2011 Financial Plan

for the

Borough of Sayre

Copies distributed to Borough Council & Mayor:	September 3, 2010
Administration Committee to review	September 14, 2010
Vote to put on Public Display:	October 5, 2010
Display Period (10 days required):	October 7, 2010 to October 21, 2010
Vote to Adopt:	October 21, 2010

Borough of Sayre

110 West Packer Avenue, Suite 3
Sayre, PA 18840-0039

September 3, 2010

Dear Members of Council & Mayor:

I am pleased to submit to you the 2011 Financial Plan for the Borough of Sayre. Please note that this plan was developed by the Borough Manager and me and I'm happy to announce that there are no tax or sewer rate increases for the coming year.

Many challenges were presented during this budget preparation. For example, in the coming year we are faced with the de-regulation of the electric companies, a projected increase in the Borough's insurance package as well as increases in salaries and benefits and items needed to do business on a daily basis. In an effort to hold the line, we reviewed each line item, both revenues and expenses and found that certain revenues could be increased. For example, we found that the amount previously budgeted for refuse collection was estimated low and in reviewing the current number of refuse collection customers as well as the diligent collection practice established on these accounts, we were able increase this revenue line. On the expense side we found some expense line items that we were able to decrease based on current usage or at least remain at the same amount budgeted for 2010.

As for the sewer fund, the administration committees is currently looking at refinancing our existing sewer debt as well as establish a $7.5 million line of credit which will be used for the borough's share of the Valley Joint Sewer Authority project as well as the next phase of the Borough's sewer infrastructure project. Once the project is completed we will be invoiced by the bank for the total quarterly payment. It is my hope that at that time we will have concrete information from the sewer authority as to the Borough's responsibility for the plant upgrade and we can adjust our sewer rates at that time accordingly. It is my feeling that rates should not be increased until a plan is in place for the sewer authority as well as the Borough repairs. Everyone is aware the increase will be substantial and once the final numbers are in for the upgrades and the subsequent increase of our sewer rates, consideration should be given to implementing monthly sewer billings instead of the current three month billing system to try to lessen the hardship on our residents.

We also found that, as in the past, Borough Council will be able to move some unused funds in the 2010 calendar year from the sewer fund to the capital reserve fund, which will allow us to hold the line on sewer fund expenses in the 2011 budget. The only requirement is that these funds will have to be marked for a specific item which relates to sewer such as Sewer Capital – Maintenance to System.

Finally I would like to note that we are still providing all the services we have in the past such as refuse collection, police and fire protection, street maintenance, lawn & leaf collection and curbside recycling. In addition we are still setting aside funds in our capital reserve account for future purchases even though these amounts have been reduced in size from previous years. (Note: it is important to set aside funds for capital expenses as it lessens the amount which would need to be financed at the time of a purchase.)

Respectfully submitted,

Elizabeth J. Fice
Finance Coordinator

Phone: 570.888.7730 or 888.7739
Fax: 570.888.6598
E-Mail: sayreboro@stny.rr.com
URL: http://homecqservices.com/sayre

2011 Financial Plan

Table of Contents

Page 1 - 3	General Fund Revenues
Page 4 - 13	General Fund Expenditures
Page 14	UDAG Revenues
Page 15	UDAG Expenditures
Page 16	Parking Lot Fund Revenues
Page 17	Parking Lot Fund Expenditures
Page 18	Sewer Fund Revenues
Page 19 - 20	Sewer Fund Expenditures
Page 21	Capital Reserve Revenues
Page 22 - 24	Capital Reserve Expenditures
Page 25	Liquid Fuels Revenues
Page 26	Liquid Fuels Expenditures
Page 27	Summary Page - All Funds

SAYRE BOROUGH
B U D G E T W O R K S H E E T - R E V E N U E S
Report Sequence = Fund or Acct Group
Account = First thru Last; Mask = ##-###.####
Level of Detail = Account Number; Level = 9
Fund: General Fund - GENFUND Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Real Estate Taxes				
01-301.1000	Real Estate Tax: General	875,764	819,894	875,764
01-301.2000	Real Estate Tax: Prior Year	65,000	45,424	66,000
	TOTAL Real Estate Taxes	940,764	865,318	941,764
Other Taxes				
01-310.1000	Real Estate Transfer Tax	25,000	25,311	33,000
01-310.2000	Earned Income Tax	945,000	633,142	950,000
	TOTAL Other Taxes	970,000	658,453	983,000
Licenses & Permits				
01-321.6100	Soliciting Permits	150	40	150
01-321.8000	Cable TV Franchise Fees	74,950	40,058	77,000
01-322.4000	Tree Removal Permit	200	90	200
01-322.5000	Street Opening Permits	8,600	6,860	10,000
	TOTAL Licenses & Permits	83,900	47,048	87,350
Fines				
01-331.1000	Magistrate Fines	26,000	10,205	26,000
01-331.1200	Other Fines	6,000	5,495	8,460
01-331.1300	State Police Fines	5,511	2,783	5,511
01-331.1400	Other Parking Fines	9,500	5,642	9,500
01-331.1410	Parking Meter Fines	24,000	16,061	24,000
	TOTAL Fines	71,011	40,186	73,471
Interest & Rents				
01-341.0010	Interest-General Fund Savings	3,000	329	2,330
01-341.0020	Interest-General Fund Checking	240	83	240
01-342.2000	Train Station Rent	1	0	1
01-342.2010	Airport Hanger Rent	0	0	0
	TOTAL Interest & Rents	3,241	412	2,571

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Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Grants & Permit Fees				
01-351.0014	EPA Grant - Sayre Rail Yards	0	0	0
01-351.0150	Rest Cemetery Grant	0	0	0
01-351.1200	FEMA Flood Damage Reimb.	0	0	0
01-354.0001	Enterprise Center HUD Grant	0	0	0
01-354.0200	DARE Grant	0	0	0
01-354.0300	Police-Seatbelt Grant	0	0	0
01-354.1400	Library - Keystone Grant	35,000	0	35,000
01-354.1500	DEP Recycling Grant Revenue	500,000	0	450,000
01-354.1600	DCNR Tree Grant	0	0	0
01-354.1700	Flood Control Grant	84,000	0	0
01-354.1800	DCED Grant	75,000	0	75,000
01-355.0100	Utility Tax Rebate (PURTA)	2,775	0	2,775
01-355.0400	Beverage Permits	3,450	3,250	3,450
01-355.0700	Foreign Fire Ins. Grant	25,000	0	25,000
01-355.0800	Foreign Casualty Grant	106,858	0	158,697
01-358.1000	S. Waverly Police Contract	0	5,792	69,500
01-359.1000	In Lieu of Taxes (PILOT)	25,000	25,000	25,000
	TOTAL Grants & Permit Fees	857,083	34,042	844,422
Department Receipts				
01-361.3400	Zoning Hearing Fees	2,000	3,000	3,500
01-361.5000	Sale of Maps/Publications	50	5	50
01-361.5600	Sale of Bid Specs	200	0	200
01-361.7500	Airport Hanger Reimb. Expenses	0	0	0
01-362.1000	Special Event Police Coverage	200	0	200
01-362.1100	Sale of Police Reports	1,500	600	1,500
01-362.1500	Task Force Reimbursement	10,000	4,677	10,000
01-362.2000	Fire Alarm Module Fee	1,440	1,080	1,440
01-363.1400	Sale of Equipment	0	0	0
01-363.2100	Meter Bag Rent	550	236	550
01-363.2110	Parking Meter Coin	39,400	18,808	35,000
01-363.5200	County Bridge Contract	885	0	885
01-364.1000	Sewer Authority Hauling	4,200	2,800	4,200
01-364.3000	Spring Cleanup Fees	3,000	4,895	3,000
01-364.3010	Fall Cleanup Fees	2,000	505	2,000
01-364.3020	Refuse Collection Fees	220,000	150,323	264,000
01-364.5000	Recycling Refund	10,000	3,831	10,000

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SAYRE BOROUGH

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01-365.0000	Employee Health Ins Copay	520	1,750	3,640
01-365.1000	A/S Code/Ent Center Health Ins	22,564	23,757	50,521
01-365.5000	Humane Society Seizure Fees	345	150	345
01-367.1400	Riverfront Park Pavilion Fees	500	0	0
01-367.8000	Dare Program Revenue	300	0	300
01-370.1000	Cemetery Maintenance	50	0	50
01-387.1000	Christmas Parade Donations	2,300	0	2,300
01-389.1040	Ins. Claim Reimb/Refund	0	5,396	0
01-389.2000	Miscellaneous Receipts	12,000	138	12,000
01-389.2200	Enterprise Center Ins. Reimb.	9,437	4,026	5,000
01-389.2300	Project Deposit/will be reimb.	0	0	0
	TOTAL Department Receipts	343,441	225,978	410,681
Sale of Property				
01-391.1000	Sale of Property	0	0	0
	TOTAL Sale of Property	0	0	0
Interfund Transfers				
01-392.0005	Trans from parking lot-maint	35,000	35,000	40,000
01-392.0008	Transfer from Sewer-Benefits	93,165	93,165	92,494
01-395.0001	Refund of Prior Year Expense	100	742	100
	TOTAL Interfund Transfers	128,265	128,907	132,594
	TOTAL BUDGET TOTAL	3,397,705	2,000,343	3,475,853

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Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Legislative (Council/Manager)				
01-400.1050	Council Payroll	5,700	4,159	6,300
01-401.1050	Mayor Payroll	1,200	800	1,200
01-401.1100	Manager/Administrator Payroll	52,890	33,565	54,477
01-401.1790	Longevity	1,058	1,058	1,090
01-401.2200	General Expense	250	150	250
01-401.3290	Manager's Pager	0	0	0
01-401.3520	Public Officials Liability Ins	2,203	2,098	2,203
01-401.4200	Dues (PSAB, mayor, sba, cog..)	1,716	741	1,716
01-401.4600	Convention & Meeting Expense	750	618	750
TOTAL	Legislative (Council/Manager)	65,767	43,189	67,986
Admin. - Auditors				
01-402.3110	Auditors	15,000	9,500	16,000
TOTAL	Admin. - Auditors	15,000	9,500	16,000
Tax Collector				
01-403.1050	Real Estate Collection Salary	5,500	3,667	5,500
01-403.1160	Commission: Earned Income	33,000	21,740	33,000
01-403.2150	Postage	2,150	1,074	2,150
01-403.3170	Act 32 Implementation Expense	0	0	35,000
01-403.3420	Printing	1,765	343	2,000
01-403.3530	Tax Collector Bond	328	20	100
TOTAL	Tax Collector	42,743	26,844	77,750
Legal Expense				
01-404.3100	Solicitor's Retainer	36,000	24,788	36,000
01-404.3140	Other Legal Costs	20,000	18,543	20,000
01-404.3410	Legal Advertising	3,800	2,201	3,800
01-404.3420	Ordinance Book Update	7,100	2,723	7,100
01-404.4100	Judgements & Damages	3,000	857	3,000
TOTAL	Legal Expense	69,900	49,112	69,900

08/31/10 11:01 SAYRE BOROUGH

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Administration				
01-405.1100	Borough Secretary Payroll	0	0	0
01-405.1120	Administration Clerk	0	0	24,960
01-405.1140	Boro Finance Coordinator Pay	38,610	26,543	41,600
01-405.1150	Part-time Admin Clerk	16,000	9,876	7,488
01-405.1790	Longevity	1,545	600	600
01-405.1800	Admin Overtime	1,850	1,966	2,500
01-405.1840	Prior Year Unused Sick Leave	1,824	1,824	1,872
01-405.2100	Office Supplies	5,000	4,159	5,000
01-405.2130	Computer/Printer Supplies	2,000	2,518	4,000
01-405.2150	Postage	2,500	1,630	4,000
01-405.2200	General Expense	500	213	500
01-405.2520	Photocopier Expense	4,618	3,067	4,600
01-405.2600	Minor Equipment	500	391	1,000
01-405.3170	Postage Meter Fees	1,681	1,298	1,500
01-405.3200	Telephone-Fax Line	775	361	500
01-405.3210	Telephone	4,623	2,373	3,500
01-405.3250	Road Runner Internet	700	659	700
01-405.3270	Admin Equip Maintenance	700	201	1,000
01-405.3310	Travel Expense	1,100	773	1,500
01-405.3530	Treasurer Bond	821	0	821
01-405.3840	Water Cooler Rent/Supplies	200	107	200
01-405.3900	Bank Fees	100	0	100
01-405.4200	Dues & Subscriptions	575	293	575
01-405.4600	Schools & Conferences	2,000	2,015	2,500
01-405.7510	Office Equip Capital Transfer	1,300	1,300	1,500
01-407.3100	Consultants	4,100	1,960	4,500
01-407.3180	ADP Payroll Processing	13,850	10,226	15,100
01-407.7500	Admin Cap Exp/Comp Upgrade	3,000	3,000	5,000
	TOTAL Administration	110,472	77,352	137,116
Borough Building				
01-409.1120	Wages - Custodian	14,550	9,574	15,164
01-409.1790	Longevity	582	300	300
01-409.1840	Prior Year Unused Sick Leave	652	652	676
01-409.2500	Maint. Materials & Supplies	4,500	1,932	4,500
01-409.3100	Boro Bldgs - Consultants	0	0	0
01-409.3610	Electric	10,500	5,334	10,500

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01-409.3620	Natural Gas	13,000	4,399	8,500
01-409.3640	Sewer	712	524	712
01-409.3660	Water	2,100	959	1,800
01-409.3730	Building Emergency Repairs	2,000	0	2,000
01-409.3740	Maint to Ventilation System	0	0	0
01-409.7200	Boro Hall Sidewalk/Parking Lot	0	0	4,000
01-409.7300	Building Repair	2,000	2,000	2,000
	TOTAL Borough Building	50,596	26,237	50,152
Police Department				
01-410.1040	Education Bonus	3,300	2,600	2,600
01-410.1100	Chief of Police Payroll	55,940	32,804	58,346
01-410.1120	Patrol Officers Payroll	357,589	256,573	371,072
01-410.1150	Part-time Officers Payroll	26,000	27,714	43,265
01-410.1170	Parking Enforce. Officer Pay	27,352	19,238	28,829
01-410.1180	Police Clerk/Dispatcher Pay	24,114	17,583	25,647
01-410.1790	Longevity (officer/support)	16,810	16,663	16,815
01-410.1800	Police Overtime (reg/shift)	5,221	5,869	6,000
01-410.1810	Overtime-court & extra duty	23,100	14,015	23,100
01-410.1820	Public Relations Overtime	800	535	800
01-410.1830	DARE Salary	3,339	0	3,339
01-410.1840	Unused Sick Leave	22,820	22,820	20,688
01-410.1870	Holidays	4,773	2,625	4,893
01-410.1880	Training Overtime	3,600	1,438	3,600
01-410.1890	Shift Differential Pay	5,000	3,322	5,000
01-410.1910	Police Clothing Allowance	8,100	6,695	8,100
01-410.1980	Police Life Ins - Group	2,300	2,490	2,615
01-410.1990	Police Life Ins. - Individual	800	552	800
01-410.2100	Office Supplies	1,000	1,439	1,500
01-410.2150	Postage & UPS	350	9	200
01-410.2160	Dare Program Supplies	1,200	1,197	1,200
01-410.2200	Police General Supplies	900	898	900
01-410.2310	Gasoline & Oil	15,000	10,745	14,000
01-410.2380	Parking Enf Officer Clothing	700	533	700
01-410.2390	Part-time Officers Clothing	800	375	800
01-410.2410	Photography Supplies	200	0	200
01-410.2420	Ammunition - Training	3,000	0	2,500
01-410.2510	Vehicle Maintenance	8,000	4,165	6,000
01-410.2520	Photocopier Expense	1,244	172	1,000
01-410.2600	Minor Equipment	1,000	658	1,000

SAYRE BOROUGH

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Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
01-410.3100	Civil Service Commission	500	358	500
01-410.3170	Police Computer Consultants	986	986	1,000
01-410.3210	Telephone	4,165	2,037	3,100
01-410.3220	Dispatching Line-Long Distance	5,030	3,954	5,000
01-410.3250	Road Runner Internet	700	659	700
01-410.3290	Pagers/Cell Phones	3,000	2,108	3,000
01-410.3420	Printing of Meter Tickets	1,700	1,359	1,700
01-410.3520	Police Professional Liability	7,000	6,961	7,000
01-410.3740	Equipment Repair	1,200	1,395	1,400
01-410.3750	Meter Repair/Maintenance	1,780	244	1,500
01-410.3770	Vascar Equipment Maintenance	500	378	500
01-410.3840	Water Cooler Rent/Supplies	380	322	380
01-410.3860	Identi-Kit Rental	408	306	408
01-410.4200	Dues & Subscriptions	698	668	698
01-410.4600	Police Training & Conferences	2,000	1,606	2,000
01-410.7200	Meter Replacement Cap Exp	0	0	0
01-410.7400	Police Car Purchase	10,000	10,000	10,000
01-410.7500	Computer Hardware/Software	1,500	1,500	1,500
01-410.7510	Major Equipment Purchase	2,000	2,000	2,000
01-410.7520	Capital Equipment-Weapons	0	0	1,000
	TOTAL Police Department	667,899	467,525	698,895
Fire Department				
01-411.1120	Fire Truck Driver Payroll	14,550	9,574	15,164
01-411.1790	Longevity	582	300	300
01-411.1840	Unused Sick Leave (prior yr)	652	652	676
01-411.1870	Fire Cover Up Wages	25,000	16,055	25,000
01-411.2100	Office Supplies	100	24	100
01-411.2200	General Expense	1,000	540	1,000
01-411.2310	Gasoline & Oil	2,068	1,238	2,000
01-411.2380	Protective Clothing	3,000	1,394	3,000
01-411.2510	Vehicle Maintenance	10,000	6,064	10,000
01-411.2600	Minor Equipment	8,571	2,894	8,000
01-411.3000	Fire Prevention Expense	2,000	0	2,000
01-411.3210	Telephone	2,200	1,043	1,600
01-411.3230	Telephone - Alarm System	157	98	157
01-411.3270	Radio Equipment Maintenance	1,700	312	1,500
01-411.3290	Cell Phones	2,000	1,080	1,080
01-411.3500	Fire Dept Liability Insurance	950	885	950
01-411.3520	General Liability Ins - Fire	0	0	0

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Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
01-411.3530	Errors & Omissions-Fire Dept	0	0	0
01-411.3630	Hydrant Rental	23,562	14,280	22,500
01-411.3730	Fire House Maintenance	0	0	0
01-411.4600	Fire School Conference	600	203	600
01-411.5100	Fire Chief Contribution	3,000	994	3,000
01-411.5400	Fire Company Contribution	9,250	0	11,500
01-411.5410	Foreign Fire Ins Grant	25,000	0	25,000
01-411.7200	Major Equipment Purchase	10,000	10,000	10,000
01-411.7400	Fire Truck Purchase	13,951	13,951	15,000
01-411.7500	Major Equipment Replacement	10,000	10,000	7,500
	TOTAL Fire Department	169,893	91,580	167,627
Code Enforcement Expenses				
01-413.2420	Code Enforcement Expenses	2,500	2,153	3,250
01-413.3100	Code Enforcement Contribution	17,500	17,500	17,500
	TOTAL Code Enforcement Expenses	20,000	19,653	20,750
Planning & Zoning				
01-414.1140	Legal Expense - Zoning Hearing	1,500	904	1,500
01-414.2100	Office Supplies	100	60	100
01-414.2120	Planning - Forms	0	0	0
01-414.2150	Postage	250	0	150
01-414.3140	Legal Expense - Solicitor	1,000	164	1,000
01-414.3410	Advertising - Zoning Hearing	49	106	200
01-414.4200	Dues & Subscriptions	0	0	0
01-414.4500	Court Reporter	750	700	1,500
01-414.4600	Schools & Conferences	200	0	200
01-414.5300	Zoning Hearing Costs-Code Off.	1,000	388	1,000
	TOTAL Planning & Zoning	4,849	2,320	5,650
Emergency Management				
01-415.2200	Emergency Mgt General Exp	300	0	300
01-415.3290	Emergency Mgt Cell Phones	300	125	200
01-415.5300	Project Impact	0	0	0
01-415.5310	AEN/CANS Renewal	0	0	0
01-415.7300	Emergency Mgt Capital Exp	1,000	1,000	1,000

08/31/10 11:01

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	TOTAL Emergency Management	1,600	1,125	1,500
Recycling & Refuse Collection				
01-426.1150	Recycling Center P-T Wages	10,370	6,997	11,304
01-426.2410	Miscellaneous Supplies	250	137	250
01-426.4500	Contracted Services	0	0	0
01-426.5300	DEP Recycling Grant Expense	500,000	36,463	450,000
01-427.2120	Printing - Refuse Stickers	280	0	300
01-427.2150	Postage/Mailing Expense	1,000	1,000	2,500
01-427.2260	Vehicle Cleaners & Deodorizers	250	0	250
01-427.2320	Diesel Fuel	20,000	9,846	17,500
01-427.2510	Vehicle Maintenance	9,950	5,809	9,950
01-427.3670	Landfill Fees	68,000	44,682	65,000
01-427.3680	Spring Cleanup Fees	3,000	1,772	3,000
01-427.3690	Fall Cleanup Fees	2,000	0	2,000
01-427.7400	Capital Equipment-Refuse	20,000	20,000	25,000
	TOTAL Recycling & Refuse Collection	635,100	126,706	587,054
Public Works Department				
01-430.1120	Public Works Wages	226,546	153,366	234,478
01-430.1150	Part-time Seasonal Employees	5,000	0	0
01-430.1170	Public Works-Sewer Related	33,717	24,759	40,000
01-430.1790	Longevity	5,172	2,300	2,400
01-430.1800	Overtime	14,000	5,654	12,000
01-430.1840	Unused Sick Leave (prior yr)	9,063	7,641	7,643
01-430.1870	Overtime - Sewer Related	5,000	1,490	5,000
01-430.2100	Office Supplies	375	342	500
01-430.2200	General Expense	400	44	250
01-430.2310	Gasoline & Oil	6,500	9,706	8,000
01-430.2370	Shop Supplies	5,000	3,043	5,000
01-430.2380	Uniforms/T Shirts/Rain Gear	7,000	4,939	7,600
01-430.2390	Public Works Shoe Allowance	1,200	170	1,200
01-430.2510	Vehicle Maintenance	20,000	18,865	22,000
01-430.2600	Equipment Maintenance	9,000	3,271	8,000
01-430.3130	Consultants/Engineers	3,000	500	2,000
01-430.3210	Telephone	1,500	710	1,500
01-430.3250	Internet - Clarity Connect	1,450	1,440	1,450
01-430.3270	Radio	650	441	650

08/31/10 11:01 SAYRE BOROUGH

B U D G E T W O R K S H E E T - E X P E N D I T U R E S

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = ##-###.####

Level of Detail = Account Number; Level = 9

Fund: General Fund - GENFUND Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
01-430.3290	Cell Phones	2,500	1,831	2,500
01-430.3610	Electric	3,753	1,840	3,700
01-430.3620	Natural Gas	5,550	2,908	4,850
01-430.3660	Water	600	270	475
01-430.3730	Shed Maintenance	5,000	7,520	5,000
01-430.3840	Water Cooler Rent/Supplies	375	222	300
01-430.3860	Equipment Rental	400	(805)	1,000
01-430.4600	Meeting Expense	200	51	200
01-430.4610	Schools & Conferences	350	0	350
01-430.4700	CDL License Testing Expense	500	0	500
01-430.5300	DEP Grant-front end loader	0	0	20,000
01-430.6100	PW Building Construction	75,000	0	75,000
01-430.7200	Boro Sidewalk Replacement	0	0	4,000
01-430.7400	PW Capital Exp - Truck	5,000	5,000	10,000
01-430.7500	Cap Equipment - Sweeper	5,000	5,000	5,008
01-430.7510	Capital Equip - Computer	0	0	0
01-430.7520	PW Street Decorations	0	0	0
01-430.7530	Cap Equipment - Backhoe	0	0	5,000
01-430.7540	Cap Equipment-Dump Truck	5,000	5,000	10,000
	TOTAL Public Works Department	463,801	267,519	507,554
Street Cleaning				
01-431.4500	Contracted Street Cleaning	0	0	0
	TOTAL Street Cleaning	0	0	0
Snow Removal				
01-432.1800	Overtime-Snow Emergency	14,000	5,315	12,000
01-432.2200	Snow Removal-General Expense	15,000	1,742	7,500
01-432.2220	Snow Removal-Salt/Chemicals	40,000	25,492	20,000
	TOTAL Snow Removal	69,000	32,549	39,500
Traffic Signals				
01-433.2500	Traffic Signal Maintenance	1,200	0	1,200
01-433.3610	Traffic Signal Electric	1,700	516	1,500
	TOTAL Traffic Signals	2,900	516	2,700

08/31/10 11:01 SAYRE BOROUGH

B U D G E T W O R K S H E E T - E X P E N D I T U R E S

Report Sequence = Fund or Acct Group
Account = First thru Last; Mask = ##-###.####
Level of Detail = Account Number; Level = 9

Fund: General Fund - GENFUND Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Street Lights				
01-434.3160	Street Light Electric	0	0	0
01-434.3610	Street Light Electric	53,600	34,749	60,000
	TOTAL Street Lights	53,600	34,749	60,000
Sidewalk Program				
01-435.5100	Resident Sidewalk Grants	5,000	1,589	5,000
	TOTAL Sidewalk Program	5,000	1,589	5,000
Construction & Repair				
01-438.2450	Road Repair	31,500	7,364	37,000
01-438.2460	Bridge Repair	4,000	0	4,000
01-438.2490	Paint	4,500	3,170	4,500
01-438.2610	Signs	4,000	2,215	5,000
01-438.2620	Barricades	500	480	500
	TOTAL Construction & Repair	44,500	13,229	51,000
PW - Other Services				
01-441.3710	Rest Cemetery Restoration	0	0	0
	TOTAL PW - Other Services	0	0	0
Flood Control				
01-446.2200	Flood Control-General Expense	4,000	210	2,500
01-446.3210	Oliver Lane Phone Expense	620	350	600
01-446.3610	Flood Control Electric	3,000	1,868	3,900
01-446.3820	Flood Control Grant Match	0	0	0
01-446.7200	Flood Control Grant	84,000	0	0
	TOTAL Flood Control	91,620	2,428	7,000
Parks & Recreation				

B U D G E T W O R K S H E E T - E X P E N D I T U R E S
Report Sequence = Fund or Acct Group
Account = First thru Last; Mask = ##-###.####
Level of Detail = Account Number; Level = 9

Fund: General Fund - GENFUND Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
01-454.2470	Playground Planning/Equipment	1,000	0	1,000
01-454.2500	Park Improvements & Repairs	3,000	1,053	3,000
01-454.2530	Riverfront Park Maintenance	1,500	633	1,500
01-454.3610	Electric	2,000	1,171	2,200
01-454.3660	Water	700	306	500
01-454.3700	Riverfront Park Renovations	4,000	0	2,000
01-454.3710	Tree Maintenance	3,000	2,183	3,000
01-454.4500	Mowing/Leaf Collection	2,000	0	2,000
01-454.6700	Park Improve. - East Side	2,500	2,500	2,500
01-454.6800	Island Pond Restoration	0	0	2,000
01-454.7500	Capital Equip - Tractor	0	0	2,000
	TOTAL Parks & Recreation	19,700	7,846	21,700
Contributions				
01-456.3110	Library Audit	2,100	0	3,000
01-456.5400	Library Contribution	25,000	18,750	25,000
01-456.5410	Library Grant Expense	35,000	0	35,000
01-457.5200	Endless Mts Visitor Contrib.	580	0	580
01-459.2470	Christmas Parade Expenses	500	1,553	2,500
01-459.5400	Humane Society Contribution	1,454	1,453	1,454
01-459.5410	Concerts in the Park Contrib.	1,500	1,500	1,500
01-459.5430	Endless Mts Transporation Cont	500	500	500
	TOTAL Contributions	66,634	23,757	69,534
Economic Development				
01-465.5300	EPA Grant - Sayre Rail Yards	0	0	0
	TOTAL Economic Development	0	0	0
Debt Service				
01-470.1000	Police Car Loan-to UDAG	18,595	0	0
01-471.3170	FCNB Pierce Fire Trk Loan	12,675	6,564	0
01-471.3180	FCNB 2005 Loan Refinance	30,336	22,752	30,336
01-471.7000	Addition Debt Serv Pay-05 loan	0	0	0
	TOTAL Debt Service	61,606	29,316	30,336

08/31/10 11:01 SAYRE BOROUGH

B U D G E T W O R K S H E E T - E X P E N D I T U R E S

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = ##-###.####

Level of Detail = Account Number; Level = 9

Fund: General Fund - GENFUND Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Insurances				
01-486.3510	Property Insurance	13,013	12,723	13,360
01-486.3520	General Liability Insurance	15,407	17,305	18,170
01-486.3530	Employee Blanket Coverage	12,509	14,417	15,138
01-486.3540	Workers Compensation Ins	49,001	48,702	51,450
01-486.3550	Vehicle Insurance	14,406	15,978	16,777
01-486.3560	Boiler Insurance	0	0	0
01-486.3570	Long Term Disability Ins	6,000	5,095	5,500
01-486.3580	Enterprise Center Ins (reimb)	0	0	0
	TOTAL Insurances	110,336	114,220	120,395
Employee Benefits				
01-487.1920	FICA	71,435	47,971	71,182
01-487.1940	Unemployment Compensation	5,000	3,941	5,000
01-487.1960	Health Insurance	367,796	256,777	421,700
01-487.1970	Non-Uniform Pension Contrib.	67,570	0	83,110
01-487.1980	Health Ins-Perm. P-T Police	0	0	0
01-487.1990	Police Pension Contribution	39,288	0	75,587
01-487.3190	Post Retirement Health Ins	2,155	2,162	2,175
01-489.1870	Employee Incentives	1,445	110	1,500
01-489.1880	3rd Party Sick-SUI Adjustment	0	0	0
01-489.3720	Misc Repairs-Flood Damaged	0	0	0
	TOTAL Employee Benefits	554,689	310,961	660,254
Interfund Transfer				
01-493.0010	Prior Year Correct/Voided Cks	500	0	500
01-493.5400	Enterprise Center-HUD Grant	0	0	0
	TOTAL Interfund Transfer	500	0	500
01-999.9999	Default Discount Code	0	0	0
	TOTAL BUDGET TOTAL	3,397,705	1,779,258	3,475,853

SAYRE BOROUGH
B U D G E T W O R K S H E E T - R E V E N U E S
Report Sequence = Fund or Acct Group
Account = First thru Last; Mask = ##-###.####
Level of Detail = Account Number; Level = 9

Fund: UDAG Fund - UDAG Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Cash on Hand				
04-100.1000	Cash on Hand	570,550	0	575,250
	TOTAL Cash on Hand	570,550	0	575,250
Interest & Rents				
04-341.0004	UDAG-Interest from Banks	8,000	1,244	2,500
	TOTAL Interest & Rents	8,000	1,244	2,500
Department Receipts				
04-380.1000	UDAG General Loan Receipts	76,000	36,063	52,000
04-380.1200	UDAG-Loan Late Fees	500	248	300
04-380.2000	UDAG Misc. Bank Trans. Credit	0	0	0
	TOTAL Department Receipts	76,500	36,311	52,300
Interfund Transfers				
04-392.0100	Trans from G.F-police car loan	10,000	0	0
	TOTAL Interfund Transfers	10,000	0	0
	TOTAL BUDGET TOTAL	665,050	37,554	630,050

B U D G E T W O R K S H E E T - E X P E N D I T U R E S
Report Sequence = Fund or Acct Group
Account = First thru Last; Mask = ##-###.####
Level of Detail = Account Number; Level = 9

Fund: UDAG Fund - UDAG Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Admin. - Auditors				
04-402.3100	UDAG Admin Services	5,000	3,817	6,000
	TOTAL Admin. - Auditors	5,000	3,817	6,000
Administration				
04-405.3050	Bank Service Charges	50	0	50
	TOTAL Administration	50	0	50
Recycling & Refuse Collection				
04-426.5300	Recycling Grant Match	0	0	0
	TOTAL Recycling & Refuse Collection	0	0	0
Public Works Department				
04-430.3730	PW Building Repairs/Construct.	30,000	27,854	224,000
	TOTAL Public Works Department	30,000	27,854	224,000
Economic Development				
04-463.3160	UDAG Loan-Bank Fees	0	0	0
04-463.5100	UDAG Loans-Economic Dev.	100,000	0	0
04-463.5400	UDAG-Downtown Bus Loans	500,000	0	400,000
	TOTAL Economic Development	600,000	0	400,000
Interfund Transfer				
04-492.0100	Police Car Loan-to Gen Fund	30,000	0	0
	TOTAL Interfund Transfer	30,000	0	0
	TOTAL BUDGET TOTAL	665,050	31,671	630,050

SAYRE BOROUGH
B U D G E T W O R K S H E E T - R E V E N U E S
Report Sequence = Fund or Acct Group
Account = First thru Last; Mask = ##-###.####
Level of Detail = Account Number; Level = 9

Fund: Parking Lot Fund - PARKING Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Cash on Hand				
05-100.1000	Cash on Hand	18,892	0	11,350
	TOTAL Cash on Hand	18,892	0	11,350
Interest & Rents				
05-341.0005	Interest - Parking Lot	1,000	562	1,000
	TOTAL Interest & Rents	1,000	562	1,000
Department Receipts				
05-363.2300	Parking Space Rent	36,000	19,690	45,000
	TOTAL Department Receipts	36,000	19,690	45,000
	TOTAL BUDGET TOTAL	55,892	20,252	57,350

09/01/2010 14:47 SAYRE BOROUGH

B U D G E T W O R K S H E E T - E X P E N D I T U R E S

Report Sequence = Fund or Acct Group
Account = First thru Last; Mask = ##-###.####
Level of Detail = Account Number; Level = 9

Fund: Parking Lot Fund - PARKING Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Administration				
05-405.3900	Bank Fees	50	0	50
	TOTAL Administration	50	0	50
Parking Lot Expenditures				
05-445.2100	Office Supplies	200	0	200
05-445.2460	Parking Lot Supplies	100	0	100
05-445.3720	Parking Lot Repairs/Maint.	14,000	0	10,000
05-445.3810	Conrail-Parking Lot Rent	6,542	6,683	7,000
	TOTAL Parking Lot Expenditures	20,842	6,683	17,300
Interfund Transfer				
05-492.0100	Trans. to Gen Fund-Maint.	35,000	35,000	40,000
	TOTAL Interfund Transfer	35,000	35,000	40,000
	TOTAL BUDGET TOTAL	55,892	41,683	57,350

SAYRE BOROUGH
B U D G E T W O R K S H E E T - R E V E N U E S
Report Sequence = Fund or Acct Group
Account = First thru Last; Mask = ##-###.####
Level of Detail = Account Number; Level = 9

Fund: Sewer Fund - SEWER Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Interest & Rents				
08-341.0008	Interest - Sewer Fund	1,500	286	750
	TOTAL Interest & Rents	1,500	286	750
Department Receipts				
08-364.1000	Sewer Receipts	1,543,364	1,095,199	1,543,364
08-364.1100	Sewer Connection Fees	1,200	1,200	1,200
08-364.1200	Septic Permit Fees	100	0	100
08-364.1400	Athens Twp - EDU Cost	2,000	0	2,000
08-364.1500	S Waverly Plant Capacity Purch	26,500	26,365	26,500
08-364.3800	Miscellaneous Receipts	1,200	425	1,200
	TOTAL Department Receipts	1,574,364	1,123,189	1,574,364
Interfund Transfers				
08-393.1000	Proceeds-Line of Credit	0	0	2,500,000
	TOTAL Interfund Transfers	0	0	2,500,000
Prior Year Corrections				
08-397.0001	Prior Yr Bank Corrections	0	0	0
	TOTAL Prior Year Corrections	0	0	0
	TOTAL BUDGET TOTAL	1,575,864	1,123,474	4,075,114

B U D G E T W O R K S H E E T - E X P E N D I T U R E S
Report Sequence = Fund or Acct Group
Account = First thru Last; Mask = ##-###.####
Level of Detail = Account Number; Level = 9

Fund: Sewer Fund - SEWER Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Sewer Expenses				
08-429.2100	Office Supplies	1,000	412	750
08-429.2130	Computer Supplies	250	50	250
08-429.2150	Postage	3,000	2,982	5,000
08-429.2350	Pump Station Degreaser	250	0	250
08-429.2430	Health & Safety Supplies	200	0	200
08-429.2500	Maint./Repair - Sewer Lines	25,000	5,296	25,000
08-429.3040	Water Termination Expense	500	0	500
08-429.3050	Bank Fees	50	0	50
08-429.3140	Legal Fees	1,000	400	1,000
08-429.3150	Water Co: Billing Expense	400	285	400
08-429.3210	Telephone - Pump Stations	1,700	1,402	1,950
08-429.3520	Liability (excess) Insurance	0	0	0
08-429.3610	Electric	6,300	3,838	7,000
08-429.3620	Natural Gas	850	506	850
08-429.3640	PA One Call	400	247	400
08-429.3660	Water	1,000	731	1,000
08-429.3720	Sewer Improvements/L-O-C	0	0	2,500,000
08-429.3730	Maint/Repair - Pump Stations	5,000	5,708	7,000
08-429.3810	Conrail Rent	0	0	0
08-429.3850	Sewage Disposal Fees	380,000	243,413	332,988
08-429.3860	Septic Systems-Dump Fees	80	0	80
08-429.3870	VJSA Plant Upgrade Exp	51,822	38,866	51,822
08-429.4000	Liens	200	28	200
08-429.4100	Judgements & Damages	250	0	200
08-429.4500	Flush Truck Expense	27,203	31,230	32,800
08-429.6020	Pennvest - 1994 Loan	102,883	77,162	102,883
08-429.6030	FCNB 2005 Refinance Loan	449,664	337,248	465,000
08-429.6040	FCNB 2006 Line of Credit Pay.	200,000	150,000	140,000
08-429.6050	FCNB 2010/2011 L-O-C Pay.	0	0	40,000
08-429.6060	Bond Agent Fee	0	0	0
08-429.7200	Cap. Reserve-Maint to System	3,697	3,697	0
08-429.7500	Capital Reserve-Equipment	0	0	1,047
08-429.7510	Sewer Program Upgrade	0	0	0
08-429.7520	Sewer Plant Upgrade Capital	0	0	0
	TOTAL Sewer Expenses	1,262,699	903,500	3,718,620
Interfund Transfer				

SAYRE BOROUGH

B U D G E T W O R K S H E E T - E X P E N D I T U R E S

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = ##-###.####

Level of Detail = Account Number; Level = 9

Fund: Sewer Fund - SEWER Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
08-492.0001	Transfer to Gen Fund-Benefits	93,165	93,165	92,494
08-492.0011	Trans Refuse Proceeds to GF	220,000	150,000	264,000
08-493.0001	Loan-Gen Fund In Lieu of Taxes	0	0	0
	TOTAL Interfund Transfer	313,165	243,165	356,494
Prior Year Corrections				
08-497.0008	Prior Year Expense	0	0	0
	TOTAL Prior Year Corrections	0	0	0
	TOTAL BUDGET TOTAL	1,575,864	1,146,665	4,075,114

09/01/2010 14:48

SAYRE BOROUGH
B U D G E T W O R K S H E E T - R E V E N U E S
Report Sequence = Fund or Acct Group
Account = First thru Last; Mask = ##-###.####
Level of Detail = Account Number; Level = 9

Fund: Capital Reserve Fund - CAPRES Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Cash on Hand				
30-100.1000	Cash on Hand	448,530	0	432,614
	TOTAL Cash on Hand	448,530	0	432,614
Interest & Rents				
30-341.0030	Interest-Capital Reserve	3,000	605	1,000
	TOTAL Interest & Rents	3,000	605	1,000
Department Receipts				
30-362.1400	Sale of Police Car	1,000	0	0
30-363.1400	Sale of PW Equipment	0	0	0
30-364.9000	VJSA Plant Upgrade Transfer	0	0	0
30-380.1000	Miscellaneous Revenue	0	79,000	0
30-380.2000	Prior Year Revenue	0	0	0
	TOTAL Department Receipts	1,000	79,000	0
Interfund Transfers				
30-392.0001	Transfer from General Fund	92,251	92,251	126,008
30-392.0008	Transfer from Sewer Fund	3,697	3,697	1,047
30-395.1000	Credit/Adjust Prior Period Exp	0	0	0
	TOTAL Interfund Transfers	95,948	95,948	127,055
	TOTAL BUDGET TOTAL	548,478	175,553	560,669

09/01/2010 14:48 SAYRE BOROUGH

B U D G E T W O R K S H E E T - E X P E N D I T U R E S

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = ##-###.####

Level of Detail = Account Number; Level = 9

Fund: Capital Reserve Fund - CAPRES Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Administration				
30-405.2130	Admin Office Computer	7,000	2,479	8,173
30-405.2150	Admin Office Capital Expense	7,000	3,563	7,468
30-405.3050	Bank Service Charge	0	0	0
	TOTAL Administration	14,000	6,042	15,641
Borough Building				
30-409.3720	Boro Hall Sidewalk/Parking Lot	323	0	4,000
30-409.3730	Bldg Projects-Ventilation Sys.	4,000	0	8,000
30-409.3760	Train Station Grant Expense	0	0	0
	TOTAL Borough Building	4,323	0	12,000
Police Department				
30-410.2130	Police-Computer Hardware...	3,300	383	4,500
30-410.2150	Police Dept-Tactical Equipment	0	0	1,000
30-410.2160	Police Capital Equipment	3,500	1,090	4,000
30-410.7400	Police Car Purchase	39,289	30,320	28,969
30-410.7500	Parking Meter Replacement	0	0	0
	TOTAL Police Department	46,089	31,793	38,469
Fire Department				
30-411.3740	Fire Dept-Equipment Purchase	15,000	6,396	15,000
30-411.3750	Fire Dept-Equip. Replacement	12,000	5,138	12,500
30-411.7400	Fire Truck Purchase	63,951	0	78,951
	TOTAL Fire Department	90,951	11,534	106,451
Emergency Management				
30-415.7300	Emergency Mgt-Capital Expense	13,545	0	14,733
	TOTAL Emergency Management	13,545	0	14,733

B U D G E T W O R K S H E E T - E X P E N D I T U R E S
Report Sequence = Fund or Acct Group
Account = First thru Last; Mask = ##-###.####
Level of Detail = Account Number; Level = 9
Fund: Capital Reserve Fund - CAPRES Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Recycling & Refuse Collection				
30-426.7410	Lawn/Leaf Recycle Center	0	5,429	0
30-427.7400	Capital Equip-Garbage Truck	143,730	0	10,230
TOTAL	Recycling & Refuse Collection	143,730	5,429	10,230
Sewer Expenses				
30-429.6010	VJSA Plant Upgrade	0	0	140,000
30-429.6100	Sewer Project-LOC Debt Pay Res	0	77,338	0
30-429.7200	Sewer-Maintenance to System	10,322	0	40,000
30-429.7210	Sewer - Capital Repairs	10,000	8,046	1,950
30-429.7500	Sewer Equipment	10,000	0	35,000
30-429.7510	Sewer Program Upgrade	17,500	0	17,500
TOTAL	Sewer Expenses	47,822	85,384	234,450
Public Works Department				
30-430.2130	Pubilc Works Computer	1,965	0	1,965
30-430.7200	Boro Sidewalk Replacement	1,400	0	5,400
30-430.7300	PW Capital - Building	0	0	0
30-430.7400	Capital Equip - Truck	10,000	0	20,000
30-430.7410	Capital Equip - Sweeper	19,000	0	24,040
30-430.7420	Capital Equip-Recycle Truck	0	6,771	0
30-430.7430	PW Capital Equipment	2,800	286	7,500
30-430.7440	PW Cap Equip-Dump Truck	18,290	0	28,290
30-430.7500	PW Street Decorations	0	0	0
TOTAL	Public Works Department	53,455	7,057	87,195
Traffic Signals				
30-433.3720	Traffic Signal Replacement	0	0	0
TOTAL	Traffic Signals	0	0	0
Street Lights				
30-434.3610	Light Poles - Electric	0	0	0

B U D G E T W O R K S H E E T - E X P E N D I T U R E S
Report Sequence = Fund or Acct Group
Account = First thru Last; Mask = ##-###.####
Level of Detail = Account Number; Level = 9

Fund: Capital Reserve Fund - CAPRES Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
	TOTAL Street Lights	0	0	0
Construction & Repair				
30-438.3720	Capital Bridge Repairs	0	0	0
	TOTAL Construction & Repair	0	0	0
Flood Control				
30-446.7200	Flood Control-Grant Match	84,000	0	0
	TOTAL Flood Control	84,000	0	0
Parks & Recreation				
30-454.6100	Riverfront Park Boat Launch	0	0	0
30-454.6700	Park Improve - Island Pond	29,263	3,400	14,200
30-454.6800	Island Pond Restoration	2,000	0	4,000
30-454.6900	Park Improvement-Milltown	5,000	0	5,000
30-454.6910	Park Improvements-4th Ward	4,000	0	4,000
30-454.6920	Park Improve-East Side	2,500	0	2,500
30-454.7400	Capital Equip - Tractor	7,800	0	11,800
30-454.7500	Capital Equip - Playgrounds	0	0	0
	TOTAL Parks & Recreation	50,563	3,400	41,500
	TOTAL BUDGET TOTAL	548,478	150,639	560,669

SAYRE BOROUGH

B U D G E T W O R K S H E E T - R E V E N U E S

Report Sequence = Fund or Acct Group

Account = First thru Last; Mask = ##-###.####

Level of Detail = Account Number; Level = 9

Fund: Liquid Fuels Fund - LIQFUEL Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Interest & Rents				
35-341.0035	Interest - Liquid Fuels	500	123	500
	TOTAL Interest & Rents	500	123	500
Grants & Permit Fees				
35-355.0020	Liquid Fuels Tax	127,306	125,960	125,960
35-357.0003	Highway Turnback Annual Pay.	6,760	6,760	6,760
	TOTAL Grants & Permit Fees	134,066	132,720	132,720
Department Receipts				
35-361.5600	Sale of Project Bid Specs	0	0	0
	TOTAL Department Receipts	0	0	0
	TOTAL BUDGET TOTAL	134,566	132,843	133,220

B U D G E T W O R K S H E E T - E X P E N D I T U R E S

Report Sequence = Fund or Acct Group
Account = First thru Last; Mask = ##-###.####
Level of Detail = Account Number; Level = 9

Fund: Liquid Fuels Fund - LIQFUEL Budget Year: January 2011 thru December 2011

Account Number	Account Name	This Year Budget (3)	This Year Actual (4)	Next Year Requested (5)
Liquid Fuels - Road Projects				
35-439.3050	Bank Charges	0	0	0
35-439.6100	Road Projects	134,566	18,900	133,220
35-439.6110	Highway Turnback Road Repairs	0	0	0
35-439.7400	Liq Fuels-Equipment Purchase	0	0	0
TOTAL	Liquid Fuels - Road Projects	134,566	18,900	133,220
TOTAL	BUDGET TOTAL	134,566	18,900	133,220

2011 Budget Breakdown by Fund

Fund #	Fund Description	Total Budget
01	General Fund	$3,475,853.00
04	UDAG Fund	$630,050.00
05	Parking Lot Fund	$57,350.00
08	Sewer Fund	$4,075,114.00
30	Capital Reserve Fund	$560,669.00
35	Liquid Fuels Fund	$133,220.00
	Total of All Funds:	**$8,932,256.00**