



AGENDA

SHERWOOD BUDGET COMMITTEE

January 27, 2014

**Sherwood City Hall
22560 SW Pine Street
Sherwood, OR 97140**

6:30 BUDGET COMMITTEE MEETING

- 1. CALL TO ORDER – Chair Pflaum**
- 2. ROLL CALL – Julie Blums**
- 3. APPROVE OCTOBER 21, 2013 CITY OF SHERWOOD BUDGET COMMITTEE MINUTES**
- 4. NEW BUSINESS**
 - A. FY13-14 YTD Budget to Actual Update (Exhibit A) – Julie Blums**
 - B. Parks Maintenance Plan – Craig Sheldon**
 - C. Facilities Maintenance Plan (Exhibit B) – Craig Sheldon**
 - D. Review Financial Model (Exhibit C) – Julie Blums and Joe Gall**
 - E. Discuss Budget Schedule for FY14-15 (Exhibit D) – Julie Blums**
- 5. ADJOURN**



SHERWOOD BUDGET COMMITTEE MEETING October 21, 2013 MINUTES

1. **CALL TO ORDER:** Chair Ivonne Pflaum called to order the October 21, 2013 Sherwood Budget Committee Meeting at 6:30 PM.

Chair Pflaum asked Interim Finance Director Julie Blums to conduct the roll call.

2. **COMMITTEE MEMBERS AND COUNCIL PRESENT:** Chair Ivonne Pflaum, Steve Munsterman, Neil Shannon, Brian Stecher, Lynette Waller, Mayor Middleton, Council President Linda Henderson, Councilors Bill Butterfield, Krisanna Clark, Robyn Folsom, and Dave Grant.

COMMITTEE MEMBERS ABSENT: Vice Chair Tim Carkin, Kim Rocha-Pearson, and Councilor Matt Langer

CITY STAFF PRESENT: City Manager Joe Gall, Finance Director Julie Blums, Assistant City Manager Tom Pessemier, Community Development Director Julia Hajduk, Community Services Director Kristen Switzer

3. **APPROVAL OF MEETING MINUTES:** August 19, 2013 City of Sherwood Budget Committee Minutes – Lynette Waller moved, Krisanna Clark seconded and all approved.

4. NEW BUSINESS

A. FY13-14 YTD Budget to Actual Update (Exhibit A) – Julie Blums gave an overview of the FY13-14 YTD Budget to Actual Report. Notable areas were:

- 1) Community Development revenue is higher than budgeted and will likely increase by the end of this year.
- 2) General Construction – Part of the turf project was done in FY12-13 and will be completed in FY13-14.
- 3) Julie gave an explanation of why the General Fund Ending Fund Balance trend was higher.
- 4) Neal Shannon asked why the General and General Construction Funds were below 25% and Julie Blums explained that it was due to the timing of property tax receipts.

B. Update on Parks Maintenance Plan (Exhibit B) – Craig Sheldon could not attend this evening so Julie Blums reviewed the 10 Year – “2014 to 2023 Parks Facility Asset Management Plan” which is for maintenance only. It was stated that this is a working document and Neal Shannon thought what was put together was very good, informative and comprehensive. The subject of potential Annexations was raised. It was requested that potential growth and additional parks be discussed due to Annexations. Joe Gall asked Julie and Tom about the SDCs due to annexation and Tom Pessemier said that by the time the funds were needed they would have collected a good portion of the SDCs. If Brookman is

passed, which is zoned medium density single family, the development is 2-4 years out. Neil Shannon said that 3 parks were being considered in the Brookman Annexation. It is not one big park but small neighborhood parks.

Julie informed the committee that the facilities and fleet maintenance plans were being worked on and would be completed soon. Brian Stetcher stated that Craig Gibbons had been concerned about protecting the funds that are being put aside for parks maintenance and projects. Julie stated that she is working on a plan to protect the reserve funds for maintenance and equipment replacement.

C. Review of Financial Policy II – Budgeting and Policy V – Revenue Constraints and Fund Balance (Exhibit C)

- 1) Julie Blums stated that Council had adopted a 20% contingency policy for the General Fund. The City is at 31%, but has delayed a lot of things.
- 2) Julie asked if the committee was open to using some of the 11% excess.
- 3) Neil Shannon asked how much of the 31% is spoken for and Julie stated that it was approximately 1-2%.
- 4) Brian Stetcher commented that Portland was using part of their excess to pay down debt. Julie responded that our rates were such that it would not be a good use of the excess funds. Joe also asked if we could take out \$500K and pay off some debt and Julie responded that we could, however the impact long-term would be immaterial. Robyn Folsom stated that the General Fund is a surplus to the Enterprise Fund and not the opposite. She sees no advantage because our rates are already very low.
- 5) Julie also discussed the “Doom and Gloom” Chart. She stated she could redo the chart but what is shown on the chart just has not happened. Brian Stetcher asked, if it is not coming to fruition then why not redo? Julie stated that she would create a new graph depicting what has happened and looking out long term.
- 6) Bill Butterfield recommended taking half of the 11% and use it for Parks Maintenance and the first part of the Community Center.
- 7) Chair Pflaum recommended that we be conservative and not lower the 20% Policy. We have set revenue to pay down debt and this helps our credit worthiness
- 8) Julie Blums stated that the city would like to hire someone to put together a strategic plan. She would like to take out a portion of the overage to do this so we are not creating a budget year-to-year. A strategic plan would allow us to budget and plan for the future.
- 9) Joe Gall Stated that PERS reform has not been completed yet.
- 10) Neal Shannon asked if the city is self-insured. Julie responded that we are pooled with other municipalities through CIS.
- 11) Steve Munsterman suggested that we not spend more than one half and put it towards one time expenditures that reduce future costs.
- 12) Lynette Waller asked that we look at things that would save money and Julie responded that she is looking at that aspect.
- 13) Krisanna Clark asked if we have an Operating Budget for the Community Center and Julie responded that we have a Business Plan but not a formal plan for what is needed to run the center.
- 14) Krisanna then suggested we do a “bare bones” plan for the Community Center. She also asked if it would be city operated or could it be a non-profit. She then said it would be good to have some money put aside.
- 15) Julie Blums said that Craig Sheldon has a Street Maintenance Plan based on the “PCI” (Pavement Condition Index). Right now we are bringing in enough revenue to cover street maintenance.
- 16) Linda Henderson stated that it is a wonderful predicament to be over by 11% and congratulated the city staff. Operations are not sustainable. Lincoln Street should be

repaved. We were able to put together a partnership to maintain Murdock Park. Do we spend or save?

- 17) Joe Gall may propose some different policies regarding the budget and living within our means.
- 18) Linda Henderson asked about our Accounting Software situation. Julie stated that there is a new version of our current software for governments. We could probably save money if we do not buy the new Spring Brook Accounting system and do a major upgrade to our current software. We have been on the current system for 11+ years and are hoping that the new version will provide a solution to the manual tracking and reporting we are currently doing.
- 19) Steve Munsterman stated we need to create more of this kind of analysis and create a Facilities Plan and Fleet Plan. We must make sound decisions and not "punting". This is the beginning to get us out of a year-to-year cycle and have a longer term plan.

D. Select a Representative to Serve on the Charter Review Committee (Exhibit D) – Julie Blums reported on the Charter Review Committee. The Committee's recommendations may go on a ballot for the citizens to vote. The committee will be meeting 2 times per month until March 2014. The proposed changes to the charter will then be on a May 2014 ballot. Julie asked for volunteers for the committee. Brian Stecher and Neil Shannon volunteered. Chair Pflaum called for a motion, Lynette Waller moved to appoint Neil to the Charter Review Committee Bill Butterfield seconded the motion and the motion was passed.

E. 2013 Accomplishments and 2014 Goals for the Budget Committee (Exhibit E)

- 1) What are your two or three most significant accomplishments for this past year as a board or commission?
 - 31% Ending Fund Balance in General Fund
 - Planning of Future budgets
 - Met a quorum at all meetings
 - Adopted a Budget in two nights
- 2) What are your two or three major goals for 2014 as a board or commission?
 - Funding a Parks Maintenance Plan
 - Funding Operations for the Community Center
 - Enhance accountability and reporting to the community
 - Addressing Public Safety needs

Regarding future meetings, Linda Henderson suggested the Budget Committee not meet the same week as Council and meet every other month.

5. ADJOURN

Chair Pflaum adjourned the meeting at 7:50 PM.

Submitted by: Julie Blums, Finance Director Minutes approved on: _____

Budget Committee
 FY 2013-14
 Budget to Actual for
 July 1, 2013 - December 31, 2013
 50% of the Fiscal Year has Elapsed

General Fund	Budget	Actual	% of Budget
<i>Beginning Fund Balance</i>	\$ 2,623,551	\$ 2,964,868	
<i>Revenue</i>			
Admin	7,978,197	5,590,676	70%
Community Development	516,498	659,302	128%
Public Safety	88,500	28,969	33%
Community Services	1,015,318	757,998	75%
Public Works	239,800	137,206	57%
Total General Fund Revenue	9,838,313	7,174,152	73%
<i>Expenditures</i>			
Admin	2,471,258	1,308,362	53%
Community Development	984,885	560,105	57%
Public Safety	3,522,377	1,760,698	50%
Community Services	1,254,051	577,551	46%
Public Works	1,604,713	745,127	46%
Total General Fund Expenses	9,837,284	4,951,842	50%
<i>Net Change in Fund Balance</i>	1,029	2,222,309	
Ending General Fund Balance	\$ 2,624,580	\$ 4,607,460	

General Construction	Budget	Actual	% of Budget
<i>Beginning Fund Balance</i>	\$ 874,644	\$ 722,727	
<i>Revenue</i>			
Intergovernmental	-	105,659	
Infrastructure development	614,000	362,863	59%
Fines, interest and other	27,514	73,143	266%
Transfers in	205,000	12,544	6%
Total Gen Const Fund Revenue	846,514	554,209	65%
<i>Expenditures</i>			
Personal Services	47,493	18,392	39%
Materials & Services	22,219	13,260	60%
Capital Outlay	1,064,116	303,222	28%
Debt Service	48,104	44,564	93%
Total Gen Const Fund Expenses	1,181,932	379,439	32%
<i>Net Change in Fund Balance</i>	(335,418)	174,771	
Ending General Construction Fund Balance	\$ 539,226	\$ 912,835	

Debt Service	Budget	Actual	% of Budget
<i>Beginning Fund Balance</i>	\$ 6,615	\$ 8,432	
<i>Revenue</i>			
Taxes	892,000	892,000	100%
Fines, interest and other	-	314	
Total Debt Service Fund Revenue	892,000	892,314	100%
<i>Expenditures</i>			
Debt Service	891,968	284,559	32%
Total Debt Service Fund Expenses	891,968	284,559	32%
<i>Net Change in Fund Balance</i>	32	607,755	
Ending Debt Service Fund Balance	\$ 6,647	\$ 616,186	

Budget Committee
FY 2013-14
Budget to Actual for
July 1, 2013 - December 31, 2013
50% of the Fiscal Year has Elapsed

Street Operations Fund	Budget	Actual	% of Budget
<i>Beginning Fund Balance</i>	\$ 1,159,311	\$ 1,284,920	
<i>Revenue</i>			
Intergovernmental	1,079,439	574,781	53%
Charges for services	540,253	283,489	52%
Infrastructure development	1,500	17,592	1173%
Fines, interest and other	6,272	3,268	52%
Total Street Ops Fund Revenue	1,627,464	879,129	54%
<i>Expenditures</i>			
Personal Services	322,706	151,666	47%
Materials & Services	1,222,856	804,315	66%
Capital Outlay	7,000	-	0%
Total Street Ops Fund Expenses	1,552,562	955,981	62%
<i>Net Change in Fund Balance</i>	74,902	(76,852)	
Ending Street Operations Fund Balance	\$ 1,234,213	\$ 1,280,397	

Street Capital Fund	Budget	Actual	% of Budget
<i>Beginning Fund Balance</i>	\$ 1,342,522	\$ 2,195,410	
<i>Revenue</i>			
Charges for services	50,000	26,389	53%
Infrastructure development	1,526,000	477,522	31%
Fines, interest and other	6,266	6,688	107%
Total Street Cap Fund Revenue	1,582,266	510,600	32%
<i>Expenditures</i>			
Personal Services	1,075	26,527	2468%
Materials & Services	435	21,073	4844%
Capital Outlay	38,490	22,348	58%
Transfers Out	372,000	216,198	58%
Total Street Cap Fund Expenses	412,000	286,146	69%
<i>Net Change in Fund Balance</i>	1,170,266	224,454	
Ending Street Capital Fund Balance	\$ 2,512,788	\$ 2,437,415	

Water Fund	Budget	Actual	% of Budget
<i>Beginning Fund Balance</i>	\$ 5,495,329	\$ 6,320,588	
<i>Revenue</i>			
Operations	4,381,792	2,566,256	59%
Capital	2,175,000	301,510	14%
Total Water Fund Revenue	6,556,792	2,867,766	44%
<i>Expenditures</i>			
Operations	4,873,661	2,159,632	44%
Capital	620,244	609	0%
Total Water Fund Expenses	5,493,905	2,160,241	39%
<i>Net Change in Fund Balance</i>	1,062,887	707,525	
Ending Water Fund Balance	\$ 6,558,216	\$ 7,028,113	

Budget Committee
 FY 2013-14
 Budget to Actual for
 July 1, 2013 - December 31, 2013
 50% of the Fiscal Year has Elapsed

Sanitary Fund	Budget	Actual	% of Budget
<i>Beginning Fund Balance</i>	\$ 3,401,711	\$ 3,474,815	
<i>Revenue</i>			
Operations	558,500	310,621	56%
Capital	575,805	13,358	2%
Total Sanitary Fund Revenue	1,134,305	323,979	29%
<i>Expenditures</i>			
Operations	558,614	174,720	31%
Capital	1,221,143	565,764	46%
Total Sanitary Fund Expenses	1,779,757	740,485	42%
<i>Net Change in Fund Balance</i>	(645,452)	(416,505)	
Ending Sanitary Fund Balance	\$ 2,756,259	\$ 3,058,309	

Storm Fund	Budget	Actual	% of Budget
<i>Beginning Fund Balance</i>	\$ 1,557,395	\$ 1,948,537	
<i>Revenue</i>			
Operations	1,539,190	833,633	54%
Capital	38,814	118,878	306%
Total Storm Fund Revenue	1,578,004	952,511	60%
<i>Expenditures</i>			
Operations	1,615,503	461,626	29%
Capital	750,000	13,174	2%
Total Storm Fund Expenses	2,365,503	474,800	20%
<i>Net Change in Fund Balance</i>	(787,499)	477,711	
Ending Storm Fund Balance	\$ 769,896	\$ 2,426,248	

Telecom	Budget	Actual	% of Budget
<i>Beginning Fund Balance</i>	\$ 6,351	\$ 63,204	
<i>Revenue</i>			
Charges for services	396,000	143,350	36%
Fines, interest and other	250	177	71%
Total Telecom Fund Revenue	396,250	143,528	36%
<i>Expenditures</i>			
Personal Services	44,055	22,807	52%
Materials & Services	155,512	86,904	56%
Debt Service	150,000	-	0%
Total Telecom Fund Expenses	349,567	109,711	31%
<i>Net Change in Fund Balance</i>	46,683	33,817	
Ending Telecom Fund Balance	\$ 53,034	\$ 96,668	

Budget Committee
 FY 2013-14
 Budget to Actual for
 July 1, 2013 - December 31, 2013
 50% of the Fiscal Year has Elapsed

URA Operations Fund	Budget	Actual	% of Budget
<i>Beginning Fund Balance</i>	\$ 3,728,269	\$ 3,778,239	
<i>Revenue</i>			
Taxes	3,354,100	3,500,225	104%
Fines, interest and other	12,000	11,105	93%
Sale of fixed assets	160,000	-	0%
Total URA Ops Fund Revenue	3,526,100	3,511,330	100%
<i>Expenditures</i>			
Personal Services	79,480	21,927	28%
Materials & Services	182,624	28,552	16%
Debt Service	1,584,335	1,121,090	71%
Transfers Out	3,371,126	-	0%
Total URA Ops Fund Expenses	5,217,565	1,171,569	22%
<i>Net Change in Fund Balance</i>	(1,691,465)	2,339,761	
Ending URA Operations Fund Balance	\$ 2,036,804	\$ 6,139,553	

URA Capital Fund	Budget	Actual	% of Budget
<i>Beginning Fund Balance</i>	\$ 1,209,953	\$ 508,904	
<i>Revenue</i>			
Fines, interest and other	-	1,930	
Transfers in	3,588,126	216,198	6%
Issuance of long-term debt	2,601,112	-	0%
Total URA Cap Fund Revenue	6,189,238	218,129	4%
<i>Expenditures</i>			
Personal Services	167,218	43,873	26%
Materials & Services	105,796	55,295	52%
Capital Outlay	5,699,224	228,093	4%
Transfers Out	-	12,544	
Total URA Cap Fund Expenses	5,972,238	339,805	6%
<i>Net Change in Fund Balance</i>	217,000	(121,676)	
Ending URA Capital Fund Balance	\$ 1,426,953	\$ 338,660	

FY14-15 to FY23-24 Facilities Asset Management Plan

Current Year 2013	2014 FY 2014-15	2015 FY 2015-16	2016 FY 2016-17	2017 FY 2017-18	2018 FY 2018-19	2019 FY 2019-20	2020 FY 2020-21	2021 FY 2021-22	2022 FY 2022-23	2023 FY 2023-24	2024 FY 2024-25	BEYOND
City Hall & Library	\$ -	\$ 3,000.00	\$ 2,052.85	\$ 49,668.20	\$ 17,217.46	\$ 69,101.89	\$ 243,263.15	\$ 4,926.85	\$ 19,707.39	\$ -	\$ -	\$ 2,891,900.68
Public Works & Field House	\$ 26,902.83	\$ 7,392.00	\$ 16,133.12	\$ -	\$ 9,000.00	\$ 25,638.25	\$ 41,899.05	\$ 29,151.70	\$ 124,934.68	\$ 38,043.87	\$ 42,443.69	\$ 729,093.07
Police Department	\$ 10,953.81	\$ 53,231.04	\$ 33,497.04	\$ 44,510.07	\$ 87,023.75	\$ 13,286.47	\$ 7,623.25	\$ 45,553.95	\$ 448,291.97	\$ 247,132.24	\$ -	\$ 2,310,436.57
Senior Center	\$ -	\$ 6,800.00	\$ 5,600.00	\$ 7,204.64	\$ 7,204.64	\$ 11,698.59	\$ 13,600.00	\$ 30,000.00	\$ 6,083.26	\$ 4,106.00	\$ 2,800.00	\$ 490,584.76
YMCA & Teen Center	\$ -	\$ 28,552.00	\$ 7,000.00	\$ 27,523.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 35,600.00	\$ 87,000.00	\$ 7,000.00	\$ 61,264.00	\$ 680,686.19
TOTAL by Year	\$ 37,856.64	\$ 98,975.04	\$ 64,283.02	\$ 128,905.91	\$ 127,445.85	\$ 126,725.19	\$ 313,385.45	\$ 145,232.49	\$ 686,017.30	\$ 296,282.11	\$ 106,507.69	\$ 7,102,701.27

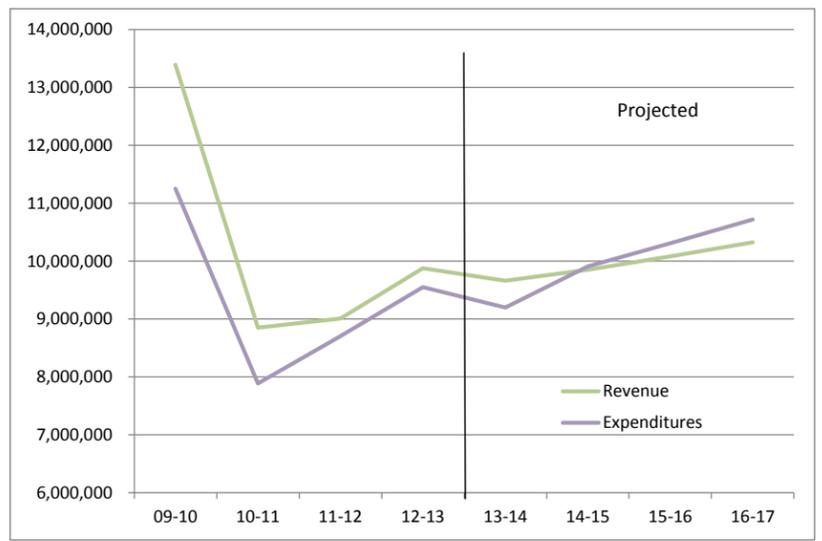
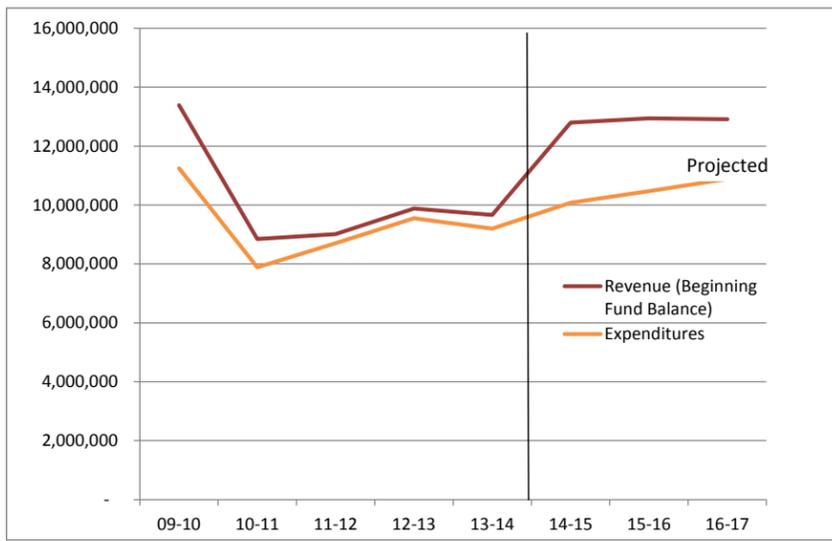
**Assumptions
Provided by City Staff**

Increase in population, annually	150
Current population estimate	18,285
Percentage growth, annually	2.5%
 Revenues	
Property tax growth, annually	3%
Franchise fees increase, annually	1%
Intergovernmental revenues increase, annually - based on est pop growth	3%
Charges for services change, annually - driven by growth or decline in development	-1%
Fines and forfeitures change, annually - driven by municipal court activity	0%
Other sources change, annually	0%
 Expenditures	
Personal Services	5%
Materials and services inflationary factor	1.5%
 Programs/Projects	
Community Services	
Community Center Operations, annually	\$ 125,000
Public Works	
Parks maintenance, annually	\$ -
Facilities maintenance, annually	\$ -
Public Safety	
Vehicle purchase, annually	\$ 20,000
 Minimum required fund balance as percentage of revenues	 20%

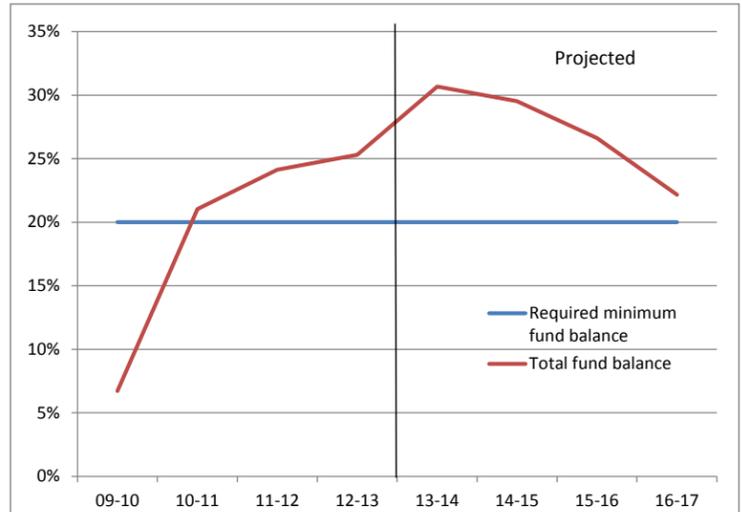
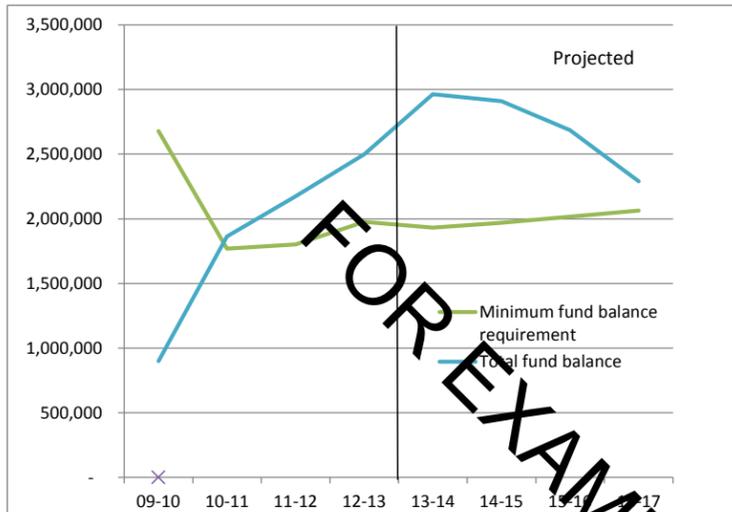
FOR EXAMPLE PURPOSES ONLY

	09-10	10-11	11-12	12-13	13-14	PY Avg	Average Change		City Assumptions Adjustments		Projection Year		
							Dollars	Percent	Dollars	Percent	14-15	15-16	16-17
Carry over											2,964,868	2,908,938	2,686,039
Revenue													
Property Taxes	3,880,855	4,039,542	4,210,634	4,286,081	4,381,867	4,159,796	125,253	3%	50,000	3.00%	4,563,323	4,750,223	4,942,729
Franchise Fees	1,392,530	1,578,593	1,471,115	1,574,343	1,580,367	1,519,390	46,959	3%	180,000	1.00%	1,776,171	1,793,932	1,811,872
Licenses & Permits	82,359	83,009	82,472	72,451	72,411	78,540	(2,487)	-3%		1.00%	73,135	73,866	74,605
Intergovernmental	3,285,072	1,315,052	1,291,535	1,546,551	1,455,609	1,778,764	(457,366)	-12%	1,400,000	2.50%	1,400,000	1,435,000	1,470,875
Charges for Services	658,267	465,738	536,353	591,056	779,918	606,266	30,413	7%	650,000	-1.00%	650,000	643,500	637,065
Infrastructure Dev Fees	36,617	114,396	103,023	17,279	150,799	84,423	28,546	223%	150,000	-1.00%	150,000	148,500	147,015
Fines interest and other	686,911	633,159	1,316,862	1,417,739	1,093,592	1,029,653	101,670	21%		0.00%	1,093,592	1,093,592	1,093,592
Other Sources	3,367,891	622,367	-	372,313	146,640	901,842	(805,313)	#DIV/0!		0.00%	146,640	146,640	146,640
	13,390,502	8,451,856	9,011,994	9,877,813	9,661,203	10,158,674	(932,325)	-6%			9,852,861	10,085,254	10,324,393
Expenditures													
Personal Services	1,271,458	1,290,725	1,499,905	1,654,075	1,586,997	1,460,632	78,885	6%		5.00%	1,666,347	1,749,664	1,837,147
Materials and Services	905,708	699,267	1,155,486	575,290	398,075	746,765	(126,908)	-10%		1.50%	404,046	410,107	416,258
Capital Outlay	330,960	103,065	49,862	153,417	52,046	137,870	(69,729)	5%		0.00%	52,046	52,046	52,046
Debt Service	1,672,387	137,009	39,869	138,451	140,442	445,632	(382,986)	-22%		0.00%	186,500	188,000	184,250
Overhead allocation	(1,822,497)	(1,680,536)	(2,108,634)	-	-	(1,122,333)	455,624	#DIV/0!		0.00%	-	-	-
Other Uses	1,453,186	49,252	250,000	200,000	300,000	450,488	(288,297)	85%		0.00%	300,000	300,000	300,000
Administration	3,811,202	598,782	986,486	2,721,233	2,477,560	2,119,053	(333,411)	37%			2,608,939	2,699,817	2,789,702
Personal Services	929,730	861,974	893,994	779,917	879,003	868,324	(12,682)	-1%		5.00%	922,953	969,101	1,017,556
Materials and Services	294,704	243,564	100,577	79,255	149,627	173,545	(36,269)	-2%		1.50%	151,871	154,149	156,462
Overhead allocation	267,372	168,462	149,335	(87,628)	(150,471)	69,414	(104,461)	-34%		0.00%	(150,471)	(150,471)	(150,471)
Community Development	1,491,806	1,274,000	1,143,906	768,544	878,159	1,111,283	(153,412)	-11%			1,074,825	1,123,250	1,174,018
Personal Services	2,388,532	2,456,338	2,529,836	2,701,994	2,728,348	2,561,130	85,104	3%		5.00%	2,865,395	3,008,665	3,159,098
Materials and Services	379,602	375,896	421,286	439,982	447,262	412,806	16,915	4%		1.50%	453,971	460,780	467,692
Capital Outlay	31,899	45,474	37,747	266,980	56,500	87,721	6,152	139%	20,000	0.00%	76,506	76,506	76,506
Debt Service	-	-	43,377	-	-	8,675	-	#DIV/0!		0.00%	-	-	-
Overhead allocation	1,041,025	863,885	1,009,618	-	-	52,306	(260,256)	#DIV/0!		0.00%	-	-	-
Public Safety	3,841,058	3,741,593	4,041,864	3,408,956	3,232,716	3,653,227	(152,086)	-4%			3,395,872	3,545,952	3,703,297
Personal Services	800,555	878,387	893,378	950,657	982,386	901,073	45,458	5%		5.00%	1,031,505	1,083,081	1,137,235
Materials and Services	238,458	220,184	231,209	212,094	199,428	220,275	(67,58)	-4%		1.50%	202,419	205,456	208,538
Capital Outlay	-	-	-	13,370	-	2,674	-	#DIV/0!		0.00%	-	-	-
Debt Service	6,250	25,002	25,002	30,547	-	17,360	(1,553)	56%		0.00%	-	-	-
Overhead allocation	352,427	318,360	367,487	-	-	207,655	(88,107)	#DIV/0!		0.00%	-	-	-
Other Uses	-	-	-	-	-	-	-	#DIV/0!	125,000	5.00%	131,250	137,813	144,703
Community Services	1,397,690	1,441,933	1,517,076	1,206,668	1,181,814	1,349,036	(53,969)	-4%			1,365,175	1,426,349	1,490,475
Personal Services	546,271	570,176	644,090	671,039	748,287	635,973	50,504	8%		5.00%	785,701	824,986	866,236
Materials and Services	572,141	591,267	473,451	637,149	634,595	581,721	15,614	4%		1.50%	634,595	644,114	653,776
Capital Outlay	34,148	15,447	141,702	106,171	43,684	68,230	2,384	170%		0.00%	43,684	43,684	43,684
Debt Service	6,250	25,002	25,002	30,547	-	17,360	(1,563)	56%		0.00%	-	-	-
Overhead allocation	(451,568)	(370,283)	(294,995)	-	-	(223,369)	112,892	#DIV/0!		0.00%	-	-	-
Other Uses	-	-	23,317	-	-	4,663	-	#DIV/0!		0.00%	-	-	-
Public Works	707,242	831,609	1,012,567	1,444,906	1,426,566	1,084,578	179,831	20%			1,463,980	1,512,784	1,563,695
Total Expenditures	11,248,998	7,887,917	8,701,901	9,550,307	9,196,815	9,317,188	(513,046)	-3%			9,908,791	10,308,152	10,721,187
Minimum fund balance requirement	2,678,100	1,770,371	1,802,399	1,975,563	1,932,241						1,970,572	2,017,051	2,064,879
Excess (deficit) fund balance											938,366	668,989	224,367
Total fund balance	898,753	1,862,794	2,175,206	2,500,508	2,964,868	2,080,426	516,529	39%			2,908,938	2,686,039	2,289,246
FTE	88	94	96	96	101		3	4%			103	104	104

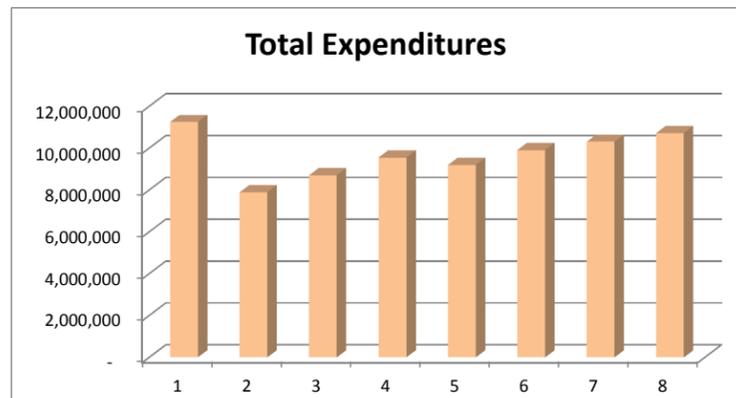
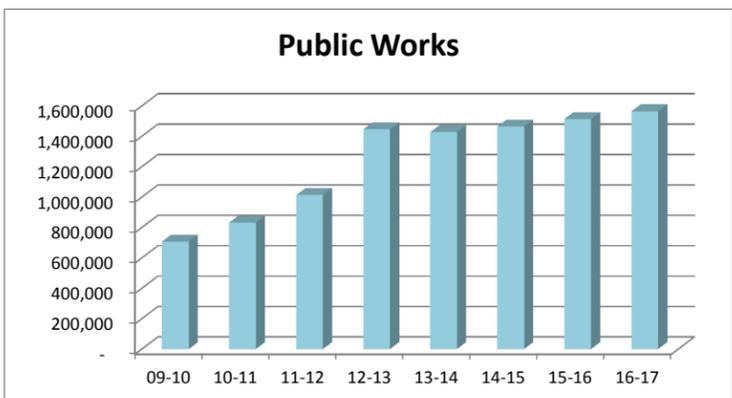
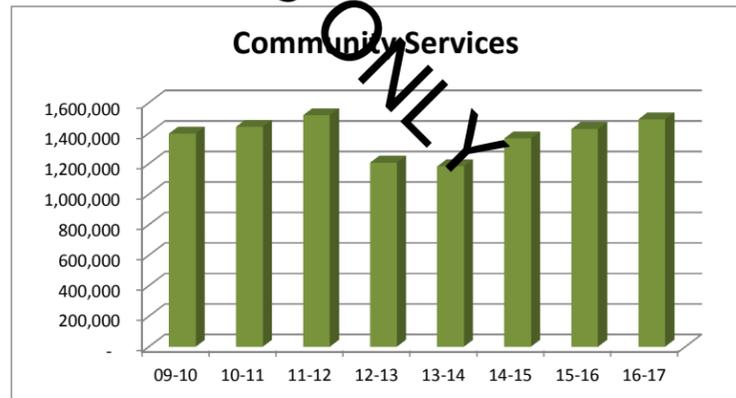
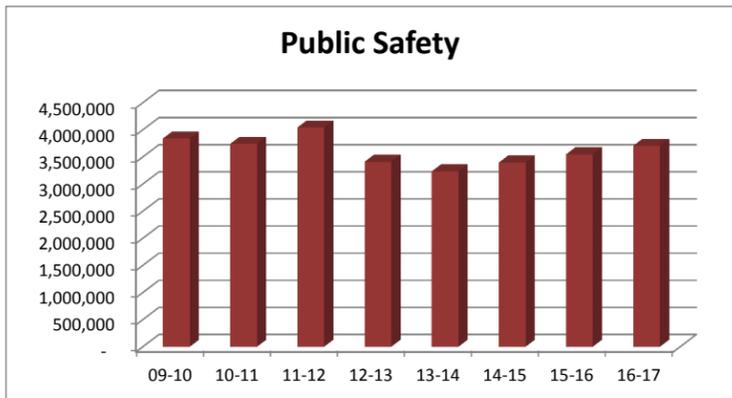
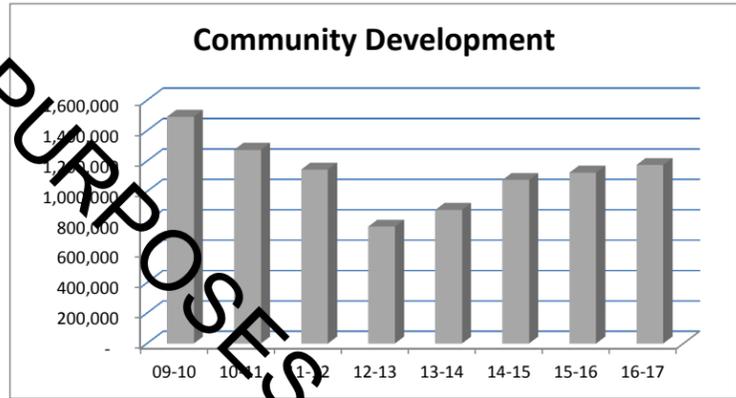
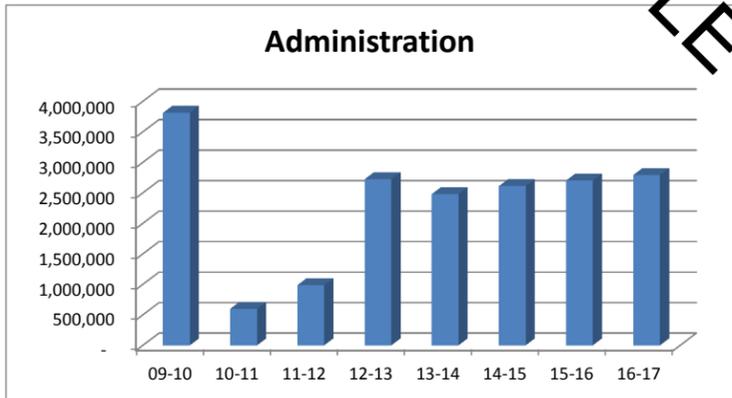
Total Revenue/Expenditures:



Fund Balance



Expenditures:



14-15 Budget Process - Option 1

Due Dates	Activity
2/18/14	Approve Resolution appointing Budget Officer and new Committee members.
3/31/14	Budget Committee Training & Officer Election
4/25/14	Budget to the printers
5/2/14	Distribute Proposed Budget to Management and Budget Committee
5/17/14	Budget Committee meeting - Saturday
5/22/14	Budget Committee follow-up questions and approval of budget
6/17/14	Public Hearing and adoption of the budget
6/30/14	Final Budget to the printers
7/7/14	Adopted Budget distributed to Budget Committee

Advantages

- Goal for increased public participation
- No late meetings after work, better participation
- More efficient, complete the process in a single day
- Staff can provide better projections the later in the year this meeting is held.

Disadvantages

- Committee availability for a Saturday meeting
- Staff must be prepared for questions, a follow-up meeting would have to happen within a week of the Saturday meeting
- If a committee member misses the meeting they miss the entire conversation
- Does not allow for a lot of time to think about the budget before approval.

14-15 Budget Process - Option 2

Due Dates	Activity
2/18/14	Approve Resolution appointing Budget Officer and new Committee members.
3/31/14	Budget Committee Training & Officer Election
4/14/14	Budget to the printers
4/21/14	Distribute Proposed Budget to Management and Budget Committee
5/7/14	Budget Committee meeting
5/14/14	Budget Committee meeting
5/21/14	Budget Committee meeting
6/17/14	Public Hearing and adoption of the budget
6/30/14	Final Budget to the printers
7/7/14	Adopted Budget distributed to Budget Committee

Advantages

- Allows staff time to research questions
- Spreads the process over 2-3 nights

Disadvantages

- Projections will be based more on estimates
- Fatigue of committee members who work all day and then spend the evening reviewing the budget