, 2ND TMT, 2ND CLARIFR	14,000
2-701-5009	OP LABOR, DIGESTERS & EQUIP	10,500
2-701-5010	OP LABOR, SLUDGE FILTER EQUIP	61,000
2-701-5011	OP LABOR, AS THICKENING	11,000
2-701-5012	OP LABOR, MISC SEWAGE TMT EQUIP	25,000
2-701-5013	OP LABOR, LAB	95,000
2-701-5014	T&D: OPERATION LABOR - CHEM	7,500
2-711-5001	S & EXP, TELEPHONE	1,600
2-720-5002	S & EXP, CHARTS, RECORDING	750
2-720-5001	S & EXP, SLUDGE	61,000
2-720-5003	S & EXP, GRIT & SCREEN REMOVAL	6,500
2-720-5004	S & EXP, TRAINING - SWG PROCES	500
2-715-5001	S & EXP, ELECTRICITY	213,000
2-720-5005	S & EXP, LUBRICANTS	4,000
2-720-5006	S & EXP, SHOP EXPENSE	16,000
2-720-5007	S & EXP, HAND TOOLS	1,500
2-750-5001	S & EXP, TRANSPORTATION	13,000
2-715-5002	S & EXP, NATURAL GAS	17,000
2-735-5001	S & EXP, LABORATORY EXP	<u>17,000</u>
	TOTAL	725,850
	SUPPLIES & EXPENSE CHEMICAL	
2-718-5001	S & EXP, CHLORINE	33,000
2-718-5002	S & EXP, POLYMER	49,000
2-718-5005	S & EXP, SODIUM HYDROXIDE	2,000

**MORGANTOWN UTILITY BOARD
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**BUDGET
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2-718-5006	S & EXP, OTHER	1,500
2-718-5007	S & EXP, SODIUM BISULFITE	83,000
2-718-5008	S & EXP, SODIUM HYPOCHLORITE	<u>1,000</u>
	TOTAL	169,500
	MAINT S&E, 2ND TMT, RBC & EQUIP	
2-701-6001	T&D: MAINT SUPER & ENGR	23,500
2-720-6002	T&D MT OF STRUCT & IMPROV MA	8,000
2-701-6002	T&D: MT OF STRUCT & IMPRV LAB	21,000
2-720-6003	MAINT S&E, GRIT & SCREEN EQUIP	8,000
2-720-6004	MAINT S&E, SEWAGE PUMPS & EQUIP	5,000
2-720-6005	MAINT S&E, PRIMARY CLARIFIERS	3,000
2-720-6006	MAINT S&E, RAW SLUDGE PUMPS	8,000
2-720-6007	MAINT S&E, 2ND TMT AS & EQUIP	12,000
2-720-6008	MAINT S&E, RBC'S	5,000
2-720-6009	MAINT S&E, GAS ENGINES	500
2-720-6010	MAINT S&E GEN & ELEC DIST SYS	2,000
2-720-6011	MAINT S&E, BLOWERS & ELEC MTRS	12,000
2-720-6012	MAINT S&E, 2ND TMT, 2ND CLARIF	15,000
2-720-6013	MAIN S&E, DIGESTORS & EQUIP	9,000
2-720-6014	MAINT S&E, SLUDGE FILTER EQUIP	6,000
2-720-6015	MAINT S&E, AS THICKENING EQ	8,000
2-720-6016	MAINT S&E, MISC SEWAGE EQUIP	2,000
2-720-6017	MAINT S&E, CLORINATION & EQUIP	6,000
2-720-6018	MAINT S&E, SCADA	<u>5,000</u>
	TOTAL	159,000
	MAINT LABOR, 2ND TMT, RBC & EQUIP	
2-701-6003	MAINT LB, GRIT & SCREEN EQUIP	18,000
2-701-6004	MAINT LB, SEWAGE PUMP & EQUIP	12,000
2-701-6005	MAINT LB, PRIMARY CLARIFIERS	13,500
2-701-6006	MAINT LAB, RAW SLUDGE PUMP EQ	15,000
2-701-6007	MAINT LB, 2ND TMT AS & EQUIP	8,000
2-701-6008	MAINT LB, RBC'S	20,000
2-701-6009	MAINT LB, GAS ENGINES	500
2-701-6010	MAINT LAB, GEN & ELEC DIST SYS	3,000
2-701-6011	MAINT LB, BLOWERS & E MOTORS	6,000
2-701-6012	MAINT LB, 2ND TMT, 2ND CLARIF	15,000
2-701-6013	MAINT LB, DIGESTORS & EQUIP	10,000
2-701-6014	MAINT LB, SLUDGE FILTER EQUIP	19,000
2-701-6015	MAINT LB, AS THICKENING EQ	6,000

**MORGANTOWN UTILITY BOARD
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**BUDGET
2013**

2-701-6016	MAINT LB, MISC SEWAGE EQUIP	6,000
2-701-6017	MAINT LB, CHLORINATION & EQUIP	15,000
2-701-6018	MAINT LB, SCADA	<u>5,000</u>
	TOTAL	172,000
	GRAND TOTAL PLANT	1,226,350

BILLING & COLLECTING EXPENSES

2-720-7001	METER READ SUP & EXP (SWR)	10,400
2-720-7002	OTHER METER SUPPLIES EXPENSES	30,000
2-701-7001	METER READING LABOR (SWR)	40,000
2-701-7002	OTHER METER LABOR (SWR)	51,000
2-720-7003	COLLECT SUPP & EXP (SWR)	24,500
2-701-7003	COLLECTING LABOR (SWR)	14,000
2-720-7004	CUST BILL & ACCTG S&E (SWR)	20,000
2-701-7004	CUST BILL & ACCTG LABOR (SWR)	15,000
2-701-7005	SALARIES: CUST ORDERS (SWR)	15,500
2-770-0000	UNCOLLECTIBLE ACCTS (SWR)	<u>25,000</u>
	TOTAL	245,400

ADMINISTRATIVE & GENERAL EXPENSES

2-427-4000	INTEREST ON CUSTOMERS' DEPOSIT	2,450
2-507-0000	TAXES FICA (SWR)	189,150
2-701-8001	SALARIES OFFICEERS & EXECS (SWR)	50,700
2-701-8002	OTHER GEN OFFICE SALARIES (SWR)	117,000
2-701-8003	GENERAL BOOKS ACCTG (SWR)	56,160
2-701-8004	OFFICE SALARIES - HR/PR	11,700
2-720-8001	EXPENSES OF GEN OFFICERS (SWR)	1,950
2-720-8002	GEN OFFICE SUPPLIES & EXP (SWR)	37,050
2-732-8001	SPECIAL SERV ACCTG/AUDIT (SWR)	8,580
2-734-8001	INVESTMENT MANAGEMENT FEES	18,000
2-733-8001	SPECIAL LEGAL SERVICES (SWR)	9,750
2-767-8001	REGULATORY COMMISSION EXPENSE	25,000
2-767-8002	REGULATORY COMM EXPENSE - NPDES	20,000
2-757-8001	INSURANCE (SWR)	227,000
2-758-8001	INJ & DMG: WORKERS COMP (SWR)	99,450
2-759-8001	INJ & DMG: DEPT EMPL SEC (SWR)	2,925
2-775-8001	INJ & DMG: LOSS NOT INS (SWR)	60,000
2-704-8001	HOSPITAL INSURANCE (SWR)	591,240
2-704-8002	LIFE INSURANCE (SWR)	11,700
2-704-8003	OTHER EMPLOYEE BENEFITS (SWR)	7,800
2-704-8008	SAFETY PROGRAM	15,600
2-704-8006	VACATION, SICK, HOLIDAY	370,500
2-704-8007	TRAINING & CONTINUING EDUCATION	11,700

**MORGANTOWN UTILITY BOARD
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**BUDGET
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2-704-8004	DENTAL INSURANCE	11,700
2-704-8005	VISION INSURANCE	4,290
2-704-8009	RETIREMENT ANNUITIES (SWR)	292,500
2-775-8002	MISC GENERAL EXPENSES (SWR)	40,000
2-775-8006	ADMINISTRATIVE EXPENSE ON DEBT 1995	2,941
2-775-8007	ADMINISTRATIVE EXPENSE ON DEBT 2006	34,577
2-775-8008	ADMINISTRATIVE EXPENSE ON DEBT 2010C	62,222
2-775-8004	PUBLIC OUTREACH - CSO	2,500
2-775-8005	MISC - ASSOCIATION DUES	10,000
2-720-8005	MT OF STRUCT & IMPROVEMENTS	10,000
2-720-8008	MT OFFICE FURN & EQUIP (SWR)	500
2-720-8009	MAINT OF COMPUTER (SWR)	42,900
2-720-8010	MAINT OF COMM EQUIP (SWR)	5,460
2-701-8006	MAINT MISC PROPERTY (SWR)	9,750
2-701-8007	LAWN CARE & SNOW REMOVAL (SWR)	<u>2,925</u>
	TOTAL ADMIN & GENERAL	2,477,670
	GRAND TOTAL	5,186,895

MORGANTOWN UTILITY BOARD
SEWER CAPITAL BUDGET

BUDGET
2013

CAPITAL FUNDING	
FUNDS AVAILABLE FROM SEWER RATES	1,804,765
SRF LOAN FUNDS	419,243
SRF CONTINGENCY DOLLARS	609,000
BOND/GRANT/CONTRIB - CIP CLOSE OUT	147,600
REFUNDABLE CONSTRUCTION DEPOSITS	500,000
SERVICE CONNECTION FEES	45,000
CONTRIBUTION IN AID OF CONSTRUCTION	<u>575,000</u>
TOTAL FUNDING	4,100,608
PURCHASES	
PURCHASES - SHOP	184,500
PURCHASE NEW EQUIPMENT WWTP	11,000
PURCHASE OF NEW EQUIPMENT - OFFICE	<u>23,370</u>
TOTAL	218,870
PROJECTS	
NEW MAINS	600,000
REPLACEMENT MAINS	578,548
REFUND FOR CONSTRUCTION DEPOSIT	200,000
ASSET MGMT, COMP EQUIP, LICENSE	-
DORSEY KNOB LIFT STATION UPGRADE	200,000
SRF FUNDED PROJECTS	161,800
AIRPORT SEWER	1,000,000
EMERGENCY GENERATOR HOOKUPS	50,000
OFFICE AND SHOP ROOF	147,600
COMPUTER HARDWARE / SOFTWARE	48,790
WWTP CLARIFIER SWEEPER ARM REPLACE	60,000
WWTP LIGHTING UPGRADE	30,000
GIS	75,000
SRF FUNDED - RAIL TRAIL SLIP	1,000,000
DOH - RELOCATING ICES FERRY BRIDGE	-
LONG TERM CONTROL PLAN	<u>30,000</u>
TOTAL	4,181,738
TOTAL CAPITAL IMPROVEMENTS	4,400,608
SURPLUS OR DEFICIT	-300,000

MORGANTOWN UTILITY BOARD
CHEAT SEWER OPERATING BUDGET SUMMARY

BUDGET
2013

REVENUES

SEWERAGE SERVICE REVENUES	1,150,000
PENALTIES	<u>15,000</u>
TOTAL REVENUES	1,165,000

OPERATING EXPENSES

COLLECTING EXPENSES	90,000
PUMPING EXPENSES	125,150
TREATMENT & DISPOSAL EXPENSE	271,050
BILLING & COLLECTING EXPENSE	68,500
ADMINISTRATION & GENERAL EXPENSES	<u>318,282</u>
TOTAL EXPENSES	872,982

DEBT REQUIREMENTS

SINKING FUND PAYMENTS	388,860
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FUNDS AVAILABLE FOR CAPITAL IMPROVEMENTS	(96,842)
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**MORGANTOWN UTILITY BOARD
CHEAT SEWER O&M BUDGET**

**BUDGET
2013**

COLLECTING EXPENSES

3-720-1001	OP SUPERVISION & ENGR, MAT	1,000
3-701-1001	OP SUPERVISION & ENGR, LABOR	3,000
3-720-1002	MAPS & RECORDS, MAT	500
3-701-1002	MAPS & RECORDS, LABOR	9,000
3-720-1004	OPERATION OF SHOP MAT- CHEAT	9,000
3-701-1004	OPERATION OF SHOP LABOR - CHEAT	11,000
3-720-2001	MAINT SUPERVISION & ENGR MAT	500
3-701-2001	MAINT SUPERVISION & ENGR LABOR	14,000
3-720-2002	MT SERV CONN & TRAPS MAT	3,000
3-701-2002	MT SERV CONN & TRAPS LABOR	5,000
3-720-2003	MT COLLECT & TRANS LINES MAT	18,000
3-701-2003	MT COLLECT & TRANS LINES LABOR	<u>16,000</u>

GRAND TOTAL COLLECTIONS 90,000

PUMPING EXPENSES

	PUMPING OPERATION LABOR	
3-701-3001	OP LABOR #1 GREYSTONE ENTRANCE	2,600
3-701-3002	OP LABOR # 3 BACK NORTH COURSE	2,500
3-701-3003	OP LABOR #4 STONE MILL COVE	2,500
3-701-3004	OP LABOR #5 UPPER LAKEVIEW MANOR	2,500
3-701-3005	OP LABOR #6 LOWER LAKEVIEW MANOR	2,500
3-701-3006	OP LABOR #11 ICES FERRY	2,400
3-701-3007	OP LABOR #12 WHITES RUN	7,500
3-701-3008	OP LABOR #13 CHEAT CANYON	2,700
3-701-3009	OP LABOR #14 LOOP RUN	2,400
3-701-3010	OP LABOR #15 MARINER VILLAGE	2,400
3-701-3011	OP LABOR #16 GLENMARK	1,700
3-701-3012	OP LABOR #17 ROLLING HILLS	2,300
3-701-3013	OP LABOR #18 COUNTRY SQUIRE	2,400
3-701-3014	OP LABOR #19 MOUNT CHATEAU	2,400
3-701-3015	OP LABOR #20 MOUNT CHATEAU #2	2,500
3-701-3017	OP LABOR #22 FALLING WATER 1	650
3-701-3018	OP LABOR #23 FALLING WATER 2	650
3-701-3019	OP LABOR #24 PIERPONT PLAZA	<u>500</u>

TOTAL 43,100

OPERATION POWER & FUEL

3-715-3001	POWER & FUEL #1 GREYSTONE ENTRANCE	2,400
3-715-3002	POWER & FUEL #3 BACK NORTH COURSE	450
3-715-3003	POWER & FUEL #4 STONE MILL COVE	1,900
3-715-3004	POWER & FUEL #5 UPPER LAKEVIEW MANOR	2,200
3-715-3005	POWER & FUEL #6 LOWER LAKEVIEW MANOR	200
3-715-3007	POWER & FUEL #12 WHITES RUN	13,000
3-715-3008	POWER & FUEL #13 CHEAT CANYON	600
3-715-3009	POWER & FUEL #14 LOOP ROAD	150
3-715-3010	POWER & FUEL #15 MARINER VILLAGE	100

**MORGANTOWN UTILITY BOARD
CHEAT SEWER O&M BUDGET**

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3-715-3011	POWER & FUEL #16 GLENMARK	3,000
3-715-3012	POWER & FUEL #17 ROLLING HILLS	800
3-715-3013	POWER & FUEL #18 COUNTRY SQUIRE	4,800
3-715-3014	POWER & FUEL - #19 MOUNT CHATEAU	900
3-715-3015	POWER & FUEL - #20 MOUNT CHATEAU #2	100
3-715-3016	POWER & FUEL - #21 CRAMMEYS RUN	100
3-715-3017	POWER & FUEL - #22 FALLING WATER 1	3,050
3-715-3018	POWER & FUEL - #23 FALLING WATER 2	500
3-715-3019	POWER & FUEL - #24 PIERPONT PLAZA	<u>1,200</u>
	TOTAL	35,450
	OPERATION SUPPLIES AND EXPENSE	
3-720-3001	SUPP & EXP #1 GREYSTONE ENTRANCE	600
3-720-3002	SUPP & EXP #3 BACK NORTH COURSE	525
3-720-3003	SUPP & EXP #4 STONE MILL COVE	500
3-720-3004	SUPP & EXP #5 UPPER LAKEVIEW MANOR	400
3-720-3005	SUPP & EXP #6 LOWER LAKEVIEW MANOR	350
3-720-3006	SUPP & EXP #11 ICES FERRY	350
3-720-3007	SUPP & EXP #12 WHITES RUN	1,500
3-720-3008	SUPP & EXP #13 CHEAT CANYON	350
3-720-3009	SUPP & EXP #14 LOOP ROAD	300
3-720-3010	SUPP & EXP #15 MARINER VILLAGE	250
3-720-3011	SUPP & EXP #16 GLENMARK	700
3-720-3012	SUPP & EXP #17 ROLLING HILLS	400
3-720-3013	SUPP & EXP #18 COUNTRY SQUIRE	325
3-720-3014	SUPP & EXP #19 MOUNT CHATEAU	350
3-720-3015	SUPP & EXP #20 MOUNT CHATEAU #2	350
3-720-3017	SUPP & EXP #22 FALLING WATER 1	1,200
3-720-3018	SUPP & EXP #23 FALLING WATER 2	1,100
3-720-3019	SUPP & EXP #24 PIERPONT	<u>300</u>
	TOTAL	9,850
	PUMPING MAINTENANCE LABOR	
3-701-4001	MT PWR PUMP EQ L #1 GREYSTONE ENTRANCE	500
3-701-4002	MT PWR PUMP EQ L #3 BACK NORTH COURSE	500
3-701-4003	MT PWR PUMP EQ L #4 STONE MILL COVE	1,000
3-701-4004	MT PWR PUMP EQ L #5 UPPER LAKEVIEW MANOR	1,000
3-701-4005	MT PWR PUMP EQ L #6 LOWER LAKEVIEW MANOR	1,000
3-701-4006	MT PWR PUMP EQ L #11 ICES FERRY	100
3-701-4007	MT PWR PUMP EQ L #12 WHITES RUN	5,000
3-701-4008	MT PWR PUMP EQ L #13 CHEAT CANYON	100
3-701-4009	MT PWR PUMP EQ L #14 LOOP RUN	100
3-701-4010	MT PWR PUMP EQ L #15 MARINER VILLAGE	100
3-701-4011	MT PWR PUMP EQ L #16 GLENMARK	1,300
3-701-4012	MT OF PWR PUMP EQ L #17 ROLLING HILLS	100
3-701-4013	MT OF PWR PUMP EQ L #18 COUNTRY SQUIRE	300
3-701-4014	MT OF PWR PUMP EQ L #19 MT CHATEAU	300

**MORGANTOWN UTILITY BOARD
CHEAT SEWER O&M BUDGET**

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3-701-4015	MT OF PWR PUMP EQ L #20 MT CHATEAU #2	300
3-701-4016	MT OF PWR PUMP EQ L #21 CRAMMEYS RUN	200
3-701-4017	MT OF PWR PUMP EQ L #22 FALLING WATER 1	300
3-701-4018	MT OF PWR PUMP EQ L #23 FALLING WATER 2	300
3-701-4019	MT OF PWR PUMP EQ L #24 PIERPONT PLAZA	<u>300</u>

TOTAL 12,800

PUMPING MAINTENANCE MATERIAL

3-720-4001	MT OF PWR PUMP EQ #1 GREYSTONE ENTRANCE	1,000
3-720-4002	MT OF PWR PUMP EQ #3 BACK NORTH COURSE	500
3-720-4003	MT OF PWR PUMP EQ #4 STONE MILL COVE	2,500
3-720-4004	MT OF PWR PUMP EQ #5 UPPER LAKEVIEW MANOR	500
3-720-4005	MT OF PWR PUMP EQ #6 LOWER LAKEVIEW MANOR	750
3-720-4006	MT OF PWR PUMP EQ #11 ICES FERRY	100
3-720-4007	MT OF PWR PUMP EQ #12 WHITES RUN	5,000
3-720-4008	MT OF PWR PUMP EQ #13 CHEAT CANYON	100
3-720-4009	MT OF PWR PUMP EQ #14 LOOP RAOD	100
3-720-4010	MT OF PWR PUMP EQ #15 MARINER VILLAGE	100
3-720-4011	MT OF PWR PUMP EQ #16 GLENMARK	100
3-720-4012	MT OF PWR PUMP EQ #17 ROLLING HILLS	100
3-720-4013	MT OF PWR PUMP EQ #18 COUNTRY SQUIRE	1,000
3-720-4014	MT OF PWR PUMP EQ #19 MOUNT CHATEAU	200
3-720-4015	MT OF PWR PUMP EQ #20 MOUNT CHATEAU2	200
3-720-4016	MT OF PWR PUMP EQ #21 CRAMMEYS RUN	200
3-720-4017	MT OF PWR PUMP EQ #22 FALLING WATER 1	500
3-720-4018	MT OF PWR PUMP EQ #23 FALLING WATER 2	500
3-720-4019	MT OF PWR PUMP EQ #24 PIERPONT PLAZA	<u>500</u>

TOTAL 13,950

3-720-3026	STATION TELEMTRY MATERIALS - SCADA	5,000
3-701-3026	STATION TELEMTRY LABOR - SCADA	5,000

GRAND TOTAL PUMPING 125,150

TREATMENT & DISPOSAL

OPERATION LABOR - SEWAGE PROCESSING

3-701-5001	T&D OP SUPERV & ENGR	6,000
3-701-5002	OP LBR GRIT & SCREEN EQ	6,000
3-701-5003	OP LBR 2ND TMT AS & EQ	9,000
3-701-5004	OP LBR 2ND TMT 2ND CLAR	12,000
3-701-5005	OP LBR SLUDGE HOLD TANKS	17,000
3-701-5006	OP LBR MISC SEWAGE TMT EQ	300
3-701-5007	LABORATORY	17,000
3-701-5008	OP LBR CHLORIN & ASSOC EQ	<u>6,000</u>

TOTAL 73,300

**MORGANTOWN UTILITY BOARD
CHEAT SEWER O&M BUDGET**

**BUDGET
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	SUPPLY AND EXPENSE - SEWAGE PROCESSING	
3-720-5001	S & EXP TELEPHONE	1,700
3-711-5001	S & EXP, SLUDGE DISPOSAL	71,200
3-720-5003	S & EXP GRIT & SCREENING	1,000
3-720-5004	S & EXP TRAINING	250
3-715-5001	S & EXP ELECTRICITY	37,500
3-720-5005	S & EXP LUBRICANTS	550
3-720-5006	S & EXP SHOP EXPENSE	1,000
3-720-5007	S & EXP HAND TOOLS	500
3-750-5001	S & EXP TRANSPORTATION	10,000
3-715-5003	S & EXP NATURAL GAS	400
3-735-5001	S & EXP LABORATORY	500
3-718-5001	S & EXP CHLORINE	17,000
3-718-5002	S & EXP FERIC CHLORIDE	9,000
3-718-5003	S & EXP OTHER	1,000
3-718-5004	S & EXP BISULFITE	<u>17,000</u>
	TOTAL	168,600
	MAINTENANCE OF TREATMENT & DISPOSAL EQUIPMENT	
3-701-6001	T&D MAINT SUPER & ENGR	500
3-720-6002	T&D MT OF STRUCT & IMP MT	1,000
3-701-6002	T&D MT OF STRUCT & IMP LBR	1,000
2-720-6003	MAINT S&E GRIT SCREEN EQ	5,500
3-720-6007	MAINT S&E 2ND TMT AS & EQ	4,500
3-720-6012	MAINT S&E 2ND TMT 2ND CLAR	500
3-711-5002	MAINT S&E SLUDGE HOLD TANK	300
3-720-6016	MAINT S&E MISC SEWAGE EQ	250
3-720-6017	MAINT S&E CHLORIN & ASSOC EQ	2,000
3-720-6018	MAINT S&E SCADA	<u>3,000</u>
	TOTAL	18,550
3-701-6003	MAINT LBR GRIT & SCREEN EQ	2,500
3-701-6007	MAINT LBR 2ND TMT AS & EQ	600
3-701-6012	MAINT LBR 2ND TMT 2ND CLARIF	3,000
3-701-6013	MAINT LBR SLUDGE HOLD TANK	1,500
3-701-6016	MAINT LBR MISC SEWAGE EQ	500
3-701-6017	MAINT LBR CLORINAT & ASSOC EQ	1,500
3-701-6018	MAINT LBR SCADA	<u>1,000</u>
	TOTAL	10,600
	GRAND TOTAL TREATMENT & DISPOSAL	271,050
	BILLING & COLLECTING EXPENSES	
3-720-7001	METER READING SUPPLIES & EXPENSE - CHEAT	12,000
3-701-7001	METER READING LABOR - CHEAT	25,000
3-720-7003	BILLING & COLLECTING SUPPLIES & EXP - CHEAT	12,000
3-701-7003	BILLING & COLLECTING LABOR - CHEAT	15,500
3-770-0000	UNCOLLECTIBLE ACCOUNTS	<u>4,000</u>
	TOTAL	68,500

**MORGANTOWN UTILITY BOARD
CHEAT SEWER O&M BUDGET**

**BUDGET
2013**

ADMINISTRATIVE & GENERAL EXPENSES		
3-767-8002	REGULATORY COMMISSION EXPENSE - NPDES	1,500
3-767-8001	REGULATORY COMMISSION EXPENSE	4,500
3-720-8001	EXPENSES OF GEN OFFICERS -CHEAT	250
3-720-8002	GEN OFFICE SUPPLIES & EXP - CHEAT	4,750
3-732-8001	SPECIAL SERV ACCTG/AUDIT - CHEAT	1,100
3-733-8001	SPECIAL LEGAL SERVICES - CHEAT	1,250
3-775-8002	MISC GENERAL EXPENSES - CHEAT	4,000
3-775-8003	ADMINISTRATIVE EXPENSE ON DEBT	19,807
3-720-8005	MAINT OF STRUCTURES MAT - CHEAT	1,200
3-720-8010	MAINT OF COMM EQUIP - CHEAT	1,000
3-720-8009	MAINT OF COMPUTER - CHEAT	5,500
3-701-8006	MAINT MISC PROPERTY (SWR)	2,000
3-704-8007	TRAINING & CONTINUING EDUCATION - CHEAT	1,500
3-701-8001	SALARIES OFFICERS & EXECS - CHEAT	6,500
3-701-8002	OTHER GEN OFFICE SALARIES - CHEAT	15,000
3-701-8003	GENERAL BOOKS ACCTG - CHEAT	7,200
3-701-8004	SALARIES - PUBLIC RELATIONS	1,500
3-507-0000	TAXES FICA - CHEAT	24,250
3-757-8001	CHEAT WWTP INSURANCE	35,000
3-758-8001	INJ & DMG WORKERS COMP - CHEAT	12,750
3-759-8001	UNEMPLOYMENT INSURANCE - CHEAT	375
3-704-8001	HOSPITAL INSURANCE - CHEAT	75,800
3-704-8002	LIFE INSURANCE - CHEAT	1,500
3-704-8003	OTHER EMPLOYEE BENEFITS - CHEAT	1,000
3-704-8008	SAFETY PROGRAM	2,000
3-704-8006	VACATION, SICK, HOLIDAY - CHEAT	47,500
3-704-8004	DENTAL INSURANCE - CHEAT	1,500
3-704-8005	VISION INSURANCE - CHEAT	550
3-704-8009	RETIREMENT ANNUITIES - CHEAT	<u>37,500</u>
	TOTAL GENERAL & ADMININSTRATIVE	318,282
	TOTAL OPERATION & MAINTENANCE EXPENSES	872,982

**MORGANTOWN UTILITY BOARD
CHEAT SEWER CAPITAL BUDGET**

**BUDGET
2013**

CAPITAL FUNDING	
FUNDS AVAILABLE FROM SEWER RATES	(96,842)
SERVICE CONNECTION FEES	25,000
BOND/GRANT/CONTRIBUTIONS - CIP CLOSE OUT	18,000
REFUNDABLE CONSTRUCTION DEPOSITS	100,000
CONTRIBUTIONS IN AID OF CONSTRUCTION	_____
 TOTAL FUNDING	 46,158
 PROJECTS	
REFUNDS RCDs	110,000
NEW & REPLACEMENT MAINS	100,000
RCD EXTENSIONS	300,000
OFFICE AND SHOP ROOF	18,000
EQUIPMENT PURCHASES	25,350
COMPUTER HARDWARE / SOFTWARE	5,950
GIS	15,000
ASSET MGMT, COMP EQUIP, LICENSE	_____
 TOTAL CAPITAL IMPROVEMENTS	 574,300
 SURPLUS OR DEFICIT	 (528,142)

MORGANTOWN UTILITY BOARD
STORM WATER OPERATING BUDGET SUMMARY

BUDGET
2013

REVENUES

STORM WATER SERVICE FEE	1,800,000
PENALTIES	<u>25,000</u>
TOTAL REVENUES	1,825,000

OPERATING EXPENSES

COLLECTING EXPENSES	344,500
BILLING & COLLECTING EXPENSE	72,000
ADMINISTRATION & GENERAL EXPENSES	<u>460,929</u>
TOTAL EXPENSES	877,429

DEBT REQUIREMENTS

SINKING FUND PAYMENTS	
2007 ISSUE	426,800
2012 ISSUE	125,925

**FUNDS AVAILABLE FOR CAPITAL
IMPROVEMENTS**

394,846

**MORGANTOWN UTILITY BOARD
STORM WATER O&M BUDGET**

**BUDGET
2013**

OPERATING EXPENSES

COLLECTING EXPENSES

4-720-1001	OP SUPERVISION & ENGR, MATERIAL	4,000
4-701-1001	OP SUPERVISION & ENGR, LABOR	16,000
4-720-1002	MAPS & RECORDS - MAT	500
4-701-1002	MAPS & RECORDS - LABOR	9,000
4-701-1004	OPERATION OF SHOP LABOR - STORM	15,000
4-720-1004	OPERATION OF SHOP - STORM	12,500
4-720-2001	MAINT SUPERVISION & ENGR - MAT	4,000
4-701-2001	MAINT SUPERVISION & ENGR - LABOR	64,000
4-720-2002	MT SERV CONN & TRAPS - MAT	4,000
4-701-2002	MT SERV CONN & TRAPS - LABOR	9,000
4-720-2003	MT COLLECT & TRANS LINES - MAT	32,000
4-701-2003	MT COLLECT & TRANS LINES - LABOR	45,000
4-720-2004	MT DROPS / INLETS MATERIAL	22,000
4-701-2004	MT DROP / INLETS LABOR	48,000
4-720-2005	MT RECEIVING STREAMS MATERIAL	5,000
4-701-2005	MT RECEIVING STREAMS LABOR	10,000
4-720-2006	MT DITCHES MATERIAL	12,500
4-701-2006	MT DITCHES LABOR	24,000
4-720-2007	MT CULVERTS MATERIAL	3,000
4-701-2007	MT CULVERTS LABOR	<u>5,000</u>

TOTAL COLLECTING EXPENSES 344,500

BILLING & COLLECTING EXPENSES

4-720-7003	BILLING & COLLECTING SUPP & EXP - STORM	29,000
4-701-7003	BILLING & COLLECTING LABOR - STORM	37,000
	UNCOLLECTIBLE ACCOUNTS	<u>6,000</u>

TOTAL BILLING & ADMIN EXPENSES 72,000

GENERAL & ADMINISTRATIVE EXPENSES

4-507-0000	TAXES - FICA	33,950
4-701-8001	SALARIES OFFICEERS & EXECS - STORM	9,100
4-701-8002	OTHER GEN OFFICE SALARIES - STORM	21,000
4-701-8003	GENERAL BOOKS ACCTG - STORM	10,080
4-701-8004	SALARIES PUBLIC RELATIONS	2,100
4-720-8001	EXPENSES OF GEN OFFICERS - STORM	350
4-720-8002	GEN OFFICE SUPPLIES & EXP - STORM	6,650
4-732-8001	SPECIAL SERV ACCTG/AUDIT - STORM	1,540
4-733-8001	SPECIAL LEGAL SERVICES - STORM	10,000
4-767-8002	REGULATORY COMMISSION EXPENSE - NPDES	5,000
4-757-8001	INSURANCE	26,000
4-758-8001	INJ & DMG WORKERS COMP - STORM	17,850
4-759-8001	UNEMPLOYMENT INSURANCE - STORM	525
4-704-8001	HOSPITAL INSURANCE - STORM	106,120
4-704-8002	LIFE INSURANCE -STORM	2,100
4-704-8003	OTHER EMPLOYEE BENEFITS - STORM	1,400
4-704-8008	SAFETY PROGRAM	2,800

**MORGANTOWN UTILITY BOARD
STORM WATER O&M BUDGET**

**BUDGET
2013**

4-704-8006	VACATION, SICK, HOLIDAY - STORM	66,500
4-704-8007	TRAINING & CONTINUING EDUCATION - STORM	2,100
4-704-8004	DENTAL INSURANCE - STORM	2,100
4-704-8005	VISION INSURANCE	770
4-704-8009	RETIREMENT ANNUITIES - STORM	52,500
4-775-8004	PUBLIC OUTREACH - STORM WATER	15,000
4-775-8002	MISC GENERAL EXPENSE -STORM	7,500
4-775-8003	ADMINISTRATIVE EXPENSE ON BONDS	44,194
4-720-8005	MAINT OF STRUCTURES MAT -STORM	3,000
4-720-8009	MAINT OF COMPUTER - STORM	7,700
4-720-8010	MAINT OF COMM EQUIP - STORM	1,000
4-701-8006	MAINT OF MISC PROPERTY - STORM	<u>2,000</u>
	TOTAL GENERAL & ADMINISTRATION	460,929
	TOTAL OPERATION AND MAINTENANCE EXPENSE	877,429

MORGANTOWN UTILITY BOARD
STORM WATER CAPITAL BUDGET

BUDGET
2013

CAPITAL FUNDING	
FUNDS AVAILABLE FROM STORM WATER RATES	394,846
CONTRIBUTIONS IN AID OF CONSTRUCTION	75,000
DEBT SERVICE RECEIVED IN ADVANCE - SABRATON	50,000
BOND/GRANT/CONTRIBUTIONS - CIP CLOSE OUT	29,000
BOND/GRANT/CONTRIBUTIONS - SABRATON	<u>2,547,000</u>
 TOTAL FUNDING	 3,095,846
 PROJECTS	
NEW AND REPLACEMENT SERVICES	40,000
NEW AND REPLACEMENT MAINS	359,766
SABRATON / HARTMAN RUN ROAD	2,597,000
XP SWMM SOFTWARE	-
ASSET MGMT, COMP EQUIP, LICENSE	-
OFFICE AND SHOP ROOF	29,000
EQUIPMENT PURCHASES	40,560
COMPUTER HARDWARE / SOFTWARE	9,520
GIS	<u>20,000</u>
 TOTAL CAPITAL IMPROVEMENTS	 3,095,846
 SURPLUS OR DEFICIT	 -