

# City of Prospect 

23/24 Budget Workbook

Notes:
First reading: May 15, 2023
Second reading and passed: June 20, 2023

REVENUE APPROPRIATIONS

| Revenue |  | 18/19 | 19/20 | 20/21 |  | 21/22 |  | 2/23 | 23/24 Budget | Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| 4101 | Property tax | \$1,789,118.00 | \$1,768,950.80 | \$1,817,635 | \$ | 1,815,000 | \$ | 1,827,000 | \$1,830,000 | ad valorem rate of \$0.171 |
| 4102 | Insurance premium tax | \$1,258,422.00 | \$1,295,184.10 | \$1,304,890 | \$ | 1,300,000 | \$ | 1,300,000 | \$1,435,000 | 7\% rate |
| 4103 | Bank deposit tax | \$75,977.00 | \$82,672.29 | \$82,647 | \$ | 80,000 | \$ | 96,800 | \$97,000 |  |
| 4104 | Utility tax | \$11,654.00 | \$18,771.68 | \$11,738 | \$ | 12,000 | \$ | 12,000 | \$12,000 |  |
| 4105 | Cable TV franchise fees | \$35,831.00 | \$36,152.97 | \$24,247 | \$ | 50,000 | \$ | 80,000 | \$85,000 |  |
| 4201 | KLEFPF grant | \$26,326.00 | \$29,574.82 | \$31,649 | \$ | 31,650 | \$ | 35,007 | \$35,000 |  |
| 4202 | HB413 (base court revenue) | \$10,178.00 | \$10,304.92 | \$6,018 | \$ | 10,000 | \$ | 9,500 | \$9,500 |  |
| 4301 | Business licenses | \$8,400.00 | \$9,050.00 | \$9,050 | \$ | 9,000 | \$ | 9,000 | \$8,500 |  |
| 4302 | ABC licenses | \$7,353.00 | \$3,852.00 | \$6,604 | \$ | 4,000 | \$ | 6,500 | \$6,350 |  |
| 4303 | Permits | \$3,422.00 | \$8,122.22 | \$15,123 | \$ | 12,500 | \$ | 20,000 | \$20,000 |  |
| 4401 | Interest income | \$32,527.00 | \$23,197.39 | \$688 | \$ | 1,000 | \$ | 3,000 | \$105,000 |  |
| 4402 | Community events contributions | \$4,975.00 | \$0.00 | \$0 | \$ | - | \$ | - | \$ |  |
| 4403 | Library income | \$0.00 | \$1,685.62 | \$166 | \$ | 1,000 | \$ | 1,500 | \$1,500 |  |
| 4404 | Parks contributions | \$0.00 | \$1,300.00 | \$1,000 | \$ | 1,000 | \$ | 1,000 | \$1,000 |  |
| 4405 | Tax records requests | \$2,830.00 | \$3,010.00 | \$2,130 | \$ | 2,500 | \$ | 1,000 | \$1,000 |  |
| 4406 | Police fingerprinting \& reports | \$1,425.00 | \$1,228.20 | \$1,480 | \$ | 1,500 | \$ | 1,200 | \$1,000 |  |
| 4407 | Miscellaneous revenue | \$85.00 | \$311.80 | \$465,258 |  |  | \$ | 300 | \$36,300 |  |
|  | Municipal Road Aid |  |  | \$173,150 | \$ | 245,000 | \$ | 110,000 | \$175,000 | Road and sidewalk repairs |
|  | Transfer from existing reserves |  |  |  |  |  |  |  | \$15,446 |  |
|  | American Rescue Act Plan / CARES |  |  |  | \$ | 635,097 | \$ | 693,977 |  |  |
|  | TOTAL | \$3,268,523.00 | \$3,293,368.81 | \$3,953,473 | \$ | 3,576,150 | \$ | 4,207,784 | \$3,874,596 |  |

ADMINISTRATION/GENERAL GOVERNMENT

|  | 18/19 | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 Budget | Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Administrative \& Legislative S\&B |  |  |  |  |  |  |  |
| 5111 Salaries - administrative | \$327,573.84 | \$162,183.48 | \$165,239 | \$183,230 | \$190,951 | \$196,680 |  |
| 5112 FICA - administrative | \$24,899.50 | \$12,235.46 | \$12,489 | \$14,017 | \$14,608 | \$15,046 |  |
| 5113 Overtime | \$656.73 | \$0.00 | \$0 | \$0 | \$0 | \$0 |  |
| 5114 CERS | \$63,202.32 | \$26,241.51 | \$30,730 | \$36,364 | \$37,310 | \$33,481 | 23.34\% (reduction of 3.45\%) |
| 5115 Health insurance | \$53,589.97 | \$11,880.09 | \$10,883 | \$17,825 | \$17,150 | \$14,051 |  |
| 5116 HSA/HRA | \$0.00 | \$3,800.00 | \$3,800 | \$2,500 | \$2,500 | \$2,500 |  |
| 5117 Administrative fees | \$0.00 | \$255.92 | \$133 | \$200 | \$200 | \$135 |  |
| 5118 Life insurance | \$1,709.96 | \$1,368.24 | \$1,368 | \$594 | \$1,368 | \$594 |  |
| 5119 Salaries - legislative | \$7,100.00 | \$6,400.00 | \$6,476 | \$7,200 | \$12,600 | \$18,000 |  |
| 5120 FICA - legislative | \$0.00 | \$489.60 | \$519 | \$551 | \$964 | \$1,377 |  |
| 5121 Workers Comp insurance | \$0.00 | \$7,310.81 | \$9,027 | \$9,500 | \$6,010 | \$6,200 |  |
| Total | \$478,732.32 | \$232,165.11 | \$240,664 | \$271,981 | \$283,661 | \$288,064 |  |
| Employee Development |  |  |  |  |  |  |  |
| 5211 Membership fees \& dues | \$2,849.00 | \$344.00 | \$349 | \$350 | \$400 | \$300 |  |
| 5212 Registration fees \& tuition | \$1,191.00 | \$149.00 | \$144 | \$750 | \$750 | \$600 |  |
| 5213 Lodging | \$1,056.91 | \$0.00 | \$0 | \$200 | \$1,500 | \$1,500 |  |
| 5214 Per diem (meals) | \$0.00 | \$30.00 | \$0 | \$150 | \$500 | \$500 |  |
| 5215 Mileage \& parking | \$94.56 | \$0.00 | \$0 | \$150 | \$500 | \$600 |  |
| 5217 Legislative development | \$0.00 | \$0.00 | \$0 | \$1,500 | \$1,500 | \$5,000 |  |
| Total | \$5,191.47 | \$523.00 | \$493 | \$3,100 | \$5,150 | \$8,500 |  |
| Supplies |  |  |  |  |  |  |  |
| 5311 Uniforms | \$513.32 | \$297.00 |  | \$600 | \$600 | \$250 |  |
| 5312 Office supplies | \$3,182.25 | \$3,466.32 | \$3,075 | \$3,500 | \$3,500 | \$3,600 |  |
| 5313 Postage | \$2,383.84 | \$241.45 | \$2,427 | \$2,500 | \$2,200 | \$2,500 |  |
| 5316 Health \& Safety | \$ | \$ | \$0 | \$0 | \$0 | \$1,500 |  |
| Total | \$6,079.41 | \$4,004.77 | \$5,502 | \$6,600 | \$6,300 | \$7,850 |  |

GENERAL GOVERNMENT


PROFESSIONAL SERVICES

|  | 18/19 | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 | Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Professional Services |  |  |  |  |  |  |  |
| 5711 IT services | \$15,020.85 | \$19,798.37 | \$17,208 | \$20,000 | \$20,000 | \$22,000 |  |
| 5712 Contract bookkeeping | \$32,080.00 | \$16,571.65 | \$11,973 | \$15,500 | \$20,000 | \$13,000 |  |
| 5713 Audit | \$6,950.00 | \$7,750.00 | \$10,000 | \$20,000 | \$18,000 | \$21,750 |  |
| 5714 Engineering, surveying, architectural | \$2,027.00 | \$0.00 | \$1,600 | \$82,500 | -\$36,609 | \$0 |  |
| 5715 Coutt reporter/transcription | \$8,670.00 | \$5,087.50 | \$0 | \$0 | \$0 |  | Canceled service January 2020 |
| 5716 Bank charges | \$9,694.35 | \$9,218.40 | \$9,805 | \$10,000 | \$7,000 | \$7,000 |  |
| 5717 PVA assessment | \$40,749.12 | \$40,753.11 | \$40,789 | \$41,000 | \$40,790 | \$40,790 | JeffCo PVA \$40K, Oldham Cnty \$1K |
| 5718 Liens \& releases | \$485.00 | \$84.00 | \$96 | \$600 | \$500 | \$500 |  |
| 5719 Codification (incl. minutes) | \$1,575.00 | \$1,106.50 | \$1,187 | \$1,500 | \$1,500 | \$1,500 |  |
| 5720 Digital technology (website) | \$787.07 | \$1,149.94 | \$12,500 | \$12,500 | \$13,000 | \$13,000 |  |
| 5721 Copier service | \$0.00 | \$6,648.28 | \$6,293 | \$5,500 | \$6,000 | \$6,000 |  |
| Total | \$118,038.39 | \$108,167.75 | \$111,451 | \$209,100 | \$90,181 | \$125,540 |  |
| Legal Services |  |  |  |  |  |  |  |
| 5722 City attorney (retainer) | \$117,287.54 | \$30,000.00 | \$30,000 | \$30,000 | \$31,500 | \$32,445 |  |
| 5723 LDG litigation | \$0.00 | \$53,554.67 | \$86,727 | \$100,000 | \$257,000 | \$100,000 |  |
| 5724 Other legal services | \$0.00 | \$1,320.00 | \$1,500 | \$2,500 | \$24,000 | \$10,000 |  |
| Total | \$117,287.54 | \$84,874.67 | \$118,227.00 | \$132,500.00 | \$312,500.00 | \$142,445 |  |

UTIIITIES / INSURANCE

|  |  | 18/19 | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 Budget | Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Utilities |  |  |  |  |  |  |  |  |
| 5811 | LG\&E | \$145,484.21 | \$136,901.30 | \$135,086 | \$150,000 | \$155,000 | \$152,000 |  |
| 5811 a | City Hall electric | \$0.00 | \$13,950.27 | \$16,809 | \$18,000 | \$15,000 | \$16,000 |  |
| 5812 | Lovisville Water Company | \$22,494.52 | \$19,233.24 | \$20,895 | \$21,000 | \$26,000 | \$22,000 |  |
| 5812a | City Hall water \& sewer | \$0.00 | \$3,309.38 | \$2,726 | \$3,700 | \$3,700 | \$3,800 |  |
| 5813 | Telephone - Local \& LD | \$2,711.53 | \$4,481.24 | \$4,689 | \$1,250 | \$4,900 | \$3,800 |  |
| 5814 | Internet \& TV service | \$0.00 | \$0.00 | \$3,540 | \$3,600 | \$3,600 | \$3,600 |  |
| Total |  | \$170,690.26 | \$177,875.43 | \$183,745 | \$197,550 | \$208,200 | \$201,200 |  |
| Insurance | (all departments) |  |  |  |  |  |  |  |
| 5911 | Liability | \$15,381.16 | \$39,555.64 | \$37,740 | \$41,000 | \$20,045 | \$24,000 |  |
| 5912 | Property | \$4,253.63 | \$4,642.70 | \$4,761 | \$5,000 | \$2,407 | \$4,500 |  |
| 5913 | Cyber/crime liability | \$0.00 | \$1,810.00 | \$1,827 | \$2,500 | \$1,821 | \$1,850 |  |
| 5914 | Unemployment trust fund | \$0.00 | \$1,679.80 | \$0 | \$0 | \$0 |  |  |
| 5915 | Administrative fees | \$0.00 | \$52.58 | \$77 | \$150 | \$150 | \$150 |  |
| 5916 | Employee bonds | \$407.20 | \$1,402.28 | \$3,823 | \$4,000 | \$4,000 | \$4,000 |  |
|  | Worker's compensation | \$27,236.87 | \$ - | \$0 | \$0 | \$0 |  | Premium distributed among departmental benefits. |
| Total |  | \$47,278.86 | \$49,143.00 | \$48,228 | \$52,650 | \$28,423 | \$34,500 |  |


|  | 18/19 | 19/20 | 20/21 | 21/22 | 22/23 | 23/24 Budget | Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Police Salaries \& Benefits |  |  |  |  |  |  |  |
| 6111 Salaries | \$569,097.06 | \$590,008.36 | \$630,234 | \$702,156 | \$696,929 | \$716,703 |  |
| 6112 FICA | \$45,429.44 | \$47,044.93 | \$50,272 | \$53,715 | \$53,315 | \$54,828 |  |
| 6113 Overtime | \$3,178.80 | \$1,947.57 | \$2,298 | \$5,000 | \$5,000 | \$5,000 |  |
| 6114 CERS | \$51,574.89 | \$51,342.57 | \$57,587 | \$62,776 | \$73,757 | \$52,036 | $23.34 \% \mathrm{NHZ}$ (reduction of 3.45\%), 43.69\% HZ (reduction of 5.9\%) |
| 6115 Health insurance | \$21,418.61 | \$13,646.87 | \$14,898 | \$19,420 | \$20,277 | \$23,086 |  |
| 6116 HSA/HRA | \$0.00 | \$15,200.00 | \$15,200 | \$13,900 | \$13,900 | \$13,900 |  |
| 6117 Administrative fees | \$0.00 | \$578.60 | \$788 | \$650 | \$650 | \$650 |  |
| 6118 Life insurance | \$1,044.88 | \$1,382.06 | \$1,589 | \$1,847 | \$1,847 | \$1,847 |  |
| 6119 KLEFPF pay | \$23,464.00 | \$26,333.07 | \$29,417 | \$31,650 | \$35,007 | \$35,000 |  |
| 6120 Workers Comp insurance | \$0.00 | \$34,200.00 | \$35,190 | \$37,000 | \$40,930 | \$44,000 |  |
| Total | \$715,207.68 | \$781,684.03 | \$837,473 | \$928,114 | \$941,612 | \$947,049 |  |
| Employee Development |  |  |  |  |  |  |  |
| 6213 Tuition/class fees | \$275.00 | \$471.00 | \$193 | \$400 | \$400 | \$400 |  |
| 6214 Training materials \& supplies | \$488.46 | \$385.35 | \$485 | \$750 | \$750 | \$750 |  |
| 6215 Per diem (meals) | \$900.00 | \$272.00 |  | \$1,100 | \$1,100 | \$1,100 |  |
| 6216 Travel expenses | \$2,109.18 | \$390.20 | \$269 | \$2,500 | \$2,500 | \$2,500 |  |
| Total | \$3,772.64 | \$1,518.55 | \$947 | \$4,750 | \$4,750 | \$4,750 |  |
| Supplies |  |  |  |  |  |  |  |
| 6311 Office supplies | \$1,654.83 | \$1,716.32 | \$1,790 | \$2,000 | \$6,000 | \$2,000 |  |
| 6312 COP materials | \$763.90 | \$1,202.01 | \$1,400 | \$2,000 | \$2,200 | \$2,300 |  |
| 6313 Uniform allowance | \$2,958.00 | \$1,813.92 | \$3,560 | \$6,000 | \$6,000 | \$6,000 |  |
| 6314 Police supplies | \$2,438.71 | \$2,325.66 | \$385 | \$3,300 | \$3,300 | \$3,300 |  |
| Total | \$7,815.44 | \$7,057.91 | \$7,135 | \$13,300 | \$17,500 | \$13,600 |  |


| POLICE cont. | 18/19 | 19/20 | 20/21 | 21/22 | 22/23 | $23 / 24$ <br> Budget | Notes |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Professional Services |  |  |  |  |  |  |  |
| 6411 \|T service | \$1,819.00 | \$987.23 | \$632 | \$4,500 | \$3,000 | \$3,000 |  |
| Total | \$1,819.00 | \$987.23 | \$632 | \$4,500 | \$3,000 | \$3,000 |  |
| Maintenance |  |  |  |  |  |  |  |
| 6511 Equipment maintenance | \$3,418.05 | \$2,825.46 | \$2,774 | \$4,800 | \$4,000 | \$4,000 |  |
| 6512 Facilities maintenance | \$5,173.31 | \$3,023.95 | \$632 | \$5,000 | \$2,000 | \$2,500 |  |
| 6513 Police telephone | \$1,980.00 | \$ | \$0 | \$0 | \$0 | \$0 | Combined with Admin line 5813 |
| 6514 Mobile phone | \$3,385.93 | \$3,970.42 | \$3,554 | \$4,500 | \$4,500 | \$4,500 |  |
| 6515 Police vehicle maintenance | \$7,951.56 | \$16,427.64 | \$17,921 | \$20,000 | \$22,000 | \$22,000 |  |
| 6516 Motor fuels | \$27,784.64 | \$24,936.99 | \$26,595 | \$32,000 | \$36,000 | \$40,000 |  |
| Total | \$49,693.49 | \$51,184.46 | \$51,476 | \$66,300 | \$68,500 | \$73,000 |  |
| Capital Outlay |  |  |  |  |  |  |  |
| 6611 Police equipment | \$4,925.00 | \$8,571.61 | \$11,144 | \$122,400 | \$37,000 | \$24,500 |  |
| 6612 New police vehicles | \$0.00 | \$35,000.00 | \$64,028 | \$35,000 | \$39,000 | \$0 |  |
| 6613 Office equipment | \$0.00 | \$0.00 |  | \$0 | \$3,000 | \$3,000 |  |
| 6614 Computer hardware | \$0.00 | \$790.00 | \$975 | \$1,000 | \$1,000 | \$1,000 |  |
| 6615 Furnishings | \$0.00 | \$0.00 |  | \$0 | \$0 | \$0 |  |
| Total | \$4,925.00 | \$44,361.61 | \$76,147 | \$158,400 | \$80,000 | \$28,500 |  |
| Contingency |  |  |  |  |  |  |  |
| 6711 Contingency | \$0.00 | \$0.00 | \$0 | \$1,000 | \$1,000 | \$1,000 |  |
| Total | \$0.00 | \$0.00 | \$0 | \$1,000 | \$1,000 | \$1,000 |  |
| Insurance |  |  |  |  |  |  |  |
| Police officers' liability | \$25,404.64 | \$ | \$0.00 | \$ | \$ | \$ |  |
| Worker's compensation | \$55,543.87 | \$ | \$0.00 | \$ | \$ | \$ |  |
| Vehicle \& property coverage | \$515.60 | \$ | \$0.00 | \$ | \$ | \$ |  |
| Total | \$81,464.11 | \$ | \$0.00 | \$ | \$ | \$ |  |

PUBLIC WORKS



TOTALS

| Income | Expenses | Difference |
| :---: | :---: | :---: |
| $\$ 3,874,596$ | $\$ 3,874,596$ | $\$ 0$ |


| INCOME |  |
| :---: | ---: |
| Items | Revenue |
| Ad Valorem Property Tax | $\$ 1,830,000$ |
| Insurance Premium Tax | $\$ 1,435,000$ |
| Other Revenues | $\$ 419,150$ |
| Municipal Road Aid | $\$ 175,000$ |
| Transfer from existing reserves | $\$ 15,446$ |
| Total Revenue | $\$ 3,874,596$ |


| EXPENSES |  |
| :---: | :---: |
| Items | Payables |
| Administrative \& Legislative salary benefits | \$288,064 |
| Employee Development | \$8,500 |
| Supplies | \$7,850 |
| Community Development | \$44,650 |
| Information \& Communication | \$34,175 |
| Capital Outlay | \$9,250 |
| Contingency | \$15,000 |
| Professional Services | \$125,540 |
| Legal Services | \$142,445 |
| Utilities | \$201,200 |
| Insurance | \$34,500 |
| General Government Subtotal | \$911,174 |
| Police Salaries \& Benefits | \$947,049 |
| Employee Development | \$4,750 |
| Supplies | \$13,600 |
| Professional Services | \$3,000 |
| Maintenance | \$73,000 |
| Capital Outlay | \$28,500 |
| Contingency | \$1,000 |
| Police Dept. subtotal | \$1,070,899 |
| Public Works Salary \& Benefits | \$259,608 |
| Employee Development | \$1,300 |
| FEMS | \$77,200 |
| Capital Outlay | \$0 |
| Street Maintenance | \$231,000 |
| Solid Waste | \$959,000 |
| Landscape Maintenance | \$275,500 |
| Tree Management \& Care | \$39,215 |
| Parks \& Recreation | \$49,700 |
| Public Works subtotal | \$1,892,523 |
| Total Expenses | \$3,874,596 |

