



PRELIMINARY 2018 BUDGET

Bill McDonald, Interim City Manager

Colleen Corcoran, Finance Director

Jessica Nappi, City Clerk

EXPLANATION OF FUNDS

General Fund

- Accounts for most normal operating activities of the City.

Enterprise Fund

- Established to account for operations that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

Capital Projects Fund

- Accounts for the acquisition or construction of major capital facilities except those financed by proprietary funds.

Special Revenue Fund

- Account for specific revenue sources that are legally restricted to expenditures for specific purposes.

Internal Service Fund

- Used to account for the financing of goods or services provided by one City department to other departments, on a cost-reimbursement basis.

EXPLANATION OF FUNDS

General Fund

- General Fund
- Street Fund
- Cumulative Reserve

Special Revenue Funds

- Police Investigative Fund

Enterprise Funds

- Water Utility
- Sewer Utility
- Storm Drain Utility

Capital Projects Funds

- Storm Drain Capital
- Water Capital
- Sewer Capital

Internal Service Funds

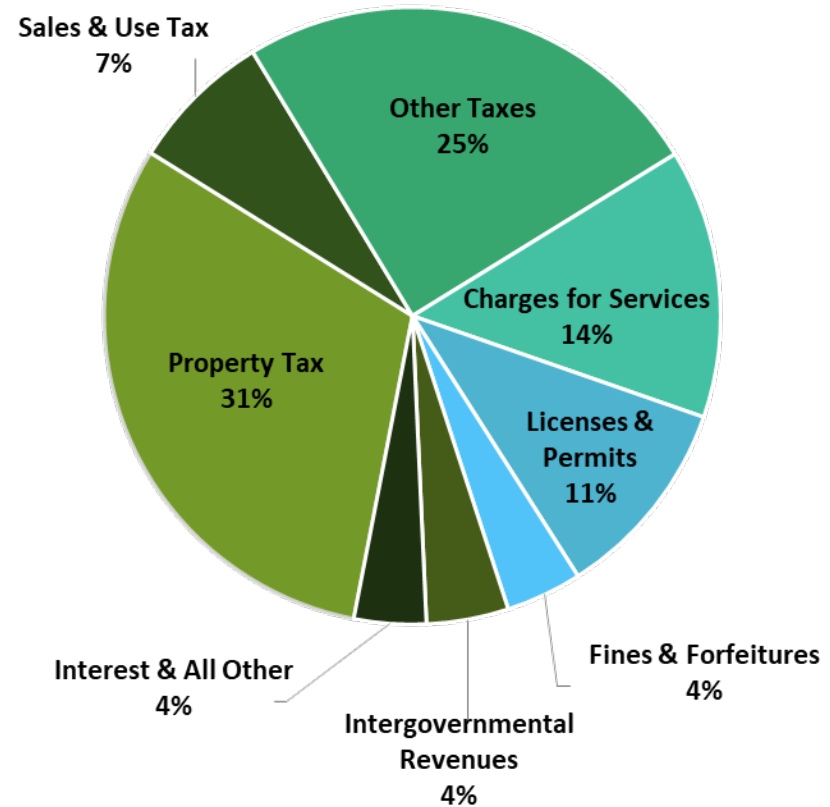
- Equipment Rental

Fiduciary Funds

- Utility Trust Fund

GENERAL FUND REVENUE PROJECTIONS*

Property Tax	\$1,567,813
Sales & Use Tax	\$380,000
Other Taxes	\$1,266,845
Charges for Services	\$717,733
Licenses & Permits	\$542,100
Fines & Forfeitures	\$203,500
Intergovernmental Revenues	\$219,045
Interest & All Other	\$192,403
Total	\$5,089,439



*Early Revenue estimates

EXPENDITURE PROJECTIONS

When a budget is adopted by ordinance, it provides not only the right to spend but it sets a limitation on the amount to be spent as well.

Department heads are required to provide budget estimates for their respective departments.

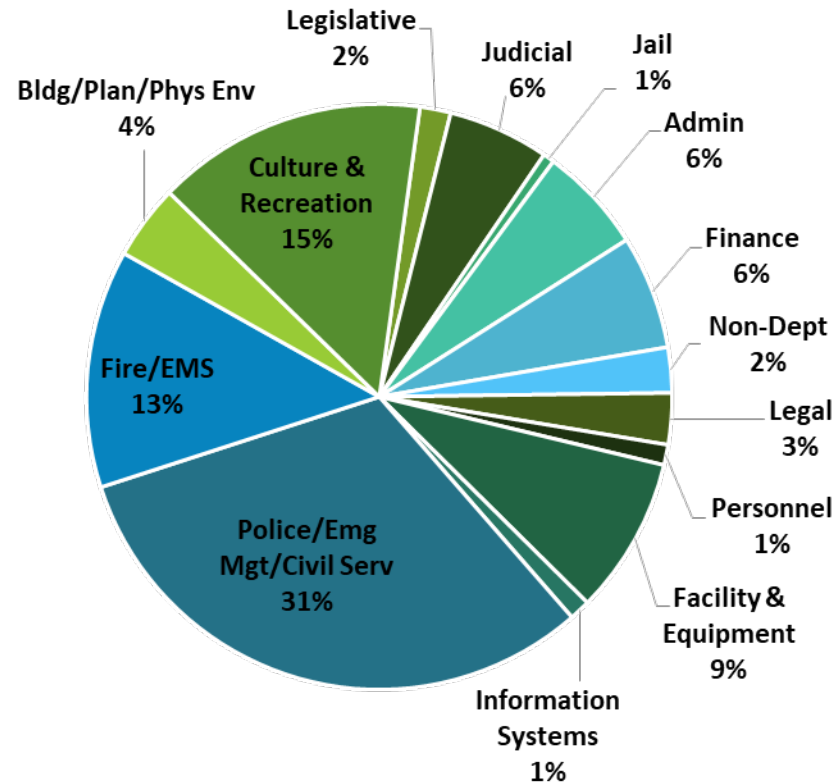
Finance calculates salary projections, including benefit costs, taking into account current union contracts. This is the single largest expense in the operating budget.

Capital requests are submitted by departments for consideration.

GENERAL FUND – DEPARTMENTS

Operating Budget

Legislative	\$83,225
Judicial	\$272,725
Jail	\$30,500
Admin	\$286,315
Finance	\$306,776
Non-Departmental	\$122,339
Legal	\$138,475
Personnel	\$54,760
Facility & Equipment	\$423,227
Information Systems	\$56,219
Police/Emg Mgt/Civil Serv	\$1,534,304
Fire/EMS	\$641,736
Bldg/Plan/Phys Env	\$201,774
Culture & Recreation	\$729,608
Total Operating Costs without Transfers	\$4,881,983



2018 BUDGET: MAJOR CHANGES

Part-time Community Events Coordinator added (50% FTE)

3% COLA all employees

Seasonal/casual base pay increased to match City of Tacoma

Medical Plan change to HealthFirst 250

Storm Drain Utility Tax increase from 3% to 6%

New laptops for Council

New capital funds: Storm Drain, Water, and Sewer

Combined BYSM Fund into Sewer Fund

New lines for reserved cash flow

Rate increase in Storm, Water, and Sewer

STREET FUND

Operating Revenue

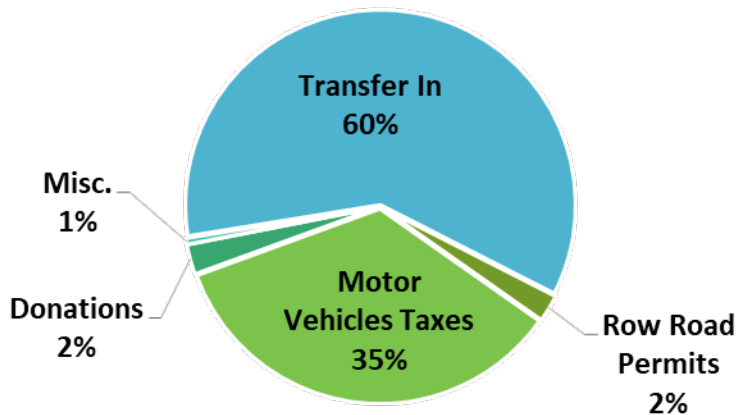
Row Road Permits	\$10,000	2%
Motor Vehicles Taxes	\$153,580	35%
Donations	\$11,000	2%
Misc.	\$2,300	1%
Transfer In	\$265,977	60%
Total	\$442,857	100%

Operating Expenditures

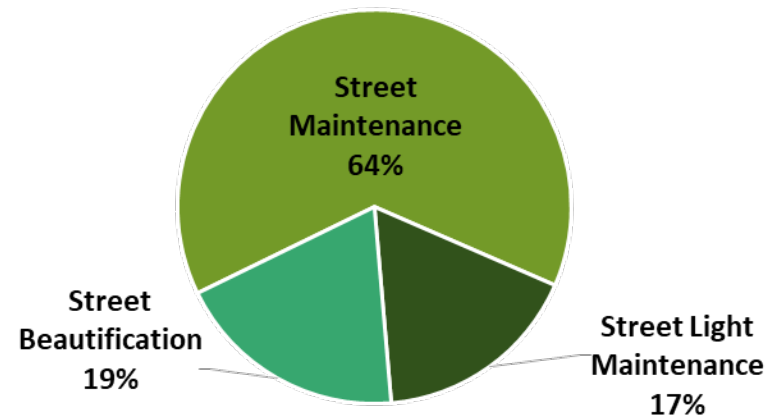
Street Maintenance	\$316,504	64%
Street Light Maintenance	\$84,955	17%
Street Beautification	\$95,035	19%
Total	\$496,494	100%

Decrease in fund balance for Operating Cost: <\$53,637>

Revenue



Expenditures



STORM DRAIN FUND

Operating Revenue

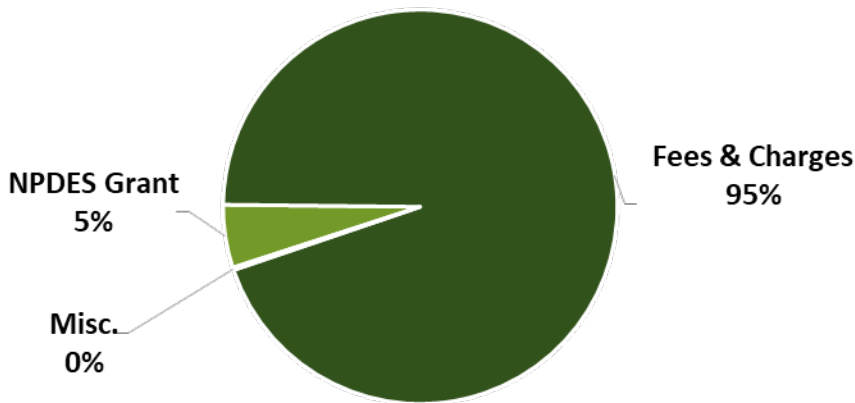
NPDES Grant	\$25,000	5.2%
Fees & Charges	\$457,000	94.6%
Misc.	\$1,000	0.2%
Total	\$482,000	100%

Operating Expenditures

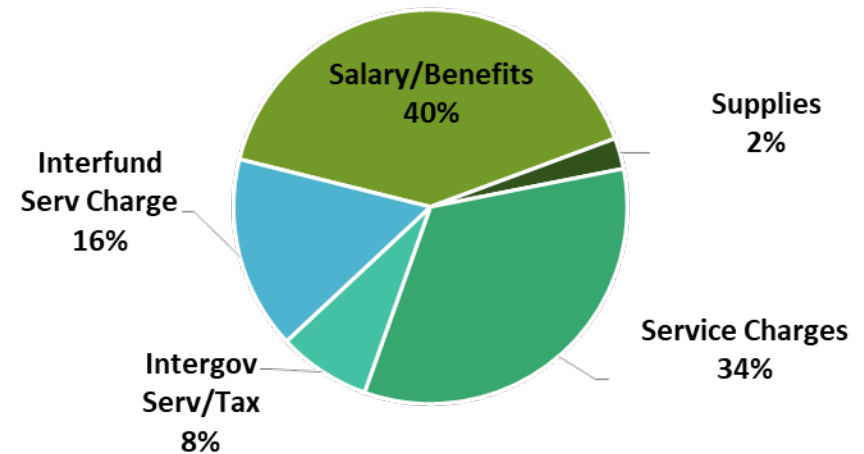
Salary/Benefits	\$187,395	40%
Supplies	\$11,750	3%
Service Charges	\$155,321	34%
Intergov Serv/Tax	\$35,255	8%
Interfund Serv Charge	\$73,354	16%
Total	\$463,075	100%

Increase in fund balance for Operating Cost: \$19,925

Revenue



Expenditures



WATER FUND

Operating Revenue

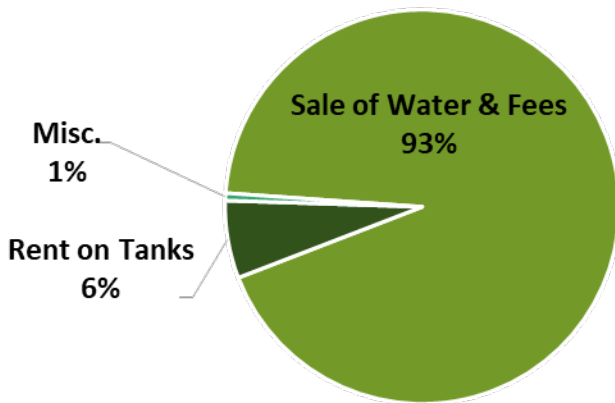
Sale of Water & Fees	\$978,500	93%
Rent on Tanks	\$67,000	6%
Misc.	\$6,300	1%
Total	\$1,051,800	100%

Operating Expenditures

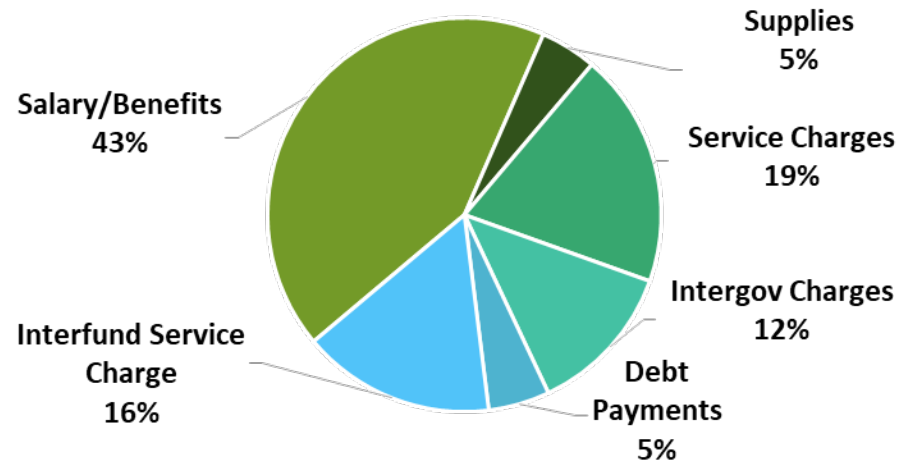
Salary/Benefits	\$421,215	43%
Supplies	\$45,650	5%
Service Charges	\$190,155	19%
Intergov Charges	\$123,514	13%
Debt Payments	\$49,746	5%
Interfund Service Charge	\$156,533	15%
Total	\$986,813	100%

Increase in fund balance for Operating Cost: \$64,987

Revenue



Expenditures



SEWER FUND

Operating Revenue

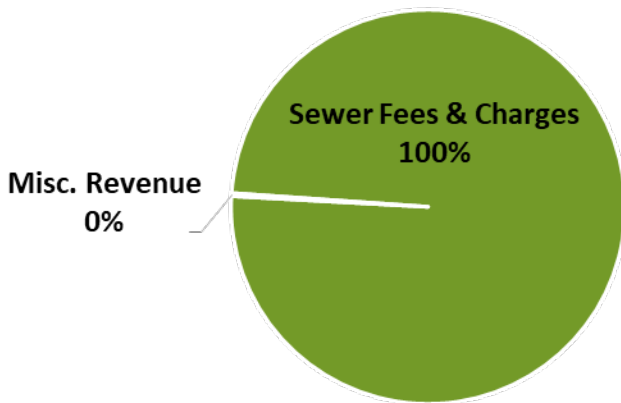
Sewer Fees & Charges	\$2,625,700	99%
Misc. Revenue	\$6,500	1%
Total	\$2,632,200	100%

Operating Expenditures

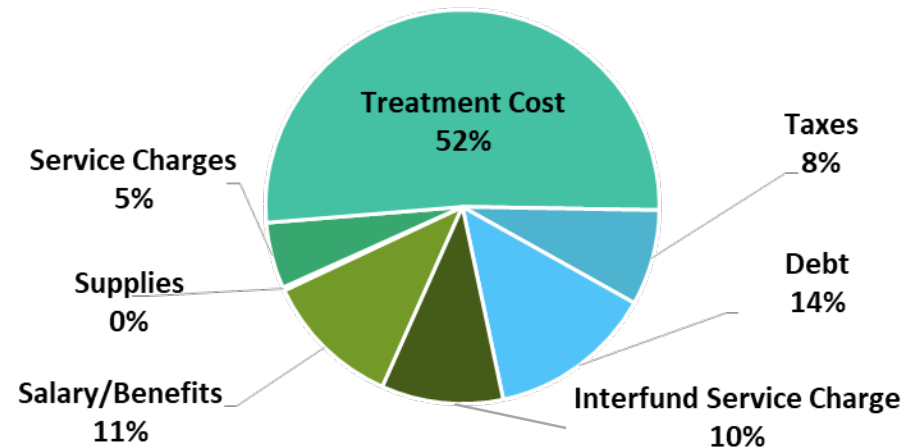
Salary/Benefits	\$264,090	11%
Supplies	\$6,250	1%
Service Charges	\$126,334	5%
Treatment Cost	\$1,200,000	51%
Taxes	\$182,565	8%
Debt	\$315,520	14%
Interfund Service Charge	\$232,553	10%
Total	\$2,327,312	100%

Increase in fund balance for Operating Cost: \$304,888

Revenue



Expenditures



BUDGET PREPARATION SCHEDULE

Sept. 12th	<ul style="list-style-type: none">• Preliminary Budget
Sept. 25th	<ul style="list-style-type: none">• Budget Work Session
Oct. 2nd	<ul style="list-style-type: none">• Budget Work Session
Oct. 9th	<ul style="list-style-type: none">• Budget Work Session*
Oct. 10th	<ul style="list-style-type: none">• Public Hearings:<ul style="list-style-type: none">• Revenue Sources• 2018 Budget• Salary Ordinance
Oct. 16th	<ul style="list-style-type: none">• Budget Work Session*
Oct. 23rd	<ul style="list-style-type: none">• Budget Work Session*
Oct. 24th	<ul style="list-style-type: none">• Public Hearing: 2018 Budget
Nov. 14th	<ul style="list-style-type: none">• Adopt 2018 Budget

**Reserved if needed.*