

	A	B	C	D	E	F	G	H	I	J	K	L
	<b>Birchwood Village 2012 Budget - General Fund Operations and Capital</b> Does not include revenues collected through sewer, water and park fees. These are accounted for in separate funds.  Data Source: 2011 Estimated Actual based on past and projected disbursements											
1												
2		2010	2011		2012 Proposed Budget			Staff Proposed Changes (highlighted in red)		Comments		
3		Actual	Budget	Est. Act.	Levy	Other	Rev Source	Levy	Other Rev			
4	<b>REVENUES AND RECEIPTS</b>											
5	GENERAL PROPERTY TAXES	323,491	323,000	323,000	365,282		Levy	338,412				
6	<b>LICENSES AND PERMITS</b>											
7	Business Licenses and Permits Fees	9,583	0	60		200	Fee		100	WBL has proposed that we do away with the vendor permit.		
8	Building Permit Fee	0	0	8,500		8,500	Fee		8,500	Some offset to Building Inspection Expenses.		
9	Variances/Zoning Fees	0	0	206		0	Fee		0	Little if any and infrequent		
10	Dog License Fees	0	0	25		1,200	Fee		1,000	Biannual. Approx 100 dog licenses to date for 2010-2011.		
11	Sub-Total	9,583	0	8,791	0	9,900			9,600			
12	<b>INTERGOVERNMENTAL REVENUES</b>											
13	Federal Grants and Aids	0	0	0		0			0			
14	State Grants and Aid	32,985	0	0		5,578	LGA		0	Confirmed city will lose 2012		
15	State of MN Pera	0	0	238		238	State of MN		238			
16	Local Grants and Aids	3,500	0	13,404		0	Rice Creek WD		0	2011 was one-time cost share grant for catchbasin project		
17	Recycle Grant	0	0	1,678		1,650	Wash. County		1,650			
18	Cable Commission Grant/Allocation	0	0	7,119		5,000	RWSCable Commission		7,000	City's allocation from fees collected from Comcast & reimbursement of cable caster nav		
19	Sub-Total	36,485	0	22,439	0	12,466			8,888			
20	<b>GENERAL GOVERNMENT</b>											
21	Chg for Service (undefined 2010)	992	0	0					0			
22	City Hall and Garage Rent	0	0	1,150		200	Fees		500			
23	Certified Bills	1,116	0	0		0			0			
24	Delinqnt Utilities - Garb/CEC	0	0	0		0			0			
25	<b>FINES AND FORFEITS</b>											
26	Fines	1,277	0	600		1,000	Fines		1,000			
27	Forfeits	0	0	0		0			0			

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3		Actual	Budget	Est. Act.		Levy	Other	Rev Source	Levy	Other Rev		
28		2010		2011			2012 Proposed Budget			Staff Proposed Changes		Comments
29		Actual	Budget	Est. Act.		Levy	Other	Rev Source	Levy	Other Rev		
30	<b>REVENUES AND RECEIPTS</b>											
31	<b>MISCELLANEOUS REVENUES</b>											
32	Surcharge	0	0	0			0				0	
33	Interest Earnings	1,332	0	1,000			1,000				1,000	
34	Contrib. & Donations-Private	0	0	600			100				400	
35	Refunds and Reimbursements	0	0	1,792			0				0	
36	Sale of Investments	70,000	0	0			0				0	
37	Miscellaneous	4,702	0	1,083			500				500	
38	Sub-Total	81,429	2,011	6,225			2,800				3,400	
39	<b>TOTAL RECEIPTS/REVENUES</b>		<b>325,011</b>	<b>360,455</b>			<b>365,282</b>	<b>25,166</b>			<b>338,412</b>	<b>21,888</b>
40												
41	<b>TOTAL LEVY AND OTHER REVENUES</b>						<b>390,448</b>				<b>360,300</b>	Cells G36 + H36 for preliminary. Cells J36 + K36 for proposed
42												
43	<b>TRANSFER FROM OTHER FUNDS</b>											
44	Transfer from Sewer Fund	0	0				49,200	Fund balance			58,200	Budget item offset for capital project below.
45	Transfer from Capital Projects	0	0	5,679				Fund balance			15,000	Budget item offset for capital project below.
46	Transfer from Water Fund						22,000	Fund balance			27,000	Budget item offset for capital project below.
47	Transfer from General Fund			5,964				Fund balance				
48	Transfer from Parks SPECIAL Fund		5,000	5,000			5,000	Fund balance			5,000	Budget item offset for park expenditures below.
49	<b>SUBTOTAL</b>	<b>0</b>	<b>5,000</b>	<b>16,643</b>			<b>0</b>	<b>76,200</b>			<b>105,200</b>	
50	<b>TOTAL REV. &amp; TRANSFERS</b>	<b>0</b>	<b>330,011</b>	<b>377,098</b>			<b>365,282</b>	<b>101,366</b>			<b>338,412</b>	<b>127,088</b>
51												
52	<b>TOTAL LEVY, OTHER REVENUES, AND TRANSFERS</b>						<b>466,648</b>				<b>465,500</b>	Cells G47 + H47 for preliminary. Cells J47 + K47 for proposed

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53		2010		2011			2012 Proposed Budget			Staff Proposed Changes		Comments
54		Actual	Budget	Est. Act.		Levy	Other	Rev Source	Levy	Other Rev		
55												
56	<b>EXPENDITURES</b>											<b>COMMENTS</b>
57	<b>GENERAL GOVERNMENT</b>											
58	<b>Publishing</b>											
59	Printing and Binding	0	0	100		175				175		
60	Legal Notice Publication	2,719	2,000	2,000		2,000				2,000		
61	<b>City Council</b>											
62	Wages and Salaries	1,847	2,800	4,000		3,900				4,200		1500 - mayor, 600 - ccmember; 2012 increased to inc. SS/Medicare
63	Per Diem	475	495	495		1,560				1,560		2012 inc. per diem for Parks and Finance Com
64	<b>Clerk/Office Staff</b>											
65	Wages and Salaries (includes....)	51,131	52,855	54,900		56,000				56,000		Clerk & Treasurer. Includes PERA (7.25%), Medicare (1.45%)
66	Other Pay	0	0	55								
67	Mileage			75								
68	Accounting Professional Services	3,500	0	0								
69	<b>Subtotal Pub/ Council/Staff Wages</b>	<b>59,672</b>	<b>58,150</b>	<b>61,625</b>		<b>63,635</b>				<b>63,935</b>	<b>0</b>	
70	<b>Elections</b>											
71	Wages and Salaries	4,311	0	0		3,500				3,500		
72	Operating Supplies	0	0	0		100				100		
73	Repair & Maint. Supplies	0	470	470		500				500		
74	Mileage	0	0	0		50				50		
75	Legal Notice Publication	0	0	0		250				250		
76	<b>Subtotal</b>	<b>4,311</b>	<b>470</b>	<b>470</b>		<b>4,400</b>				<b>4,400</b>	<b>0</b>	Even numbers years.

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77		2010		2011			2012 Proposed Budget			Staff Proposed Changes		Comments
78		Actual	Budget	Est. Act.		Levy	Other	Rev Source	Levy	Other Rev		
79												
80	EXPENDITURES											COMMENTS
81	GENERAL GOVERNMENT											
82	Office Operations											
83	Office Supplies	2,846	5,300	2,400		3,000				2,500		
84	Operating Supplies	445	0	80		100				100		
85	Repair & Maint. Supplies	520	0	0		0				0		
86	Office Equipment	2,023	4,500	2,835		1,500				1,000		Most equipment replaced 2010/2011
87	Small Tools & Minor Equip (copier)	70	0	200		300				300		Toshiba copier - \$60/qtr
88	Contracted Services - AVENET	59	0	350		325				375		Avenet website host \$375
89	Postage/Postal Permits											
90	Office Supplies	433	0	750		1,000				800		postage increase - purchase Forever stamps early
91	Refunds & Reimbursements	52	0	0		0				0		
92	<b>Subtotal</b>	<b>6,447</b>	<b>9,800</b>	<b>6,615</b>		<b>6,225</b>				<b>5,075</b>	<b>0</b>	
93	Financial Administration											
94	Auditing Services	22,874	16,000	15,365		4,000				4,000		Desk audit of internal control practices
95	Fees (banking)	472	0	360		400				400		Single Point/Direct Deposit service fee.....check 4M fund for fees
96	<b>Subtotal</b>	<b>23,346</b>	<b>16,000</b>	<b>15,725</b>		<b>4,400</b>				<b>4,400</b>	<b>0</b>	
97	Insurance - City											
98	Insurance	0	7,600			0				0		
99	General Liability Ins.	3,604	0	7,490		4,355				4,355		trend 2-3% increase (claims ded \$3,424 paid in 2011)
100	Property Insurance	2,160	0	2,119		1,770				2,500		trend 2-3% increase
101	Vehicle Insurance	69	0	70		72				72		
102	Workers Compensation	690	0	2,450		625				700		2011 included premium plus audit, coverage for Tree Inspector and
103	Excess Liability	900	0	900		927				927		
104	Crime Coverage	133	0	120		125				125		
105	Municipal	0	0	720		745				745		
106	<b>Subtotal - Insurance</b>	<b>8,246</b>	<b>7,600</b>	<b>13,869</b>		<b>8,619</b>				<b>9,424</b>	<b>0</b>	Could reduce premium with higher deductible

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107		2010		2011			2012 Proposed Budget			Staff Proposed Changes		Comments
108		Actual	Budget	Est. Act.		Levy	Other	Rev Source	Levy	Other Rev		
109												
110	<b>EXPENDITURES</b>											<b>COMMENTS</b>
111	<b>GENERAL GOVERNMENT</b>											
112	<b>Assessing</b>											
113	Contracted Services	5,164	5,200	5,920		5,900				5,325		Special assessment billing moved to Sewer Fund.
114	<b>Legal Services</b>											
115	Professional Services	15,731	8,000	7,500		10,000				8,000		5% increase in hourly rate in 2012
116	<b>Engineer Service</b>											
117	Professional Services	2,818	6,000	5,600		6,500				6,000		
118	<b>City Training &amp; Development</b>											
119	Training	40	2,540	1,875		700				700		2012 No Newly Elected/Clerk no Yr 3 only clerk conf expense
120	Transportation	0	900	100		100				100		
121	Dues & Subscriptions	5,275	1,000	975		1,000				1,000		LMC & Mayor Association
122	<b>Grants</b>											
123	Grants WB counseling cntr	0	3,150	2,025		3,200				3,200		Joint Powers agreement? Are we committed to this?
124	Grants (pandemic) fireworks	0	0	200		0				0		\$200 for Fireworks budgeted in City Development below.
125	<b>City Hall-Gov't Buildings</b>											
126	Repair & Maint. Supplies	176	12,000	1,200		4,000				3,300		2011 locks-security & ADA
127	Professional Services	182	0	6,925		0				0		2011 Exterior Paint & plumbing expenses
128	Contracted Services (Cleaning)	418	0	660		0				700		TSE - cleaning - increased hourly rates
129	Telephone	1,158	0	1,400		1,300				1,300		
130	Utility Services	3,249	0	3,725		5,000				4,000		
131	Buildings & Structures	10,861	0	0		15,000				0		ADA Ramp & Restroom - moved to Capital Projects below.
132	<b>Subtotal - City Hall Bldg</b>	<b>16,044</b>	<b>12,000</b>	<b>13,910</b>		<b>25,300</b>				<b>9,300</b>	<b>0</b>	
133	<b>Cable Equipment/Service</b>											
134	Contracted Services (Cable Caster)	1,106	0	1,200			1,200	Cable Com			1,200	Reimbursed by Cable comm.
135	Communication	26,785	0	0		0				0		
136	<b>Newsletter</b>											
137	Printing and Binding	0	1,000	0		0				0		
138	Contracted Services (LC)	302	0	400		400				400		Little Canada
139	<b>TOTAL GENERAL GOV'T</b>	<b>180,328</b>	<b>137,105</b>	<b>144,604</b>		<b>140,379</b>	<b>1,200</b>			<b>121,259</b>	<b>1,200</b>	

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140		2010	2011		2012 Proposed Budget			Staff Proposed Changes		Comments		
141		Actual	Budget	Est. Act.	Levy	Other	Rev Source	Levy	Other Rev			
142												
143	<b>EXPENDITURES</b>											<b>COMMENTS</b>
144	<b>PUBLIC SAFETY</b>											
145	<b>Police</b>											
146	Contracted Services	85,637	88,500	88,500	90,935			90,935		Increase 2.75%. WBL		
147	<b>Fire</b>											
148	Contracted Services	21,867	20,100	20,100	20,500			20,500		Increase 1.95%. WBL		
149	<b>Other Protection</b>											
150	WA County - CODE RED Mass Comm System				68			68				
151	Animal Control	304	0	857	0	875	License Fee		925	Increase 1.95%. Biannual fees don't cover annual costs. <b>ADD dog</b>		
152	<b>Building Inspection (non levy)</b>											Increase 1.75% fee (of net)
153	Small Tools and Minor Equipment			175						incidental - reimbursed 2011		
154	Contracted Services WBL	15,664	0	7,000		8,700	Prmt, lic./plan		8,700	Fees as pass thru; don't cover 100% of costs.		
155	Fees (MN DOLI)	692	0	400		700		700		State Fees Dept. of Labor & Industry - <b>DRIVEN BY VALUE</b>		
156	<b>Subtotal</b>	<b>124,164</b>	<b>108,600</b>	<b>117,032</b>	<b>112,203</b>	<b>10,275</b>		<b>112,203</b>	<b>9,625</b>			
157	<b>PUBLIC SAFETY - WATER &amp; SEWER</b>											
158	WBL - Water & Sewer				14,000			0		\$9,000 lift station maintenance (\$3,000 each) and \$5,000 valve		
159	Contracted Services	1,015	0		1,000			1,000				
160	<b>TOTAL - PUBLIC SAFETY</b>	<b>125,179</b>	<b>108,600</b>	<b>117,032</b>	<b>127,203</b>	<b>10,275</b>	<b>0</b>	<b>113,203</b>	<b>9,625</b>			
161	<b>PUBLIC WORKS</b>											
162	Improvements Other than Buildings	0	3,000	0	0			0				
163	Survey Public Spaces					5,000	Misc. Rev.		2,500			
164	<b>Highways, Streets &amp; Roadways</b>											
165	Repair & Maint. Supplies	516	0	0	2,000			1,000		Striping by County 2010 - Should this be done in 2012?		
166	Contracted Services	10,460	21,500	6,100	5,000			6,000		Crack sealing and pothole repairs		
167	Street Sweeping	0	0	3,700	5,000			4,000				
168	Seal Coat	35,739	0	0	0			0		No seal coat project for 2012		
169	Street Signs		1,000	300	4,000			1,000		Retroreflectivity - deadline extended 2 years		

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170		2010		2011			2012 Proposed Budget			Staff Proposed Changes		Comments
171		Actual	Budget	Est. Act.		Levy	Other	Rev Source	Levy	Other Rev		
172												
173	<b>EXPENDITURES</b>											<b>COMMENTS</b>
174	<b>PUBLIC WORKS</b>											
175	<b>Ice and Snow Removal</b>											
176	Operating Supplies (salt, sand)	3,266	0	4,700	7,000				5,000			sand/gravel
177	Contracted Services	17,646	0	10,300	14,000				12,000			plowing
178	<b>Subtotal</b>	<b>67,628</b>	<b>22,500</b>	<b>25,100</b>	<b>37,000</b>				<b>29,000</b>	<b>2,500</b>		
179	<b>Street Lights</b>											
180	Utility Services	14,847	13,800	14,775	15,000				15,000			
181	<b>Drainage - Structure Care</b>											
182	Contracted Services	228	2,000	2,600	2,500				800			catch basin, sump clean out (2011 inc. Thatcher review \$2000)
183	Fees (incl publishing)	400	0	517	0				600			Annual MS4 Permit \$400 plus publication for bids
184	<b>Subtotal</b>	<b>628</b>	<b>2,000</b>	<b>3,117</b>	<b>2,500</b>				<b>1,400</b>	<b>0</b>		
185	<b>Water Utility</b>											
186	Refunds & Reimbursements	554	0	270	0				0			incidental expense
187	<b>Sewer Utility</b>											
188	Refunds & Reimbursements	270	0	270	0				0			incidental expense
189	<b>TOTAL PUBLIC WORKS</b>	<b>83,927</b>	<b>41,300</b>	<b>43,532</b>	<b>54,500</b>	<b>5,000</b>			<b>47,900</b>	<b>2,500</b>		
190	<b>CULTURE &amp; RECREATION</b>											
191	<b>Recreation</b>											
192	Operating Supplies	41	0	100	100				100			
193	Dues & Subscriptions	0	0	0	200				200			
194	Comm Event- Music/Fireworks/Hockey Day		1,500	1,700	1,900				1,900			In addition to the \$1500 contributed by the mayor. 2011 inc.
195	<b>Subtotal</b>	<b>41</b>	<b>1,500</b>	<b>1,800</b>	<b>2,200</b>	<b>0</b>	<b>0</b>		<b>2,200</b>	<b>0</b>		

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198												
199	EXPENDITURES											COMMENTS
200	CULTURE & RECREATION											
201	Parks											Park Committee provided budget items
202	Wages and Salaries includes....	5,508	0	5,525		5,900				5,900		5300 for hockey attendants, 600 for summer help
203	Unemployment Compensation	174	0	0								
204	Medicare - Employer			0								
205	Social Security - Employer			0								
206	Office Supplies	30	0	0		0				0		
207	Operating Supplies & Service	1,392	18,000	3,200		1,420	2,000	Park Fund		350	2,000	porta-potty; flag; repairs such as canoe rack , picnic table, swing,
208	Repair & Maint. Supplies	890	0	2,016		1,500				1,530		2011 incl paint rink brds (2012 landscp-tools-rental-Hockey Day)
209	Professional Services	190	0	0		0				0		Electric hook up to warm house moved to Bldg Structure
210	Contracted Services	1,902	0	0		360				360		fountain hook-up and shut-off
211	Utility Services (Xcel)	507	0	815		900				900		Park electric service
212	Fees	35	0	0		0				0		
213	Buildings & Structures	1,429	0	1,580		1,100				1,660		warming house and hook-up
214	Furniture and Fixtures	1,212	0	0		3,000				0		
215	Garbage Pickup			0		0				0		
216	Tree Removal			1,874		2,300				2,300		2011 tree removal related to tennis court project. Parks Com. Has
217	Park Project			1,500			3,000	Park Fund			3,000	Unspecified project
218	Deduct to keep at 2011 level.						-3,480					
219	<b>Subtotal - Parks</b>	<b>13,269</b>	<b>18,000</b>	<b>16,510</b>		<b>13,000</b>	<b>5,000</b>			<b>13,000</b>	<b>5,000</b>	
220	<b>TOTAL CULTURE AND RECREATIC</b>	<b>13,310</b>	<b>19,500</b>	<b>18,310</b>		<b>15,200</b>	<b>5,000</b>			<b>15,200</b>	<b>5,000</b>	



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222		Actual		Budget	Est. Act.		Levy	Other	Rev Source	Levy	Other Rev	
223												
224	<b>EXPENDITURES</b>											<b>COMMENTS</b>
225	<b>SANITATION</b>											
226	Tree Care/Inspection											
227	Contracted Services	701		1,500	500		1,500				800	
228	Tree Removal											
229	Operating Supplies	321		0	0		250				250	
230	Diseased- Contracted Services	4,762		4,000	2,700		3,200				2,300	
231	Sanitation - Recycling											
232	Contracted Services	12,537		12,000	11,045		10,350				11,050	
233	Education							1,650	WACO grant			1,650
234	Lawn Care/Maintenance											
235	Contracted Services	4,480		7,000	5,150		7,000				6,000	
236	<b>TOTAL</b>	<b>22,800</b>		<b>24,500</b>	<b>19,395</b>		<b>22,300</b>	<b>1,650</b>			<b>20,400</b>	<b>1,650</b>
237	<b>CONSERVATION - NATURAL RESOURCE</b>											
238	Fees/Dues/Subscriptions	1,719		1,609	1,609		1,700				1,700	
239	USGS Lake Study				0		4,000				4,000	2012 City Commitment
240	<b>TOTAL</b>	<b>1,719</b>		<b>1,609</b>	<b>1,609</b>		<b>5,700</b>	<b>0</b>			<b>5,700</b>	<b>0</b>

	A	B	C	D	E	F	G	H	I	J	K	L	
2		2010		2011			2012 Proposed Budget			Staff Proposed Changes (highlighted in red)		Comments	
3		Actual	Budget	Est. Act.		Levy	Other	Rev Source	Levy	Other Rev			
241		2010		2011			2012 Proposed Budget			Staff Proposed Changes		Comments	
242		Actual	Budget	Est. Act.		Levy	Other	Rev Source	Levy	Other Rev			
243													
244	<b>EXPENDITURES</b>											<b>COMMENTS</b>	
245	<b>UNALLOCATED EXPENDITURES</b>												
246	Other Pay	0	0	0						-			
247	Operating Supplies	0	0	0						-			
248	Refunds & Reimbursements	9,596	0	73						-			
249	Sales Tax	0	0	0						-			
250	Miscellaneous, Contingency	0	681	0			7,041	Misc. Rev		14,750	1,913	Funds unanticipated expenses and covers a portion of the	
251	Surcharge	0	0	0						-			
252	Gopher State and Locates	1,015	0	0						-			
253	Purchase of Investment	35,000	0	0						-			
254	Transfer to Capital Projects Fund		0	0						-			
255	Transfer to Sewer Fund		0	0						-			
256	Transfer to Water Fund		0	0									
257	<b>TOTAL</b>	<b>45,611</b>	<b>681</b>	<b>73</b>		<b>0</b>	<b>7,041</b>			<b>14,750</b>	<b>1,913</b>		
258	<b>TOTAL OPERATING</b>	<b>472,875</b>	<b>333,295</b>	<b>344,555</b>		<b>365,282</b>	<b>30,166</b>			<b>338,412</b>	<b>21,888</b>		
259													
260	<b>TOTAL OPERATING</b>						<b>395,448</b>			<b>360,300</b>	Cells G221 + H221 for preliminary. Cells J221 + K221 for		

	A	B	C	D	E	F	G	H	I	J	K	L
2		2010		2011			2012 Proposed Budget			Staff Proposed Changes (highlighted in red)		Comments
3		Actual	Budget	Est. Act.		Levy	Other	Rev Source	Levy	Other Rev		
261		2010		2011			2012 Proposed Budget			Staff Proposed Changes		Comments
262		Actual	Budget	Est. Act.		Levy	Other	Rev Source	Levy	Other Rev		
263												
264	<b>EXPENDITURES</b>											<b>COMMENTS</b>
265	<b>CAPITAL PROJECTS</b>											
266	Catch Basins			32,543		0	0					
267	Hydrant Replacement/Maintenance						22,000	Water Fund			22,000	
268	Valve Testing							Water Fund			5,000	
269	Manhole Repairs						30,000	Sewer Fund			30,000	
270	Lift Station Pump Replacement						15,000	Sewer Fund			15,000	
271	Video Mains for Cracks						4,200	Sewer Fund			4,200	
272	Lift Station Maintenance							Sewer Fund			9,000	
273	City Hall Renovations							Cap. Project			15,000	
274	Park Improvements							Park Fund			5,000	
275	<b>Subtotal</b>	0	0	32,543		0	71,200			0	105,200	
276												
277	<b>OPERATING AND CAPITAL</b>	472,875	333,295	377,098		365,282	101,366			338,412	127,088	
278												
279	<b>TOTAL EXPENDITURES ALL REVENUE SOURCES</b>						<b>466,648</b>				<b>465,500</b>	Cells G235 + H235 for preliminary. Cells J237 + K237 for