

CITY OF KALAMA
2018 BUDGET &
CAPITAL FACILITIES PLAN
PUBLIC HEARING

NOVEMBER 15, 2017 @ 7PM

2017 CAPITAL FACILITIES PROJECTS

Projects included in Budget

Library Reno/Restoration

Robb Rd. Water/Sewer Line Ext.

Meeker Dr. Stabilization

Economic Develop Plan

Sewer System Plan **

Date Street Waterline **

Police Facility – Design **

CH – Parking/Sidewalk/Door

Accomplished - Status

Library Completed – Final Construction Cost – \$498,599.79

Robb Road Phases 1 & 2 Completed \$682,446.36 – Phase 3-2018

Meeker Still under monitoring - Re pave Slide Area - TBD

Economic Plan Completed – Final Cost - \$75,000

Sewer System Plan - Engineers were hired – Delay due to legislature not passing a capital budget – Budgeted for 2018

Date Street - Held due to proposed School Improvements – Did 3rd Street - TBD – \$50,175 with Meeker Drive


Police Facility Design Completed – \$165,542.53

City Hall - On Hold – To be completed in 2018

Downtown Storm Drainage Improvements - \$21,654.55 (not in original budget)



2018 CAPITAL IMPROVEMENTS

Kalama Police & Public Safety Facility	????	\$2,700,000
Meeker Drive Stabilization Project		\$ 75,000
STP Federal Grant – City Match from Street Reserves		
Elm Street – W. Frontage to Oak Street		\$ 565,000
TIB Grant (pending) & 5% City Match from Street Reserves		
Police Taser Replacement		\$ 3,000
General Fund		
		
Finance Department New Server		\$ 12,500
General Fund		
City Hall – Back Door/Sidewalk/Parking Lot		\$ 10,000?
General Fund Reserves – City Hall Project Fund		
Sewer System Plan		\$ 100,000
DOE Grant & Sewer Reserves		



2018 CAPITAL IMPROVEMENTS - CONTINUED

New Meter Reading Software & Computer Public Works Equipment Reserve	\$ 9,000	
Cloverdale Pump Station – Design & Site Prep Water Reserves	\$ 250,000	Construction 2019 = \$250,000
Robb Road Phase 3 Water Reserves	\$ 250,000	
Old Pacific Water Line Vincent to Rebel Water Reserves	\$ 250,000	Construction 2019 = \$500,000
Water Line Replacement Water Operating funds	\$ 65,000	
“New” Dump Truck Public Works Equipment Reserve	\$ 20,000	
New Service Vehicles Public Works Equipment Reserve	\$ 70,000	

FUTURE CAPITAL IMPROVEMENTS

Department	2019	2020	2021	2022	2023
Police	New Vehicle - \$35,000 - \$40,000	New Vehicle - \$45,000 - \$50,000	New Vehicle - \$45,000 - \$50,000		
Water	Grn Mtn Reservoir with Booster Station – 2019-2020 \$1,000,000	Water Line Replacements \$500,000	Old Pacific Hwy WL-South to Rebel - 2021-2022 \$1,300,000	Water Line & Water Plant Improvements \$1,500,000	Future Improvements \$6,500,000
Sewer	Repair Lines \$15,000	Repair Lines \$25,000	Repair Lines \$4,000,000	Repair Lines \$2,900,000	Repair Lines \$25,000
Streets	Local Access Paving \$65,000 - \$75,000 annually – TBD Other Imp. \$800,000	Local Access Paving \$65,000 - \$75,000 annually – TBD Other Imp. \$400,000	Local Access Paving \$65,000 - \$75,000 annually - TBD Other Imp. \$1,000,000	Local Access Paving \$65,000 - \$75,000 annually - TBD	Local Access Paving \$65,000 - \$75,000 annually - TBD Other Imp. \$150,000
City Hall	Upgrade Welcome Sign – Reader Board \$15,000 - Upgrade City Website \$20,000	None	None	None	None
Library	None	None	None	None	None
Community Building	None w/Funding New Gutters/Chimney	None w/Funding Refinish Ballroom Floor	None w/Funding	None w/Funding	None w/Funding

Water projects – projected to have funding based on the recommendations in W/S Rate Study and Water System Plan

Sewer projects – Repairs only at this time – Completion of the Sewer System Plan will determine future projects

Facilities – CH and Library – Recent Improvement so no projects proposed at this time. Community Building has many needs but no funding at this time.



OVER VIEW OF CITY BUDGET



General Fund 001—Finance, Police, Building/Planning, Parks, Legislative, Administration & Judicial.

Managerial Funds: Considered General Funds by the State Auditor – Kept Separate in City Books

Library – 110 – Tracks all operating expenditures for the Library – Funded by transfers from 001

Community Building – 113 – Tracks all operating expenditures for CB – Funded by Rental fees – 001 has paid Insurance the last two years.

104 – Criminal Justice – Police use only

Funds 106, 107, 115 , 117, & 135 – General Fund reserves paying for Insurance/Audits/Vehicles/Improvements

Special Revenue Funds – Funds that are designated by law for certain uses

105-Hotel/Motel Taxes – Used for Tourism purposes only by RCW

108-Park Development Fund – Funds from Development fees and program fees – City Designated Park improvements only

109–Recording Fees from County – Use for Affordable Housing by RCW

116-Real Estate Excise Taxes – Use only for Capital Improvements by RCW

210 & 320 – Funds set up for purchase of Bank Building and Improvements – pay debt service

OVER VIEW OF CITY BUDGET - CONTINUED

Streets & Sidewalks – Funds 101 – Operations & Maintenance, 102 Improvement Reserve, & 103 Sidewalks

Funding is from Fuel Taxes, Transfers from 001, Fees, Sidewalk assessments, and Grants



Transportation Benefit District Fund 310 – Funded by \$20 Vehicle Tab fee – Used only for street improvements - Local streets.

Enterprise Funds – 401 & 402 – Utility Funds required to be self supporting

Water/Sewer – 401 is the operating fund for all expenditures related to the utility system-
Funded by fees

408 – 420 are reserve funds for water/sewer – used for debt service and improvements to the utility system

410- Equipment Reserve

408 & 420 – Water Reserves

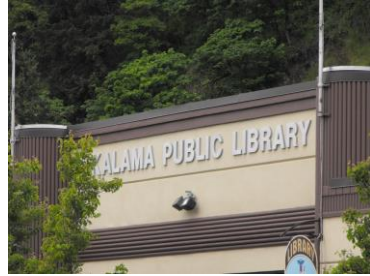
412-413-415 – Sewer Reserves



Garbage/Solid Waste – 402 – tracks all the expenditures for the City to provide garbage service to community

DEPARTMENT BUDGETS

Library Budget



Projected Revenue	
Fees/Charges	\$ 3,100
Donations	\$ 1,300
Grant	\$ 6,700
General Fund	\$47,000
Total	\$58,100

Projected Expenditures

Personnel	\$36,000
Operating Expense	\$10,000
Facility Costs	\$ 7,000
Books	\$ 4,500
Insurance	\$ 8,200
Total	\$68,200

Carryover from 2017 to 2018 estimated to be \$20,000

Community Building Budget

Projected Revenue

User Fees	\$12,000
Deposits	\$ 4,500
Total	\$16,500



Projected Expenditures

Personnel	\$ 5,500
Operating Expense	\$ 1,600
Facility Costs	\$ 8,000
Deposit Refunds	\$ 4,500
Insurance	\$ 11,500
Total	\$ 31,100

Carryover from 2017 to 2018 estimated to be \$6000

THIS IS OUT OF BALANCE BY \$8,600

DEPARTMENT BUDGETS CONTINUED



Tourism

Projected Revenues

Hotel/Motel Taxes	\$ 4,000
Other Revenue	\$ 275
Total	\$ 4,275

Proposed Expenditures

City Webpage-CEDC-Sign	\$2,000
Car Show – Untouchables	\$2,000
Tourism Books	\$1,000
County – Big Idea	\$ 500
Total	\$5,500

Estimated Carryover 2017 to 2018 - \$4,000

Parks - Improvements

Projected Revenues

P&R Classes -	\$ 2,500
Development Fees	\$ 1,000
Other – Interest	\$ 300
Total	\$ 3,800

Projected Expenditures

P& R Class Expenses	\$ 2,000
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Estimated Carryover 2017-2018 \$30,000



SPECIAL REVENUE FUNDS



104 – Criminal Justice – Special Police Expenditures

Projected Revenue -\$47,900 including Sales Tax which is designated to Debt Service on PD

State Criminal Justice Revenues \$ 3,800

Covers Shop w/Cop – Youth Programs – Special Equipment – \$3,500

106 – Community Building Reserve – Funded by Donations - \$3,600 Revenues

Used for Building Improvements- \$14,000 Carryover - \$0 projected to spend in 2018

107 – Wage/Benefit Reserve – Transfers from all Departments - \$17,000 yr

Used for Leave Buyout upon Retirement/Termination - \$7,000 budgeted

109 – Housing/Community Services-Funded by Recording Fees - \$3000

Used for affordable housing – Housing Authority \$0 projected in 2018



115 – Designated Reserves – Transfers from all Departments - \$242,000

Used for Annual Insurance payments - \$196,000 in 2018 – All Audit Reserve funds - \$0 in 2018

SPECIAL REVENUE FUNDS CONTINUED

116 – Real Estate Excise Taxes-Capital Improvements

State Tax Revenues only for Capital Projects – Projected 2018 Revenue – \$65,000

Transfer to pay Bank Building Loan - \$46,500 Possible Carryover \$65,000

117 – Police Vehicle Reserve - No Funds at this time

135 – General Fund Reserves

City Reserve to be held for unexpected events. Recommended to keep a reserve balance of 20-25% of overall expenditures. Used to cover projects & one-time expenses when necessary.

210 – USDA – Community Facilities Loan Fund

Loan payments for the Heritage Building - \$46,500 comes from Fund 116

320 – City Hall Facility Improvements

Current Project expenses for City Hall Buildings - \$10,000



SOLID WASTE/GARBAGE

Estimated Revenue	\$384,650.00
Estimated Expenditures	
Contract Services	\$ 300,000.00
Operating Expenses	33,600.00
Street Taxes	21,000.00
Solid Waste Tax – Paid to State	15,000.00
Transfer to Streets	10,000.00
Total Expenditures	\$ 379,600.00
Carryforward to 2019	\$ 5,050.00



Note: - No rate increase was anticipated when revenues were prepared, but it appears the County will increase the tipping fees in early 2018. Waste Control will then increase rates and the City will have to also increase the rates based on the Waste Control increases as per our contract. Increase will probably begin in Feb.

WATER/SEWER OPERATIONS

Estimated Revenues for 2018 - \$2,839,700 (includes no carryover from 2017 at this time)

Connection Fees of \$400,000 are not included in either Revenues nor Expenditures but will be shown in Reserve Funds

Estimated Expenditures

Personnel with Overtime & Benefits	\$ 879,500
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Operating Expenses	\$1,055,250
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(Includes Chemicals, Materials, Utilities, Insurance, Supplies, Licenses, etc)

Maintenance Projects – Equipment	\$ 75,000
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Water Line Replacement – WTP Equipment

Reserves – Allocation from Rate Increases	\$ 690,000
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Reserves – Equipment & Benefit	<u>\$ 69,000</u>
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Total Expenditures	\$2,768,750
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Carryover to 2019	\$ 70,950
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WATER RESERVES

Fund 408 – Improvement Reserve - Carryforward	\$ 900,000
Connection Fees	\$ 200,000
Transfer from Rates	<u>\$ 280,000</u>
Total	\$1,330,000



Expenses – Debt Payments	\$ 222,000
Projects – Cloverdale Pump Station	\$ 250,000 Phase 1
Vincent to Rebel Waterline	<u>\$ 250,000 Phase 1</u>
Total	\$ 722,000

Fund 420 – Water Project Reserve – Carryforward \$250,000

 Project – Complete Robb Road WL \$250,000



SEWER RESERVES

Fund 412 – Sewer Loan Reserve – Balance \$ 252,500

Required to be held by the City for by Loan Documents – WWTP-SRF Loan

Fund 413 – I&I Reserve – Balance \$375,000

Proposed Expenditures - \$15,000 - Sewer Line Replacement

Fund 415 – Sewer Improvement Reserve -	Carryover	\$ 650,000
	Connection Fees	\$ 200,000
	Transfer From Rates	\$ 410,000
	SRF Grant/Loan	<u>\$ 100,000</u>
	Total	\$1,360,000



Expenditures – Debt Payments	\$ 320,920 *
Projects - Sewer System Plan	<u>\$ 100,000</u>
Total	\$ 420,920

City will make final decisions on future projects based on final Sewer System Plan – Current projection is to replace the sewer lines north of Elm Street beginning in 2020 with an estimated cost of \$2,000,000.

PUBLIC WORKS EQUIPMENT

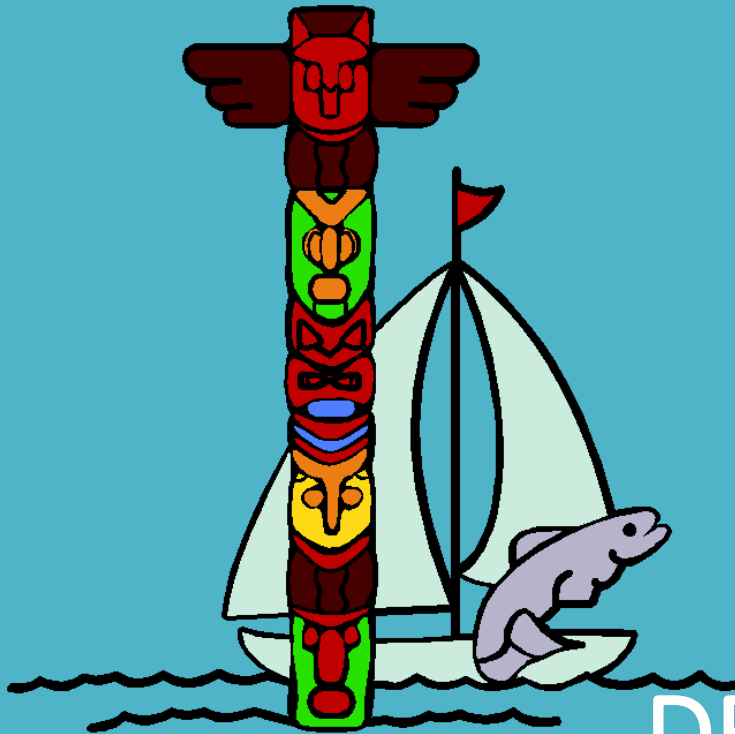
FUND 410 – Funded by Transfers from Water and Sewer Operating Fund

Projected Carryover from 2017	Meter Reserve	\$ 30,000
	Equipment Reserve	\$173,000
Transfers from Water		\$ 12,000
Transfer from Water for Meter Reserve		\$ 30,000
Transfer From Sewer		<u>\$ 12,000</u>
		\$257,000

Proposed Purchases in 2017

Software and Laptop for Meter Reading – Meter Reserve	\$ 9,000
“New” Dump Truck	\$ 20,000
New Service Trucks – 2	<u>\$ 70,000</u>
	\$ 99,000





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PUBLIC HEARING
CONTINUE

DECEMBER 6, 2017 @ 7PM

Will discuss costs of Personnel, Street and General
Fund Estimates including Police,
Building/Planning, Finance, and Parks.