

ADMINISTRATION

Description	2010-2011 Budget	2011-2012 Proposed Budget	Dollar Increase (Decrease)	Percent Increase (Decrease)
Personnel Costs	1,450,204	1,461,717	11,513	0.79%
Operating Supplies & Materials	3,673	4,450	777	21.15%
Other Operating Costs	0	900	900	100.00%
Utilities & Maintenance	38,125	65,685	27,560	72.29%
Legislative Affairs	157,839	152,451	(5,388)	(3.41%)
Other Admin. & Overhead	901,020	850,227	(50,793)	(5.64%)
Gov't Subsidies & Transfers	536,545	1,131,286	594,741	110.85%
Capital Outlay	453,400	53,200	(400,200)	(88.27%)
Total	3,540,806	3,719,916	179,110	5.06%

Personnel: Personnel costs include normal merit pay increases, and a 2.2% cost-of-living increase. The personnel costs are also impacted by an increase in group insurance due to an increase in health insurance costs and a decrease in workers compensation costs. Also impacting personal costs is budgeting of a new City Administrator.

Capital Outlay: Capital outlay is budgeted at \$53,200 compared to \$453,400 in the prior year. This is a decrease of \$400,200 88.27%. The capital outlay includes: \$3,800 for two council laptops and printers, \$4,100 for two laptops in administration, \$2,200 for a laptop in information systems, \$4,000 for miscellaneous hardware, \$4,000 for miscellaneous software, \$9,000 for PC's, \$2,500 for a printer for finance, \$1,000 for a printer for water billing, \$6,600 for two smartboards, \$5,000 for tabber or folder for water billing, \$8,000 for a tape backup unit, and \$3,000 for a WSUS server.

Significant changes to other categories: Operating Supplies and Materials increase \$777 or 21.15% due to increases in fuel costs. Other Operating Costs are added to budget for garbage collection at the new administration building. Utilities and Maintenance increase \$27,560 or 72.29% due to increases in electricity, and water & sewer for the new administration building. Legislative Affairs decrease \$5,388 or 3.41% due to a decrease in public relations, which is partially offset by an increase in travel and conference, and dues and publications. Other Administration and Overhead decreases \$50,793 or 5.64% due to decreases in insurance, telephone, and postage, which are partially offset by increases in other professional fees. Government Subsidies & Transfers increase \$594,741 or 110.85% due to the amount of Keno funds and property tax available to transfer to the Capital projects Fund. The City budgets all General Fund Capital Improvement Program expenditures (capital outlay of \$50,000 or more) in the Capital Projects Fund. The money for the large General Fund Capital Outlays is budgeted as a transfer from Administration.