

**FIRCREST CITY COUNCIL  
SPECIAL MEETING AGENDA**

**MONDAY, SEPTEMBER 30, 2019  
6:00 P.M.**

**COUNCIL CHAMBERS  
FIRCREST CITY HALL, 115 RAMSDELL STREET**

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- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. AGENDA MODIFICATIONS**
- 5. PRELIMINARY 2020 BUDGET – 1<sup>st</sup> BUDGET WORK SESSION**

Budget review:

  - Salaries
  - Equipment Rental & Replacement (ERR) Fund
  - Street
  - Enterprise funds
  - REET and Reserves
- 6. ADJOURNMENT**



# PRELIMINARY 2020 BUDGET

## 1<sup>ST</sup> BUDGET WORK SESSION

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Monday, September 30, 2019

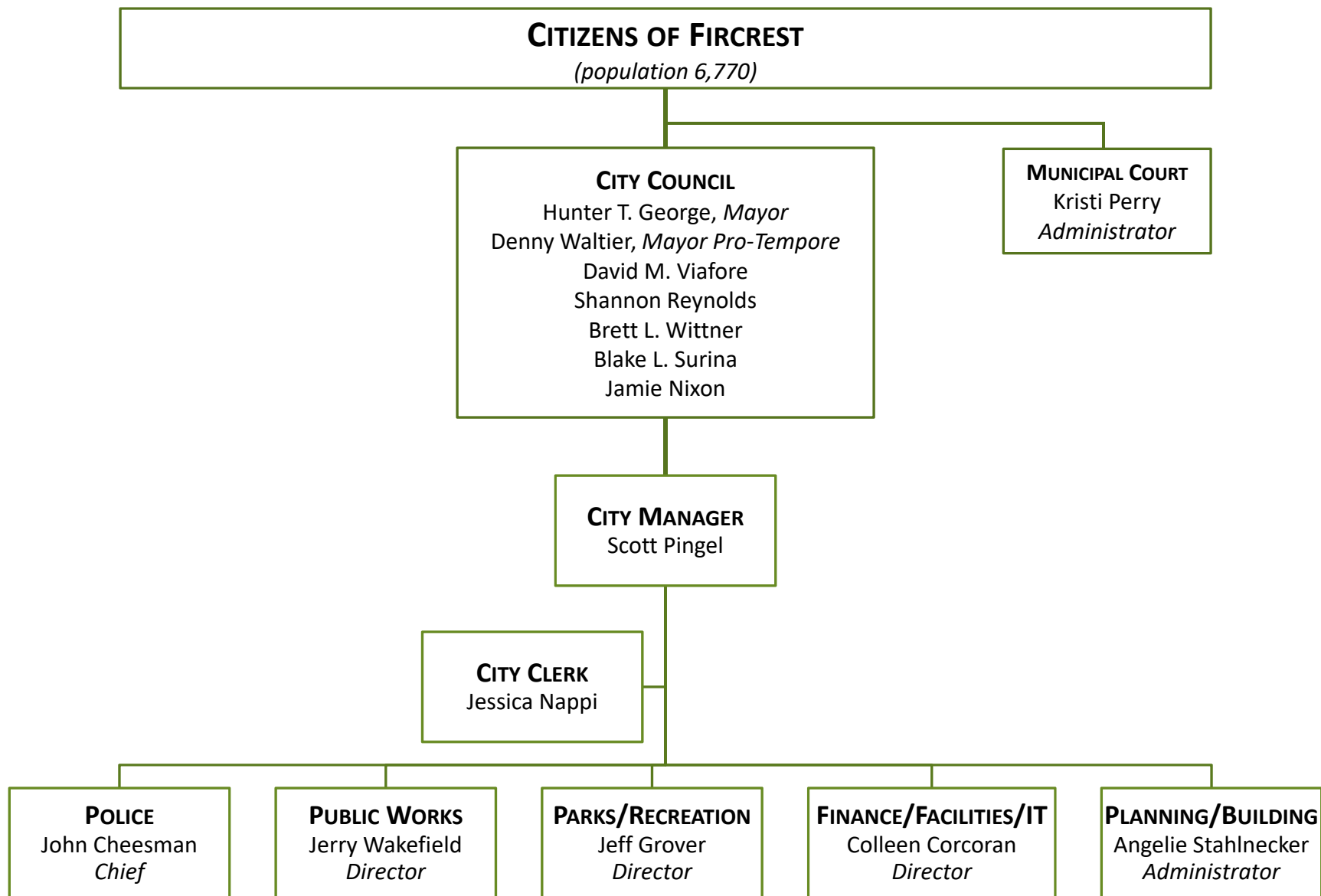
SALARIES

EQUIPMENT RENTAL & REPLACEMENT (ERR) FUND

STREET

ENTERPRISE FUNDS

RENT AND RESERVES



# BUDGET REVIEW SCHEDULE

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**1<sup>st</sup> Budget Work Session**  
*September 30<sup>th</sup>*

- Salaries
- Equipment Rental & Replacement Fund (ERR)
- Street
- Storm
- Water
- Sewer
- REET
- Cumulative Reserve

**2<sup>nd</sup> Budget Work Session**  
*October 7<sup>th</sup>*

- General Fund
- Pool Debt Service Fund
- Pool Capital Project Fund

**3<sup>rd</sup> Budget Work Session**  
*October 14<sup>th</sup>*

- General Fund Continued
- Other Significant Items
- Final Questions

# 2020 SALARIES

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## CHANGES

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- 1.7% COLA non-represented.
- 1.7% COLA for Police Guild per the CBA.
- Added Utility Service Worker I and II, and Working Utility Foreman positions to the non-represented compensation plan and salary ordinance.
  - Added these positions to the Salary Survey that was completed in 2018 and implemented in the 2019 budget. The survey for these positions does not result in budget impacts beyond the COLA.
- 1 reclassification from Recreation Coordinator to Recreation Supervisor.
- Restored full Parks and Recreation Director salary.

# ERR GOALS AND VARIANCES

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## *Equipment Repair & Replacement (ERR) Fund*

### GOALS

- Purchase new equipment.
- Maintain current replacement schedule.

### MAJOR REPLACEMENTS

- BIAS System Replacement + \$127,697 (GF: \$95,134; Storm: \$11084; Water/Sewer: \$21,479)
- Police: New Police Chief Vehicle + \$36,109
- Police: Tough Books 1 and 2 + \$10,200
- Parks: Lawn Airifier + \$2,400
- Public Works: Backhoe Attachment + \$10,000
- Public Works: Ford Ranger Replacement \$28,472

# ENTERPRISE FUNDS OVERVIEW

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## GENERAL

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- No rate increases in 2020 other than the sewer treatment passthrough.

## TRANSFERS

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- From General Fund for Street Beautification: \$10,000
- From General Fund for Street (15% Property Tax): \$241,817
- From General Fund for Street Light Maintenance from Designated Fund Balance - Light: \$69,665
- From REET 1 for Street Improvements: \$194,300

# STREET FUND

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## GOALS

- Perform street patching as needed.
- Continue crack-seal program.
- Paint all street, curb, and intersection markings throughout the City.
- Alameda Ave Grind and Overlay Project: Regents to Electron.
- Emerson Sidewalks from Alameda to Thelma Gilmur Park.

## CAPITAL PROJECTS

- Alameda Grind and Overlay project between Regents Blvd and Electron Way: + \$752,000
  - \$676,800 Funded through a grant, and \$75,200 Funded by REET 1
- Emerson Sidewalk Project: + \$590,770
  - \$530,190 funded through a grant, and \$60,580 funded by REET 1



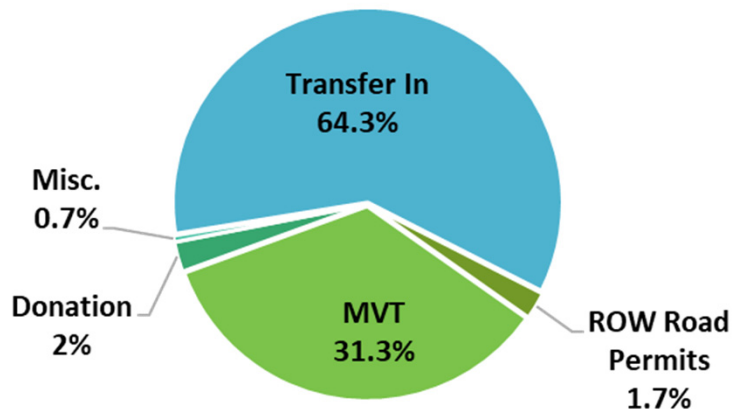
# STREET FUND: OPERATING ONLY

Operating Revenue		
ROW Road Permits	\$8,000	1.7%
Motor Vehicles Taxes	\$151,700	31.3%
Donations	\$10,000	2%
Misc.	\$3,500	0.7%
Transfer In	\$311,482	64.3%
<b>Total</b>	<b>\$484,682</b>	<b>100%</b>

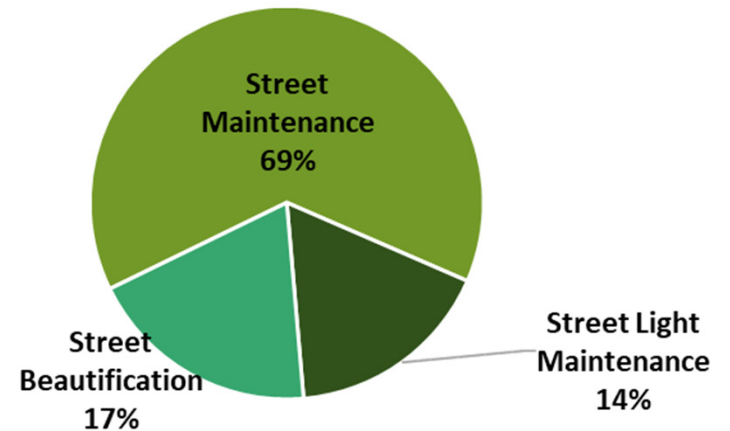
Operating Expenditures		
Street Maintenance	\$411,319	73%
Street Light Maintenance	\$59,665	11%
Street Beautification	\$90,015	16%
<b>Total</b>	<b>\$560,999</b>	<b>100%</b>

Decrease in fund balance for Operating Costs: <\$76,317>

**Revenue**



**Expenditures**



# STREET FUND

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## CAPITAL REVENUES: \$1,412,790

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- Transfer-in From REET 1: \$194,300
- Grant Revenue for Alameda and Emerson Projects: \$1,208,490
- Transfer-in Street Light Maintenance: \$10,000

## CAPITAL EXPENDITURES: \$1,412,770

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- Capital Improvements: \$1,402,770
  - Minor Street improvements throughout the City funded by REET 1 transfer: \$60,000
  - Alameda Ave Grind & Overlay grant project between Regents Blvd and Electron Way: \$752,000
  - Emerson Sidewalk Project: \$590,770
- LED Conversion Light Program: \$10,000

## NET EFFECT ON ENDING FUND BALANCE: (\$76,297)

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- Net decrease in fund balance for Operating Cost: - \$76,317
- Net increase in fund balance for Capital Cost: + \$20

# STORMDRAIN: OPERATING

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## GOALS

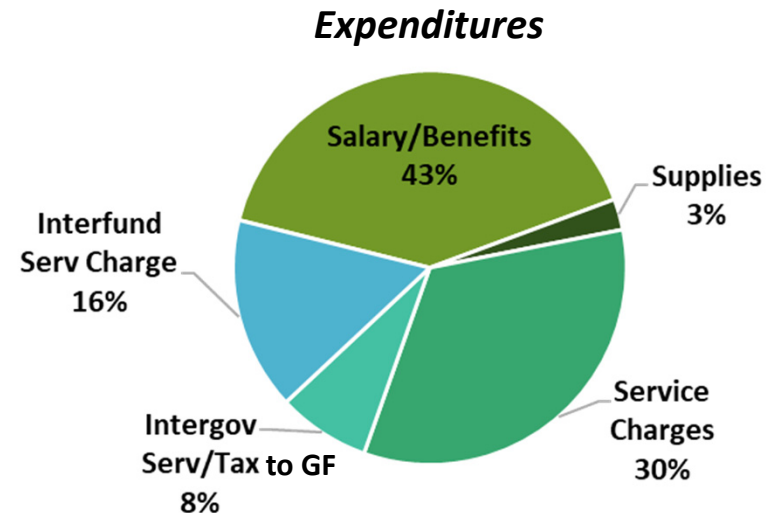
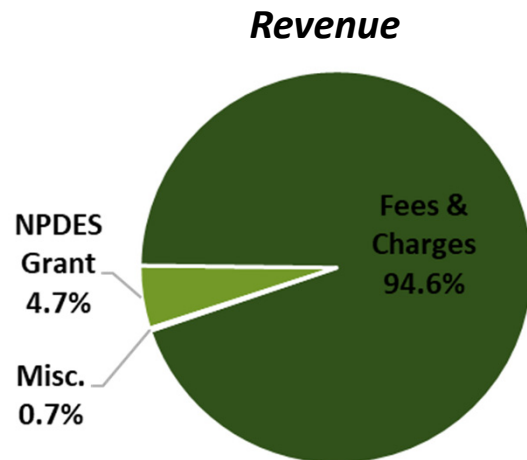
- Clean and inspect 265 catch basins (50% of City total).
- Complete and obtain DOE approval of 13<sup>th</sup> year NPDES Compliance report.
- Prepare grant applications for Storm Water treatment projects and LID projects.

# STORMDRAIN FUND: OPERATING ONLY

Operating Revenue		
NPDES Grant	\$25,000	4.7%
Fees & Charges	\$502,000	94.6%
Misc.	\$3,500	0.7%
<b>Total</b>	<b>\$530,500</b>	<b>100%</b>

Operating Expenditures		
Salary/Benefits	\$215,005	43%
Supplies	\$14,400	3%
Service Charges	\$146,812	30%
Intergov Serv/Tax	\$38,780	8%
Interfund Serv Charge to GF	\$78,352	16%
<b>Total</b>	<b>\$493,349</b>	<b>100%</b>

Operating Revenues Over/Under Operating Expenses:  
**\$37,151**  
 Less Transfer to Capital of \$81,900 = **(\$44,749)**



# STORMDRAIN CAPITAL FUND

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## CAPITAL REVENUES: \$81,900

- Transfer-in From Stormdrain Operating Fund: \$81,900

## CAPITAL EXPENDITURES: \$111,000

- Capital Improvements for storm water catch basin and main improvements: + \$80,000
- Project Engineering for engineering related to storm drainage improvements: + \$25,000
- Storm Fund's portion of new pipe camera: + \$6,000

## NET EFFECT ON ENDING FUND BALANCE: (\$29,100)

- Capital Revenues: \$81,900
- Capital Expenditures: \$111,000

# WATER FUND: OPERATING

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## GOALS

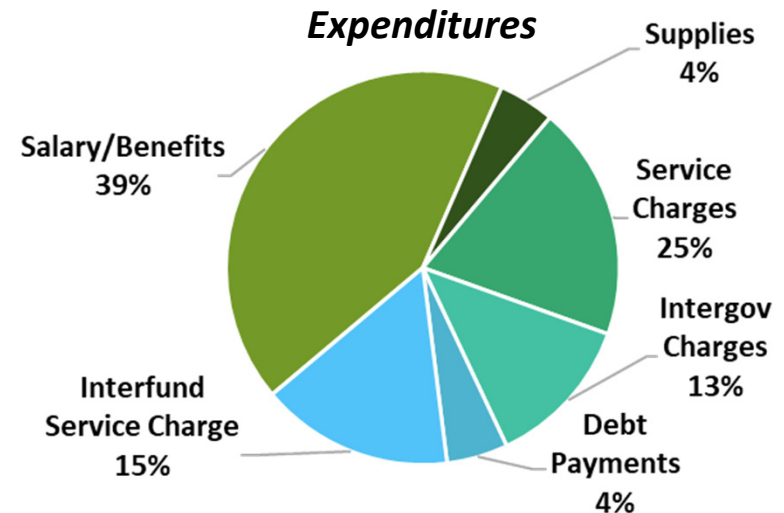
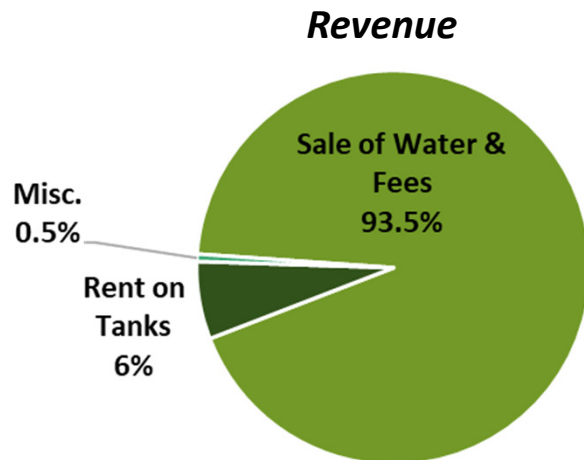
- Continue emphasis on water conservation outreach.
- Repair and replace existing fire hydrants as needed. Anticipate two hydrants this year.
- Complete and mail 2019 Consumer Confidence report.

# WATER FUND: OPERATING ONLY

Operating Revenue			
Sale of Water & Fees	\$1,118,500	93.5%	
Rent on Tanks	\$75,000	6%	
Misc.	\$5,900	0.5%	
<b>Total</b>	<b>\$1,199,400</b>	<b>100%</b>	

Operating Expenditures			
Salary/Benefits	\$434,540	39%	
Supplies	\$46,600	4%	
Service Charges	\$281,277	25%	
Intergov Charges	\$141,526	13%	
Debt Payments	\$47,534	4%	
Interfund Service Charge	\$165,596	15%	
<b>Total</b>	<b>\$1,117,073</b>	<b>100%</b>	

**Operating Revenues Over/Under Operating Expenses:**  
**\$82,328**  
**Less Transfer Out of \$108,160 = (\$25,832)**



# WATER CAPITAL FUND

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## CAPITAL REVENUES: \$182,960

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- Capital Contribution/Tap Fees: \$74,800
- Transfer-in From Water Operating Fund: \$108,160

## CAPITAL EXPENDITURES: \$166,700

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- Water Meter Replacement Program Project and Engineering: \$155,000
- Salaries & Benefits for Capital Projects: \$11,700

## NET EFFECT ON ENDING FUND BALANCES: + \$16,260

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- Capital Revenue: \$182,960
- Capital Expenditures: \$166,700



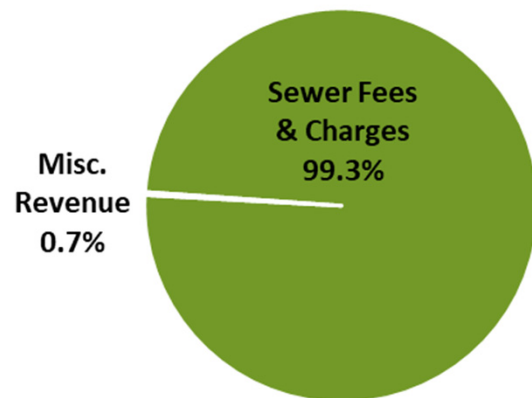
# SEWER FUND: OPERATING ONLY

Operating Revenue		
Sewer Fees & Charges	\$2,725,700	99.3%
Misc. Revenue	\$19,700	.7%
<b>Total</b>	<b>\$2,745,400</b>	<b>100%</b>

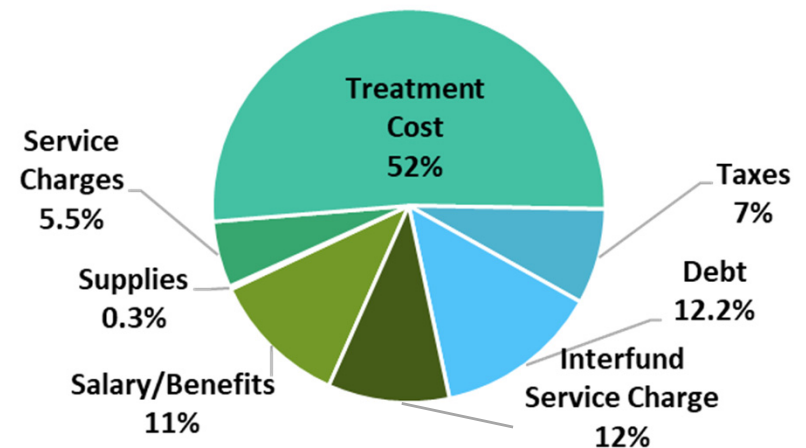
Operating Expenditures		
Salary/Benefits	\$287,480	11%
Supplies	\$7,600	.3%
Service Charges	\$145,477	5.5%
Treatment Cost	\$1,348,000	52%
Taxes	\$184,000	7%
Debt	\$314,660	12.2%
Interfund Service Charge	\$306,428	12%
<b>Total</b>	<b>\$2,593,645</b>	<b>100%</b>

**Operating Revenues Over/Under Operating Expenses:**  
**\$151,355**  
**Less Transfer to Capital of \$230,000 = (\$78,645)**

**Revenue**



**Expenditures**



# SEWER CAPITAL FUND

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## CAPITAL REVENUES: \$315,000

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- Capital Contribution/Tap Fees: \$85,000
- Transfer In From Sewer Operating Fund: \$230,000

## CAPITAL EXPENDITURES: \$374,785

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- Improvements: \$300,000
  - Standby power and improvements to Estate Place Lift Station controls and access
- Project Engineering: \$40,000
- Salaries & Benefits for Capital Projects: \$28,785
- Machinery and Equipment: \$6,000
  - Sewer Fund's portion of the new sewer camera

## NET EFFECT ON ENDING FUND BALANCE: (\$59,785)

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- Capital Revenues: \$315,000
- Capital Expenditures: \$374,785

# BUDGET SCHEDULE

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October 7 <sup>th</sup>	• <b>2<sup>nd</sup> Budget Work Session:</b> <ul style="list-style-type: none"><li>• General Fund</li></ul>
October 8 <sup>th</sup>	• <b>Public Hearings:</b> <ul style="list-style-type: none"><li>• Revenue Sources</li><li>• 2020 Budget (1<sup>st</sup> reading)</li></ul> • <b>Salary Ordinance</b>
October 14 <sup>th</sup>	• <b>3<sup>rd</sup> Budget Work Session:</b> <ul style="list-style-type: none"><li>• General Fund Continued</li><li>• Other Significant Items</li><li>• Final Questions</li></ul>
October 21 <sup>st</sup>	• <b>Budget Work Session if needed*</b>
October 22 <sup>nd</sup>	• <b>Public Hearing:</b> <ul style="list-style-type: none"><li>• 2019 Budget (2<sup>nd</sup> reading)</li></ul>
October 28 <sup>th</sup>	• <b>Budget Work Session if needed*</b>
November 12 <sup>th</sup>	• <b>Adopt 2019 Budget</b>

*\* Reserved if needed.*