

# FY 2018 Budget

Council Budget Worksession  
August 23, 2017

“It’s no secret that we have a  
General Fund revenue problem.”

## Four Goals with the Budget:

- Balance the General Fund Budget
- Avoid layoffs of any full time employees
- Monetary compensation for employees
- City Council's Strategic Plan Goals

# Challenges:

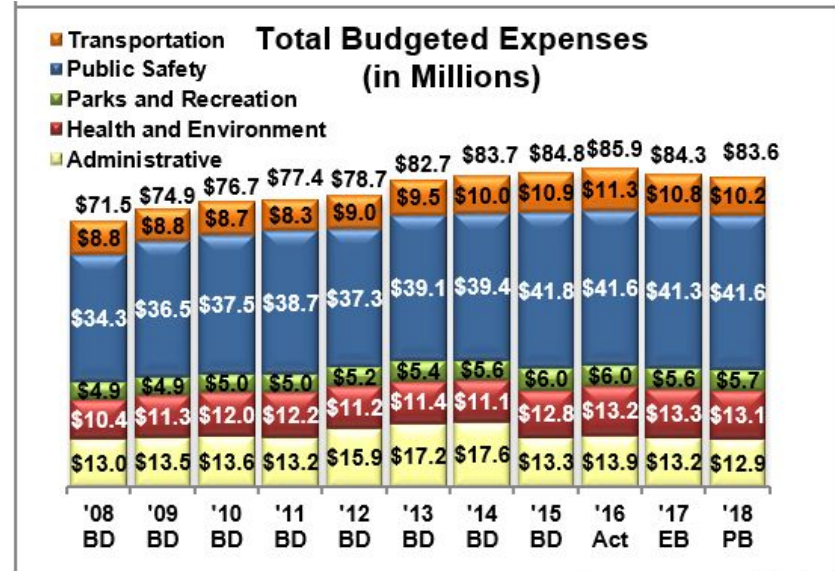
- Low Sales Tax Growth *(1% or \$237,296)*
- Rising Health Care Costs *(\$650,000 in FY 2017)*
- Increasing Pension Costs *(\$1.3 million)*
- Transit Costs *(continue to exceed revenues by \$600,000)*



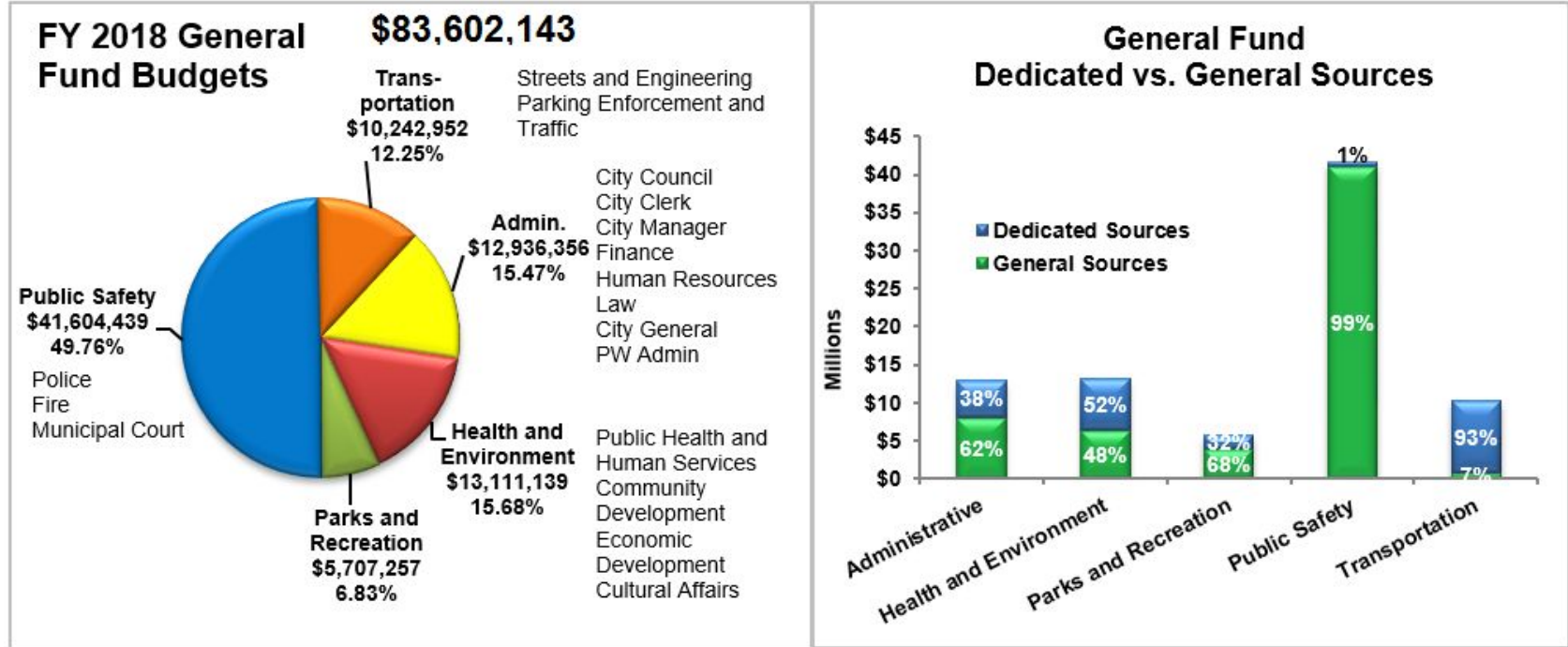
# FY 2018 General Fund Budget

Total General Fund Budget = \$83,602,143

- *Down \$702,200 or 0.8% from last year's budget*
- *No scheduled fleet replacements*
- *Continued 45 day hiring delay*
- *Departmental budget cuts of \$1.1 million in supporting activity departments lowered charges to the General Fund*
- *Added civilian positions in Police to return 4 Police Officer positions to duties that require police powers*



# General Fund Budgets - By Focus Area



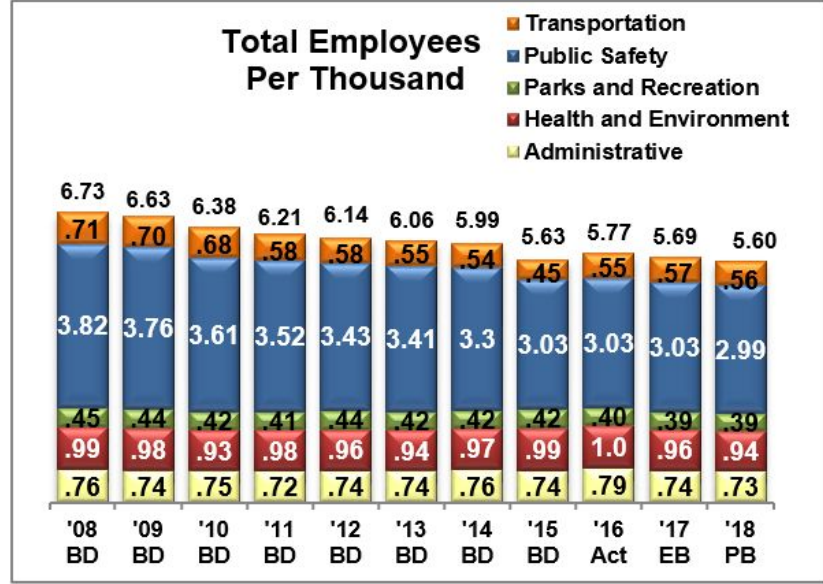
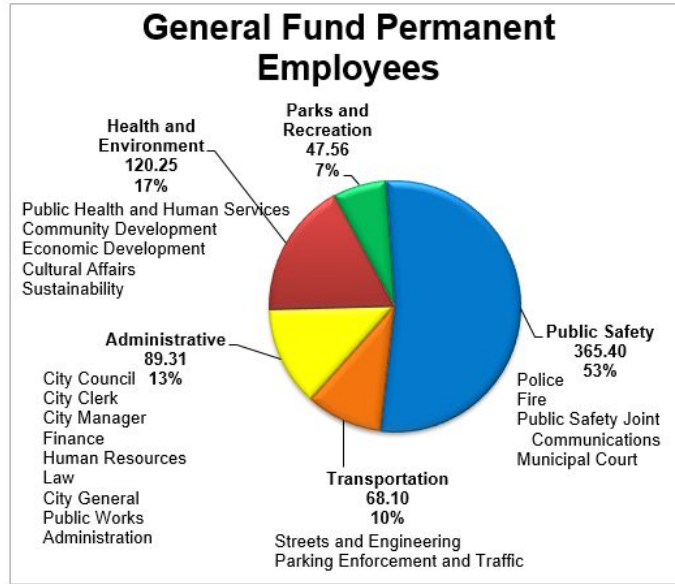
# General Fund Budgets - Allocation of General Sources

Total General Sources allocated  
to Public Safety = \$40,983,505

68.46% of all general sources

General Fund Budget		General Sources Budgeted
1	Police	\$22,183,696
2	Fire	\$17,904,356
3	Parks and Rec (GF Operations)	\$3,882,489
4	Public Health and Human Services	\$3,655,310
5	City General	\$2,955,387
6	Finance	\$2,079,066
7	Community Development	\$1,809,762
8	Law	\$1,254,445
9	Municipal Court	\$895,453
10	Streets and Engineering	\$645,740
11	City Manager	\$635,453
12	Human Resources	\$541,077
13	Cultural Affairs	\$422,258
14	Economic Development	\$380,840
15	City Clerk	\$251,839
16	PW Administration	\$165,499
17	City Council	\$155,539
18	Parking Enforcement and Traffic Control	\$44,118
19	Office of Sustainability	\$0
<b>Total General Sources</b>		<b>\$59,862,327</b>

# FY 2018 General Fund Positions



- 2.45 FTE Change
  - +3.00 Civilian positions added in Police (*no increase in amount budgeted*)
  - 1.00 Vacant position deleted in Mun. Ct.
  - +0.50 FTE position added in Human Resources (*no increase in amount budgeted*)
  - +0.50 FTE moved from NMG Fund to Parks and Rec
  - 0.55 FTE moved to Streets and Eng to NMG Fund
- 16.79% decrease in the total employees per thousand population from FY 2008 to FY 2018

# Police FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$22,730,096	↑ \$205,030 0.91%	↑ \$4,433,527
General Sources	\$22,183,696 98% of budget		
Permanent Positions	210.40 FTE	↑ 3 Civilian + 1 Temp Added <i>(will return 4 Police Officers to police power duties - no increase to budget dollars)</i>	↑ 21 Sworn ↑ 3.40 Civilian
Employees Per Thousand Population	1.72	↓ 0.58%	↓ 11.34%

*Note: this budget does NOT include Police capital projects as those are reflected in the Public Safety Capital Projects Fund. FY 2018 Police capital projects = \$8,021,000.*

# Police FY 2018 Budget

- No Fee increases proposed for FY 2018 (*False alarm fees*)
- FY 2016 General Fund Savings = \$537,566
  - \$403,295 (*replace and equip (7) patrol cars*)
  - \$134,271 (*add funds to Downtown Building Renovation project*)



# Police - By Service Area

*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

*Pages 1-4 of General Fund and Internal Service Fund Costs by Service Area file*

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
- Command Staff	5.00	\$979,566	\$0	\$979,566	
- Public Information Unit/ Accreditation	2.40	\$209,234	\$0	\$209,234	
- Internal Affairs Unit	2.00	\$244,439	\$0	\$244,439	
- Special Events	1.25	\$225,750	\$5,000	\$230,750	Reimbursement from University
- Budget/Finance Unit	4.50	\$343,571	\$0	\$343,571	
<b>Total Administration</b>	<b>15.15</b>	<b>\$2,002,560</b>	<b>\$5,000</b>	<b>\$2,007,560</b>	
- Training and Recruiting Unit	3.75	\$377,891	\$0	\$377,891	
- Evidence Unit	4.00	\$267,495	\$0	\$267,495	
- Information Center (Records Unit)	8.25	\$603,671	\$12,000	\$615,671	Records request payments
- Fleet/ Building/ Equipment	4.25	\$469,210	\$2,000	\$471,210	Miscellaneous reimbursements
<b>Total Administrative Support</b>	<b>20.25</b>	<b>\$1,718,267</b>	<b>\$14,000</b>	<b>\$1,732,267</b>	
- Crime Analyst	1.00	\$109,788	\$0	\$109,788	
- Criminal Investigations Unit	18.70	\$2,117,107	\$0	\$2,117,107	
- Domestic Violence Unit	2.00	\$244,884	\$79,100	\$323,984	Domestic Violence Grant
- Vice Narcotics Organized Crime Unit	7.30	\$946,078	\$25,000	\$971,078	HIDTA Grant
<b>Total Operations Support</b>	<b>29.00</b>	<b>\$3,417,857</b>	<b>\$104,100</b>	<b>\$3,521,957</b>	
- Watch Command	4.00	\$594,267	\$0	\$594,267	
- Operations/Patrol Services	94.60	\$9,918,136	\$9,300	\$9,927,436	Police Alarm Violations
- Community Outreach Unit (COU)	11.00	\$914,896	\$178,000	\$1,092,896	COPS Hiring Grant (will decrease over time)
- Neighborhood Services Unit	1.00	\$114,573	\$0	\$114,573	
- School Resource Officers	4.00	\$261,911	\$166,000	\$427,911	Reimbursement from Columbia Public Schools
- K-9 Unit	4.25	\$510,087	\$0	\$510,087	
- Downtown Unit	9.00	\$907,551	\$0	\$907,551	
- DWI Unit	2.10	\$159,547	\$70,000	\$229,547	DWI Grant
- Street Crimes Unit	7.30	\$793,007	\$0	\$793,007	
- Community Service Aides	8.40	\$722,346	\$0	\$722,346	
- SWAT & CNT	0.35	\$148,691	\$0	\$148,691	
<b>Total Operations/Patrol</b>	<b>146.00</b>	<b>\$15,045,012</b>	<b>\$423,300</b>	<b>\$15,468,312</b>	
<b>Total Police Department</b>	<b>210.40</b>	<b>\$22,183,696</b>	<b>\$546,400</b>	<b>\$22,730,096</b>	

# Police - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Administration	\$3,621,371	\$3,643,920	\$22,549	0.62%	<p>* \$34,108 decrease in personnel services - reallocated overtime to operations, 1 Community Relations Specialist position added to free up police officer time</p> <p>* \$65,178 increase in intragovernmental charges - contact center will begin handling some of the phone numbers</p>
Operations	\$13,085,771	\$13,833,070	\$747,299	5.71%	<p>* \$1,314,104 increase in personnel services - 4 grant funded officers added for part of a year in FY 2017 are budgeted for full year in FY 2018, 7 positions reallocated from operations support division to operations, increase in health insurance, and increase in pension rates and reallocated overtime funds from administration to operations. In addition, due to turnover and vacancies in FY 2017, the department transferred some of the unused funds (\$315,000) to capital to replace some fleet items. The amount has been restored in FY 2018 in the personnel services category.</p> <p>* \$252,600 decrease in supplies and materials - lower fuel budgeted, lower markup on vehicle parts, and since there are no fleet replacements budgeted in FY 2018, there are no fleet related items (light bars, radios, etc.) budgeted in this category.</p> <p>* \$301,990 decrease in capital - no fleet replacement in FY 2018 due to budget constraints. Department will utilize some of its FY 2016 general fund savings to replace fleet in FY 2018</p>
Administrative Support	\$2,042,306	\$2,161,967	\$119,661	5.86%	<p>* \$61,385 increase in personnel services - increases in health insurance and pension rates. There were 2 Permanent positions and 1 part time position (Evidence Unit Supervisor, Police Trainer, and PT Trainer) added without increasing the budget. This will free up 3 police officers for duties that require police powers.</p> <p>* Reallocated \$45,000 from Operations to training budget for new employees who need to be sent through the academy</p>
Operations Support	\$3,775,618	\$3,091,139	(\$684,479)	-18.13%	<p>* \$635,487 decrease in personnel services - reallocated 7 positions from Operations Support to Operations section</p> <p>* \$29,393 decrease in supplies and materials - lower fuel costs budgeted; lower parts costs budgeted due to lower mark-up to be charged by Fleet Operations</p>
<b>Total Budget</b>	<b>\$22,525,066</b>	<b>\$22,730,096</b>	<b>\$205,030</b>	<b>0.91%</b>	



# Fire FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$17,961,740	<b>↑ \$427,162 2.44%</b> <i>Primarily due to pension and health insurance increases</i>	<b>↑ \$4,480,986</b>
General Sources	<b>\$17,904,356</b> <b>99.68% of budget</b>		
Permanent Positions	145 FTE	0	<b>↑ 7.00 FTE</b>
Employees Per Thousand Population	1.18	<b>↓ 2.48%</b>	<b>↓ 18.06%</b>

*Note: this budget does NOT include Fire capital projects as those are reflected in the Public Safety Capital Projects Fund. FY 2018 Fire capital projects = \$0.*

# Fire FY 2018 Budget

- No Fee increases proposed for FY 2018 (*False Alarm Fees*)
- FY 2016 General Fund Savings = \$62,347
  - \$30,000 (*Replace 1 fleet item* )
  - \$32,347 (*Accreditation expenses* )

# Fire - By Service Area

*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

*Pages 5-6 of General Fund and Internal Service Fund Costs by Service Area file*

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Sources
- Dept Mgmt and Administrative Functions	5.00	\$788,967	\$4,400	\$793,367	Alarm violations, miscellaneous revenue
- Budget and Finance	1.00	\$71,358	\$0	\$71,358	
- Payroll	1.00	\$52,484	\$0	\$52,484	
- Intragovernmental Charges	0.00	\$92,288	\$0	\$92,288	
<b>Total Administration</b>	<b>7.00</b>	<b>\$1,005,097</b>	<b>\$4,400</b>	<b>\$1,009,497</b>	
- Emergency Response	128.80	\$14,389,524	\$2,000	\$14,391,524	Hazardous material
- Business Inspections	1.00	\$103,567	\$0	\$103,567	
- Public Education	0.20	\$20,713	\$0	\$20,713	
- Intragovernmental Charges	0.00	\$1,093,274	\$0	\$1,093,274	
<b>Total Emergency Services</b>	<b>130.00</b>	<b>\$15,607,078</b>	<b>\$2,000</b>	<b>\$15,609,078</b>	
- Personnel and other direct costs	2.00	\$397,568	\$0	\$397,568	Reimbursement from University
- Intragovernmental Charges	0.00	\$52,928	\$0	\$52,928	
<b>Total Training</b>	<b>2.00</b>	<b>\$450,496</b>	<b>\$0</b>	<b>\$450,496</b>	
- Fire Investigation & Public Safety Education	3.50	\$554,811	\$0	\$554,811	
- Fire Related Plan Review	1.00	\$105,204	\$0	\$105,204	Reimbursement from University
- Fire Department Liaison	0.50	\$0	\$50,984	\$50,984	
- Administration	1.00	\$52,529	\$0	\$52,529	
- Intragovernmental Charges	0.00	\$129,141	\$0	\$129,141	
<b>Total Fire Marshal's Division</b>	<b>6.00</b>	<b>\$841,685</b>	<b>\$50,984</b>	<b>\$892,669</b>	
<b>Total Fire Department</b>	<b>145.00</b>	<b>\$17,904,356</b>	<b>\$57,384</b>	<b>\$17,961,740</b>	

# Fire - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Administration	\$2,283,237	\$2,269,550	(\$13,687)	(0.60%)	* \$28,118 increase in pension costs. Rate increase from 56.46% to 62.93%.  \$41,785 decrease in intragovernmental charges (IT Fees due to budget cuts, Self Insurance)
Emergency Services	\$14,136,170	\$14,531,094	\$394,924	2.79%	* \$431,561 increase in pension costs. Rate increase from 56.46% to 62.93%.  * \$114,080 decrease in salaries - turnover
Fire Training	\$378,266	\$397,568	\$19,302	5.10%	* \$12,722 Increase in pension costs. Rate increase from 56.46% to 62.93%  * \$4,000 increase for equipment parts for fleet replacement
Fire Marshal's Division	\$736,905	\$763,528	\$26,623	3.61%	* \$24,777 Increase in pension costs. Rate increase from 56.46% to 62.93%
<b>Total Budget</b>	<b>\$17,534,578</b>	<b>\$17,961,740</b>	<b>\$427,162</b>	<b>2.44%</b>	

# Parks and Rec FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$5,707,257	↑ \$66,864 1.19%	↑ \$770,597
General Sources	\$3,882,489 68% of budget	No increase in general sources	
Permanent Positions	47.56 FTE	↑ 0.50 FTE <i>(reallocated from Non Motorized Grant Fund - cost is being covered by Parks Sales Tax)</i>	↑ 4.06 <i>(All were paid for by Parks Sales Tax)</i>
Employees Per Thousand Population	0.389	↓ 0.77%	↓ 14.32%

*Note: this budget does NOT include parks capital projects as those are reflected in the Capital Projects Fund.  
FY 2018 parks capital projects = \$4,210,000*

# Parks and Recreation - FY 2018 Budget

- FY 2016 General Fund Savings = \$83,586
  - \$83,586 *(Replace 2 trucks and 1 trailer)*

# Parks and Recreation- By Service Area

*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

*Pages 7-14 of General Fund and Internal Service Fund Costs by Service Area file*

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Administration, Customer Service, and Public Relations	5.90	\$248,610	\$275,844	\$524,454	Parks Sales Tax
Intragovernmental Charges		\$299,361		\$299,361	
Sr Show Me State Games Sponsorship		\$3,500		\$3,500	
<b>Total Parks and Recreation Administration</b>	<b>5.90</b>	<b>\$551,471</b>	<b>\$275,844</b>	<b>\$827,315</b>	
Administration	2.00	\$124,329	\$11,880	\$136,209	Boone County Family Resource Center
Summer Job Program		\$238,774		\$238,774	
Summer Art Gallery Program		\$15,100	\$10,900	\$26,000	CARE Grant and Art Gallery proceeds
School Year Program		\$55,000		\$55,000	
BCFR Collaboration		\$0	\$33,804	\$33,804	Boone County Family Resource Center
<b>Total CARE Program</b>	<b>2.00</b>	<b>\$433,203</b>	<b>\$56,584</b>	<b>\$489,787</b>	
Park Planning and Development Administration	1.00	\$89,234	\$17,440	\$106,674	Parks Sales Tax
Park Planning	4.00	\$43,481	\$274,174	\$317,655	Parks Sales Tax
Natural Resource Supervisor	0.50	\$34,861	\$6,847	\$41,708	Parks Sales Tax
Horticulture and Park Mowing	5.00	\$324,024	\$204,974	\$528,998	Parks Sales Tax, CID Payment for Horticulture
Adopt-A-Spot Utilities		\$7,500		\$7,500	
<b>Total Horticulture and Mowing</b>	<b>5.50</b>	<b>\$366,385</b>	<b>\$211,821</b>	<b>\$578,206</b>	
Natural Resource Supervisor	0.50	\$34,967	\$6,801	\$41,768	Parks Sales Tax
Forestry and Trail Maintenance	5.00	\$252,253	\$171,694	\$423,947	Parks Sales Tax
<b>Total Forestry and Trail Maintenance</b>	<b>5.50</b>	<b>\$287,220</b>	<b>\$178,495</b>	<b>\$465,715</b>	
Construction	9.00	\$536,370	\$106,901	\$643,271	Parks Sales Tax
Park Services Administration	1.00	\$105,879	\$45,898	\$151,777	Parks Sales Tax
Parks Management Center and Small Fleet	2.50	\$123,950	\$122,857	\$246,807	Parks Sales Tax
Parks Mangement Center Utilities and Phone		\$46,320		\$46,320	
<b>Total Parks Mangement Center</b>	<b>2.50</b>	<b>\$170,270</b>	<b>\$122,857</b>	<b>\$293,127</b>	
Fleet Maintenance and Acquisition	0.00	\$569,372	\$8,000	\$577,372	Auction Revenue
Park Maintenance and Operations	9.16	\$545,802	\$374,812	\$920,614	Parks Sales Tax
Park Utilities and Telephones		\$164,450		\$164,450	
Contract Street Median Mowing		\$2,500		\$2,500	
<b>Total Park Maintenance and Operations</b>	<b>9.16</b>	<b>\$712,752</b>	<b>\$374,812</b>	<b>\$1,087,564</b>	
Park Ranger Program	2.00	\$16,852	\$151,942	\$168,794	Parks Sales Tax
<b>Total Parks and Recreation</b>	<b>47.56</b>	<b>\$3,882,489</b>	<b>\$1,824,768</b>	<b>\$5,707,257</b>	



# Parks and Recreation - Changes From Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Administration	\$796,581	\$827,315	\$30,734	3.86%	* \$28,316 intragovernmental charges increased - Contact center will begin handling some of the phone numbers, GIS due to ESRI Maintenance moved from IT to GIS, and Self Insurance due to increases in worker's comp rate
CARE	\$491,769	\$489,787	(\$1,982)	(0.40%)	* \$244 decrease in personnel services - reductions in cell phone allowance  * \$2,987 decrease in materials and supplies - reduction in Janitorial supplies, printing, and recreational program supplies - cuts needed to keep general fund support at FY 2017 level for the whole department
Planning & Development	\$2,054,581	\$2,111,521	\$56,940	2.77%	* \$61,652 increase in personnel services - reallocated .50 FTE from Non-Motorized Grant, health insurance and pension rates increased  * \$10,813 decrease in materials and supplies - budget cuts necessary to keep general fund support at FY 2017 level for the whole department  * \$7,706 increase in intragovernmental charges - self insurance fees due to increased claims  * \$1,732 decrease in utilities, services, and miscellaneous - reallocated funds to travel and training category
Parks Management	\$2,297,462	\$2,278,634	(\$18,828)	(0.82%)	* \$10,838 - decrease in personnel services due to turnover  * \$4,174 decrease in materials and supplies - budget cuts necessary to keep general fund support at FY 2017 level for the whole department  * \$3,161 decrease in intragovernmental charges - Self Insurance
<b>Total Budget</b>	<b>\$5,640,393</b>	<b>\$5,707,257</b>	<b>\$66,864</b>	<b>1.19%</b>	



# Public Health and Human Services FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$7,467,503	↓ \$193,695 2.53% <i>Grants ending</i>	↑ \$347,009
General Sources	\$3,655,310 49% of budget		
Permanent Positions	68 FTE	0	↑ 6.90 FTE
Employees Per Thousand Population	0.556	↓ 1.94%	↓ 12.85%

# Public Health and Human Services FY 2018 Budget

- Fee increases proposed for FY 2018 *(Inspection of food establishments and plan review)*

## **Food Establishments (Annual inspection fee)**

@ Annual Gross Receipts less than \$250,000: \$185 to \$205

@ Annual Gross Receipts of \$250,000 - \$750,000: \$260 to \$285

@ Annual Gross Receipts more than \$750,000: \$480 to \$530

~~ Administrative service fee per inspection for the second and subsequent reinspections required to correct violations noted during the inspection process.  
\$100 to \$110

~~ Persons conducting a temporary food event (an event lasting less than fifteen (15) days)

- One to Three-day event: \$30 to \$35

- Four to Fourteen-day event: \$60 to \$65

## **~~ Plan Review Fee**

- Facilities classified as low risk: \$100 to \$130

- Facilities classified as medium risk: \$150 to \$200

- Facilities classified as high risk: \$300 to \$400

~~ Fees increased in FY 2012

@ Fees increased in FY 2013

# Public Health and Human Services FY 2018 Budget

- FY 2016 General Fund Savings = \$264,180
  - \$30,000 (*Vision Zero implementation*)
  - \$30,000 (*Strategic Plan Neighborhood Projects*)
  - \$50,000 (*Community Health Assessment/Improvement Plan*)
  - \$32,000 (*Accreditation application for 2019*)
  - \$20,000 (*Weatherization Project*)
  - \$62,180 (*Building Renovation/Improvements*)
  - \$25,000 (*Temporary help for Animal Control, Environmental Health, and Social Services*)
  - \$15,000 (*Ipads needed for Energov Software implementation going live January, 2018*)

# Public Health and Human Services - By Service Area

*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

*Pages 15-19 of General Fund and Internal Service Fund Costs by Service Area file*

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
-Birth and Death Certificates	2.90	\$29,654	\$244,053	\$273,707	Fees Charged for services
-Administrative Functions	1.10	\$177,846	\$45,924	\$223,770	Bar Server Cards, Miscellaneous, Domestic Partner Registry, County Contract
-Public Health Emergency Preparedness	2.83	\$63,242	\$201,586	\$264,828	County Contract, State Grant
-Epidemiological Analysis and Program Evaluation	3.17	\$56,031	\$268,470	\$324,501	County Contract, State Grant
<b>Total Administration, Vital Records, Epidemiology, Planning &amp; Evaluation</b>	<b>10.00</b>	<b>\$326,773</b>	<b>\$760,033</b>	<b>\$1,086,806</b>	
-Food Safety Program	6.99	\$183,772	\$372,182	\$555,954	Fees, County Contract
-Lodging Facility Inspections	0.07	\$1,154	\$5,000	\$6,154	County Contract
-Childcare Facility Inspections	0.15	\$5,103	\$26,250	\$31,353	County Contract, State Grant
-Onsite Wastewater Treatment	1.50	\$19	\$116,247	\$116,266	Fees, County Contract
-Mosquito Control	0.00	\$7,636	\$5,000	\$12,636	County Contract
-Tattoo Parlor Inspections	0.12	\$4,658	\$2,500	\$7,158	Fees, County Contract
-Swimming Pool Inspections	0.36	\$1,177	\$48,700	\$49,877	Fees, County Contract
-Natural Bathing Area Testing	0.11	\$3,903	\$5,000	\$8,903	County Contract
<b>Total Environmental Health Unit</b>	<b>9.30</b>	<b>\$207,423</b>	<b>\$580,879</b>	<b>\$788,302</b>	
<b>Total Animal Control</b>	<b>7.50</b>	<b>\$452,188</b>	<b>\$262,518</b>	<b>\$714,706</b>	County Grant
-Teen Outreach Program	2.13	\$87,689	\$64,267	\$151,956	County Contract, State Grant
-HIV Testing and Counseling	1.68	\$10,018	\$173,436	\$183,454	County Contract, State Grant
-Maternal Child Health/Children's Obesity	2.19	\$75,816	\$93,070	\$168,886	County Contract, State Grant
<b>Total Community Health Promotion Unit</b>	<b>6.00</b>	<b>\$173,522</b>	<b>\$330,773</b>	<b>\$504,295</b>	
-Adult Immunizations	1.15	\$138,837	\$82,221	\$221,058	County Contract, Medicaid Reimbursement, Fees
-Disease Investigation / Outbreak Control	1.53	\$84,671	\$50,221	\$134,892	County Contract
-Tuberculosis Testing, Treatment, and Control	1.75	\$63,211	\$89,221	\$152,432	County Contract, Medicaid Reimbursement, State Grant, Fees
-Sexually Transmitted Disease Testing, Treatment	2.13	\$210,907	\$100,221	\$311,128	County Contract, Medicaid Reimbursement, Fees
-Child Immunizations	1.25	\$45,668	\$87,821	\$133,489	County Contract, Medicaid Reimbursement, Fees
-Influenza Vaccination Program	1.10	\$12,733	\$115,221	\$127,954	County Contract, Private Grant
-Nurse On-Call	1.90	\$114,397	\$50,221	\$164,618	County Contract
-Childcare Nurse Consultation	0.90	\$18,086	\$64,999	\$83,085	County Contract
-CPR	1.00	\$50,580	\$52,221	\$102,801	County Contract, Fees
-Lab Testing	1.23	\$31,210	\$80,222	\$111,432	County Contract, Medicaid Reimbursement, Fees
-Walk in lab services	1.00	\$47,580	\$55,221	\$102,801	County Contract, Fees
-Employee Health Immunizations	1.00	\$36,580	\$66,221	\$102,801	County Contract, Fees
-Nurse Practitioner Clinical Exams	2.03	\$198,216	\$106,438	\$304,654	County Contract, Medicaid Reimbursement, Fees
<b>Total Community Health Division</b>	<b>17.95</b>	<b>\$1,052,676</b>	<b>\$1,000,469</b>	<b>\$2,053,145</b>	
-Special Supplemental Nutrition Program for Women, Infants, and Children (WIC)	7.60	\$39,654	\$522,671	\$562,325	County Contract, State Grant, Medicaid Reimbursement
-Breastfeeding Education and Support (inc in WIC)	0.30	\$13,634	\$44,857	\$58,491	County Contract, State Grant
-Summer Feeding Sites-Lunch in the Park	0.60	\$40,420	\$17,000	\$57,420	State Grant
<b>Total Women, Infants &amp; Children Unit</b>	<b>8.50</b>	<b>\$93,708</b>	<b>\$584,528</b>	<b>\$678,236</b>	
-Home Visiting Program for At-Risk Families	4.27	\$151,596	\$136,584	\$288,180	County Contract, State Grant
-Pregnancy Counseling/Medicaid Reimb	1.78	\$96,089	\$54,251	\$150,340	County Contract, Medicaid Reimbursement
-Medication Assistance	0.77	\$112,844	\$12,063	\$124,907	County Contract
-Utility Assistance	1.03	\$59,979	\$35,844	\$95,823	County Contract, Utilities
-Social Services Information and Referral, Including Service Eligibility Determinations	0.85	\$34,225	\$48,251	\$82,476	County Contract
-Conley Poor Fund	0.06	\$732	\$6,000	\$6,732	Grant
<b>Total Human Services</b>	<b>8.75</b>	<b>\$455,464</b>	<b>\$292,993</b>	<b>\$748,457</b>	
<b>Total Social Service Contracts</b>	<b>0.00</b>	<b>\$893,556</b>	<b>\$0</b>	<b>\$893,556</b>	
<b>Total Public Health and Human Services</b>	<b>68.00</b>	<b>\$3,655,310</b>	<b>\$3,812,193</b>	<b>\$7,467,503</b>	

# Public Health and Human Services - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Administration	\$1,096,578	\$1,086,806	(\$9,772)	(0.89%)	* (\$1,720) decrease in Personnel Services - turnover * \$1,851 increase in Supplies & Materials - miscellaneous * (\$1,259) decrease in Travel & Training * (\$10,747) decrease in Intragovernmental Charges (IT and Bldg Maint due to budget cuts) * \$2,103 increase in Utilities, Services, & Misc. - maintenance agreements
Community Health	\$579,192	\$504,295	(\$74,897)	(12.93%)	* Reduction due to HEAL & Tobacco grants ending * Hiring Delay included
Animal Control	\$725,337	\$714,706	(\$10,631)	(1.47%)	* Hiring Delay included
Environmental Public Health	\$758,252	\$788,302	\$30,050	3.96%	* \$27,831 increase in Personnel Services - health insurance and pension rate increase, lower hiring delay included for FY 2018 * (\$2,114) decrease in Supplies & Materials - data proc & electronic * \$11,903 increase in Intragovernmental Charges (IT Support & Maintenance) * (\$6,616) decrease in Utilities, Services, & Misc. - miscellaneous contractual
Community Health	\$2,080,129	\$2,053,145	(\$26,984)	(1.30%)	* (\$7,750) decrease in Supplies & Materials - medical supplies  * (\$11,523) decrease in Intragovernmental Charges (IT and Building Maint due to budget cuts) * (\$6,157) decrease in Utilities, Services, & Misc. - miscellaneous contractual
Women, Infants, and Children (WIC)	\$713,978	\$678,236	(\$35,742)	(5.01%)	* (\$5,300) decrease in Personnel Services - permanent positions * (\$25,319) - decrease in Intragovernmental Charges - IT Support & Maintenance, Custodial, & Building Maintenance due to budget cuts * (\$4,711) decrease in Utilities, Services, & Misc. - miscellaneous contractual
Human Services	\$814,176	\$748,457	(\$65,719)	(8.07%)	* (\$59,713) decrease in Personnel Services - position deleted mid-year FY 2017, hiring delay included for FY 2018 * \$3,045 increase in Supplies & Materials - drugs & medical supplies * (\$9,095) decrease in Utilities, Services, & Misc. - miscellaneous contractual & medical services
Social Services Funding	\$893,556	\$893,556	\$0	0.00%	* Same level since FY 2010
<b>Total Budget</b>	<b>\$7,661,198</b>	<b>\$7,467,503</b>	<b>(\$193,695)</b>	<b>(2.53%)</b>	

# City General FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
<b>Total Budget</b>	<b>\$2,955,387</b>	<b>↑ \$190,694 6.90%</b> <i>\$52,880 Restored Council Reserve amount</i>  <i>\$107,406 Increased amounts available to general fund departments to pay accrued vacation and floating holidays to long-term employees when they retire</i>	<b>↓ \$2,600,645</b> <i>Intragovernmental charges moved back to departmental budgets</i>  <i>Street lighting and Journey to Excellence moved to departments</i>  <i>CEC PILOT payment ended</i>
<b>General Sources</b>	<b>\$2,955,387</b> <b>100% of budget</b>		
<b>Permanent Positions</b>	<b>0 FTE</b>		

# City General FY 2018 Budget

- FY 2016 General Fund Savings = \$208,524
  - \$208,524 set aside for payout of vacation and floating holiday accruals for long term general fund employees that retire

# City General - By Service Area

*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

Service Area	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Notes
Recreation Services Subsidy	0.00	\$1,161,910	\$0	\$1,161,910	Same level as last year
Transfer to Debt Service Fund	0.00	\$702,852	\$0	\$702,852	For City Downtown Government Building project (until FY 2028)
Health Facility Condo Association		\$30,000	\$0	\$30,000	
Council Reserve		\$91,000	\$0	\$91,000	This is an amount set aside annually that the Council can choose to allocate either during the budget process or during the fiscal year. The funds, if not used by the end of the fiscal year, go back into the general fund balance.
Contingency		\$100,000	\$0	\$100,000	This an amount set aside annually to fund unforeseen expenses that cannot be handled within the annual funding budgeted.
Intragovernmental Charges	0.00	\$304,907	\$0	\$304,907	Primarily Community Relations fees which are not directly allocated to general fund departmental budgets
Employee Incentive Awards		\$55,000	\$0	\$55,000	
Payout of accrued vacation and floating holidays to retiring employees		\$390,060	\$0	\$390,060	A transfer is made from this budget to other general fund budgets when employees retire with \$10,000 or more paid out in vacation and floating holiday pay at retirement
Grant Coordination		\$8,000	\$0	\$8,000	
Boone County Historical Caretaker		\$7,000	\$0	\$7,000	
Miscellaneous Contractual Services		\$104,658	\$0	\$104,658	
<b>Total City General Budget</b>	<b>0.00</b>	<b>\$2,955,387</b>	<b>\$0</b>	<b>\$2,955,387</b>	

*Pages 20-21 of General Fund and Internal Service Fund Costs by Service Area file*



# City General - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Recreation Services Subsidy	\$1,161,910	\$1,161,910	\$0	0.00%	
Transfer to Debt Service Fund	\$714,207	\$702,852	(\$11,355)	(1.59%)	
Health Facility - Condo Association	\$30,000	\$30,000	\$0	0.00%	
Council Reserve	\$38,120	\$91,000	\$52,880	138.72%	FY 2017 reflects transfers out. FY 2018 restores to same starting amount as FY 2017
Contingency	\$100,000	\$100,000	\$0	0.00%	
Intragovernmental Charges	\$263,144	\$304,907	\$41,763	15.87%	Increase in Community Relations base fee
Non-Departmental	\$457,312	\$564,718	\$107,406	23.49%	Anticipate more retirements in the general fund. These funds are transferred to departments that have the highest amounts paid out from accrued vacation at time of retirement.
<b>Total Budget</b>	<b>\$2,764,693</b>	<b>\$2,955,387</b>	<b>\$190,694</b>	<b>6.90%</b>	

# Finance FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$4,541,882	↑\$111,352 2.51%	↑\$1,133,196
General Sources	\$2,079,066 46% of budget		
Permanent Positions	51.10 FTE	0	↑13.85 FTE (all positions are partially offset by G&A Fees for services provided to departments outside the general fund)
Employees Per Thousand Population	0.418	↓1.88%	↑7.46%

# Finance FY 2018 Budget

- Fee changes:  
Effective 08-01-2017, the Missouri Department of Revenue will assume regulating transportation network application companies and drivers
- FY 2016 General Fund Savings = \$145,549
  - \$25,000 part-time help for Accounting
  - \$99,449 training for Finance staff
  - \$11,250 office furniture replacements
  - \$7,350 replacement of large copy machine
  - \$2,500 Additional computer for Treasury Management

# Finance - By Service Area

*This is an exercise to  
explain where  
discretionary funds  
are allocated and the  
impact to the  
community*

*Pages 22-26 of General  
Fund and Internal  
Service Fund Costs by  
Service Area file*

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
- Pension	1.67	\$125,370	\$80,527	\$205,897	G&A Charges. General sources = cost of providing services to general fund depts
- Debt Management	0.05	\$0	\$9,871	\$9,871	G&A Charges. General sources = cost of providing services to general fund depts
- Budget Forecasting	1.17	\$0	\$137,225	\$137,225	G&A Charges. General sources = cost of providing services to general fund depts
- Budget Analysis	4.05	\$228,427	\$195,283	\$423,710	G&A Charges. General sources = cost of providing services to general fund depts
- Budget Payroll Analysis	0.72	\$40,568	\$34,722	\$75,290	G&A Charges. General sources = cost of providing services to general fund depts
- Budget CIP Analysis	0.62	\$0	\$75,148	\$75,148	G&A Charges. General sources = cost of providing services to general fund depts
<b>Total Administration</b>	<b>8.28</b>	<b>\$394,365</b>	<b>\$532,776</b>	<b>\$927,141</b>	
- Payment Processing	5.99	\$202,756	\$288,615	\$491,371	G&A Charges. General sources = cost of providing services to general fund depts
- Payroll Processing	3.53	\$140,513	\$170,165	\$310,678	G&A Charges. General sources = cost of providing services to general fund depts
- Accounting and Financial Reporting	11.16	\$513,491	\$552,192	\$1,065,683	G&A Charges. General sources = cost of providing services to general fund depts
- Debt Management	0.66	\$25,303	\$31,767	\$57,070	G&A Charges. General sources = cost of providing services to general fund depts
<b>Total Accounting</b>	<b>21.34</b>	<b>\$882,063</b>	<b>\$1,042,739</b>	<b>\$1,924,802</b>	
- Portfolio Management	0.61	\$73,573	\$29,305	\$102,878	G&A Charges. General sources = cost of providing services to general fund depts
- Cash Management	1.22	\$43,490	\$58,856	\$102,346	G&A Charges. General sources = cost of providing services to general fund depts
- Receipt Processing	8.08	\$67,733	\$389,335	\$457,068	G&A Charges. General sources = cost of providing services to general fund depts
- Card Security Issues	0.33	\$46,655	\$16,007	\$62,662	G&A Charges. General sources = cost of providing services to general fund depts
<b>Total Treasury Management</b>	<b>10.24</b>	<b>\$231,451</b>	<b>\$493,503</b>	<b>\$724,954</b>	
- Bid Processing	2.37	\$79,356	\$114,264	\$193,620	G&A Charges. General sources = cost of providing services to general fund depts
- POs and Contracts	4.07	\$140,079	\$196,022	\$336,101	G&A Charges. General sources = cost of providing services to general fund depts
- Financial System Support	0.93	\$27,455	\$44,819	\$72,274	G&A Charges. General sources = cost of providing services to general fund depts
- Pro Card Program	0.80	\$13,433	\$38,663	\$52,096	G&A Charges. General sources = cost of providing services to general fund depts
- DBE and Assoc Issues	0.13	\$15,096	\$0	\$15,096	
- Purchasing Assoc Duties	0.19	\$13,316	\$0	\$13,316	
<b>Total Purchasing</b>	<b>8.49</b>	<b>\$288,735</b>	<b>\$393,768</b>	<b>\$682,503</b>	
- Issue/Renew Business Licenses	1.73	\$189,980	\$30	\$190,010	
- Issue/Renew Liquor Licenses	0.49	\$42,354	\$0	\$42,354	
- Issues/Renew Taxi/Limousine Drivers' and Vehicle Permits	0.24	\$28,472	\$0	\$28,472	
- Issue/Renew Armed/Unarmed Guards Licenses	0.24	\$16,195	\$0	\$16,195	
- Collect Cigarette Taxes, and all other permits/licenses	0.05	\$5,451	\$0	\$5,451	
<b>Total Business License</b>	<b>2.75</b>	<b>\$282,452</b>	<b>\$30</b>	<b>\$282,482</b>	
<b>Total Department</b>	<b>51.10</b>	<b>\$2,079,066</b>	<b>\$2,462,816</b>	<b>\$4,541,882</b>	

Note: While the Business License Office in the Finance Department is projecting to collect \$541,000 in cigarette tax revenues, \$830,680 in business license revenues, \$204,900 in liquor license revenues and \$38,600 in animal licenses these revenues are general sources and can be allocated to any general fund department.

# Finance - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Administration	\$1,645,946	\$1,728,993	\$83,047	0.05	* \$92,820 increase in personnel services - Pension Administrator previously left unfunded in FY 2017 budget cuts is now funded and (.25) FTE was reallocated from Administration to Business License * \$13,953 decrease in intragovernmental charges (IT, Custodial, Building Maint due to budget cuts)
Accounting	\$1,428,292	\$1,466,461	\$38,169	0.03	* \$59,390 increase in personnel services - 2 reassignments during FY 2017, increases in health insurance and pension rates and a transfer to cover temp agency costs * \$21,515 decrease in utilities, services & miscellaneous - \$21,000 transferred to personnel to cover temp agency costs
Treasury Management	\$608,007	\$579,991	(\$28,016)	(0.05)	* \$5,155 decrease in personnel services - turnover * \$15,110 decrease in utilities, services & miscellaneous - no longer utilizing Portfolio Management Systems for the Monthly Reports
Purchasing	\$563,046	\$562,652	(\$394)	(0.00)	* \$977 decrease in personnel services - turnover
Business License	\$185,239	\$203,785	\$18,546	0.10	* \$16,427 increase in personnel services - (2) Sr. Administrative Support Assistants were reassigned to Business Services Technicians and (.25) FTE was reallocated from Administration to Business License. * \$2,085 increase in credit card transaction fees - higher volume of credit card transactions for business licenses
<b>Total Budget</b>	<b>\$4,430,530</b>	<b>\$4,541,882</b>	<b>\$111,352</b>	<b>0.03</b>	

# Community Development FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$4,215,652	↑ \$35,641 0.85%	↑ \$1,713,288
General Sources	\$1,809,762 43% of budget		
Permanent Positions	41.25 FTE	0	↑ 14.35 FTE <i>Positions moved from Public Works to Building and Site Development</i>
Employees Per Thousand Population	0.337	↓ 2.03%	↑ 19.93%



# Community Development - By Service Area

*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

*Pages 27-28 of General Fund and Internal Service Fund Costs by Service Area file*

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Citywide Volunteer Support	0.97	\$130,612	\$500	\$131,112	Volunteer Programs miscellaneous revenue
Solid Waste Volunteer Program	1.25	\$11,580	\$108,065	\$119,645	Transfer from Solid Waste Utility to fund the program
Summer Youth Program	0.25	\$13,767	\$0	\$13,767	
Beautification	0.28	\$28,920	\$0	\$28,920	
<b>Total Volunteer Services</b>	<b>2.75</b>	<b>\$184,878</b>	<b>\$108,565</b>	<b>\$293,443</b>	
Office of Neighborhood Service Mgmt	0.08	\$41,094	\$0	\$41,094	
Rental Inspections	3.95	\$5,297	\$357,258	\$362,555	Rental Inspection Fees, Re-inspection Fees
Code Enforcement	2.19	\$246,244	\$0	\$246,244	
Nuisance Property Enforcement	1.63	\$136,917	\$15,000	\$151,917	Nuisance abatement fees
Neighborhood support	1.05	\$61,830	\$33,808	\$95,638	Transfer from CDBG for eligible services
<b>Total Neighborhood Programs</b>	<b>8.9</b>	<b>\$491,382</b>	<b>\$406,066</b>	<b>\$897,448</b>	
Construction permits (administrative)	2.61	\$0	\$279,040	\$279,040	Building permit fees, Record retrieval fees, G&A fees
Plan reviews	4.75	\$0	\$436,133	\$436,133	Building permit fees, plan review fees
Construction inspections	6.2	\$1	\$590,066	\$590,067	Building permit fees, plumbing permits, electrical permits, mechanical permit fees, protective inspection code fees
"One stop" permits	0.5	\$0	\$52,165	\$52,165	Building permit fees, building re-inspection fees
Land disturbance permits	0.5	\$722	\$85,000	\$85,722	Building permit fees, land disturbance fees
Erosion control, stormwater management	2	\$144,024	\$0	\$144,024	
Tree preservation/landscape plans	1	\$90,994	\$0	\$90,994	
Flood plain management	0	\$6,350	\$0	\$6,350	
Right of use/right of way	1	\$28,780	\$42,000	\$70,780	Right of way fees, sign permit fees,
Building code administration	1.49	\$44,233	\$128,337	\$172,570	Building permit fees
Trade licensing	0.3	\$327	\$22,000	\$22,327	Electrical license renewal fees, plumbing exam fees, mechanical license fee
Address assignment	0.25	\$23,588	\$0	\$23,588	
Code enforcement	0.35	\$38,587	\$0	\$38,587	
<b>Total Building and Site Development</b>	<b>20.95</b>	<b>\$377,605</b>	<b>\$1,634,741</b>	<b>\$2,012,346</b>	
CATSO transportation planning	2.67	\$60,572	\$200,968	\$261,540	CATSO planning grant
General administration - All divisions	1.98	\$175,843	\$6,000	\$181,843	Planning and zoning miscellaneous fees
Zoning administration	1	\$129,749	\$17,600	\$147,349	Zoning Legal Fees, zoning fees
Subdivision Code administration	1	\$138,050	\$26,950	\$165,000	Subdivision zoning fees, planned district zoning fees, vac/easements/variance fees
Long-range planning	1	\$150,358	\$0	\$150,358	
Code writing and research	0.8	\$75,147	\$0	\$75,147	
Commission support	0.2	\$26,177	\$5,000	\$31,177	Board of Adjustment Advertising fees
<b>Total Planning and Zoning</b>	<b>8.65</b>	<b>\$755,897</b>	<b>\$256,518</b>	<b>\$1,012,415</b>	
<b>Total Community Development</b>	<b>41.25</b>	<b>\$1,809,762</b>	<b>\$2,405,890</b>	<b>\$4,215,652</b>	

# Community Development - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Planning	\$777,619	\$771,345	(\$6,274)	(0.81%)	<ul style="list-style-type: none"> <li>* \$3,500 decrease in materials and supplies - moved \$3,200 to Council's Boards and Commission budget for planning and zoning meeting food</li> <li>* \$2,805 decrease in intragovernmental charges - IT, custodial, and building maintenance fees lower due to budget cuts</li> </ul>
Economic Planning	\$240,147	\$241,070	\$923	0.38%	<ul style="list-style-type: none"> <li>* \$1,210 increase in intragovernmental charges (self insurance fees)</li> </ul>
Volunteer Services	\$277,521	\$293,443	\$15,922	5.74%	<ul style="list-style-type: none"> <li>* \$25,172 increase in intragovernmental charges - IT Support &amp; Maintenance &amp; GIS fee due to more computers than last year</li> </ul>
Neighborhood Programs	\$871,870	\$897,448	\$25,578	2.93%	<ul style="list-style-type: none"> <li>* \$15,497 increase in personnel services - one time \$10,000 increase in temporary positions for conversion to new software, increases in LAGERS and pension rates</li> <li>* \$9,063 increase in intragovernmental charges - IT Support &amp; Maintenance &amp; GIS fee (larger percent of active computers)</li> </ul>
Building Site & Development	\$2,012,854	\$2,012,346	(\$508)	(0.03%)	<ul style="list-style-type: none"> <li>* \$12,755 increase in personnel services - increases in health insurance and pension rates, sick leave buyback, and non-accountable auto allowance</li> <li>* \$8,022 decrease in materials and supplies - primarily due to lower fuel costs budgeted</li> <li>* \$2,381 decrease in intragovernmental charges - IT Support &amp; Maintenance fees due to budget cuts</li> <li>* \$2,969 decrease in utilities, services, and miscellaneous - lower records management fees and miscellaneous contractual services</li> </ul>
<b>Total Budget</b>	<b>\$4,180,011</b>	<b>\$4,215,652</b>	<b>\$35,641</b>	<b>0.85%</b>	



# Law FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$1,909,159	↓ \$56,003 2.85%	↑ \$898,074
General Sources	\$1,254,445 66% of budget		
Permanent Positions	15.75 FTE	0	↑ 5.75 FTE <i>0.50 FTE - Citizen Police Review Board                      0.10 FTE - Fair Housing Activities                      1.25 FTE - centralized case management                      for all City claims involving litigation except                      workers' compensation</i>
Employees Per Thousand Population	0.129	↓ 1.53%	↑ 24.04%

# Law FY 2018 Budget

- FY 2016 General Fund Savings = \$108,416
  - \$22,000 Litigation and contract management computer/technology software
  - \$20,000 office furniture/fixture/equipment replacements
  - \$38,000 professional training for specialization
  - \$28,416 Municode software enhancements

# Law - By Service Area

*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

*Pages 29-32 of General Fund and Internal Service Fund Costs by Service Area file*

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Legislation Drafting and Review	0.90	\$61,676	\$41,117	\$102,793	G&A Charges for services provided to departments outside of the general fund. General sources represent the cost to departments in the general fund.
Contract Drafting, Review, and Negotiation	1.60	\$36,854	\$145,890	\$182,744	G&A Charges for services provided to departments outside of the general fund. General sources represent the cost to departments in the general fund.
Prosecution of Municipal Ordinance Violations	5.25	\$514,406	\$90,777	\$605,183	G&A Charges for services provided to departments outside of the general fund. General sources represent the cost to departments in the general fund.
Litigation and Risk Management Activities	1.50	\$155,616	\$103,744	\$259,360	G&A Charges for services provided to departments outside of the general fund. General sources represent the cost to departments in the general fund.
Real Estate Transactions	1.20	\$69,085	\$69,086	\$138,171	G&A Charges for services provided to departments outside of the general fund. General sources represent the cost to departments in the general fund.
Special Assignments (Board and Commission Staff	0.60	\$69,594	\$14,500	\$84,094	Transfer from CDBG for Fair Housing Activities performed
Development and zoning related activities	0.90	\$97,653	\$5,140	\$102,793	G&A Charges for services provided to departments outside of the general fund. General sources represent the cost to departments in the general fund.
General Counsel and Advice	0.40	\$34,264	\$11,422	\$45,686	G&A Charges for services provided to departments outside of the general fund. General sources represent the cost to departments in the general fund.
Nuisance Abatement and Enforcement	0.25	\$28,554	\$0	\$28,554	Service only to the general fund
Public Finance and Bond Transactions	0.05	\$1,142	\$4,569	\$5,711	G&A Charges for services provided to departments outside of the general fund. General sources represent the cost to departments in the general fund.
Business Licensing Regulation and Enforcement	0.10	\$11,422	\$0	\$11,422	Service only to the general fund
Labor Negotiations	0.30	\$18,503	\$15,762	\$34,265	G&A Charges for services provided to departments outside of the general fund. General sources represent the cost to departments in the general fund.
Administration and Management	0.30	\$18,503	\$15,762	\$34,265	G&A Charges for services provided to departments outside of the general fund. General sources represent the cost to departments in the general fund.
Sunshine Law: Records and Open Meetings	0.25	\$14,277	\$14,277	\$28,554	G&A Charges for services provided to departments outside of the general fund. General sources represent the cost to departments in the general fund.
Utility Regulation, Billing, Compliance	0.50	\$0	\$57,108	\$57,108	G&A Charges for services provided to departments outside of the general fund. General sources represent the cost to departments in the general fund.
Police Legal Advisor	0.70	\$79,951	\$0	\$79,951	Service only to the general fund
Personnel and Human Resources	0.65	\$40,090	\$34,150	\$74,240	G&A Charges for services provided to departments outside of the general fund. General sources represent the cost to departments in the general fund.
Environmental and Regulatory Matters	0.20	\$0	\$22,843	\$22,843	G&A Charges for services provided to departments outside of the general fund.
Elections and Ballot Measures	0.10	\$2,855	\$8,567	\$11,422	G&A Charges for services provided to departments outside of the general fund. General sources represent the cost to departments in the general fund.
<b>Total Department</b>	<b>15.75</b>	<b>\$1,254,445</b>	<b>\$654,714</b>	<b>\$1,909,159</b>	



# Law - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Counselor (Civil)	\$1,333,696	\$1,338,053	\$4,357	0.33%	<ul style="list-style-type: none"> <li>* \$7,116 increase in personnel services - increases in health insurance and pension rates</li> <li>* (\$1,500) decrease in materials and supplies - moved \$1,000 to Council Boards and Commissions budget for Commission on Human Rights expenses</li> <li>* \$2,241 increase in intragovernmental charges - new charge to recover cost of insurance administration in the Employee Benefit Fund</li> <li>* (\$3,500) decrease in utilities, services, and miscellaneous - moved \$3,500 to Council Boards and Commissions budget for Commission on Human Rights expenses</li> </ul>
Prosecution	\$631,466	\$571,106	(\$60,360)	(9.56%)	<ul style="list-style-type: none"> <li>* (\$46,696) decrease in personnel services - positions (Prosecutor and Assistant Prosecutor) filled at lower pay rate than the previous employees and elimination of an assistant prosecutor position</li> <li>* (\$14,164) decrease in intragovernmental charges (IT, custodial, and building maintenance due to budget cuts)</li> </ul>
<b>Total Budget</b>	<b>\$1,965,162</b>	<b>\$1,909,159</b>	<b>(\$56,003)</b>	<b>(2.85%)</b>	

# Municipal Court FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$912,603	↓ \$50,616 5.25%	↑ \$213,763
General Sources	\$895,453 98% of budget		
Permanent Positions	10.00 FTE	↓ 1.00 <i>(vacant position deleted, moved funds to temporary help to cover expanded services and fill in gaps when staff are on vacation, sick, or when turnover occurs)</i>	↑ 1.00 FTE
Employees Per Thousand Population	0.082	↓ 10.87%	↓ 12.77%

# Municipal Court FY 2018 Budget

- No Fee Changes
- FY 2016 General Fund Savings = \$30,897
  - \$30,897 Historic preservation of the courtroom

# Municipal Court FY 2018 Budget - By Service Area

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Court Operations	7	\$718,592	\$17,150	\$735,742	Miscellaneous revenues
Traffic Violations	3	\$176,861	\$0	\$176,861	
	10	\$895,453	\$17,150	\$912,603	

Note: While maximizing municipal fine revenues or otherwise setting revenue targets is prohibited; for budget purposes only the Municipal Court is budgeted to generate \$1,663,450 in fines and fees for FY 2018. All of these revenues are considered to be general sources which can be allocated to any general fund department.

*Pages 33-34 of General  
Fund and Internal  
Service Fund Costs by  
Service Area file*

*This is an exercise to explain where discretionary  
funds are allocated and the impact to the  
community*



# Municipal Court - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Court Operations	\$806,492	\$735,742	(\$70,750)	(8.77%)	<ul style="list-style-type: none"> <li>* \$7,679 decrease in personnel services - savings moved to Traffic violations to increase temporary help budget</li> <li>* \$4,000 decrease in materials and supplies - one-time expense in FY 2017</li> <li>* \$59,815 decrease in intragovernmental charges - IT Support, Janitorial, and Bldg Maintenance lower due to budget cuts</li> </ul>
Traffic Violations	\$156,727	\$176,861	\$20,134	12.85%	<ul style="list-style-type: none"> <li>\$15,505 increase in personnel services - a vacant permanent position was deleted and the salary and benefits were moved to temporary help to allow them to hire temporary help to cover expanded services and fill in gaps when staff are on vacation, sick, or when turnover occurs. In addition, funding was reallocated from the Court Operations division to this one.</li> <li>* \$4,629 increase in intragovernmental charges - Contact center will begin handling parking violations calls in FY 2018.</li> </ul>
<b>Total Budget</b>	<b>\$963,219</b>	<b>\$912,603</b>	<b>(\$50,616)</b>	<b>(5.25%)</b>	

# Streets and Engineering FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$8,980,277	↓ \$489,892 5.17%	↑ \$1,273,497
General Sources	\$645,740 7% of budget		
Permanent Positions	55.05 FTE	↓ 0.55 <i>(positions reallocated to Non-Motorized Grant Fund)</i>	↑ 0.96 FTE
Employees Per Thousand Population	0.450	↓ 2.81%	↓ 20.35%

# Streets and Engineering FY 2018 Budget

- FY 2016 General Fund Savings = \$192,557
  - \$55,000 Brine manufacturing unit with truck fill system for winter weather response
  - \$25,000 Vision zero safety materials
  - \$30,000 Work zone safety equipment, signal safety locates and equipment
  - \$3,000 maintenance research and testing
  - \$15,000 Strategic plan initiative implementation
  - \$15,000 temporary help for street operations
  - \$49,557 ADA ramp and sidewalk installation

# Streets and Engineering - By Service Area

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Administration	5.25	\$306,447	\$417,447	\$723,894	Transportation Sales Tax, Gas Tax, Motor Vehicle Registration Fees
Street Maintenance	29.00		\$5,269,285	\$5,269,285	Transportation Sales Tax, Gas Tax, Motor Vehicle Registration Fees
Street Cleaning	4.00		\$406,735	\$406,735	Transportation Sales Tax, Gas Tax, Motor Vehicle Registration Fees
Snow Removal	0.00		\$496,247	\$496,247	Transportation Sales Tax, Gas Tax, Motor Vehicle Registration Fees
Street Lighting	0.00	\$339,293		\$339,293	
CIP Design	5.10		\$545,364	\$545,364	Transportation Sales Tax, Gas Tax, Motor Vehicle Registration Fees
Survey	5.00		\$459,453	\$459,453	Transportation Sales Tax, Gas Tax, Motor Vehicle Registration Fees
Inspection	3.00		\$323,818	\$323,818	Transportation Sales Tax, Gas Tax, Motor Vehicle Registration Fees
Right-of-Way	1.00		\$114,593	\$114,593	Right of Way fees
Traffic Design	2.70		\$301,595	\$301,595	Transportation Sales Tax, Gas Tax, Motor Vehicle Registration Fees
<b>Total Streets and Engineering</b>	<b>55.05</b>	<b>\$645,740</b>	<b>\$8,334,537</b>	<b>\$8,980,277</b>	

Pages 35-37 of General  
Fund and Internal  
Service Fund Costs by  
Service Area file

*This is an exercise to explain where  
discretionary funds are allocated and the  
impact to the community*

# Streets and Engineering Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Streets & Sidewalks	\$7,924,507	\$7,082,341	(\$842,166)	(10.63%)	<p>* \$27,468 increase in personnel services - reallocated funding from street maintenance materials and supplies to fund five temporary positions with JobPoint as a part of the strategic plan</p> <p>\$347,585 decrease in materials and supplies. FY 2017 included a \$175,500 one-time use of County Road Tax funding for street maintenance. The parts accounts reflect lower markups and we lowered the fuel costs that were budgeted for FY 2018.</p> <p>* \$37,581 decrease in intragovernmental charges - Self-Insurance charges are lower due to a lower five year claims history. There were also several intragovernmental charges associated with Traffic Control that were moved to that budget in FY 2018.</p> <p>* \$413,468 decrease in Utilities, Services &amp; Miscellaneous - FY 2017 included a \$175,500 one-time use of County Road Tax funding for street maintenance which has been reduced for FY 2018. During FY 2017 there was also a one-time transfer \$278,800 due to vacancies and personnel charged directly to capital projects. This has been reduced for FY 2018.</p> <p>* \$71,000 decrease in Capital Additions -one time FY 2017 expense</p>
Engineering	\$1,545,662	\$1,897,936	\$352,274	22.79%	<p>* \$348,802 increase in personnel expense - during FY 2017 there was a transfer out of Engineering (due to vacancies and employee time charged directly to capital projects) to Street Maintenance and Traffic Control. In FY 2018 the budget is restored. There were also increases in health insurance and pension rates.</p> <p>* \$7,229 decrease in intragovernmental charges (IT, building maintenance and custodial due to budget cuts in those departments)</p>
<b>Total Budget</b>	<b>\$9,470,169</b>	<b>\$8,980,277</b>	<b>(\$489,892)</b>	<b>(5.17%)</b>	

# City Manager FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$1,436,070	<div> <span>↓</span> <b>\$459,402 24.24%</b> </div> <div> <i>FY 2017 included \$500,000 one time use of excess fund balance for Boys and Girls Club gym expansion project</i> </div>	<div> <span>↑</span> <b>\$393,076</b> </div>
General Sources	<b>\$635,453</b> <b>44% of budget</b>		
Permanent Positions	8.85 FTE	<div> <span>↑</span> <b>0.25 FTE</b> </div> <div> <i>(reallocated from Cultural Affairs)</i> </div>	<div> <span>↑</span> <b>0.85 FTE</b> </div>
Employees Per Thousand Population	0.072	0%	<div> <span>↓</span> <b>14.29%</b> </div>

# City Manager FY 2018 Budget

- FY 2016 General Fund Savings = \$46,636
  - \$31,636 Vision Zero implementation
  - \$15,000 continued strategic plan implementation needs



# City Manager - By Service Area

*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Special Event Coordination	1.00	\$128	\$65,355	\$65,483	Transfer from Convention and Visitors Bureau, Special events application fee
Central Missouri Community Foundation	1.00	\$88,309	\$18,500	\$106,809	Community Foundation
Internal Audit	1.00	\$28,162	\$122,573	\$150,735	G&A Fees
Utility Leadership	0.20	\$0	\$103,897	\$103,897	G&A Fees
Service Department Leadership	0.50	\$82,240	\$122,573	\$204,813	G&A Fees
Operations Department Leadership	0.90	\$116,447	\$122,573	\$239,020	G&A Fees
Council Support	2.25	\$56,904	\$122,573	\$179,477	G&A Fees
Citywide Management (Public Safety & Financial Leadership)	1.75	\$249,666	\$122,573	\$372,239	G&A Fees
Clerical Support	0.25	\$13,597	\$0	\$13,597	
<b>Total City Manager</b>	<b>8.85</b>	<b>\$635,453</b>	<b>\$800,617</b>	<b>\$1,436,070</b>	

*Pages 38-39 of General Fund and Internal Service Fund Costs by Service Area file*

# City Manager - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Administration	\$1,826,847	\$1,361,145	(465,702)	(25.49%)	<p>* \$52,942 increase in personnel services - removed hiring delay budget cut for FY 2018; reallocated 0.25 FTE Sr ASA from Cultural Affairs;</p> <p>* (\$20,111) decrease in intragovernmental charges - IT, building maintenance, and custodial due to budget cuts in those departments</p> <p>* (\$496,480) decrease in utilities, services, and miscellaneous - FY 2017 included a one time use of excess fund balance for the Boys and Girls Club expansion project.</p>
Leadership for Performance Excellence	\$68,625	\$74,925	6,300	9.18%	<p>* \$18,616 increase in personnel services - for strategic plan consultants (Glenn and Judy). These costs were previously paid for by FY 2014 general fund savings.</p> <p>* (\$12,316) reduction in utilities, services and miscellaneous - funds were moved to the personnel services category.</p>
<b>Total Budget</b>	<b>\$1,895,472</b>	<b>\$1,436,070</b>	<b>(459,402)</b>	<b>(24.24%)</b>	

# Human Resources FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$1,168,766	↓ \$69,248 5.59%	↑ \$245,447
General Sources	\$541,077 46% of budget		
Permanent Positions	9.66 FTE	↑ 0.50 FTE <i>(completely offset by reductions in their budget and G&amp;A Fees)</i>	↑ 0.66 FTE
Employees Per Thousand Population	0.079	↑ 3.95%	↓ 15.96%

# Human Resources FY 2018 Budget

- FY 2016 General Fund Savings = \$48,071
  - \$27,071 Printer, laptop and conference room AV equipment replacement and software
  - \$20,000 one-time consultation/contractual fees
  - \$1,000 Supplement CDL program costs

# Human Resources

## - By Service Area

*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

*Pages 40-41 of General Fund and Internal Service Fund Costs by Service Area file*

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Classification and Compensation	0.81	\$25,334	\$52,412	\$77,746	G&A Charges. General sources = cost of providing services to general fund depts
CBIZ Contract	0.01	\$57,735	\$942	\$58,677	G&A Charges. General sources = cost of providing services to general fund depts
World at Work Dues	0.01	\$1,221	\$502	\$1,723	G&A Charges. General sources = cost of providing services to general fund depts
Intragovernmental Charges and Telephone	0.04	\$16,449	\$2,887	\$19,336	G&A Charges. General sources = cost of providing services to general fund depts
<b>Total Classification and Compensation</b>	<b>0.87</b>	<b>\$100,739</b>	<b>\$56,743</b>	<b>\$157,482</b>	
Administration	1.33	\$3,939	\$86,182	\$90,121	G&A Charges. General sources = cost of providing services to general fund depts
Intragovernmental Charges and Telephone	0.07	\$23,859	\$4,206	\$28,065	G&A Charges. General sources = cost of providing services to general fund depts
<b>Total Employee Performance</b>	<b>1.39</b>	<b>\$27,798</b>	<b>\$90,388</b>	<b>\$118,186</b>	
Administration	1.25	\$19,256	\$81,286	\$100,542	G&A Charges. General sources = cost of providing services to general fund depts
Court Reporting	0.04	\$8,564	\$2,448	\$11,012	G&A Charges. General sources = cost of providing services to general fund depts
MCHR/Ed Trek Training	0.00	\$4,000	\$0	\$4,000	G&A Charges. General sources = cost of providing services to general fund depts
Food for Personnel Advisory Board hearings	0.00	\$0	\$0	\$0	G&A Charges. General sources = cost of providing services to general fund depts
Records Management	0.07	\$1,242	\$4,519	\$5,761	G&A Charges. General sources = cost of providing services to general fund depts
Intragovernmental Charges and Telephone	0.15	\$25,786	\$9,541	\$35,327	G&A Charges. General sources = cost of providing services to general fund depts
<b>Total Employee Relations</b>	<b>1.51</b>	<b>\$58,848</b>	<b>\$97,794</b>	<b>\$156,642</b>	
Administration	0.70	\$49,126	\$45,696	\$94,822	G&A Charges. General sources = cost of providing services to general fund depts
Missouri Public Employer Labor Relations Association Dues	0.01	\$1,131	\$502	\$1,633	G&A Charges. General sources = cost of providing services to general fund depts
Intragovernmental Charges and Telephone	0.02	\$14,129	\$1,569	\$15,698	G&A Charges. General sources = cost of providing services to general fund depts
<b>Total Labor Relations</b>	<b>0.74</b>	<b>\$64,386</b>	<b>\$47,767</b>	<b>\$112,153</b>	
Administration	1.43	\$30,893	\$77,782	\$108,675	G&A Charges. General sources = cost of providing services to general fund depts
People Admin Software Contract	0.01	\$23,339	\$439	\$23,778	G&A Charges. General sources = cost of providing services to general fund depts
Auto Reimbursement	0.03	\$757	\$1,946	\$2,703	G&A Charges. General sources = cost of providing services to general fund depts
Criminal driving, and utility security clearance background checks	0.81	\$16,833	\$52,412	\$69,245	G&A Charges. General sources = cost of providing services to general fund depts
Missouri Commercial Driver's License Third Party Tester Program	0.27	\$7,028	\$7,028	\$14,056	G&A Charges. General sources = cost of providing services to general fund depts
Records Management Fees	0.00	\$834	\$0	\$834	G&A Charges. General sources = cost of providing services to general fund depts
Job Advertising	0.37	\$116,231	\$23,852	\$140,083	G&A Charges. General sources = cost of providing services to general fund depts
Employee IDs and building access fobs	0.05	\$3,389	\$3,264	\$6,653	G&A Charges. General sources = cost of providing services to general fund depts
Selection process food	0.05	\$1,510	\$3,076	\$4,586	G&A Charges. General sources = cost of providing services to general fund depts
Intragovernmental Charges and Telephone	0.30	\$55,682	\$19,772	\$75,454	G&A Charges. General sources = cost of providing services to general fund depts
<b>Total Recruitment and Hiring</b>	<b>3.31</b>	<b>\$256,496</b>	<b>\$189,571</b>	<b>\$446,067</b>	
Administration	1.78	\$0	\$140,656	\$140,656	G&A Charges. General sources = cost of providing services to general fund depts
Records management fees	0.03	\$617	\$2,134	\$2,751	G&A Charges. General sources = cost of providing services to general fund depts
IHRIM dues	0.01	\$183	\$502	\$685	G&A Charges. General sources = cost of providing services to general fund depts
Intragovernmental charges and telephone	0.03	\$32,010	\$2,134	\$34,144	G&A Charges. General sources = cost of providing services to general fund depts
<b>Total Payroll Support</b>	<b>1.85</b>	<b>\$32,810</b>	<b>\$145,426</b>	<b>\$178,236</b>	
<b>Total Human Resources</b>	<b>9.66</b>	<b>\$541,077</b>	<b>\$627,689</b>	<b>\$1,168,766</b>	

# Human Resources - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Human Resources Budget	\$1,238,014	\$1,168,766	(\$69,248)	(5.59%)	<p>* \$9,559 increase in personnel services - (1) 0.50 FTE HR Technician added for 9 months - cost is offset by reductions in other accounts and recovery of part of the costs through G&amp;A Fees</p> <p>* \$72,953 decrease in intragovernmental charges (IT, building maintenance, and custodial due to budget cuts in those departments)</p> <p>* \$5,854 decrease in utilities, services, and miscellaneous - to offset part of the cost of adding .50 FTE position</p>
<b>Total Budget</b>	<b>\$1,238,014</b>	<b>\$1,168,766</b>	<b>(\$69,248)</b>	<b>(5.59%)</b>	

# Cultural Affairs FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$525,548	↓ \$14,068 2.61%	↑ \$96,640
General Sources	\$422,258 80% of budget		
Permanent Positions	2.50 FTE	↓ 0.25 FTE (reallocated 0.25 FTE to City Manager's Office)	↓ 0.25 FTE
Employees Per Thousand Population	0.020	↓ 13.04%	↓ 31.03%



# Cultural Affairs FY 2018 Budget

- FY 2016 General Fund Savings: \$8,308
  - \$6,308 Furniture replacements
  - \$2,000 Software licenses

# Cultural Affairs - By Service Area

*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

*Pages 42-44 of General Fund and Internal Service Fund Costs by Service Area file*

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Notes
Columbia Values Diversity Celebration	0.25	\$21,759	\$38,500	\$60,259	Diversity Breakfast ticket fees
Celebration of the Arts (formerly Poster Party)	0.25	\$21,509	\$10,600	\$32,109	Poster party
Commemorative Poster Design	0.14	\$6,062	\$1,690	\$7,752	Poster sales, Miscellaneous revenue
Arts & Culture Organizational Annual Funding & Small Request Funding Management	0.25	\$130,609	\$0	\$130,609	
Percent For Art & Public Art Collections Management	0.21	\$20,909	\$100	\$21,009	Miscellaneous revenue
Public Art Guides/Columbia Art Guide/Otocast Mobile App Art Guide and Partners in Education.	0.15	\$9,843	\$5,100	\$14,943	State grant, Miscellaneous revenue
Traffic Box Art Program	0.01	\$2,128	\$1,300	\$3,428	Traffic Box Art revenue, Miscellaneous revenue
Family Fun Fest and Poster design (by elementary/middle school children)	0.15	\$10,143	\$4,700	\$14,843	State grant, Miscellaneous revenue
Art news weekly newsletter, Arts & Culture Minute with KBIA, Arts and Culture Organization Online Directory and Citizen's Handbook artwork coordinator	0.15	\$9,173	\$2,500	\$11,673	State grant
Poetry Out Loud Regional Competition	0.11	\$6,743	\$0	\$6,743	
Stephens Lake Park Amphitheatre Concert, One Read Art Show Collaboration, Care Gallery Collaboration	0.01	\$3,078	\$200	\$3,278	Miscellaneous revenue
Columbia Arts Fund management	0.10	\$13,491	\$8,500	\$21,991	Contributions Fund
Citizen Handbook Artwork	0.00	\$1,150	\$0	\$1,150	
Capacity Building Workshops for Arts & Culture Organizations	0.15	\$16,539	\$100	\$16,639	Miscellaneous revenue
Sister Cities Program and the USS Columbia	0.10	\$18,466	\$0	\$18,466	
Artrageous Weekends in the Downtown CID	0.03	\$1,369	\$0	\$1,369	
American's for the Arts Conference	0.15	\$8,290	\$0	\$8,290	
Cable Access Television	0.10	\$48,466	\$0	\$48,466	
Community Programming	0.00	\$4,740	\$0	\$4,740	
<b>Total Office of Cultural Affairs Programs</b>	<b>2.30</b>	<b>\$354,467</b>	<b>\$73,290</b>	<b>\$427,757</b>	
John William "Blind" Boone Home	0.10	\$17,082	\$15,000	\$32,082	Transfer from Convention and Visitors Bureau
Maplewood House at Nifong Park	0.10	\$19,942	\$15,000	\$34,942	Transfer from Convention and Visitors Bureau
Intragovernmental Charges	0.00	\$6,597	\$0	\$6,597	
CVB & Chamber Expenses	0.00	\$175	\$0	\$175	
Conferences & Continuing Education	0.00	\$10,805	\$0	\$10,805	
Office and Walton Building management	0.00	\$13,190	\$0	\$13,190	
<b>Total Cultural Heritage Liaisons</b>	<b>0.20</b>	<b>\$67,791</b>	<b>\$30,000</b>	<b>\$97,791</b>	
<b>Total Cultural Affairs</b>	<b>2.50</b>	<b>\$422,258</b>	<b>\$103,290</b>	<b>\$525,548</b>	

# Cultural Affairs - Changes From Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Cultural Affairs Budget	\$539,616	\$525,548	(\$14,068)	(2.61%)	<ul style="list-style-type: none"> <li>* \$8,360 decrease in personnel services - turnover</li> <li>* \$10,106 decrease in materials and supplies - FY 2017 included a one-time expense for City flags</li> <li>* \$1,101 increase in intragovernmental charges - new insurance administration charge for FY 2018 and minor increase in GIS Fees</li> <li>* \$3,297 increase in utilities, services, and miscellaneous - will need to begin paying maintenance on Foundant Arts Funding Software. Includes \$35,000 for CAT TV</li> </ul>
<b>Total Budget</b>	<b>\$539,616</b>	<b>\$525,548</b>	<b>(\$14,068)</b>	<b>(2.61%)</b>	

# Economic Development FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$502,322	↑ \$7,987 1.62%	↑ \$117,352
General Sources	\$380,840 76% of budget		
Permanent Positions	3.50 FTE	0	↓ 0.50 FTE
Employees Per Thousand Population	0.029	0%	↓ 30.95%

# Economic Development FY 2018 Budget

- FY 2016 General Fund Savings: \$13,414
  - \$13,414 Convert hallway nook into a private office and meeting room, including furniture, fixtures, and equipment

# Economic Development - By Service Area

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Expansion	0.85	\$110,504	\$0	\$110,504	
Attraction	0.85	\$110,506	\$0	\$110,506	
Entrepreneurship	1.30	\$84,203	\$36,728	\$120,931	\$30,000 University of Missouri, \$6,728 REDI
Communications	0.00	\$15,004	\$38,754	\$53,758	Reimbursement from REDI for temporary help
REDI Board of Directors	0.50	\$60,623	\$46,000	\$106,623	Transfer from Convention & Tourism Fund
<b>Total Economic Development</b>	<b>3.50</b>	<b>\$380,840</b>	<b>\$121,482</b>	<b>\$502,322</b>	

Pages 45-46 of General  
Fund and Internal  
Service Fund Costs by  
Service Area file

*This is an exercise to explain where discretionary funds are  
allocated and the impact to the community*

# Economic Development - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Economic Development	\$494,335	\$502,322	\$7,987	1.62%	<p>* \$17,068 increase in personnel services - full year of funding for Entrepreneurship Program Coordinator position added in FY 2017 and increases in health insurance and pension rates. The University reimburses the City for \$30,000 of the Entrepreneurship Program Coordinator position.</p> <p>* \$1,890 increase in materials and supplies - will replace 6 monitors, a dedicated function computer and an ipad. In future years these items will be covered under the automatic replacement plan.</p> <p>* \$5,509 increase in intragovernmental charges - this department will now have their computers on an automatic replacement plan, the department will also now be charged GIS fees.</p> <p>* \$16,480 decrease in utilities, services, and miscellaneous. \$16,000 transfer to REDI for economic development activities done in FY 2017 will now go directly from Convention and Visitors Bureau to REDI instead of flowing through Economic Development</p>
<b>Total Budget</b>	<b>\$494,335</b>	<b>\$502,322</b>	<b>\$7,987</b>	<b>1.62%</b>	



# City Clerk FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$430,559	↑ \$3,310 0.77%	↑ \$164,138
General Sources	\$251,839 58% of budget		
Permanent Positions	3.00 FTE	0	↑ 1.00 FTE
Employees Per Thousand Population	0.025	0%	↑ 19.05%

# City Clerk FY 2018 Budget

- FY 2016 General Fund Savings: \$15,915
  - \$15,915 Miscellaneous Contractual - to assist with records management and digital imaging issues

# City Clerk - By Service Area

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Senior Administrative Support Assistant	1.00	\$33,234	\$23,573	\$56,807	G&A Charges. General sources = cost of providing services to general fund depts
Deputy City Clerk and City Clerk	2.00	\$149,200	\$105,892	\$255,092	G&A Charges. General sources = cost of providing services to general fund depts
Payment of Elections	0.00	\$69,405	\$49,255	\$118,660	G&A Charges. General sources = cost of providing services to general fund depts
<b>Total City Clerk</b>	<b>3.00</b>	<b>\$251,839</b>	<b>\$178,720</b>	<b>\$430,559</b>	

*This is an exercise to explain where  
discretionary funds are allocated and the  
impact to the community*

# City Clerk - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
General	\$308,589	\$311,899	\$3,310	1.07%	* \$3,082 increase in personnel services - increases in health insurance and pension rates * \$228 increase in intragovernmental charges - new insurance administration fee for FY 2018
Elections	\$118,660	\$118,660	\$0	0.00%	* No change
<b>Total Budget</b>	<b>\$427,249</b>	<b>\$430,559</b>	<b>\$3,310</b>	<b>0.77%</b>	

# Public Works Administration FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$222,343	↓ \$18,187 7.56%	↓ \$351,912
General Sources	\$165,499 74% of budget		
Permanent Positions	0.95 FTE	0	↓ 5.20 FTE
Employees Per Thousand Population	0.008	0	↓ 87.50%

# PW Administration FY 2018 Budget

- FY 2016 General Fund Savings: \$127,635
  - \$32,635 Replace computer equipment (*computers, software, plotter/scanner*)
  - \$20,000 Strategic plan implementation
  - \$15,000 Temporary help to cover project management of FY 2018 special projects (*Fire station remodels and building assessment of city facilities*)
  - \$10,000 Travel/training for staff (*includes PW related membership fees, travel, etc for Deputy City Manager*)
  - \$2,000 Replace aging furniture
  - \$48,000 Replace fleet item for Engineering

# PW Administration - By Service Area

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Department Oversight	0.50	\$39,924	\$38,126	\$78,050	G&A fees and Boone County Electric Coop dividend
Financial Function for Public Works Dept	0.15	\$26,025	\$8,193	\$34,218	G&A fees and Boone County Electric Coop dividend
Human Resource Function for Public Works Dept	0.05	\$8,680	\$8,689	\$17,369	G&A fees and Boone County Electric Coop dividend
Parking Permits and Other Related Duties	0.25	\$43,400	\$1,836	\$45,236	G&A fees and Boone County Electric Coop dividend
Project Inspection		\$47,470		\$47,470	G&A fees and Boone County Electric Coop dividend
<b>Total PW Admin</b>	<b>0.95</b>	<b>\$165,499</b>	<b>\$56,844</b>	<b>\$222,343</b>	



# PW Administration - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
PW Administration Budget	\$240,530	\$222,343	(\$18,187)	(7.56%)	* \$604 increase in personnel services - health insurance and pension rate increases * (\$18,791) decrease in intragovernmental charges - (IT, building maintenance, and custodial due to budget cuts in those departments)
Total Budget	\$240,530	\$222,343	(\$18,187)	(7.56%)	

# City Council FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$272,190	<b>↑ \$18,004 7.08%</b> <i>Centralized all of the boards and commissions in the City Council budget beginning in FY 2018</i>	<b>↑ \$19,390</b>
General Sources	<b>\$155,539</b> <b>57% of budget</b>		
Permanent Positions	<b>No permanent positions</b>		
Employees Per Thousand Population	N/A		

# City Council FY 2018 Budget

- FY 2016 General Fund Savings: \$22,365
  - \$22,365 Travel/training

# City Council - By Service Area

*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

*Pages 49-51 of General Fund and Internal Service Fund Costs by Service Area file*

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
- City Council General	0.00	\$73,289	\$114,651	\$187,940	G&A Fees
- Airport Advisory Board	0.00	\$0	\$0	\$0	
- Bicycle/Pedestrian Commission	0.00	\$0	\$0	\$0	
- Board of Adjustment	0.00	\$2,000	\$0	\$2,000	
- Board of Health	0.00	\$0	\$0	\$0	
- Building Construction Codes	0.00	\$3,550	\$0	\$3,550	
- Citizens Police Review Board	0.00	\$22,500	\$0	\$22,500	
- City of Columbia New Century Fund Inc Board	0.00	\$0	\$0	\$0	
- Columbia Community Development Commission	0.00	\$0	\$0	\$0	
- Columbia Vision Commission	0.00	\$0	\$0	\$0	
- Commissions - General	0.00	\$9,000	\$0	\$9,000	
- Commission on Cultural Affairs	0.00	\$0	\$0	\$0	
- Commission on Cultural Affairs	0.00	\$0	\$0	\$0	
- Commission on Human Rights	0.00	\$4,500	\$0	\$4,500	
- Community Land Trust Organization Board	0.00	\$0	\$0	\$0	
- Community Tree Task Force	0.00	\$0	\$0	\$0	
- Convention and Visitors Advisory Board	0.00	\$0	\$2,000	\$2,000	Transfer from Convention and Visitors Bureau
- Disabilities Commission	0.00	\$1,300	\$0	\$1,300	
- Downtown Columbia Leadership Council	0.00	\$0	\$0	\$0	
- Drink Water Planning Work Group	0.00	\$0	\$0	\$0	
- Environment and Energy Commission	0.00	\$0	\$0	\$0	
- Finance Advisory and Audit Committee	0.00	\$0	\$0	\$0	
- Firefighters' Retirement Board	0.00	\$0	\$0	\$0	
- Historic Preservation Commission	0.00	\$10,000	\$0	\$10,000	
- Human Services Commission	0.00	\$0	\$0	\$0	
- Integrated Water Resource Planning Committee	0.00	\$0	\$0	\$0	
- Liquor License Review Board	0.00	\$0	\$0	\$0	
- Mayor's Council on Physical Fitness	0.00	\$6,000	\$0	\$6,000	
- Mayor's Task Force on Infrastructure	0.00	\$0	\$0	\$0	
- Mayor's Task Force on Medical Tourism	0.00	\$0	\$0	\$0	
- Mayor's Task Force on the USS Columbia	0.00	\$0	\$0	\$0	
- Parking and Traffic Management Task Force	0.00	\$0	\$0	\$0	
- Parks and Recreation Commission	0.00	\$2,500	\$0	\$2,500	
- Personnel Advisory Board	0.00	\$0	\$0	\$0	
- Planning and Zoning Commission	0.00	\$20,900	\$0	\$20,900	
- Police Retirement Board	0.00	\$0	\$0	\$0	
- Public Transit Advisory Commission	0.00	\$0	\$0	\$0	
- Railroad Advisory Board	0.00	\$0	\$0	\$0	
- Rock Quarry Road Scenic Roadway Stakeholder Advisory Group	0.00	\$0	\$0	\$0	
- Source Water Protection Plan Task Force	0.00	\$0	\$0	\$0	
- Substance Abuse Advisory Commission	0.00	\$0	\$0	\$0	
- Tax Increment Financing Commission	0.00	\$0	\$0	\$0	
- Water and Light Advisory Board	0.00	\$0	\$0	\$0	
- Youth Advisory Council	0.00	\$0	\$0	\$0	
<b>Total Boards and Commissions</b>	<b>0.00</b>	<b>82,250</b>	<b>2,000</b>	<b>84,250</b>	
<b>Total City Council</b>	<b>0.00</b>	<b>\$155,539</b>	<b>\$116,651</b>	<b>\$272,190</b>	

# City Council - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
General	\$193,522	\$187,940	(\$5,582)	(2.88%)	* (\$5,582) decrease in intragovernmental charges - building maintenance and custodial decreased due to budget cuts in those departments
Boards and Commissions	\$60,664	\$84,250	\$23,586	38.88%	* \$8,100 increase in materials and supplies - for FY 2018 all boards and commissions and their associated budgets have been moved from the liaison department's budget into this budget * \$15,486 increase in utilities, services and miscellaneous - for FY 2018 all boards and commissions and their associated budgets have been moved from the liaison department's budget into this budget
<b>Total Budget</b>	<b>\$254,186</b>	<b>\$272,190</b>	<b>\$18,004</b>	<b>7.08%</b>	

# Parking Enforcement and Traffic Control

## FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$1,262,675	↓ \$103,461 7.57%	↑ \$136,409
General Sources	\$44,118 3% of budget		
Permanent Positions	13.05 FTE	0	↑ 1.05 FTE
Employees Per Thousand Population	0.107	↓ 1.83%	↓ 14.40%

# Parking Enforcement and Traffic Control

## FY 2018 Budget

- FY 2016 General Fund Savings: \$114,623
  - \$50,000 Traffic enforcement equipment and software (*residential neighborhood, etc.*)
  - \$12,000 Computer software, licensing, equipment
  - \$52,623 Street marking supplies (*glass beads, paint, etc.*)



# Parking Enforcement and Traffic Control

## - By Service Area

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Administration	0.05	\$8,798		\$8,798	
Traffic Control	8.00	\$2,007	\$638,886	\$640,893	Transportation Sales Tax
General Parking Enforcement	5.00	\$33,313	\$272,757	\$306,070	Transportation Sales Tax
Residential Parking Program Enforcement		\$0	\$204,609	\$204,609	Transportation Sales Tax
Priority Snow Route Enforcement		\$0	\$102,305	\$102,305	Transportation Sales Tax
<b>Total Streets and Engineering</b>	<b>13.05</b>	<b>\$44,118</b>	<b>\$1,218,557</b>	<b>\$1,262,675</b>	

Pages 52-53 of General  
Fund and Internal  
Service Fund Costs by  
Service Area file

*This is an exercise to explain where  
discretionary funds are allocated and the  
impact to the community*

# Parking Enforcement and Traffic Control - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Parking Enforcement	\$296,370	\$282,949	(\$13,421)	(4.53%)	<p>* \$5,711 decrease in personnel services - turnover</p> <p>* \$6,298 decrease in materials and supplies - Safety Equipment reduced</p> <p>* \$1,120 decrease in intragovernmental charges - janitorial services due to budget cuts in that department and self insurance charges down due to lower claims</p>
Traffic Control	\$1,069,766	\$979,726	(\$90,040)	(8.42%)	<p>* \$4,325 increase in personnel services - standby pay increased, health insurance and pension rate increases</p> <p>* \$118,000 decrease in materials and supplies - in FY 2017, \$120,000 was moved from Streets and Sidewalks (from vacancies) into Traffic's materials account for additional paint striping and pedestrian signals. The FY 2018 budget reflects the normal amount in these accounts.</p> <p>* \$26,492 increase in intragovernmental charges - when we split traffic control away from streets and sidewalks, the following intragovernmental charges were not moved: IT, GIS, Computer Replacement, and City University. This has been corrected for FY 2018.</p>
<b>Total Budget</b>	<b>\$1,366,136</b>	<b>\$1,262,675</b>	<b>(\$103,461)</b>	<b>(7.57%)</b>	

# Office of Sustainability FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$400,114	↓ \$27,493 6.43%	Did not exist 10 years ago
General Sources	\$0 0% of budget		
Permanent Positions	5.00 FTE	0	N/A
Employees Per Thousand Population	0.041	↓ 2.38%	N/A

# Office of Sustainability - By Service Area

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Climate Action Planning	1.15	\$0	\$124,136	\$124,136	Transfers from Utilities and transfers from depts with savings from sustainability projects
Conservation Implementation	2.00	\$0	\$142,954	\$142,954	Grant, Transfers from Utilities and transfers from depts with savings from sustainability projects
Environmental Education and Outreach	1.85	\$0	\$133,025	\$133,025	Transfers from Utilities and transfers from depts with savings from sustainability projects
<b>Total Office of Sustainability</b>	<b>5.00</b>	<b>\$0</b>	<b>\$400,114</b>	<b>\$400,114</b>	

Page 54 of General  
Fund and Internal  
Service Fund Costs by  
Service Area file

*This is an exercise to explain where  
discretionary funds are allocated  
and the impact to the community*

# Office of Sustainability - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
General	\$427,607	\$400,114	(\$27,493)	(6.43%)	<p>* \$9,174 decrease in personnel services - Sustainability Educator position, which was funded for 3 months in FY 2017, has been deleted</p> <p>* \$14,860 decrease in supplies and materials - grant funded items in FY 2017</p> <p>* \$1,760 increase in travel and training - increased due to more staff - costs are offset by transfers from Utility Departments</p> <p>* \$8,998 increase in intragovernmental charges - in FY 2017 several positions were moved from the utilities into this budget. In FY 2018 we are moving the associated intragovernmental charges into this budget</p> <p>* \$14,217 decrease in utilities, services, and miscellaneous - grant funded items in FY 2017</p>
<b>Total Budget</b>	<b>\$427,607</b>	<b>\$400,114</b>	<b>(\$27,493)</b>	<b>(6.43%)</b>	

# Lunch Break

# Suggested Uses for Council Allocation of FY 2016 General Fund Savings

\$1,100,000	One-time payment to City Employees in General Fund of \$1,000 per employee	
\$350,000	Strategic Plan Implementation	
	North 8th Street Cottages - Community Land Trust	\$200,000
	Climate Assessment Implementation	\$35,000
	Marketing, Communications and Printing	\$10,000
	Food for Neighborhood Meetings	\$5,000
	STEM Initiative - Public Works	\$15,000
	Community Scholars	\$20,000
	Step Up to Leadership	\$10,000
	Neighborhood Park Fun Days	\$5,000
	Supplier Diversity Contract	\$36,000
	Other	\$14,000
\$250,000	Matching funds for Job Point to purchase building	
\$150,000	Assist with Phase 2 Expansion of Missouri Innovation Center	
\$100,000	Vision Zero Implementation	
\$50,000	Provide grants to taxi providers to purchase accessible vehicles	
\$50,000	Community Engagement Process	
\$153,947	Pay down unfunded accrued police and fire pension liabilities	
<b>\$2,203,947</b>	<b>Total Council Allocation Amount</b>	



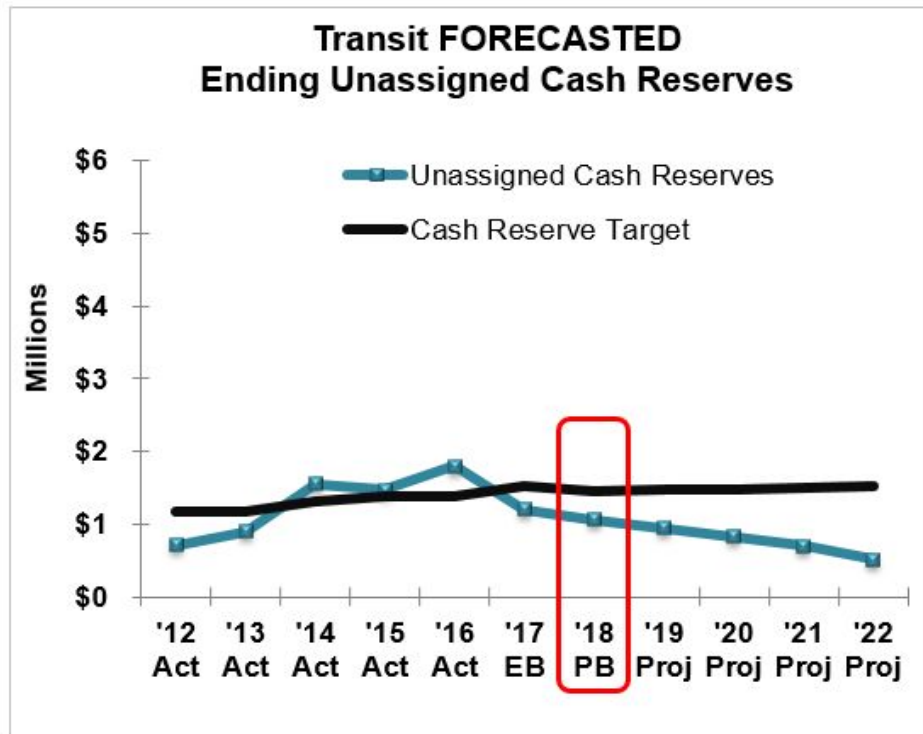
# Transit FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$9,357,710	↑\$778,739 9.08%	↑\$3,632,860
General Sources	\$0		
Permanent Positions	56.50 FTE	↓.05 FTE <i>(part of Public Works Director was reallocated to Airport to provide oversight for Airport capital projects)</i>	↑ 17.70 FTE <i>(mostly from converting temporary positions to permanent positions)</i>
Employees Per Thousand Population	0.462	↓ 1.91%	↑ 14.07%



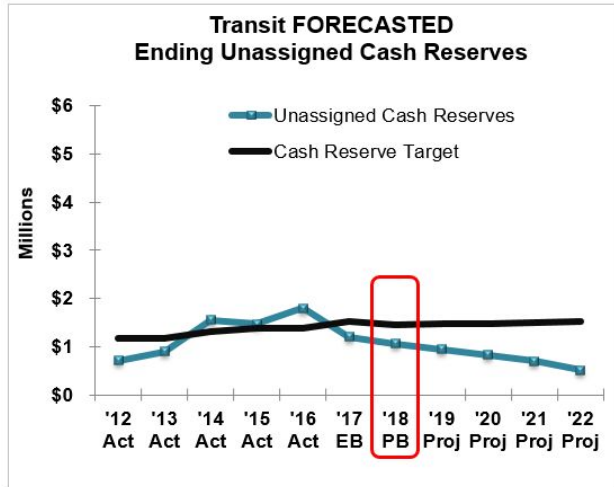
# Transit - Financial Condition

- Personnel costs are increasing faster than transportation sales taxes and fares are growing. Over budget in FY 2017 by \$300,000 in personnel:
  - High turnover and training costs
  - High overtime costs
  - High health insurance costs
- In FY 2017 estimate using \$591,349 of reserves and falling below the cash reserve target
- Even with the proposed elimination of 3 low performing routes and a \$1 paratransit fare increase in FY 2018, future years project a further decline in cash reserves with the FY 2022 reserves projected at just \$516,517

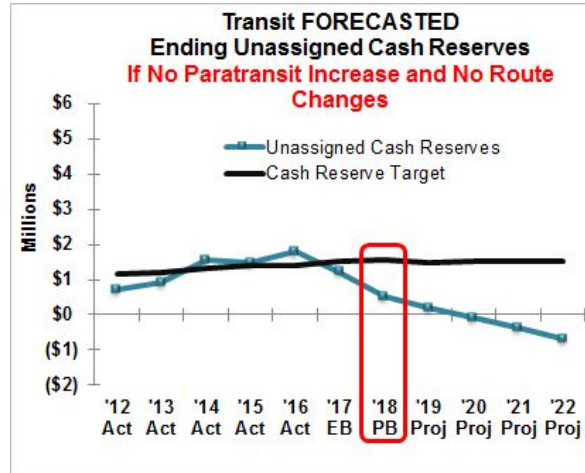


# Transit Options - Impact on Financial Condition

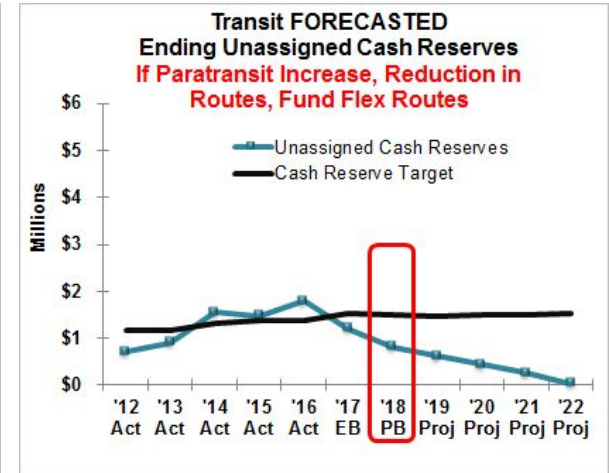
## 3 Routes Eliminated and PT Fee Increase



- FY 2018 would be \$397,575 below cash target
- Reserves would decrease every year but the operation would not run out of cash reserves in the next five years



- FY 2018 would be \$1,054,338 below cash target (vs \$397,575 proposed for FY 2018)
- Transit would run out of cash reserves in FY 2020



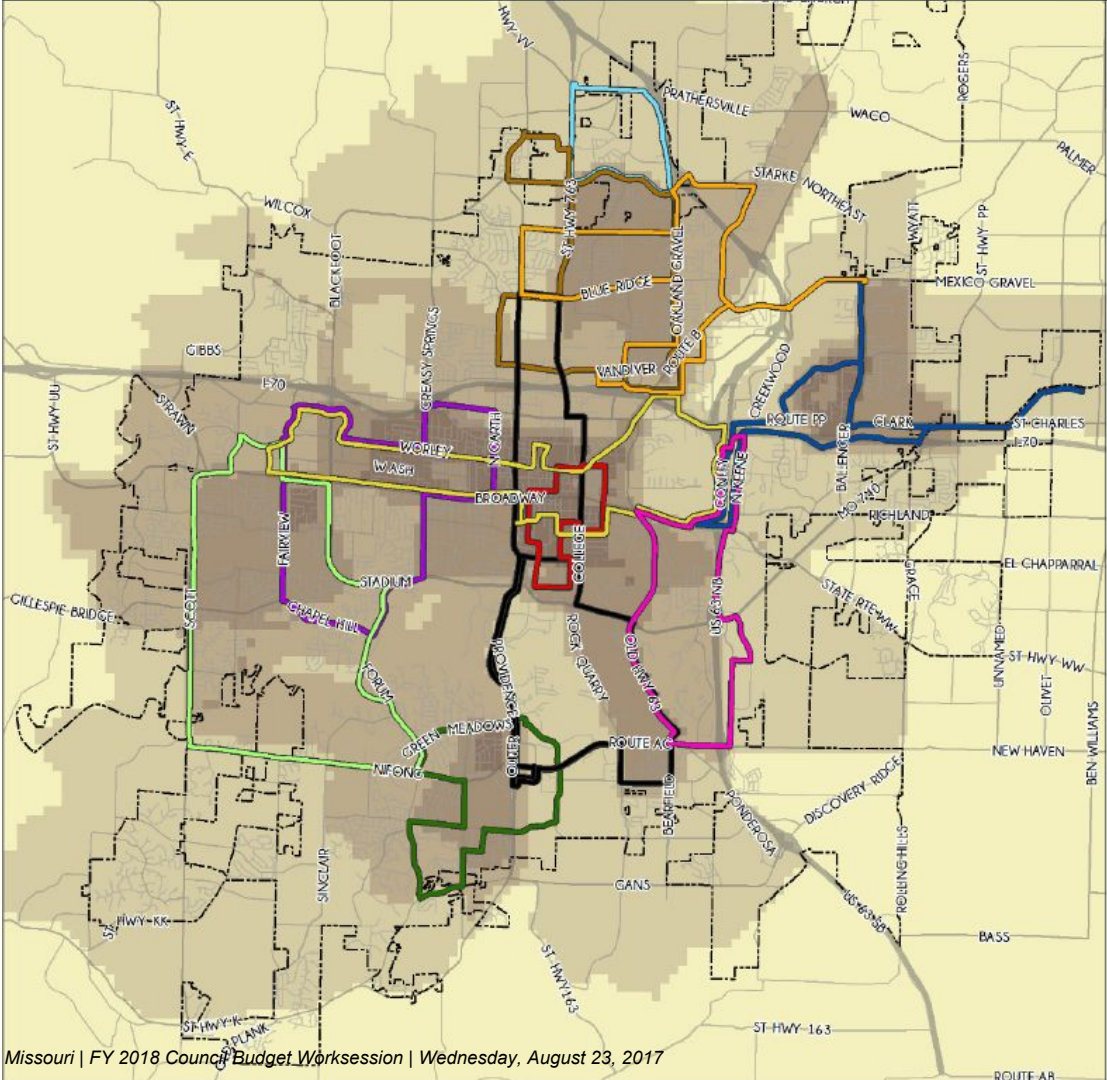
- FY 2018 would be \$700,957 below cash target (vs \$397,575 proposed for FY 2018)
- Transit would run out of cash reserves in FY 2022

# Transit Proposed Route Reductions

- 6 – Pink Route
- 7 – Dark Green
- 8 – Light Green

Rank	Route	Weekday Average Passengers Per Revenue Hour
1	Route #402 (Trowbridge Loop)	224
2	Route #401 (Hearnes Loop)	163.7
3	Route #404 (Mizzou North Loop)	120.3
4	Route #406 (West Loop)	41.32
5	Route #403 (Reactor Field Loop)	33.9
6	Route #405 (Campus Loop)	26.7
7	Black Route #1 (Blue Ridge to Nifong)	25.3
8	Gold Route #2 (Conley to Park De Ville)	16.8
9	Aqua Route #11 (Prathersville to Brown School)	13.4
10	Red Route #10 (Downtown Orbiter)	12.4
11	Blue Route #5 (Battle High School to Conley Road)	11.5
12	Brown Route #3 (Burning Bush to Whitegate)	8.8
13	Orange Route #4 (Starke to Whitegate)	8.1
14	Purple Route #9 (Chapel Hill to Business Loop 70)	8.0
15	Pink Route #6 (Grindstone to I-70 Drive SE)	7.4
16	Light Green Route #8 (Scott to Forum)	5.2
17	Dark Green Route #7 (Old Plank to Green Meadows)	4.4
<b>Tiger Line Average</b>		<b>99.2</b>
<b>COMO Connect Average</b>		<b>14.4</b>
<b>Combined System Average</b>		<b>26.8</b>

# Transit Propensity





# Transit Proposed Revenue Increase

- Increase ParaTransit fares
- Have not been raised since FY 2009
- Proposed increase to \$3.00 per ride  
(*Estimated cost per ride is \$26.53*)



# Transit Budget Reduction Totals

\* Permanent positions will be moved to University account.



Expense Reductions	
Route Reductions 6, 7 & 8	
Fuel Oil & Lubricants	\$63,888.00
Parts Fleet Maintenance	\$50,742.00
Vehicle Maintenance	\$34,618.50
Outside Work	\$19,111.50
Temporary Positions	\$127,000.00
Permanent Positions*	\$170,922.00
Employee Health Insurance	\$39,352.50
	\$505,634.50
Overtime (Events)	
Fare Increase	
ParaTransit Fare	\$50,000.00
Totals	
Total Required Expense Reduction	\$558,404.00
Total Proposed	\$575,634.50



# Transit - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Fixed Route	\$6,068,062	\$5,281,259	(\$786,803)	-12.97%	<ul style="list-style-type: none"> <li>* \$423,174 decrease in personnel expenses - based on removal of three low performing routes</li> <li>* \$264,536 decrease in materials and supplies - Lower fuel costs budgeted due to greater use of electric buses; lower parts costs budgeted due to lower mark-up to be charged by Fleet Operations and based on removal of three low performing routes</li> <li>* \$11,367 decrease in intragovernmental charges - IT, building maintenance, and custodial due to budget cuts in those departments</li> <li>* \$60,774 decrease in utilities, services &amp; misc. - Lower vehicle maintenance costs budgeted due to reduction in labor rates and based on removal of three low performing routes</li> </ul>
Paratransit	\$1,048,762	\$1,094,857	\$46,095	4.40%	<ul style="list-style-type: none"> <li>* \$71,170 increase in personnel expenses - based on reallocation of Bus Drivers from Fixed Route to Paratransit and University Shuttle. Temporary positions in this area will be replaced with the permanent positions in an effort to deal with turnover issues.</li> <li>* \$15,446 decrease in materials &amp; supplies - Lower fuel costs budgeted</li> <li>* \$9,829 decrease in intragovernmental charges - lower claims costs in self insurance fees</li> </ul>
University Shuttle	\$1,007,713	\$1,528,127	\$520,414	51.64%	<ul style="list-style-type: none"> <li>* \$493,845 increase in personnel expenses - based on reallocation of Bus Drivers from Fixed Route to Paratransit and University Shuttle, as well as increase in temporary positions and overtime due to short staffing.</li> <li>* \$75,272 decrease in materials &amp; supplies - Lower fuel costs budgeted due to greater use of electric buses; lower parts costs budgeted due to lower mark-up to be charged by Fleet Operations and greater use of electric buses</li> <li>* \$112,960 increase in intragovernmental charges - Self-Insurance-5 year claim amount increased</li> <li>* \$7,298 decrease in utilities, services, and miscellaneous - increase in electric to reflect greater use of electric buses but larger decrease in vehicle maintenance as electric buses require significantly lower vehicle maintenance costs</li> </ul>
Capital Projects	\$454,434	\$1,453,467	\$999,033	219.84%	<ul style="list-style-type: none"> <li>* \$999,033 increase in capital projects - Increased funding required for FY 2018 Capital Projects</li> </ul>
<b>Total Budget</b>	<b>\$8,578,971</b>	<b>\$9,357,710</b>	<b>\$778,739</b>	<b>9.08%</b>	

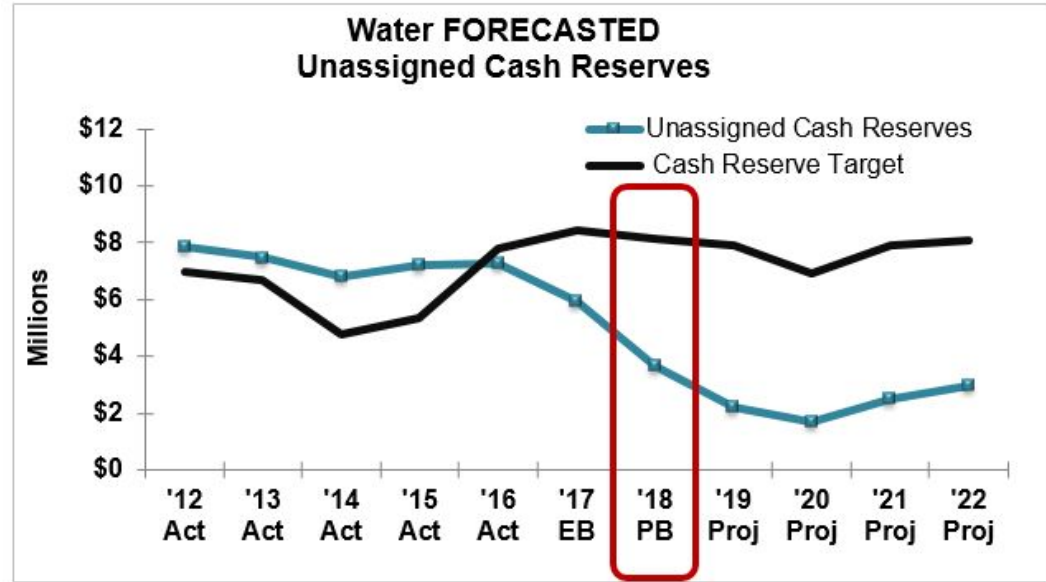
# Utility Departments

# Water FY 2018 Budget

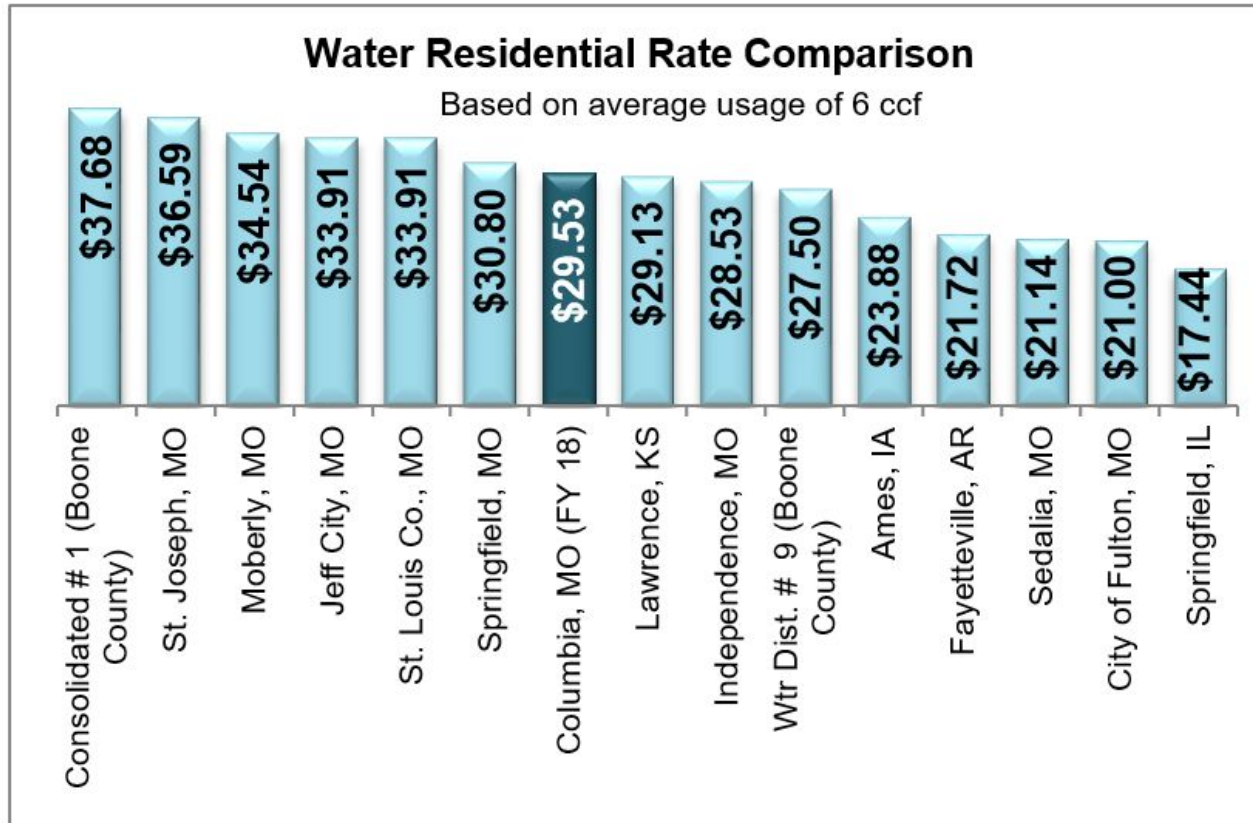
	FY 2018	1 Year Change	10 Year Change
Total Budget	\$29,152,607	<b>↑ \$625,892 2.19%</b> <i>(can vary significantly from year to year based on capital project funding required)</i>	<b>↑ \$8,535,334</b> <i>(can vary significantly from year to year based on capital project funding required)</i>
General Sources	<b>\$0</b> <b>0% of budget</b>		
Permanent Positions	99.77 FTE	<b>↓ 0.98 FTE</b> <i>(2 positions added, 2.98 reallocated to other depts)</i>	<b>↑ 20.77 FTE</b>
Employees Per Thousand Population	0.815	<b>↓ 2.98%</b>	<b>↓ 1.21%</b>

# Water - Financial Condition

- FY 2017 is projected to be below cash reserve target by \$2.5 million due to \$3.0 million in capital project costs
- FY 2018 includes a 4% operating increase and is projected to be \$4.5 million below the cash reserve target due to \$3.6 million in capital project costs and \$0.6 million increase in principal payments
- Future years remain below cash reserve target
- Will need to take a ballot to the voters in FY 2018 to fund capital project needs in future years



# Water FY 2018 Rates



- Propose a 4% Operating Rate Increase
- \$0.90 Average monthly customer impact
- Water and Light Advisory Board in favor of increase

# Water FY 2018 Other Rate Changes

**Water Commercial Rate Increase** - overall increase estimated at 7.5%.  
Increase is for base charge only

## \* **Water Tap Fee**

Meter size:

1" from \$750 to \$1,000

1 1/2" - 2" or 1" commercial from \$250 to \$335

\* *Fees increased in FY 2015*

# Water - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Admin & General	\$13,260,094	\$13,263,534	\$3,440	0.03%	<ul style="list-style-type: none"> <li>* \$100,006 decrease in personnel services - turnover</li> <li>* \$18,313 increase in materials and supplies - more items included in operation supplies and computer/electronic</li> <li>* \$83,077 increase in intragovernmental charges - IT-increase in overall percentage of active computers; UCS-positions added and more accounts identified in new system; Self-Insurance-5 year claim amount increased</li> <li>* \$17,160 decrease in utilities, services &amp; miscellaneous - non-recurring contract expense</li> <li>* \$19,216 increase in other - increased transfer to cover water related costs in Office of Sustainability</li> </ul>
Production	\$5,885,409	\$5,893,395	\$7,986	0.14%	<ul style="list-style-type: none"> <li>* \$23,108 decrease in personnel services - turnover</li> <li>* \$10,000 decrease in materials and supplies - safety equipment</li> <li>* \$30,094 increase in utilities, services &amp; misc. - Electric-1% rate increase</li> <li>* \$11,000 increase in capital additions - fleet replacement</li> </ul>
Distribution	\$6,381,212	\$6,395,678	\$14,466	0.23%	<ul style="list-style-type: none"> <li>* \$10,060 decrease in personnel services-turnover</li> <li>* \$22,614 increase in intragovernmental charges - Locator Service Charge-Utility Locator Supervisor added in FY 2017 is now included in fee</li> </ul>
Capital Projects	\$3,000,000	\$3,600,000	\$600,000	20.00%	<ul style="list-style-type: none"> <li>* \$600,000 increase in capital additions - More funding required for FY 2018 Capital Projects</li> </ul>
<b>Total Budget</b>	<b>\$28,526,715</b>	<b>\$29,152,607</b>	<b>\$625,892</b>	<b>2.19%</b>	

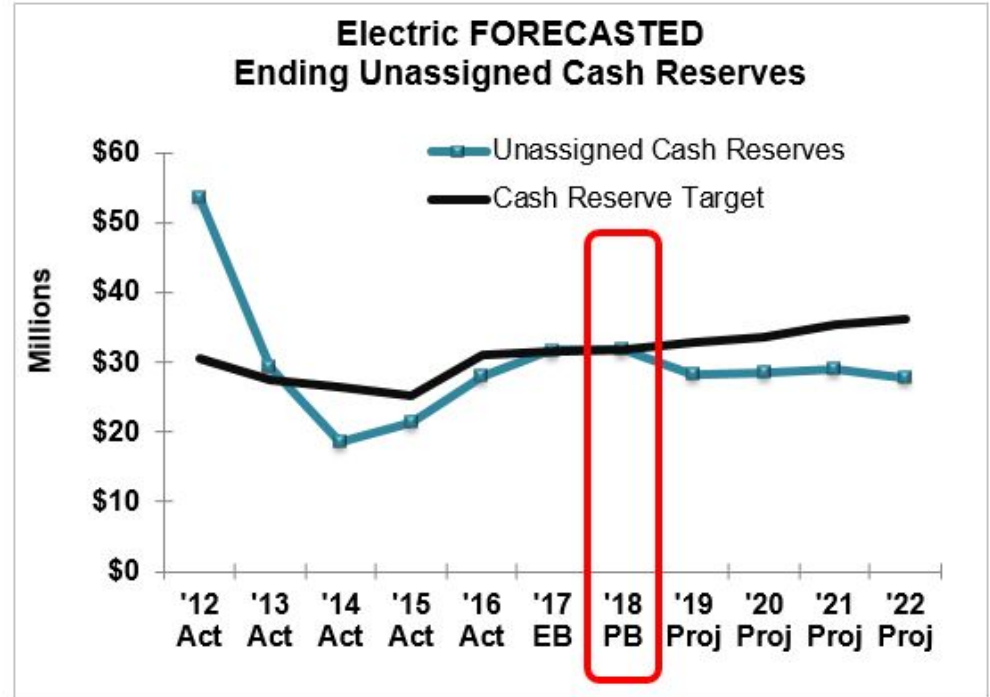
# Electric FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$144,450,842	<b>↓ \$5,298,157 3.54%</b> <i>(can vary significantly from year to year based on capital project funding required)</i>	<b>↑ \$21,180,557</b> <i>(can vary significantly from year to year based on capital project funding required)</i>
General Sources	<b>\$0</b> <b>0% of budget</b>		
Permanent Positions	186.48 FTE	<b>3.63 FTE</b> <i>(1 position added and 2.63 positions reallocated from other funds)</i>	<b>↑ 25.88 FTE</b>
Employees Per Thousand Population	1.524	0%	<b>↓ 9.12%</b>

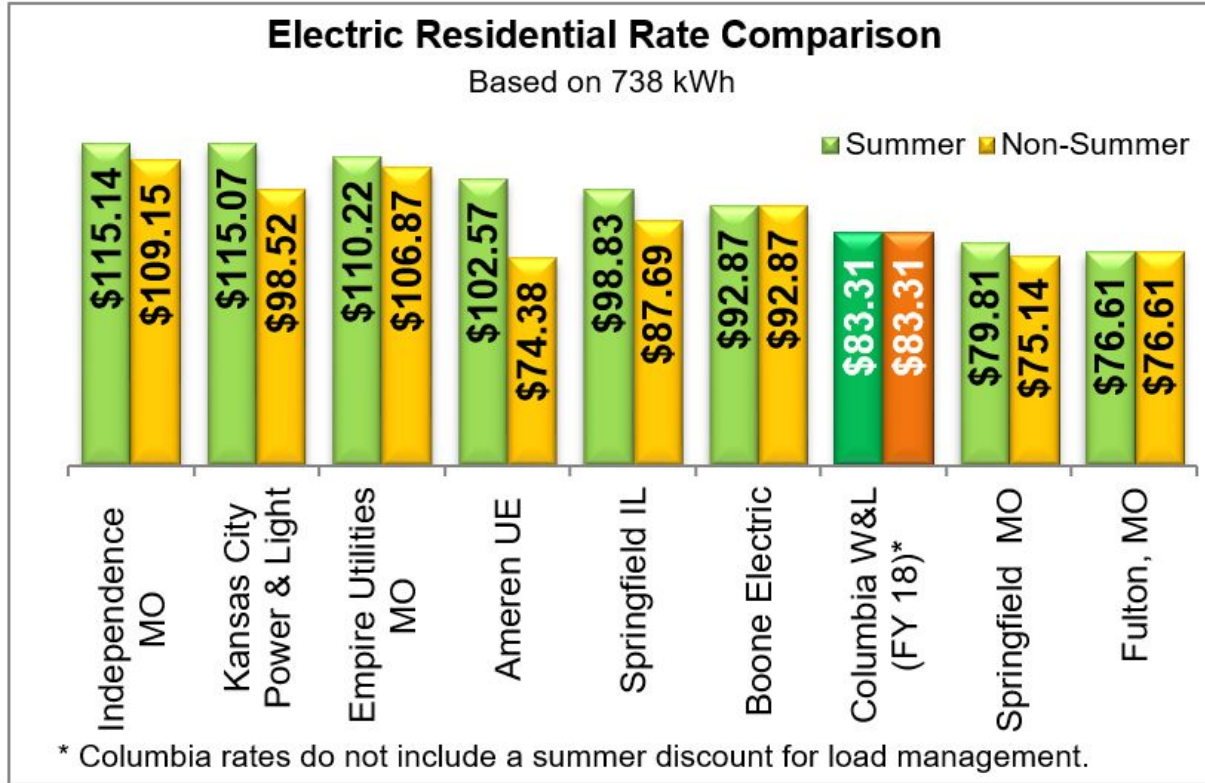


# Electric - Financial Condition

- FY 2017 is projected to be \$249,770 above the cash reserve target
- FY 2018 is projected to be \$47,994 below cash reserve target
- FY 2018 includes a 1% revenue increase
- Future years project being below cash reserve target due to capital project funding required and increasing debt payments



# Electric FY 2018 Rates









- Propose a 1% Operating Rate Increase
- \$0.59 Average monthly customer impact
- Water and Light Advisory Board in favor of increase

# Electric - Changes from Last Year

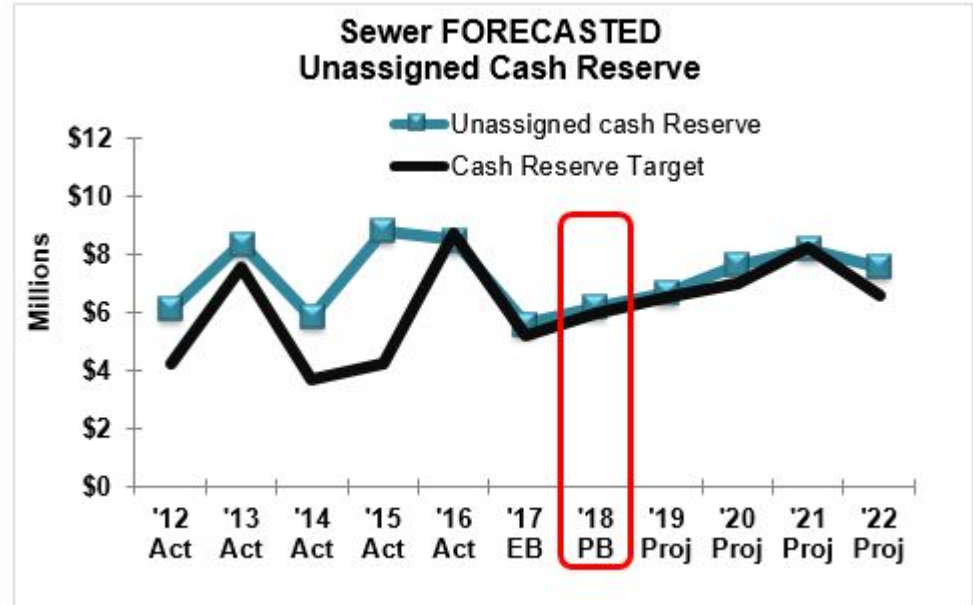
Division	FY 2017	FY 2018	Change	Percent	Notes
Admin & General	\$45,066,957	\$43,360,887	(\$1,706,070)	(3.79%)	<ul style="list-style-type: none"> <li>* \$204,260 increase in personnel expense - .05 of Deputy City Manager reallocated to Electric from Airport</li> <li>* \$2,219,454 decrease in other - Transload building transferred back to Electric in FY 2017, zero value for FY 2018</li> </ul>
Production	\$84,097,192	\$81,189,524	(\$2,907,668)	(3.46%)	<ul style="list-style-type: none"> <li>* \$314,609 decrease in personnel expense - turnover</li> <li>* \$230,000 overall increase in Power Supply - decrease in purchased power (contracts and energy market purchases) and increase in transmission expenses</li> <li>* \$3,073,059 decrease in utilities, services &amp; misc. - repairs to Columbia Energy Center in FY 2017</li> </ul>
Transmission and Distribution	\$13,534,850	\$14,050,431	\$515,581	3.81%	<ul style="list-style-type: none"> <li>* \$27,000 increase in travel &amp; training - required training</li> <li>* \$344,419 increase in intragovernmental charges - IT Fees - more direct cost support and additional equipment; UCS-positions added and more accounts identified in new system; Self-Insurance-5 year claim amount increased</li> <li>* \$143,925 increase in Capital Additions - various Fleet replacements</li> </ul>
Capital Projects	\$7,050,000	\$5,850,000	(\$1,200,000)	(17.02%)	<ul style="list-style-type: none"> <li>* \$1,200,000 decrease in capital projects - Lower funding required for FY 2018 Capital Projects</li> </ul>
<b>Total Budget</b>	<b>\$149,748,999</b>	<b>\$144,450,842</b>	<b>(\$5,298,157)</b>	<b>(3.54%)</b>	

# Sewer FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$31,126,327	 <b>\$2,007,635 6.06%</b> <i>(can vary significantly from year to year based on capital project funding required)</i>	 <b>\$15,833,652</b> <i>(can vary significantly from year to year based on capital project funding required)</i>
General Sources	<b>\$0</b> <b>0% of budget</b>		
Permanent Positions	84.77 FTE	 <b>0.75 FTE</b> <i>(1 position added, 0.25 FTE reallocated to other funds)</i>	 <b>22.90 FTE</b>
Employees Per Thousand Population	0.693	 <b>1.00%</b>	 <b>7.28%</b>

# Sewer - Financial Condition

- FY 2017 is projected to be \$377,488 above cash reserve target
- FY 2018 is projected to be \$174,834 above cash reserve target if 1% voter approved rate increase and 5% operating rate increase are approved
- FY 2018 includes the last year of the sewer connection fee increases (*from \$2,000 to \$2,400*)
- Rate increases are projected in FY 2019 and FY 2020 due to funding needed for capital projects



# Sewer FY 2018 Rates



- Propose a 6% Rate Increase (*1% Ballot and 5% Operating*)
- \$1.39 Average monthly customer impact

# Sewer FY 2018 Other Rate Changes

## Sanitary Sewer Fees: Connection Fees

# Water meter size:

5/8" from \$2,000 to \$2,400

3/4" from \$3,000 to \$3,600

1" from \$5,000 to \$6,000

1 1/2" from \$10,000 to \$12,000

2" from \$16,000 to \$19,200

3" from \$32,000 to \$38,400

4" from \$50,000 to \$60,000

6" from \$100,000 to \$120,000

8" from \$160,000 to \$192,000

10" from \$230,000 to \$276,000

12" from \$430,000 to \$516,000

## Sanitary Sewer Fees: Hauled Liquid Waste

# Waste activated sludge from package wastewater treatment plants and stabilization pond sludge from \$0.045/gallon to \$0.048/gallon

# Portable/chemical toilet, domestic holding tank, septic tank, and other wastewater from \$0.086 to \$0.091

# Treatment service availability from \$11.56/load to \$12.25/load

# Fees increased in FY 2017



# Sewer - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Administration	\$7,993,145	\$8,428,414	\$435,269	5.45%	* \$107,758 increase in Intragovernmental Charge - Contact Center Manager allocated; G&A fees increased for Pension Administrator, City Manager, and Accounting; UCS increased 5% for new positions; Locator Service Charge increased for new supervisor; Self Insurance increased due to larger 5 year claims history * \$324,409 increase in Other-Interest expense increased for new debt
Engineering	\$1,344,466	\$1,462,824	\$118,358	8.80%	* \$29,738 increase in Personnel Services - Temporary Position increase for SCADA programming * \$68,000 increase in Capital Additions - replacement of trucks * \$9,856 increase in Intragovernmental Charges - for IT Support and Maintenance
Treatment Plant/Field O&M	\$7,283,745	\$7,475,243	\$191,498	2.63%	* \$66,975 increase in Utilities, Services, and Misc. - hay removal, farm services, and sludge soil analysis as well as berm repairs and sludge removal * \$222,688 increase in Materials and Supplies - major maintenance items (raw pumps, procav pump rebuild, diffuser membranes * \$45,235 increase in Intragovernmental Charges - IT Support and Maintenance and Self Insurance due to larger 5 year claims history
Line Maintenance	\$4,519,363	\$4,907,546	\$388,183	8.59%	* \$59,071 increase in Personnel Services - Jet Lead Operator position added. * \$39,640 increase in Materials and Supplies - Outside Work increased to rebuild jet truck engine * \$287,500 increase in Capital Additions - replace trucks and purchase new sewer jet truck
Capital Projects	\$11,993,243	\$8,852,300	(\$3,140,943)	(26.19%)	* Lower funding required for FY 2018 Capital Projects
<b>Total Budget</b>	<b>\$33,133,962</b>	<b>\$31,126,327</b>	<b>(\$2,007,635)</b>	<b>(6.06%)</b>	

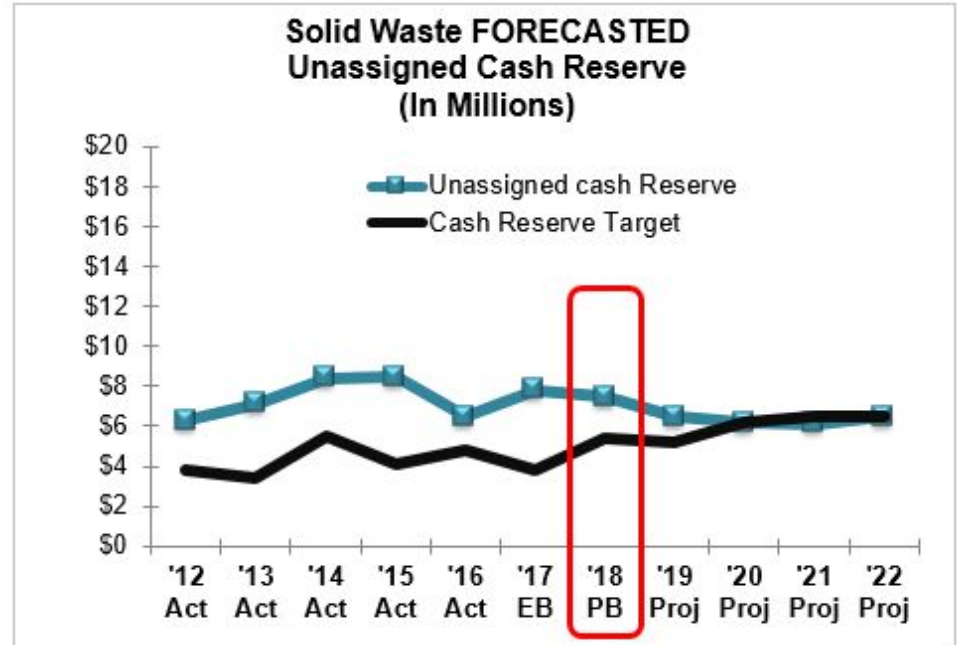


# Solid Waste FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
<b>Total Budget</b>	<b>\$23,537,667</b>	<b>↑ \$1,513,490 6.87%</b> <i>(can vary significantly from year to year based on capital project funding required)</i>	<b>↑ \$7,230,209</b> <i>(can vary significantly from year to year based on capital project funding required)</i>
<b>General Sources</b>	<b>\$0</b> <b>0% of budget</b>		
<b>Permanent Positions</b>	<b>116.52 FTE</b>	<b>↑ 3.25 FTE</b>	<b>↑ 31.84 FTE</b> <i>(many were created by converting temporary positions to permanent positions)</i>
<b>Employees Per Thousand Population</b>	<b>0.952</b>	<b>↑ 0.85%</b>	<b>↑ 7.69%</b>

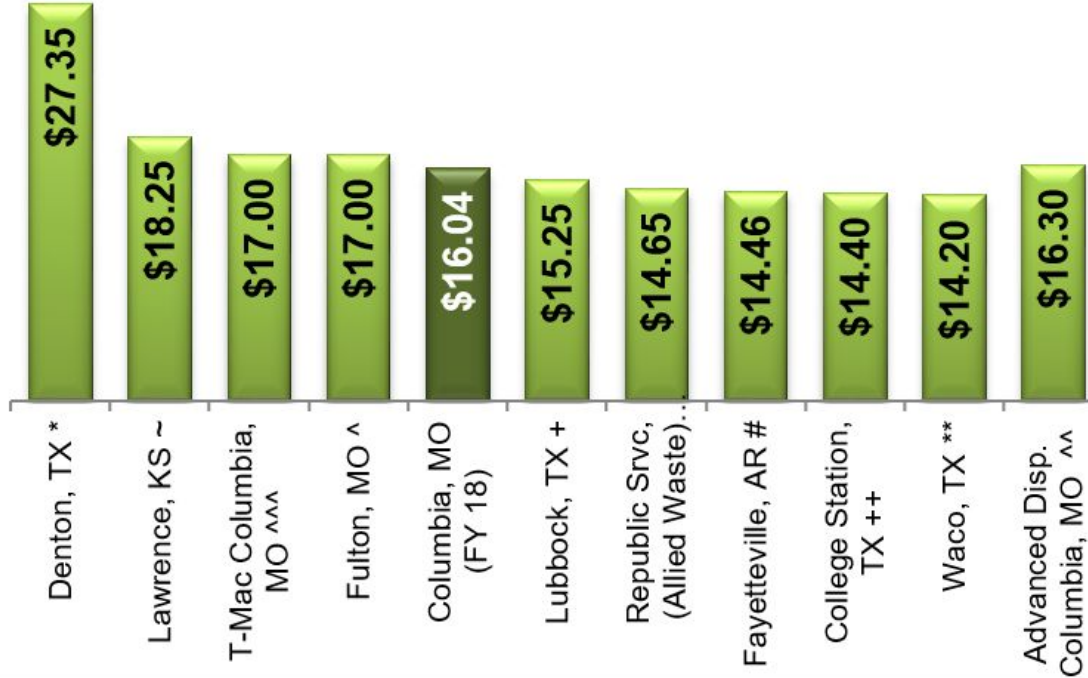
# Solid Waste - Financial Condition

- FY 2017 is projected to be \$2.8 million above cash reserve target.
- FY 2018 projected to be above the cash reserve target by \$2.0 million if 4% residential rate increase, 13.6% landfill rate increase, and final year of commercial rate rebalancing are approved
- Future years reflect rate increases and a decrease in the unassigned cash reserve due to funding needed for capital projects. Refer to pages 650-651 for more detailed information.



# Solid Waste FY 2018 Rates

**Solid Waste Residential Rate Comparison**



- Propose a 4% Operating Rate Increase
- \$0.62 Average monthly customer impact

# Solid Waste FY 2018 Other Rate Changes

## **Solid Waste Fees: Commercial**

Final year of rebalancing fees based on the type of collection, size of container and number of collections per week

## **Solid Waste Fees: Landfill and disposal areas**

# Per ton, or any fraction thereof from \$45.76 to \$52

# Minimum fee from \$20.80 to \$25.00

# Grease trap wastes disposed at Landfill \$52/ton

^^ Appliances equipped for use of refrigerants, per appliance from \$20.31 to \$22.75

^^ Appliances not requiring refrigerant, per appliance from \$13.54 to \$15.19

^^ Fees increased in FY 2016

# Fees increased in FY 2017

# Solid Waste - Changes from Last Year

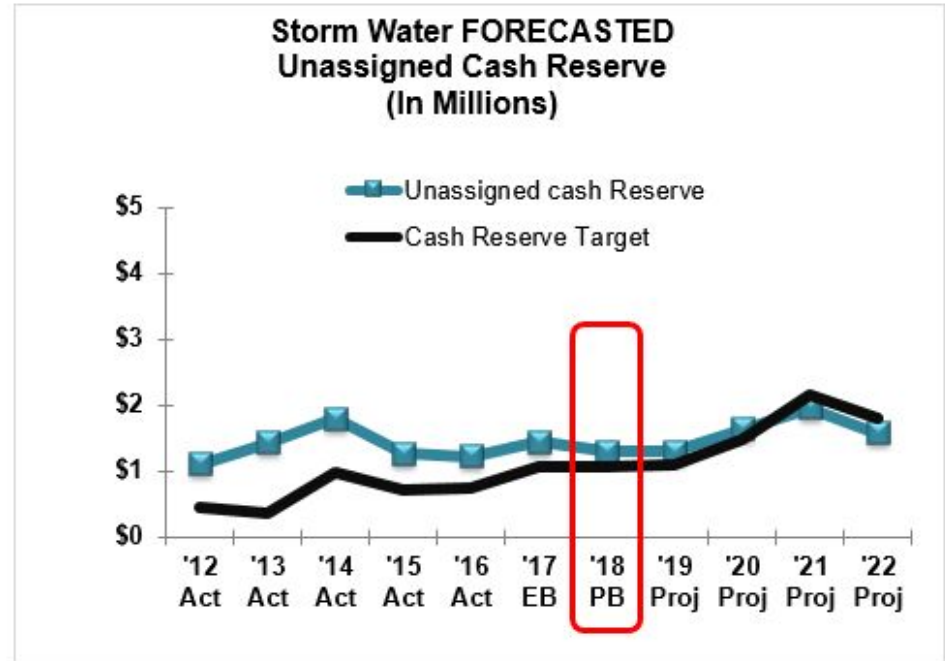
Division	FY 2017	FY 2018	Change	Percent	Notes
Administration	\$2,883,915	\$2,872,566	(\$11,349)	(0.39%)	<p>* \$101,731 increase in Personnel Services - Custodian position added and .25 FTE of Asst Director, Columbia Utilities reallocated to Solid Waste from Sewer</p> <p>* (\$87,620) decrease in Intragovernmental charges - Public Communications fee down due to decrease in percentage of calls allocated; Building and Custodial Maintenance decreased due to taking on own maintenance; Self Insurance decreased due to lower 5 year claims history</p>
Commercial	\$4,425,322	\$4,617,350	\$192,028	4.34%	<p>* \$196,163 increase in Personnel Services - One new position added; health insurance and pension rates increased</p> <p>* \$94,986 increase in Materials and Supplies - Large container purchases increased</p> <p>* (\$113,429) decrease in Capital Additions - replacements are less than FY 2017</p>
Residential	\$4,644,555	\$3,696,267	(\$948,288)	(20.42%)	<p>* Reassignments reduced FTEs in this division</p> <p>* \$117,645 increase in Materials and Supplies - increase in Fuel, Oil &amp; Lubricants budgeted</p> <p>* (\$1,152,752) decrease in Capital Additions - replacements are less than FY 2017</p>
Landfill	\$4,960,076	\$6,267,433	\$1,307,357	26.36%	<p>* \$142,643 increase in Materials and Supplies - road and bridge projects</p> <p>* \$257,450 increase in Utilities, Services, and Misc. - Equipment rentals increased for trash compactor and articulated dump truck leases</p> <p>* \$914,000 increase in Capital Additions - replacement of vehicles</p>
University	\$437,841	\$431,389	(\$6,452)	(1.47%)	<p>* (\$33,824) decrease in Personnel Services - reassignments reduced FTEs in this division</p> <p>* (\$4,929) decrease in Intragovernmental Charges - Self Insurance charges decreased due to lower 5 year claims history</p>
Recycling	\$4,027,468	\$4,497,662	\$470,194	11.67%	<p>* \$102,877 increase in Personnel Services - one new position added</p> <p>* \$80,104 increase in Materials and Supplies - increase in CNG fuel quantity budgeted for FY 2018</p> <p>* \$309,369 increase in Capital Additions - New Truck Mini Hook-lift and replacements</p>
Capital Projects	\$645,000	\$1,155,000	\$510,000	79.07%	* Increase funding for Capital Projects in FY 2018
<b>Total Budget</b>	<b>\$22,024,177</b>	<b>\$23,537,667</b>	<b>\$1,513,490</b>	<b>6.87%</b>	

# Storm Water FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$3,309,677	<b>↑ \$953,316 40.46%</b> <i>(can vary significantly from year to year based on capital project funding required)</i>	<b>↑ \$717,167</b> <i>(can vary significantly from year to year based on capital project funding required)</i>
General Sources	<b>\$0</b> <b>0% of budget</b>		
Permanent Positions	9.81 FTE	<b>↑ 2.00 FTE added</b>	<b>↓ 2.65 FTE</b>
Employees Per Thousand Population	0.08	<b>↑ 23.08%</b>	<b>↓ 38.46%</b>

# Storm Water - Financial Condition

- FY 2017 is projected to be \$370,448 above the cash reserve target
- FY 2018 is projected to be above the cash reserve target by \$199,310 if the proposed 25% rate increase is approved
- Future years reflect the last two years of voter approved rate increases (FY 2019 and FY 2020)
- There is increasing capital project funding reflected in FY 2020 through FY 2022.
- The current voter approved rate increases will not be sufficient to fund the backlog of storm water projects.





# Storm Water - Rate Increases

## Storm Water Residential Rate Increase History

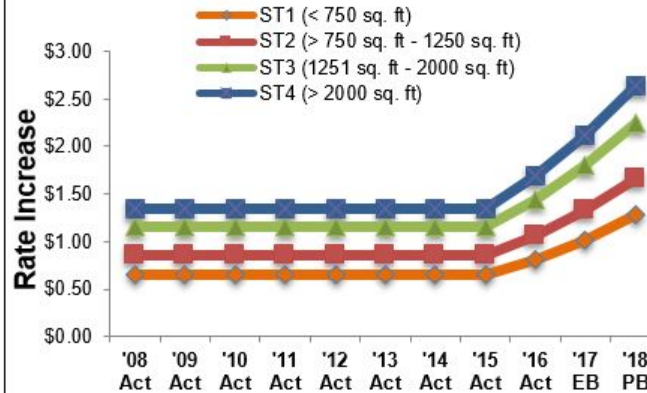
### Current rates are as follows: (FY 2017)

ST1	\$1.02/month/unit	residential < 750 sq. feet
ST2	\$1.33/month/unit	residential 751 - 1250 sq. feet
ST3	\$1.80/month/unit	residential 1251 - 2000 sq. feet
ST4	\$2.11/month/unit	residential over 2000 sq. feet

### Proposed rates for FY 2018 are as follows:

ST1	\$1.28/month/unit	residential < 750 sq. feet
ST2	\$1.66/month/unit	residential 751 - 1250 sq. feet
ST3	\$2.25/month/unit	residential 1251 - 2000 sq. feet
ST4	\$2.64/month/unit	residential over 2000 sq. feet

## Storm Water Residential Average Monthly Customer Impact



- 25% rate increase proposed for FY 2018
- Two more years of rate increases approved by ballot (25% in FY 2019 and 20% in FY 2020)
- All non-residential uses of developed land \$6.25 or \$0.063 per 100 sq. feet impervious area, whichever is greater to \$7.81 or \$0.078 per 100 sq. feet impervious area, whichever is greater

# Storm Water - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Admin/Education/Engineering	\$436,570	\$663,052	\$226,482	51.88%	* \$186,149 increase in Personnel Services - (1) Eng Spec/Engineer and (1) Storm Water MS4 Tech added * \$20,564 increase in Utilities, Services, and Misc. - new contract for USGS Hinkson Creek Gauge
Field Operations	\$1,439,570	\$1,641,685	\$202,115	14.04%	* \$32,606 increase in Supplies and Materials - increased due to 25% rate increase * \$31,250 increase in Utilities, Services, and Misc. - increased due to 25% rate increase
Capital Projects	\$480,221	\$1,004,940	\$524,719	109.27%	* \$134,500 increase in Capital Additions - replace Sewer Jet w/combo jet/vac * Additional capital projects planned with new revenue from 25% rate increase
<b>Total Budget</b>	<b>\$2,356,361</b>	<b>\$3,309,677</b>	<b>\$953,316</b>	<b>40.46%</b>	

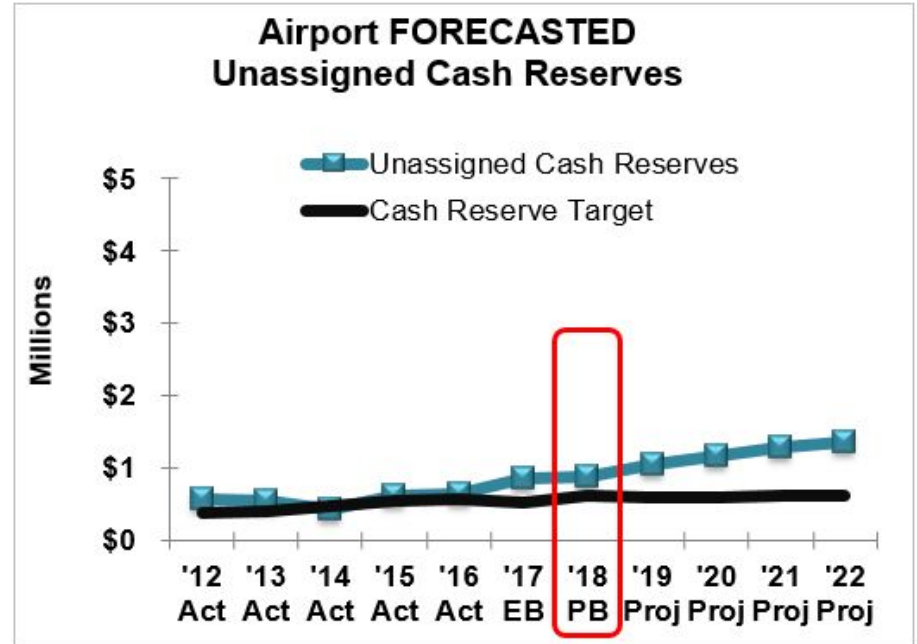
# Other Budgets

# Airport FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$13,184,951	↓ \$1,366,787 9.39% <i>(can vary significantly from year to year based on capital project funding required)</i>	↑ \$8,631,050 <i>(can vary significantly from year to year based on capital project funding required)</i>
General Sources	\$0 0% of budget		
Permanent Positions	16.95 FTE	↓ 0.45 FTE <i>Positions reallocated to other departments</i>	↑ 0.75 FTE
Employees Per Thousand Population	0.139	↓ 4.14%	↓ 17.75%

# Airport - Financial Condition

- FY 2017 projected to be above the cash reserve target by \$335,309
- FY 2018 projected to be above cash reserve target by \$258,213 and includes a full year impact of the new flight to Denver
- The City began collecting 1% lodging tax approved by voters in FY 2016 on January 1, 2017. These funds are being kept in the Convention and Visitors fund and will be transferred to the Airport fund as needed to fund terminal improvements.



# Airport - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Administration	\$1,888,441	\$2,220,848	\$332,407	17.60%	* \$87,196 decrease in personnel expense - reassignment * \$445,145 increase in utilities, services & misc. - publishing and advertising for new air service and surface maintenance expense
Airfield Areas	\$537,461	\$591,031	\$53,570	9.97%	* \$50,380 increase in capital additions-skid-steer loader with backhoe
Terminal Areas	\$259,285	\$236,504	(\$22,781)	(8.79%)	* \$7,762 decrease in materials & supplies - construction materials * \$14,785 decrease in utilities, services & misc. - reduction in fuel usage, based on past history
Public Safety	\$740,987	\$660,645	(\$80,342)	(10.84%)	* \$46,486 decrease in personnel expense-position changes and turnover * \$39,500 decrease in capital additions-FY 2017 fleet, no fleet in FY 2018
Snow Removal	\$77,033	\$90,408	\$13,375	17.36%	* \$5,724 increase in materials and supplies-based on known needs * \$6,674 increase in utilities, services, & misc. - vehicle maintenance-based on past history and known needs
Concessions	\$133,977	\$87,268	(\$46,709)	(34.86%)	* \$17,169 decrease in personnel expense-no longer charging (2) 0.25 P&R FTE's * \$24,940 decrease in materials & supplies - items for resale-based on history of actual sales
Capital Projects	\$10,914,554	\$9,298,247	(\$1,616,307)	(14.81%)	* \$1,616,307 decrease in capital projects - Decreased funding required for FY 2018 Capital Projects
<b>Total Budget</b>	<b>\$14,551,738</b>	<b>\$13,184,951</b>	<b>(\$1,366,787)</b>	<b>(9.39%)</b>	

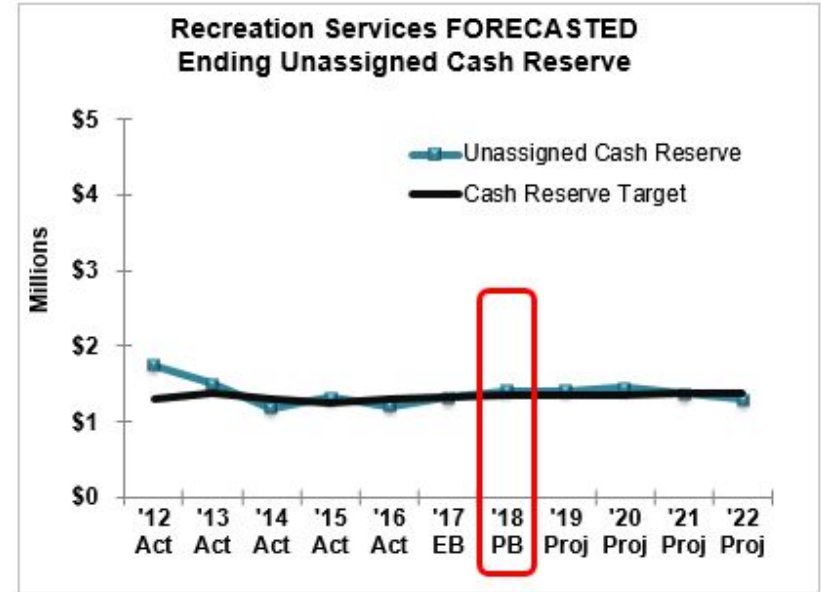
# Recreation Services FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$7,982,430	↑ \$280,438 3.64%	↑ \$445,580
General Sources	\$0 0% of budget		
Permanent Positions	33.84 FTE	↑ 0.50 FTE <i>(Reallocated positions from Airport to Recreation Services - concessions)</i>	↓ 2.41 FTE
Employees Per Thousand Population	0.277	↓ 0.36%	↓ 26.72%



# Recreation Services - Financial Condition

- FY 2017 is projected to be \$3,130 below the cash reserve target
- FY 2018 is projected to be above the cash reserve target by \$73,895 if the fee increases in golf (green fees, season passes, and private owned golf carts) are approved.
- Subsidies remain at the same level at FY 2017: general fund = \$1,161,910 and parks sales tax subsidy = \$1,242,201
- Forecast includes some fee increases in FY 2019 and FY 2020 to ensure the financial health of the fund
- The department actively manages expenses when revenues are lower due to weather and demand for services



# Recreation Services FY 2018 Fee Changes

## **Recreation Services: Golf Courses (Green fees for 18-holes)**

### **Adult (18-59) and Senior (60 & older):**

*Monday-Friday Rate; excludes holidays*

# Adult 18-hole weekday play from \$19 to \$20

# Senior 18-hole weekday play from \$16 to \$17

*Saturday, Sunday and holiday rate*

# Weekend and holiday play from \$24 to \$26

*Twilight rate for 18-holes 2:00 p.m. to close (Mar 1- Oct 31)*

# Twilight 18-hole weekday play from \$16 to \$17

# Twilight 18-hole weekend and holiday play from \$20 to \$22

*Super twilight rate - 6:00 p.m. to close (Mar 1- Oct 31)*

# Super twilight weekday play from \$13 to \$14

# Super twilight weekend and holiday play from \$13 to \$14

*Winter Fee- (Nov 1- Feb 28)*

# Weekday play from \$16 to \$17

# Weekend and holiday play from \$20 to \$22

### **Junior (17 & under):**

*Monday-Friday rate*

# Weekday play from \$9.50 to \$10

*Saturday, Sunday and holiday rate*

# Weekend and holiday play from \$12 to \$13

## **Recreation Services: Golf Courses (Green fees for 9 holes)**

### **Adult (18-59) and Senior (60 and older):**

*Monday-Friday rate; excludes holidays*

# Adult 9-holes weekday play from \$13.50 to \$14

# Senior 9-holes weekday play from \$11.50 to \$12

*Twilight Rates for 9- holes 2:00 p.m. to close (Mar 1 - Oct 31)*

# Twilight 9- hole weekday play from \$11.50 to \$12

# Twilight, 9-hole weekend & holiday play \$14 to \$15

*Winter Green Fees (Nov 1- Feb 28)*

*Monday - Friday Rate:*

# Winter weekday play from \$13.50 to \$14

## **Recreation Services: Golf Courses (Season Pass)**

### **Adult plus one season pass for both courses**

# Any day play from \$1,264 to \$1,361

# Monday-Friday play from \$1,102 to \$1,167

# Adult Plus 1 Any day play additional person from \$249 to \$287

# Adult Plus 1 M-F play additional person from \$209 to \$247

# Fees increased in FY 2017

# Recreation Services FY 2018 Fee Changes

## **Recreation Services: Golf Courses (Season Pass)**

### ***Adult (30-59) season pass, both courses***

# Any day play from \$740 to \$797

# Monday-Friday play from \$645 to \$683

### ***Young Adult (18-29) season pass, for both courses***

# Any day play from \$593 to \$638

# Monday-Friday play from \$517 to \$547

### ***Junior season pass (17 and under), for both courses***

# Any day play from \$259 to \$275

# JR Limited play (May 1- August 31) from \$157.25 to \$171.25

### ***Senior Pass (60 and older), for both courses***

# Any day play from \$593 to \$638

# Monday-Friday play from \$517 to \$547

## **Recreation Services: Golf Courses (Season Pass)**

### ***Senior Family Season Pass (both 60 and older)***

# Any day play from \$946 to \$1,019

# Monday-Friday play from \$824 to \$873

### ***Punch Passes (good both courses, no expiration)***

# 10 Punch Card from \$198 to \$216

# 10 Punch Card with cart from \$318.60 to \$336.60

## **Recreation Services: Golf Cart Fees (Private owned)**

# Daily Trail Fee for Private Carts from \$11.90 to \$13.40

# Fees increased in FY 2017

# Recreation Services - Changes from Last Year

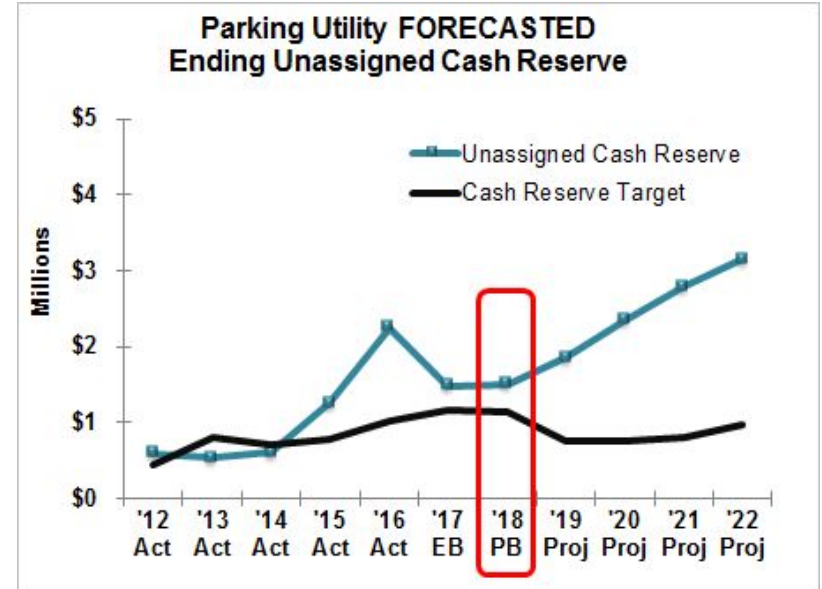
Division	FY 2017	FY 2018	Change	Percent	Notes
Park Services	\$1,829,968	\$1,889,934	\$59,966	3.28%	<ul style="list-style-type: none"> <li>* \$3,902 decrease in intragovernmental charges - Self Insurance and Building Maintenance</li> <li>* \$15,572 increase to utilities, services and misc for utility costs and misc contractual</li> <li>* \$51,700 increase in capital additions - FY 18 supplementals to replace deteriorating equipment</li> </ul>
Recreation	\$3,498,238	\$3,399,780	(\$98,458)	(2.81%)	<ul style="list-style-type: none"> <li>* \$31,023 decrease in personnel - Temporary Positions decreased to cover the costs of putting Bobby Chick and Steve Evers back into Rec Services from Airport Concessions</li> <li>* \$10,294 decrease in materials &amp; supplies - reduced historically unused rec program supplies budget and horticulture supplies</li> <li>* \$29,972 decrease in intragovernmental charges - Public Communications, G&amp;A fees, and IT Support &amp; Maintenance</li> <li>* \$26,677 decrease in utilities, services and misc - reduction in Miscellaneous Contractual</li> </ul>
Recreation Center	\$2,225,757	\$2,157,716	(\$68,041)	(3.06%)	<ul style="list-style-type: none"> <li>* \$24,090 decrease in intragovernmental charges - G&amp;A fees, Self Insurance and IT Support &amp; Maintenance</li> <li>* \$20,787 decrease in materials &amp; supplies for Electric costs due to upgrades in efficient lighting</li> <li>* \$36,000 decrease in capital additions for supplementals</li> </ul>
Capital Projects	\$148,029	\$535,000	\$386,971	261.42%	<ul style="list-style-type: none"> <li>* \$386,971 increase in capital projects for Rec Services in FY 2018 (Antimi Sports Complex Field Improvements)</li> </ul>
<b>Total Budget</b>	<b>\$7,701,992</b>	<b>\$7,982,430</b>	<b>\$280,438</b>	<b>3.64%</b>	

# Parking Utility Fund FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$4,674,070	↓ \$659,109 12.36%	↑ \$2,976,481
General Sources	\$0 0% of budget		
Permanent Positions	10.05 FTE	0	↑ 4.35 FTE
Employees Per Thousand Population	0.082	↓ 2.38%	↑ 36.67%

# Parking Utility Fund - Financial Condition

- FY 2017 is projected to be \$320,911 above the cash reserve target due to several significant capital projects
- FY 2018 is projected to be \$351,965 above the cash reserve target if the proposed rate increases in the Plaza and 8th and Cherry garages are approved
- Unassigned cash reserves are projected to increase over the next 5 years as the fund builds up reserves for future major maintenance projects and facilities



# Parking Utility FY 2018 Fee Changes

## **Parking fees for unmetered off-street facilities**

### ***8th & Cherry Covered:***

Parking permit for parking in a non-designated unmetered parking space in the municipal parking garage located at the northeast corner of Eighth and Cherry Streets (Covered)

First, second, third and fourth floors:

- # - Monthly \$75 to \$95
- # - Quarterly \$220 to \$280
- # - Yearly \$825 to \$1,045

### ***8th & Cherry Reserved***

Designated parking space in the municipal parking garage located at the northeast corner of Eighth and Cherry Streets (Reserved)

- # - Monthly \$115 to \$135
- # - Quarterly \$345 to \$405
- # - Yearly \$1,380 to \$1,620

### ***Plaza Uncovered and Covered***

Fourth floor, third floor the NE and SW Sections, and the north 1/2 of the bottom tier: (Covered)

- # - Monthly \$75 to \$95
- # - Quarterly \$220 to \$280
- # - Yearly \$825 to \$1,045

### ***Plaza Reserved***

Designated parking space in the municipal parking plaza located south of Walnut Street between Seventh and Eighth Streets (Reserved)

- # - Monthly \$115 to \$135
- # - Quarterly \$345 to \$405
- # - Yearly \$1,380 to \$1,620

# Fees increased in FY 2013



# Parking Utility - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
General	\$4,146,986	\$4,374,070	\$227,084	5.48%	<ul style="list-style-type: none"> <li>* \$36,705 increase in Personnel - \$20,000 increase in Temporary Positions (for staffing garages with new gate arms for better customer service during the transition) and \$6,053 increase in Standby Pay</li> <li>* (\$44,262) decrease in Materials &amp; Supplies - (\$31,705) decrease in instruments and apparatus due to larger than normal expenditures in FY 2017 (replaced all parking meters), and a (\$7,000) decrease in janitorial supplies to reflect actual expenses</li> <li>* (\$36,518) decrease in Intragovernmental Charges - (\$47,246 decrease) in IT fees due to budget cuts in that department, (\$12,648) decrease in Community Relations due to lower call volume, \$13,274 increase in G&amp;A fees, and a \$7,778 increase in Self Insurance Charges.</li> <li>* \$90,108 increase in Utilities, Services, &amp; Misc - \$45,756 increase in Misc. Contractual for lot maintenance, garage maintenance, and Parking's portion of Street Maintenance ; \$36,920 increase in Maintenance Agreements for increase in elevator maintenance; \$5,549 increase in Electric due to 4% rate increase</li> <li>* \$22,000 increase in Capital additions for fleet replacement</li> <li>* \$156,051 increase in Other - \$136,256 increase in Depreciation and a \$16,795 increase in Interest Expense</li> </ul>
Capital Projects	\$1,186,193	\$300,000	(\$886,193)	(74.71%)	* decrease in Capital Projects due to a large number of projects in FY 2017
<b>Total Budget</b>	<b>\$5,333,179</b>	<b>\$4,674,070</b>	<b>(\$659,109)</b>	<b>(12.36%)</b>	

# CDBG Funding

## Community Development Block Grant (CDBG)

Resources				
				Proposed FY 2018
Entitlement Amount Estimate				\$835,000
Reprogrammed Funds				\$0
<b>Total Resources</b>				<b>\$835,000</b>
Expenditures				
	Staff and Agency Requests	Community Development Commission Proposal	City Manager Recommended	Council Adopted
<b>Housing Programs:</b>				
Housing Rehabilitation	\$194,880	\$160,000	\$160,000	
NRT Code Enforcement	\$35,000	\$30,000	\$30,000	
NRT Demolition	\$90,000	\$30,000	\$30,000	
Homeownership Assistance	\$10,000	\$8,000	\$8,000	
SIL Minor Home Repair & Accessibility	\$119,350	\$100,800	\$100,800	
<b>Subtotal (Council Policy 25-40%)</b>	<b>\$449,230</b>	<b>\$328,800</b>	<b>\$328,800</b>	
	26.1%	39.4%	39.4%	
<b>Neighborhood Needs:</b>				
Show-Me Habitat for Humanity	\$200,000	\$85,000	\$85,000	
Garth, Sexton, Oak, & Lynn Sidewalks	\$119,548	\$80,000	\$80,000	
<b>Subtotal (Council Policy 20-50%)</b>	<b>\$319,548</b>	<b>\$165,000</b>	<b>\$165,000</b>	
	18.6%	19.8%	19.8%	
<b>Economic Development:</b>				
Job Point Vocational Training	\$110,000	\$102,700	\$102,700	
<b>Subtotal (Council Policy 10-50%)</b>	<b>\$110,000</b>	<b>\$102,700</b>	<b>\$102,700</b>	
	6.4%	12.3%	12.3%	
<b>Community Facilities:</b>				
Central Missouri Community Action	\$85,000	\$74,200	\$74,200	
Job Point	\$275,000	\$0	\$0	
YEZ	\$250,000	\$0	\$0	
Family Health Center	\$67,944	\$0	\$0	
<b>Subtotal (Council Policy 0-30%)</b>	<b>\$677,944</b>	<b>\$74,200</b>	<b>\$74,200</b>	
	39.4%	8.9%	8.9%	
<b>Fair Housing</b>				
Fair Housing Set-Aside	\$14,000	\$14,000	\$14,000	
<b>Subtotal (Council Policy 0-5%)</b>	<b>\$14,000</b>	<b>\$14,000</b>	<b>\$14,000</b>	
	0.8%	1.7%	1.7%	
<b>Administration</b>				
Community Development Dept	\$150,300	\$150,300	\$150,300	
<b>Subtotal (Council Policy 0-18%)</b>	<b>\$150,300</b>	<b>\$150,300</b>	<b>\$150,300</b>	
	8.7%	18.0%	18.0%	
<b>Total</b>	<b>\$1,721,022</b>	<b>\$835,000</b>	<b>\$835,000</b>	

# HOME Funding

## Home Requests

	<b>Expenditures</b>				
	<b>Staff and Agency Requests</b>	<b>City Manager Recommend</b>	<b>Alloc.</b>	<b>Community Development Commission Recommend</b>	<b>City Council Adopted</b>
<b>Projects:</b>					
Homeownership Assistance *	\$170,000	\$164,250		\$164,250	
Columbia Housing Authority	\$100,000	\$100,000		\$100,000	
Show-Me Central Habitat for Humanity	\$50,000	\$47,000		\$47,000	
<b>Subtotal Projects</b>	<b>\$320,000</b>	<b>\$311,250</b>	<b>75.0%</b>	<b>\$311,250</b>	
 <b>CHDO Set aside</b>	 <b>\$62,250</b>	 <b>\$62,250</b>	 <b>15.0%</b>	 <b>\$62,250</b>	
 <b>Administration Set aside</b>	 <b>\$41,500</b>	 <b>\$41,500</b>	 <b>10.0%</b>	 <b>\$41,500</b>	
 <b>Grand Total</b>	 <b>\$423,750</b>	 <b>\$415,000</b>	 <b>100.00%</b>	 <b>\$415,000</b>	

\* Includes: Neighborhood Development Homeownership Assistance Activities

# Employee Benefit Fund FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$19,007,881	↑ \$604,156 3.28%	↑ \$7,227,896
General Sources	\$0 0% of budget		
Permanent Positions	8.34 FTE	↑ 0.50 FTE <i>(HR Technician added to address capacity issues for increased benefit enrollment, administrative work and ACA reporting requirements)</i>	↑ 5.34 FTE <i>4.50 FTE Added 0.84 FTE reallocated from Human Resources</i>
Employees Per Thousand Population	0.068	↑ 4.62%	↑ 119.35%

# Employee Benefit Fund - Cost by Service Area

*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

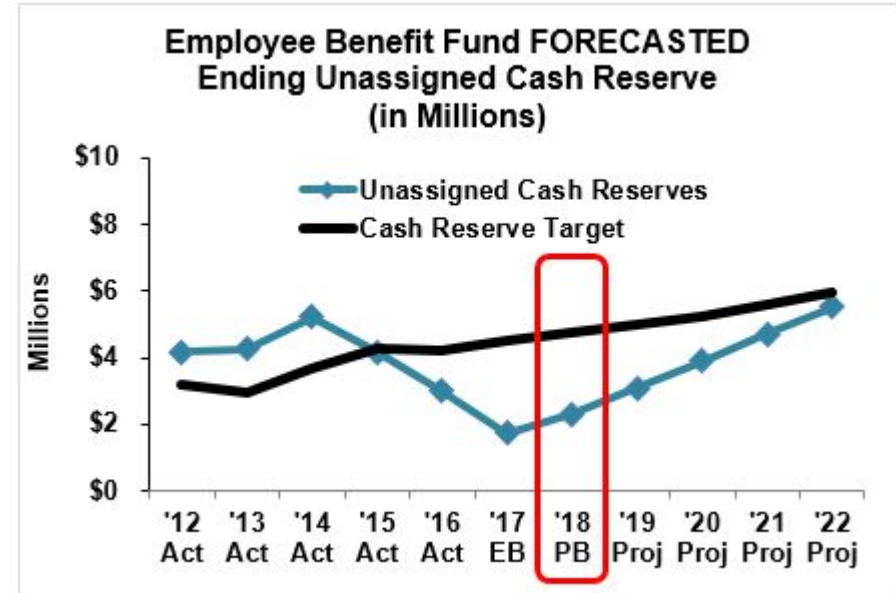
Pages 55-58 of General Fund and Internal Service Fund Costs by Service Area file

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
- Employee Required Drug Testing	0.82	\$0	\$91,906	\$91,906	Employee Health/Wellness Fee (Intragovernmental Charge)
- Employee Required Physicals	0.74	\$0	\$205,015	\$205,015	Employee Health/Wellness Fee (Intragovernmental Charge)
- Maintenance of City Employee Fitness Center	0.05	\$0	\$15,406	\$15,406	Employee Health/Wellness Fee (Intragovernmental Charge)
- Employee Immunization Program	0.05	\$0	\$24,996	\$24,996	Employee Health/Wellness Fee (Intragovernmental Charge)
- Employee CPR/AED training	0.41	\$0	\$34,302	\$34,302	Employee Health/Wellness Fee (Intragovernmental Charge)
- EAP (Employee Assistance Program)	0.16	\$0	\$61,238	\$61,238	Employee Health/Wellness Fee (Intragovernmental Charge)
- Weight Watchers	0.16	\$0	\$14,954	\$14,954	Employee Health/Wellness Fee (Intragovernmental Charge)
- Substance Abuse Professional (required by DOT)	0.12	\$0	\$9,776	\$9,776	Employee Health/Wellness Fee (Intragovernmental Charge)
- United Healthcare Wellness Credit	0.03	\$0	\$15,358	\$15,358	Employee Health/Wellness Fee (Intragovernmental Charge)
- Miscellaneous Employee Wellness Programming	0.70	\$0	\$90,683	\$90,683	Employee Health/Wellness Fee (Intragovernmental Charge)
<b>Total Employee Health/Wellness Division</b>	<b>3.32</b>	<b>\$0</b>	<b>\$563,634</b>	<b>\$563,634</b>	
- New Employee Orientation	0.74	\$0	\$58,649	\$58,649	City University Fee (Intragovernmental Charge)
- STARS and LADDERS Programs	0.51	\$0	\$46,050	\$46,050	City University Fee (Intragovernmental Charge)
- Miscellaneous Employee Training	0.67	\$0	\$155,056	\$155,056	City University Fee (Intragovernmental Charge)
<b>Total City University Division</b>	<b>1.92</b>	<b>\$0</b>	<b>\$259,755</b>	<b>\$259,755</b>	
- Administrative services	1.76	\$0	\$124,631	\$124,631	Insurance Administration Fee (Intragovernmental Charge)
- FMLA Administration	0.16	\$0	\$58,308	\$58,308	Insurance Administration Fee (Intragovernmental Charge)
- Consulting Services	0.65	\$0	\$122,664	\$122,664	Insurance Administration Fee (Intragovernmental Charge)
- HSA Contribution	0.53	\$0	\$922,622	\$922,622	Insurance Administration Fee (Intragovernmental Charge)
<b>Total Insurance Administration Division</b>	<b>3.09</b>	<b>\$0</b>	<b>\$1,228,225</b>	<b>\$1,228,225</b>	
- Medical Premiums and Stop Loss Premiums	0.00	\$0	\$694,946	\$694,946	Employer and employee paid insurance premiums
- Medical and Prescription Administrative Service Contracts Fees	0.00	\$0	\$324,966	\$324,966	Employer and employee paid insurance premiums
- Medical Claims	0.00	\$0	\$7,931,520	\$7,931,520	Employer and employee paid insurance premiums
- Pharmacy Claims	0.00	\$0	\$2,915,000	\$2,915,000	Employer and employee paid insurance premiums
- Dental Premiums	0.00	\$0	\$697,110	\$697,110	Employer and employee paid insurance premiums
- Dental ASO (Administrative Services Contracts) Fee	0.00	\$0	\$13,130	\$13,130	Employer and employee paid insurance premiums
- Dental Claims	0.00	\$0	\$344,500	\$344,500	Employer and employee paid insurance premiums
- Long Term Disability Insurance Premiums	0.00	\$0	\$192,384	\$192,384	Employer and employee paid insurance premiums
- Life Insurance Premiums	0.00	\$0	\$226,085	\$226,085	Employer and employee paid insurance premiums
- Vision Insurance Premiums	0.00	\$0	\$79,888	\$79,888	Employee paid insurance premiums
- Patient Centered Outcomes Research Institute Fee	0.00	\$0	\$5,997	\$5,997	Employer and employee paid insurance premiums
- Voluntary Benefits	0.00	\$0	\$110,888	\$110,888	Employee paid insurance premiums
- Retiree Medicare Supplement Insurance Premiums	0.00	\$0	\$507,221	\$507,221	Employee paid insurance premiums
<b>Total Insurance</b>	<b>0.00</b>	<b>\$0</b>	<b>\$14,043,635</b>	<b>\$14,043,635</b>	
- Employee Service Awards and Retirement Gifts	0.01	\$0	\$45,947	\$45,947	Service Awards Revenue
- Annual Employee Picnic	0.00	\$0	\$10,000	\$10,000	Service Awards Revenue
<b>Total Employee Recognition</b>	<b>0.01</b>	<b>\$0</b>	<b>\$55,947</b>	<b>\$55,947</b>	
- Patient Centered Outcomes Research Institute Fee	0.00	\$0	\$725	\$725	Retirement Sick Leave
- Financial Fees for PEHP program	0.00	\$0	\$38,000	\$38,000	Retirement Sick Leave
- Retirement Sick Leave Payment	0.00	\$0	\$178,800	\$178,800	Retirement Sick Leave
<b>Total Post Employment Health</b>	<b>0.00</b>	<b>\$0</b>	<b>\$217,525</b>	<b>\$217,525</b>	
- Cafeteria Plan Claims and Fees	0.00	\$0	\$2,506,500	\$2,506,500	Employee Contributions and Forfeitures
<b>Total Cafeteria Plan</b>	<b>0.00</b>	<b>\$0</b>	<b>\$2,506,500</b>	<b>\$2,506,500</b>	
<b>Total 401A Admin Fees</b>	<b>0.00</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$100,000</b>	Interest Revenue
- Debt Service	0.00	\$0	\$32,661	\$32,661	Insurance Administration Fee (Intragovernmental Charge)
<b>Total General</b>	<b>0.00</b>	<b>\$0</b>	<b>\$32,661</b>	<b>\$32,661</b>	
<b>Total Employee Benefit Fund</b>	<b>8.34</b>	<b>\$0</b>	<b>\$19,007,881</b>	<b>\$19,007,881</b>	



# Employee Benefit Fund - Financial Condition

- FY 2017 is projected to be \$2.8 million below cash reserve target due to several years of high claim costs, lower interest revenues, premium increases kept low to minimize impact on city departments and employees, and increased ACA costs
- FY 2018 is projected to be \$2.4 million below cash reserve target if proposed 7% health insurance rate is approved
- In FY 2018 an insurance administration intragovernmental charge was created to recover the costs which are not intended to be recovered through health insurance premiums. It will take significant increases in this charge for the next few years to reach a point where the costs are being completely recovered



# Employee Benefit Fund - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
	\$18,403,725	\$19,007,881	\$604,156	3.28%	* \$47,670 increase in Personnel Services - (.5) HR Tech position added
					* \$593,390 increase in Utilities, Services, and Misc.-Medical Claims higher for FY 2018
Total Budget	\$18,403,725	\$19,007,881	\$604,156	3.28%	



# Self Insurance Fund FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$6,351,480	↓ \$511,786 7.46%	↑ \$2,541,675
General Sources	\$0 0% of budget		
Permanent Positions	3.30 FTE	0	↑ 0.30 FTE
Employees Per Thousand Population	0.027	↓ 3.57%	↓ 12.90%

# Self Insurance Fund - Cost By Service Area

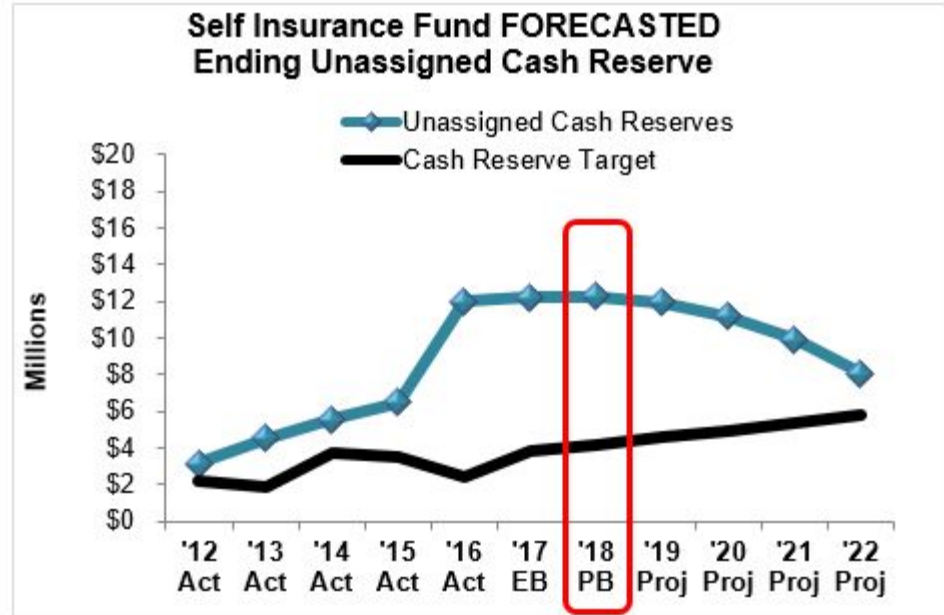
*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Claims Management	0.90	\$0	\$4,597,304	\$4,597,304	Intragovernmental charge and interest revenue
Departmental Contract review and Certificate of Insurance tracking	0.35	\$0	\$46,506	\$46,506	Intragovernmental charge and interest revenue
Identify and Secure Insurance Coverage	0.60	\$0	\$1,565,323	\$1,565,323	Intragovernmental charge and interest revenue
Restitution	0.50	\$0	\$48,417	\$48,417	Intragovernmental charge and interest revenue
Safety & Loss Prevention	0.95	\$0	\$93,930	\$93,930	Intragovernmental charge and interest revenue
<b>Total Self Insurance Fund</b>	<b>3.30</b>	<b>\$0</b>	<b>\$6,351,480</b>	<b>\$6,351,480</b>	

*Pages 59-60 of General Fund and Internal Service Fund Costs by Service Area file*

# Self Insurance Fund - Financial Condition

- FY 2017 is projected to be \$8.4 million above the cash reserve target due to the reclassifying of investments to pooled cash where they are available to be used for the operating costs of the fund.
- FY 2018 is projected to be \$8.1 million above the cash reserve target. Due to the financial health of the fund, there was no increase passed on to the other departments for FY 2018.
- Over the next few years the excess cash reserves will be used down and this will help to minimize the costs for the other user departments.



# Self Insurance Fund - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
	\$6,863,266	\$6,351,480	(\$511,786)	(7.46%)	* (\$25,000) decrease in materials and supplies - driving simulator purchased in FY 2017
					* (\$504,497) decrease in Utilites, Services, and Misc. - Insurance Premiums and Damage Claims down
<b>Total Budget</b>	<b>\$6,863,266</b>	<b>\$6,351,480</b>	<b>(\$511,786)</b>	<b>(7.46%)</b>	

# Custodial and Building Maintenance Fund - FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$1,653,265	↓ \$389,795 19.08%	↑ \$473,300
General Sources	\$0 0 % of budget		
Permanent Positions	14.57 FTE	↓ 3.00 FTE <i>(3 vacant positions deleted due to budget constraints in the general fund)</i>	↑ 4.07 FTE
Employees Per Thousand Population	0.119	↓ 18.49%	↑ 8.18%

# Custodial and Building Maintenance Fund - Cost by Service Area

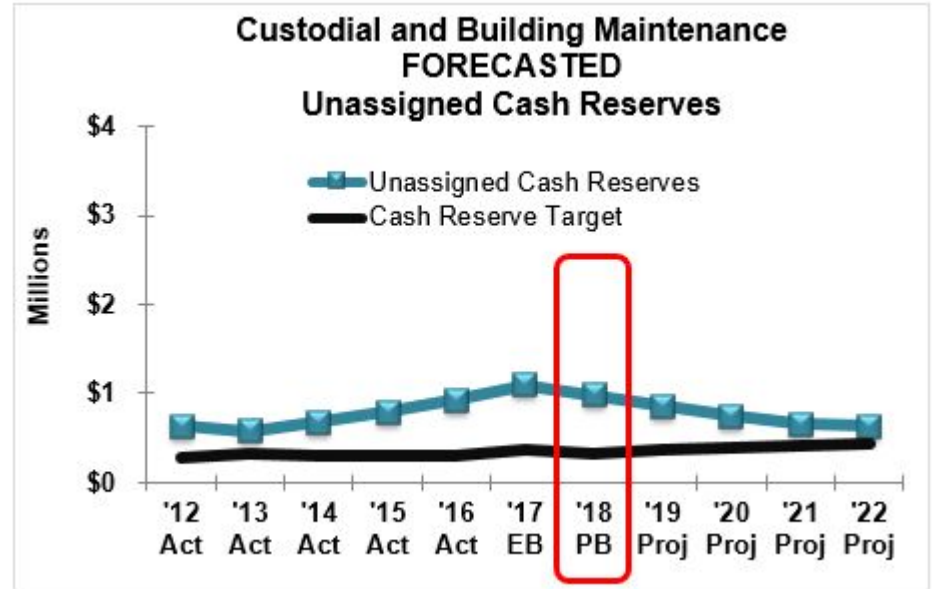
Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Management	3.07	\$0	\$221,982	\$221,982	Intragovernmental charge and interest revenue
Building Maintenance	4.00	\$0	\$611,939	\$611,939	Intragovernmental charge and interest revenue
Custodial	7.50	\$0	\$467,380	\$467,380	Intragovernmental charge and interest revenue
Utilities	0.00	\$0	\$351,964	\$351,964	Intragovernmental charge and interest revenue
<b>Total Custodial &amp; Building Maintenance Fund</b>	<b>14.57</b>	<b>\$0</b>	<b>\$1,653,265</b>	<b>\$1,653,265</b>	

Page 61 of General  
Fund and Internal  
Service Fund Costs by  
Service Area file

*This is an exercise to explain where discretionary funds  
are allocated and the impact to the community*

# Custodial and Building Maintenance Fund - Financial Condition

- FY 2017 is projected to be \$729,685 above the cash reserve target due to turnover and vacancies
- FY 2018 is projected to be \$650,899 above cash reserve target
- Due to budget constraints in the general fund, FY 2018 proposes budget cuts of \$210,474 including the elimination of 2 custodians and 1 building maintenance mechanic (*all currently vacant*)
- Future years increases to departments will be minimized in order to use down excess cash reserves





# Custodial and Building Maintenance - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Building Maintenance	\$1,054,244	\$757,589	(\$296,655)	(28.14%)	* (\$54,701) decrease in Personnel Services - (1) Bldg Maint. Mech. position eliminated * (\$33,707) decrease in Materials and Supplies - City Manager approved budget cuts * (\$218,766) decrease in Utilities, Services, and Misc. - \$150,000 proximity lock maintenance paid in FY 2017 for five year contract; City Manager approved budget cuts
Custodial Services	\$626,290	\$543,712	(\$82,578)	(13.19%)	* (\$75,465) decrease in Personnel Services - (2) Custodian positions eliminated * (\$6,890) decrease in Materials and Supplies- City Manager approved budget cuts
Utilities	\$362,526	\$351,964	(\$10,562)	(2.91%)	* (\$10,562) decrease in Utilities, Services, and Misc. - Electric budgeted lower as actual usage has been below budget for several years
<b>Total Budget</b>	<b>\$2,043,060</b>	<b>\$1,653,265</b>	<b>(\$389,795)</b>	<b>(19.08%)</b>	

# Fleet Operations Fund - FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$9,358,910	↓ \$26,740 0.28%	↑ \$2,766,924
General Sources	\$0 0% of budget		
Permanent Positions	41.230 FTE	0	↑ 15.68 FTE
Employees Per Thousand Population	0.337	↓ 2.03%	↑ 26.22%

# Fleet Operations Fund - Cost by Service Area

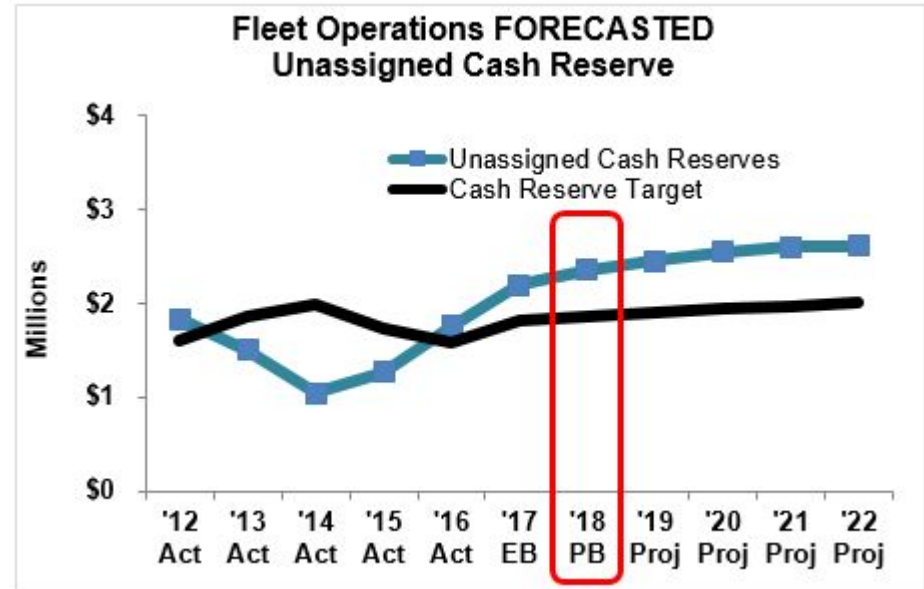
Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
Vehicle Repair and Maintenance	41.23	\$0	\$6,481,066	\$6,481,066	Parts and labor charges to departments
Fuel	0.00	\$0	\$2,800,000	\$2,800,000	Fuel charges to departments
Pool Vehicle Program	0.00	\$0	\$77,844	\$77,844	Pool billing to departments
<b>Total Fleet Operations Fund</b>	<b>41.23</b>	<b>\$0</b>	<b>\$9,358,910</b>	<b>\$9,358,910</b>	

Pages 62-63 of General  
Fund and Internal  
Service Fund Costs by  
Service Area file

*This is an exercise to explain where discretionary funds  
are allocated and the impact to the community*

# Fleet Operations - Financial Condition

- FY 2017 is projected to be \$383,948 above cash reserve target due to turnover and vacancies
- FY 2018 is projected to be \$501,418 above cash reserve target.
- Due to the strong financial condition of the fund, FY 2018 includes a reduction in the labor rate and parts markup
- Future years do not include rate increases to departments. The department will explore a tiered classification plan in future years in an effort to keep highly qualified mechanics and minimize turnover



# Fleet Operations - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
	\$9,385,650	\$9,358,910	(\$26,740)	(0.28%)	* (\$36,719) decrease in Intragovernmental Charges - Self insurance charges decreased due to lower 5 year claims history * (\$69,280) decrease in Capital Additions - No capital additions in FY 2018 * \$87,014 increase in Materials and Supplies - Outside Work increased in FY 2018
<b>Total Budget</b>	<b>\$9,385,650</b>	<b>\$9,358,910</b>	<b>(\$26,740)</b>	<b>(0.28%)</b>	

# Information Technology Fund - FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$8,476,902	<b>↑ \$1,137,346 15.50%</b> <i>(GIS Operation = \$1,281,863 was moved into IT Fund in FY 2018)</i>	<b>↑ \$4,031,818</b>
General Sources	<b>\$0</b> <b>0% of budget</b>		
Permanent Positions	<b>51.35 FTE</b>	<b>↑ 12.25 FTE</b> <i>(12.25 GIS positions moved into IT Fund in FY 2018)</i>	<b>↑ 26.35 FTE</b> <i>12.25 GIS - 5 positions dedicated to W&amp;E  6.00 added to support W&amp;E  2.00 to support Police - moved from Police  1.00 E-gov moved from Com Relations  5.10 other positions added</i>
Employees Per Thousand Population	<b>0.420</b>	<b>↑ 28.83%</b>	<b>↑ 60.92%</b>

# Information Technology Fund - Cost by Service Area

*This is an exercise to  
explain where discretionary  
funds are allocated and the  
impact to the community*

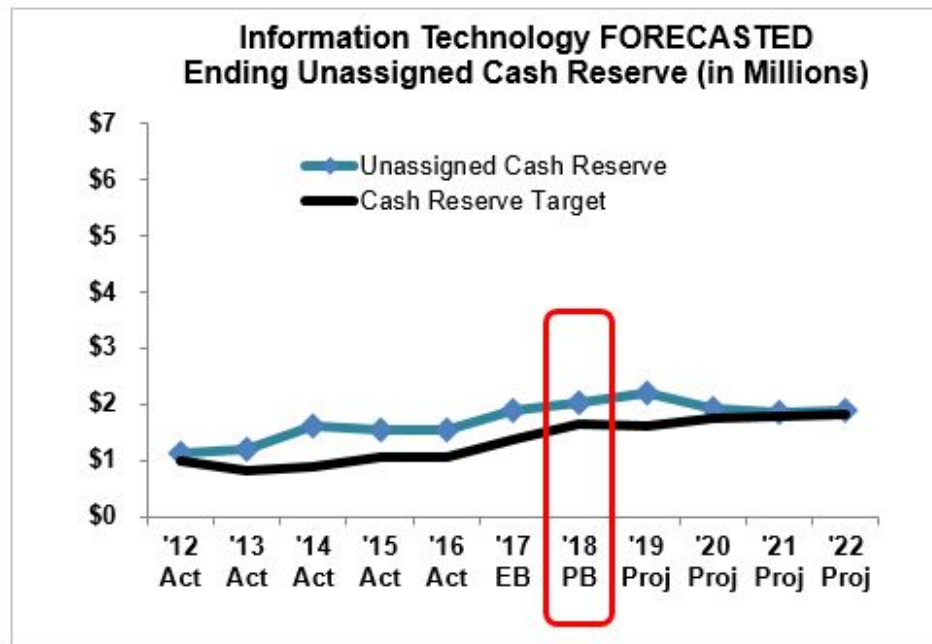
*Pages 64-73 of General  
Fund and Internal  
Service Fund Costs by  
Service Area file*

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Dedicated Source Description Total Cost
- Financial Management	1.73		\$451,740	\$451,740 Intragovernmental charge and interest revenue
- Leadership	0.98		\$199,252	\$199,252 Intragovernmental charge and interest revenue
- Community Outreach	0.37		\$75,228	\$75,228 Intragovernmental charge and interest revenue
<b>Total Administration</b>	<b>3.08</b>	<b>\$0</b>	<b>\$726,220</b>	<b>\$726,220</b>
- End User Agreement	0.47		\$302,927	\$302,927 Intragovernmental charge and interest revenue
- System Maintenance	0.32		\$205,731	\$205,731 Intragovernmental charge and interest revenue
- Billing/Budget	0.12		\$76,137	\$76,137 Intragovernmental charge and interest revenue
- Research/Development	0.16		\$108,535	\$108,535 Intragovernmental charge and interest revenue
<b>Phones</b>	<b>1.07</b>	<b>\$0</b>	<b>\$693,330</b>	<b>\$693,330</b>
- End User Support	3.34		\$467,086	\$467,086 Intragovernmental charge and interest revenue
- Phone Support	1.74		\$243,211	\$243,211 Intragovernmental charge and interest revenue
- Public Safety Support	0.94		\$131,133	\$131,133 Intragovernmental charge and interest revenue
- Printer Support	0.74		\$103,112	\$103,112 Intragovernmental charge and interest revenue
- ERP System Support	0.64		\$89,103	\$89,103 Intragovernmental charge and interest revenue
- Portable Computing Device Support	0.54		\$75,093	\$75,093 Intragovernmental charge and interest revenue
- Technical Training	1.14		\$159,152	\$159,152 Intragovernmental charge and interest revenue
- Asset Tracking	0.90		\$126,089	\$126,089 Intragovernmental charge and interest revenue
<b>Help Desk</b>	<b>9.95</b>	<b>\$0</b>	<b>\$1,393,979</b>	<b>\$1,393,979</b>
- New Development	2.95		\$958,873	\$958,873 Intragovernmental charge and interest revenue
- Current Development/Maintained	3.25		\$334,313	\$334,313 Intragovernmental charge and interest revenue
- Development Software and Servers Maintained	0.60		\$61,719	\$61,719 Intragovernmental charge and interest revenue
- Websites Maintained	1.20		\$123,439	\$123,439 Intragovernmental charge and interest revenue
- Databases Servers and Databases Maintained	2.00		\$205,731	\$205,731 Intragovernmental charge and interest revenue
<b>Applications</b>	<b>10.00</b>	<b>\$0</b>	<b>\$1,684,075</b>	<b>\$1,684,075</b>
- Server Administration	2.13		\$415,664	\$415,664 Intragovernmental charge and interest revenue
- Cyber Security	2.73		\$533,026	\$533,026 Intragovernmental charge and interest revenue
- Network Engineering	1.23		\$239,618	\$239,618 Intragovernmental charge and interest revenue
- Regulatory Compliance	2.43		\$474,344	\$474,344 Intragovernmental charge and interest revenue
- Public Safety Systems	1.03		\$200,496	\$200,496 Intragovernmental charge and interest revenue
- Storage	0.43		\$83,133	\$83,133 Intragovernmental charge and interest revenue
- Research/SOP/Education	1.43		\$278,738	\$278,738 Intragovernmental charge and interest revenue
- Physical Security	0.63		\$122,253	\$122,253 Intragovernmental charge and interest revenue
<b>Infrastructure</b>	<b>12.00</b>	<b>\$0</b>	<b>\$2,347,272</b>	<b>\$2,347,272</b>
- Strategic Initiative	0.45		\$52,524	\$52,524 Intragovernmental charge and interest revenue
- Utility Project Planning	1.25		\$145,901	\$145,901 Intragovernmental charge and interest revenue
- City-wide Project Planning	0.90		\$105,049	\$105,049 Intragovernmental charge and interest revenue
- Operations	0.40		\$46,689	\$46,689 Intragovernmental charge and interest revenue
<b>PMO</b>	<b>3.00</b>	<b>\$0</b>	<b>\$350,163</b>	<b>\$350,163</b>
- Geospatial Services and Administration	2.25		\$340,360	\$340,360 Intragovernmental charge and interest revenue
- Web Map Development and Support	1.25		\$105,807	\$105,807 Intragovernmental charge and interest revenue
- Data Development	1.50		\$227,879	\$227,879 Intragovernmental charge and interest revenue
- Addressing	1.75		\$168,378	\$168,378 Intragovernmental charge and interest revenue
- CATSO Transportation Planning	0.50		\$50,084	\$50,084 Intragovernmental charge and interest revenue
- Water, Fiber, & Electric GIS	5.00		\$389,355	\$389,355 Intragovernmental charge and interest revenue
<b>GIS</b>	<b>12.25</b>	<b>\$0</b>	<b>\$1,281,863</b>	<b>\$1,281,863</b>
<b>Total IT</b>	<b>51.35</b>	<b>\$0</b>	<b>\$8,476,902</b>	<b>\$8,476,902</b>



# Information Technology Fund - Financial Condition

- FY 2017 is projected to be \$534,537 above cash reserve target
- FY 2018 projected to be above the cash reserve target by \$378,967
- FY 2018 includes the movement of the GIS operation into the Information Technology Fund
- Information Technology (and GIS) cut \$616,033 from their budget for FY 2018. IT is working to discontinue costly maintenance associated with the HTE and other financial software as the COFERS project is completed
- In future years IT will continue to minimize increases to departments and use down excess cash reserves



# Information Technology - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
	\$7,339,556	\$8,476,902	\$1,137,346	15.50%	<p>* \$1,101,234 increase to personnel - added 12.25 FTE previously budgeted for GIS in it's own fund and merged with IT in FY 2018, added (2) Jr System Analyst positions mid year 2017, and an increase in LAGERS (from 13.8% to 14.5%) and Health Insurance rates (up 7%)</p> <p>* \$164,333 increase to materials &amp; supplies - additional cost added for GIS previously budgeted in it's own fund and higher amount of replacement items due to replace in FY 2018 than FY 2017</p> <p>* \$43,968 increase in travel &amp; training - additional costs added for GIS previously budgeted in it's own fund</p> <p>* \$25,300 increase in intragovernmental charges - Self Insurance, Insurance Admin, and additional costs added for GIS previously budgeted in it's own fund</p> <p>* \$174,923 decrease in utilities, services and misc - additional costs added for GIS previously budgeted in it's own fund, reallocated funds back to the contingency account for FY 2018, increase for phone replacement (¼ for each of the next four years), decreased for Emetrotel. IT dept has been working with outside vendors to decrease fees charged for services or maintenance and help with requested budget cuts from the City Manager.</p> <p>* \$44,791 increase in capital additions - Speech Bridge IVR</p> <p>* \$67,357 decrease in other - Transfer for Disaster Recover Center ended in FY 2017</p>
<b>Total Budget</b>	<b>\$7,339,556</b>	<b>\$8,476,902</b>	<b>\$1,137,346</b>	<b>15.50%</b>	

# Community Relations Fund FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$2,789,585	↓ \$100,395 3.47%	↑ \$1,109,741
General Sources	\$0 0% of budget		
Permanent Positions	31.750 FTE	↑ 1.40 FTE <i>(1 positions added - will be funded by Water and Electric and 0.40 FTE reallocated from other Water and Electric)</i>	↑ 20.00 FTE
Employees Per Thousand Population	0.259	↑ 2.37%	↑ 110.57%

# Community Relations Fund - Cost by Service Area

*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

Pages 74-75 of General Fund and Internal Service Fund Costs by Service Area file

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
- Department Administration	0.65	\$0	\$204,092	\$204,092	Intragovernmental charge and interest revenue
- Media Relations	2.42	\$0	\$234,056	\$234,056	Intragovernmental charge and interest revenue
- Marketing (Revenue Generation)	1.10	\$0	\$66,205	\$66,205	Intragovernmental charge and interest revenue
- Graphic Design for Publications and	0.64	\$0	\$35,874	\$35,874	Intragovernmental charge and interest revenue
- Legislative Relations	0.28	\$0	\$32,165	\$32,165	Intragovernmental charge and interest revenue
- Journey to Excellence	0.79	\$0	\$80,504	\$80,504	Intragovernmental charge and interest revenue
- Website Content and Maintenance	0.93	\$0	\$57,653	\$57,653	Intragovernmental charge and interest revenue
- Social Media content and response	0.56	\$0	\$37,281	\$37,281	Intragovernmental charge and interest revenue
- Training other employees	0.05	\$0	\$2,886	\$2,886	Intragovernmental charge and interest revenue
- City Source Monthly Newsletter	0.32	\$0	\$76,002	\$76,002	Intragovernmental charge and interest revenue
- Annual Citizens Handbook and Program	0.45	\$0	\$95,380	\$95,380	Intragovernmental charge and interest revenue
- Annual Citizen Survey	0.37	\$0	\$72,584	\$72,584	Intragovernmental charge and interest revenue
- Sunshine Law Administration	0.21	\$0	\$58,539	\$58,539	Intragovernmental charge and interest revenue
<b>Community Relations Administration</b>	<b>8.76</b>	<b>\$0</b>	<b>\$1,053,221</b>	<b>\$1,053,221</b>	
- Printing Services	0.80	\$0	\$122,575	\$122,575	Intragovernmental charge and interest revenue
- Mailroom Services	0.80	0	\$172,133	\$172,133	Intragovernmental charge and interest revenue
<b>Document and Support Services</b>	<b>1.60</b>	<b>\$0</b>	<b>\$294,708</b>	<b>\$294,708</b>	
- City Channel Services	0.15	\$0	\$163,582	\$163,582	Intragovernmental charge and interest revenue
- Departmental Public Relations	3.23	\$0	\$213,080	\$213,080	Intragovernmental charge and interest revenue
- Live Broadcast - Public Meeting Bodies	0.06	\$0	\$4,171	\$4,171	Intragovernmental charge and interest revenue
- Press Conference & Special Events	0.13	\$0	\$9,122	\$9,122	Intragovernmental charge and interest revenue
- Internal Production & Creative Services	0.06	\$0	\$4,827	\$4,827	Intragovernmental charge and interest revenue
- 24-hour cable broadcast & Web	0.33	\$0	\$22,510	\$22,510	Intragovernmental charge and interest revenue
- ADA compliance	0.08	\$0	\$6,233	\$6,233	Intragovernmental charge and interest revenue
<b>City Channel</b>	<b>4.02</b>	<b>\$0</b>	<b>\$423,525</b>	<b>\$423,525</b>	
- Event Services	0.44	\$0	\$83,011	\$83,011	Intragovernmental charge and interest revenue
- Meeting Room Support Services	0.88	\$0	\$61,655	\$61,655	Intragovernmental charge and interest revenue
- Live Broadcast - Public Meeting Bodies	0.38	\$0	\$26,577	\$26,577	Intragovernmental charge and interest revenue
- Press Conferences & Special Events	0.20	\$0	\$15,776	\$15,776	Intragovernmental charge and interest revenue
- Internal Audio and Video Production	0.14	\$0	\$11,206	\$11,206	Intragovernmental charge and interest revenue
<b>Event Services</b>	<b>2.02</b>	<b>\$0</b>	<b>\$198,225</b>	<b>\$198,225</b>	



# Community Relations Fund - Cost by Service Area

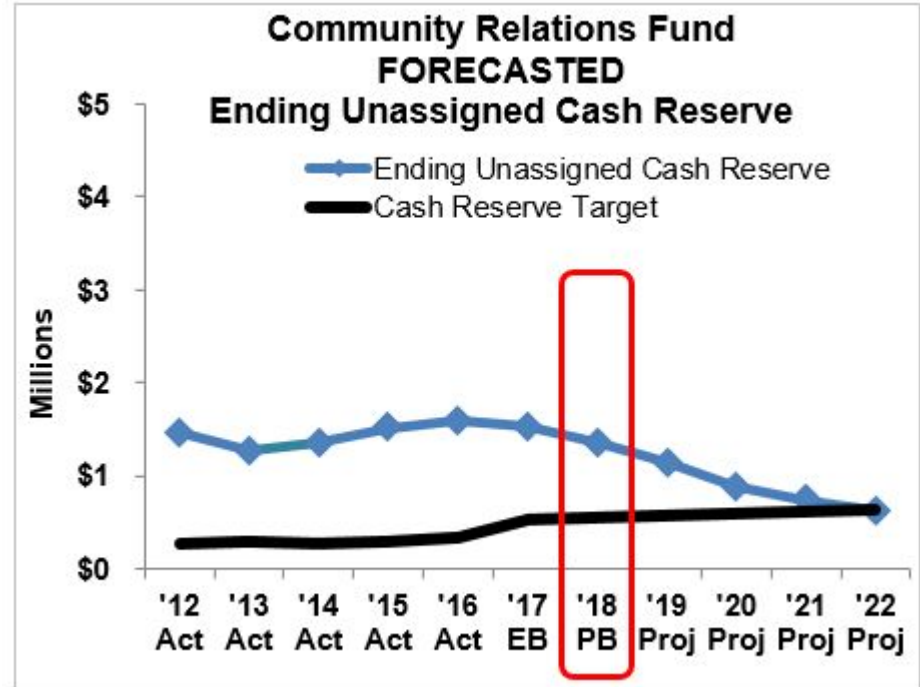
*This is an exercise to explain where discretionary funds are allocated and the impact to the community*

Service Area:	FTE Utilized	Total General Sources	Total Dedicated Sources	Total Cost	Dedicated Source Description
- Transit Dispatch	1.00	\$0	\$44,366	\$44,366	Intragovernmental charge and interest revenue
- Quality Control	0.70	\$0	\$37,324	\$37,324	Intragovernmental charge and interest revenue
- Certified Tourism Ambassador	0.42	\$0	\$20,207	\$20,207	Intragovernmental charge and interest revenue
- Hotel Information	0.22	\$0	\$9,742	\$9,742	Intragovernmental charge and interest revenue
- Events	0.51	\$0	\$22,619	\$22,619	Intragovernmental charge and interest revenue
- Department-specific Administration	1.65	\$0	\$73,065	\$73,065	Intragovernmental charge and interest revenue
- Subject Matter Training	0.95	\$0	\$49,962	\$49,962	Intragovernmental charge and interest revenue
- Assist Citizens	2.30	\$0	\$105,127	\$105,127	Intragovernmental charge and interest revenue
- Social Equity	0.05	\$0	\$3,854	\$3,854	Intragovernmental charge and interest revenue
- Customer Service Training	0.05	\$0	\$3,854	\$3,854	Intragovernmental charge and interest revenue
- Employee Engagement	0.15	\$0	\$8,200	\$8,200	Intragovernmental charge and interest revenue
- Knowledge Base Development	0.10	\$0	\$7,708	\$7,708	Intragovernmental charge and interest revenue
- Web Chat	0.40	\$0	\$17,381	\$17,381	Intragovernmental charge and interest revenue
- Internal Committees	0.10	\$0	\$7,219	\$7,219	Intragovernmental charge and interest revenue
- Supervising	0.50	\$0	\$35,604	\$35,604	Intragovernmental charge and interest revenue
- Coaching	0.30	\$0	\$21,167	\$21,167	Intragovernmental charge and interest revenue
- Marketing	0.10	\$0	\$7,708	\$7,708	Intragovernmental charge and interest revenue
- Contact Center - Calls	3.75	\$0	\$344,798	\$344,798	Intragovernmental charge and interest revenue
<b>Contact Center</b>	<b>13.25</b>	<b>\$0</b>	<b>\$819,905</b>	<b>\$819,905</b>	
<b>Total Community Relations</b>	<b>29.65</b>	<b>\$0</b>	<b>\$2,789,585</b>	<b>\$2,789,585</b>	

Pages 74-75 of General Fund and Internal Service Fund Costs by Service Area file

# Community Relations Fund - Financial Condition

- FY 2017 is projected to be \$1 million above the cash reserve target
- FY 2018 is projected to be above the cash reserve target by \$812,484 as the result of \$164,967 in budget cuts and minimizing fee increases to departments in order to use down excess reserves
- In FY 2018 the contact center will begin taking calls for the remaining departmental phone numbers and there will be heavy marketing of the 874-CITY contact center phone number.



# Community Relations Fund - Changes from Last Year

Division	FY 2017	FY 2018	Change	Percent	Notes
Community Relations Office	\$1,030,543	\$1,110,851	\$80,308	7.79%	<p>* \$94,536 increase to personnel - Moved the Com &amp; Marketing Manager position that was previously allocated to CR and W&amp;L 100% into Comm Relations and increase in LAGERS rate increased (from 13.8% to 14.5%), and Health Ins rates (up 7%)</p> <p>* (\$7,128) decrease in intragovernmental charges - GIS Fee reduced due to no NRI project scheduled for FY 2027</p>
Document Support Services	\$307,924	\$294,208	(\$13,716)	(4.45%)	<p>* (\$10,146) decrease in personnel - due to turnover</p> <p>(\$2,525) decrease due to budget cuts (Computer/Electronic Items, Travel and Training, and Equipment Rentals)</p>
The City Channel	\$445,377	\$438,828	(\$6,549)	(1.47%)	<p>* \$24,548 increase in personnel - movement of 2 (.30) FTE positions from Event Services to The City Channel making both positions 50% in each division and increased LAGERS (from 13.8% to 14.5%) and Health Insurance rates (up 7%)</p> <p>* (\$26,902) decrease due to budget cuts (Temporary Positions, Printing, Postage, Books, Furniture, and Non-contractual Services)</p>
Event Services	\$217,460	\$170,586	(\$46,874)	(21.56%)	<p>* (\$45,027) decrease in personnel - movement of 2 (.30) FTE positions from Event Services to The City Channel making both positions 50% in each division and increased LAGERS (from 13.8% to 14.5%) and Health Insurance rates (up 7%)</p>
Contact Center	\$888,676	\$775,112	(\$113,564)	(12.78%)	<p>* (\$5,000) decrease due to budget cuts (Postage, Furniture, and Computers)</p> <p>* \$79,155 increase in personnel - reinstated prior unused Personnel budget that was moved to fund the expansion of the Contact Center and Community Relations area on the 2nd floor of DBB and increase in LAGERS rate increased (from 13.8% to 14.5%), and Health Ins rates (up 7%)</p> <p>* \$3,962 increase in intragovernmental charges - Self Insurance</p> <p>* \$16,320 increase in utilities - increased the number of phone lines being taken over by the Contact Center in FY 2018</p> <p>* (\$100,000) decrease in services - for funds moved from unused Personnel budget to fund the expansion of the Contact Center and Community Relations area</p> <p>* (\$113,000) decrease due to budget cuts (Office Supplies, Furniture, Computers, Travel &amp; Training, Publishing, Misc Non-Contractual and Misc Contractual including temporary personnel for the Contact Center)</p>
<b>Total Budget</b>	<b>\$2,889,980</b>	<b>\$2,789,585</b>	<b>(\$100,395)</b>	<b>(3.47%)</b>	

# Utility Customer Services Fund FY 2018 Budget

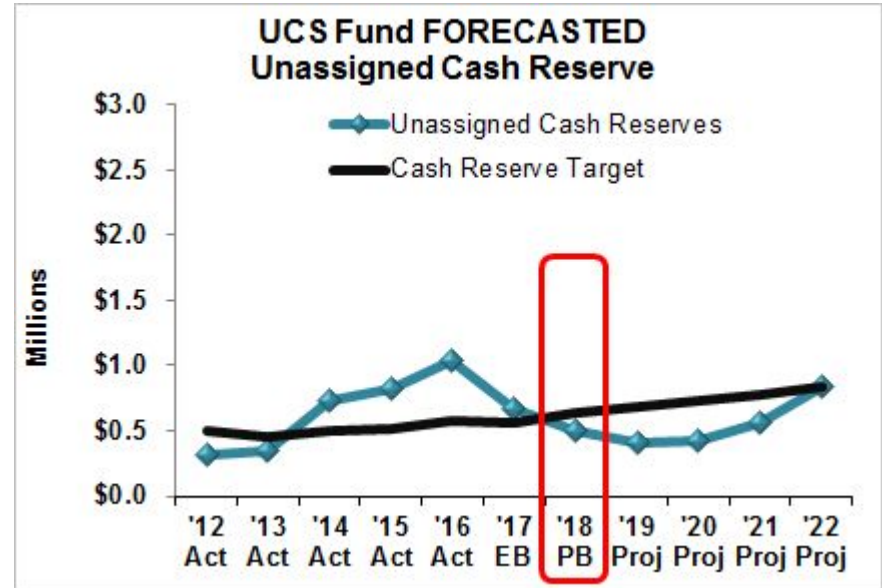
	FY 2018	1 Year Change	10 Year Change
Total Budget	\$3,203,788	↓ \$94,361 2.86%	↑ \$1,212,859
General Sources	\$0 0% of budget		
Permanent Positions	19.20 FTE	0	↑ 7.20 FTE
Employees Per Thousand Population	0.157	↓ 1.88%	↑ 25.6%

All of the costs for this budget are recovered from the utility departments (Water, Electric, Sewer, Solid Waste, and Storm Water)



# UCS Fund - Financial Condition

- FY 2017 is projected to be \$101,854 above the cash reserve target
- FY 2018 is projected to be \$140,438 below the cash reserve target due to the addition of a Billing Auditor position that was added mid-year but charges were not assessed to the departments. In addition, due to the implementation of new billing software, revenues for late fees and collection fees were lower as the City did not do utility shut offs due to non-payment for more than 6 months.
- Future year fees to the utilities will be adjusted in order to get reserves back in line with the cash reserve target by FY 2022.



# UCS Fund - Changes from Last Year

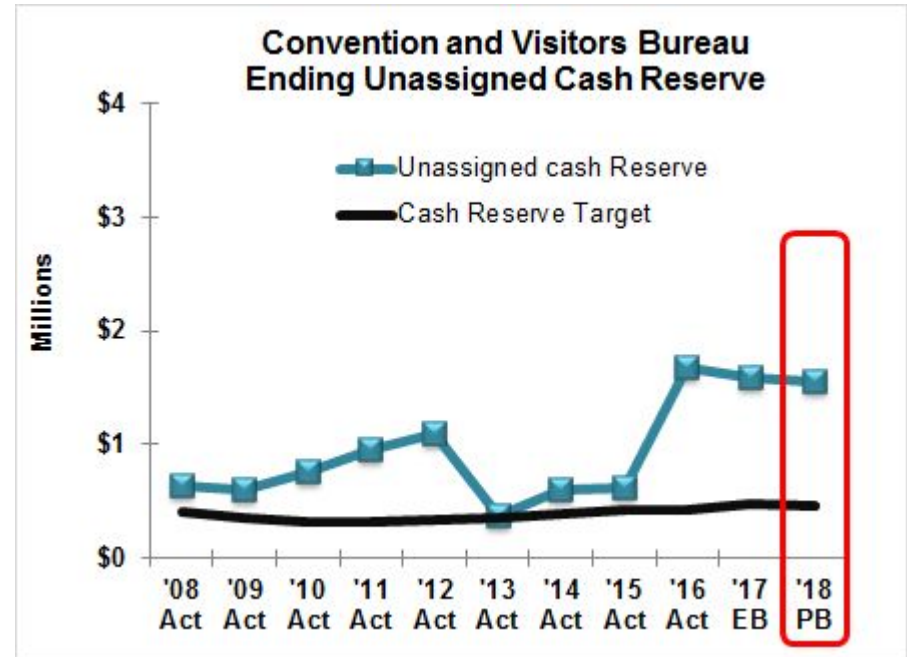
Division	FY 2017	FY 2018	Change	Percent	Notes
UCS	\$3,298,149	\$3,203,788	(\$94,361)	(0.03)	<p>* \$67,852 increase in personnel - added Billing Auditor mid-year FY 2017 and FY 2018 reflects a full year of costs for the position, standby pay added for on call CSR in call center rotation, and increase in LAGERS (from 13.8% to 14.5%) and Health Insurance rates (up 7%)</p> <p>* \$74,197 increase in materials &amp; supplies - increased printing and postage for delinquent notices to be sent using Document Support Services, notices were not sent for the majority of FY 2017 due to new program issues</p> <p>* \$4,400 increase in travel and training</p> <p>* \$65,684 increase in intragovernmental charges - IT Support &amp; Maintenance and Insurance</p> <p>* (\$301,182) decrease in utilities, services and misc - Reduced fees previously paid for outside vendor processing Echecks, revenues also decreased</p> <p>* (\$5,312) decrease in other - transfer to the general fund lower due to turnover of the position the transfer covers</p>
<b>Total Budget</b>	<b>\$3,298,149</b>	<b>\$3,203,788</b>	<b>(\$94,361)</b>	<b>(0.03)</b>	

# Convention and Visitors Bureau Fund - FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$2,952,767	↓ \$949,045 24.32%	↑ \$754,866
General Sources	\$0 0% of budget		
Permanent Positions	9.65 FTE	0	↑ 0.65 FTE
Employees Per Thousand Population	0.079	↓ 1.25%	↓ 15.96%

# Convention and Visitors Bureau Fund - Financial Condition

- FY 2017 is projected to be \$1,116,463 above the cash reserve target
- FY 2018 is projected to be \$1,082,697
- This graph does not include the reserves restricted for the tourism development fund or the temporary tax for airport improvements



# Convention and Visitors Bureau - Changes from Last Year

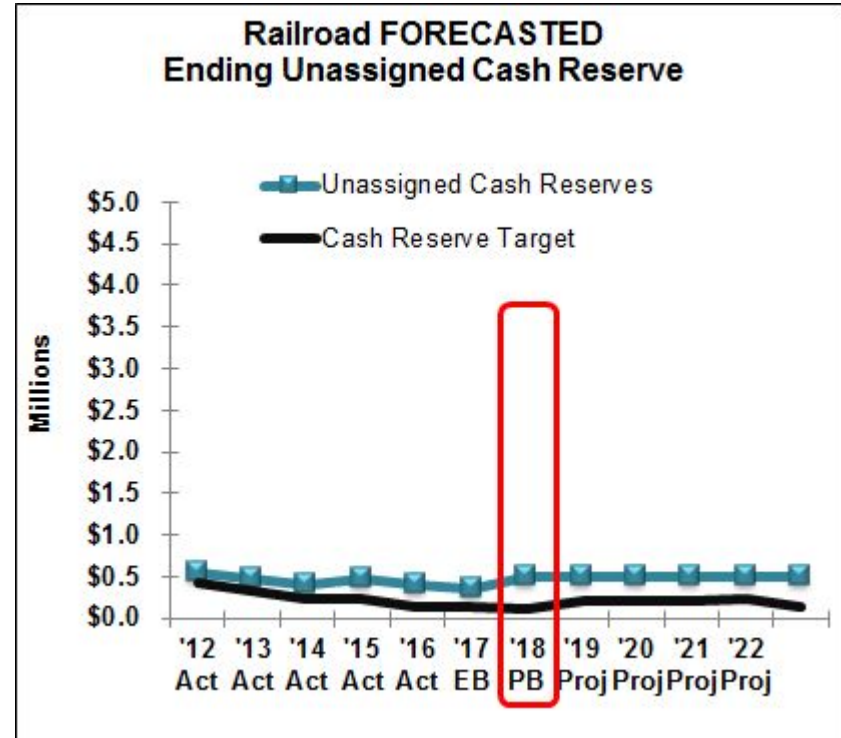
Division	FY 2017	FY 2018	Change	Percent	Notes
Operations	\$2,477,736	\$2,513,691	\$35,955	1.45%	<p>* \$15,945 decrease in Materials &amp; Supplies - one-time expense of \$15,000 in FY 2017 for furniture</p> <p>* \$3,925 increase in Travel &amp; Training</p> <p>* \$10,412 increase in Intragovernmental Charges - \$10,590 Increase in Community Relations fees. The cost of a Manager position in the Community Relations budget will now be divided among all of the departments that have dedicated community relation specialist positions.</p> <p>* \$124,305 decrease in Utilities, Services, &amp; Misc - \$157,200 decrease in Publishing &amp; Advertising due to a decrease of \$73,000 in a State Revenue Matching Grant, \$29,000 increase in miscellaneous contractual (payment will be made directly to REDI for economic development activities. In FY 2017 this was reflected in the Other category as a transfer to the general fund).</p> <p>* \$165,456 increase in Other - \$190,571 increase in the transfer of accumulated 1% temporary tax dollars to Airport for the terminal design capital project, \$25,115 decrease in Transfer to General Fund (part of the transfer that was going to Econ Dev will now be going directly to REDI which is now reflected in the utilities, services, and miscellaneous category)</p>
Tourism Development	\$1,424,076	\$439,076	(\$985,000)	(69.17%)	<p>* \$985,000 decrease in Other - FY 2017 included a one time transfer of accumulated tourism development dollars of \$1 million to the capital projects fund for an indoor sports field house parks project. There is a \$6,500 increase in transfers to the general fund for certain parks and recreation events (heritage festival, fire in the sky, family fund fest, and SPLAT).</p>
<b>Total Budget</b>	<b>\$3,901,812</b>	<b>\$2,952,767</b>	<b>(\$949,045)</b>	<b>(24.32%)</b>	

# Railroad - FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$971,443	↓ \$131,917 11.96%	↓ \$722,630
General Sources	\$0 0% of budget		
Permanent Positions	3.00 FTE	0	↓ 2.00 FTE
Employees Per Thousand Population	0.025	0%	↓ 51.92%

## Railroad - Financial Condition

- FY 2017 is projected to be \$388,599 above the cash reserve target
- FY 2018 is projected to be \$290,942 above the cash reserve target. There is no funding included for capital project needs
- The utility departments will continue to provide a subsidy to the Railroad to ensure the financial health of the operations seeks to identify additional customers





## Railroad - Changes from Last Year

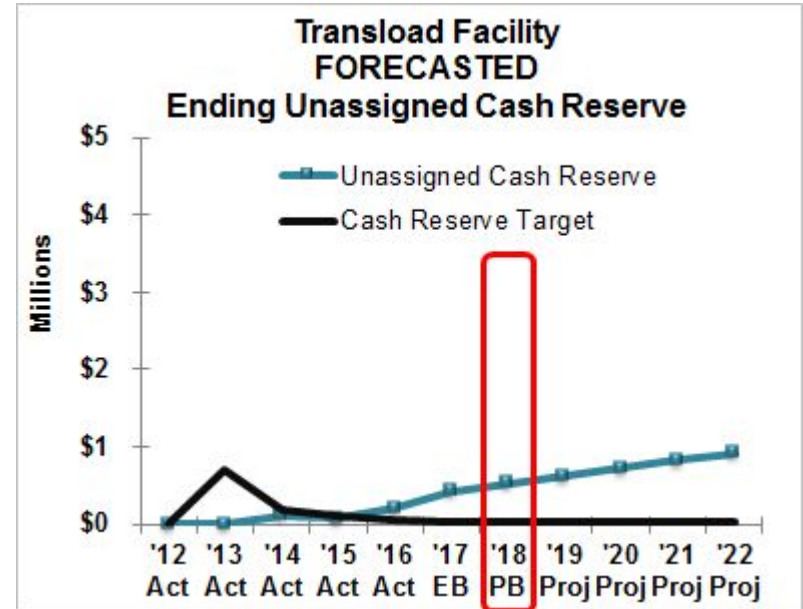
Division	FY 2017	FY 2018	Change	Percent	Notes
Operations	\$1,023,360	\$971,443	(\$51,917)	(5.07%)	<p>* \$6,611 decrease in personnel services - changes in railroad tax calculations and other benefits</p> <p>* \$2,120 decrease in intragovernmental charges - lower self insurance claims and lower general and administrative charges due to a lower amount allocated for purchasing bidding function</p> <p>* \$39,478 decrease in utilities, services, and miscellaneous - there was a one-time expense in FY 2017 that will not be needed in FY 2018</p> <p>* \$2,826 decrease in other - lower interest expense costs for FY 2018</p>
Capital Projects	\$80,000	\$0	(\$80,000)	(100.00%)	* No new funding in FY 2018 has been allocated for capital project needs in order to ensure positive cash flow.
<b>Total Budget</b>	<b>\$1,103,360</b>	<b>\$971,443</b>	<b>(\$131,917)</b>	<b>(11.96%)</b>	

# Transload - FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$173,744	↓\$2,132,825 92.47%	<i>Transload did not exist 10 years ago</i>
General Sources	\$0 0% of budget		
Permanent Positions	0 FTE <i>(positions were reallocated to Electric in FY 2017)</i>		N/A

# Transload - Financial Condition

- FY 2017 is projected to be \$406,096 above the cash reserve target due to increased revenue received in handling fees and warehousing costs for increased customer demand
- FY 2018 is projected to be \$490,321 above the cash reserve target
- Personnel costs will continue to be budgeted in the Electric Department and charged to Transload as needed for the Transload operation



# Transload - Changes from Last Year

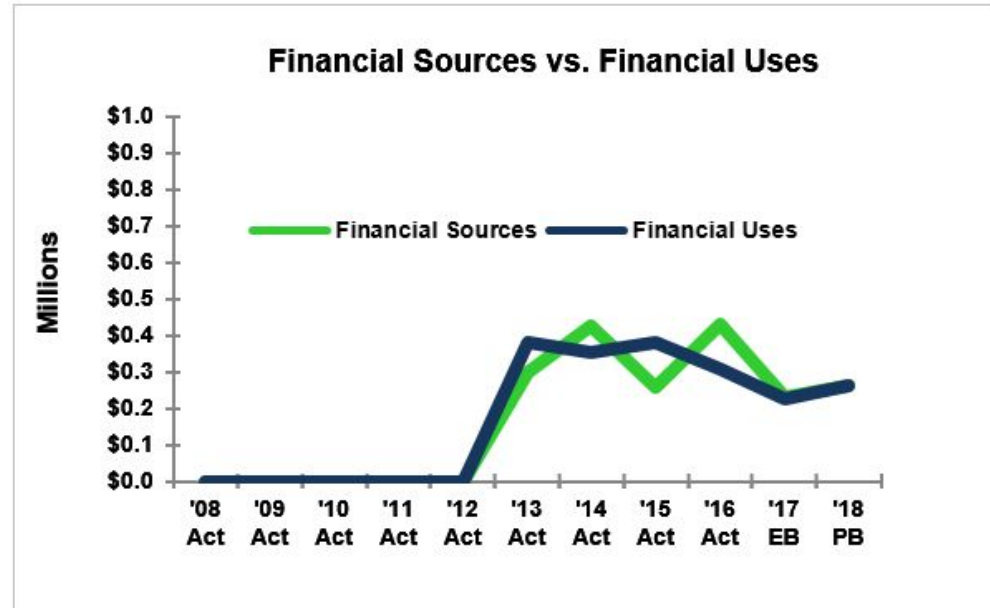
Division	FY 2017	FY 2018	Change	Percent	Notes
General	\$2,306,569	\$173,744	(\$2,132,825)	(92.47%)	* \$2,136,569 Decrease due to the transfer of the Transload building to Electric.
Total Budget	\$2,306,569	\$173,744	(\$2,132,825)	(92.47%)	

# Non-Motorized Grant Fund - FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$262,146	↓\$327,886 55.57% <i>Grant funded activities are winding down</i>	This fund did not exist 10 years ago
General Sources	\$0 0% of budget		
Permanent Positions	2.20 FTE	↓1.00 FTE <i>Deleted vacant position</i>	
Employees Per Thousand Population	0.02	↓33.33%	

# Non-Motorized Grant Fund - Financial Condition

- This federal grant reimburses expenses once the City submits a draw down request. Financial uses are above financial sources, due to the timing of the expenses happening in one fiscal year and the grant funds received from the draw down occurring in a later fiscal year.
- In years when expenditures are lower than revenues, the draw down of the grant fund did not occur until after the end of the fiscal year.



## Non-Motorized Grant Fund - Changes from Last Year

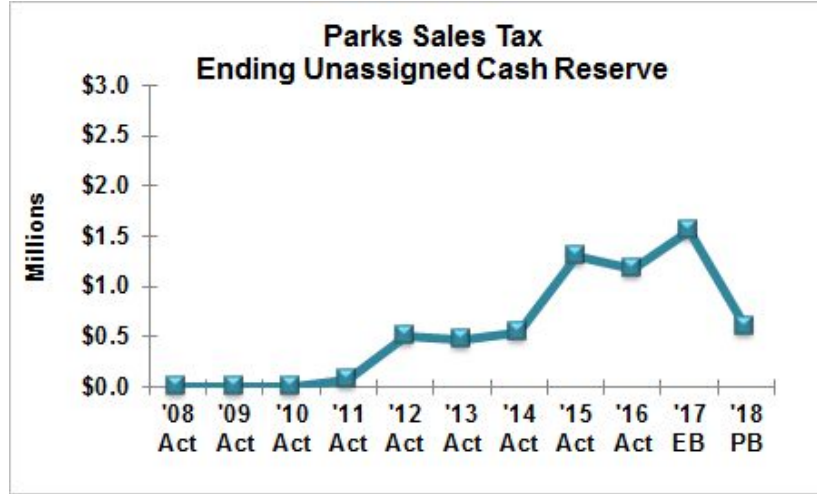
Division	FY 2017	FY 2018	Change	Percent	Notes
	\$590,032	\$262,146	(\$327,886)	(55.57%)	* \$141,617 decrease in personnel expense - deleted (1) Engineering Technician; Reduced the number of FTE's charged to this fund * \$162,914 decrease in materials and supplies - Grant/project is winding down * \$23,355 decrease in utilities, services & miscellaneous - Grant/project is winding down
Total Budget	\$590,032	\$262,146	(\$327,886)	(55.57%)	



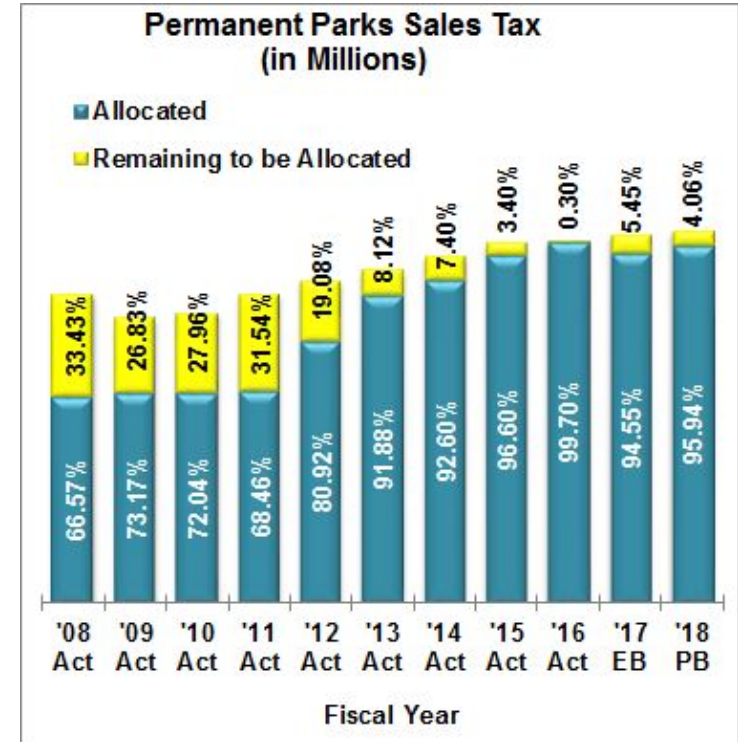
# Parks Sales Tax Fund - FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$6,982,656	<b>↑ \$1,414,773 25.41%</b> <i>(can vary significantly from year to year based on capital project funding required)</i>	<b>↑ \$1,937,859</b> <i>(can vary significantly from year to year based on capital project funding required)</i>
General Sources	<b>\$0</b> <b>0% of budget</b>		
Permanent Positions	<b>0 FTE</b>		

# Parks Sales Tax Fund - Financial Condition



- Sales tax growth is low, projected at 1% for FY 2018
- Nearly all of the permanent parks sales tax (95.94%) is being allocated to Parks and Recreation and Recreation Services
- Once the permanent parks sales tax is completely allocated to operations, there will either need to be increased general fund support or reduction in services.

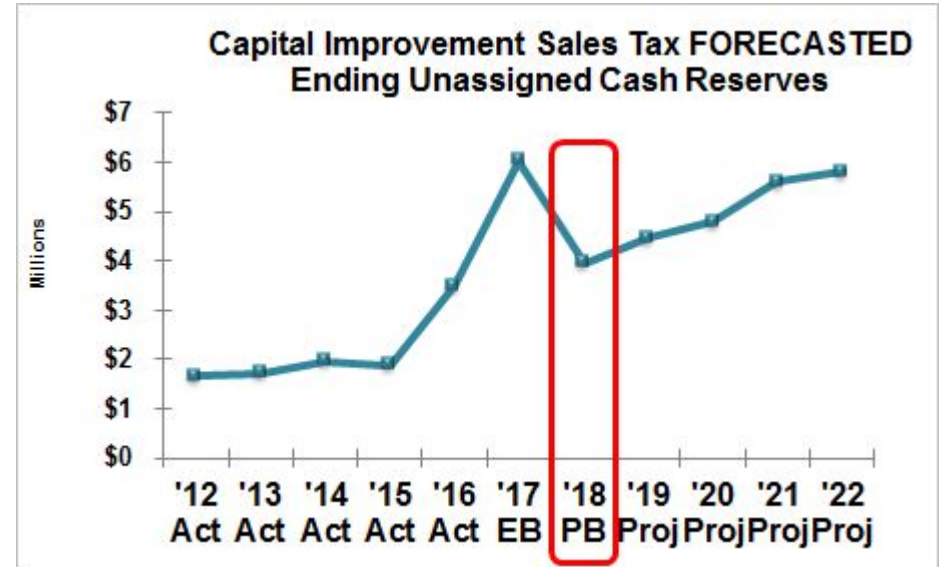


# Capital Improvement Sales Tax Fund - FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$8,092,991	<b>↑ \$4,672,918 136.63 %</b> <i>(can vary significantly from year to year based on capital project funding required)</i>	<b>↑ \$3,070,241</b> <i>(can vary significantly from year to year based on capital project funding required)</i>
General Sources	<b>\$ 0</b> <b>0% of budget</b>		
Permanent Positions	<b>0 FTE</b>		

# Capital Improvement Sales Tax Fund - Financial Condition

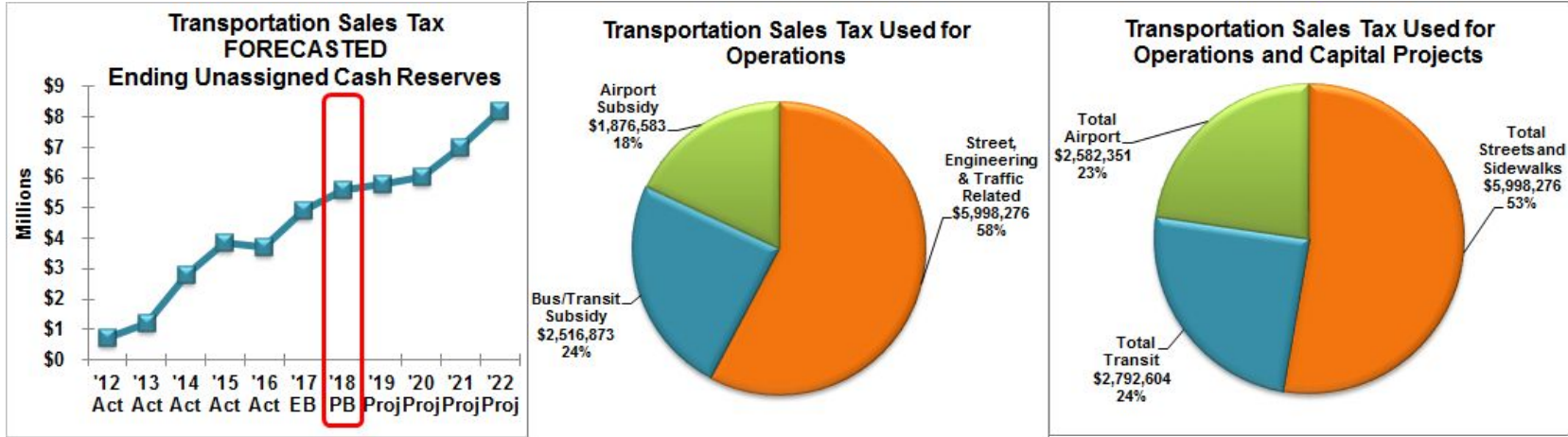
- Capital Improvement Sales tax is projected to grow at 1%
- Current cash flow forecast shows sufficient funding for all 2015 CIST ballot issue projects
- FY 2018 reserves will decrease due to the funding required for capital projects
  - Municipal Service Center North - Phase I (\$8,021,000)
  - Annual Traffic Calming (\$50,000)



# Transportation Sales Tax Fund FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$11,395,273	<b>↑ \$659,320 6.14 %</b> <i>(can vary significantly from year to year based on capital project funding required)</i>	<b>↑ \$1,956,673</b> <i>(can vary significantly from year to year based on capital project funding required)</i>
General Sources	<b>\$ 0</b> <b>0% of budget</b>		
Permanent Positions	<b>0 FTE</b>		

# Transportation Sales Tax Fund - Financial Condition



- FY 2018 reflects 1% Growth:
  - \$29,699 to Streets and Airport
  - \$59,397 to Transit
- Cash reserves in future years are being built up for matching funds needed for capital projects
- Over the past 10 years:
  - Transit subsidy increased \$1,116,873
  - Airport subsidy increased \$756,333
  - Street and Sidewalk funding increased 1,145,336

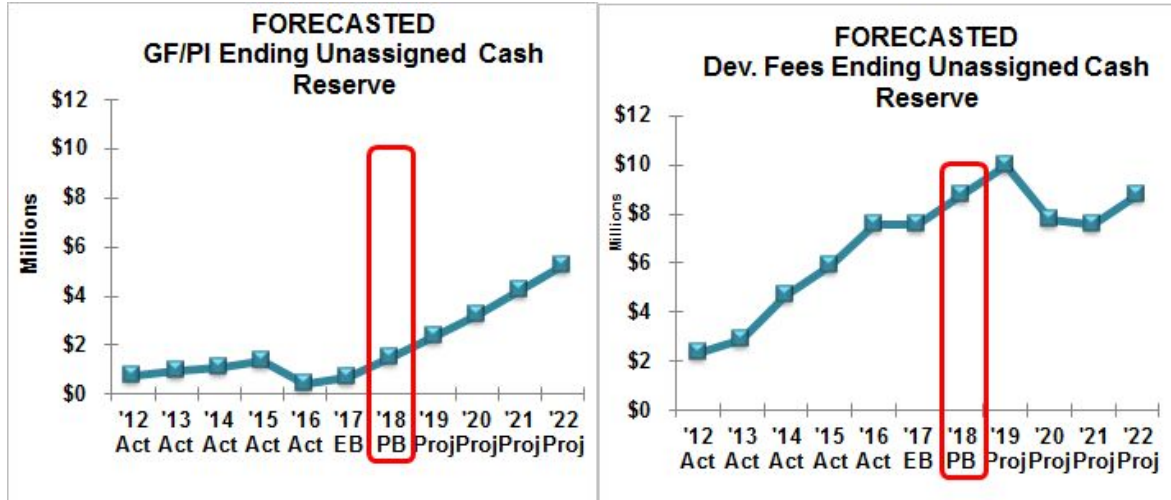
# Public Improvement Fund FY 2018 Budget

	FY 2018	1 Year Change	10 Year Change
Total Budget	\$350,432	↓ \$1,709,745 83.0% <i>(can vary significantly from year to year based on capital project funding required)</i>	↓ \$1,577,538 <i>(can vary significantly from year to year based on capital project funding required)</i>
General Sources	\$0 0% of budget		
Permanent Positions	0 FTE		

This fund accounts for both development fees and 4.1% of the 1% general sales tax which is utilized for capital projects



# Public Improvement Fund - Financial Condition



FY 2018 funded projects:

- Contingency - \$100,000
- Downtown Special Projects - \$20,000
- Pub Buildings Major Maintenance - \$75,000
- There are no development fee funded projects for FY 2018
- The City is building up cash reserves to fund several large capital projects that are a part of the FY 2015 capital improvement sales tax ballot

# Council Budget Amendments

# Public Comment