

**CITY OF MONROE
ORDINANCE NO. 024/2016**

**AN ORDINANCE OF THE CITY OF MONROE,
WASHINGTON, ADOPTING THE BUDGET FOR THE
FISCAL YEAR ENDING DECEMBER 31, 2017**

WHEREAS, the Mayor of the City of Monroe, Washington, completed and placed on file with the City Clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses, bond retirement and interest, reserve funds, and expenses of government of said city for the fiscal year ending December 31, 2017; and a notice was published that the Council of said City would meet on the 18th day of October, 2016, and 15th day of November, 2016, at the hour of 7:00 p.m., in the Council Chambers of the City Hall of said City for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of said city an opportunity to be heard upon said budget; and

WHEREAS, the said City Council did meet at said time and place and did then consider the matter of said proposed budget; and

WHEREAS, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Monroe for the purposes set forth in said budget, and the estimated expenditures set for in said budget being all necessary to carry on the government of said City for said year and being sufficient to meet the various needs of said city during said period.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MONROE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Budget Adoption. The budget for the City of Monroe, Washington, for the year 2017 is hereby adopted at the fund level in its final form and content as set forth in the attached budget document, Exhibit A.

Section 2. Estimated Revenues and Appropriations. Estimated resources for each separate fund of the City of Monroe, and aggregate expenditures for all such funds for the year 2017, are set forth in a summary form below; and are hereby appropriated for expenditure at the fund level during the year 2017 as set forth in the attached budget document, Exhibit A.

| Fund | Beginning Fund Balance | Revenues | Expenditures | Restricted Ending Fund Balance | Unassigned Ending Fund Balance |
|---------------------------------------|------------------------|--------------|--------------|--------------------------------|--------------------------------|
| General Fund | \$ 3,016,155 | \$13,280,049 | \$13,699,309 | \$ 2,595,708 | \$ 1,187 |
| Contingency Fund | 271,390 | 751,786 | 90,000 | 933,176 | (0) |
| Donation Fund | 4,628 | 4,450 | 6,700 | - | 2,378 |
| Streets Fund | 285,151 | 646,820 | 773,834 | - | 158,137 |
| Tourism Lodging Tax Fund | 79,229 | 75,345 | 110,517 | - | 44,057 |
| Narcotic/Drug Buy Fund | 27,847 | 10,000 | 30,000 | - | 7,847 |
| Real Estate Excise Tax Fund | 1,020,436 | 804,434 | 883,193 | - | 941,677 |
| North Kelsey Debt Fund | 4,401 | 223,365 | 224,021 | - | 3,745 |
| General Capital Improvements Projects | 6,447,611 | 2,407 | 3,000,000 | - | 3,450,018 |
| Parks Capital Improvements Projects | 776,137 | 443,544 | 694,163 | 25,589 | 499,928 |
| Streets Capital Improvements Projects | 1,399,406 | 4,706,130 | 4,694,539 | - | 1,410,997 |
| North Kelsey Development Fund | 1,387,187 | 7,857 | 148,251 | - | 1,246,793 |
| Water Fund | 2,645,904 | 4,300,758 | 6,094,704 | 456,967 | 394,991 |
| Water CIP Fund | 2,857,027 | 2,128,109 | 1,745,001 | 23,582 | 3,216,553 |
| Sewer Fund | 2,392,390 | 7,454,931 | 8,422,380 | 410,723 | 1,014,218 |
| Sewer CIP Fund | 6,362,336 | 4,024,581 | 3,485,439 | 150,406 | 6,751,072 |
| Stormwater Fund | 447,772 | 1,707,131 | 1,626,004 | 170,239 | 358,660 |
| Stormwater CIP Fund | 1,032,081 | 6,726 | 531,605 | 4,567 | 502,635 |
| Solid Waste Fund | 1,110,743 | - | 1,110,743 | - | 0 |
| Revenue Bond Debt Reserve Fund | 1,934,444 | 10,815 | 50,000 | 1,891,026 | 4,233 |
| Information Technology Services Fund | 298,088 | 471,686 | 532,476 | 75,000 | 162,298 |
| Fleet & Equipment Management Fund | 3,543,048 | 1,813,549 | 1,917,656 | 3,351,734 | 87,207 |
| Facilities Management Fund | 183,190 | 1,213,465 | 1,257,026 | 126,000 | 13,629 |
| Total | \$37,526,600 | \$44,087,938 | \$51,127,560 | \$10,214,717 | \$20,272,260 |

Section 3. Salary Schedule. The 2017 salary schedule for authorized City of Monroe positions is set forth in the attached budget document, Exhibit A, and is incorporated herein as if set forth in full.

Section 4. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

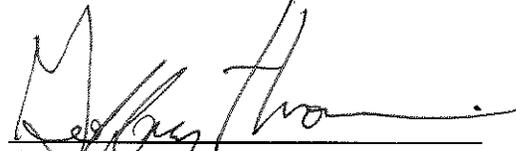
Section 5. Effective Date. This ordinance shall take effect five (5) days after publication.

PASSED by the City Council and APPROVED by the Mayor of the City of Monroe,
at a regular meeting held this 13th day of December, 2016.

1st Reading: December 6, 2016
Final Reading: December 13, 2016
Published: December 20, 2016
Effective: December 23, 2016

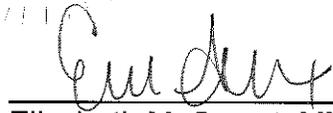
(SEAL)

CITY OF MONROE, WASHINGTON:



Geoffrey Thomas, Mayor

ATTEST:



Elizabeth M. Smoot, MMC, City Clerk

APPROVED AS TO FORM:



J. Zachary Lell, City Attorney



2017 Budget



NOTE ON 2017 BUDGET COVER PAGE IMAGE:

For 2016, the City Council, staff, and I initiated and completed a number of significant projects in Monroe. Among these significant projects were:

- *The Tjerne Place connector between Chain Lake and Woods Creek Roads,*
- *The multi-purpose trail along Woods Creek Road,*
- *The Monroe Board & Blade renovation, and completing*
- *A number of smaller significant capital projects.*

Council, staff, and I have remained supportive of, and contributed in different ways to, a number of events in Monroe. The preceding cover page image of this 2017 Preliminary Budget represents just a sampling of the projects and activities from 2016. I look forward to our community's continued work into 2017.

~ Mayor Geoffrey Thomas



From left to right: Councilmember Ed Davis, Councilmember Jeff Rasmussen, Councilmember Jim Kamp, Mayor Geoffrey Thomas, Councilmember Kevin Hanford, Councilmember Patsy Cudaback, Councilmember Kirk Scarboro, and Councilmember Jason Gamble.

**THE ADVENTURE
STARTS HERE!**



October 1, 2016

Honorable City Councilmembers and Residents of Monroe:

I am pleased to present you with a balanced 2017 Preliminary Budget. This preliminary budget was developed in September 2016. As a result, refinements to the preliminary budget may be necessary to reflect actual revenues, expenditures, and adjustments in priorities that may occur between September and December 2016. City staff and I look forward to working with you to finalize the 2017 Budget.

I thank you in advance for your review and consideration of this preliminary budget. I thank City staff for their hard work to develop a balanced 2017 Preliminary Budget within the resources we have.

Monroe is an active, vibrant community. Residents, business owners, non-profits, government agencies, City staff, and elected and appointed officials volunteer time and resources to enhance our community. Because of these efforts, and other opportunities unique to Monroe, our community continues to be a place to build homes, raise families, work, have a business, recreate, and visit.

We have much to be thankful for; we have much to celebrate:

Monroe is a place where people want to live and raise families. Building on a trend from 2014 and 2015 the City saw continued growth in residential development. As of the end of September, 2016, for instance:

- The City Council approved four (4) final plat application totaling 185 lots.
- The City Council approved two (2) preliminary plat applications totaling 74 lots.
- Six (6) preliminary plat applications, totaling 364 single family lots, were currently under staff review and will be scheduled for a Hearing Examiner public hearing in the future.
- Building permits were issued for 85 new single family dwellings and four (4) multifamily dwelling units. The 85 single family dwellings exceeds the combined total of single family permits issued in all of 2014 and 2015.
- A 112 unit multi-family development proposal was submitted and is under review.

In many of these homes people will raise their families; the average household in Monroe (2.94 persons) is larger than in Snohomish County (2.62) and the State of Washington (2.52), suggesting that more people choose to raise their children here than in other areas of Snohomish County or the State.

As the City population grows the Monroe School District has responded. The City issued permits for the Monroe School District Park Place Middle School modernization project. Construction work on

this project commenced in 2016 and will be phased over the next two years (2017/2018).

Monroe is a place to start and grow your business. 2016 saw continued business investment in our City, including:

- Tractor Supply opened a new 22,000 square foot store near the intersection of US 2 and Roosevelt Road.
- Carl's Jr. new fast food restaurant permits were issued and is under construction.
- Canyon Creek Cabinet Company completed its 25,000 square foot expansion.
- Permits were issued for a new 24,800 square foot building in the Fryelands Industrial area.

In addition to these developments, 2016 brought continued focus on rebuilding the downtown corridor. A new public art project was authorized by the City and will be located at the corner of Lewis and Main Street. The City hired a consultant to work on a strategic plan to evaluate how a downtown organization might achieve long term sustainability to promote downtown.

The City Council also extended, for an additional year, a downtown fee waiver program to encourage and incentivize private investment in the downtown area. New businesses have opened and existing businesses have made, or are in the progress of making, improvements.

Monroe is a destination for tourism and events-The Adventure Starts Here!

In 2016, our City worked with stakeholders to support events bringing over 600,000 people and approximately \$26 million in economic revenues to our community. These events included: Music in the Park, the Fair Days Parade, the Evergreen State Fair, three wakeboard events including the return of the Supra Boats Pro Wakeboard Tour, a new farmers' market location at Lake Tye Park, Movies Under the Moon, Tri-Monroe USA Triathlon, Lake Tye Triathlon, USA National Ultimate Frisbee Tournament, theater at the Wagner Arts Center, and Speed Week at the Evergreen Speedway.

The City received grant funding from Snohomish County to purchased tourism-branded street-pole banners, event fencing and barricades to better support existing and new events in Monroe.

In 2017, tourism and events will continue to grow in our parks, the Evergreen State Fairgrounds, and at the newly upgraded Monroe Board and Blade Skate Park, funded in part through a state grant. The Parks and Recreation Department is poised to host and support community events and programs for 2017, including returning events and maintaining and improving our 200 plus acres of parks, trails, and streetscapes.

Capital parks improvements in 2016 included: construction of the Monroe Board and Blade Skate Park upgrade – matched with a \$120,000 State grant award, new safety netting and fencing for ball fields installation of new infield surfacing for the six ball fields at Sky River Park and Lake Tye Park and replacement of the safety surfacing for playground facilities throughout the parks system.

New capital parks improvements for 2017 include: master planning for the Cadman Pit site adjacent to Sky River Park, realignment of the entry to Fairfield County Park in partnership with Snohomish County, design synthetic turf field upgrade at Lake Tye Park, replacement of the playground at Lake Tye Park, and a new portable performance stage area for use at Lake Tye Park and other sites

around Monroe to meet growing event venue facility demands.

Our Comprehensive Plan builds on Monroe serving as a destination for tourism and events by calling for better connections between our downtown and the Skykomish River, and by connecting our City to the regional trail network westward to the Centennial Trail (in Snohomish) and southward to the Snoqualmie Valley Trail (in Duvall). Two of the challenges our community faces, however, are to expand lodging opportunities, and to develop synthetic turf athletic fields; both to keep Monroe competitive at drawing tourism and events, and to serve Monroe's residents.

Monroe is a job creator. Monroe's population during the day increases by 16.9% as people come to work in the over 7,000 jobs in Monroe. This number is expected to increase as employers continue to grow their workforces and the City continues to market retail property it owns for new businesses.

Into 2017, our City will continue to promote the benefits of owning and working for businesses in Monroe. Among these benefits, the City is located at a transportation hub consisting of State Route 203, State Route 522, and US 2. Further, people commuting to Monroe typically experience a "reverse" commute to traffic headed from Monroe to work centers in Everett, Seattle, and the Eastside.

Monroe is being proactive with law enforcement and public safety. Monroe's police services take a proactive role in community policing. In 2016, the Police Department has been working on a Five Year Strategic Plan that will be used as a framework in making decisions as to the best strategies to provide efficient and effective public safety services. The Strategic Plan Committee has been gathering information from business owners, community organizations, and the general public that will help us shape the future of law enforcement in Monroe.

This year, the Police Department has participated monthly with the Homeless Response Group to address the homeless population living in Monroe. The Police Department has also teamed up with our Chaplains, Take the Next Step, and other social services groups to go out and meet with homeless individuals, providing information and help. We expect to expand this program in 2017 with a part-time social worker, patterning other local programs in the area.

Recognizing the need to connect with our Community, as well as getting information out, the Police Department has increased its presence on social media sites. You can find us on Twitter @Monroepd, Facebook, and Nextdoor. We will continue in 2017 to expand the use of these media outlets.

Under new legislation, the Department has introduced the use of body cameras in a pilot program. With a successful trial, the department has purchased five body cameras which will be in use by the start of 2017.

Monroe runs its own Municipal Court. Now in operation for a year and a half, Monroe Municipal Court continues to be busy. In the first three quarters of 2016, the Honorable Judge Mara Rozzano, and her staff, processed 382 criminal cases and 2248 infractions. In February 2016 Municipal Court successfully implemented video court for in-custody hearings. Since February 2016 the Court has seen 230 inmates via video court, thus relieving the Police Department of the burden of transporting inmates for court appearances.

The goal of the Court is to contribute to the quality of life in our community by advancing the causes of justice fairly and impartially. To that end, Judge Rozzano continues to offer credit towards the

payment of non-mandatory legal financial obligations with community service hours and/or obtaining a GED certificate. In addition she is investigating the possibility of a community court for minor offenses. Although we have not yet had a person present a completed GED certificate we are seeing the positive effects of our sentencing conditions. There have been a number of defendants successfully comply with drug and alcohol treatment, domestic violence programs, or other counseling who are now employed productive members of our community. A testimony to Judge Rozzano's interaction with the defendants is their excitement to tell her they are succeeding. One former defendant stopped the Judge at the Fair Days parade to introduce her to his recently returned children. Another waved her down in traffic to tell her that she was 62 days clean and sober. Her goal is to get people out of the system, more committed to their community, and make Monroe an even better place to live and do business.

Monroe is where stakeholders work together to get things done. Relationships with other organizations, including the Monroe School District, Everett Community College, Monroe Chamber of Commerce, and Evergreen State Fairgrounds, continue to flourish. Monroe continues to share equipment and facilities with the Monroe School District and promoting the Everett Community College by fostering relationships with local businesses. Together, we achieve more for Monroe than if we work alone.

Monroe plans for the future. In 2016 a significant focus was placed on streamlining our permitting processes with a focus on reduced processing times. Looking into 2017, this focus will continue with code revisions that will further streamline processes including a zoning code update to make our development standards clear.

Monroe is a city that balances its budgets. While optimistic about our future revenues, we balance our budget on reasonable estimates of revenues and expenditures. Early in 2016, I opened a conversation with the City Council about positions, facilities, and services that could be added to meet increasing and changing city needs and about funding alternatives. Although Council did not take formal action at the time, there was consensus about funding for a few of the positions and for additional capital projects by using banked capacity.

For 2017, I directed staff to develop a status quo preliminary budget. As with prior years, direction was to ensure that the status quo could be maintained with reasonable estimates of revenues for the next five years so that budget decisions in 2017 would not result in deficit spending after 2017. After developing this status quo budget, bank capacity from property tax in the amount of \$485,000 was applied to fund three FTE's (an accountant, a parks supervisor position, and a planning tech/code enforcement position) and to provide additional funding for capital projects. When applying the proposed amount of banked capacity, the total amount of the property tax paid by the average home in 2017 will be lower than in 2016 due to other levies that are sun-setting at the end of 2016 and due to the increase in new construction assessed values. Further, additional banked capacity remains available should needs arise in the future.

2017 Preliminary Budget

When the 2017 Budget Instructions were sent to City departments, it was anticipated that gains in sales tax revenues in 2017 would be offset by losses in previously approved interfund transfers and one-time revenues. With these in mind, the 2017 Preliminary Budget Instructions to City departments was to deliver a "status quo" budget request for their departments to the Finance Director by

the end of August 2016.

Over the month of September 2016, the City Administrator, Finance Director, department heads, and I worked to bring the preliminary budget into balance. The following is a summary of the results of the work that is the 2017 Preliminary Budget.

- **General Fund**

For the General Fund, the overarching goals of the 2017 Preliminary Budget were to:

1. Balance on-going costs with reasonable estimates of on-going revenues and without increasing property taxes;
2. Use one-time transfers and revenues to only cover one-time expenditures;
3. Refund the Contingency Fund to meet the Reserve Policy; and
4. Reasonably project a five-year General Fund forecast without a structural deficit; that is, with projected revenues above expenditures.

- **2017 Preliminary Budget, General Fund**

1. Revenues. While reasonable forecasts are made for increased revenues from retail sales tax, those increases in revenue are off-set by reductions in specific State revenues, reductions in transfers from other City funds, and increases in costs from new requirements. These fiscal realities are included in the 2017 Preliminary Budget.
2. Expenditures. The 2017 Preliminary Budget has increased expenditures by 12 percent as compared to the approved 2016 Budget.
3. Ending Fund Balance. The General Fund's 2017 undesignated ending fund balance is just over \$140,000.
4. Contingency Fund. Per adopted policy, the Contingency Fund should be funded to an amount equal to 8% of a given year's General Fund operating expenses unless that funding would adversely affect City operations. The 2016 year-end estimate ending fund balance is \$271,390. For 2017, 8% of the General Fund operating expenses is \$1,060,176. Council is considering changing its contract with Republic Services such that a balance, projected to be \$1,110,743 at the end of 2016, is no longer necessary in the City's solid waste utility. The solid waste utility fund balance is a "one-time" funding source and is not recommended to be used to balance ongoing/annual operational expenses.

The Preliminary Budget would transfer \$788,000 of the solid waste utility fund balance to fully fund the Contingency Fund. (Note: The remaining \$322,743 is transferred to the General Fund where it contributes to the 2017 ending fund balance and other one-time projects.) By transferring these funds to the Contingency Fund, the City is better positioned for "one-time" emergencies, unexpected opportunities, and projects that are entering design stages of development including the intersection of Blueberry and North Kelsey, extending 191st, Street, and developing synthetic turf fields.

- **2017 Preliminary Budget, General Fund Personnel**

As in 2016, all positions that become vacant in 2017 will be evaluated for need and availability of on-going revenue to support the position before deciding to fill the vacancy.

Economic Development

The Mayor and City Council are committed to promoting economic development and understand that a growing business community is essential when it comes to sustaining a healthy and prosperous City. Business development generates tax revenue to finance services and enables the City to maintain low tax rates. Supporting businesses and encouraging new development also provides local residents with both shopping and employment opportunities close to home.

In 2016, building permit and land use permit forms and handouts were revised for clarity and ease of use. A permit stakeholder committee was convened earlier in the year, and the City has begun implementing changes to codes and other procedures to eliminate unnecessary delay and processes.

The 2017 preliminary budget continues to make economic development, and delivering on our promise of being “open for business,” a high priority. City staff will continue with eliminating unclear and outdated code requirements.

The 2017 budget includes \$25,000 to fund the Downtown Monroe Association (DMA). The funds will be subject to an agreement between the City and DMA to promote downtown business and property development through a comprehensive process that includes organization, promotion, economic restructuring and design. The funds are intended to supplement other sources of funding that the DMA will acquire or raise on its own to support its operations.

The 2017 preliminary budget also includes the continuation of the Downtown Events Program and replacement of outdoor furniture for the downtown. Through these initiatives, the City will engage with organizations and businesses to promote downtown.

North Kelsey Debt

The City continues making progress on marketing and selling City-owned properties. Property sales are not budgeted in the 2017 Preliminary Budget due to uncertainty in timing. They will be recognized as they occur. In 2015, the City refinanced the \$4.1 million in North Kelsey debt. In doing so, there is \$1.3 million in principal due in September 2018 and \$2,840,000 due in September 2020. The City is poised to pay off the debt as land sales occur with proceeds from those sales. Additionally, there remains approximately \$1.25 million in the North Kelsey Development Fund that could be applied toward the principal in 2018.

The Street Fund

In 2014, Monroe voters approved two-tenths of one percent (0.2%) sales tax increases for the next ten years to go toward road preservation. Funds collected throughout 2015 were used to leverage grant funds from the State of Washington to repair even more roads than would be possible using the sales tax alone. In 2017 we will continue to rehabilitate and preserve Monroe’s transportation infrastructure.

Also, in 2016 there was significant focus on safe walk route corridors with the addition of a multi-purpose use trail on 179th Avenue, from Main Street north to 157th Place, finishing segments of a multi-purpose use trail along Main Street from 171st west to Tester Rd and the addition of a new multi-purpose use trail along Woods Creek Road from Tjerne Place to the Farm at Woods Creek.

The Utility Funds

As part of the Utility System Plan Update completed in conjunction with the 2015 Comprehensive Plan Update, the utility rates and rate structure were analyzed. As a result, water and stormwater

utility rates will rise in 2017.

Capital Improvement Projects

Capital improvement projects are funded by grants, impact fees, real estate excise tax revenues, proceeds from revenue bonds and the Transportation Benefit District (TBD). These funds are typically not allowed to be used for operations. Capital projects budgeted for 2017 are as follows:

| Project | Type |
|---|-------------|
| Wastewater Treatment Plant Energy Conservation Improvements | Sewer |
| 179th Rail-at-Grade Pedestrian Crossing | Streets |
| Fryelands Rail-at-Grade Pedestrian Crossing | Streets |
| Powell Street Utilities | Sewer |
| Pavement Preservation | Streets |
| Trombley Reservoir Watermain Upgrade | Water |
| Tester Road Water Upgrade | Water |
| Blueberry/Kelsey Intersection Improvements | Streets |
| Chain Lake Road Multi-purpose path extension | Streets |
| US 2 Non-motorized Improvements | Streets |
| Fairgrounds Watermain Upgrade | Water |
| Dickinson Street Water and Storm Improvements | Water/Storm |

The 2017 Preliminary Budget and its projections are based on information available in early September 2016. As done every year, our staff will update Council on recommended changes and projections as actual revenues and expenditures are realized and as adjustments in Council priorities occur from September through December 2016.

City staff and I look forward to working with our residents and Councilmembers to respond to questions and revise the 2017 Preliminary Budget. Thank you in advance for your input, review, and consideration.

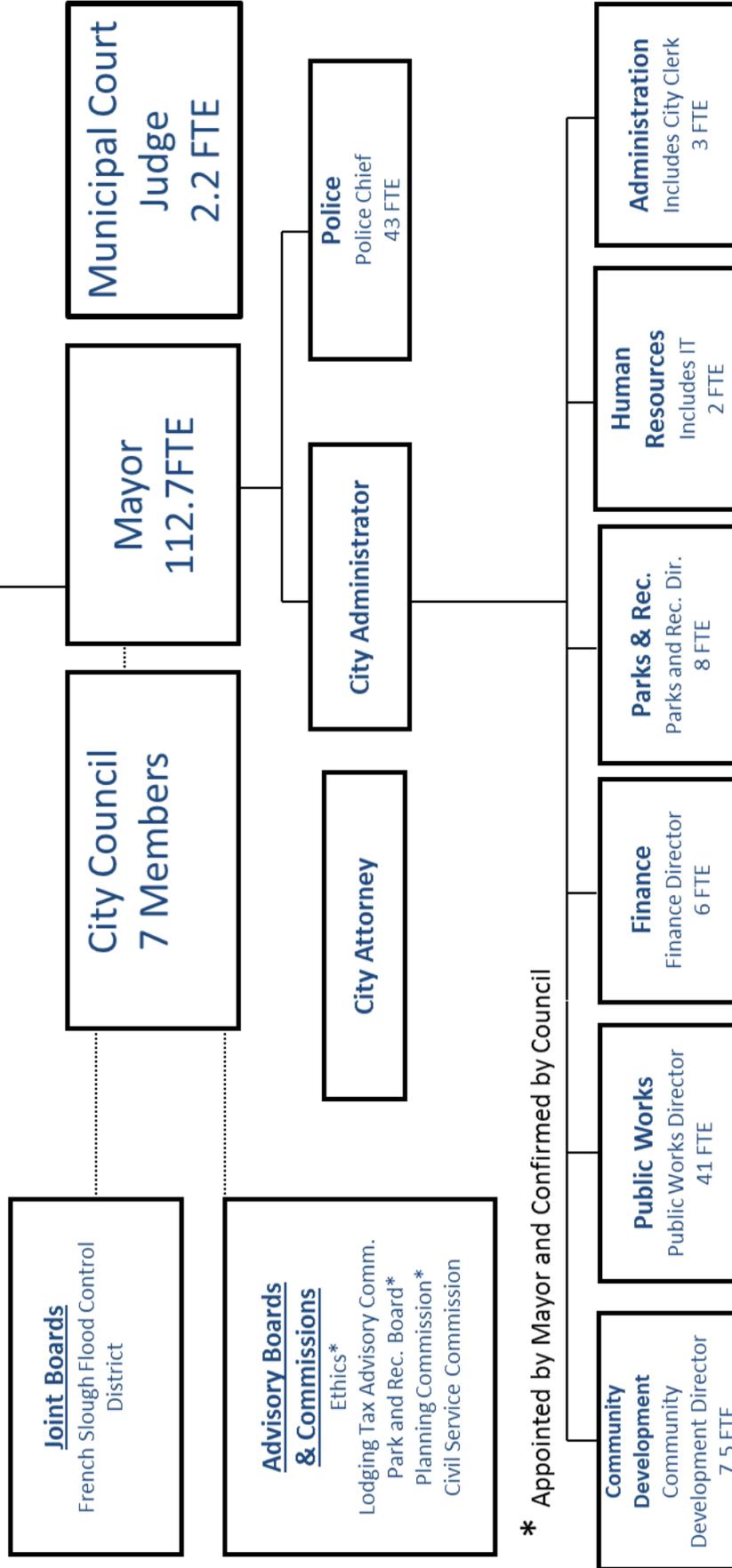
Respectfully,



Geoffrey Thomas, Mayor

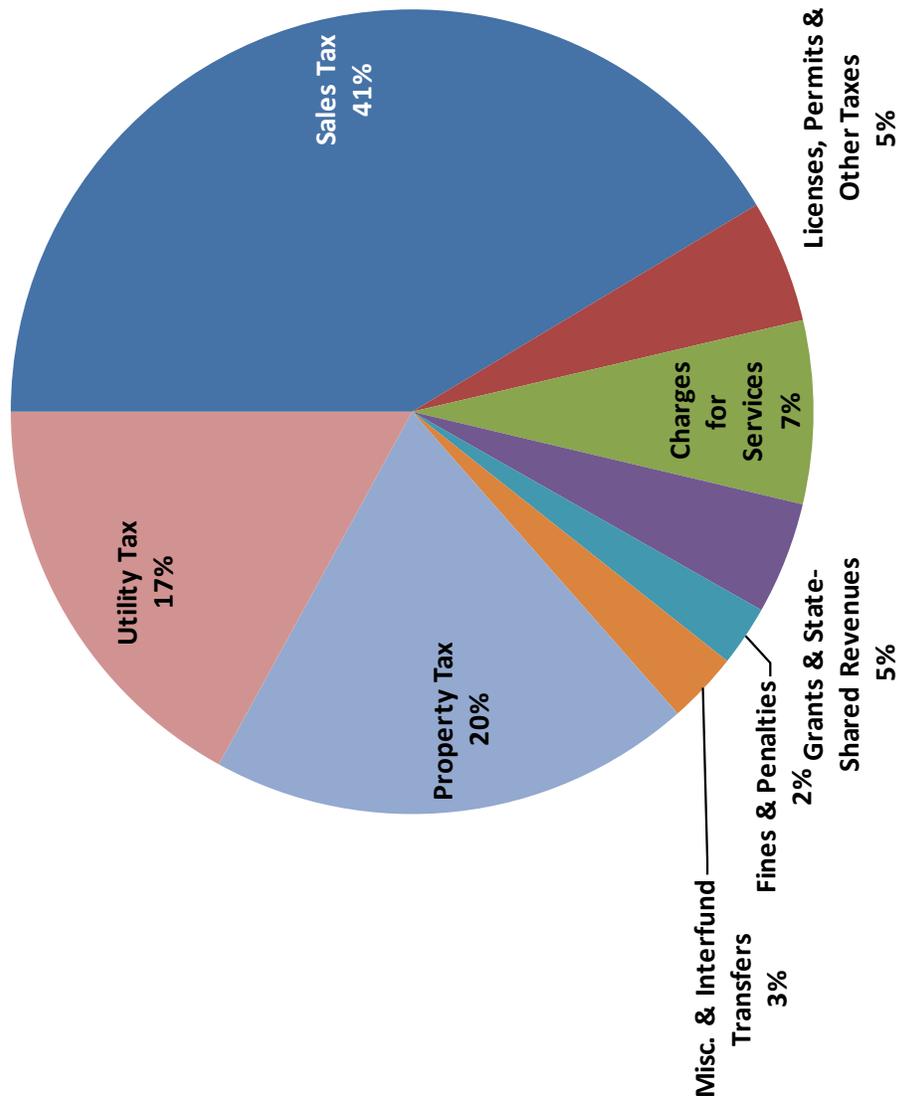


Citizens of Monroe

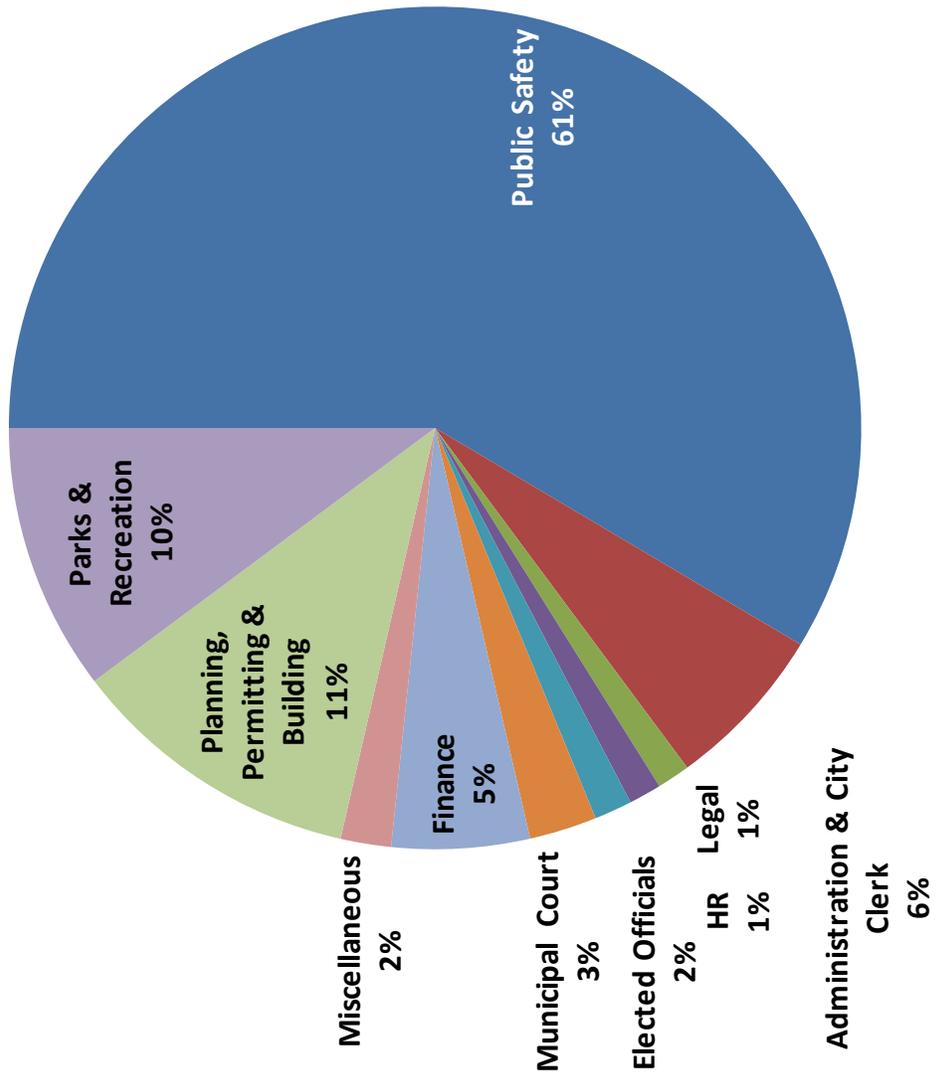


* Appointed by Mayor and Confirmed by Council

General Fund Revenues - 2017 Budget



General Fund Expenditures - 2017 Budget



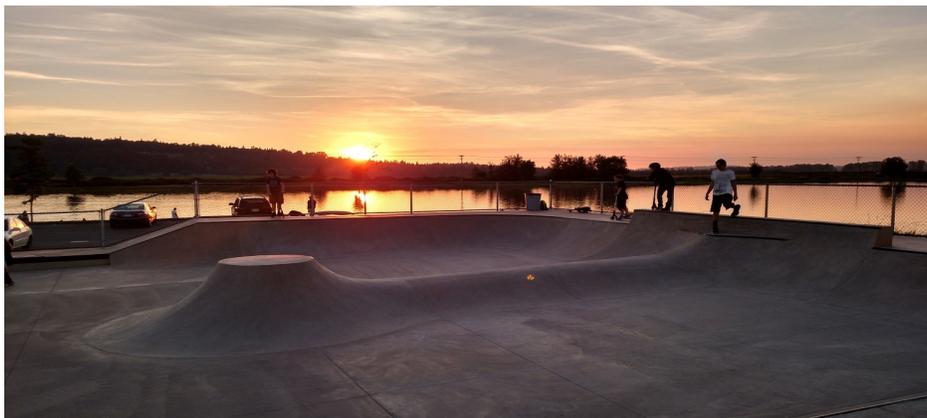
| 2017 Budget Summary | | | | | | |
|---------------------------------------|------------------------|---------------------|---------------------|----------------------|--------------------------------|--------------------------------|
| Fund | Beginning Fund Balance | Revenues | Total Resources | Expenditures | Restricted Ending Fund Balance | Unassigned Ending Fund Balance |
| General Fund | \$ 3,016,155 | \$13,280,049 | \$16,296,204 | \$ 13,699,309 | \$ 2,595,708 | \$ 1,187 |
| Contingency Fund | 271,390 | 751,786 | 1,023,176 | 90,000 | 933,176 | (0) |
| Donation Fund | 4,628 | 4,450 | 9,078 | 6,700 | - | 2,378 |
| Streets Fund | 285,151 | 646,820 | 931,971 | 773,834 | - | 158,137 |
| Tourism Lodging Tax Fund | 79,229 | 75,345 | 154,574 | 110,517 | - | 44,057 |
| Narcotic/Drug Buy Fund | 27,847 | 10,000 | 37,847 | 30,000 | - | 7,847 |
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| North Kelsey Development Fund | 1,387,187 | 7,857 | 1,395,044 | 148,251 | - | 1,246,793 |
| Water Fund | 2,645,904 | 4,300,758 | 6,946,662 | 6,094,704 | 456,967 | 394,991 |
| Water CIP Fund | 2,857,027 | 2,128,109 | 4,985,136 | 1,745,001 | 23,582 | 3,216,553 |
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| Sewer CIP Fund | 6,362,336 | 4,024,581 | 10,386,917 | 3,485,439 | 150,406 | 6,751,072 |
| Stormwater Fund | 447,772 | 1,707,131 | 2,154,903 | 1,626,004 | 170,239 | 358,660 |
| Stormwater CIP Fund | 1,032,081 | 6,726 | 1,038,807 | 531,605 | 4,567 | 502,635 |
| Solid Waste Fund | 1,110,743 | - | 1,110,743 | 1,110,743 | - | 0 |
| Revenue Bond Debt Reserve Fund | 1,934,444 | 10,815 | 1,945,259 | 50,000 | 1,891,026 | 4,233 |
| Information Technology Services Fund | 298,088 | 471,686 | 769,773 | 532,476 | 75,000 | 162,298 |
| Fleet & Equipment Management Fund | 3,543,048 | 1,813,549 | 5,356,597 | 1,917,656 | 3,351,734 | 87,207 |
| Facilities Management Fund | 183,190 | 1,213,465 | 1,396,655 | 1,257,026 | 126,000 | 13,629 |
| Total | \$ 37,526,600 | \$44,087,938 | \$81,614,538 | \$ 51,127,560 | \$10,214,717 | \$ 20,272,260 |

2017 General Fund Expenditures by Type & Department

Comparison by Department

| Summary for General Fund Departments | Salaries | Personnel Taxes & Benefits | Supplies | Services | Intergovt. & Taxes | Projects & Capital | Ending Reserve | 2017 Budget | | 2016 Budget | | 2015 Actual | |
|---|---------------------|----------------------------|-------------------|---------------------|--------------------|--------------------|------------------------|----------------------|---------------|----------------------|---------------|----------------------|---------------|
| | | | | | | | | \$ | % | \$ | % | \$ | % |
| Administration | \$ 228,662 | \$ 91,920 | \$ 8,000 | \$ 246,296 | \$ 58,905 | \$ - | \$ - | \$ 633,683 | 3.9% | \$ 461,611 | 3.2% | \$ 438,863 | 3.1% |
| Legal | - | - | - | 170,000 | - | - | - | 170,000 | 1.0% | 180,000 | 1.2% | 163,980 | 1.2% |
| Municipal Court | 171,581 | 76,985 | 1,900 | 101,957 | - | - | - | 352,422 | 2.2% | 326,348 | 2.2% | 296,338 | 2.1% |
| Human Resources | 102,302 | 40,017 | 100 | 25,443 | - | - | - | 167,862 | 1.0% | 147,600 | 1.0% | 136,816 | 1.0% |
| Mayor & City Council | 110,400 | 9,099 | - | 54,850 | 20,000 | - | - | 194,349 | 1.2% | 193,849 | 1.3% | 119,609 | 0.8% |
| Finance | 425,814 | 183,152 | 4,000 | 95,717 | - | - | - | 708,683 | 4.3% | 521,503 | 3.6% | 481,129 | 3.4% |
| City Clerk/Public Records | 83,128 | 39,863 | 1,000 | 155,950 | - | - | - | 279,941 | 1.7% | 398,114 | 2.7% | 375,380 | 2.6% |
| Planning, Permitting & Building | 749,414 | 323,712 | 7,400 | 433,828 | - | - | - | 1,514,354 | 9.3% | 1,159,872 | 8.0% | 1,199,678 | 8.4% |
| Emergency Management | 3,640 | 1,314 | 7,886 | 11,569 | - | 750 | - | 24,959 | 0.2% | 24,847 | 0.2% | 94,536 | 0.7% |
| Police | 4,293,523 | 1,634,148 | 72,825 | 1,133,387 | 22,857 | 28,145 | 321,427 | 7,506,312 | 48.1% | 6,970,333 | 47.8% | 6,697,060 | 47.1% |
| Jail, Court & Dispatch | - | - | - | 818,976 | - | - | - | 818,976 | 5.0% | 870,716 | 6.0% | 634,165 | 4.5% |
| Parks | 619,645 | 297,948 | 37,200 | 402,111 | - | 33,000 | - | 1,389,904 | 8.5% | 1,188,972 | 8.2% | 1,023,227 | 7.2% |
| Non-Departmental | - | - | - | - | - | 259,292 | 2,275,468 | 2,594,760 | 15.6% | 2,137,174 | 14.7% | 2,557,487 | 18.0% |
| Total Dollars | \$ 6,788,009 | \$ 2,898,157 | \$ 140,111 | \$ 3,650,083 | \$ 101,762 | \$ 321,187 | \$ 2,598,895 | \$ 16,296,204 | 100.0% | \$ 14,580,939 | 100.0% | \$ 14,218,267 | 100.0% |
| Comparison by Type | | | | | | | | | | | | | |
| Sub-Totals, with percentages, less Reserves | | | | | | | Reserves as % of Total | | | | | | |
| 2016 Budget Amount | \$ 6,788,009 | \$ 2,898,157 | \$ 140,111 | \$ 3,650,083 | \$ 101,762 | \$ 321,187 | \$ 2,598,895 | \$ 13,699,309 | | | | | |
| 2016 Percent | 49.6% | 19.7% | 1.0% | 26.6% | 0.7% | 2.3% | 19.0% | | | | | | |
| 2015 Budget Amount | \$ 6,144,141 | \$ 2,435,852 | \$ 159,436 | \$ 3,425,780 | \$ 64,933 | \$ 155,456 | \$ 2,350,297 | \$ 12,385,598 | | | | | |
| 2015 Percent | 49.6% | 19.7% | 1.3% | 27.7% | 0.5% | 1.3% | 19.0% | | | | | | |
| 2014 Actual Amount | \$ 5,786,738 | \$ 2,251,723 | \$ 141,891 | \$ 3,014,933 | \$ 56,819 | \$ 287,912 | \$ 2,962,920 | \$ 11,540,016 | | | | | |
| 2014 Percent | 50.1% | 19.5% | 1.2% | 26.1% | 0.5% | 2.5% | 25.7% | | | | | | |

| | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|
| General Fund | | | | |
| Beginning Fund Balance | \$ 2,933,802 | \$ 2,943,177 | \$ 2,943,177 | \$ 3,016,155 |
| Revenues | | | | |
| Taxes | 8,963,607 | 9,236,562 | 9,367,977 | 10,419,570 |
| Licenses & Permits | 481,275 | 468,769 | 674,170 | 479,200 |
| Intergovernmental | 554,772 | 580,115 | 607,710 | 592,738 |
| Charges for Services | 938,630 | 1,098,881 | 1,272,547 | 967,665 |
| Fines & Forfeitures | 244,306 | 266,340 | 303,346 | 319,350 |
| Interest, Rentals & Other | 91,073 | 42,051 | 57,871 | 50,783 |
| Transfers In | 295,470 | 100,000 | 100,000 | 450,743 |
| Total Revenues | \$ 11,569,134 | \$ 11,792,718 | \$ 12,383,621 | \$ 13,280,049 |
| Total Resources | \$ 14,502,936 | \$ 14,735,895 | \$ 15,326,798 | \$ 16,296,204 |
| Expenditures | | | | |
| Salaries | \$ 5,786,738 | \$ 6,144,141 | \$ 6,171,664 | \$ 6,788,009 |
| Payroll Taxes & Benefits | 2,251,723 | 2,435,852 | 2,389,511 | 2,698,157 |
| Supplies | 141,891 | 159,436 | 160,597 | 140,111 |
| Services/Charges | 3,014,933 | 3,425,780 | 3,328,076 | 3,650,083 |
| Intergovernmental/Taxes | 56,819 | 64,933 | 100,794 | 101,762 |
| Total Operating Expenditures | \$ 11,252,105 | \$ 12,230,142 | \$ 12,150,642 | \$ 13,378,122 |
| Capital & Project Expenditures | 287,912 | 155,456 | 160,001 | 321,187 |
| Total Expenditures | \$ 11,540,016 | \$ 12,385,598 | \$ 12,310,643 | \$ 13,699,309 |
| Undesignated Fund Balance | 653,149 | 129,144 | 667,345 | 1,187 |
| Restricted for Emergencies | 1,904,338 | 2,008,030 | 2,065,609 | 2,274,281 |
| Restricted for Public Safety | 405,433 | 213,123 | 283,200 | 321,427 |
| Total Ending Fund Balance | \$ 2,962,920 | \$ 2,350,297 | \$ 3,016,155 | \$ 2,596,895 |



| Contingency Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|-----------------------------------|---------------------|--------------------|------------------------|---------------------|
| Beginning Fund Balance | \$ 414,658 | \$ 327,604 | \$ 327,604 | \$ 271,390 |
| Revenues | | | | |
| Interest | 2,945 | 3,000 | 1,786 | 1,786 |
| Transfer In from General Fund | 176,000 | - | - | - |
| Transfer In from Solid Waste Fund | - | - | - | 750,000 |
| Total Revenues | \$ 178,945 | \$ 3,000 | \$ 1,786 | \$ 751,786 |
| Total Resources | \$ 593,604 | \$ 330,604 | \$ 329,390 | \$ 1,023,176 |
| Expenditures | | | | |
| Council Chambers Furniture | \$ - | \$ 10,000 | \$ 10,000 | \$ - |
| Downtown Arts Grant | - | 15,000 | 15,000 | - |
| Downtown Main Street Program | - | 25,000 | 25,000 | - |
| Traffic Study Blueberry/Kelsey | - | 8,000 | 8,000 | - |
| Street CIP Fund-Main St Bollards | 86,000 | - | - | - |
| Transfer Out to General Fund | 180,000 | - | - | 90,000 |
| Total Expenditures | \$ 266,000 | \$ 58,000 | \$ 58,000 | \$ 90,000 |
| Undesignated Ending Fund Balance | 546 | (8,000) | (0) | (0) |
| Restricted per Reserve Policy | 327,058 | 280,604 | 271,390 | 933,176 |
| Total Ending Fund Balance | \$ 327,604 | \$ 272,604 | \$ 271,390 | \$ 933,176 |

Note: Restricted Fund Balance goal = 8% of General Fund Operating Expense \$ 1,070,250



| Administration | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|---------------------------------|---------------------|--------------------|------------------------|--------------------|
| Charges for Services Revenue | \$ 228,808 | \$ 272,318 | \$ 272,318 | \$ 214,171 |
| Total Revenues | <u>\$ 228,808</u> | <u>\$ 272,318</u> | <u>\$ 272,318</u> | <u>\$ 214,171</u> |
| Expenditures | | | | |
| Salaries | 136,870 | 157,299 | 157,299 | 228,562 |
| Payroll Taxes & Benefits | 46,238 | 51,729 | 52,568 | 91,920 |
| Supplies | 7,730 | 8,000 | 7,511 | 8,000 |
| Services/Charges | 229,072 | 222,299 | 207,883 | 246,296 |
| Intergovernmental | <u>18,952</u> | <u>22,284</u> | <u>58,558</u> | <u>58,905</u> |
| Total Admin Expenditures | <u>\$ 438,863</u> | <u>\$ 461,611</u> | <u>\$ 483,819</u> | <u>\$ 633,683</u> |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 1.00 | 1.00 | 1.00 | 2.00 |
|--------------------------|------|------|------|------|

| Legal | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|---------------------------------|---------------------|--------------------|------------------------|--------------------|
| Charges for Services Revenue | \$ 83,219 | \$ 127,621 | \$ 127,621 | \$ 105,590 |
| Expenditures | | | | |
| Services/Charges | <u>163,980</u> | <u>180,000</u> | <u>165,000</u> | <u>170,000</u> |
| Total Legal Expenditures | <u>\$ 163,980</u> | <u>\$ 180,000</u> | <u>\$ 165,000</u> | <u>\$ 170,000</u> |
| | - | - | - | - |

| Municipal Court | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|---|---------------------|--------------------|------------------------|--------------------|
| Fines, Forfeitures, & Fee Revenue | \$ 239,082 | \$ 264,240 | \$ 300,100 | \$ 319,300 |
| Expenditures | | | | |
| Salaries | \$ 145,885 | \$ 155,687 | \$ 156,375 | \$ 171,581 |
| Payroll Taxes & Benefits | 62,718 | 70,523 | 69,101 | 76,985 |
| Supplies | 2,296 | 1,000 | 3,300 | 1,900 |
| Services/Charges | <u>85,438</u> | <u>99,138</u> | <u>97,075</u> | <u>101,957</u> |
| Total Municipal Court Expenditures | <u>\$ 296,338</u> | <u>\$ 326,348</u> | <u>\$ 325,851</u> | <u>\$ 352,422</u> |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 1.00 | 2.20 | 2.20 | 2.20 |
| Contracted | | | | 1.00 |

| Human Resources | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|---|---------------------|--------------------|------------------------|--------------------|
| Wellness Program & Misc Revenues | \$ 43 | \$ - | \$ - | \$ - |

Expenditures

| | | | | |
|------------------------------|-------------------|-------------------|-------------------|-------------------|
| Salaries | \$ 87,175 | \$ 95,101 | \$ 95,165 | \$ 102,302 |
| Payroll Taxes & Benefits | 33,267 | 36,514 | 36,173 | 40,017 |
| Supplies | 89 | 100 | - | 100 |
| Services/Charges | 16,286 | 15,885 | 16,842 | 25,443 |
| Total HR Expenditures | \$ 136,816 | \$ 147,600 | \$ 148,180 | \$ 167,862 |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 1.00 | 0.95 | 0.95 | 0.80 |
|--------------------------|------|------|------|------|

| Mayor & City Council | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|-----------------------------------|---------------------|--------------------|------------------------|--------------------|
| Expenditures | | | | |
| Salaries | \$ 94,400 | \$ 110,400 | \$ 110,400 | \$ 110,400 |
| Payroll Taxes & Benefits | 7,734 | 9,099 | 8,953 | 9,099 |
| Services/Charges | 1,726 | 54,350 | 54,718 | 54,850 |
| Intergovernmental | 15,749 | 20,000 | 20,000 | 20,000 |
| Total Council Expenditures | \$ 119,609 | \$ 193,849 | \$ 194,071 | \$ 194,349 |





| Finance Department | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|-----------------------------------|--------------------------|--------------------------|----------------------------|--------------------------|
| Passport Services | \$ 17,364 | \$ 18,550 | \$ 23,000 | \$ 24,500 |
| Charges for Services | <u>249,202</u> | <u>290,978</u> | <u>290,978</u> | <u>256,304</u> |
| Total Revenues | <u>\$ 266,566</u> | <u>\$ 309,528</u> | <u>\$ 313,978</u> | <u>\$ 280,804</u> |
| Expenditures | | | | |
| Salaries | 276,481 | 283,937 | 283,668 | 425,814 |
| Payroll Taxes & Benefits | 121,515 | 128,404 | 131,997 | 183,152 |
| Supplies | 2,994 | 3,950 | 4,150 | 4,000 |
| Services/Charges | <u>80,140</u> | <u>105,212</u> | <u>98,027</u> | <u>95,717</u> |
| Total Finance Expenditures | <u>\$ 481,129</u> | <u>\$ 521,503</u> | <u>\$ 517,842</u> | <u>\$ 708,683</u> |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 4.35 | 4.35 | 4.35 | 5.35 |
|--------------------------|------|------|------|------|

| City Clerk/Public Records | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|--------------------------------------|--------------------------|--------------------------|----------------------------|--------------------------|
| Expenditures | | | | |
| Salaries | \$ 103,530 | \$ 132,602 | \$ 136,686 | \$ 83,128 |
| Payroll Taxes & Benefits | 49,889 | 68,612 | 66,556 | 39,863 |
| Supplies | 313 | 1,000 | 250 | 1,000 |
| Services/Charges | <u>221,648</u> | <u>195,900</u> | <u>173,560</u> | <u>155,950</u> |
| Total City Clerk Expenditures | <u>\$ 375,380</u> | <u>\$ 398,114</u> | <u>\$ 377,052</u> | <u>\$ 279,941</u> |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 1.00 | 2.00 | 2.00 | 1.00 |
|--------------------------|------|------|------|------|



| Planning, Permitting & Building | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|--|----------------------------|----------------------------|----------------------------|---------------------------|
| Revenues | | | | |
| Building Permits | \$ 311,092 | \$ 300,000 | \$ 500,000 | \$ 300,000 |
| Charges for Services | <u>248,768</u> | <u>283,850</u> | <u>459,765</u> | <u>268,900</u> |
| Total Revenues | <u>\$ 559,860</u> | <u>\$ 583,850</u> | <u>\$ 959,765</u> | <u>\$ 568,900</u> |
| Expenditures | | | | |
| Salaries | 534,128 | 599,800 | 589,571 | 749,414 |
| Payroll Taxes & Benefits | 241,153 | 263,409 | 247,535 | 323,712 |
| Supplies | 6,124 | 7,750 | 7,750 | 7,400 |
| Services/Charges | 418,273 | 288,913 | 245,461 | 268,828 |
| Zoning Code Update | - | - | - | 140,000 |
| Downtown Main Street Program | = | = | = | <u>25,000</u> |
| Operating Expenditures | \$ 1,199,678 | \$ 1,159,872 | \$ 1,090,317 | \$1,514,354 |
| Project Expenditures | = | = | = | = |
| Total Expenditures | <u>\$ 1,199,678</u> | <u>\$ 1,159,872</u> | <u>\$ 1,090,317</u> | <u>\$1,514,354</u> |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 8.00 | 7.96 | 7.96 | 8.96 |
|--------------------------|------|------|------|------|

| Emergency Management | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|-----------------------------|-------------------------|-------------------------|----------------------------|-------------------------|
| Grant Revenue | <u>\$ 10,751</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> |
| Expenditures | | | | |
| Salaries | \$ 12,437 | \$ 3,384 | \$ 3,386 | \$ 3,640 |
| Payroll Taxes & Benefits | 4,305 | 1,194 | 1,186 | 1,314 |
| Supplies | 24,732 | 6,563 | 6,563 | 7,686 |
| Services/Charges | 51,774 | 13,206 | 13,147 | 11,569 |
| Equipment Expenditures | <u>1,288</u> | <u>500</u> | <u>500</u> | <u>750</u> |
| Total Expenditures | <u>\$ 94,535</u> | <u>\$ 24,847</u> | <u>\$ 24,782</u> | <u>\$ 24,959</u> |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 0.10 | 0.03 | 0.03 | 0.03 |
|--------------------------|------|------|------|------|

| Police Department | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|--|---------------------------|----------------------------|----------------------------|----------------------------|
| Revenues | | | | |
| County Criminal Justice Sales Tax | \$ 281,013 | \$ 283,604 | \$ 284,744 | \$ 285,883 |
| Local Sales Tax Levy for Public Safety | 361,050 | 368,675 | 386,854 | 406,197 |
| Gambling Tax Revenue | 39,851 | 39,226 | 37,752 | 37,751 |
| Licenses & Permits | 10,711 | 10,269 | 12,000 | 12,000 |
| Intergovernmental | 308,406 | 319,055 | 342,068 | 348,478 |
| Charges for Services | 64,181 | 57,764 | 55,439 | 54,300 |
| Fines & Forfeitures | 5,224 | 2,100 | 3,246 | 50 |
| Interest & Other | 2,814 | 3,887 | 2,757 | 2,791 |
| Total Police Revenues | <u>\$1,073,250</u> | <u>\$ 1,084,580</u> | <u>\$ 1,124,860</u> | <u>\$ 1,147,450</u> |
| | - | - | - | - |
| Expenditures | | | | |
| Salaries | 3,891,587 | 4,074,491 | 4,109,322 | 4,293,523 |
| Payroll Taxes & Benefits | 1,443,573 | 1,541,199 | 1,522,392 | 1,634,148 |
| Supplies | 67,416 | 69,073 | 69,073 | 72,825 |
| Services/Charges | 865,473 | 1,050,398 | 1,059,634 | 1,133,387 |
| Intergovernmental | 21,623 | 22,049 | 22,236 | 22,857 |
| Capital Machinery & Equipment | 1,955 | - | 4,545 | 28,145 |
| Total Police Expenditures | <u>\$6,291,627</u> | <u>\$ 6,757,210</u> | <u>\$ 6,787,202</u> | <u>\$ 7,184,885</u> |

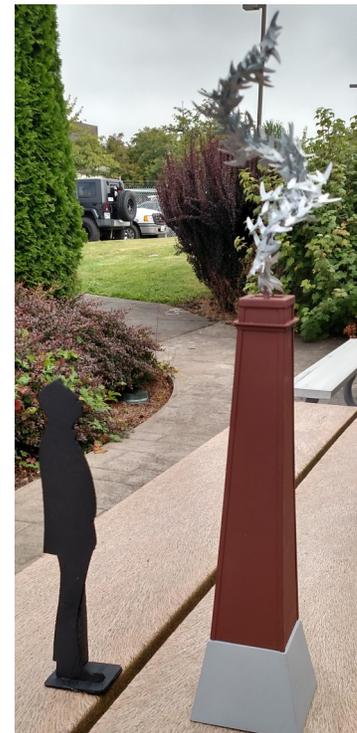
| Staffing in FTE's | 42.0 | 43.0 | 43.0 | 43.0 |
|--------------------------|------|------|------|------|
| | | | | |

| Jail, District Court & Dispatch | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|--|--------------------------|--------------------------|----------------------------|--------------------------|
| Expenditures | | | | |
| Prosecuting Attorney | \$ 99,600 | \$ 122,000 | \$ 122,000 | \$ 132,000 |
| Sno County Jail Fees | 209,513 | 400,000 | 400,000 | 310,000 |
| 800 MHz Annual Maintenance | 56,210 | 62,262 | 62,262 | 65,000 |
| Dispatch Fees | 268,843 | 286,454 | 286,454 | 311,976 |
| Total Expenditures | <u>\$ 634,165</u> | <u>\$ 870,716</u> | <u>\$ 870,716</u> | <u>\$ 818,976</u> |



| Parks & Recreation Department | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|---------------------------------|---------------------|--------------------|---------------------|---------------------|
| Revenues | | | | |
| Intergovernmental | \$ 3,667 | \$ 36,060 | \$ 42,060 | \$ 17,260 |
| Charges for Services | 42,144 | 43,600 | 38,833 | 40,000 |
| Interest & Other | 24,193 | 6,200 | 6,200 | 6,200 |
| Interfund Transfers | 100,000 | 100,000 | 100,000 | - |
| Total Parks Revenues | \$ 170,004 | \$ 185,860 | \$ 187,093 | \$ 63,460 |
| Expenditures | | | | |
| Salaries | \$ 504,245 | \$ 531,440 | \$ 529,792 | \$ 619,645 |
| Payroll Taxes & Benefits | 241,331 | 265,169 | 253,050 | 297,948 |
| Supplies | 30,198 | 62,000 | 62,000 | 37,200 |
| Services/Charges | 246,959 | 329,763 | 326,013 | 402,111 |
| Intergovernmental/Taxes | 494 | 600 | - | - |
| Downtown Furniture Replacement | - | - | - | 30,000 |
| Downtown Arts/Events | - | - | - | 3,000 |
| Total Parks Expenditures | \$ 1,023,227 | \$1,188,972 | \$ 1,170,855 | \$ 1,389,904 |
| | - | - | - | - |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 7.24 | 6.90 | 6.90 | 7.70 |
|--------------------------|------|------|------|------|



| General Fund Non Departmental | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|--|---------------------|--------------------|---------------------|---------------------|
| Revenues | | | | |
| Property Taxes | \$ 2,036,444 | \$2,031,543 | \$ 2,047,724 | \$ 2,565,566 |
| Sales Tax (excluding PD local levy) | 4,064,056 | 4,349,396 | 4,350,000 | 4,755,000 |
| Admissions Tax | 134,601 | 135,000 | 127,000 | 130,000 |
| Utility Taxes | 2,043,025 | 2,025,618 | 2,130,403 | 2,236,673 |
| Leasehold Taxes | 3,568 | 3,500 | 3,500 | 2,500 |
| Licenses & Permits | 159,472 | 158,500 | 162,170 | 167,200 |
| Intergovernmental | 231,948 | 225,000 | 223,582 | 227,000 |
| Charges for Services | 4,944 | 4,200 | 4,593 | 3,900 |
| Miscellaneous/Other Revenue | 64,023 | 31,964 | 48,914 | 41,792 |
| Interfund Transfers In | 195,470 | - | - | 450,743 |
| Total Revenues | \$ 8,937,551 | \$8,964,721 | \$ 9,097,886 | \$10,580,374 |
| Expenditures | | | | |
| Transfer to Sick Leave Reserve Fund | \$ 108,669 | \$ 79,411 | \$ 79,411 | \$ 86,400 |
| Transfer to Street CIP for Transp. Im- | - | - | - | 172,892 |
| Transfer to Contingency Fund | 176,000 | - | - | - |
| Transfer to Fleet Fund from PD Reserve | - | 75,545 | 75,545 | - |
| Total Expenditures | \$ 284,669 | \$ 154,956 | \$ 154,956 | \$ 259,292 |



| Streets Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|-------------------------------------|--------------------------|--------------------------|----------------------------|--------------------------|
| Beginning Fund Balance | \$ 281,168 | \$ 287,546 | \$ 287,546 | \$ 285,151 |
| Revenues | | | | |
| Charges for Services | 86,943 | 54,275 | 59,000 | 57,000 |
| Solid Waste Franchise Fees | 176,755 | 175,000 | 177,412 | 175,000 |
| Motor Vehicle Fuel Tax | 372,131 | 377,691 | 414,154 | 413,317 |
| Interest & Miscellaneous | 10,974 | - | 1,503 | 1,503 |
| Total Revenues | \$ 646,803 | \$ 606,966 | \$ 652,069 | \$ 646,820 |
| Total Resources | <u>\$ 927,971</u> | <u>\$ 894,512</u> | <u>\$ 939,615</u> | <u>\$ 931,971</u> |
| Expenditures | | | | |
| Salaries | 162,628 | 194,040 | 186,857 | 208,532 |
| Payroll Taxes & Benefits | 79,458 | 99,527 | 93,107 | 108,008 |
| Supplies | 5,126 | 13,089 | 10,000 | 10,766 |
| Services/Charges | 392,735 | 384,310 | 362,914 | 397,518 |
| Downtown Sidewalk Pressure Wash- | - | - | - | 17,500 |
| Downtown Lighting | - | - | - | 30,000 |
| Transfer Out - Paths & Trails | 1,500 | 1,586 | 1,586 | 1,510 |
| Total Operating Expenditures | \$ 641,448 | \$ 692,552 | \$ 654,464 | \$ 773,834 |
| | - | - | - | - |
| Ending Fund Balance | <u>\$ 286,524</u> | <u>\$ 201,960</u> | <u>\$ 285,151</u> | <u>\$ 158,137</u> |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 2.33 | 2.77 | 2.77 | 2.69 |
|--------------------------|------|------|------|------|



| Donation Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|------------------------------------|-------------------------|------------------------|----------------------------|------------------------|
| Beginning Fund Balance | \$ 6,570 | \$ 5,325 | \$ 5,325 | \$ 4,628 |
| Revenues | | | | |
| Contributions From Private Sources | 3,621 | 6,600 | 4,465 | 4,450 |
| Total Donation Resources | <u>\$ 10,191</u> | <u>\$ 11,925</u> | <u>\$ 9,790</u> | <u>\$ 9,078</u> |
| Expenditures | | | | |
| Police K-9 Program | - | - | - | 200 |
| Community Egg Hunt | 1,726 | 3,000 | 1,562 | 2,500 |
| Movies Under The Moon | 1,596 | 1,600 | 1,600 | 2,000 |
| Flower Baskets | 1,543 | 2,000 | 2,000 | 2,000 |
| Total Donation Expenditures | <u>\$ 4,865</u> | <u>\$ 6,600</u> | <u>\$ 5,162</u> | <u>\$ 6,700</u> |
| Ending Fund Balance | <u>\$ 5,325</u> | <u>\$ 5,325</u> | <u>\$ 4,628</u> | <u>\$ 2,378</u> |

| Tourism Lodging Tax Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|---------------------------------|-------------------------|------------------------|----------------------------|------------------------|
| Beginning Fund Balance | \$ 54,347 | \$ 65,792 | \$ 65,792 | \$ 79,229 |
| Revenues | | | | |
| Lodging Taxes | 70,274 | 66,826 | 84,000 | 75,000 |
| Interest & Other | 363 | - | 345 | 345 |
| Total Revenues | <u>\$ 70,637</u> | <u>\$ 66,826</u> | <u>\$ 84,345</u> | <u>\$ 75,345</u> |
| Total Resources | <u>\$ 124,984</u> | <u>\$ 132,618</u> | <u>\$ 150,137</u> | <u>\$ 154,574</u> |
| Expenditures | | | | |
| Services/Charges | 385 | 908 | 908 | 517 |
| Tourism Grants | 58,807 | 80,000 | 70,000 | 110,000 |
| Total Expenditures | <u>\$ 59,192</u> | <u>\$ 80,908</u> | <u>\$ 70,908</u> | <u>\$ 110,517</u> |
| Ending Fund Balance | <u>\$ 65,792</u> | <u>\$ 51,710</u> | <u>\$ 79,229</u> | <u>\$ 44,057</u> |



| Narcotic/Drug Buy Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|-------------------------------|-------------------------|------------------------|----------------------------|--------------------|
| Beginning Fund Balance | \$ 40,568 | \$ 28,561 | \$ 28,561 | \$ 27,847 |
| Revenues | | | | |
| Fines & Forfeitures | 10,112 | 10,000 | 4,119 | 10,000 |
| Interest & Other | <u>200</u> | - | - | - |
| Total Revenues | \$ 10,312 | \$ 10,000 | \$ 4,119 | \$ 10,000 |
| Total Resources | <u>\$ 50,880</u> | <u>\$ 38,561</u> | <u>\$ 32,680</u> | <u>\$ 37,847</u> |
| | | | | |
| Operating Expenditures | \$ 22,323 | \$ 30,000 | \$ 4,833 | \$ 30,000 |
| | | | | |
| Ending Fund Balance | <u>\$ 28,557</u> | <u>\$ 8,561</u> | <u>\$ 27,847</u> | <u>\$ 7,847</u> |
| | - | - | | |
| | - | - | | |
| | - | - | | |

| Real Estate Excise Tax Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|------------------------------------|-------------------------|------------------------|----------------------------|---------------------|
| Beginning Fund Balance | \$ 74,342 | \$ 577,702 | \$ 577,702 | \$ 1,020,436 |
| Revenues | | | | |
| Real Estate Excise Taxes | 775,207 | 500,000 | 803,300 | 800,000 |
| Interest & Other | <u>2,153</u> | <u>1,500</u> | <u>4,434</u> | <u>4,434</u> |
| Total Revenues | \$ 777,360 | \$ 501,500 | \$ 807,734 | \$ 804,434 |
| Total Resources | <u>\$ 851,702</u> | <u>\$1,079,202</u> | <u>\$1,385,436</u> | <u>\$ 1,824,870</u> |
| | | | | |
| Expenditures | | | | |
| Transfer Out - Streets CIP Fund | 174,000 | 200,000 | 200,000 | 500,000 |
| Transfer Out - Parks CIP Fund | - | 65,000 | 65,000 | 250,000 |
| Transfer Out - Debt Service Fund | - | - | - | 133,193 |
| Transfer Out - Parks Operations | <u>100,000</u> | <u>100,000</u> | <u>100,000</u> | - |
| Operating Expenditures | \$ 274,000 | \$ 365,000 | \$ 365,000 | \$ 883,193 |
| | | | | |
| Ending Fund Balance | <u>\$ 577,702</u> | <u>\$ 714,202</u> | <u>\$1,020,436</u> | <u>\$ 941,677</u> |

| Governmental Debt Service Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|---|-------------------------|------------------------|----------------------------|--------------------|
| Beginning Fund Balance | \$ 25,366 | \$ 1,571 | \$ 1,571 | \$ 4,401 |
| Revenues | | | | |
| Interest & Other | 32 | - | 172 | 172 |
| Transfer In - Real Estate Excise Tax Fund | - | - | - | 133,193 |
| Transfer In - N Kelsey Development Fund | <u>4,087,292</u> | <u>95,000</u> | <u>95,000</u> | <u>90,000</u> |
| Total Revenues | \$ 4,087,324 | \$ 95,000 | \$ 95,172 | \$ 223,365 |
| Total Resources | <u>\$ 4,112,690</u> | <u>\$ 96,571</u> | <u>\$ 96,743</u> | <u>\$ 227,766</u> |
| Expenditures | | | | |
| Debt Service - Principal | 4,070,425 | - | - | 68,000 |
| Debt Service - Interest | <u>40,694</u> | <u>93,190</u> | <u>92,342</u> | <u>156,021</u> |
| Total Expenditures | \$ 4,111,119 | \$ 93,190 | \$ 92,342 | \$ 224,021 |
| Ending Fund Balance | <u>\$ 1,571</u> | <u>\$ 3,381</u> | <u>\$ 4,401</u> | <u>\$ 3,745</u> |
| | - | - | | |
| | - | - | | |

| General Capital Improvements Projects | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|--|-------------------------|------------------------|----------------------------|---------------------|
| Beginning Fund Balance | \$ 438,437 | \$ 441,415 | \$ 441,415 | \$ 6,447,611 |
| Revenues | | | | |
| Interest & Other | 2,977 | - | 2,407 | 2,407 |
| Bond Proceeds | <u>-</u> | <u>6,100,789</u> | <u>6,100,789</u> | <u>-</u> |
| Total Revenues | \$ 2,977 | \$6,100,789 | \$6,103,196 | \$ 2,407 |
| Total Resources | <u>\$ 441,415</u> | <u>\$6,542,204</u> | <u>\$6,544,611</u> | <u>\$ 6,450,018</u> |
| Expenditures | | | | |
| Bond Issuance Costs | \$ - | \$ 60,000 | \$ 97,000 | \$ - |
| Municipal Campus | - | - | - | 3,000,000 |
| City Campus - Shop Design | <u>-</u> | <u>100,000</u> | <u>-</u> | <u>-</u> |
| Total Expenditures | \$ - | \$ 160,000 | \$ 97,000 | \$ 3,000,000 |
| Ending Fund Balance | <u>\$ 441,415</u> | <u>\$6,382,204</u> | <u>\$6,447,611</u> | <u>\$ 3,450,018</u> |

| Parks Capital Improvements Projects Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|---|---------------------|---------------------|------------------------|---------------------|
| Beginning Fund Balance | \$ 1,067,202 | \$ 1,096,949 | \$ 1,096,949 | \$ 776,137 |
| Revenues | | | | |
| Park Impact Fees | 321,240 | 175,000 | 220,000 | 185,925 |
| Contributions from Private Sources | | | | |
| Transfers In | 1,500 | 66,586 | 66,586 | 251,510 |
| Interest & Other | 8,323 | - | 6,109 | 6,109 |
| Total Revenues | <u>\$ 331,063</u> | <u>\$ 241,586</u> | <u>\$ 292,695</u> | <u>\$ 443,544</u> |
| Total Resources | <u>\$ 1,398,265</u> | <u>\$ 1,338,535</u> | <u>\$ 1,389,644</u> | <u>\$ 1,219,681</u> |
| Expenditures | | | | |
| Salaries | 71,722 | 84,538 | 85,495 | 106,955 |
| Payroll Taxes & Benefits | 33,191 | 39,337 | 38,273 | 47,128 |
| Charges/Services | 18,087 | 24,739 | 24,739 | 19,080 |
| Lake Tye All-weather Fields Design | - | - | - | 60,000 |
| Lake Tye Play Facilities | - | - | - | 300,000 |
| Lake Tye Building Upgrade Design | - | 20,000 | 10,000 | 10,000 |
| Lk Tye Park Master Plan | - | 230,000 | - | 90,000 |
| Mobile Performance Stage | - | - | 150,000 | - |
| Skatepark Improvements | 4,200 | 270,000 | 270,000 | - |
| Ballfield Improvements per City Council | 100,000 | - | - | - |
| Fairfield Park Entry Re-alignment | - | 15,000 | - | 15,000 |
| Cadman Pit Master Plan | - | 40,000 | 20,000 | 40,000 |
| Paths & Trails CIP | 1,044 | - | - | 6,000 |
| Athletic Courts Resurfacing | 36,590 | - | - | - |
| Ballfield Dugout Covers | 17,069 | - | - | - |
| Playground Safety Surfacing | 7,076 | - | - | - |
| Ball Field Safety Surfacing | 9,253 | - | - | - |
| Ball Field Safety Netting & Fencing | 3,084 | 15,000 | 15,000 | - |
| Total Capital Expenditures | <u>\$ 301,316</u> | <u>\$ 738,614</u> | <u>\$ 613,507</u> | <u>\$ 694,163</u> |
| Ending Fund Balance | 1,086,542 | 571,428 | 746,058 | 499,928 |
| Restricted for Paths & Trails | 10,407 | 28,493 | 30,079 | 25,589 |
| Ending Fund Balance | <u>\$ 1,096,949</u> | <u>\$ 599,921</u> | <u>\$ 776,137</u> | <u>\$ 525,517</u> |
| Staffing in FTE's | 0.88 | 0.95 | 0.95 | 1.15 |

| Streets Capital Improvements Projects Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|---|----------------------------|---------------------------|---------------------------|---------------------------|
| Beginning Fund Balance | \$ 92,711 | \$1,142,596 | \$1,142,596 | \$1,399,406 |
| Revenues | | | | |
| Grant Revenues | 1,403,427 | 4,763,030 | 1,960,841 | 2,778,333 |
| GMA Fees | 267,410 | 238,000 | 500,000 | 400,000 |
| Transportation Benefit District Payments | - | 700,000 | 700,000 | 850,000 |
| Contributions from Private Sources | 750,000 | - | 250,000 | - |
| Interest & Other | 2,838 | - | 4,905 | 4,905 |
| Transfers In | <u>1,580,066</u> | <u>200,000</u> | <u>200,000</u> | <u>672,892</u> |
| Total Revenues | \$ 4,003,741 | \$5,901,030 | \$3,615,746 | \$4,706,130 |
| Total Resources | <u>\$ 4,096,453</u> | <u>\$7,043,626</u> | <u>\$4,758,342</u> | <u>\$6,105,536</u> |
| | - | - | | |
| Expenditures | | | | |
| Salaries | 120,834 | 174,043 | 141,995 | 183,490 |
| Payroll Taxes & Benefits | 58,131 | 87,561 | 68,807 | 93,252 |
| Supplies | - | - | - | - |
| Services/Charges | 40,297 | 76,941 | 76,841 | 63,977 |
| Capital Construction Projects | <u>3,221,679</u> | <u>6,280,000</u> | <u>3,071,293</u> | <u>4,353,820</u> |
| Total Capital Expenditures | \$ 3,440,942 | \$6,618,545 | \$3,358,936 | \$4,694,539 |
| Ending Fund Balance | <u>\$ 655,511</u> | <u>\$ 425,081</u> | <u>\$1,399,406</u> | <u>\$1,410,997</u> |
| Staffing in FTE's | 1.69 | 2.34 | 2.34 | 2.34 |



| North Kelsey Development Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|--------------------------------------|---------------------|---------------------|------------------------|---------------------|
| Beginning Fund Balance | \$ 1,295,628 | \$ 1,500,339 | \$ 1,500,339 | \$ 1,387,187 |
| Revenues | | | | |
| Sale of Land | 259,965 | - | - | - |
| Refunding Bond Proceeds | 3,738,000 | - | - | - |
| Interest & Other | 10,369 | 5,000 | 7,857 | 7,857 |
| Total Revenues | \$ 4,008,335 | \$ 5,000 | \$ 7,857 | \$ 7,857 |
| Total Resources | <u>\$ 5,303,963</u> | <u>\$ 1,505,339</u> | <u>\$ 1,508,196</u> | <u>\$ 1,395,044</u> |
| | - | | | |
| Expenditures | | | | |
| Charges/Services | 64,123 | 26,009 | 26,009 | 58,251 |
| Transfer Out - Debt Service Fund | 3,685,292 | 95,000 | 95,000 | 90,000 |
| Debt Issuance Costs | 49,385 | - | - | - |
| Capital Construction Projects | 4,824 | 720,000 | - | - |
| Total Capital Expenditures | \$ 3,803,623 | \$ 841,009 | \$ 121,009 | \$ 148,251 |
| Ending Fund Balance | <u>\$ 1,500,339</u> | <u>\$ 664,330</u> | <u>\$ 1,387,187</u> | <u>\$ 1,246,793</u> |

For Sale: Commercially Zoned Land in the North Kelsey Area
North Kelsey Area • Monroe Washington



| Water Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|--------------------------------|----------------------------|---------------------------|----------------------------|----------------------------|
| Beginning Fund Balance | \$ 1,459,676 | \$2,656,232 | \$ 2,656,232 | \$ 2,645,904 |
| Revenues | | | | |
| Charges For Services | 4,919,322 | 4,413,575 | 4,441,629 | 4,172,750 |
| Interest & Other | 23,748 | 33,359 | 149,827 | 116,468 |
| Transfers In from Debt Reserve | 5,770 | 13,848 | 13,848 | 11,540 |
| Total Revenues | \$ 4,948,840 | \$4,460,782 | \$ 4,605,304 | \$ 4,300,758 |
| Total Resources | <u>\$ 6,408,517</u> | <u>\$7,117,014</u> | <u>\$ 7,261,536</u> | <u>\$ 6,946,662</u> |
| Expenses | | | | |
| Salaries | 478,296 | 555,945 | 547,621 | 575,080 |
| Payroll Taxes & Benefits | 232,998 | 283,289 | 260,686 | 295,230 |
| Supplies | 1,205,109 | 1,623,018 | 1,619,451 | 1,374,627 |
| Services/Charges | 706,772 | 829,268 | 927,249 | 941,123 |
| Intergovernmental/Taxes | 232,412 | 602,000 | 592,000 | 622,000 |
| Debt Service | 623,823 | 659,787 | 659,802 | 777,043 |
| Transfers Out | 280,000 | 8,823 | 8,823 | 1,509,600 |
| Total Water Expenses | <u>\$ 3,759,410</u> | <u>\$4,562,130</u> | <u>\$ 4,615,632</u> | <u>\$ 6,094,704</u> |
| Ending Fund Balance | 2,306,437 | 2,162,705 | 2,253,725 | 394,991 |
| Restricted For Emergencies | 342,670 | 392,179 | 392,179 | 456,967 |
| Ending Fund Balance | <u>\$ 2,649,107</u> | <u>\$2,554,884</u> | <u>\$ 2,645,904</u> | <u>\$ 851,958</u> |
| Staffing in FTE's | 6.72 | 7.22 | 7.22 | 7.40 |



| Water Capital Improvements Projects Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|---|----------------------------|---------------------------|----------------------------|----------------------------|
| Beginning Fund Balance | \$ 5,388,005 | \$5,873,194 | \$ 5,873,194 | \$ 2,857,027 |
| Revenues | | | | |
| Capital Fees | 486,808 | 280,000 | 500,000 | 596,000 |
| Interest & Other | 38,326 | 60,000 | 32,609 | 32,109 |
| Transfers In from Water Operations | <u>280,000</u> | <u>-</u> | <u>-</u> | <u>1,500,000</u> |
| Total Revenues | \$ 805,133 | \$ 340,000 | \$ 532,609 | \$ 2,128,109 |
| Total Resources | <u>\$ 6,193,139</u> | <u>\$6,213,194</u> | <u>\$ 6,405,803</u> | <u>\$ 4,985,136</u> |
| Expenses | | | | |
| Salaries | 124,552 | 177,928 | 184,844 | 187,672 |
| Payroll Taxes & Benefits | 59,933 | 89,508 | 77,779 | 95,341 |
| Supplies | 4,348 | - | 210 | - |
| Charges/Services | 19,006 | 42,406 | 42,467 | 56,988 |
| Capital Construction Projects | <u>112,606</u> | <u>4,087,000</u> | <u>3,243,477</u> | <u>1,405,000</u> |
| Total CIP Expenses | \$ 320,444 | \$4,396,842 | \$ 3,548,777 | \$ 1,745,001 |
| Ending Fund Balance | 5,683,488 | 1,762,138 | 2,808,866 | 3,192,607 |
| Restricted For Emergencies | 135,260 | 24,214 | 24,214 | 23,582 |
| Restricted for Sky Meadows Projects | <u>53,946</u> | <u>30,000</u> | <u>23,946</u> | <u>23,946</u> |
| Ending Fund Balance | <u>\$ 5,872,694</u> | <u>\$1,816,352</u> | <u>\$ 2,857,027</u> | <u>\$ 3,240,135</u> |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 1.74 | 2.39 | 2.39 | 2.39 |
|--------------------------|------|------|------|------|





| Sewer Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|--------------------------------|----------------------------|----------------------------|----------------------------|----------------------------|
| Beginning Fund Balance | \$ 1,106,211 | \$ 2,147,478 | \$ 2,147,478 | \$ 2,392,390 |
| Revenues | | | | |
| Charges For Services | 7,645,349 | 7,342,275 | 7,406,500 | 7,402,000 |
| Interest & Other | 17,492 | 72,137 | 75,698 | 17,361 |
| Transfers In from Debt Reserve | <u>17,785</u> | <u>42,684</u> | <u>42,684</u> | <u>35,570</u> |
| Total Revenues | \$ 7,680,626 | \$ 7,457,096 | \$ 7,524,882 | \$ 7,454,931 |
| Total Resources | <u>\$ 8,786,836</u> | <u>\$ 9,604,574</u> | <u>\$ 9,672,360</u> | <u>\$ 9,847,321</u> |
| Expenses | | | | |
| Salaries | 958,475 | 984,686 | 932,982 | 997,501 |
| Payroll Taxes & Benefits | 456,900 | 478,846 | 432,999 | 490,892 |
| Supplies | 231,913 | 231,518 | 253,063 | 291,127 |
| Services/Charges | 1,383,882 | 1,598,342 | 1,571,385 | 1,488,174 |
| Intergovernmental/Taxes | 147,677 | 150,000 | 151,866 | 155,000 |
| Debt Service | 1,963,301 | 1,923,263 | 1,923,337 | 1,984,085 |
| Transfers Out | <u>1,500,000</u> | <u>2,014,338</u> | <u>2,014,338</u> | <u>3,015,600</u> |
| Total Sewer Expenses | <u>\$ 6,642,147</u> | <u>\$ 7,380,993</u> | <u>\$ 7,279,970</u> | <u>\$ 8,422,380</u> |
| | - | - | | |
| Ending Fund Balance | 1,782,634 | 1,817,374 | 1,986,183 | 1,014,218 |
| Restricted For Emergencies | <u>362,056</u> | <u>406,207</u> | <u>406,207</u> | <u>410,723</u> |
| Ending Fund Balance | <u>\$ 2,144,690</u> | <u>\$ 2,223,581</u> | <u>\$ 2,392,390</u> | <u>\$ 1,424,941</u> |
| Staffing in FTE's | 13.12 | 13.01 | 13.01 | 12.83 |

| Sewer Capital Improvements Projects Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|---|---------------------|---------------------|------------------------|----------------------|
| Beginning Fund Balance | \$ 4,532,722 | \$ 4,498,779 | \$ 4,498,779 | \$ 6,362,336 |
| Revenues | | | | |
| Capital Fees | 608,554 | 521,920 | 700,000 | 1,000,000 |
| Interest & Other | 30,309 | - | 24,581 | 24,581 |
| Transfers In from Sewer Operations | <u>1,500,000</u> | <u>2,000,000</u> | <u>2,000,000</u> | <u>3,000,000</u> |
| Total Revenues | \$ 2,138,864 | \$ 2,521,920 | \$ 2,724,581 | \$ 4,024,581 |
| Total Resources | <u>\$ 6,671,585</u> | <u>\$ 7,020,699</u> | <u>\$ 7,223,360</u> | <u>\$ 10,386,917</u> |
| Expenses | | | | |
| Salaries | 127,053 | 180,811 | 148,768 | 190,771 |
| Payroll Taxes & Benefits | 60,277 | 89,949 | 71,173 | 95,877 |
| Supplies | 4,348 | - | - | - |
| Charges/Services | 25,813 | 59,895 | 59,895 | 53,791 |
| Capital Construction Projects | <u>1,955,531</u> | <u>3,545,000</u> | <u>581,188</u> | <u>3,145,000</u> |
| Total CIP Expenses | \$ 2,173,022 | \$ 3,875,655 | \$ 861,024 | \$ 3,485,439 |
| Ending Fund Balance | 4,091,888 | 2,992,622 | 6,209,914 | 6,751,072 |
| Restricted For Emergencies | <u>406,675</u> | <u>152,422</u> | <u>152,422</u> | <u>150,406</u> |
| Ending Fund Balance | <u>\$ 4,498,563</u> | <u>\$ 3,145,044</u> | <u>\$ 6,362,336</u> | <u>\$ 6,901,478</u> |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 1.74 | 2.39 | 2.39 | 2.39 |
|--------------------------|------|------|------|------|





| Stormwater Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|----------------------------------|---------------------------|---------------------------|----------------------------|---------------------------|
| Beginning Fund Balance | \$ 64,489 | \$ 270,572 | \$ 270,572 | \$ 447,772 |
| Revenues | | | | |
| Charges For Services | 1,609,800 | 1,584,275 | 1,651,965 | 1,701,800 |
| Grants | 80,838 | - | - | - |
| Interest & Other | 2,732 | - | 2,741 | 2,441 |
| Transfers In from Debt Reserve | 1,445 | 3,468 | 3,468 | 2,890 |
| Total Revenues | \$1,694,816 | \$1,587,743 | \$ 1,658,174 | \$1,707,131 |
| Total Resources | <u>\$1,759,304</u> | <u>\$1,858,315</u> | <u>\$ 1,928,746</u> | <u>\$2,154,903</u> |
| Expenses | | | | |
| Salaries | 391,026 | 442,770 | 435,990 | 492,472 |
| Payroll Taxes & Benefits | 191,888 | 226,333 | 214,469 | 256,045 |
| Supplies | 18,779 | 29,403 | 28,563 | 28,427 |
| Services/Charges | 514,713 | 575,901 | 577,397 | 531,712 |
| Intergovernmental/Taxes | 106,972 | 115,000 | 112,000 | 110,000 |
| Debt Service | 104,612 | 111,762 | 104,835 | 198,947 |
| Transfers Out | 165,000 | 7,720 | 7,720 | 8,400 |
| Total Stormwater Expenses | <u>\$1,492,991</u> | <u>\$1,508,889</u> | <u>\$ 1,480,974</u> | <u>\$1,626,004</u> |
| Ending Fund Balance | 118,448 | 182,697 | 281,043 | 358,660 |
| Restricted For Emergencies | 147,865 | 166,729 | 166,729 | 170,239 |
| Ending Fund Balance | <u>\$ 266,313</u> | <u>\$ 349,426</u> | <u>\$ 447,772</u> | <u>\$ 528,898</u> |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 6.02 | 6.30 | 6.30 | 6.50 |
|--------------------------|------|------|------|------|

| Stormwater Capital Improvements Projects Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|--|---------------------------|---------------------------|----------------------------|---------------------------|
| Beginning Fund Balance | \$1,505,819 | \$1,287,962 | \$ 1,287,962 | \$1,032,081 |
| Revenues | | | | |
| Grants | 887,694 | - | - | - |
| Bond Proceeds | - | 3,283,987 | - | - |
| Interest & Other | 8,111 | - | 6,726 | 6,726 |
| Transfers In from Operations | 165,000 | - | - | - |
| Total Revenues | \$1,060,805 | \$3,283,987 | \$ 6,726 | \$ 6,726 |
| Total Resources | <u>\$2,566,624</u> | <u>\$4,571,949</u> | <u>\$ 1,294,688</u> | <u>\$1,038,807</u> |
| Expenses | | | | |
| Salaries | 120,834 | 174,043 | 141,995 | 183,330 |
| Payroll Taxes & Benefits | 58,126 | 87,561 | 68,805 | 93,198 |
| Supplies | 4,429 | - | - | - |
| Charges/Services | 16,675 | 51,807 | 51,807 | 45,077 |
| Capital Construction Projects | 1,078,814 | - | - | 210,000 |
| Total CIP Expenses | <u>\$1,278,878</u> | <u>\$ 313,411</u> | <u>\$ 262,607</u> | <u>\$ 531,605</u> |
| Ending Fund Balance | 1,282,129 | 4,253,971 | 1,027,514 | 502,635 |
| Restricted For Emergencies | 5,617 | 4,567 | 4,567 | 4,567 |
| Ending Fund Balance | <u>\$1,287,746</u> | <u>\$4,258,538</u> | <u>\$ 1,032,081</u> | <u>\$ 507,202</u> |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 1.69 | 2.34 | 2.34 | 2.34 |
|--------------------------|------|------|------|------|



| Solid Waste Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|-----------------------------------|-------------------------|------------------------|----------------------------|---------------------|
| Beginning Fund Balance | \$ 1,086,428 | \$1,153,754 | \$ 1,153,754 | \$ 1,110,743 |
| Revenues | | | | |
| Charges For Services | 3,337,698 | 3,385,125 | 3,052,225 | - |
| Interest & Other | <u>7,544</u> | <u>9,000</u> | <u>6,000</u> | <u>-</u> |
| Total Revenues | \$ 3,345,243 | \$3,394,125 | \$ 3,058,225 | \$ - |
| Total Resources | <u>\$ 4,431,670</u> | <u>\$4,547,879</u> | <u>\$ 4,211,979</u> | <u>\$ 1,110,743</u> |
| Expenses | | | | |
| Salaries | 41,457 | 60,018 | 57,563 | - |
| Payroll Taxes & Benefits | 21,237 | 32,115 | 30,349 | - |
| Supplies | 31 | 50 | - | - |
| Services/Charges | 3,070,787 | 3,209,162 | 2,885,449 | - |
| Intergovernmental/Taxes | 140,470 | 142,188 | 127,875 | - |
| Residual Equity Transfer Out | - | - | - | 1,110,743 |
| Total Solid Waste Expenses | <u>\$ 3,273,982</u> | <u>\$3,443,533</u> | <u>\$ 3,101,236</u> | <u>\$ 1,110,743</u> |
| Ending Fund Balance | <u>\$ 1,157,688</u> | <u>\$1,104,346</u> | <u>\$ 1,110,743</u> | <u>\$ 0</u> |

| | | | | |
|--------------------------|------|------|------|---|
| Staffing in FTE's | 0.68 | 0.93 | 0.93 | - |
|--------------------------|------|------|------|---|

| Revenue Bond Debt Reserve Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|---------------------------------------|-------------------------|------------------------|----------------------------|---------------------|
| Beginning Fund Balance | \$ 1,995,151 | \$1,983,629 | \$ 1,983,629 | \$ 1,934,444 |
| Revenues | | | | |
| Interest & Other | <u>13,479</u> | <u>8,000</u> | <u>10,815</u> | <u>10,815</u> |
| Total Resources | <u>\$ 2,008,629</u> | <u>\$1,991,629</u> | <u>\$ 1,994,444</u> | <u>\$ 1,945,259</u> |
| Expenses | | | | |
| Transfers Out | <u>25,000</u> | <u>60,000</u> | <u>60,000</u> | <u>50,000</u> |
| Total Expenses | \$ 25,000 | \$ 60,000 | \$ 60,000 | \$ 50,000 |
| Ending Fund Balance | 24,160 | 7,358 | 10,173 | 4,233 |
| Restricted Per Debt Covenant | <u>1,959,469</u> | <u>1,924,271</u> | <u>1,924,271</u> | <u>1,891,026</u> |
| Ending Fund Balance | <u>\$ 1,983,629</u> | <u>\$1,931,629</u> | <u>\$ 1,934,444</u> | <u>\$ 1,895,259</u> |

| Information & Technology Services Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|---|---------------------|--------------------|------------------------|--------------------|
| Beginning Fund Balance | \$ 75,748 | \$ 216,230 | \$ 216,230 | \$ 298,088 |
| Revenues | | | | |
| Charges For Services | 531,895 | 385,749 | 435,749 | 469,046 |
| Interest & Other | 3,869 | - | 2,640 | 2,640 |
| Total Revenues | <u>\$ 535,764</u> | <u>\$ 385,749</u> | <u>\$ 438,389</u> | <u>\$ 471,686</u> |
| Total Resources | <u>\$ 611,512</u> | <u>\$ 601,979</u> | <u>\$ 654,619</u> | <u>\$ 769,773</u> |
| Expenses | | | | |
| Salaries | 81,171 | 89,345 | 85,027 | 91,404 |
| Payroll Taxes & Benefits | 38,344 | 41,244 | 40,862 | 45,107 |
| Supplies | 3,112 | 10,350 | - | 10,500 |
| Services/Charges | 272,656 | 388,382 | 230,642 | 385,465 |
| Capital Equipment | - | - | - | - |
| Total Info Tech Expenses | <u>\$ 395,282</u> | <u>\$ 529,321</u> | <u>\$ 356,531</u> | <u>\$ 532,476</u> |
| Ending Fund Balance | 156,230 | 12,658 | 238,088 | 162,298 |
| Restricted per Replacement Schedule | 60,000 | 60,000 | 60,000 | 75,000 |
| Ending Fund Balance | <u>\$ 216,230</u> | <u>\$ 72,658</u> | <u>\$ 298,088</u> | <u>\$ 237,298</u> |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 1.05 | 1.05 | 1.05 | 1.20 |
|--------------------------|------|------|------|------|

| Facilities Management Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|-------------------------------------|---------------------|--------------------|------------------------|--------------------|
| Beginning Fund Balance | \$ 270,022 | \$ 88,967 | \$ 88,967 | \$ 183,190 |
| Revenues | | | | |
| Charges For Services | 1,005,338 | 1,249,843 | 1,249,843 | 1,207,837 |
| Interest & Other | 7,922 | - | 7,528 | 5,628 |
| Total Revenues | <u>\$1,013,259</u> | <u>\$1,249,843</u> | <u>\$ 1,257,371</u> | <u>\$1,213,465</u> |
| Total Resources | <u>\$1,283,281</u> | <u>\$1,338,810</u> | <u>\$ 1,346,338</u> | <u>\$1,396,655</u> |
| Expenses | | | | |
| Salaries | 182,700 | 212,739 | 183,465 | 214,101 |
| Payroll Taxes & Benefits | 90,310 | 114,051 | 96,409 | 115,924 |
| Supplies | 139,498 | 124,500 | 125,000 | 120,500 |
| Services/Charges | 795,329 | 852,274 | 758,274 | 806,501 |
| Total Facilities Expenses | <u>\$1,207,837</u> | <u>\$1,303,564</u> | <u>\$ 1,163,148</u> | <u>\$1,257,026</u> |
| Ending Fund Balance | 20,444 | 246 | 57,190 | 13,629 |
| Restricted per Replacement Schedule | 55,000 | 35,000 | 126,000 | 126,000 |
| Ending Fund Balance | <u>\$ 75,444</u> | <u>\$ 35,246</u> | <u>\$ 183,190</u> | <u>\$ 139,629</u> |

| | | | | |
|--------------------------|------|------|------|------|
| Staffing in FTE's | 2.93 | 3.05 | 3.05 | 2.93 |
|--------------------------|------|------|------|------|

| Fleet & Equipment Management Fund | Actuals 2015 | Budget 2016 | Yr End Est 2016 | Budget 2017 |
|--|---------------------------|---------------------------|----------------------------|---------------------------|
| Beginning Fund Balance | \$2,214,278 | \$2,797,523 | \$ 2,797,523 | \$3,543,048 |
| Revenues | | | | |
| Charges For Services | 1,478,268 | 1,648,152 | 1,648,452 | 1,795,228 |
| Transfers In | - | 75,545 | 75,545 | - |
| Interest & Other | <u>46,382</u> | <u>5,500</u> | <u>25,321</u> | <u>18,321</u> |
| Total Revenues | \$1,524,649 | \$1,729,197 | \$ 1,749,318 | \$1,813,549 |
| Total Resources | <u>\$3,738,928</u> | <u>\$4,526,720</u> | <u>\$ 4,546,841</u> | <u>\$5,356,597</u> |
| Expenses | | | | |
| Salaries | 139,813 | 145,979 | 155,687 | 153,839 |
| Payroll Taxes & Benefits | 70,379 | 77,240 | 77,966 | 83,286 |
| Supplies | 109,583 | 179,500 | 130,000 | 120,000 |
| Services/Charges | 251,522 | 287,440 | 282,940 | 274,519 |
| Capital Equipment | <u>371,295</u> | <u>372,200</u> | <u>357,200</u> | <u>1,286,012</u> |
| Total Fleet & Equip Expenses | \$ 942,592 | \$1,062,359 | \$ 1,003,793 | \$1,917,656 |
| Ending Fund Balance | 185,683 | 66,297 | 144,984 | 87,207 |
| Restricted per Replacement Schedule | <u>2,610,653</u> | <u>3,398,065</u> | <u>3,398,065</u> | <u>3,351,734</u> |
| Ending Fund Balance | <u>\$2,796,336</u> | <u>\$3,464,361</u> | <u>\$ 3,543,048</u> | <u>\$3,438,941</u> |

| Staffing in FTE's | 2.07 | 2.10 | 2.10 | 2.10 |
|--------------------------|-------------|-------------|-------------|-------------|
| | | | | |



**Authorized Full Time Equivalent
(FTE) Employees**

| | <u>2010</u> | <u>2011</u> | <u>2012</u> | <u>2013</u> | <u>2014</u> | <u>2015</u> | <u>2016</u> | <u>2017</u> |
|---------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| General Fund | | | | | | | | |
| Administration | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 2.00 |
| Municipal Court | - | - | - | - | 1.00 | 2.20 | 2.20 | 2.20 |
| Human Resources | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.95 | 0.95 | 0.80 |
| City Clerk/Public Records | 1.20 | 1.40 | 1.40 | 1.40 | 2.00 | 2.00 | 2.00 | 1.00 |
| Finance | 4.00 | 3.91 | 3.91 | 3.59 | 3.59 | 4.35 | 4.35 | 5.35 |
| Planning, Permitting & Building | 7.50 | 6.05 | 5.80 | 6.10 | 7.30 | 8.00 | 7.96 | 8.96 |
| Engineering | 0.72 | - | - | - | - | - | - | - |
| Economic Development | - | 1.00 | 1.00 | 1.00 | 1.00 | - | - | - |
| Emergency Management | 0.88 | - | - | - | 0.10 | 0.10 | 0.03 | 0.03 |
| Police | 45.00 | 41.00 | 41.00 | 41.00 | 43.00 | 42.00 | 43.00 | 43.00 |
| Parks & Recreation | 10.52 | 7.54 | 6.54 | 6.79 | 7.09 | 7.24 | 7.24 | 7.70 |
| Total General Fund | 71.82 | 62.90 | 61.65 | 61.88 | 67.08 | 67.84 | 68.58 | 71.04 |
| Street Fund | 2.14 | 2.25 | 2.24 | 2.23 | 2.27 | 2.33 | 2.77 | 2.69 |
| Parks CIP Fund | 0.46 | 0.46 | 0.46 | 0.46 | 0.46 | 0.88 | 0.95 | 1.15 |
| Street CIP Fund | 1.60 | 2.60 | 2.75 | 2.60 | 1.50 | 1.69 | 2.34 | 2.34 |
| Water Fund | 8.83 | 8.25 | 7.67 | 7.55 | 7.57 | 6.72 | 7.22 | 7.40 |
| Water CIP Fund | 1.09 | 1.85 | 1.85 | 1.85 | 1.55 | 1.74 | 2.39 | 2.39 |
| Sewer Fund | 15.18 | 13.33 | 13.17 | 13.14 | 13.01 | 13.12 | 13.01 | 12.83 |
| Sewer CIP Fund | 1.65 | 1.65 | 1.65 | 1.65 | 1.55 | 1.74 | 2.39 | 2.39 |
| Stormwater Fund | 8.34 | 8.37 | 7.67 | 7.58 | 6.61 | 6.02 | 6.30 | 6.50 |
| Stormwater CIP Fund | 0.05 | 0.05 | 0.05 | 0.05 | 1.50 | 1.69 | 2.34 | 2.34 |
| Solid Waste Fund | 1.45 | 0.54 | 0.54 | 0.38 | 0.38 | 0.68 | 0.93 | - |
| Information Technology Fund | 3.00 | 2.00 | 2.00 | 2.00 | 1.00 | 1.05 | 1.20 | 1.20 |
| Facilities Management Fund | 1.71 | 1.75 | 2.00 | 2.75 | 2.75 | 2.93 | 3.05 | 2.93 |
| Fleet & Equipment Fund | 1.00 | 1.00 | 1.30 | 1.30 | 1.80 | 2.07 | 2.10 | 2.10 |
| Total | 118.32 | 107.00 | 105.00 | 105.42 | 109.03 | 110.50 | 115.57 | 117.30 |

2017 Salary Ranges

| Department | Title | Salary Range - 2017 |
|-----------------------|-----------------------------------|---------------------|
| Administration | City Administrator | 9015-13326 |
| Administration | City Clerk | 4783-7008 |
| Administration | Executive Assistant | 4680-6107 |
| Administration | HR Director | 7522-11533 |
| Administration | IT Desktop Support | 4559-5819 |
| Finance | Customer Service | 3753 - 4789 |
| Finance | AP/AR | 4194 - 5352 |
| Finance | Utility Billing | 4194 - 5352 |
| Finance | Financial Analyst | 4667 - 5768 |
| Finance | Finance Director | 7522-11533 |
| Municipal Court | Court Administrator | 6736-8904 |
| Municipal Court | Court Clerk | 3753 - 4789 |
| Municipal Court | Court Security Officer | 650 - 813 |
| Municipal Court | Judge (Contract)* | 4064 - 4400 |
| Parks & Rec | Parks Maintenance | 4193 - 5351 |
| Parks & Rec | Parks & Rec Administrative Tech | 4467 - 5568 |
| Parks & Rec | Parks/Landscape Design | 4613 - 5888 |
| Parks & Rec | Parks Director | 7522-11533 |
| Community Development | Permit Technician | 4467 - 5568 |
| Community Development | Building Inspector/Plans Examiner | 4559-5904 |
| Community Development | Associate Planner | 4956-6294 |
| Community Development | Senior Planner | 5697-7483 |
| Community Development | Permit Supervisor | 5076 - 6478 |
| Community Development | Building Official | 5904 -6980 |
| Community Development | Community Development Director | 7522-11533 |
| Community Development | Planning Asst (Part-Time) | 20/hour |
| Police Dept. | Customer Service Clerk | 3026 - 3863 |
| Police Dept. | Customer Service Specialist | 3753 - 4789 |
| Police Dept. | Data Specialist/Armorer | 3753 - 4789 |
| Police Dept. | Executive Assistant | 4194 - 5352 |
| Police Dept. | Investigative Support | 4194 - 5352 |
| Police Dept. | Code Enforcement | 4194 - 5352 |
| Police Dept. | Evidence Technician | 4467 - 5568 |
| Police Dept. | Police Officer | 5607 - 6815 |
| Police Dept. | Administrative Manager | 6736-8904 |
| Police Dept. | Sergeant | 6895 - 8381 |
| Police Dept. | Administrative Bureau Director | 7522-11533 |
| Police Dept. | Deputy Chief | 7522-11533 |
| Police Dept. | Police Chief | 8718-12300 |

2017 Salary Ranges

| | | |
|-------------------------|-----------------------------------|-------------|
| Public Works Department | Utility System Specialist | 4402 - 5617 |
| Public Works Department | Cross Connection Control | 4402 - 5617 |
| Public Works Department | WWTP Operator | 4193 - 5351 |
| Public Works Department | PW Administrative Tech | 4467 - 5568 |
| Public Works Department | Engineering Admin Specialist | 3753 - 4789 |
| Public Works Department | Construction Document Supervisor | 5076 - 6478 |
| Public Works Department | Shop Specialist III | 4402 - 5617 |
| Public Works Department | Equipment Operator III | 4402 - 5617 |
| Public Works Department | Facilities Specialist III | 4402 - 5617 |
| Public Works Department | Water Quality Lead IV | 4613 - 5888 |
| Public Works Department | Lab Specialist III | 4402 - 5617 |
| Public Works Department | Construction Inspector IV | 4613 - 5888 |
| Public Works Department | Construction Inspector III | 4402 - 5617 |
| Public Works Department | Utilities/Streets Site Lead | 4613 - 5888 |
| Public Works Department | GIS/CAD Specialist | 4935-6458 |
| Public Works Department | Civil Designer | 4935-6459 |
| Public Works Department | O&M Supervisor | 5076 - 6478 |
| Public Works Department | WWTP Supervisor | 5076 - 6478 |
| Public Works Department | Senior Engineer | 5663-7483 |
| Public Works Department | PW Manager | 6736-8904 |
| Public Works Department | WWTP Manager | 6736-8904 |
| Public Works Department | Public Works Director | 7522-11533 |
| Public Works Department | Maintenance and Operations II | 4193 - 5351 |
| Public Works Department | Stormwater Compliance Coordinator | 4467 - 5568 |
| Public Works Department | Design & Construction Manager | 6736-8904 |