

The BOROUGH of MANTOLOKING
Proposed Budget for 2013

ACCOUNT	2011		#	2012		#	2013	
	Budget	Actual		Budget	Actual		Budget	
Fund Balance January 1		1,360,456			1,247,119			
Surplus Anticipated	618,254	618,524		528,000	528,000		528,000	
REVENUES								
NON-TAX REVENUES								
Local Revenues								
Municipal Court	50,000	58,981		50,000	53,982		30,000	
Interest & Costs on Taxes	8,000	22,749		15,000	13,976		13,000	
Interest on Investments	5,000	11,373		10,000	11,783		10,000	
Sewer Tax	147,000	159,173		152,000	161,633		0	
Total Local Revenues	210,000	252,276		227,000	241,373		53,000	
State Aid (w/o offsetting appropriations)								
Energy Receipts Tax	147,440	147,440		147,440	147,440		147,440	
Total State Aid	147,440	147,440		147,440	147,440		147,440	
Uniform Construction Code Fees (with offsetting appropriations)								
Construction Code Enforcement	40,000	74,603		47,500	53,957		25,000	
Total Uniform Construction Code Fees	40,000	74,603		47,500	53,957		25,000	
Additional Revenues (offset with appropriations)								
Beach Badges	37,000	57,277		47,000	60,958		30,000	
Total Beach Badges	37,000	57,277		47,000	60,958		30,000	
Public & Private Grants (offset with appropriations)								
Recycling Tonnage Grant	1,317	1,317		568	568			
Body Armor Fund	1,052	1,052		1,097	1,097		1,113	
Total Grants	2,369	2,369		1,665	1,665		1,113	
Other Special Items of Revenue								
Capital Surplus							200,000	
FEMA-Community Disaster loan							831,074	
FEMA Reimbursement-Sandy							1,420,000	
FEMA-DAC Reimbursement grant							0	
FEMA-Beach Push Grant							102,000	
Reserve for Pension Contributions				62,500	62,500		0	
Reserve for BAN Payments	60,000	60,000		0				
Total Special Revenues	60,000	60,000		62,500	62,500		2,553,074	
TOTAL NON-TAX REVENUES	496,809	593,966		533,105	567,893		2,809,627	
Receipts from Delinquent Taxes	20,000	97,922		50,000	20,881		70,000	
SUBTOTAL GENERAL REVENUES	1,135,063	1,310,411		1,111,105	1,116,775		3,407,627	
AMOUNT TO BE RAISED BY TAXES	2,920,356	2,865,299		2,938,217	2,695,020		2,259,678	
TOTAL BUDGET REVENUES	4,055,419	4,175,710		4,049,322	3,811,795		5,667,305	

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ACCOUNT	2011		2012		2013	
	Budget	Actual	Budget	Actual	Budget	
EXPENDITURES AND APPROPRIATIONS						
OPERATIONS WITHIN CAPS						
GENERAL GOVERNMENT FUNCTIONS						
MUNICIPAL CLERK'S OFFICE						
Salaries & Wages		127,791		130,721		
Ryan, Irene: Borough Clerk (100%)	88,500		1.00	90,270	1.00	93,860
Leuck, Priscilla: Administrative Assistant (100%)	33,600		1.00	34,300	1.00	35,596
Hazelet, Lynn (.16) Deputy Boro Clerk meetings	5,100		0.16	5,300	0.16	5,410
Part-time temp (.50%) 20 hrs/wk, \$20.00/hr rounding	900			930	0.50	1,500
						4,800
						134
Total Salaries & Wages	128,100	127,791		130,800	130,721	141,300
Other Expenses	47,000					
Contractual Services		13,467		15,000	24,886	25,000
Materials & Supplies		10,579		12,000	7,538	8,000
Personnel Expenses & Training		5,112		9,000	2,168	3,000
New & Replacement Equipment		263		1,000	1,547	6,000
Miscellaneous Exp						
Total Other Expenses	47,000	29,421		37,000	36,139	42,000
TOTAL MUNICIPAL CLERK'S OFFICE	175,100	157,212	2.16	167,800	166,859	2.66
MUNICIPAL FINANCE OFFICER						
Salaries & Wages						
Swisher, Michelle (.85)	74,600	74,459	0.85	76,100	76,024	78,986
Part-time temp (.50%) 20 hrs/wk rounding					0.50	4,800
						114
Total Salaries & Wages	74,600	74,459		76,100	76,024	83,900
Other Expenses						
Contractual Services	18,000	10,881		11,000	9,939	11,000
Materials & Supplies		4,066		5,000	2,076	2,000
Personnel Expenses & Training		1,627		2,000	1,489	2,000
New & Replacement Equipment						
Total Other Expenses	18,000	16,574		18,000	13,504	15,000
TOTAL MUNICIPAL FINANCE OFFICER	92,600	91,033	0.85	94,100	89,528	1.35
AUDITING SERVICES						
Contractual Services	25,000	24,250		26,000	25,575	26,000
TOTAL AUDITING SERVICES	25,000	24,250		26,000	25,575	26,000

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	Budget	Actual	Budget	Actual	Budget	
COLLECTION OF TAXES						
Salaries & Wages		11,474		11,703		
Swisher, Michelle (.15) rounding	11,500		0.15	11,800	0.15	12,171
Total Salaries & Wages	11,500	11,474		11,800		12,300
Other Expenses						
Contractual Services	1,200					
Materials & Supplies		599	1,200	833		1,200
Personnel Expenses & Training						
New & Replacement Equipment						
Total Other Expenses	1,200	599	1,200	833		1,200
TOTAL COLLECTION OF TAXES	12,700	12,073	0.15	13,000	0.15	13,500
ASSESSMENT OF TAXES						
Salaries & Wages						
Anderson, James, Assessor/Appeals Agent(1.0)	15,000	14,950	15,000	14,950		14,950
DalCorso, Gary, Tax Assessor Admin Assistant						14,950
rounding						100
Total Salaries & Wages	15,000	14,950	15,000	14,950		30,000
Other Expenses	1,900	2,218	1,900	825		1,900
Total Other Expenses	1,900	2,218	1,900	825		1,900
TOTAL ASSESSMENT OF TAXES	16,900	17,168	16,900	15,775		31,900
LEGAL SERVICES						
Other Expenses						
Contractual Services: O'Malley	64,000	58,355	64,000	56,124		150,000
Labor Relations Consultant			12,000			12,000
TOTAL LEGAL SERVICES	64,000	58,355	76,000	56,124		162,000
ENGINEERING SERVICES						
Salaries & Wages	20,000					
Other Expenses						
Contractual Services: Hatch, Mott, McDonald	127,000	115,009	147,000	93,446		137,000
TOTAL ENGINEERING SERVICES	147,000	115,009	147,000	93,446		137,000

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ACCOUNT	2011		2012		2013	
	Budget	Actual	Budget	Actual	Budget	
LAND USE ADMINISTRATION FUNCTIONS						
PLANNING BOARD						
Salaries & Wages		26,544		26,514		
Vito Marinaccio, Land Use Officer resigned 2/1/13	10,000		10,000			454
Barbara Dillon (1)					1.00	25,000
Colleen Malvasi, admin Asst (.5)					0.50	19,000
Jen Eaton, Administrative Assistant (.5) resign 1/25/13	22,000	0.50	22,500			2,464
Part-time Temp 20 hours/wk \$25.00/HR					0.50	12,000
rounding						82
Meetings	2,000		2,000			2,000
Total Salaries & Wages	34,000	26,544	0.50	34,500	2.00	61,000
Other Expenses						
Contractual Services (DeVincens)	30,000	11,213		15,000		15,000
TOTAL PLANNING BOARD	64,000	37,757	0.50	49,500	2.00	76,000
CODE ENFORCEMENT & ADMINISTRATION FUNCTIONS (Offset by Dedicated CONSTRUCTION CODE OFFICIAL						
Salaries & Wages						
Wardell, John, Construction & Building Subcode Offic(1.0)	13,500	45,856		13,800		14,239
Lynne Hazelet, TACO (100) FULL SALARY AS TACO	27,500		1.00	33,000	1.00	34,227
Colleen Malvasi, admin Asst (.5)			0.50		0.50	19,000
Deputy Construction Official (range 40-100)					1.00	72,500
rounding						1,034
Total Salaries & Wages	41,000	45,856	1.50	46,800	2.50	141,000
Other Expenses						
Contractual Services	5,700	4,061		5,700		5,700
Materials & Supplies	500	352		500		1,500
Personnel Expenses & Training	1,000	1,174		1,000		1,000
New & Replacement Equipment	500			500		3,000
Total Other Expenses	7,700	5,587		7,700		11,200
TOTAL CONSTRUCTION CODE OFFICIAL	48,700	51,443	1.50	54,500	2.50	152,200
SUB CODE OFFICIALS						
Plumbing Inspector -Ocean County expense						
Charlie West S&W(1.0)	4,500	4,130		4,500		4,500
extra hours (16hr/mnth@35.00/hr)						7,000
Fire Protection Official -Ocean County expense						
Michael Giblin S&W(1.0)	4,500	4,147		4,500		4,500
extra hours (16hr/mnth@35.00/hr)						7,000
Electrical Official						
Eric sudiaS&W(1.0)	4,500	4,080		4,500		4,500
extra hours (16hr/mnth@35.00/hr)						7,000
TOTAL SUB CODE OFFICIALS	13,500	12,357		13,500		34,500

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POLICE					
Salaries & Wages					
Regular Employees		734,866		769,082	
Gino Saccone, Sergeant (1.0)	107,968		1.00	113,336	1.00
Mark Wright, Chief (1.0)	125,923		1.00	130,961	1.00
John Barcus, Lieutenant (1.0)	116,606		1.00	121,270	1.00
William Shewin, Patrolman (1.0)	98,075		1.00	103,961	1.00
Stacy Ferris, Patrolman (0%)	88,104		1.00	98,076	1.00
Jon Meyer (1.0)	88,104		1.00	98,076	1.00
Bev Konopada, Dispatcher (1.0)	33,000		1.00	28,560	1.00
Scott Dryburg, Patrolman (1)	75,700		1.00	84,878	1.00
Greg Popaca, patrolman (1)	21,632				1.00
Patrol Shift-Specials(2@ \$13/hr, 8 hr, 7 shifts/wk, 13 week)	20,280	30,662		46,000	
Police Academy Recruits	9,000	7,625		6,000	
BOAT PATROL(2@ \$13.8hr shift, 2days/wk, 13 weeks)	5,408	3,404		6,000	
Regular Officer Overtime	52,000	69,895		52,000	
Bicycle Patrol Specials(\$13, 8hr, 2 shifts/wk, 1 station, 13 wks)	2,704	1,342		2,704	
Crossing Guard(\$9.50/hr, 7hr shifts, 2 days/wk, 2 stations, 13 wks)	3,458	2,672		3,500	
Coverage for sick-specials(3500hrs@ \$13.00/hr)	10,000	4,794		0	
Badge Checkers		19,969		24,000	
Badge Checker supervisor/parking		6,130		7,280	
Badge Sales		3,779		5,538	
ROUNDING	8			10	
Total Salaries & Wages	857,970	885,137	8.00	932,150	9.00
Other Expenses					
Contracted Services					
Equipment Maintenance & Repair	4,000	1,686		4,000	
Vehicle Maintenance Service & Supplies	10,000	15,558		11,000	
Police Pro Maintenance Agreement	3,000	3,225		3,300	
Bio-Key	1,200	46		1,200	
Verizon Wireless	2,800			2,800	
Sprint	500			500	
Total Contracted Services	21,500	20,515		22,800	
Materials & Supplies					
Office, Copying, & Photo Supplies	4,000	4,720		4,000	
Postage	2,400	55		1,500	
New & Replacement Equipment	2,800	833		2,500	
Weapons & Ammunition	5,600	9,025		8,000	
Uniform Purchase, Replacement, Repair	9,000	18,881		9,000	
Books & Publications	500	230		500	
Materials & supplies	2,000	3,787		2,000	
Marine Patrol	4,000	1,294		3,000	
Total Materials & Supplies	30,300	38,825		30,500	

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Personnel Expenses & Training					
Physical Exams	5,000	2,304	2,500	0	2,500
Memberships & Dues	600	30	600	0	600
Conference Fees & Travel	200	200	200	0	200
Training & Education	3,500	2,305	3,500	297	3,500
Total Personnel Expenses & Training	9,300	4,839	6,800	297	6,800
New & Replacement Equipment					
Motor Vehicle Purchase	30,000	32,682	0	60	
Computer Equipment	8,500	3,891	8,500	1,902	8,500
Miscellaneous Expenses	2,500	1,262	2,500	4,578	2,500
Total New & Replacement Equipment	41,000	37,836	11,000	6,540	11,000
Beach Budget					
Badges		1,132	2,000	1,692	0
Uniforms		2,110	2,000	2,433	0
Total Beach Budget		3,242	4,000	4,124	0
Total Other Expenses	102,100	105,256	75,100	66,523	75,800
TOTAL POLICE	960,070	990,393	1,007,250	981,931	1,004,700
EMERGENCY MANAGEMENT SERVICES	5,700	1,384	4,500	1,183	4,500
AID TO AMBULANCE COMPANIES	1,400	1,400	1,400	1,400	1,400
FIRE PROTECTION (Mantoloking FD Subsidy)	26,000	26,000	26,000	26,000	26,000
FIRE OFFICIAL					
Salaries & Wages	3,300	3,239	3,500	2,415	3,436
Charles Wills, Fire Inspector					
rounding					164
TOTAL FIRE OFFICIAL	3,300	3,239	3,500	2,415	3,600
MUNICIPAL PROSECUTOR					
Other Expenses					
Contractual Services: Holzapfel	9,500	5,472	9,500	6,165	9,500
TOTAL MUNICIPAL PROSECUTOR	9,500	5,472	9,500	6,165	9,500

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ACCOUNT	2011		2012		2013	
	Budget	Actual	Budget	Actual	Budget	
PUBLIC WORKS FUNCTIONS						
ROAD REPAIR & MAINTENANCE						
Salaries & Wages		143,941		149,261		
Heckman, William: Public Works Superintendent (50%)	72,500		1.00	74,000	0.50	38,020
Larry Gilman(46%)	57,500		1.00	59,000	0.46	27,697
Larry Gilman(1.0)-janitorial service	13,000			13,300		13,832
Scott Hulse (46%)					0.46	25,797
Overtime & Extra	7,000			2,000		154
Temporary part-time				3,500		
Total Salaries & Wages	150,000	143,941	2.00	151,800	1.42	105,500
Other Expenses						
Contractual Services	28,500	3,654		6,000		0
Materials & Supplies		10,792		10,000		10,000
Personnel Expenses & Training		2,692		3,000		3,000
Bulldozer Repair				23,000		23,000
Total Other Expenses	28,500	17,138		42,000		36,000
TOTAL ROAD REPAIR & MAINTENANCE	178,500	161,079	2.00	193,800	1.42	141,500
SOLID WASTE COLLECTION						
Other Expenses						
Contractual Services	150,000	114,478		150,000		108,267
TOTAL SOLID WASTE COLLECTION	150,000	114,478		150,000		89,000
PUBLIC BUILDINGS & GROUNDS						
Other Expenses						
Contractual Services	13,000	7,581		13,000		9,669
Materials & Supplies	23,000	11,015		23,000		14,639
New & Replacement Equipment						
TOTAL PUBLIC BUILDINGS & GROUNDS	36,000	18,595		36,000		24,308
SEWER SYSTEM						
Other Expenses						
Contractual Services (BTMUA)	33,000	18,351		33,000		21,480
TOTAL SEWER SYSTEM	33,000	18,351		33,000		33,000
HEALTH & HUMAN SERVICES FUNCTIONS						
BOARD OF HEALTH						
Salaries & Wages (Irene Ryan, Registrar of Statistics)	200	200		200		200
TOTAL BOARD OF HEALTH	200	200		200		200
DOG ACCOUNT						
Other Expenses	3,000	2,799		3,200		2,674
TOTAL DOG ACCOUNT	3,000	2,799		3,200		3,200
MUNICIPAL ALLIANCE PROGRAM (Donation)	300	300		300		0
AID TO HOSPITAL (Donation)	900	900		0		0

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	Budget	Actual	Budget	Actual	Budget
PARKS & RECREATION FUNCTIONS					
BEACH ACCESS & OPERATION					
Salaries & Wages (Seasonal Beach Patrol)					
Badge Checkers(\$8.50/hr,7 hr shifts,7 shifts,6 stations,13 wk)	27,073				30,702
Badge Checker Supervisor/Parking	7,280				7,280
Badge Sales	5,538				5,538
rounding	9				
Total Salaries & Wages	39,900	0	0	0	43,520
Other Expenses					
Contracted Services	2,000				2,000
Materials & Supplies	200		0		
Uniform Purchase, Replacement, Repair	2,000				2,000
Total Other Expenses	4,200	0	0	0	4,000
TOTAL BEACH ACCESS & OPERATION	44,100	0	0	0	47,520
BEACH MAINTENANCE					
Other Expenses					
Contracted Services					
Coastal Advocate	4,500		0		4,500
Hatch Mott, MacDonald	43,000	67,403	50,000	39,835	50,000
New Jersey Alliance for Action	1,000		1,000		1,000
Stockton College	28,000	19,597	28,500	12,212	28,000
Emergency Response Contract	35,000	6,000	35,000	0	54,000
Emergency Sand	5,000		0	11,111	0
Bulldozer	0	13,273	0		0
SUPPLIES	41,500	4,863	31,500	14,692	0
FEMA reimbursement-Irene				-19,155	
Total Contracted Services	158,000	111,136	146,000	58,695	137,500
TOTAL BEACH MAINTENANCE	158,000	111,136	146,000	58,695	137,500
UTILITIES					
Electricity	40,000	35,212	38,000	24,484	38,000
Telephone	19,000	14,247	17,000	14,219	17,000
Water	6,000	4,412	5,000	1,599	6,000
Water-Fire Hydrants	33,000	26,593	30,000	26,217	30,000
Natural Gas	11,000	6,481	9,000	7,305	10,000
Gasoline	45,000	33,438	45,000	35,912	50,000
TOTAL UTILITIES	154,000	120,383	144,000	109,737	151,000
RETIREMENT CONTRIBUTIONS					
Social Security	68,000	67,175	73,000	68,736	95,000
TOTAL RETIREMENT CONTRIBUTIONS	68,000	67,175	73,000	68,736	95,000
CELEBRATION OF PUBLIC EVENTS	9,500	9,500	0	0	0
CONTINGENCY	900	0	900	0	900

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MUNICIPAL COURT							
MUNICIPAL COURT							
Salaries & Wages		41,982		42,615			
Morris, Samuel	17,000			17,500			17,555
Jennifer Eaton(.50)	21,000		0.50	22,300			4,132
Elizabeth Boeteger	1,600			1,700		0.50	18,000
rounding							13
callouts	4,500			4,500			4,500
Total Salaries & Wages	44,100	41,982	0.50	46,000	42,615	0.50	44,200
Other Expenses							
Contractual Services	6,600	510		2,850	600		2,850
Contracted Services							
Equipment Maintenance & Repair				200	577		200
Postage							
Materials & Supplies							
Office Supplies		1,957		2,350	3,897		500
Books & Publications							650
Personnel Expenses & Training							400
Memberships & Dues		125		180	330		180
Conference Fees & Travel		631		800	624		400
Miscellaneous Expenses							1,200
New & Replacement Equipment							
Total Other Expenses	6,600	3,223		6,380	6,028		6,380
TOTAL MUNICIPAL COURT	50,700	45,206		52,380	48,643		50,580
PUBLIC DEFENDER							
Other Expenses							
Contracted Services	3,300	0		3,300	204		3,300
TOTAL PUBLIC DEFENDER	3,300	0		3,300	204		3,300
TOTAL APPROPRIATIONS WITHIN CAP	2,555,870	2,274,648	7.16	2,546,530	2,200,931	10.08	2,753,999

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OPERATIONS EXCLUDED FROM CAPS					
INSURANCE					
General Liability	73,000	70,034	76,000	73,187	75,000
Fire Company Accident					5,500
Antique Fire Truck					500
Flood Insurance					20,000
SubTotal	73,000	70,034	76,000	73,187	101,000
Workers Compensation	65,000	63,744	69,000	67,978	75,000
Employee Group Insurance	214,500	192,405	257,500	214,609	266,100
Health Benefit Waiver	20,000	19,683	23,000	21,365	31,800
Employee Group Insurance-outside caps					13,100
Dental	7,500	0	7,500	7,500	9,500
TOTAL INSURANCE	380,000	345,865	433,000	384,639	496,500
BEACH MAINTENANCE OUTSIDE CAP	14,000	14,000	14,000	14,000	14,000
SEWER SYSTEM					
Other Expenses					
Contractual Services (OCUA)	120,000	107,100	120,000	115,551	110,000
TOTAL SEWER SYSTEM	120,000	107,100	120,000	115,551	110,000
RETIREMENT CONTRIBUTIONS					
Public Employees Retirement System	54,500	54,217	52,100	52,092	49,000
Police & Firemen's Retirement System	164,500	164,237	155,000	154,603	173,000
TOTAL RETIREMENT CONTRIBUTIONS	219,000	218,454	207,100	206,695	222,000
PUBLIC & PRIVATE PROGRAMS OFFSET BY REVENUES					
FEMA-Beach Push Grant					
Public Works-Scott Hulse (46%)				0.46	30,124
Larry Gilman (46%)				0.46	33,062
Bill Heckman (50%)				0.50	38,814
Sub-Total FEMA Beach Push Grant	0	0	0	1.42	102,000
Alcohol Education/Rehabilitation		593	594	593	
Body Armor Fund	1,052	1,052	1,097	1,097	1,113
Recycling Tonnage Grant	1,317	1,317	568	568	
Drunk Driving Enforcement Fund			6,755	6,755	
Ocean County HAVA Grant	0		3,245	3,245	
Clean Communities Program	0	4,000	4,000	4,000	
TOTAL PUBLIC & PRIVATE PROGRAMS	2,369	6,962	16,258	16,258	1.42

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CAPITAL IMPROVEMENTS (Excluded From Caps)						
Transfer to Capital Improvement Fund	23,000	23,000		23,000	23,000	57,000
BEACH REPLENISHMENT	28,500	28,500		28,500	28,500	28,500
2012 DEFERRED CHARGES						
ORD 598	687	687		2,000	2,000	
ORD	4,000	4,000		0		
2013 DEFERRED CHARGES						
ORD 565						3,000
ORD 571						23,711
ORD 572						18,881
ORD 580						26,310
ORD 581						61,097
ORD 583						18,000
ORD 584						6,000
ORD 585						10,000
ORD 586						33,000
TOTAL CAPITAL IMPROVEMENTS	56,187	56,187		53,500	53,500	285,500
MUNICIPAL DEBT SERVICE (Excluded From Caps)						
Principal						
Current Bond Anticipation Notes	390,000	390,000		350,000	350,000	
Proposed Bond Anticipation Notes						
Total Principal	390,000	390,000		350,000	350,000	0
Interest						
Current Bond Anticipation Notes	10,000	9,653		6,500	6,143	
Emergency Notes						6,000
Total Interest	10,000	9,653		6,500	6,143	6,000
TOTAL DEBT SERVICE	400,000	399,653		356,500	356,143	6,000
SPECIAL EMERGENCY-FIVE YEAR AUTHORIZATION						
Emergency Authorization - Salaries & Wages					277,084	
Emergency Authorization - Other Expenses					1,704,032	
TOTAL SPECIAL EMERGENCY-FIVE YEAR AUTHORIZATION					1,981,117	1,420,000
TOTAL APPROPRIATIONS EXCLUDED FROM CAP	1,191,556	1,148,221	0.00	1,200,358	3,127,902	1.42
SUBTOTAL GENERAL APPROPRIATIONS	3,747,426	3,422,869	7.16	3,746,888	5,328,833	11.50
Reserve for Uncollected Taxes	307,993	307,993		302,434	302,434	256,193
TOTAL EXPENDITURES/APPROPRIATIONS	4,055,419	3,730,862	7.16	4,049,322	5,631,268	11.50