

**City of St. Helens**  
**Budget Committee**

**Budget Meeting Minutes**

**May 5, 2015**

---

**Council & Members Present:**

Randy Peterson, Mayor  
Doug Morten, Council President  
Keith Locke, Councilor  
Susan Conn, Councilor  
Ginny Carlson, Councilor  
Patrick Birkle, Committee Member  
Michael Funderburg, Committee Member  
Garrett Lines, Committee Chair  
Bill Eagle, Committee Member  
Paul Barlow, Committee Member

**Staff Present:**

John Walsh, City Administrator  
Jon Ellis, Finance Director  
Terry Moss, Police Chief  
Sue Nelson, Interim Public Works Co-Director  
Neal Sheppard, Interim Public Works Co-Director  
Margaret Jeffries, Library Director  
Lisa Scholl, Committee Secretary

**Members Absent:**

None

**Others:**

None



Chair Lines called the meeting called to order at 6 p.m.

**Visitors Comment**

None

**Approval of Minutes**

The April 28, 2015 minutes were distributed and posted online. Hearing no corrections, the Committee approved the April 28, 2015 meeting minutes as presented.

**Overview of Budget**

Finance Director Ellis presented a PowerPoint presentation. A copy of the presentation is attached.

**Review Scrivener Errors – Corrections**

Finance Director Ellis reviewed the scrivener errors.

**Motion:** Committee Member Funderburg moved to accept the corrections as presented. Councilor Conn seconded. All in favor; none opposed; motion carries.

**Review – Capital Budget**

Finance Director Ellis reviewed the Capital budget.

Interim Public Works Co-Director Nelson reviewed the urgent need to repair the Sand Island docks. The docks will have to be closed if they are not repaired. Discussion of Marine Board funds and insurance covering a portion of the repair costs. There was a suggestion to create a reserve account to cover future dock repairs. Ellis pointed out that the same thing would also apply to future needs for other projects; such as the heating and air conditioning system at City Hall. A subcommittee can be formed to look ahead at future projects.

**Motion:** Councilor Conn moved to amend the capital improvement budget as presented. Committee Member Funderburg seconded. All in favor; none opposed; motion carries.

### **Review – Additional Funding Requests**

Finance Director Ellis reviewed the additional funding requests.

**Motion:** Councilor Locke moved to approve all the additional personal services funding requests as presented. Committee Member Eagle seconded.

Discussion. Council President Morten questioned the part-time Office Assistant highlighted in red. Ellis explained the duties of that position. He proposes that a day and a half be spent in Municipal Court and the other day and a half be spent in utilities. Morten also questioned the Assistant Planner positions listed twice. Ellis clarified that it is one position. Crystal has diverted to more Communications and less planning. If we don't have an Assistant Planner, Crystal will revert to doing those duties again. Ellis explained the Assistant Planner funding.

The Committee reviewed the additional funding requests using an excel spreadsheet to determine how reserves would be affected. Ellis recommends staying above 30%. Chair Lines looked at the blue line dropping in reserves. Is there anticipation of it improving in the next few years? Ellis said there is potential. It will never be what it was. City Administrator Walsh is concerned about the reserve balance dropping too low. We need to have healthy reserves as we move into the project on the waterfront.

**Vote:** Conn, Barlow and Eagle in favor. All others opposed. Motion failed.

**Motion:** Committee Member Funderburg moved to approve the following additional funding personal services requests: part-time to full-time Librarian, Assistant Planner, re-class Sergeant to Lieutenant, part-time Code Enforcement Officer. Council President Morten seconded.

Discussion. Mayor Peterson is more in favor of funding the part-time Office Assistant position rather than the part-time Code Enforcement position at this time. The need is greater in the office. He would also like to re-class the Accounting Assistant. There may be other ways to fund the Code Enforcement position.

Councilor Carlson would also like to consider keeping the part-time Library Assistant.

**Vote:** Morten, Funderburg, Locke, and Eagle in favor. All others opposed. Motion failed.

Council President Morten does not recall hearing about the part-time Office Assistant position prior to tonight. Ellis said it has been included since the beginning. Allocations were changed to reflect working half time in court and half time in utilities.

Mayor Peterson would like to see the dock repairs and portable radios approved on the capital items list. Discussion of the portable radios. Councilor Locke would like staff to investigate repairing the radios to extend their life.

Chief Moss expressed concern about hiring someone part-time for the Code Enforcement Officer position and not be able to keep them past next fiscal year.

Discussion of additional funding requests for the Library. Councilor Carlson, Councilor Conn and Jeffries expressed the need in the community for the Library to remain open. Adding both requests would allow the Library to open full days on Monday.

Chair Lines spoke of the capital request for the police vehicle. Will there be another request next year for an additional vehicle? Moss said it's not as detrimental to replace this year because of the shortage of staff. He does plan to ask again next year.

Councilor Locke pointed out that the police have taken hit after hit. Police staff is at a critical point. If we lose the Library, you lose 5-10% of house value. If you lose the Police Department, you lose 75% of your house value. He recommended the Council go on ride-alongs with police officers to get an idea of how they feel about their jobs. It was pointed out that none of the additional funding requests are for adding police officers.

**Motion:** Council President Morten moved to approve the following additional funding requests: part-time to full-time Librarian I, Assistant Planner, part-time Librarian Assistant, re-class Sergeant to Lieutenant, part-time Code Enforcement position and dock repairs. Committee Member Eagle seconded.

Discussion. There may be an internal solution for a Code Enforcement position.

Mayor Peterson would like to see the reserve fund flat line. He does not want to see it go down. At some point it will run out of money.

**Vote:** Funderburg in favor. All others opposed. Motion failed.

**Motion:** Mayor Peterson moved to approve the following additional funding requests: part-time to full-time Librarian I, Assistant Planner, re-class Sergeant to Lieutenant, and dock repairs. Committee member Birkle seconded.

Discussion.

**Vote:** Peterson, Morten, Locke, Carlson, Birkle, Funderburg, Lines, Eagle, Barlow in favor. Conn opposed.

Funderburg requested a model of what it would look like for the Building Official to do code enforcement and more information on the portable radios.

Ellis will modify the budget to reflect the additional funding requests. The Budget Committee will review the information and make additional changes at the next meeting, if needed.

### **Questions/Comments**

None

### **Next Meeting Date:**

The next meeting will be May 19, 2015 at 6 p.m. in the City Council Chambers.



There being no further business, the meeting was adjourned at 8:21 p.m.


ATTEST:

  
\_\_\_\_\_  
Garrett Lines, Chair

  
\_\_\_\_\_  
Jon Ellis, Finance Director

Prepared by: Lisa Scholl, Committee Secretary


PowerPoint Presentation attached.



**City of St. Helens**  
**Budget Committee Meeting**  
**May 5, 2015**

Presented by:

Sue Nelson, PW Engineering Director  
Neal Sheppard, PW Operations Director  
Jon Ellis, Budget Officer



1

## Budget Committee Agenda

- o Visitors' Comments
- o Approve Minutes from April 28, 2015
- o Overview of budget – Where we are today
- o Review of Scribner Errors
- o Review Capital Budget
- o Questions
- o Next meeting: Tuesday, May 19, 2015, 6PM
  - o Public Hearing and Budget Committee Approval

2

## Visitor Comments



3

## Minutes

Approval of Minutes of April 28, 2015

4

# Budget Calendar

Sun	Mon	Tue	Wed	Thur	Fri	SAT
<b>May</b>						
		5	6	7	8	9
	4	5th Mtg Capital Right Sizing				
10	11	12	13	14	15	16
17	18	19 Public Hearing and Approval	20	21	22	23
<b>June</b>						
	1	2	3 CC-Public hearing	4	5	6
7	8	9	10	11	12	13
14	15	16	17 CC - Adopt	18	19	20
21	22	23	24	25	26	27

- o May 5, 2015 - Continue Review/Discussions - Capital Projects and Additional Review of Additional Funding Requests - Balancing Budget
- o May 19, 2015 - Public Hearing - Budget Committee Approve Budget
- o June 3, 2015 - Public Hearing - Revenues Sharing / Adopted Budget
- o June 17, 2015 - Adoption

5

# Total Proposed FY 15-16 Budget

Fund	Resources			Uses		Resources in excess of Uses	Contingency	Unappropriated Fund Balance
	Beginning working capital	Revenues	Transfers	Expenditures	Transfers			
General Fund	1,628,328	4,259,500	55,920	4,258,840	28,890	1,656,018	851,800	804,218
Special Revenue Funds								
Visitor & Tourism	141,448	119,000	-	119,000	-	141,448	20,000	121,448
Community Enhancement	876,670	448,430	1,003,890	920,250	82,420	1,326,320	1,056,190	270,130
Capital Improvement	6,895,670	1,607,300	806,500	4,074,800	1,000,000	4,234,670	750,000	3,484,670
CDBG	-	56,830	-	56,830	-	-	-	-
Streets (Gas Tax)	542,919	818,650	-	762,930	5,500	593,139	100,000	493,139
Internal Service Funds								
Administrative Services	133,691	1,342,090	-	1,433,320	-	42,461	42,460	1
Public Works	-	281,690	40,000	281,690	-	40,000	40,000	-
Fleet	16,753	278,000	-	284,750	-	10,003	10,000	3
Enterprise Funds								
Water Operating	2,054,485	3,162,630	-	2,782,200	394,000	2,040,914	445,900	1,595,014
Sewer Operating	2,539,996	4,713,500	-	3,907,180	395,500	2,950,816	701,200	2,249,616
<b>Grand Total</b>	<b>14,829,960</b>	<b>17,087,620</b>	<b>1,906,310</b>	<b>18,881,790</b>	<b>1,906,310</b>	<b>13,035,790</b>	<b>4,017,550</b>	<b>9,018,240</b>
Total Budget			33,823,890		33,823,890			
Unappropriated fund balance			(14,829,960)		(9,018,240)			
Contingency			0		(4,017,550)			
Transfers			(1,906,310)		(1,906,310)			
Internal Services			(1,976,490)		(1,976,490)			
<b>Net Budget</b>			<b>15,111,130</b>		<b>16,905,300</b>			<b>Draw on (1,794,170) reserves</b>

## Scribner Errors - Corrections

Department - Division - Expenditure Categories	Adopted 2014-15	Proposed 2015-16	Adjustment	Amended Proposed	Notes
<b>Administration &amp; Community Development</b>					
Planning (001-104)					Note: Erroneously left out of proposed budget the costs associated with an interactive zoning map for the website - 500000 - Information Services
Salaries	99,990	103,850	-	103,850	
Materials and services	42,560	44,880	1,000	45,880	
Special payments	36,000	38,000	-	38,000	
<b>Total Planning</b>	<b>178,550</b>	<b>186,730</b>	<b>1,000</b>	<b>187,730</b>	
Non-Departmental (001-110)					further refinement to FY 14-15 projections
General Fund Beginning Balance		1,628,328	13,499	1,641,827	

- o (\$1,000) - Planning - GIS Website tool
- o \$13,499 - Beginning Fund Balance - projections for FY 2014-15 refine. Primarily unfilled Main Street Coordinator

7

## Scribner Errors - Corrections

<b>Administration &amp; Community Development</b>					
Tourism (008-008)					Note: Reorganization of Visitor and Tourism - Partnership with other non-profit agencies, Rightsize-targeted Marketing, support of Arts and Cultural.
Revenues					
Motel&Hotel Taxes	80,000	95,000	-	95,000	
Micellaneous	119,450	24,000	(24,000)	-	
<b>Total Revenues</b>	<b>199,450</b>	<b>119,000</b>	<b>(24,000)</b>	<b>95,000</b>	
Expenditures					
Materials and services	196,100	119,000	(34,000)	85,000	
Transfers	19,000	-	-	-	
Contingencies	25,000	20,000	(10,000)	10,000	
<b>Total Expenditures</b>	<b>240,100</b>	<b>139,000</b>	<b>(44,000)</b>	<b>95,000</b>	

- o (\$24,000) - Event/Sponsorship revenues
- o \$34,000 - Reduction in contract services for marketing and events
- o \$10,000 - reduction in contingency

8



## Scribner Errors - Corrections

<b>Public Works</b>				
<b>Water Production and distribution (017-017)</b>				
Salaries	695,080	745,720	(6,040)	739,680
Materials and supplies	1,084,020	1,091,610	-	1,091,610
Transfers	465,000	394,000	-	394,000
Contingency	214,610	445,900	-	445,900
<b>Total Water Prod/Dis</b>	<b>2,458,710</b>	<b>2,677,230</b>	<b>(6,040)</b>	<b>2,671,190</b>
<b>Sewer Collections (018-018)</b>				
Salaries	710,160	723,670	(6,030)	717,640
Materials and supplies	964,410	920,820	-	920,820
Debt service	676,494	401,200	-	401,200
Transfers	465,000	394,000	-	394,000
Contingency	214,610	445,900	-	445,900
<b>Total Water Prod/Dis</b>	<b>3,030,674</b>	<b>2,885,590</b>	<b>(6,030)</b>	<b>2,879,560</b>

Note: Erroneously added .5 FTE to Public Works Operations. Total FTE in proposed of 30.75 should only reflect 30.25 - 4xxxxx - Personnel Services.

o \$12,070 – Reduction in Seasonal

## Scribner Errors - Corrections

Request Budget Committee Approve  
Discussed Adjustments

Classifications	Proposed 2015-16	Proposed Adjustments				Amended Proposed	Total Adjustments
		Planning	Non-depart	Public Works	Tourism		
<b>Resources</b>							
Beginning working capital	14,829,960	-	13,499	-	-	14,843,459	13,499
Current revenues	18,993,930	-	-	-	(24,000)	18,969,930	(24,000)
<b>Total Resources</b>	<b>33,823,890</b>	<b>-</b>	<b>13,499</b>	<b>-</b>	<b>(24,000)</b>	<b>33,813,389</b>	<b>(10,501)</b>
<b>Uses</b>							
Personnel Services	7,123,660	-	-	(12,070)	-	7,111,590	(12,070)
Materials and Services	6,493,770	1,000	-	-	(34,000)	6,460,770	(33,000)
Debt Services	1,022,960	-	-	-	-	1,022,960	-
Transfers	1,906,310	-	-	-	-	1,906,310	-
<b>Total Operating Requirements</b>	<b>16,546,700</b>	<b>1,000</b>	<b>-</b>	<b>(12,070)</b>	<b>(34,000)</b>	<b>16,501,630</b>	<b>(45,070)</b>
Capital Outlay	4,241,400	-	-	-	-	4,241,400	-
<b>Total Operating and Capital</b>	<b>20,788,100</b>	<b>1,000</b>	<b>-</b>	<b>(12,070)</b>	<b>(34,000)</b>	<b>20,743,030</b>	<b>(45,070)</b>
Contingency	4,017,550	-	-	-	(10,000)	4,007,550	(10,000)
Ending fund balances	9,018,240	(1,000)	13,499	12,070	20,000	9,062,809	44,569
<b>Total contingencies and reserves</b>	<b>13,035,790</b>	<b>(1,000)</b>	<b>13,499</b>	<b>12,070</b>	<b>10,000</b>	<b>13,070,359</b>	<b>34,569</b>
<b>Total Uses</b>	<b>33,823,890</b>	<b>-</b>	<b>13,499</b>	<b>-</b>	<b>(24,000)</b>	<b>33,813,389</b>	<b>(10,501)</b>

# Capital Projects

Capital Outlay - Summary Project Listing									
Account Description	Adopted 2014-15	Proposed 2015-16	Amended 2015-16	Notes	Account Description	Adopted 2014-15	Proposed 2015-16	Amended 2015-16	Notes
<b>009-Community Enhancement</b>					<b>010 - Capital Projects - 303/304 - Sewer/Storm</b>				
Gateway project - phase I / II	48,550	2,000	2,000		Sewer main replacement	300,000	200,000	300,000	
Potential Park Property Acquisition	79,800	50,100	50,100		I&I Reduction	550,000	-	-	
Library roof	75,000	-	-		Meter & Lift Stations	115,000	105,000	120,000	Carry-over
Development opportunities	3,700,000	-	2,488,430		Storm drains	200,000	100,000	100,000	
	<b>3,903,350</b>	<b>52,100</b>	<b>2,540,530</b>		Godfrey Outfall	1,800,000	1,900,000	1,900,000	Carry-over
<b>010 - Capital Projects - 301 - Streets</b>					<b>010 - Capital Projects - 300 - Parks</b>				
Unimproved paving	30,000	25,000	25,000		McCormick Park Ped Bridge	-	69,800	69,800	
Sidewalk	25,000	25,000	25,000		Dock Repairs	-	-	25,000	
First Street Reconstruction	50,000	-	-		Potential Park Property Acquisition	50,000	-	-	
Eisenschmidt Sidewalk-Overlay	31,000	55,000	40,000	Carry-over		<b>50,000</b>	<b>69,800</b>	<b>94,800</b>	
Gable Road	-	200,000	200,000		<b>Various - Other Capital Outlays</b>				
St Helens Street Overlay	230,000	230,000	100,000	Carry-over	Heavy equipment	-	195,000	195,000	
	<b>366,000</b>	<b>535,000</b>	<b>390,000</b>		Street Sweeper	275,000	-	-	
<b>010 - Capital Projects - 302 - Water</b>					<b>010 - Capital Projects - 300 - Parks</b>				
Telemetry System Upgrade	250,000	-	-		Phone System	-	50,000	50,000	
Water main replacement	200,000	200,000	200,000		Computers, Software	69,300	96,500	96,500	
Water meter replacement	200,000	200,000	200,000		Various Bldg./Equipment	183,600	18,000	18,000	
2 MG Reservoir Rehabilitation	300,000	280,000	300,000	Carry-over		<b>527,900</b>	<b>359,500</b>	<b>359,500</b>	
Purchase land for reservoir	240,000	240,000	240,000	Carry-over					
	<b>1,190,000</b>	<b>920,000</b>	<b>940,000</b>		<b>Total Capital Outlay</b>	<b>9,002,250</b>	<b>4,241,400</b>	<b>6,744,830</b>	<b>(4,760,850)</b>



o Carry Forwards – Improved Guestimates //

## Capital Projects – Funding Sources

	Proposed 15-16	%
Beginning Fund Balance	7,351,198	71%
Intergovernmental	703,300	7%
Debt Financing	1,000,000	10%
System Development Charges	254,000	2%
Miscellaneous	2,000	0%
Transfers	806,500	8%
Charges for services	189,500	2%
Timber revenue	-	0%
	<b>10,306,498</b>	<b>100%</b>

- o Funding – accumulative fund balance
- o Debt Financing
- o Intergovernmental
- o SDC good part of cumulative fund balance

System Development Charges (SDC)						
System	Actual 11-12	Actual 12-13	Actual 13-14	Adopted 14-15	Projected 14-15	Proposed 15-16
Parks	6,810	16,501	33,301	20,000	33,589	30,000
Streets	34,244	44,242	95,636	50,000	45,000	40,000
Water	12,650	33,080	70,557	40,000	50,000	50,000
Sewer	39,996	80,163	147,615	60,000	120,000	120,000
Storm	7,381	7,963	17,017	10,000	14,000	14,000
<b>Total</b>	<b>101,082</b>	<b>181,949</b>	<b>364,125</b>	<b>180,000</b>	<b>262,589</b>	<b>254,000</b>
	80%	100%		-28%		-3%

## Capital Improvement Economic Development

Department - Division - Expenditure Categories	Adopted 2014-15	Proposed 2015-16	Adjustment	Amended Proposed	Notes
<b>Administration &amp; Community Development</b>					
<b>Economic Development (009-209)</b>					
Resources	4,000,000	1,880,528	2,513,430	4,393,958	Timing of purchase / exchange of properties
Uses	4,000,000	1,788,250	2,513,430	4,301,680	
Ending Fund Balance	-	92,278	-	92,278	

o Shift timing of Property Acquisition



## Capital Improvement Parks

Department - Division - Expenditure Categories	Adopted 2014-15	Proposed 2015-16	Adjustment	Amended Proposed	Notes
<b>Public Works - Capital Improvements</b>					
<b>Parks SDC</b>					
Resources	50,000	166,690	25,000	191,690	Dock Repair - due to winter storm damage (pending reappropriation) - Asset preservation
Potential land purchase McCormick Park Ped	50,000	-	-	-	
Dock repairs	-	69,800	-	69,800	
Contingency	-	-	25,000	25,000	
	-	50,000	-	50,000	
	50,000	119,800	25,000	144,800	
Ending Fund Balance	-	46,890	-	46,890	



o Dock Repair – Repair storm damage from winter storm

## Capital Improvement Streets

Department - Division - Expenditure Categories	Adopted 2014-15	Proposed 2015-16	Adjustment	Amended Proposed	Notes
<b>Public Works - Capital Improvements</b>					
<b>Street Projects</b>					
Resources	1,700,342	1,629,250	(102,402)	1,526,848	
Unimproved paving	30,000	25,000	-	25,000	
Sidewalk	25,000	25,000	-	25,000	
St Helens Street Overl	230,000	230,000	(130,000)	100,000	Time Table for St Helens and Eisenschmidt Projects Shifted and so did the STP funding
Eisenschmidt sidewalk	31,000	55,000	(15,000)	40,000	
1st Street Reconstructi	50,000	-	-	-	
Gable Road	-	200,000	-	200,000	
Interfund Loan	500,000	500,000	-	500,000	
Contingency	100,000	100,000	-	100,000	
	966,000	1,135,000	(145,000)	990,000	
Ending Fund Balance	734,342	494,250	42,598	536,848	



- o Timing of street projects
- o Timing of STP Funding

15

## Capital Improvement Water

Department - Division - Expenditure Categories	Adopted 2014-15	Proposed 2015-16	Adjustment	Amended Proposed	Notes
<b>Public Works - Capital Improvements</b>					
<b>Water Projects</b>					
Resources	2,038,779	1,946,024	20,000	1,966,024	
Telemetry System Upg	250,000	-	-	-	
Water main replacem	200,000	200,000	-	200,000	
Water meter replacem	200,000	200,000	-	200,000	
Purchase land for reser	240,000	240,000	-	240,000	2 MG Reservoir Rehab timing moved out
2 MG Reservoir Rehab	300,000	280,000	20,000	300,000	
Contingency	100,000	100,000	-	100,000	
	1,290,000	1,020,000	20,000	1,040,000	
Ending Fund Balance	748,779	926,024	-	926,024	



- o Timing of 2 MG Reservoir Rehab

16

## Capital Improvement Sewer

Department - Division - Expenditure Categories	Adopted 2014-15	Proposed 2015-16	Adjustment	Amended Proposed	Notes
<b>Public Works - Capital Imp</b>					
<b>Sewer Projects</b>					
Resources	1,907,741	2,032,050	(5,000)	2,027,050	
Sewer main replacement	300,000	200,000	100,000	300,000	
I&I Reduction	350,000	-	-	-	Carryforward lift station and increased funding - Station 7
Meter Station	65,000	-	-	-	
Lift Stations	50,000	105,000	15,000	120,000	
Interfund Loan	500,000	500,000	-	500,000	
Contingency	100,000	200,000	-	200,000	
	1,365,000	1,005,000	115,000	1,120,000	
Ending Fund Balance	542,741	1,027,050	(120,000)	907,050	



- o Main Replacement
- o Timing of Lift Station and magnitude (Station 7)

17

## Capital Improvement Storm Water Drainage

Department - Division - Expenditure Categories	Adopted 2014-15	Proposed 2015-16	Adjustment	Amended Proposed	Notes
<b>Public Works - Capital Imp</b>					
<b>Storm Water Drainage Projects</b>					
Resources	2,569,724	3,059,681	-	3,059,681	
Storm drains	200,000	100,000	-	100,000	No Change for Carryforward
I&I Reduction	200,000	-	-	-	
Godfrey Outfall	1,800,000	1,900,000	-	1,900,000	
Contingency	200,000	300,000	-	300,000	
	2,400,000	2,300,000	-	2,300,000	
Ending Fund Balance	169,724	759,681	-	759,681	


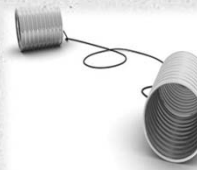


- o All about Godfrey Park Outfall

18

## Capital Improvement Equipment Replacement

Department - Division - Expenditure Categories	Adopted 2014-15	Proposed 2015-16	Adjustment	Amended Proposed	Notes
<b>Public Works - Capital Improvements</b>					
<b>Equipment Replacement</b>					
Beginning working capital	170,121	255,776	72,311	328,087	
Grant - CIS	-	-	-	-	
Transfer In	466,000	220,000	-	220,000	
Resources	636,121	475,776	72,311	548,087	
Street Sweeper	275,000	-	-	-	
Heavy equipment	-	195,000	-	195,000	Set up contingency and reflect current year savings and new CIS Grant - Drawn on \$25,000 General Fund transfer
Police equipment	94,000	-	-	-	
Parks equipment	22,000	-	-	-	
Phone System	50,000	50,000	-	50,000	
Police Roof	-	-	-	-	
Police Bldg Repairs	-	-	-	-	
Equipment - CIS Grant	-	-	-	-	
Contingency	40,000	-	20,000	20,000	
	481,000	245,000	20,000	265,000	
Ending Fund Balance	155,121	230,776	52,311	283,087	

o Heavy Equipment

19

## Capital Improvement

### Request Budget Committee Approve Discussed Adjustments

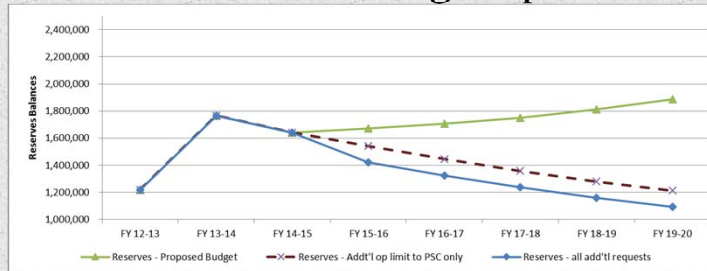
Classifications	Proposed 2015-16	Amended Proposed	Economic Development	Parks	Streets	Water	Sewer	Equipment	Amended Proposed	Total CIP Carryforward	Total Adjustments
<b>Resources</b>											
Beginning working capital	14,829,960	14,843,459	1,513,430	-	42,598	20,000	(5,000)	72,311	16,486,798	1,643,339	1,656,838
Current revenues	18,993,930	18,969,930	1,000,000	25,000	(145,000)	-	-	-	19,849,930	880,000	856,000
<b>Total Resources</b>	<b>33,823,890</b>	<b>33,813,389</b>	<b>2,513,430</b>	<b>25,000</b>	<b>(102,402)</b>	<b>20,000</b>	<b>(5,000)</b>	<b>72,311</b>	<b>36,336,728</b>	<b>2,523,339</b>	<b>2,512,838</b>
<b>Uses</b>											
Personnel Services	7,123,660	7,111,590	-	-	-	-	-	-	7,111,590	-	(12,070)
Materials and Services	6,493,770	6,460,770	10,000	-	-	-	-	-	6,470,770	10,000	(23,000)
Debt Services	1,022,960	1,022,960	15,000	-	-	-	-	-	1,037,960	15,000	15,000
Transfers	1,906,310	1,906,310	-	-	-	-	-	-	1,906,310	-	-
<b>Total Operating Requirements</b>	<b>16,546,700</b>	<b>16,501,630</b>	<b>25,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>16,526,630</b>	<b>25,000</b>	<b>(20,070)</b>
Capital Outlay	4,241,400	4,241,400	2,488,430	25,000	(145,000)	20,000	115,000	-	6,744,830	2,503,430	2,503,430
<b>Total Operating and Capital</b>	<b>20,788,100</b>	<b>20,743,030</b>	<b>2,513,430</b>	<b>25,000</b>	<b>(145,000)</b>	<b>20,000</b>	<b>115,000</b>	<b>-</b>	<b>23,271,460</b>	<b>2,528,430</b>	<b>2,483,360</b>
Contingency	4,017,550	4,007,550	-	-	-	-	-	20,000	4,027,550	20,000	10,000
Ending fund balances	9,018,240	9,062,809	-	-	42,598	-	(120,000)	52,311	9,037,718	(25,091)	19,478
<b>Total contingencies and reserves</b>	<b>13,035,790</b>	<b>13,070,359</b>	<b>-</b>	<b>-</b>	<b>42,598</b>	<b>-</b>	<b>(120,000)</b>	<b>72,311</b>	<b>13,065,268</b>	<b>(5,091)</b>	<b>29,478</b>
<b>Total Uses</b>	<b>33,823,890</b>	<b>33,813,389</b>	<b>2,513,430</b>	<b>25,000</b>	<b>(102,402)</b>	<b>20,000</b>	<b>(5,000)</b>	<b>72,311</b>	<b>36,336,728</b>	<b>2,523,339</b>	<b>2,512,838</b>

20

## Additional Funding Requests

Additional Funding Requests - FY 2015-16 Budget						
Request	FTE	Department / Program	Notes	Total	General Fund	Other Funds
<b>Operations</b>						
Part-time to full-time Librarian I	0.3	Library	Personnel	22,970	22,970	-
Assistant Planner	1.0	CD - Planning	Personnel & MS	75,540	38,850	36,690
Assistant Planner	-	Direct labor Offset	Personnel	-	(23,660)	23,660
Part-time Librarian Assistant	0.5	Library	Personnel	17,020	17,020	-
Reclass Sergeant to Lieutenant	-	Police	Personnel	20,760	20,760	-
Part-time Office Assistant	0.6	Admin - Court	Personnel	50,220	25,110	25,110
Reclass to Accounting Assistant	-	Admin - Finance	Personnel	4,900	980	3,920
Part-time Code Enforcement	0.5	Police	Personnel	25,910	25,910	-
<b>Total ongoing costs</b>	<b>2.6</b>			<b>217,320</b>	<b>127,940</b>	<b>89,380</b>
<b>Capital</b>						
Docks' repairs	1.0	Parks	Capital	50,000	40,000	10,000
Police building repairs	1.0	Police	Capital	-	-	-
Patrol Vehicle	1.0	Police	Capital	36,000	36,000	-
Portable radios	1.0	Police	Capital	30,000	30,000	-
Video surveillance System	1.0	Police	Capital	-	-	-
Body worn cameras	1.0	Police	Capital	14,500	14,500	-
<b>Total one-time costs</b>	<b>6.0</b>			<b>130,500</b>	<b>120,500</b>	<b>10,000</b>
<b>Total additional funding requests</b>				<b>347,820</b>	<b>248,440</b>	<b>99,380</b>

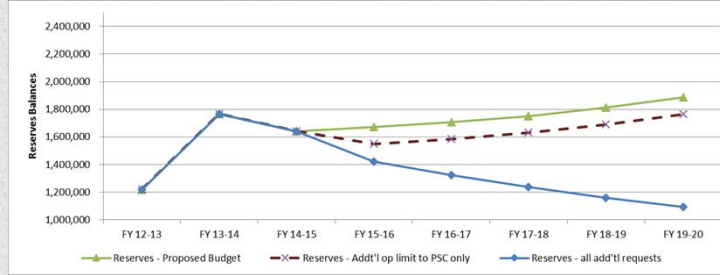
## Additional Funding Requests



o If approve all personnel services requests (w/o Capital)

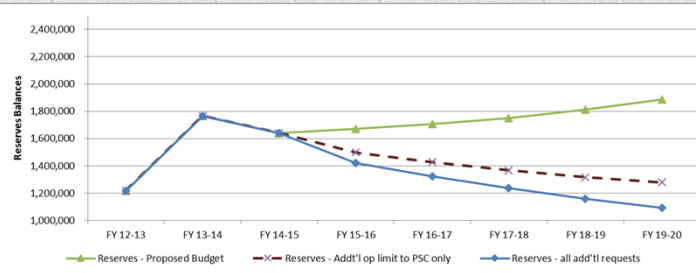
Additional Funding Requests - FY 2015-16 Budget						
Request	FTE	Department / Program	Notes	Total	General Fund	Other Funds
<b>Operations</b>						
1 Part-time to full-time Librarian I	0.3	Library	Personnel	22,970	22,970	-
2 Assistant Planner	1.0	CD - Planning	Personnel & MS	75,540	38,850	36,690
2 Assistant Planner	-	Direct labor Offset	Personnel	-	(23,660)	23,660
3 Part-time Librarian Assistant	0.5	Library	Personnel	17,020	17,020	-
4 Reclass Sergeant to Lieutenant	-	Police	Personnel	20,760	20,760	-
5 Part-time Office Assistant	0.6	Admin - Court	Personnel	50,220	25,110	25,110
6 Reclass to Accounting Assistant	-	Admin - Finance	Personnel	4,900	980	3,920
7 Part-time Code Enforcement	0.5	Police	Personnel	25,910	25,910	-
<b>Total ongoing costs</b>	<b>2.6</b>			<b>217,320</b>	<b>127,940</b>	<b>89,380</b>

## Additional Funding Requests



○ If approve all Capital Items (w/o Personnel Services)

Additional Funding Requests - FY 2015-16 Budget							
Request	FTE	Department / Program	Notes	Total	General Fund	Other Funds	If Funded
<b>Capital</b>							
Docks' repairs	1.0	Parks	Capital	50,000	40,000	-	yes
Police building repairs	1.0	Police	Capital	10,000	-	-	yes
Patrol Vehicle	1.0	Police	Capital	36,000	36,000	-	yes
Portable radios	1.0	Police	Capital	30,000	30,000	-	yes
Video surveillance System	1.0	Police	Capital	4,000	-	-	yes
Body worn cameras	1.0	Police	Capital	14,500	14,500	-	yes
<b>Total one-time costs</b>	<b>6.0</b>			<b>144,500</b>	<b>120,500</b>	-	
<b>Total additional funding requests</b>				<b>144,500</b>	<b>120,500</b>	-	

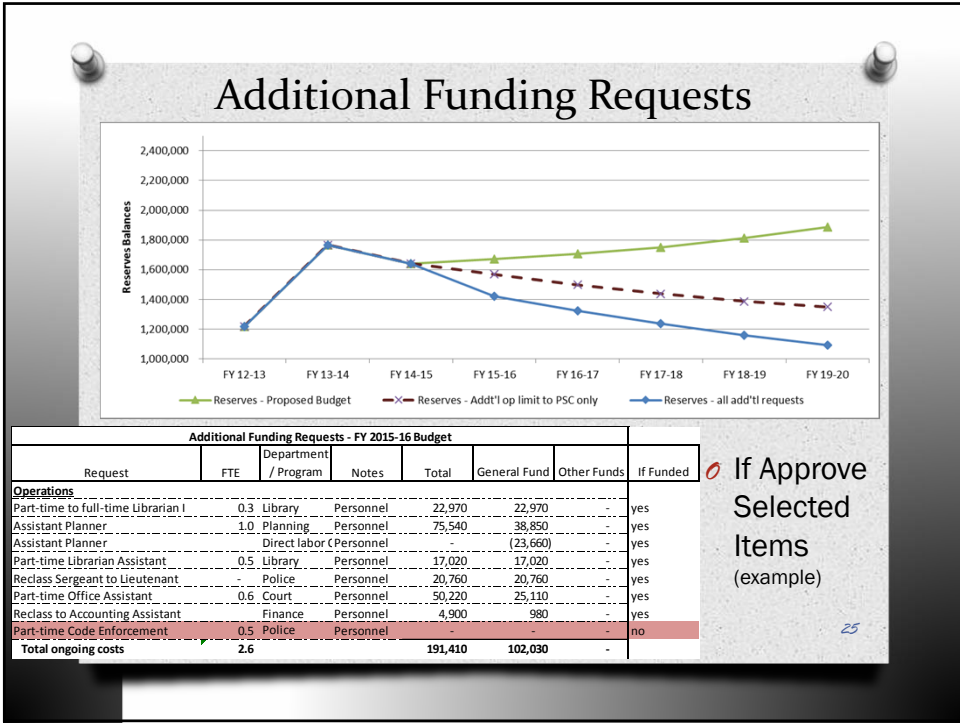


Additional Funding Requests - FY 2015-16 Budget							
Request	FTE	Department / Program	Notes	Total	General Fund	Other Funds	If Funded
<b>Operations</b>							
Part-time to full-time Librarian I	0.3	Library	Personnel	22,970	22,970	-	yes
Assistant Planner	1.0	Planning	Personnel	75,540	38,850	-	yes
Assistant Planner		Direct labor (Personnel)		(23,660)	-	-	yes
Part-time Librarian Assistant	0.5	Library	Personnel	17,020	17,020	-	yes
Reclass Sergeant to Lieutenant		Police	Personnel	20,780	20,780	-	yes
Part-time Office Assistant	0.6	Court	Personnel	50,220	25,110	-	yes
Reclass to Accounting Assistant		Finance	Personnel	4,900	580	-	yes
Part-time Code Enforcement	0.5	Police	Personnel	-	-	-	no
<b>Total ongoing costs</b>	<b>2.6</b>			<b>191,410</b>	<b>102,030</b>	-	
<b>Capital</b>							
Docks' repairs	1.0	Parks	Capital	50,000	40,000	-	yes
Police building repairs	1.0	Police	Capital	10,000	-	-	yes
Patrol Vehicle	1.0	Police	Capital	36,000	36,000	-	yes
Portable radios	1.0	Police	Capital	30,000	30,000	-	yes
Video surveillance System	1.0	Police	Capital	4,000	-	-	no
Body worn cameras	1.0	Police	Capital	14,500	14,500	-	no
<b>Total one-time costs</b>	<b>6.0</b>			<b>80,000</b>	<b>70,000</b>	-	
<b>Total additional funding requests</b>				<b>271,410</b>	<b>172,030</b>	-	

○ If Approve Selected Items (example)

24





### Additional Funding Requests

Other scenarios  
?


26

**Additional Funding Requests**

Budget Committee Recommendation ?

27

**Questions?**



28

