

SUMMARY OF BUDGET  
REQUIREMENTS  
2007 - 2008

DEPARTMENT INSURANCE, HEALTH & SAFETY  
DIVISION 954 INSURANCE, HEALTH & SAFETY

FUND 101 GENERAL

I APPROVE THIS ESTIMATE OF REQUIREMENTS FOR 7-1-07 THRU 6-30-08  
AND PRESENT MY REQUESTS FOR APPROPRIATIONS.

DEPARTMENT HEAD: 

ACCT NO	CLASS	EXPENDED 04 05	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
	ORDINARY RECURRING EXPENSES					
	PERSONAL SERVICES					
706 00	SALARY & WAGES PERM EMPLOYEES	\$ 56,537	\$ 44,453	\$ 46,350	\$ 46,350	\$
707 00	SALARY & WAGES TEMP EMPLOYEES	0	2,059	0		
710 00	FRINGE BENEFITS	30,068	26,007	27,810	27,810	
	TOTAL PERSONAL SERVICES	\$ 86,605	\$ 72,519	\$ 74,160	\$ 74,160	\$
	SUPPLIES AND MATERIALS					
728 00	OFFICE SUPPLIES	\$ 0	\$ 106	\$ 100	\$ 100	\$
730 00	POSTAGE	8	8	10	30	
759 00	PHOTO SUPPLIES	0	0	20		
	TOTAL SUPPLIES & MATERIALS	\$ 8	\$ 114	\$ 130	\$ 130	\$
	CARRIED FORWARD	\$ 86,613	\$ 72,633	\$ 74,290	\$ 74,290	\$

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ACCT NO	CLASS	EXPENDED 04 05	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
	BROUGHT FORWARD	\$ 86,613	\$ 72,633	\$ 74,290	\$ 74,290	\$
801 00	CONTRACTUAL SERVICES					
	PROFESSIONAL SERVICES	\$ 91	\$ 611	\$ 685	\$ 685	\$
818 00	CONTRACTUAL SERVICES	1,524	1,800	2,460	2,590	
853 00	TELEPHONE	804	625	456	456	
873 00	TRAVEL & TRAINING	2,169	5,100	2,000	2,000	
910 00	INSURANCE & BONDS	242,959	154,173	250,000	250,000	
947 00	RENT CITY OWNED MOTOR VEHICLES	2,342	3,078	2,312	2,787	
958 00	DUES & SUBSCRIPTIONS	585	456	456	650	
	TOTAL CONTRACTUAL SERVICES	\$ 250,474	\$ 165,843	\$ 258,369	\$ 259,168	\$
	TOTAL ORDINARY RECURRING EXPENSES	\$ 337,087	\$ 238,476	\$ 332,659	\$ 333,458	\$
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	\$ 0	\$ 0	\$ 0	\$	\$
	TOTAL FOR DIVISION	\$ 337,087	\$ 238,476	\$ 332,659	\$ 333,458	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

FUND: 101 GENERAL  
 DIVISION: 954 INSURANCE, HEALTH & SAFETY

706-00 SALARY & WAGES PERM EMPLOYEES

NO	TITLE	NAME	D.O.H.	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS				\$ 44,453	\$ 46,350		
H&S	TRAINING SUPERVISOR	CAULKETT, DL	01-03-06			\$ 46,350	\$
						\$ 46,350	\$

710-00 FRINGE BENEFITS

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 26,007	\$ 27,810		
FULL-TIME SALARY OF \$46,350 X 60%			\$ 27,810	\$
			----- \$ 27,810	----- \$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

728-00 OFFICE SUPPLIES

FUND: 101 GENERAL  
 DIVISION: 954 INSURANCE, HEALTH & SAFETY

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 106	\$ 100		
COMPUTER PAPER, LETTERHEAD, ENVELOPES MISC. - PENS, PAPER CLIPS, PHONE PADS, ETC.			\$ 100	\$
			\$ 100	\$

730-00 POSTAGE

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 8	\$ 10		
MISC. MAILINGS			\$ 30	\$
			\$ 30	\$

## 801-00 PROFESSIONAL SERVICES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 611	\$ 685		
SAFETY SHOES			\$ 100	\$
AUTOMATIC EXTERNAL DEFIBRILATION (AED) REPLACEMENT PADS, SUPPLIES & BATTERIES			180	
CPR FACE SHIELDS AND REPLACEMENT LUNG			230	
SAFETY GLASSES AND EAR PLUGS			10	
LATEX GLOVES			30	
FIRST AID SUPPLIES			85	
SAFETY COMMITTEE RECOGNITION			50	
			\$ 685	\$

818-00 CONTRACTUAL SERVICES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 1,800	\$ 2,460		
DATA PROCESSING SERVICES			\$ 2,590	\$
			\$ 2,590	\$

853-00 TELEPHONE

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 625	\$ 456	-----	-----
LOCAL, LONG DISTANCE AND FAX CELL PHONE \$38/MONTH X 12 = \$456.00			\$ 456	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

FUND: 101 GENERAL  
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873-00 TRAVEL & TRAINING

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 5,100	\$ 2,000		
SAFETY TRAINING AUDIO VISUAL MATERIALS			\$ 2,000	\$
SAFETY TRAINING MANUALS				
PROFESSIONAL TRAINING OSHA ELECTRICAL STANDARDS (9/06)				
ADDITIONAL COURSES, AS REQUIRED				
			----- \$ 2,000	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

910-00 INSURANCE & BONDS

FUND: 101 GENERAL  
 DIVISION: 954 INSURANCE, HEALTH & SAFETY

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 154,173	\$ 250,000		
ALLOCATION OF INSURANCE PREMIUMS			\$ 250,000	\$
			----- \$ 250,000	\$

947-00 RENT CITY OWNED MOTOR VEHICLES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 3,078	\$ 2,312		
SEDAN - 4 DOOR (524) 1,040 X \$2.68 = \$2,312			\$ 2,787	\$
			\$ 2,787	\$

958-00 DUES & SUBSCRIPTIONS

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 456	\$ 456		
MEMBERSHIP WITH (BLR) BUSINESS LEGAL REPORT ONLINE CITY MEMBERSHIP			\$ 650	\$
			----- \$ 650	----- \$