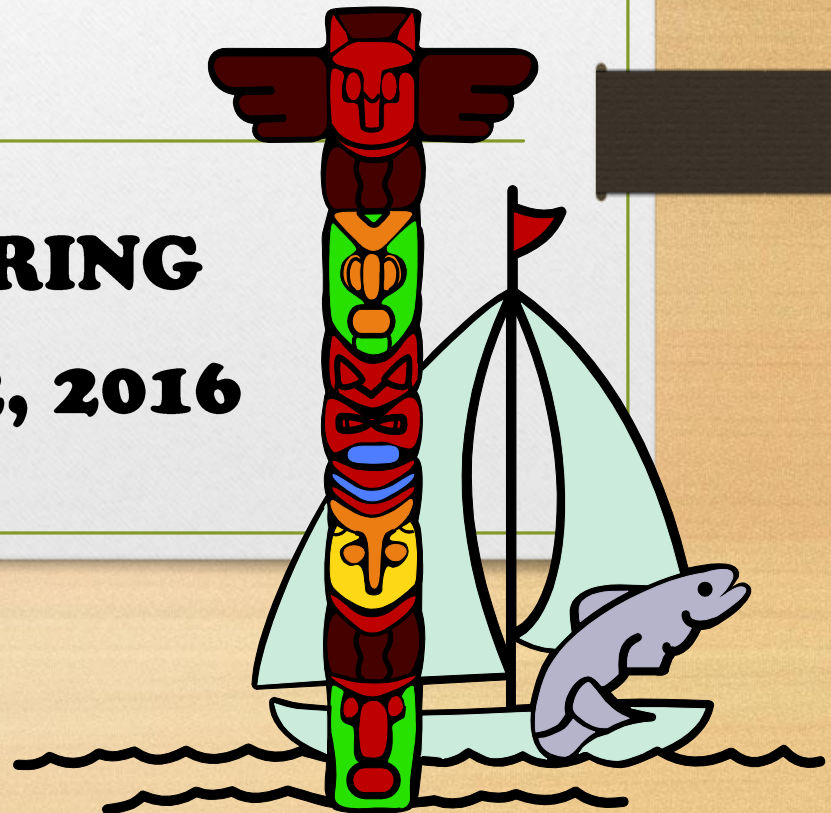


**2017 BUDGET &
CAPITAL FACILITIES
PLAN**

**PUBLIC HEARING
NOVEMBER 2, 2016**





Capital Projects 2016 - 2017



• 2016

* Completed

- City Hall Renovation
- Library Reno/Restoration Design
- Downtown St. Overlay *
- China Garden Road Imp.*
- Robb Rd –Water/Sewer Line Ext.
- 5th Street – 3rd- Holly-Juniper*
- Meeker Dr. Stabilization
- Water System Plan*?
- Economic Develop Plan

• 2017

**New in 2017

- CH – Parking/Sidewalk/Door
- Library Reno/Restoration
- Robb Rd. Water/Sewer Line Ext.
- Meeker Dr. Stabilization
- Economic Develop Plan
- Sewer System Plan **
- Date Street Waterline **
- Police Facility – Design **
- Police Facility Construction?

\$ 2017 Capital Improvement Costs \$

❖ Library Restoration/Renovations	\$250,000
❖ Funding Insurance/FEMA recovery funds and Capital Improvement Fund	
❖ Robb Road Water/Sewer Extension	\$475,000
Funding Water and Sewer Reserves – Covers Phase 1-Bore under RR	
❖ Meeker Drive Stabilization	\$120,000
Funding – STP Grant –	
❖ Sewer System Plan	\$100,000
Funding – DOE 50/50 Grant/Loan	
❖ Date Street Waterline Replacement (8th-10th St)	\$ 65,000
Water Operations – 401	
❖ Police Facility – Design & Construction	\$200,000
Capital Improvement Reserve - ?New Sales Tax? - Outside Sources?	
❖ Economic Development Plan	\$ 75,000
CERB Grant - \$50,000 – Balance General Fund	
❖ CH – Parking Lot/Sidewalk/Door	\$ 25,000
Capital Improvement Reserve	

Future Capital Improvements

Department	2018	2019	2020	2021	2022
Police	\$1.5 New Facility Construction				
Water	Booster Station \$300,000	Booster Station \$300,000	Reservoir/B. Sta. \$604,000	Reservoir/B Sta \$700,000	Replace W-line \$350,000
Sewer	Repair Lines \$25,000	Repair Lines \$25,000	Repair Lines \$25,000	Repair Lines \$25,000	Repair Lines \$25,000
Streets	None w/Funding	None w/Funding	None w/Funding	None w/Funding	None w/Funding
City Hall	None	None	None	None	None
Library	None	None	None	None	None
Community Building	None w/Funding	None w/Funding	None w/Funding	None w/Funding	None w/Funding

Police Facility is a priority project and City will be looking for funding options – Total Cost rough estimate at this time.
 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.

Library Operations

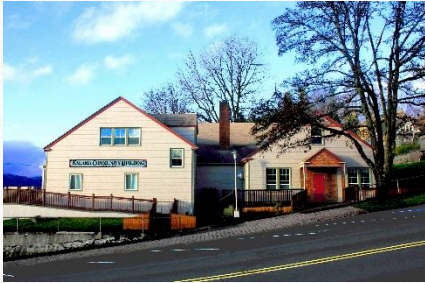


■ Estimated Revenues	\$50,350.00
■ Personnel Costs	\$ 27,000.00
■ General Operating Costs	15,800.00
■ Utilities	6,000.00
■ Books	3,500.00
■ Computers	1,000.00
Total Expenditures	\$ 53,300.00
■ Difference	-2950.00
■ Projected Carryover to 2017	\$ 15,000.00

TOURISM FUNDING



Estimated Revenues	\$ 8,450 (includes Event Revenue Estimate, \$5000)
Projected Carryover	\$10,000
Tourism Expenditures	
Website/CEDC	\$ 1,700
Big Idea Funds	\$ 900
Requests for 2017	
Untouchables	\$ 2,000
Library Anniversary	\$ 1,000
Street Dances	\$ 5,000
Total	\$10,600
	Carryover to 2018 \$7,850



Community Building



• Estimated Revenues	\$17,050
• Estimated Expenditures	
• Personnel (Caretaker & Public Works)	\$ 6,300
• Operating Costs (includes Ins \$6200)	\$ 4,500
• Utilities (Police are paying half)	\$ 3,500
• Deposit Refunds	\$ 4,000
• Total Expenditures	\$18,300
• Shortage	(-1,250)
• Projected Carryover	\$ 4,000

Special Revenue Funds



104 – Criminal Justice – Special Police Expenditures

Shop w/Cop – Youth Programs – Special Equipment - \$6,500



106 – Community Building Reserve – Funded by Donations

Used for Building Improvements- \$8000 Carryover - \$0 in 2017

107 – Wage/Benefit Reserve



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



108 – Parks Improvement Funds - \$20,000 - \$0 in 2017

Used for recreation purposes – Community Education - \$2,000 self supporting

109 – Housing/Community Services-Funded by Recording Fees

Used for affordable housing – Housing Authority



115 – Designated Reserves

Used for Annual Insurance payments - \$171,000



Special Revenue Funds



116 – Real Estate Excise Taxes-Capital Improvements

State Tax Revenues only for Capital Projects -Insurance/FEMA recovery funds

Funds to be use for Library Restoration and Police Facility **\$500,000**



117 – Police Vehicle Reserve

Replacement Vehicle Funds - \$0 in 2017

135 – General Fund Reserves



\$150,000

Used to cover projects & one-time expenses. May be used for Library/Police Facilities

210 – USDA – Community Facilities Loan Fund



Loan payments for the Heritage Building - \$47,000 comes from Fund 116

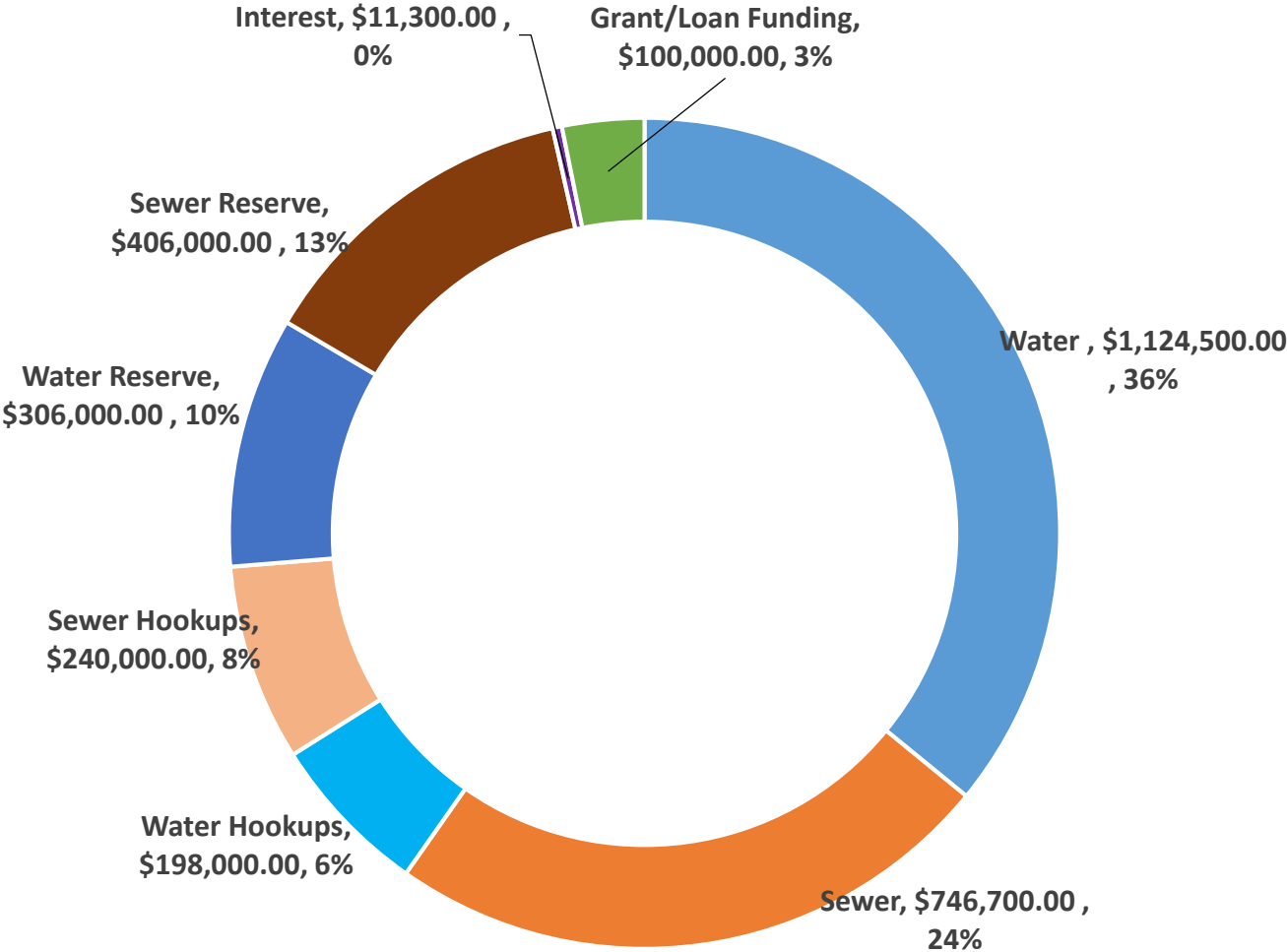
320 – City Hall Facility Improvements

Current Project expenses for City Hall Buildings - \$25,000



2017 Water-Sewer Projected Revenues

Does not include Carryforward



WATER/SEWER OPERATIONS

Estimated Revenues - \$2,584,000

Includes no carryover from 2016 and does not include Connection Fees allocated to reserves



• Personnel Costs – Includes Overtime & Benefits	\$ 848,500
• Operating Expenses	\$ 877,800
Includes: Chemicals, Materials, Utilities, Insurance, Supplies, Licenses, etc	
• Maintenance Projects – Equipment Replacements	\$ 100,000
Date Street Water Line, Fluoride Analyzer, Sewer Plant Blower	
• Reserves – Allocation from Rate Increases	\$ 670,000
• Reserves – Equipment – Benefits	\$ 49,000
Total Water/Sewer Expenditures	\$2,545,300
Difference	\$ 38,700



Water/Sewer Reserves



WATER RESERVES

Est. 2017 Hook ups	\$198,000
From Water Rates	\$270,000
Interest	\$ 5,200
Carryforward to 2017	\$800,000

Projects 2017

Robb Road Water Extension	\$300,000
Loan Payments	\$223,000
Cloverdale Pump Station Prep	\$ 65,000
Carryforward to 2018	\$685,000

SEWER RESERVES

Est. 2017 Hookups	\$240,000
From Sewer Rates	\$400,000
Interest	2,000
Grant/Loan – DOE	\$100,000
Carryforward to 2017	\$450,000

Projects 2017

Robb Road Extension	\$100,000
Sewer System Plan Update	\$100,000
Loan Payments	\$406,505
Carryforward to 2018	\$585,495

Water/Sewer Reserves

PW Equipment Reserve

- Carryforward to 2017 \$ 50,000
- Transfers-Operations \$ 43,000
- Interest \$ 500
- Equipment \$ 18,000
 - (Camera/Compactor)
- Carry forward to 2018 \$ 75,000



Other Reserve Accounts

Sewer Loan Fund	\$232,300.00
Interest	1,800.00
Carryforward	\$234,100.00
I&I Reserve	\$167,000.00
Interest	\$ 1,000.00
Sewer Line	\$ 15,000.00
Carryforward	\$153,000.00



Solid Waste – Garbage

• Estimated Revenue	\$382,620.00
• Contract Services	\$ 300,000.00
• Operating Expenses	31,800.00
• Street Taxes	20,000.00
• Solid Waste Tax – Paid to State	15,000.00
• Transfer to Streets	10,000.00
• Total Expenditures	\$ 376,800.00
• Carryforward to 2018	\$ 5,820.00

FINAL 2016 BUDGET HEARING

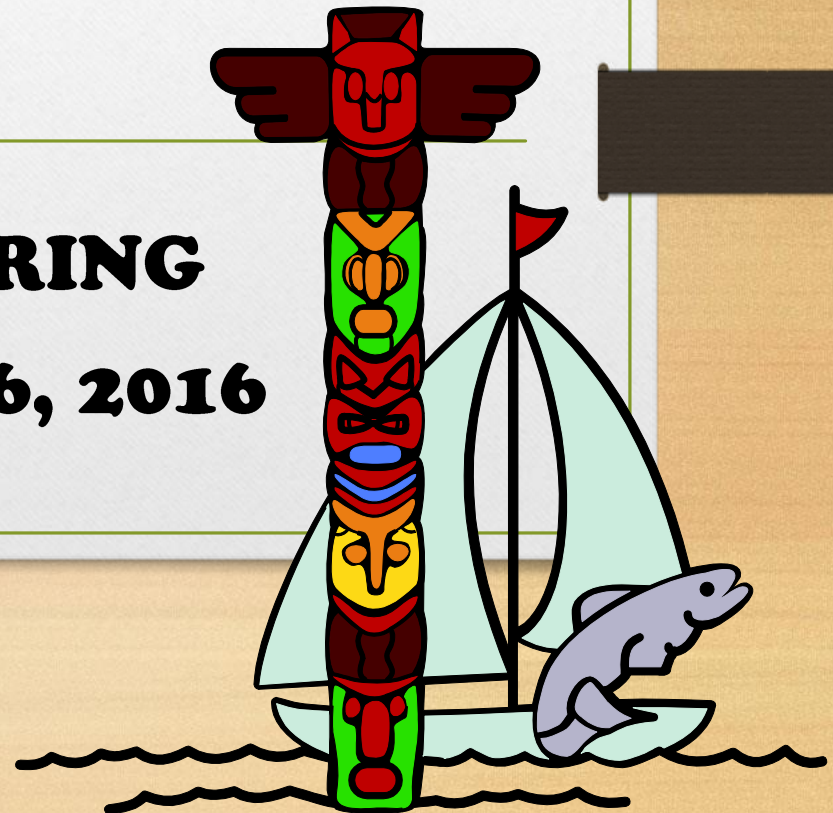
NOVEMBER 16, 2016

7pm

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

**2017 BUDGET &
CAPITAL FACILITIES
PLAN**

**PUBLIC HEARING
NOVEMBER 16, 2016**

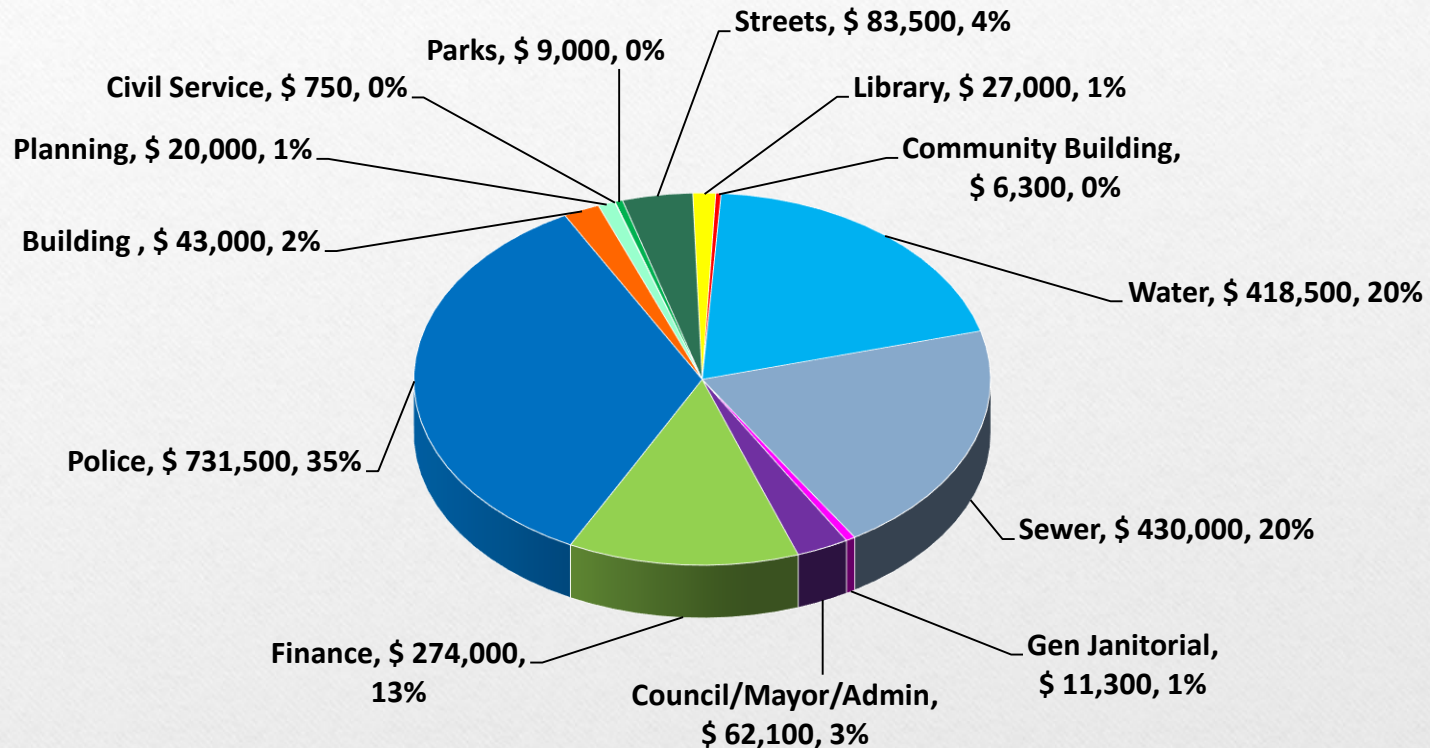


UPDATES SINCE NOVEMBER 2nd

Noted in Red on Previous Slides

- Proposition #1 passed – Added estimate of \$50,000 to Criminal Justice Fund 104 on the revenue side – no expenditures at this time.
- Adjustments to Water/Sewer figures – plus \$8300 in expenditures
- Adjustments to Capital Improvement and General Fund Reserves for estimates of Construction on the Library Renovations – plus \$250,000
- Adjusted the Tourism and Community Building Funds to reflect the changes from hearing on November 2nd.

PERSONNEL COSTS



Cost of Living Increase for Non Bargaining - 1.2%
 Contract Raises July 1 2017 – Teamsters 2.75% Police Guild 3%
 Merit Raises – Finance/Public Works/Management

PAYROLL/BENEFITS

Estimates

- **Annual Payroll Estimate including Benefits** **\$2,116,950.00**
 - Includes Estimates for Overtime
 - Estimates for Increases to Medical – L&I – Retirement Rates
- Social Security/Medicare 7.65% \$115,400.00
- Medical Benefits/Life Ins 20.85% \$315,000.00
- Retirement Benefits 8.62% \$130,300.00
- L&I-Emp Security 3.12% \$ 47,200.00
 - Total Benefits - Estimate 40% of Wages \$ 607,900.00
- Estimated Wages \$1,509,050.00

SALARY SCHEDULE

Does not Include Overtime

Elected Officials

Mayor	\$ 8,400.00
Councilmember (2) Terms 2014 - 2017	1,200.00
Councilmember (3) Terms 2016 – 2019 each	2,400.00

Department Heads

Director of PW/City Administrator	\$89,187.19
Clerk/Treasurer	82,128.69
Police Chief	82,367.47
Superintendent of Public Works	79,654.84

Public Works Dept.

Wastewater Treatment Plant Operator	\$62,803.70
Field Supervisor	60,714.28
Assistant WWTP Operator	57,986.50
Public Works Technician	49,402.60
	48,802.60
	48,202.60
	46,220.51
Grounds Keeper (new position)	14,310.00
Summer Help	12.00 hr

City Hall/Finance Dept

Finance Accounting Clerk	\$ 48,083.47
Building Planning Clerk	50,543.47
Utility Clerk	45,607.69
Comm. Building Caretaker/Custodian PT	13.00 hr
Building Janitorial – PT	13.00 hr

Library

PT Librarian	\$ 16.25 hr
PT Library Aides	11.15 hr

Police Department

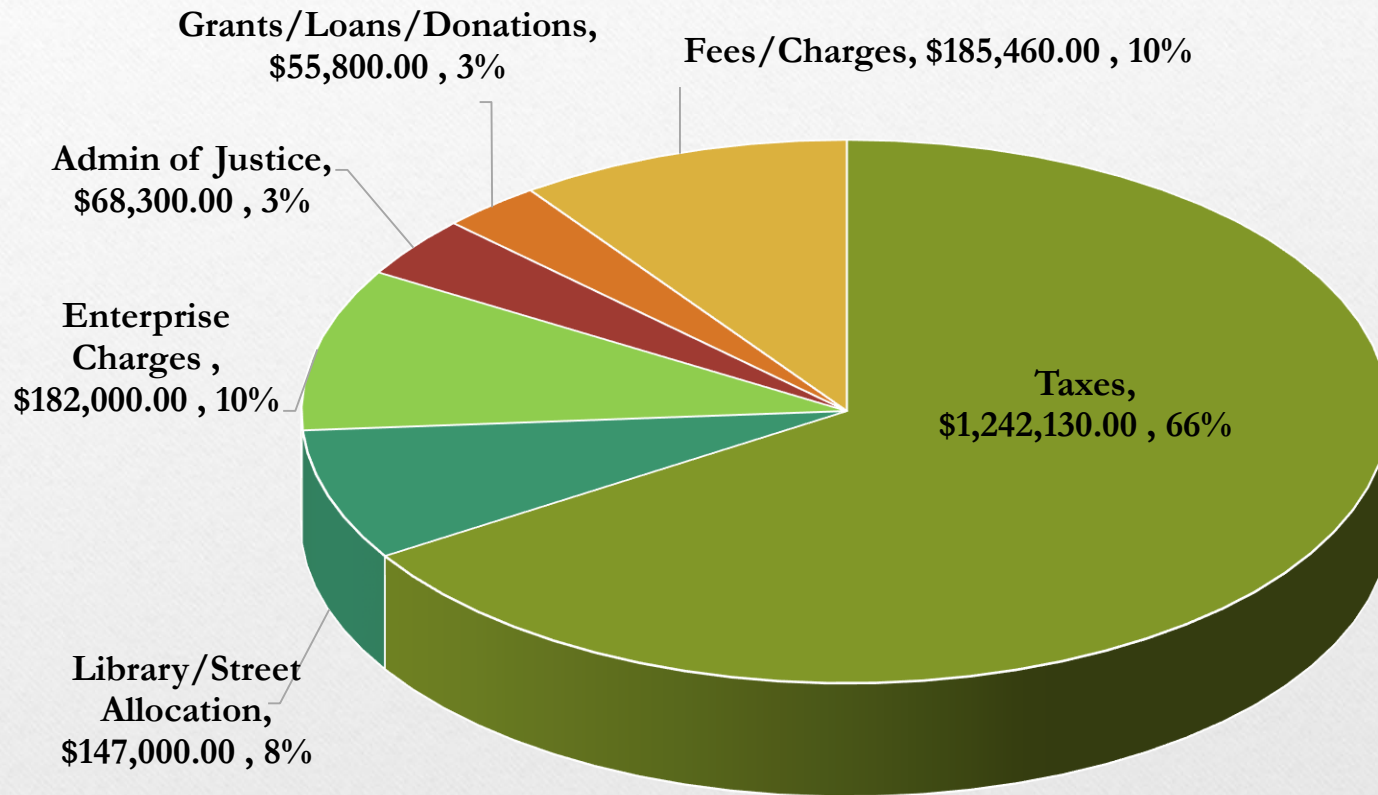
Police Sergeant	\$ 76,082.43
Police Officer - Class 1	66,177.63
Police Officer - Class 1	64,022.29
Police Officer – Class 1	64,922.29
Police Officer – Class 5	52,971.79
Police Clerk - Full Time	47,539.80

Street Funding

- **Operating Revenues**
 - \$155,020 – without Carryover
- **Operating Expenses**
 - \$168,760
 - Payroll costs - \$83,000 including OT & benefits
 - Operations includes, snow removal, street lights, vegetation in the rights-of-way, traffic controls, and storm drains as well as basic street maintenance
 - \$13,740 shortage – Carryover should cover – Est. \$50,000
- **Reserve Funding**
 - \$165,900 includes Grants
- **Improvement Projects**
 - \$120,000
 - Meeker Drive Stabilization
 - STP Funded–86.5%
- **Transportation Benefit District**
 - \$50-75,000
 - Various Side Streets

2017 Estimated General Revenues

Fund 001 - \$1,880,690



Estimated Carryforward to 2017 \$150,000



GENERAL FUND \$1,877,650.00

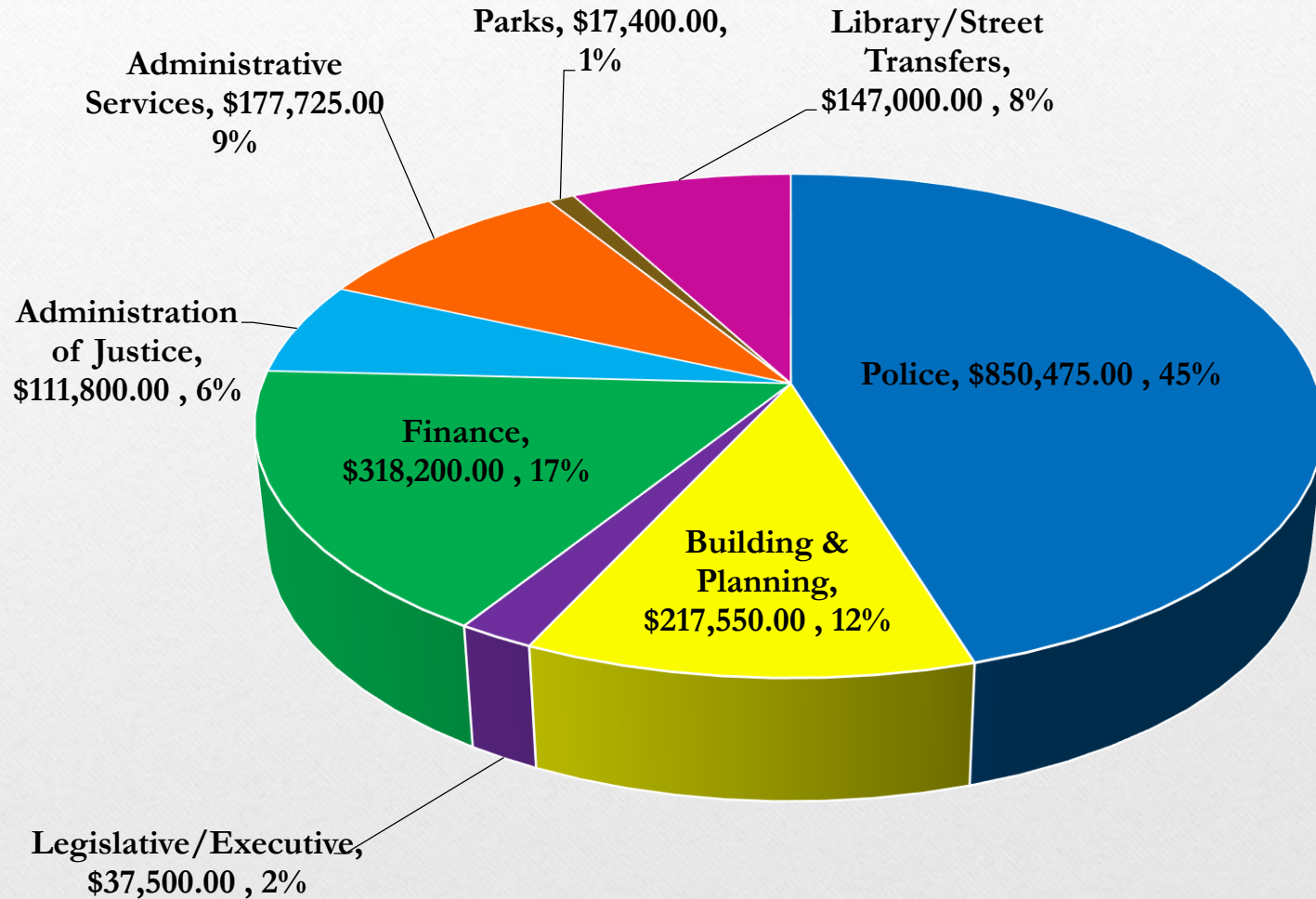


This is the main operating fund of the City which collects the majority of tax revenues supporting the major functions of the City including transfers to Streets and the Library (\$147,000).

Legislative/Executive	Includes Costs for Mayor/Council/Elections/Publications	\$ 37,500
General Administration	Includes City Administration/Insurance/Attorney/General	\$ 177,725
Administration of Justice	Includes Court/Prosecutor/Public Defense/Jail costs	\$ 111,800
Police - Operating Costs	Salaries-Vehicles-Communications	\$ 850,475
Building and Planning	Includes Building inspections/City Planner/Nuisance	\$ 217,550
Finance	All Financial Operations	\$ 318,200
Parks	Maintenance & Operating Costs	\$ 17,400

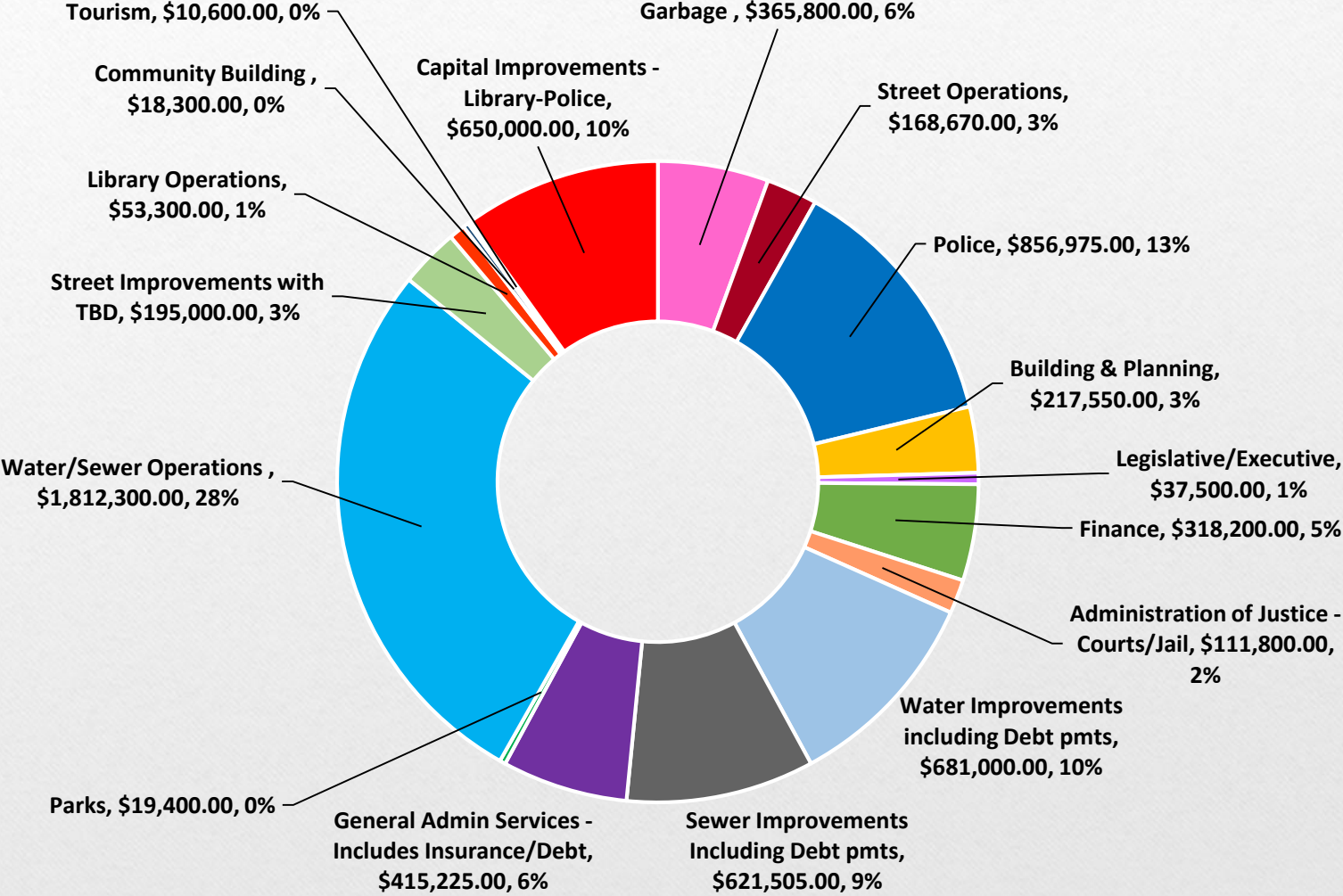


General Fund Expenditures 2017



2017 Estimated Expenditures

Does not include transfers between funds



Adoption of the 2017 Budget

Final Budget includes

- **Water/Sewer Rate Increases – 2% Water - 9.5% Sewer**
- **Restoration/Renovation - Library Expansion**
- **Water/Sewer Line Extension Work at Robb Rd**
- **Design of New Police Facility**
- **Equipment for Public Works – WWTP – WTP**
- **Complete Sewer System & Economic Development Plans**
- **Continued Work on Meeker Drive Stabilization**

- **Budget has to be Adopted by December 31, 2016 per state law**
-

Adopting Ordinance is not yet ready – Would like to have Hearing Continued to December 7th to finalize figures after closing out November