



FY 2019

ADOPTED BUDGET

City of Casper, WY
July 1, 2018-June 30, 2019



Budget Summary

General Fund

Capital Funds

Utility Funds

Parking Fund

Parks and Rec Funds

Special Revenues Funds

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CITY OF CASPER, WYOMING

May 20, 2018

MEMO TO: His Honor the Mayor, and Members of the City Council

FROM: J. Carter Napier, City Manager

SUBJECT: Budget Message for Fiscal Year 2019

Introduction

Pursuant to the direction of the City Council and as required by State law, the proposed Fiscal Year 2019 (FY 19) budget is attached for Council's review. The attached budget represents a balanced approach for funding the operations of the City of Casper and providing services to the citizens of Casper for FY 19. The attached budget however is staff's collective suggestion as to how the funds should be allocated for the next year. Council now has the responsibility to review the draft budget materials, make changes as necessary, and provide further direction as Council sees fit. The budget should reflect the will of the Council as to the City's finances for FY 19; it is our hope that the budget work sessions will help draw that direction into the discussions and the budget document. The proposed total budget for FY 19 is **\$148,786,365**.

Summary Overview

The year in review is that of reconciliation. Much was accomplished over the last year that helped to bring into focus disparities between what the City takes in by way of revenues and expenses incurred. Some of the realities that the City faced in regards to containment measures deployed have to be reconciled in order to meet demand for service throughout FY 19. However, patience from the Council is necessary in that other factors will have to go unmitigated in order to balance with fiscal realities that still exist. It appears that the City of Casper and the larger community is on the line of trying to determine if indeed we are in recovery patterns or if we should adopt the view of riding things out further to see if the peaks for revenue are slower in coming.ⁱ One only needs to look to the outlook for development for a demonstration of the reticence behind this principle.ⁱⁱ

The budget as designed, takes a small growth approach while acknowledging that there are still economic ills in place that keep some on the edge of commencing with more ambitious views of the next year. The tone of the Council does not appear to be that of maintaining a status quo budget pursuant to the amendment process incurred in the second quarter of FY 18. Staff tries to take this cue in making room in the budget for some of those critical dynamics as explained in the following message.

Revenues

General Fund

Revenues in the general fund are a typical bellwether to turn to for an indication of the budget's design tone. Given the difficulties and precariousness the general fund is inclined to have, this tends to be the fund that gets the most scrutiny and the more critical eye from staff. In that regard, sales tax receipts serve as the breadbasket of the GF and tend to serve as a litmus for all funds even though they do not have a direct impact in the enterprise funds. In light of the declines suffered in this category of funding, much effort has been taken to strip obligations to other agencies in order to maintain the core of funding necessary to support the basic services the City offers its citizens.

There are some good things happening from a broader context that could portend to positive outcomes for sales tax revenue. Rig counts are higher than what they have been although in a position of small decline from just a few months ago.ⁱⁱⁱ Oil prices are at a much more appreciated level between \$65 and \$75 a barrel although it is unclear if this dynamic will have any sticking power.^{iv} It would be helpful to see natural gas holding above \$3; the State has not seen that consistently for a while although current prices are not disappointing necessarily.^v Weekly wages are up in Casper, which is an important trend indeed, and are even edging above the national average. Recent discussion concerning drilling plays in our area might provide some level of confidence that recessionary or even depressed economic behavior might be curtailed for the next year. While this is all positive, there is not much on the horizon that lends to a belief of vast recovery over the next 12 months.

However, a cursory look at the projection staff is using for sales tax receipts in FY 19 might suggest to some an ambitious view. Sales tax receipts for FY 18 were higher than predicted. Upon removing the financial impact that the eclipse had during the summer of 2017 (which staff estimates was a 3-4% positive impact), receipts trended 9-10% above projections overall. Great attention will be paid to the final quarter of receipts in this revenue category wherein poor performance might not lend itself to a strong case supporting a projection of 10% growth for FY 19.^{vi}

One general fund revenue stream that is not going to improve for the City of Casper is the one-time or direct distribution revenues. Governor Mead has been the friendliest administration to local government investment in recent memory. His tenure as our Governor ends this year. The resulting direct distribution allocations that would come from the Governor's recommended budget has been one of the only revenue streams that historically available to the GF for projects that are not eligible for 1% funding. In recent years however, the City of Casper has brought these sources of revenue into the operating environment of the general fund in order to make up for the shortfalls experienced primarily in the sales tax revenue streams.

The challenge this newer dynamic presents is that of developing a dependence upon revenue that is not mandated for cities and towns to receive. While it is true that any of the revenue streams cities and towns depend upon could be changed or altered in any legislative session, very few were created under the auspices of the explicit caveat of being one-time, supplemental (over-the-cap) dollars. Furthermore, one need not look too far in the past to see what can happen when a

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legislator comes up with an idea to alter the foundational formulas these numbers are derived from in order to “help the smaller towns.” Developing plans upon revenues organized in these tones is more precarious than it should be. With regard to the \$3.8M this represents for general fund operations currently, either more stability is desired or less of a dependence upon a revenue source of this character is worthy of consideration.

Accordingly, staff believes that Council should consider a path that would reduce this dependency in the general fund, if possible. It is understandable that a sizeable revenue stream of this sort would be utilized to soften the blow of a cataclysmic revenue loss. The question Council needs to be comfortable with is whether or not this use should be temporary. The budget in its current form proposes a reduced use of direct distribution dollars of right at \$1.1M. At this rate, Council could be clear of a dependency of this sort after three years assuming that sales tax revenues continue to grow at the rate that this budget is designed under now. The difficulty at stake for this recommendation is that if there are other expenses that are not adequately addressed in this budget that Council would change for the general fund, those expenses would be accommodated with this balance.

The unusual set of obligations that the City of Casper also has to reconcile with this category of revenues is that of its relationship with outside agencies through joint powers boards. That relationship includes the operations of Economic Development, City/County Health, and the Casper Area Convention and Visitor’s Bureau. The combined value of these financial obligations would ordinarily be right at \$1M.

By virtue of the City’s regional presence and population influence in the county, the City also oversees joint relationships to provide services through Metro Animal Control and the Public Safety Services Center. While Metro and PSCC do have separate funds for its management, those funds rely upon contributions from the general fund to be kept whole. This is done by virtue of the fact that the City of Casper is the largest customer of these services. The City pays fees to these entities in proportion to the amount of service demanded by the City. The trick for the City is that if a member entity does not pay or decides to no longer participate; the fixed costs associated with providing the services becomes the City’s to navigate and reconcile with the remaining fees collected.

Such is the case with Metro Animal Control. Two municipalities decided to end their relationship with Metro as an agency. The Towns of Mills and Evansville have both submitted their formal notices; the period of time is now winding down wherein they will no longer be participating members. The change constitutes approximately \$156K in lost revenue that will need to be reconciled in reduced expenses for FY 19. Following that effort, the net effect of which should be a zero dollar impact to the general fund.

The added concern is twofold however; should other entities decide to terminate their relationships with the agency, the City of Casper will then have the obligation to drive expenses down further in concert with the added revenue loss. A resistance to do so means an unnecessary erosion of general fund dollars that could otherwise be spent elsewhere. Should more communities decide to leave the partnership; a serious conversation concerning the continuance

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of an arrangement to offer this service outside of the City will certainly be needed over the next fiscal year.

Staff would ask Council to consider that the CDBG relationship be terminated starting in FY 19. While this has been a partnership that has fueled a number of great projects in our community over the years, the significant reductions in those dollars coupled with the increasingly higher reporting requirements make the program seem as though it may have run its course for our community. (To add insult to injury, the fewer dollars are also getting more restrictive as to how they can be used.)^{vii} Should the City decide to end its relationship with HUD for CDBG funding, this does mean that a programmatic revenue stream of \$368K will be foregone for Casper, which would otherwise be an entitlement revenue program to the community. With this loss, programs such as emergency homeowner repairs for low-income owners, dangerous buildings abatement, and façade grants would go away. A number of improvements at the Life Steps Campus were funded through this program as well. Funding for bus tokens (low income eligible) are a popular program through the CDBG monies. Over the years, the dollars for the tokens have been cut in half and fewer and fewer tokens are available for distribution.

As for some of the other smaller impacts to general fund revenue, staff has been visiting with the school district regarding our partnership for added school resource officers in the schools and greater financial resources potentially. The Fire Department has expressed an interest in leveraging its internal talents to offer aid in wildland fire fighting throughout the region. The combined discussions will bring in needed revenue that should improve over time.

Utilities

Much has been said in recent months of the role that 1% could play as a “supplement” to the enterprise funds in that capital projects would not have to be made up in utility rates as a means of supporting the needed line replacements.^{viii} However, the design weakness these funds inherently work against is that the funds are only incurring a system growth of .5% a year while the expense growth trends on average at 3.5% annually (water and sewer).^{ix} If a habit were not built of reviewing these funds routinely, this dynamic alone could cause disruption that would be publicly unsavory to correct. The other side of this practice is that the analysis may show that not every fund needs a rate increase year in, year out. If by the calendar year end (2018) the funds are performing better than expected, staff may recommend requesting a stay of additional increases.^x

Water

At this point, the water fund is performing at a level that is slightly above the optimal performance level. The existing margin is absorbing the cost increases that have occurred in the fund without having to assess ratepayers for that difference for FY 18.

Council should use FY 19 to evaluate if the public and the Council’s own tolerances comport with the idea of using 1% funding more than in the past to offset capital needs this utility has. As Council heard in the presentation, a rate of capital investment of \$2.5M annually, the network would be on tap to be replaced every 200 years vs. the previous rate of replacement of 400 years. While either figure is quite hard to relate to, the reference is used as a means of demonstrating

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that the pace by which water lines are being replaced is not overly aggressive. Furthermore, service disruptions are generally improved when the rate by which the more troublesome lines are replaced increases as well. With 20-25 breaks a year, Casper is not experiencing a horrible rate of disruption for a network of this size. However, staying ahead of this dynamic serves the community and the utility better particularly since at one point in the not too distant past, the City was incurring a rate of 60-70 breaks each year.

The 2% increase the Council approved will be incurred for FY 19 and will generate an additional \$250K annually. This amounts to an average residential impact of \$.89 monthly. Council will note that despite the sizable increase of the cost of purchasing water for this utility, the overall health of the fund has helped to absorb a larger correction being needed. Council has also determined that allowing the plant investment fees to be artificially low is not acceptable and have asked for a recommendation to bring those more in line with the cost of development.

Balefill and Refuse Collection

These funds are ones that are healthy enough to accommodate the capital replacement needed to conduct this operation. As the closure of the existing landfill and the opening of the new cell commence, Council will need to consider the impacts those expensive propositions have on the fund in future years. The genius that Council has cornered for this enterprise is that of taking on regional communities as customers. The City has been able to take advantage of the fact that neighboring solid waste entities have not found the sweet spot of disposing solid wastes at reasonable costs for their customers. Consequently, Casper has the room to provide margins that are favorable (even with transportation) that allow neighboring towns and districts to bring wastes here. Therefore, the City of Casper has been able to spread the fixed costs this utility has over a broader group of customers. Therefore, huge expenses like the closure and opening of cells do not have near the impact they would if the citizens of Casper were to bear that burden exclusively.^{xi}

However, to say that Casper's citizens would forever be insulated from any impact is not realistic either. With the large investments needed in the Balefill fund in just a few years, the Refuse Collection utility will need to provide some help given that the City of Casper is the largest customer to the Balefill fund. Furthermore, the Balefill expansion will have its own impact as well throughout FY 19 that needs to be addressed in the Refuse Collection fund. The typical residential trash costs will need to go up by \$.76 monthly to begin to address these large capital needs. The adjustment would also require that for those who bring a ton of trash to the balefill, they should expect to pay an additional \$.94. It is arguable that even with these cost increases, the rates the balefill and refuse collection have are among the lowest in the State. It is amazing the heavy lift these funds will do with relatively minimal impact while still staying extremely competitive from a price standpoint.

Wastewater

This fund (which is technically two funds) has been one that will need a series of rate increases next year and beyond to keep ahead of not only increasing costs, but also the rather sizeable plant upgrades on the near horizon. Council is aware that a number of interim repairs are needed to the plant prior to the major renovation coming in 7-10 years (which is estimated to be approximately \$20M). The interim repairs, most of which are mechanical, will require \$4-5M

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additionally. These interim repairs are currently built into the rate model and are what necessitate the consistent 7% increases for the next four or five years. For FY 19, this would mean an additional \$1.30 from the typical residential customer every month^{xii}. Despite these factors, this fund is projected to perform at an optimal level particularly if the rates can be maintained as projected.

The need for immediate upgrades at the plant along with an accelerated line replacement schedule call into question the use of 1% dollars for this utility as well. The Wastewater fund is projected to use \$.5M of 1% dollars to offset the costs of much needed sewer line repairs starting in FY 20. Like the water fund, Council will need to use FY 19 as an evaluation period to determine both the public's view and Council's interest in an infusion of this nature from 1%. In the absence of 1% infusions, this fund will likely need help by way of additional rate increases in order to replace what 1% would otherwise contribute if the proposed rate of replacement were acceptable to the Council.^{xiii}

Expenses

Staff has prepared a budget that has little by way of growing expenditures. There is not a large number of staffing needs being requested although there are certainly more than last year.^{xiv} Staff will work more to try to use any of these dollars to leverage more dollars into the budget by way of grants and/or other programs, which will hopefully extend the buying power of the limited capital dollars. Over all, Council will see that there are some increases, which is due primarily to a number of capital projects being proposed for completion along with a few employee dynamics this budget attempts to accommodate.

1% Funds

These funds are unique in that they are only meant to account for 1% dollars used to complete 1% projects or to fund social service agencies. The project dollars being proposed are largely consumed by rolling stock, road replacements and some utilities.^{xv} The City Council has also seen fit to not have a reserve requirement for these funds in that those dollars should be used for project investment instead. As of just a few years ago, engineer time started being charged to the projects where internal resources are used to offset the costs that would otherwise be outsourced at typically higher rates.

The project agenda for 1% (FY19) not only continues along the lines of the 1%#15 resolution, but also includes the need for monies from previous 1% programs. It should be noted that particular care was given to ensure that the priorities proposed for past 1% cycles is in keeping with the proposed capital agenda. As examples, 1%#14 is being tapped for \$1.7M in projects leaving a balance of \$680K to consider for future projects. The small balance remaining in 1%#13 is being tapped for nearly the entire residual. One of the benefits this move has is that the monies that are not being projected to be collected in 1%#15 can be made up with dollars on hand from previous cycles for the higher priority needs being experienced now.

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One of the 1% funds that will need some Council insight would be that of the Opportunity Fund. Fund 38 has just about \$8M left. Staff has been very guarded about the use of this fund given its directed access by Council.^{xvi} A few projects that are out there now that have not been selected for funding may be appropriate for Council direction in this regard^{xvii}.

- North Platte Sewer Interceptor Rehabilitation -- This is a major repair that does not have the luxury of many future years to wait for construction.^{xviii} This 47K foot pipeline begins on the west side of Paradise Valley and collects wastewater not only from west side Casper, but also Bar Nunn, Mills, and many improvement districts as well. The pipeline was constructed in the early 80's. The project is expected to cost \$8M. Efforts will be taken to find dollars through State programs in order to minimize the dollars needed from the City. Member entities also contribute recovery fees as well that benefit the WW funds, not necessarily the Opportunity Fund. Some of you have mentioned that major WW rehabilitations were envisioned for this fund.
- Goodstein Parking lots – This is a project that will take on some life in FY 19 given the direction provided by the legislature this past session. State staff were directed to negotiate a longer-term lease with the City for ongoing use of these lots. The understanding with the State will likely include capital improvements on the part of the City to conduct. While expected construction of these lots will likely require \$1M for both to be completed, the lots are laid out in such a way that phasing would be easy to do over time and according to budget availability.^{xix}
- Hogadon Parking – It is unclear as to why a brand new building would not have anything done by way of improved parking; mud lots and inadequate drainage do not necessarily go away with new construction. Inattention to these dynamics can make a new building function like the old one in many ways. Council should consider investments that would fix these issues by way of pavement and drainage as a project worthy of this funding. This too can be done in phases if necessary. Phase I would create 55 parking spots and go a long way toward dealing with drainage concerns heavy rain can cause the facility (\$315K). Phase II would create an additional 96 spaces and would largely accommodate most of the peak parking needs the facility experiences during ski season and the larger wedding events being anticipated (\$420K).

If staff can gain support from the State with existing funding programs that the Interceptor project would ordinarily be eligible for, the existing funds in the Opportunity Fund could cover the expenses associated with these projects. Staff does not recommend using dollars from this fund to assuage employee needs.

Some of the other larger projects being considered for primarily the 1%#15 funds in FY 19 include:

- Body cameras for PD – \$1.1M – This project puts cameras on every patrol officer and records every interaction the officer has with a member of the public. That data is then stored for future retrieval. It is hoped that this system will integrate with the in car cameras as well.
- Ice Plant in Ice Arena – \$300K – This funding will be added to the funding being saved in the current budget to complete the replacement of the 30-year old plant currently in operation. Total project is planned to be at \$1.2M.

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- Verda James Overpass repair – \$280K – The overpass is in need of some overhaul in order to add more than 25 years of useful life. This estimate was a result of the study that was conducted during FY 18 to answer questions as to whether or not the structure was fit for service. Other options could be considered in order to save money if the Council were tolerant of fewer years of useful life for the structure.
- Cemetery Phase II expansion – \$763K – The Cemetery is fast approaching its limit in terms of burial plots being available. Given that the current capacity was calculated being exceeded in six years as of 1/2015, staff is recommending that this effort begin in FY 19 in order for plots to be available on time. The expansion, which includes irrigation expansion, dirt work, topsoil, sod, and asphalt pathway, would add space for 10-12 years of both full sized plots and cremains plots.
- Midwest Phase II – \$2.2M – This project will continue the work from Elm through Spruce in the total rehabilitation of this important arterial. It is this phase that will likely interface with the utility work needed to accommodate the State building project.
- Enterprise-wide Software replacement – \$740K – Back in the year 2000, work commenced to replace the software needed to support all of the functions pertaining to paying bills, keeping up with cost/budget information and nearly all data entry in the City. That software package known as GEMS is now in need of replacement given the absence of client support and report production that is needed today.
- Misc Street Replacements – \$2.4M – This programmatic funding is needed to conduct some street replacements that have risen to the top of the City’s priority list by virtue of the Master Transportation plan. Some of these arterials for the FY 19 agenda include, Ridgecrest – Mariposa to 39th; Metro – Bryan Stock to Station; Country Club – 24th to Wyo blvd.; Beverly – I-25 to E Yellowstone; Foster – Salt Creek to English; Goodstein – Elm to Casper Mtn.
- Misc Water Main Replacements – \$1M – This programmatic funding is needed to conduct some main replacements that have risen to the top of the City’s priority list by virtue of the Master Water plan. The primary work slated for replacement is in Ridgecrest from Mariposa to 39th.

The overall expense anticipated with these projects pending Council approval total just over \$16.2M (primarily 1% dollars) to complete. This capital agenda does not include projects Council may direct through the opportunity fund.

Human Resources

The biggest challenge any municipal entity has with its human resources is remaining competitive with the, sometimes more competitive, private sector particularly in an energy producing State. Traditionally, public entities are able to provide stronger benefit packages than comparable private sector entities when higher salaries, bonuses, and ownership possibilities are not an option for public employees. It is hoped that the Council will continue to support measures necessary to retain competitive benefits packages for our employees as much as possible.

In the case of the City of Casper, Council has taken the very helpful approach of agreeing to provide for a retirement program through the State of Wyoming, which has a very strong system

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available for public employees. The challenge the City faces is that the State has to raise its rates of contribution from time to time in order to keep the system solvent. This last session was no exception; legislation was passed that required participants to raise their contributions by .25%. This means that beginning September 1, 2018, the budget will be impacted by an estimated \$50K to continue to provide the retirement benefit to the extent that it has been historically. This increase does not affect law enforcement or firefighter personnel, as their contribution remains unchanged. The rest of the work force will go from the current contribution rate to a rate of 8.5% for employee and 8.62% for employer (or an anticipated \$2.50 per \$1,000 of salary annually impact to the employee)^{xx}.

Much has been said about the need to keep employee wages moving forward particularly in light of the freezes that took place in the beginning of Q2, FY 18 and in the absence of COLA's over the past three years. The balance of providing competitive wages while keeping in check with the limitations of the budget has clearly been a challenge. For FY 19, there is just over \$1M left over in the general fund by virtue of the fund's proposed decline in dependence upon the direct distribution dollars. An increase of 1% in salary for general fund and general fund dependent employees would require no less than \$300K to implement. From a mathematical standpoint, it would stand to reason that the left over direct distribution dollars could support a 3% COLA with around \$100K left over. An increase of this nature would require \$240K from the enterprises as well.

This approach has advantages and disadvantages. One advantage is that all employees are afforded needed increases at a flat rate regardless of what they do for the City. These increases will also help assuage the cost increases they will inevitably incur in order to support the health plan and with regard to the mandates brought on by the legislature requiring increased retirement contributions. These increases also the value of the retirement benefit employees can eventually enjoy. The disadvantages are that once these increases are implemented, those are costs that are carried forward year after year despite the fluctuations local economic conditions dictate. In this case, a cost increase of this nature is reliant upon the presence of direct distribution dollars year after year or increased sales tax revenues in an equal amount.

If Council were to use the left over direct distribution dollars to provide a cash payment for every employee across the board, this would equate to a net or cash value payment of \$1,500 (after taxes) for each employee. The cost for providing this one-time payment is approximately \$1M to the General fund^{xxi} and \$230K to the respective enterprises. The benefit this approach would provide is that it would actually be a larger portion of a "salary" payment to the employees in the lower earnings brackets than it would for those who earn higher salaries in the organization. In other words, \$1500 in a cash payment means much more on a percentage basis to an employee who earns \$20K/year than to an employee who earns \$100,000/year (7.5% vs. 1.5%, respectively). Not any part of this plan requires Council to access funds from the reserves or unobligated cash balances nor a similar revenue requirement in future years to implement this proposal. In fact, this one-time payment would be within the dollars that are left over in the general fund operations provided through the balance of the direct distribution dollars.

With whatever option or mix of options the Council decides to pursue, particular care should be entertained in regards to other needs the general fund or other portions of the budget might

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require. Aside from the funds available as described here, trying to meet those other needs or Council priorities would be hard to support without the need to access other cash reserves.

FTE

Much has been done over the last few years to try to reconcile the amount of positions in the organization with the funding available to support those positions. Casper has had the benefit of a slower decline than other Wyoming communities did throughout the recent downturn to make the necessary changes happen without having to incur layoffs, but took clear advantage of employee attrition. Throughout that reconciliation process, the organization shed at least 75 positions (probably more.) Ten positions were shed by virtue of the FY 18 amendment alone; six more are being proposed to be shed by virtue of the budget being considered.^{xxii} However, given the number of circumstances currently in play for the community, the City will also be faced with the unusual dynamic of needing new positions pending this budget approval. The monies of which can be made mostly available by the positions being shed.

Furthermore, a cursory look at some of the departments in the general fund would indicate that employee costs are going up while Council will learn that only six new positions are being requested and no raises are being budgeted. Staff looked very closely at the way the City's books were organized throughout the past nine months and came up with a number of conclusions and different views on how the books should be organized. One of the changes made was that of consolidating general fund dependent employees into the general fund thereby reducing the amount of transfers out to other funds. Two major instances of that occurring is with the absorption of IT and Animal Control into the general fund from the respective funds that once accounted for their activities. While this move accomplishes other objectives as well, streamlining costs to provide a cleaner accounting in the City's costs centers is certainly achieved. However, this change does create the illusion that personnel costs are rising in the Police department when in reality the general fund always funded these same positions through cash transfers.

The Police department is doing as much as it can to not only get to full staffing, but to also proactively deal with other needs the community has. To that end, PD leads the organization with the request for new FTE for FY 19. Council will recall two major dynamics over the last year impacting the way the PD would like to operate moving forward. One of which is the way in which the City's schools should be patrolled in light of the nationwide epidemic of school violence. Also, the study Council commissioned in early spring of 2018 for the department had a number of recommendations to improve the workflow and service quotient received by the community.^{xxiii} It is hoped that with the new FTE being requested, goals projected over the next year (and beyond) will have a better chance of being accomplished should these requests be approved.

- Police Department:
 - Increase PD by two Police Officers – This expansion of the Police force would facilitate the use of two additional officers in the schools. That would bring our total school resource officer corps to four being spread across some 25 school buildings. Currently, the school district provides \$105K annually to support the two officers. Should the allocation of

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officers grow and the financial support from the District stay static, that would represent a 25% support rate by the District. Staff would suggest that the District should do more. As of the writing of this message, that rate of support is being negotiated. Council will want to consider whether or not that number should grow over time and by what rate of support from outside agencies.

- Increase PD staffing, Records Division by one Supervisor and one PT clerk – This request is primarily motivated by the recommendations provided by the CPSM study conducted back in August of 2017. The part time clerk position would actually be a request to reclassify the current part time clerk to a full time clerk in the Records Division. These positions will help to keep ahead of the workload not only being currently experienced but also being anticipated with the advent of body cameras. The influx of daily video data for ongoing storage and retrieval will have some impact on this division.
- Increase by one Sergeant – This position would be responsible for the oversight of the special response team used to proactively deter crime in ways the department does not currently have the capacity to do on a consistent basis.

Other smaller requests include:

- City Attorney's office:
 - Increase staffing in Attorney's office by one seasonal intern – In an effort to respond to reduced staffing in this office, this position is being requested to provide higher level technical support needed to accommodate for vacations and to help with much of the more time consuming projects the office fields.
- Public Services:
 - Increase staffing at the Regional Water Plant by one operator – The good news for this request is that the Regional Water System reimburses the City for the full cost of the operation that the City incurs while managing the plant, which would include this cost increase. The bad news is that the City of Casper is the biggest customer the Regional Water System has, although there are several other customers who will help bear the burden of this added cost. The operating staff currently has no back up when vacations occur given the staffing needed on a 24-hour basis. Furthermore, retirements pending would suggest that some succession planning be considered particularly when a level IV certification takes so many years to obtain.

The general fund would assume the impact of five positions of the six being requested. With that said, the impact of the new positions are largely offset by the positions being shed.^{xxiv} Therefore, the actual cost to the General fund will be <1%.

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The downturn also challenged staff to repurpose a number of positions as well. The aim in repurposing would be three fold: refocus the talent on hand in order to gain more efficiency and most benefit (which is really just spreading work burden over fewer employees in specific need areas where talent and capacity make this possible), satisfy new needs/directives, and hopefully save taxpayer dollars in the process. The budget for FY 19 proposes the following:

- Upgrade a Mechanic II position to Mechanic III.
- Upgrade the vacant Fleet Supervisor position into that of a Fleet Manager
- These moves allow us to downgrade the Assistant Support Services Director position somewhat.
- Upgrade the Risk Management Technician position to a Safety Specialist position. This upgrade has the benefit of creating additional discounts for the City through Worker's Compensation, although it takes a year, post-hire to start to incur those full savings.
- Shed the CDBG position and reassign the employee to the vacant role in Planning.
- Upgrade the Assistant Attorney to Deputy Attorney.
- Upgrade the vacant Data Technician position (PD) to Crime Analyst.
- Reclassify the Municipal Worker II to Park Technician.
- Reclassify Warehouse Worker position to Custodian II.
- As a result of Council direction, consolidate the three PT judge positions to one FT role with budget available for PT judges on an as-needed basis.
- Shift the Division Commander in CFD to Parks and Rec Director (commenced in FY 18, post amendment)
- Shift the Police Administrative/Data Technician position to CMO in the vacant role as the Community Relations Coordinator (Commenced in FY 18, post amendment)
- Shift the Special Projects Coordinator in CMO to the vacant Municipal Court lead position (also commenced in FY 18 following the amendment).

As was mentioned, the real advantage with these moves is that we are placing higher capacities into higher demand needs while also minimizing backfilling and/or filling vacancies with new hires, which allows staff to keep downward pressure on total FTE numbers.

Health Fund

The City of Casper, as a self-funded entity, maintains a fund to cover expenses related to:

- Medical claims;
- Prescription claims;
- Dental claims;
- Carrier Administrative costs;
- Wellness program costs;
- Stop loss reinsurance premiums;
- EFAP costs.

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The health fund is now in the unenviable position of having run out of reserve funds. The history of this fund is one that at one point had a cash balance of \$5M in 2013 to having a negative balance now of \$350K by end of FY 18 (despite a cash infusion from Council of \$800K and incurring a 14% -- employer only, rate increase.) Furthermore, the current trajectory would suggest that the fund will be at an imbalance of \$2.8M by the end of FY 19 (inclusive of the suggested changes below). The question was posed to the employee health plan design committee as to ideas and suggestions as to what to do to face this dilemma, given that the medical claims portion of this program is the largest consumer of dollars from this fund.

Following some informational meetings held on the matter with the committee, the employees involved proposed a number of things for Council to consider:

1. Raise rates for the employees by 10%.
2. Remove participating retirees from the plan who are eligible for Medicare.
3. Eliminate the “Buy Up” option available currently to employees.

While these proposals will generate cost savings and revenue to support the plan after one year, post implementation, the modifications are still not a panacea for the larger problem. Assuming that the costs of the plan do not grow in terms of medical inflation or adverse claim history, or these factors were to break even with the added benefits the changes described bring forward for the plan, the fund will still be upended quite substantially for future years. So much so, that in five years the fund will be upside down by nearly \$16M.

Staff suggests that relying upon cash infusions to wait for the fund to rebound may not be possible. In order to reverse the course for FY 19 and bring the fund back to zero, \$3M from participating and other funds could be needed to create the appropriate stopgap measure (assuming no medical inflation or increased claim costs over the next year.) While it is possible that outstanding claim history can occur over the next 12 months, moving forward with zero to moderate increases to staff and employer will likely require continued cash infusions from other funds over time to ensure that expenses do not exceed revenue and continue the aggressive downward trend. As discussed later in this message, the condition of the City’s reserves and other cash balances will not lend itself well to a business plan of this nature (although the cash infusions can potentially decrease over time if consistent rate increases can be applied). The past practices of not acknowledging early predictive trends with corrective measures has officially caught up to the organization in a very difficult, hard to reverse way.^{xxv} Unless significantly improved claim history comes into play very soon coupled with much more favorable revenue behaviors, major decisions need to be made that push the management views outside of the traditional means of providing this benefit in order to bring significant savings to the fund. Staff recommends that a not to exceed period of two years be used to evaluate the efficacy and future usefulness of the self-funding model.

Reserves

Reserves for the City of Casper have taken quite a meaningful role in the last two or more years. The reserves paid for the early retirement program that a number of employees utilized to retire, thereby creating operational savings. The reserves of the Health Fund have been used to avoid rate increases and to fund major fluctuations in claim history. Many of the cash balances, more like a quasi-reserve, contributed to a number of building projects that were completed in recent years. Furthermore, cash balances and reserves were used to underwrite a couple loans for projects outside of the City as well. While there was significant concern of dipping into reserves to support general fund operations as of the passage of the FY 18 budget, operationally, reserves have not been used since the adoption of the FY 18 amendment of November 2017.^{xxvi} Undoubtedly, reserves have played a critical role in absorbing major, unanticipated shifts in revenue primarily to the general fund. Staff recommends that FY 19 be utilized to formalize the approach or combination of approaches that Council prefers (where they may not exist currently) in order to preserve the legislative intent or business practice needed to manage reserves moving forward. Then the Council's reserves would be in place by policy or other mandate in order to protect certain cash interests of the organization and require very public review when those corpus dollars are being considered for removal or other use.

A review of the current status of major reserve funds can be found below.

General Fund

The general fund is proposed to start FY 19 with \$12.5M tied up in reserve amounts which equates to 102 days of its operations. However, staff would recommend a balance equivalent to 120 days of operational expenses in this fund as a goal to work toward. Any cost savings or excess receipts realized over and above what is budgeted throughout the end FY 19 (or even FY 18 for that matter), could be added to this balance unless otherwise obligated by Council direction. Council could choose to use these dollars for one-time expenses, a few of which have been explained earlier.

By virtue of the audited numbers being made available in January of 2018, staff came to find a number of funds that for whatever reason had some legacy imbalances. As a result of meeting the obligation the City has in balancing those funds with one-time payments, the \$14.6M needed to fulfill the goal of 120 days of operational expense in the GF was compromised. Moving forward however, Council can know that those long-standing imbalances will not be an issue for future Councils to worry about, even though self-sustainability will likely always be an issue of concern for these subject funds.^{xxvii}

Non-1% cash balances, Fund 30

This fund is a fund that has historically dealt with flow through dollars meant for all of the capital projects. Given some changes occurring with the way in which capital will be accounted for moving forward, this fund will have residual 1% balances even though it will meticulously isolate 1% from non-1% dollars. Currently, the fund is expected to have a total of \$6.7M of non-1% cash balances at the end of FY 18. If Council decides to fund needs in the health fund, it would be this series of cash balances that staff would recommend for consideration. Council

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should understand that a number of capital projects are slated to be carried in this fund the largest of which would be the \$2.2M Midwest, Phase II project. Pending the approval of the capital agenda by virtue of the FY 19 budget passage, the non-1% cash balances in Fund 30 will total \$3.4M at the start of FY 20.

Other funds

\$3M are tied up in the Revolving Land Fund and the Assessment District Fund. Much has been said lately about the continued tenure of the Land Fund; an argument could be made that if the City is not intending to be a catalyst for development with land it has at its disposal, then the need for the Land Fund is questionable. Staff would suggest the same consideration be given regarding the Assessment District Fund. While there are still some outstanding accounts receivable to the Assessment District fund, its utility may not be as warranted without the prospect of assessment districts on the horizon. Consolidating the two funds may be of interest as well. The presence of both funds has proven to be of some benefit given the direction taken by past Councils.

Albeit an unusual position, the decision the previous Council made to underwrite loans for community projects has provided a return that likely would not be incurred with our current interest rate environment were that money to remain in the City's coffers. A loan from the general fund cash balances to the Casper Housing Authority was made to restore the old Roosevelt High School facility. The agreement was entered into in March 2017 for an amount of \$433K. The annual interest rate by which the loan was made is good for this day and age at 3%. The primary problem is that the money will not come back in full until April 2032. This is a long time for the City to go without use of those dollars. Furthermore, real concerns exist as to what to do if the loan defaults for whatever reason in that the City would be in a worse position to own a very old, although somewhat restored, big school building.

The Casper Housing Authority received another loan from the City this time by virtue of the Perpetual Care Fund in order to purchase a group home facility. This loan was entered into in May 2015 in the amount of \$361K. This note has a long life with it as well in that it is not due until April 2030 and carries an attractive rate of 4% annual interest return. The Council exhibited quite a bit of faith in the continued leadership and revenue prospectus of the CHA in order to extend City funds over a period of 15 years with each loan. Much can happen in the non-profit world to where changes with these conditions could make the City the owner of a group home as well.

Another loan was made to the Regional Water System for purposes of providing for some plant improvements. While this is far more typical when cities decide to use cash assets to help facilities accounted for in other funds, the loan is uncomfortably sizeable. The loan for \$16M was divided equally between general fund cash assets and the Perpetual Care Fund. Half of the loan has been repaid and is expected to be retired in 2023 at an interest rate of 2.5% annually. It is not clear why grant revenues were not utilized to help with these improvements.

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Perpetual Care

The Perpetual Care fund has been in place for many years. It was organized for the purpose of providing dollars for operational and capital needs for buildings built by 1% dollars. For many years, contributions from 1% allocations had been made into the fund in order to grow the historically inviolate corpus. The corpus now stands at a value of \$29M, which is inclusive of the dollars being repaid back to the fund by virtue of the loans previously described. By the time the fund is repaid through these loan programs, the fund will have a value of some \$33-34M. (If Council has the ability to re-institute the practice over time of contributing back to the fund, that value will increase accordingly.) The difficulty the fund faces now is that the value it provides as an interest bearing account is relatively small. The fund produces \$500K in annual interest income in order to provide for some of the deficiencies many of our general fund dependent funds have.^{xxviii}

Utilities Reserves

The reserves that are in the utility accounts are largely well organized with policies governing their balances. Accordingly, the rate models for each of the enterprise funds are built around an operating reserve of 90-days' worth of expenses. Furthermore, they anticipate a buffer of a 10-15% unobligated, unreserved cash balance over and above the operating reserve to deal with the unanticipated costs and fluctuations that would not rise to the level needed for official withdrawals from the reserves.^{xxix} The wise decision to also account for 1.5% of the value of net assets and 150% of any debt service is also in play. Each time Council reviews a rate evaluation, these benchmarks will be accommodated along with any imbalances that rising costs find with current revenue.

The Water Fund is a well-reserved and healthy fund. The Water Fund is required to maintain an \$850K reserve, over and above the operational reserve of \$4.9M, as a condition of the loan funding from the State to construct some past projects. If everything happens as projected, the Water Fund should see a positive cash impact of \$4.1M to bring the FY 19 projected year-end cash balance to \$2.7M over and above a combined restricted amount of \$5.7M. Should the water consumption over the summer provide for a margin as healthy as projected, asking for another increase starting January 1, 2019 would not be advisable.

The Sewer/Wastewater Fund will have a negative cash impact of \$850K. The fund however will still perform outside of the reserves and have a positive cash position of \$2.5M by the end of FY 19. Staff is suggesting that the \$850K be absorbed by the existing funds in order to keep rate increases to a minimum. Council will recall that this fund is being asked to do quite a bit of heavy lifting from a capital standpoint given some of the work needing to be done over the next several years in preparation for the plant overhaul coming in 7-10 years.

The Balefill and Refuse Collection funds are healthy programs as well. While the Refuse Collection fund will incur a cash loss of \$235K, it will close at year-end with a cash balance of \$638K. These dollars are over and above any dollars required for the associated reserves, which

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is set at \$1.4M. This is another example of Council allowing the healthy margin in the fund to absorb the growing costs of the fund in order to protect ratepayers from higher rates.

Council will recall that the Balefill fund will be doing quite a bit by way of capital over the next several years in the form of the expansion and the construction of the new landfill cell as well. Expected dips in this fund will be necessary; however over time this fund will quickly rebound and be back in a very positive position within three years.

Conclusion

One of our esteemed legislators declared recently some encouraging comments alluding to the sun rising in Casper and Wyoming right now. Certainly things from a national level appear to be improving. There no longer seems to be a feeling of waiting for the other shoe to drop as far as the economy locally is concerned. Certain portions of the national media are currently trumpeting the newest figures for unemployment indicating that the nation has not had this level of employment for seventeen or more years (3.9% nationally). Our nation's oil producers are contributing potentially to 100 million barrels per day production level worldwide.^{xxx} Which does suggest rapid production over the next several years for American producers.

Therefore, FY 18's budget is hopefully the final slope downward in what the downturn created for the Casper community. To discuss the broad philosophy this budget is designed under once again, Staff believes that the proposed budget is a conservative approach to conducting the public's business, although there is some growth built into the outlook. The positions being requested are needed to deal with backlogs that could negatively affect service delivery as well as respond to needs that our new normal would appear to be dictating currently. If the Council were not interested in maintaining a high level of service delivery or were not interested in responding to current needs, this budget could certainly be pared back. This Council appears to be much more sophisticated and responsive than that however.

To be clear though, Staff is reluctant to indicate that sitting on our laurels and betting on the fortunes for the next year is the right thing to do for the FY 19 budget. Council will see the next year as a useful litmus as to a new norm being found or a stop along the way of a rising trajectory.

If the Mayor and Council chooses to adopt the proposed FY 19 budget, they will have adopted a document that is designed to critically consider the City's goals and desires against the backdrop of the challenges being faced currently. All of this, while providing a high level of service in a financially balanced approach. There is little that anyone could point to in the FY 19 budget document that would demonstrate an attempt on the part of this leadership that is not forward thinking, prudent, and aimed at serving the public in a way that the majority in Casper would clearly want. This budget does not celebrate that good times are here again albeit somewhat optimistic in its approach.

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- ⁱ The disparity between what we expected in sales tax receipts and what was received at the first part of the last quarter was not inspiring. This imbalance represents a \$76K difference from what was budgeted, which was more of a decline than planned but not by any means a death knell.
- ⁱⁱ Meaning, unlike years in the recent past, major commercial projects or government building will not be taking place in FY 19.
- ⁱⁱⁱ As of the writing of this message, rig count nationally exceeds the bar set back in July of 2015 albeit inconsistent with oil and gas employment nationally when compared with the same benchmark timeframe.
- ^{iv} That is a 20% in pricing over last year.
- ^v As of the writing of this message, \$2.70/btu appears to be the trend.
- ^{vi} See endnote i.
- ^{vii} As examples, the GAP financing for businesses that would start up in low income communities have gone away, slum and blight clean ups are no longer an option, demolitions of dangerous buildings are way too difficult due to new environmental requirements being involved now, and they no longer fund Joy Clark's position (when they used to fund two whole positions.)
- ^{viii} It is anticipated that \$2M of added 1% funds will be dedicated to utility capital repair/replacement needs should 1% pass in November 2018.
- ^{ix} As an example, the Regional Water Board has indicated that the cost of buying water may increase at a rate of 7% annually.
- ^x Predicting consumptive behavior can be challenging particularly when weather can have such an impact on how much water is used for example.
- ^{xi} The City does take garbage from neighboring counties at a fee rate higher than what residents of Natrona County can expect to pay when they come through the City's balefill. Those entities that contract with the City are expected to pay into our capital investments with a one-time investment fee, most of which pay over a period of five years. It is possible that these margins will be further supported by favorable rates the City may charge to communities who only want to bring recyclables to Casper once the MRF is completed with the expansion.
- ^{xii} This would generate an additional \$308K annually.
- ^{xiii} In similar reference discussed in the Water fund section of this message, the rate of replacement being captured with the proposed infusion of 1% dollars would require 300 years to replace the whole network of sewer lines.
- ^{xiv} During the FY 18 budget amendment process alone, 10 full-time positions were shed. Mr. Pitlick's position was technically a new one (pre-amendment) even though historically it had always been a feature of the City's employee stock.
- ^{xv} 45% of the 1% dollars are used for hard infrastructure projects such as streets, water lines, sewer lines.
- ^{xvi} Council directed an expenditure of \$1M to partially fund the purchase of the Plains building block. It also appears that some funds were made available from the Opportunity Fund to the Casper Housing Authority as a loan to renovate the old Roosevelt school. This is probably the reason there are specifically \$7.8M in the fund currently instead of the full \$8M.
- ^{xvii} These projects were not selected for priority one or two –type projects either because of their size or their importance relative to the other needs covered by the priority one and two projects being proposed. At the very least, these projects would easily be very high priority three or low priority two projects.
- ^{xviii} Unlike the wastewater treatment plant rehabilitation that the City can take the next seven to ten years to prepare to fund.
- ^{xix} Lot construction would include the appropriate paving, lighting and landscaping that our ordinances would require.
- ^{xx} This means that for an employee who makes \$50,000 that withholding will increase by \$125 annually.
- ^{xxi} The General fund supports 80% of the overall workforce.
- ^{xxii} Two Municipal Worker II's are being shed, two Municipal Worker I's are being shed, one parks crew leader is being shed, the CDBG position in Community Development is being shed. To shed a position means that funding or authorization for the position are no longer being maintained in the City's budget. These particular changes generate savings for the general fund which ostensibly would be used to fund new positions being requested.
- ^{xxiii} The study was completed by the Center for Public Safety Management (CPSM) through ICMA.
- ^{xxiv} The savings that the shed positions creates is 64% of the cost of the new employees being requested.
- ^{xxv} As examples, rate increases occurred only once in the last eight years (5%) for both the employee and employer. In one year, the fund lost \$3.6M and neither the employee nor employer incurred an increase to help offset the huge losses.

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^{xxvi} Council will recall that during the amendment process, staff discussed that \$80K was unavoidably expended from reserves during the transition between the FY 18 budget's passage and the adoption of the amendment.

^{xxvii} Of those imbalances, the Events Center commanded the largest portion of that imbalance of some \$800K +.

^{xxviii} Namely, the Events Center, the Rec Center, Ice Arena and Hogadon. The value of the subsidy into these funds exceed \$1.5M over and above the interest income garnered.

^{xxix} This also serves as a great indicator of a general level of operating health.

^{xxx} Peter Tertzakian, Executive Director, ARC Energy Research Institute, "100 Million Barrels per Day," May 15th, 2018. Additionally, "We expect global oil demand to surpass 100 million barrels per day by 2020," said OPEC General Secretary Mohammad Barkindo. Moreover, Mar 12, 2018 "Oil demand is expected to rise above **100 million barrels a day** for the first time next year" Institute for Energy Research.

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General Fund Summary

General Fund Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Taxes	\$ 34,382,515	\$ 36,269,339	\$ 37,216,269	\$ 37,490,417	3%
Licenses & Permits	843,761	823,032	845,490	1,070,829	30%
Intergovernmental	-	20,000	500	179,062	795%
Charges for Service	3,878,302	4,442,843	4,445,033	4,972,820	12%
Fines & Forfeitures	1,415,546	1,383,034	1,236,143	1,251,972	-9%
Miscellaneous	877,827	801,927	882,732	1,070,989	34%
Transfers In	1,214,740	404,740	404,740	1,095,569	171%
Total Revenues	\$ 42,612,691	\$ 44,144,915	\$ 45,030,907	\$ 47,131,658	7%
Expenditures					
Personnel	\$ 27,657,688	\$ 27,973,314	\$ 27,405,212	\$ 32,019,432	14%
Contractual Services	6,790,439	7,282,611	6,749,468	6,809,733	-6%
Materials & Supplies	1,301,516	1,809,806	1,644,406	1,739,656	-4%
Other	1,551,002	1,378,947	1,334,298	1,203,684	-13%
Capital	111,320	119,680	115,109	246,740	106%
Transfers Out	5,335,909	5,690,516	6,477,258	4,468,188	-21%
Total Expenditures	\$ 42,747,874	\$ 44,254,874	\$ 43,725,751	\$ 46,487,433	5%
Net Operating Budget	\$ (135,183)	\$ (109,959)	\$ 1,305,156	\$ 644,225	686%
Allocated to Fund Reserves	-	-	1,305,156	644,225	100%
Net Remaining	\$ -	\$ -	\$ -	\$ -	0%

General Fund Revenues

General Fund Summary	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Taxes					
Mineral Taxes					
Mineral Severance Tax	\$ 2,053,052	\$ 2,049,504	\$ 2,053,846	\$ 2,053,846	0%
Mineral Royalties Tax	2,078,030	2,075,172	2,084,010	2,084,010	0%
Mineral Taxes - Supplemental Funding	3,348,733	3,888,500	3,888,500	3,888,500	0%
Total Mineral Taxes	\$ 7,479,815	\$ 8,013,176	\$ 8,026,356	\$ 8,026,356	0%
Other Taxes					
Auto Tax	\$ 1,382,118	\$ 1,329,380	\$ 1,392,568	\$ 1,392,568	5%
Cigarette Tax	292,056	311,708	300,658	287,128	-8%
Sales/Use Tax	15,654,171	16,457,948	17,329,207	16,959,827	3%
Gasoline Tax	1,147,380	1,176,089	1,310,492	1,313,113	12%
Special Fuels Tax	615,199	616,432	535,628	535,628	-13%
Total Other Taxes	\$ 19,090,924	\$ 19,891,557	\$ 20,868,553	\$ 20,488,264	3%
Property Taxes					
Property Tax	\$ 4,226,986	\$ 4,305,150	\$ 4,340,463	\$ 4,179,866	-3%
Total Property Tax	\$ 4,226,986	\$ 4,305,150	\$ 4,340,463	\$ 4,179,866	-3%
Franchise Fees					
Cable Franchise	\$ 907,289	\$ 935,338	\$ 868,282	\$ 850,916	-9%
Phone Franchise	97,209	96,452	81,728	88,403	-8%
Electricity Franchise	1,887,198	2,352,083	2,320,593	3,217,376	37%
Natural Gas Franchise	693,094	675,583	710,294	639,236	-5%
Total Franchise Fees	\$ 3,584,790	\$ 4,059,456	\$ 3,980,897	\$ 4,795,931	18%
Total Taxes	\$ 34,382,515	\$ 36,269,339	\$ 37,216,269	\$ 37,490,417	3%
Licenses					
Liquor Licenses	\$ 142,028	\$ 163,767	\$ 151,822	\$ 151,822	-7%
Health Licenses	40,502	39,658	40,920	40,920	3%
Alarm/False Alarms	16,565	21,500	16,810	16,810	-22%
Other Licenses	19,167	25,584	26,366	26,366	3%
Contractor Licenses	33,147	32,000	26,110	26,000	-19%
Electrician Licenses	17,276	15,250	13,690	13,000	-15%
Plumber Licenses	13,259	12,000	8,509	8,500	-29%
Total Licenses	\$ 281,944	\$ 309,759	\$ 284,227	\$ 283,418	-9%
Permits					
Building Permits	\$ 366,732	\$ 350,000	\$ 394,000	\$ 550,000	57%
Electrical Permits	79,513	63,000	70,946	75,000	19%
Mechanical Permits	37,926	30,000	35,773	75,000	150%
Plumbing Permits	55,150	42,000	46,952	75,000	79%
Other Permits	8,398	7,500	8,970	7,500	0%
Sidewalk & Curb Cut Permits	14,098	20,773	4,622	4,911	-76%
Total Permits	\$ 561,817	\$ 513,273	\$ 561,263	\$ 787,411	53%
Total License & Permits	\$ 843,761	\$ 823,032	\$ 845,490	\$ 1,070,829	30%

General Fund Revenues

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Intergovernmental Revenue					
WYDOT I-25	\$ -	\$ 20,000	\$ -	\$ -	-100%
Intergovernmental User Charges	-	-	500	179,062	100%
Total Intergovernmental	\$ -	\$ 20,000	\$ 500	\$ 179,062	795%
Charges for Services					
Planning & Community Development					
Plan Checking Fees	122,949	65,000	127,000	134,000	106%
Zoning/Subdivision Fees	13,300	12,000	9,000	9,000	-25%
Total Planning & Comm. Dev	\$ 136,249	\$ 77,000	\$ 136,000	\$ 143,000	86%
Other					
Ft. Caspar Admissions	\$ 23,529	\$ 25,000	\$ 25,000	\$ 26,000	4%
Ft. Caspar Building Rent	3,965	3,710	2,000	3,000	-19%
Ft. Caspar Concessions	45,384	44,000	55,000	57,000	30%
Contributions - Fort Caspar Educator	23,170	4,500	-	-	-100%
Cemetery Fees	120,213	123,832	137,473	137,473	11%
Other Grants-KAB	4,500	-	-	-	0%
Park Shelters	22,338	22,642	24,365	24,365	8%
Other Charges	4,275	6,000	1,200	1,200	-80%
Total Ft. Caspar & Other	\$ 247,374	\$ 229,684	\$ 245,038	\$ 249,038	8%
Interdepartmental					
Administrative Fees	\$ 432,443	\$ -	\$ -	\$ -	0%
Interdepartmental Charges	2,388,346	3,130,320	3,130,316	3,791,938	21%
City Engineering Services	273,956	613,339	587,087	461,745	-25%
Total Interdepartmental	\$ 3,094,745	\$ 3,743,659	\$ 3,717,403	\$ 4,253,683	14%
Public Safety Fees					
Police Contract Wages	\$ 32,541	\$ 40,000	\$ 26,865	\$ 29,099	-27%
Accident Reports	1,830	2,000	1,734	2,000	0%
VIN Inspections	33,565	40,000	33,309	38,000	-5%
Police Miscellaneous	34,457	34,000	35,906	36,000	6%
NCSD #1 Officer	105,000	105,000	105,000	105,000	0%
Fire Staffing Reimbursements	11,450	-	820	-	0%
Contract Building Inspection	35,199	29,000	20,615	-	-100%
Weed/Litter Abatement	23,835	16,500	11,500	9,000	-45%
Wyoming DCI Reimbursement	122,057	126,000	110,843	108,000	-14%
Total Public Safety Fees	\$ 399,934	\$ 392,500	\$ 346,592	\$ 327,099	-17%
Total Charges For Services	\$ 3,878,302	\$ 4,442,843	\$ 4,445,033	\$ 4,972,820	12%

General Fund Revenues

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Fines & Forfeitures					
Court Fines and Forfeitures	\$ 1,279,874	\$ 1,264,236	\$ 1,069,167	\$ 1,069,167	-15%
Court Costs	84,461	85,115	75,082	75,082	-12%
Parking Fines	47,172	31,089	87,571	103,400	233%
Court Appointed Attorney	4,039	2,594	4,323	4,323	67%
Total Fines & Forfeitures	\$ 1,415,546	\$ 1,383,034	\$ 1,236,143	\$ 1,251,972	-9%
Miscellaneous					
Interest Income	\$ 178,444	\$ 200,742	\$ 171,326	\$ 225,976	13%
Wyoming Lottery Revenue	279,371	160,607	245,221	245,221	53%
Pari Mutuel Payments	-	-	-	166,000	100%
Amort on Investments	11,871	-	7,329	-	0%
Gain/(Loss) On Investments	(6,261)	-	(121)	-	0%
Debt Interest Repayment	119,762	103,375	103,375	86,574	-16%
Interest Penalty	1,559	-	3,664	-	0%
Contributions - Park Upgrades	2,521	-	4,930	-	0%
Lease Fees	27,650	27,600	27,650	27,650	0%
Service Fees-Credit Card	1,720	1,600	1,600	1,750	9%
Rent	8,561	124,461	124,461	124,461	0%
Miscellaneous	252,629	183,542	193,297	193,357	5%
Total Miscellaneous	\$ 877,827	\$ 801,927	\$ 882,732	\$ 1,070,989	34%
Transfers In					
Transfers In 1% Sales Tax- #15	\$ 214,740	\$ 214,740	\$ 214,740	\$ -	-100%
Transfers in Redevelopment Loan Fund	-	190,000	190,000	-	-100%
Transfers In Special Reserves Fund	1,000,000	-	-	-	0%
Transfers In Capital Projects Fund	-	-	-	1,095,569	100%
Total Transfers In	\$ 1,214,740	\$ 404,740	\$ 404,740	\$ 1,095,569	171%
Total Revenue	\$ 42,612,691	\$ 44,144,915	\$ 45,030,907	\$ 47,131,658	7%

Revenue increase / (decrease) from previous year Estimate \$ 2,100,751

City Council

City Council Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
City Council Members	9	9	9	9
Total	9	9	9	9
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

City Council Highlights

Budget contains a \$225,000 item for a merit pay incentive program yet to be determined. When designed and implemented, these dollars will be transferred to various funds. This budget continues funding for the Platte River Revival and CNFR.

City Council Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 78,546	\$ 84,999	\$ 73,923	\$ 305,864	260%
Contractual Services	114,220	113,858	106,356	111,049	-2%
Materials & Supplies	808	1,500	500	1,500	0%
Other	139,718	141,976	135,676	61,100	-57%
Capital	9,944	7,200	7,210	7,000	-3%
Total Expenditures	\$ 343,236	\$ 349,533	\$ 323,665	\$ 486,513	39%

City Council

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 71,600	\$ 76,850	\$ 67,100	\$ 72,800	-5%
Other Pay	-	-	-	225,000	100%
Total Salaries & Wages	\$ 71,600	\$ 76,850	\$ 67,100	\$ 297,800	288%
Benefits					
FICA/Medicare Tax	\$ 5,491	\$ 5,878	\$ 4,553	\$ 5,572	-5%
Workers' Compensation	1,455	2,271	2,270	2,492	10%
Total Benefits	\$ 6,946	\$ 8,149	\$ 6,823	\$ 8,064	-1%
Total Personnel	\$ 78,546	\$ 84,999	\$ 73,923	\$ 305,864	260%
Contractual Services					
Survey Services	\$ -	\$ 13,000	\$ 13,000	\$ -	-100%
Outside Legal	11,008	10,000	-	10,000	0%
Insurance & Bonds	2,824	2,652	579	579	-78%
Telecommunications	1,670	1,500	3,577	3,600	140%
Postage/Shipping	102	250	200	200	-20%
Printing/Reproduction	4,942	6,500	6,500	7,000	8%
Advertising	25,860	25,000	25,000	25,000	0%
Travel & Training	4,791	3,900	7,500	9,000	131%
Other Contractual	13,936	1,500	5,000	5,000	233%
Association Dues	49,087	49,556	45,000	50,670	2%
Total Contractual Services	\$ 114,220	\$ 113,858	\$ 106,356	\$ 111,049	-2%
Materials & Supplies					
Office Supplies	\$ 808	\$ 1,000	\$ 500	\$ 1,000	0%
Books, Periodicals, Maps	-	500	-	500	0%
Total Materials & Supplies	\$ 808	\$ 1,500	\$ 500	\$ 1,500	0%
Total Operating Expenses	\$ 193,574	\$ 200,357	\$ 180,779	\$ 418,413	109%
Other Expenses					
Programs & Projects	\$ 12,134	\$ 3,000	\$ 3,700	\$ 3,100	3%
Council Goals	36,000	-	-	-	0%
Quarterly Community Newsletter	2,880	-	-	-	0%
REV3	10,000	-	-	-	0%
Spay and Neuter Event	4,850	5,000	5,000	-	-100%
Platte River Revival	3,830	15,000	8,000	10,000	-33%
Platte River Parkway Trust	26,024	73,976	73,976	-	-100%
CNFR	44,000	45,000	45,000	48,000	7%
Total Other Expenses	\$ 139,718	\$ 141,976	\$ 135,676	\$ 61,100	-57%
Capital - New					
Technologies	\$ 9,944	\$ 7,200	\$ 7,210	\$ 7,000	-3%
Total Capital - New	\$ 9,944	\$ 7,200	\$ 7,210	\$ 7,000	-3%
Total Expenses	\$ 343,236	\$ 349,533	\$ 323,665	\$ 486,513	39%

City Manager

Function: To administer and coordinate the day-to-day operations of the city government, and to implement the goals, objectives, and policies established by the City Council.

City Manager Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Deputy Assistant City Manager	1	1	1	-
Assistant City Manager	1	-	-	-
City Manager	1	1	1	1
Assistant to the City Manager	-	-	-	2
Executive Assistant	1	1	1	1
Community Relations Coordinator	-	-	-	1
Special Projects Coordinator	2	1	1	-
Total	6	4	4	5
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

City Manager Highlights

Overall, costs have remained steady.

City Manager Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 521,790	\$ 623,180	\$ 607,879	\$ 606,790	-3%
Contractual Services	32,585	30,358	25,644	52,987	75%
Materials & Supplies	1,654	2,250	2,000	2,000	-11%
Other	22,101	33,580	18,485	2,000	-94%
Capital	3,320	3,500	1,475	9,680	177%
Total Expenditures	\$ 581,450	\$ 692,868	\$ 655,483	\$ 673,457	-3%

City Manager

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 364,940	\$ 475,127	\$ 440,319	\$ 429,301	-10%
Overtime	-	-	385	-	0%
Total Salaries & Wages	\$ 364,940	\$ 475,127	\$ 440,704	\$ 429,301	-10%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 4,333	100%
Federal Taxes for Employee	-	-	-	1,607	100%
Disability Leave Buy-Back	1,405	-	-	-	0%
Accrued Leave Pay-off	41,443	-	-	-	0%
Total Other Pay	\$ 42,848	\$ -	\$ -	\$ 5,940	100%
Benefits					
Health Insurance	\$ 28,081	\$ 40,890	\$ 54,096	\$ 64,295	57%
Other Insurance Benefits	2,507	2,761	2,567	2,451	-11%
FICA/Medicare Tax	25,752	32,574	33,436	30,310	-7%
Retirement Contributions	43,825	51,114	53,407	52,027	2%
Deferred Compensation	-	-	5,250	-	0%
Workers' Compensation	6,674	12,674	10,837	13,261	5%
Other Allowances	7,163	8,040	7,582	9,205	14%
Total Benefits	\$ 114,002	\$ 148,053	\$ 167,175	\$ 171,549	16%
Total Personnel	\$ 521,790	\$ 623,180	\$ 607,879	\$ 606,790	-3%
Contractual Services					
Medical Testing Services	\$ -	\$ 300	\$ 300	\$ 300	0%
Insurance & Bonds	19,709	15,655	15,655	9,854	-37%
Telecommunications	2,045	1,326	1,830	1,366	3%
Postage/Shipping	23	150	150	150	0%
Printing/Reproduction	337	750	1,100	2,300	207%
Travel & Training	1,121	4,000	600	12,000	200%
Interdepartmental Services	3,142	2,097	2,097	600	-71%
Association Dues	2,716	3,868	3,100	4,117	6%
Other Contractual	3,492	2,212	812	22,300	908%
Total Contractual Services	\$ 32,585	\$ 30,358	\$ 25,644	\$ 52,987	75%
Materials & Supplies					
Office Supplies	\$ 920	\$ 1,000	\$ 1,000	\$ 1,000	0%
Books, Periodicals, Maps	588	1,000	1,000	1,000	0%
Bulk Fuel	146	250	-	-	-100%
Total Materials & Supplies	\$ 1,654	\$ 2,250	\$ 2,000	\$ 2,000	-11%
Other Expenses					
Programs & Projects	\$ 681	\$ 5,000	\$ 1,200	\$ 2,000	-60%
Operating Contingency	21,420	28,580	17,285	-	-100%
Total Other Expenses	\$ 22,101	\$ 33,580	\$ 18,485	\$ 2,000	-94%
Capital - Replacement					
Technologies	\$ 3,320	\$ 3,500	\$ 1,475	\$ 9,680	177%
Total Capital - Replacement	\$ 3,320	\$ 3,500	\$ 1,475	\$ 9,680	177%
Total Expenses	\$ 581,450	\$ 692,868	\$ 655,483	\$ 673,457	-3%

City Attorney

Function: To provide legal counsel for the City Council, City Manager, City Departments and City Boards/Commissions which are not separate legal entities. Represent the City in all lawsuits and administrative proceedings that are not referred to outside counsel, and to prosecute criminal cases before the Municipal Court.

City Attorney Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Assistant City Attorney I	1	1	1	1
Assistant City Attorney II	2	2	2	-
City Attorney	1	1	1	1
Deputy City Attorney	1	1	1	2
Legal Secretary	1	1	1	1
Paralegal	1	-	-	-
Total	7	6	6	5
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

City Attorney Highlights

An Assistant City Attorney II position will become a Deputy City Attorney position. Another City Attorney II position has been eliminated.

City Attorney Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 751,567	\$ 648,218	\$ 610,179	\$ 678,111	5%
Contractual Services	33,735	38,576	27,185	34,792	-10%
Materials & Supplies	22,327	21,800	13,600	22,450	3%
Capital	1,263	11,550	9,098	6,700	-42%
Total Expenditures	\$ 808,892	\$ 720,144	\$ 660,062	\$ 742,053	3%

City Attorney

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 558,407	\$ 470,559	\$ 449,416	\$ 477,480	1%
Part Time	-	-	3,312	3,974	100%
Overtime	-	979	417	979	0%
Total Salaries & Wages	\$ 558,407	\$ 471,538	\$ 453,145	\$ 482,433	2%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 5,000	100%
Federal Taxes for Employee	-	-	-	1,856	100%
Disability Leave Buy-Back	1,574	-	-	-	0%
Accrued Leave Payoff	3,379	12,019	12,019	12,019	0%
Total Other Pay	\$ 4,953	\$ 12,019	\$ 12,019	\$ 18,875	57%
Benefits					
Health Insurance	\$ 71,020	\$ 58,372	\$ 55,072	\$ 61,556	5%
Other Insurance Benefits	3,521	2,336	2,374	2,462	5%
FICA/Medicare Tax	39,900	37,110	24,980	38,788	5%
Retirement Contributions	58,251	48,073	45,059	52,655	10%
Workers' Compensation	9,635	12,890	16,205	15,462	20%
Other Allowances	5,880	5,880	1,325	5,880	0%
Total Benefits	\$ 188,207	\$ 164,661	\$ 145,015	\$ 176,803	7%
Total Personnel	\$ 751,567	\$ 648,218	\$ 610,179	\$ 678,111	5%
Contractual Services					
Medical Testing Services	\$ -	\$ 300	\$ -	\$ -	-100%
Insurance & Bonds	17,552	15,438	16,000	11,384	-26%
Telecommunications	2,595	2,588	1,931	2,588	0%
Postage/Shipping	561	500	292	340	-32%
Printing/Reproduction	1,284	1,500	882	980	-35%
Travel & Training	9,020	15,000	6,200	16,500	10%
Other Contractual	253	500	230	250	-50%
Association Dues	2,470	2,750	1,650	2,750	0%
Total Contractual Services	\$ 33,735	\$ 38,576	\$ 27,185	\$ 34,792	-10%
Materials & Supplies					
Office Supplies	\$ 2,832	\$ 2,800	\$ 1,200	\$ 2,450	-13%
Books, Periodicals, Maps	19,495	19,000	12,400	20,000	5%
Total Materials & Supplies	\$ 22,327	\$ 21,800	\$ 13,600	\$ 22,450	3%
Capital - Replacement					
Technologies	\$ 1,263	\$ 11,550	\$ 9,098	\$ 6,700	-42%
Total Capital - Replacement	\$ 1,263	\$ 11,550	\$ 9,098	\$ 6,700	-42%
Total Expenses	\$ 808,892	\$ 720,144	\$ 660,062	\$ 742,053	3%

Municipal Court

Function: To provide competent and timely judicial and administrative services to citizens and court participants.

Municipal Court Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Administrative Assistant II	1	1	1	-
Court Bailiff	2	-	-	-
Court Clerk	3	2	2	4
Customer Service Representative	1	-	1	-
Municipal Court Analyst	-	-	-	1
Municipal Court Manager	1	-	-	-
Court Coordinator	1	1	1	-
Municipal Court Judge	-	-	-	1
Total	9	4	5	6

Part Time Employees (Budget) \$ 211,565 \$ 210,033 \$ 231,740 \$ 108,722

Municipal Court Highlights

A full time Municipal Court Judge position has been created.

Municipal Court Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 514,231	\$ 505,587	\$ 510,145	\$ 619,230	22%
Contractual Services	83,988	73,398	68,148	74,674	2%
Materials & Supplies	3,082	3,750	3,250	3,750	0%
Other	(10)	200	-	200	0%
Capital	-	4,000	4,300	4,000	0%
Total Expenditures	\$ 601,291	\$ 586,935	\$ 585,843	\$ 701,854	20%

Municipal Court

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 209,883	\$ 184,163	\$ 219,335	\$ 352,860	92%
Part Time	210,033	231,740	195,858	108,722	-53%
Overtime	1,235	734	670	734	0%
Total Salaries & Wages	\$ 421,151	\$ 416,637	\$ 415,863	\$ 462,316	11%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 6,333	100%
Federal Taxes	-	-	-	2,349	100%
Accrued Leave Payoff	-	-	2,437	-	0%
Total Other Pay	\$ -	\$ -	\$ 2,437	\$ 8,682	100%
Benefits					
Health Insurance	\$ 36,846	\$ 33,038	\$ 34,686	\$ 62,599	89%
Other Insurance Benefits	1,700	865	1,555	1,793	107%
FICA/Medicare Tax	31,092	31,751	29,826	36,852	16%
Retirement Contributions	17,568	15,348	15,100	30,332	98%
Workers' Compensation	5,874	7,948	9,789	11,005	38%
Other Allowances	\$ -	\$ -	\$ 889	\$ 5,651	100%
Total Benefits	\$ 93,080	\$ 88,950	\$ 91,845	\$ 148,232	67%
Total Personnel	\$ 514,231	\$ 505,587	\$ 510,145	\$ 619,230	22%
Contractual Services					
Legal Services	\$ 18,244	\$ 12,000	\$ 10,000	\$ 12,000	0%
Maintenance Agreements	8,004	10,312	10,312	10,826	5%
Jury Expenses	1,034	1,000	750	1,000	0%
Building Rent	24,864	22,258	22,258	22,258	0%
Insurance & Bonds	17,089	14,409	14,409	15,377	7%
Telecommunications	2,907	3,800	3,800	3,800	0%
Postage/Shipping	1,785	1,500	1,000	1,500	0%
Printing/Reproduction	1,680	1,000	1,000	1,000	0%
Travel & Training	1,568	1,500	1,000	1,000	-33%
Interdepartmental Svc Fixed	2,022	619	619	513	-17%
Association Dues	-	-	-	400	100%
Other Contractual	4,791	5,000	3,000	5,000	0%
Total Contractual Services	\$ 83,988	\$ 73,398	\$ 68,148	\$ 74,674	2%
Materials & Supplies					
Office Supplies	\$ 2,003	\$ 2,500	\$ 2,000	\$ 2,500	0%
Uniforms	-	750	750	750	0%
Books, Periodicals, Maps	1,079	500	500	500	0%
Total Materials & Supplies	\$ 3,082	\$ 3,750	\$ 3,250	\$ 3,750	0%
Other Expenses					
Programs and Projects	\$ -	\$ -	\$ -	\$ 200	100%
Over and Short	(10)	200	-	-	-100%
Total Other Expenses	\$ (10)	\$ 200	\$ -	\$ 200	0%
Capital - Replacement					
Light Equipment	\$ -	\$ -	\$ -	\$ -	0%
Technologies	-	4,000	4,300	4,000	0%
Total Capital - Replacement	\$ -	\$ 4,000	\$ 4,300	\$ 4,000	0%
Total Expenses	\$ 601,291	\$ 586,935	\$ 585,843	\$ 701,854	20%

City Clerk

Function: To provide administrative functions for the City including, but not limited to, documenting, Council actions, record retention and alcohol permits.

City Clerk Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Licensing Specialist	-	-	-	1
Assistant City Clerk	-	-	-	1
Records Management Technician	-	-	-	1
Total	-	-	-	3

Part Time Employees (Budget)	\$	-	\$	-	\$	-	\$	-
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City Clerk Highlights

New Cost Center created in FY18. All personnel transferred from Finance Department

City Clerk Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ -	\$ 237,336	\$ 253,785	\$ 281,065	18%
Contractual Services	-	24,626	22,676	26,265	7%
Materials & Supplies	-	300	-	1,800	500%
Capital	-	-	-	3,500	100%
Total Expenditures	\$ -	\$ 262,262	\$ 276,461	\$ 312,630	19%

City Clerk

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ -	\$ 170,392	\$ 188,630	\$ 203,739	20%
Total Salaries & Wages	\$ -	\$ 170,392	\$ 188,630	\$ 203,739	20%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 3,334	100%
Federal Taxes	-	-	-	1,240	100%
Total Other Pay	\$ -	\$ -	\$ -	\$ 4,574	100%
Benefits					
Health Insurance	\$ -	\$ 36,505	\$ 30,965	\$ 32,529	-11%
Other Insurance Benefits	-	854	1,207	1,048	23%
FICA/Medicare Tax	-	13,034	13,840	16,391	26%
Retirement Contributions	-	14,213	15,808	17,485	23%
Workers' Compensation	-	2,338	2,424	3,774	61%
Other Allowances	\$ -	\$ -	\$ 911	\$ 1,525	100%
Total Benefits	\$ -	\$ 66,944	\$ 65,155	\$ 72,752	9%
Total Personnel	\$ -	\$ 237,336	\$ 253,785	\$ 281,065	18%
Contractual Services					
Maintenance Agreements	\$ -	\$ 10,956	\$ 10,956	\$ 10,274	-6%
Insurance & Bonds	-	7,120	7,120	6,991	-2%
Telecommunications	-	-	-	1,000	100%
Postage/Shipping	-	100	100	300	200%
Advertising	-	4,000	4,000	4,000	0%
Printing/Reproduction	-	200	-	200	0%
Travel & Training	-	1,000	-	2,000	100%
Association Dues	-	750	500	1,000	33%
Other Contractual	-	500	-	500	0%
Total Contractual Services	\$ -	\$ 24,626	\$ 22,676	\$ 26,265	7%
Materials & Supplies					
Office Supplies	\$ -	\$ -	\$ -	\$ 1,500	100%
Books, Periodicals, Maps	-	300	-	300	0%
Total Materials & Supplies	\$ -	\$ 300	\$ -	\$ 1,800	500%
Capital - Replacement					
Light Equipment	\$ -	\$ -	\$ -	\$ 500	100%
Technologies	-	-	-	3,000	100%
Total Capital - Replacement	\$ -	\$ -	\$ -	\$ 3,500	100%
Total Expenses	\$ -	\$ 262,262	\$ 276,461	\$ 312,630	19%

Finance

Function:To maintain the financial health of the City.

Finance Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Accountant	1	1	1	1
Admin Services Representative	4	4	4	4
Admin Services Specialist	3	3	3	3
Administrative Analyst	1	1	-	-
Budget Administrator	1	1	-	-
Customer Services Supervisor II	1	1	-	-
Financial Services Director	-	-	-	1
Assistant Support Services Director	-	1	1	-
Assistant Financial Services Director	-	-	-	1
Finance Manager	1	-	-	-
Finance Supervisor II	1	1	1	1
Licensing Specialist	-	-	1	-
Assistant City Clerk	-	1	1	-
Administrative Support Technician	3	2	2	2
Records Management Technician	2	1	1	-
Payroll Technician	2	2	-	1
Utility Supervisor II	1	1	1	1
Administrative Assistant II	1	1	-	1
Meter Service Worker I	4	4	4	4
Meter Service Worker II	2	2	2	2
Total	28	27	22	22
Part Time Employees (Budget)	\$ 53,260	\$ 47,768	\$ 31,553	\$ 28,694

Finance Highlights

Personnel changes continued during FY18 including the addition of a Financial Services Director and the transfer in of a Payroll Technician and an Administrative Assistant II.

Finance Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 1,995,833	\$ 1,746,511	\$ 1,730,877	\$ 1,914,492	10%
Contractual Services	661,424	664,462	623,440	663,455	0%
Materials & Supplies	26,339	27,900	28,075	29,700	6%
Other	186	100	10	100	0%
Capital	5,177	7,450	7,072	15,710	111%
Total Expenditures	\$ 2,688,959	\$ 2,446,423	\$ 2,389,474	\$ 2,623,457	7%

Finance

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 1,402,036	\$ 1,255,618	\$ 1,241,781	\$ 1,332,808	6%
Part Time	47,768	31,553	28,317	28,694	-9%
Overtime	4,782	5,158	4,607	4,594	-11%
Total Salaries & Wages	\$ 1,454,586	\$ 1,292,329	\$ 1,274,705	\$ 1,366,096	6%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 22,000	100%
Federal Tax	-	-	-	8,166	100%
Standby Time	5,850	6,038	5,841	6,038	0%
Disability Leave Buy-Back	12,284	-	-	-	0%
Accrued Leave Payoff	10,949	-	-	-	0%
Total Other Pay	\$ 29,083	\$ 6,038	\$ 5,841	\$ 36,204	500%
Benefits					
Health Insurance	\$ 247,701	\$ 200,982	\$ 201,816	\$ 225,644	12%
Other Insurance Benefits	10,343	6,479	7,841	7,178	11%
FICA/Medicare Tax	108,388	99,830	94,534	110,892	11%
Retirement Contributions	118,187	105,044	112,682	125,145	19%
Workers' Compensation	22,758	25,059	21,543	30,313	21%
Other Allowances	4,285	8,740	9,915	11,520	32%
Clothing Allowance	502	2,010	2,000	1,500	-25%
Total Benefits	\$ 512,164	\$ 448,144	\$ 450,331	\$ 512,192	14%
Total Personnel	\$ 1,995,833	\$ 1,746,511	\$ 1,730,877	\$ 1,914,492	10%
Contractual Services					
Investment Fees	\$ 15,014	\$ 19,855	\$ 7,915	\$ 17,898	-10%
Accounting & Auditing	132,260	136,000	132,000	140,000	3%
Repairs	1,041	1,000	1,000	1,000	0%
Maintenance Agreements	127,702	105,950	103,465	105,000	-1%
Insurance & Bonds	46,226	36,025	36,025	44,178	23%
Telecommunications	8,176	4,808	7,600	7,500	56%
Postage/Shipping	11,136	13,150	11,200	11,700	-11%
Printing/Reproduction	2,184	2,400	2,000	2,500	4%
Advertising	6,868	-	-	-	0%
Travel & Training	3,941	7,550	2,296	6,550	-13%
Interdepartmental Services	6,820	8,324	8,324	6,279	-25%
Other Contractual	299,201	327,500	311,310	320,500	-2%
Association Dues	855	750	305	350	-53%
Laundry & Towel Service	-	1,150	-	-	-100%
Total Contractual Services	\$ 661,424	\$ 664,462	\$ 623,440	\$ 663,455	0%
Materials & Supplies					
Office Supplies	\$ 6,551	\$ 7,000	\$ 9,677	\$ 9,500	36%
Other Materials & Supplies	10,213	9,000	8,966	9,000	0%
Uniforms	-	700	-	-	-100%
Books, Periodicals, Maps	-	200	-	200	0%
Bulk Fuel	9,575	11,000	9,432	11,000	0%
Total Materials & Supplies	\$ 26,339	\$ 27,900	\$ 28,075	\$ 29,700	6%
Other Expenses					
Over and Short	\$ 186	\$ 100	\$ 10	\$ 100	0%
Total Other Expenses	\$ 186	\$ 100	\$ 10	\$ 100	0%
Capital					
Light Equipment	\$ 1,764	\$ 2,700	\$ 2,771	\$ 1,400	-48%
Technologies	3,413	4,750	4,301	14,310	201%
Total Capital	\$ 5,177	\$ 7,450	\$ 7,072	\$ 15,710	111%
Total Expenses	\$ 2,688,959	\$ 2,446,423	\$ 2,389,474	\$ 2,623,457	7%

Health, Social & Community Services

Health, Social & Community Services Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ -	\$ -	\$ -	\$ -	0%
Contractual Services	-	-	-	-	0%
Materials & Supplies	-	-	-	-	0%
Other	\$ 1,350,847	\$ 1,148,919	\$ 1,131,127	\$ 1,091,484	-5%
Capital	-	-	-	-	0%
Total Expenditures	\$ 1,350,847	\$ 1,148,919	\$ 1,131,127	\$ 1,091,484	-5%

Health, Social & Community Services

Health, Social & Community Services Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Other Expenses					
Municipal Band (Pass-through)	\$ 130,199	\$ 125,000	\$ 126,894	\$ 127,000	2%
Human Services - General	51,044	-	-	-	0%
Human Services - 1% Sales Tax	247,090	214,740	214,740	-	-100%
Human Services - Admin	94,633	-	-	-	0%
Health Department	540,000	540,000	540,000	540,000	0%
Casper Area Economic Development Authority	-	-	-	424,484	100%
Casper Area Convention and Visitors Bureau	-	34,500	34,500	-	-100%
Casper Mtn Fire District	7,500	7,500	7,500	-	-100%
Chamber of Commerce	40,500	-	-	-	0%
Community Promotions	68,311	46,179	26,493	-	-100%
Youth Empowerment Council	22,500	22,500	22,500	-	-100%
United Way Kickoff Event	3,500	3,500	3,500	-	-100%
Senior Center	42,500	55,000	55,000	-	-100%
Youth Crisis Center	54,000	60,000	60,000	-	-100%
Child Advocacy Project	36,000	40,000	40,000	-	-100%
Combat Challenge Team- Fire	13,070	-	-	-	0%
Total Other Expenses	\$ 1,350,847	\$ 1,148,919	\$ 1,131,127	\$ 1,091,484	-5%
Total Expenses	\$ 1,350,847	\$ 1,148,919	\$ 1,131,127	\$ 1,091,484	-5%

Human Resources

Function: To act as a support function to all city departments by maximizing the potential of its human resources. To help the City recruit, train and retain the people it needs to deliver high-quality services to the community.

Human Resources Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Assistant City Manager	-	1	1	-
Support Services Director	-	-	-	1
Assistant Support Services Director	-	-	1	-
Benefit Technician	1	1	1	1
Human Resources Director	1	-	-	-
Human Resources Supervisor II	1	1	1	1
Human Resources Technician	1	1	1	2
Payroll Technician	-	-	2	-
Risk Manager	-	-	-	1
Risk Management Specialist	-	-	1	1
Safety Specialist	-	-	-	1
Administrative Assistant II	1	1	1	1
Total	5	5	9	9
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Human Resources Highlights

The FY19 Budget will add a Safety Officer position to aid in Risk Management efforts.

Human Resources Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 488,456	\$ 818,356	\$ 848,355	\$ 916,855	12%
Contractual Services	41,660	83,243	82,743	76,240	-8%
Materials & Supplies	1,964	2,400	2,400	3,600	50%
Other	14,195	19,200	19,200	19,200	0%
Capital	2,922	4,350	3,850	7,000	61%
Total Expenditures	\$ 549,197	\$ 927,549	\$ 956,548	\$ 1,022,895	10%

Human Resources

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 342,976	\$ 589,892	\$ 603,787	\$ 624,913	6%
Overtime	-	-	545	-	0%
Total Salaries & Wages	\$ 342,976	\$ 589,892	\$ 604,332	\$ 624,913	6%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 9,000	100%
Federal Taxes	-	-	-	3,341	100%
Disability Leave Buy-Back	3,015	-	-	-	0%
Accrued Leave	-	-	352	-	0%
Total Other Pay	\$ 3,015	\$ -	\$ 352	\$ 12,341	100%
Benefits					
Health Insurance	\$ 64,553	\$ 101,423	\$ 114,290	\$ 131,872	30%
Other Insurance Benefits	2,623	3,215	3,698	3,418	6%
FICA/Medicare Tax	24,152	43,486	41,442	50,613	16%
Retirement Contributions	39,464	56,906	58,564	62,961	11%
Workers' Compensation	5,793	13,474	15,717	20,777	54%
Other Allowances	5,880	9,960	9,960	9,960	0%
Total Benefits	\$ 142,465	\$ 228,464	\$ 243,671	\$ 279,601	22%
Total Personnel	\$ 488,456	\$ 818,356	\$ 848,355	\$ 916,855	12%
Contractual Services					
Medical Testing Services	\$ 1,305	\$ 2,000	\$ 1,500	\$ 2,000	0%
Insurance & Bonds	5,668	14,837	14,837	18,536	25%
Telecommunications	1,728	2,056	2,056	2,104	2%
Postage/Shipping	620	500	500	1,500	200%
Printing/Reproduction	464	1,000	1,000	300	-70%
Travel & Training	2,343	2,300	2,300	2,300	0%
Association Dues	199	550	550	1,200	118%
Other Contractual	29,333	60,000	60,000	48,300	-20%
Total Contractual Services	\$ 41,660	\$ 83,243	\$ 82,743	\$ 76,240	-8%
Materials & Supplies					
Office Supplies	\$ 1,491	\$ 1,800	\$ 1,800	\$ 3,000	67%
Books, Periodicals, Maps	473	600	600	600	0%
Total Materials & Supplies	\$ 1,964	\$ 2,400	\$ 2,400	\$ 3,600	50%
Other Expenses					
Programs & Projects	\$ 14,195	\$ 19,200	\$ 19,200	\$ 19,200	0%
Total Other Expenses	\$ 14,195	\$ 19,200	\$ 19,200	\$ 19,200	0%
Capital - New					
Light Equipment	\$ 26	\$ 1,000	\$ 500	\$ 1,000	0%
Technologies	2,896	3,350	3,350	6,000	79%
Total Capital - New	\$ 2,922	\$ 4,350	\$ 3,850	\$ 7,000	61%
Total Expenses	\$ 549,197	\$ 927,549	\$ 956,548	\$ 1,022,895	10%

Information Technology

Function: To provide efficient and economical state-of-the-art computing capability of City departments within a networking system that allows interaction between work stations at various sites throughout the community.

Information Technology Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
System Analyst				3
Information Systems Manager				1
Network Engineer				1
Systems & Database Administrator				1
IT Technician II				2
Network Administrator				1
Regional GIS Administrator				1
GIS Specialist				1
Total	-	-	-	11
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Information Technology Highlights

IT will have two fewer positions in FY19 as a IT Technician II and a GIS Specialists position will be eliminated. This savings will be offset by the inclusion of maintainance agreements previously included in the capital budget. This fund is being transferred to the General Fund for FY19.

Information Technology Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ -	\$ -	\$ -	\$ 1,157,112	100%
Contractual Services	-	-	-	218,654	100%
Materials and Supplies	-	-	-	3,450	100%
Capital	-	-	-	9,000	100%
Transfers Out	-	-	-	-	0%
Total Expenditures	\$ -	\$ -	\$ -	\$ 1,388,216	100%

Information Technology

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel					
Salaries & Wages					
Full Time	\$ -	\$ -	\$ -	\$ 829,593	100%
Overtime	-	-	-	2,000	100%
Total Salaries & Wages	\$ -	\$ -	\$ -	\$ 831,593	100%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 11,000	100%
Federal Taxes	-	-	-	4,083	100%
Disability Leave Buy-Back	-	-	-	-	0%
Total Other Pay	\$ -	\$ -	\$ -	\$ 15,083	100%
Benefits					
Health Insurance	\$ -	\$ -	\$ -	\$ 135,545	100%
Other Insurance Benefits	-	-	-	3,899	100%
FICA/Medicare Tax	-	-	-	66,313	100%
Retirement Contributions	-	-	-	71,167	100%
Workers' Compensation	-	-	-	28,952	100%
Allowances - Other	-	-	-	4,560	100%
Total Benefits	\$ -	\$ -	\$ -	\$ 310,436	100%
Total Personnel	\$ -	\$ -	\$ -	\$ 1,157,112	100%
Contractual Services					
Maintenance Agreements	\$ -	\$ -	\$ -	\$ 170,650	100%
Insurance & Bonds	-	-	-	27,454	100%
Telecommunications	-	-	-	5,100	100%
Postage/Shipping	-	-	-	250	100%
Printing/Reproduction	-	-	-	600	100%
Travel & Training	-	-	-	9,300	100%
Other Contractual	-	-	-	5,000	100%
Association Dues	-	-	-	300	100%
Total Contractual Services	\$ -	\$ -	\$ -	\$ 218,654	100%
Materials & Supplies					
Office Supplies	\$ -	\$ -	\$ -	\$ 2,600	100%
Books, Periodicals, Maps	-	-	-	600	100%
Bulk Fuel	-	-	-	250	100%
Total Materials & Supplies	\$ -	\$ -	\$ -	\$ 3,450	100%
Transfer Out					
Transfer Out Health Insurance	\$ -	\$ -	\$ -	\$ -	0%
Total Transfer Out	\$ -	\$ -	\$ -	\$ -	0%
Capital - New					
Technologies	\$ -	\$ -	\$ -	\$ 9,000	100%
Total Capital - New	\$ -	\$ -	\$ -	\$ 9,000	100%
Total Expenditures	\$ -	\$ -	\$ -	\$ 1,388,216	100%

Planning

Function: To provide for the preparation of sustainable, community supported long-range plans for the physical development of the community that protects the City core and City resources, as well as coincides with the goals established by the City Council. In the short term, implement those plans through community participation and the compliance review of specific development proposals, to include annexations, replats, rezonings, conditional use permits, exceptions and site plans.

Planning Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Assistant City Manager	-	1	1	-
Administrative Assistant II	1	-	-	-
Administrative Support Tech	-	1	1	1
City Planner	1	1	1	1
Planner I	1	1	1	-
Community Development Director	1	-	-	1
Urban Renewal Planner	1	-	-	-
Community Development Technician				1
Total	5	4	4	4
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Planning Highlights

A Planner I position has been eliminated but will be replaced by a Community Development Technician position from CDBG.

Planning Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 444,280	\$ 420,420	\$ 412,116	\$ 458,312	9%
Contractual Services	56,740	75,925	76,000	61,789	-19%
Materials & Supplies	1,240	1,750	1,510	1,400	-20%
Other	8,672	5,000	5,000	5,000	0%
Capital	719	2,130	2,130	5,500	158%
Total Expenditures	\$ 511,651	\$ 505,225	\$ 496,756	\$ 532,001	5%

Planning

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 320,867	\$ 293,532	\$ 295,704	\$ 318,624	9%
Total Salaries & Wages	\$ 320,867	\$ 293,532	\$ 295,704	\$ 318,624	9%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 4,000	100%
Federal Taxes	-	-	-	1,485	100%
Disability Leave Buy-Back	3,589	-	-	-	0%
Total Other Pay	\$ 3,589	\$ -	\$ -	\$ 5,485	100%
Benefits					
Health Insurance	\$ 40,697	\$ 42,024	\$ 39,004	\$ 51,971	24%
Other Insurance Benefits	2,295	1,940	1,921	1,895	-2%
FICA/Medicare Tax	23,917	25,513	21,117	26,046	2%
Retirement Contributions	37,614	38,834	35,793	36,687	-6%
Workers' Compensation	5,341	8,617	8,617	7,644	-11%
Other Allowances	9,960	9,960	9,960	9,960	0%
Total Benefits	\$ 119,824	\$ 126,888	\$ 116,412	\$ 134,203	6%
Total Personnel	\$ 444,280	\$ 420,420	\$ 412,116	\$ 458,312	9%
Contractual Services					
Other Professional Services	\$ 5,169	\$ 12,000	\$ 12,000	\$ 9,000	-25%
Insurance & Bonds	18,353	16,081	16,081	15,627	-3%
Telecommunications	2,698	2,500	2,500	2,500	0%
Postage/Shipping	971	920	920	920	0%
Printing/Reproduction	2,073	3,500	4,500	4,500	29%
Advertising	8,812	5,500	4,500	4,500	-18%
Travel & Training	3,627	8,137	8,137	8,500	4%
Interdepartmental Services	10,428	11,145	11,145	-	-100%
Association Dues	4,051	3,300	3,375	3,400	3%
Other Contractual	558	12,842	12,842	12,842	0%
Total Contractual Services	\$ 56,740	\$ 75,925	\$ 76,000	\$ 61,789	-19%
Materials & Supplies					
Office Supplies	\$ 882	\$ 1,400	\$ 1,400	\$ 1,400	0%
Books, Periodicals, Maps	358	350	110	-	-100%
Total Materials & Supplies	\$ 1,240	\$ 1,750	\$ 1,510	\$ 1,400	-20%
Other Expenses					
Programs & Projects	\$ 8,672	\$ 5,000	\$ 5,000	\$ 5,000	0%
Total Other Expenses	\$ 8,672	\$ 5,000	\$ 5,000	\$ 5,000	0%
Capital					
Capital - New					
Technologies	\$ 719	\$ 2,130	\$ 2,130	\$ 5,500	158%
Total Capital - New	\$ 719	\$ 2,130	\$ 2,130	\$ 5,500	158%
Total Expenses	\$ 511,651	\$ 505,225	\$ 496,756	\$ 532,001	5%

Code Enforcement

Function: To promote health, safety, welfare, and beautification through proactive enforcement of building, electrical and plumbing codes and City ordinances related to weeds, trash, junk cars, dangerous buildings, and other ordinances.

Code Enforcement Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Administrative Support Tech	1	1	1	-
Building Code Enforcement Manager	1	-	-	-
Building Inspection Supervisor	-	-	1	1
Building Inspector II	6	5	4	4
Code Enforcement Inspector	3	3	2	3
Code Enforcement Supervisor II	1	1	-	-
Permit Technician	1	1	1	1
Lead Code Enforcement Inspector	-	-	1	-
Total	13	11	10	9
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Code Enforcement Highlights

An Administrative Support Technician has been eliminated.

Code Enforcement Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 932,306	\$ 849,776	\$ 819,871	\$ 822,155	-3%
Contractual Services	128,187	152,723	123,405	122,693	-20%
Materials & Supplies	13,333	12,800	12,800	13,250	4%
Other	1,819	2,800	2,800	2,800	0%
Capital	6,495	2,000	2,000	4,000	100%
Total Expenditures	\$ 1,082,140	\$ 1,020,099	\$ 960,876	\$ 964,898	-5%

Code Enforcement

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 689,573	\$ 615,300	\$ 593,747	\$ 574,732	-7%
Overtime	8	-	408	-	0%
Total Salaries & Wages	\$ 689,581	\$ 615,300	\$ 594,155	\$ 574,732	-7%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 9,000	100%
Federal Taxes	-	-	-	3,341	100%
Disability Leave Buy-Back	5,802	-	-	-	0%
Accrued Leave Payoff	-	8,236	8,236	7,831	-5%
Total Other Pay	\$ 5,802	\$ 8,236	\$ 8,236	\$ 20,172	145%
Benefits					
Health Insurance	\$ 107,789	\$ 104,575	\$ 100,177	\$ 104,104	0%
Other Insurance Benefits	4,827	3,137	3,627	2,912	-7%
FICA/Medicare Tax	50,272	47,130	43,254	46,956	0%
Retirement Contributions	57,742	51,186	49,863	49,974	-2%
Workers' Compensation	11,253	15,712	16,209	18,805	20%
Other Allowances	5,040	4,500	4,350	4,500	0%
Total Benefits	\$ 236,923	\$ 226,240	\$ 217,480	\$ 227,251	0%
Total Personnel	\$ 932,306	\$ 849,776	\$ 819,871	\$ 822,155	-3%
Contractual Services					
Nuisance Abatement	\$ 46,694	\$ 64,318	\$ 35,000	\$ 40,000	-38%
Insurance & Bonds	24,099	23,070	23,070	40,029	74%
Telecommunications	6,232	7,000	7,000	7,000	0%
Postage/Shipping	3,942	4,000	4,000	4,000	0%
Printing/Reproduction	4,172	4,000	4,000	4,000	0%
Travel & Training	1,733	2,000	2,000	6,400	220%
Interdepartmental Services	31,473	35,135	35,135	8,764	-75%
Association Dues	560	1,200	1,200	500	-58%
Other Contractual	9,282	12,000	12,000	12,000	0%
Total Contractual Services	\$ 128,187	\$ 152,723	\$ 123,405	\$ 122,693	-20%
Materials & Supplies					
Office Supplies	\$ 3,402	\$ 1,800	\$ 1,800	\$ 1,800	0%
Books, Periodicals, Maps	1,032	1,000	1,000	1,650	65%
Uniforms	-	1,000	1,000	800	-20%
Bulk Fuel	8,899	9,000	9,000	9,000	0%
Total Materials & Supplies	\$ 13,333	\$ 12,800	\$ 12,800	\$ 13,250	4%
Other Expenses					
Programs & Projects	\$ 1,819	\$ 2,800	\$ 2,800	\$ 2,800	0%
Total Other Expenses	\$ 1,819	\$ 2,800	\$ 2,800	\$ 2,800	0%
Capital - Replacement					
Technologies	\$ 6,495	\$ 2,000	\$ 2,000	\$ 4,000	100%
Total Capital - Replacement	\$ 6,495	\$ 2,000	\$ 2,000	\$ 4,000	100%
Total Expenses	\$ 1,082,140	\$ 1,020,099	\$ 960,876	\$ 964,898	-5%

Police

Function: to provide professional and progressive police services to enhance the quality of life in our community.

Police Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Sworn				
Police Chief	1	1	1	1
Police Captain	2	1	1	2
Police Lieutenant	4	3	4	4
Police Sergeant	12	12	12	13
Police Officer	81	80	80	82
Total Sworn	100	97	98	102
Non-Sworn				
Administrative Assistant I	1	1	1	1
Administrative Assistant II	1	1	1	1
Community Services Coordinator	1	1	1	1
Community Services Officer	4	3	4	4
Crime Analysis Technician	1	1	1	1
Police Administrative Technician	1	1	1	-
Police Fleet Coordinator	-	1	1	1
Lead Police Records Clerk	1	-	-	1
Police Records Clerks	3	4	4	5
Police Support Services Manager	-	-	1	-
Police Services & Technologies Man	1	1	1	-
Property Evidence Technician I	1	1	1	2
Property Evidence Technician II	1	1	1	-
Administrative Support Tech	1	1	1	1
Victim Services Specialist	1	1	1	1
Animal Protection Officer I	-	-	-	2
Animal Protection Officer II	-	-	-	4
Metro Animal Srv Supervisor II	-	-	-	1
Total Non-Sworn	18	18	20	26
Total	118	115	118	128
Part Time Employees (Budget)	\$ 17,414	\$ 29,753	\$ 48,743	\$ 30,737

Police Highlights

The Police budget for FY19 will increase due to the addition of a Sergeant, two Police Officers, a Lead Police Records Clerk and a Police Records Clerk. The two Police Officers will be school resource officers. Additional increases are due to the transfer of six Animal Protection Officers and a Supervisor from Metro Animal Control to move Animal Control under the jurisdiction of the Police Department. Funding for Overtime, Travel and Training and other areas have transferred over to support the Animal Control employees.

Police Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 9,625,249	\$ 9,531,390	\$ 9,245,705	\$ 11,311,512	19%
Contractual Services	2,660,809	2,803,892	2,455,472	2,373,691	-15%
Materials & Supplies	292,780	283,756	270,775	309,306	9%
Capital	22,876	30,000	29,200	92,500	208%
Total Expenditures	\$ 12,601,714	\$ 12,649,038	\$ 12,001,152	\$ 14,087,009	11%

Police

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 7,132,184	\$ 6,968,693	\$ 6,739,885	\$ 7,990,947	15%
Part Time	29,753	48,743	52,322	30,737	-37%
Overtime	166,285	258,151	265,259	310,080	20%
Holiday Pay	47,664	63,625	34,467	64,898	2%
Total Salaries & Wages	\$ 7,375,886	\$ 7,339,212	\$ 7,091,933	\$ 8,396,662	14%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 113,000	100%
Federal Taxes	-	-	-	38,690	100%
Court Pay	38,212	43,881	25,084	44,759	2%
Contract Wages	31,374	29,855	29,099	30,452	2%
Disability Leave Buy-Back	61,168	-	-	-	0%
Accrued Leave Payoff	48,358	19,472	35,426	19,472	0%
Total Other Pay	\$ 179,112	\$ 93,208	\$ 89,609	\$ 246,373	164%
Benefits					
Health Insurance	\$ 1,031,064	\$ 1,008,850	\$ 996,771	\$ 1,392,494	38%
Other Insurance Benefits	49,276	33,840	44,133	40,509	20%
FICA/Medicare Tax	166,476	174,930	156,582	211,645	21%
Retirement Contributions	659,766	642,588	617,791	737,798	15%
Unemployment Compensation	2,464	-	-	-	0%
Workers' Compensation	133,404	208,262	221,104	279,031	34%
Other Allowances	23,375	23,500	20,800	-	-100%
Clothing Allowance	4,426	7,000	6,982	7,000	0%
Total Benefits	\$ 2,070,251	\$ 2,098,970	\$ 2,064,163	\$ 2,668,477	27%
Total Personnel	\$ 9,625,249	\$ 9,531,390	\$ 9,245,705	\$ 11,311,512	19%
Contractual Services					
Medical Testing Services	\$ 12,519	\$ 7,000	\$ 4,866	\$ 7,000	0%
Investigation Services	12,908	17,000	1,550	17,000	0%
Recruitment Services	9,460	15,000	17,525	20,000	33%
Prisoner Care - Adult	1,539,878	1,550,000	1,190,368	1,148,000	-26%
Prisoner Care - Juvenile	97,500	90,000	90,000	90,000	0%
Energy- Electricity	3,832	4,300	3,250	4,300	0%
Building Rent	152,739	125,000	121,500	130,000	4%
Insurance & Bonds	294,414	312,579	312,950	365,925	17%
Telecommunications	104,870	80,000	82,000	111,000	39%
Radio	11,504	10,500	7,500	10,500	0%
Postage/Shipping	5,025	5,500	4,200	5,500	0%
Printing/Reproduction	8,032	6,500	7,800	6,500	0%
Travel & Training	67,063	200,000	198,000	205,000	3%
Interdepartmental Services	244,649	261,963	261,963	114,066	-56%
Other Contractual	96,416	118,550	152,000	138,900	17%
Total Contractual Services	\$ 2,660,809	\$ 2,803,892	\$ 2,455,472	\$ 2,373,691	-15%
Materials & Supplies					
Office Supplies	\$ 16,342	\$ 17,600	\$ 15,800	\$ 17,600	0%
Operating Supplies	43,224	30,000	29,500	35,000	17%
Other Materials & Supplies	36,973	35,300	35,000	40,850	16%
Uniforms	52,229	70,000	59,525	72,500	4%
Evidence Supplies	10,655	11,000	10,950	11,000	0%
Bulk Fuel	133,357	119,856	120,000	132,356	10%
Total Materials & Supplies	\$ 292,780	\$ 283,756	\$ 270,775	\$ 309,306	9%
Capital - Replacement					
Light Equipment	\$ 2,410	\$ 5,000	\$ 4,200	\$ 41,000	720%
Technologies	20,466	25,000	25,000	51,500	106%
Total Capital - Replacement	\$ 22,876	\$ 30,000	\$ 29,200	\$ 92,500	208%
Total Expenses	\$ 12,601,714	\$ 12,649,038	\$ 12,001,152	\$ 14,087,009	11%

Fire-EMS

Function: To consistently improve the health and safety of the community with skill and compassion.

Fire Staffing Summary				
	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Sworn				
Fire Chief	1	1	1	1
Fire Division Chief	3	3	3	2
Battalion Chief	3	3	3	3
Fire Captain	15	15	15	15
Fire Engineer	21	20	21	21
Community Risk Reduction Officer I	-	1	-	2
Community Risk Reduction Officer II	7	4	3	2
Firefighter	23	25	26	25
Firefighter Trainee	4	2	1	2
Total Sworn	77	74	73	73
Non-Sworn				
Administrative Support Tech	-	1	1	-
Administrative Assistant II	1	-	-	-
GIS Analyst/Records Specialist	1	1	1	1
Total Non-Sworn	2	2	2	1
Total	79	76	75	74
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Fire-EMS Highlights

The Accrued Leave budget has been increased to account for the increased number of employees eligible for retirement.

Fire Budget Summary					
	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 7,525,658	\$ 7,980,575	\$ 7,806,715	\$ 8,305,937	4%
Contractual Services	644,060	702,155	671,955	698,791	0%
Materials & Supplies	228,545	240,900	240,900	230,900	-4%
Capital	44,603	25,000	25,000	37,000	48%
Total Expenditures	\$ 8,442,866	\$ 8,948,630	\$ 8,744,570	\$ 9,272,628	4%

Fire-EMS

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 5,180,431	\$ 5,233,965	\$ 5,125,237	\$ 5,225,120	0%
Overtime	167,978	250,729	277,323	281,418	12%
Overtime - Scheduled	361,744	370,168	371,633	374,982	1%
Holiday Pay	104,384	130,000	109,000	131,529	1%
Total Salaries & Wages	\$ 5,814,537	\$ 5,984,862	\$ 5,883,193	\$ 6,013,049	0%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 72,000	100%
Federal Taxes	-	-	-	24,473	100%
Disability Leave Buy-Back	8,433	-	-	-	0%
Accrued Leave Payoff	4,222	60,000	70,374	180,000	200%
Total Other Pay	\$ 12,655	\$ 60,000	\$ 70,374	\$ 276,473	361%
Benefits					
Health Insurance	\$ 754,517	\$ 778,904	\$ 797,923	\$ 890,773	14%
Other Insurance Benefits	12,490	11,723	11,253	11,666	0%
FICA/Medicare Tax	84,299	103,203	77,548	94,996	-8%
Retirement Contributions	667,381	788,348	709,300	752,183	-5%
Retirement Health Contributions	34,386	33,000	36,108	33,000	0%
Workers' Compensation	111,096	195,803	194,743	214,597	10%
Deferred Compensation	20,994	10,452	9,648	-	-100%
Other Allowances	13,303	14,280	16,625	19,200	34%
Total Benefits	\$ 1,698,466	\$ 1,935,713	\$ 1,853,148	\$ 2,016,415	4%
Total Personnel	\$ 7,525,658	\$ 7,980,575	\$ 7,806,715	\$ 8,305,937	4%
Contractual Services					
Medical Testing Services	\$ 20,098	\$ 39,500	\$ 39,500	\$ 39,500	0%
Water	7,087	8,000	8,000	16,279	103%
Energy - Electricity	35,101	43,000	43,000	43,000	0%
Energy - Natural Gas	13,152	20,000	20,000	20,000	0%
Equipment Repairs	40,338	40,800	40,800	40,800	0%
Maintenance Agreements	26,559	31,200	31,200	31,200	0%
Insurance & Bonds	205,917	191,516	191,516	220,353	15%
Telecommunications	55,679	49,000	49,000	49,000	0%
Postage/Shipping	959	1,100	1,100	1,100	0%
Printing/Reproduction	2,605	3,000	3,000	3,000	0%
Advertising	1,159	750	750	750	0%
Travel & Training	35,209	70,200	40,000	45,000	-36%
Interdepartmental Services	198,313	201,589	201,589	186,309	-8%
Association Dues	1,884	2,500	2,500	2,500	0%
Total Contractual Services	\$ 644,060	\$ 702,155	\$ 671,955	\$ 698,791	0%
Materials & Supplies					
Office Supplies	\$ 3,743	\$ 4,900	\$ 4,900	\$ 4,900	0%
Operating Supplies	86,743	99,500	99,500	71,000	-29%
Uniforms	58,937	52,000	52,000	52,000	0%
Books, Periodicals and Maps	-	-	-	4,500	100%
Custodial Supplies	13,969	16,500	16,500	16,500	0%
Safety Supplies	-	-	-	15,000	100%
Training Supplies	17,411	18,000	18,000	17,000	-6%
Bulk Fuel	47,742	50,000	50,000	50,000	0%
Total Materials & Supplies	\$ 228,545	\$ 240,900	\$ 240,900	\$ 230,900	-4%
Capital - New					
Light Equipment	\$ 19,758	\$ 10,000	\$ 10,000	\$ 22,000	120%
Technologies	24,845	15,000	15,000	15,000	0%
Total Capital - New	\$ 44,603	\$ 25,000	\$ 25,000	\$ 37,000	48%
Total Expenses	\$ 8,442,866	\$ 8,948,630	\$ 8,744,570	\$ 9,272,628	4%

Engineering

Function: To enhance community livability by providing stewardship of the public infrastructure and community environment through professional oversight of infrastructure construction projects and management of infrastructure impacts.

Engineering Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Administrative Services Tech	1	1	1	1
Administrative Assistant I	-	1	-	-
Administrative Assistant II	1	-	1	1
Associate Engineer	3	3	3	3
City Engineer	1	1	-	-
City Surveyor	1	-	-	-
Engineering Technician I	1	1	1	1
Engineering Technician II	2	2	2	2
Public Services Director	1	1	1	1
Asst Public Services Director	1	-	-	-
Special Projects Coordinator	-	1	1	-
Total	12	11	10	9
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Engineering Highlights

The FY19 budget includes the transfer of a Special Projects Coordinator to the City Manager's Office.

Engineering Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 846,513	\$ 844,354	\$ 846,309	\$ 866,711	3%
Contractual Services	42,835	46,967	43,965	37,216	-21%
Materials & Supplies	8,178	10,100	9,000	10,100	0%
Capital	6,393	5,000	5,000	11,600	132%
Total Expenditures	\$ 903,919	\$ 906,421	\$ 904,274	\$ 925,627	2%

Engineering

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 621,789	\$ 632,018	\$ 644,573	\$ 648,552	3%
Overtime	38	-	-	-	0%
Total Salaries & Wages	\$ 621,827	\$ 632,018	\$ 644,573	\$ 648,552	3%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 9,000	100%
Federal Taxes	-	-	-	3,341	100%
Disability Leave Buy-Back	6,158	-	-	-	0%
Total Other Pay	\$ 6,158	\$ -	\$ -	\$ 12,341	100%
Benefits					
Health Insurance	\$ 72,474	\$ 73,722	\$ 61,033	\$ 58,341	-21%
Other Insurance Benefits	5,037	3,406	4,121	3,540	4%
FICA/Medicare Tax	51,573	49,563	45,334	52,084	5%
Retirement Contributions	68,563	60,928	64,410	65,532	8%
Workers' Compensation	13,981	17,817	20,352	19,901	12%
Other Allowances	6,900	6,900	6,486	6,420	-7%
Total Benefits	\$ 218,528	\$ 212,336	\$ 201,736	\$ 205,818	-3%
Total Personnel	\$ 846,513	\$ 844,354	\$ 846,309	\$ 866,711	3%
Contractual Services					
Engineering Services	\$ 7,269	\$ 7,500	\$ 7,500	\$ 7,500	0%
Insurance & Bonds	21,478	22,541	22,541	18,162	-19%
Telecommunications	3,858	3,902	3,900	3,900	0%
Postage/Shipping	585	1,000	500	500	-50%
Printing/Reproduction	350	-	-	-	0%
Travel & Training	802	2,200	200	2,200	0%
Interdepartmental Services	6,520	7,324	7,324	2,454	-66%
Association Dues	1,973	2,500	2,000	2,500	0%
Total Contractual Services	\$ 42,835	\$ 46,967	\$ 43,965	\$ 37,216	-21%
Materials & Supplies					
Other Materials & Supplies	\$ 6,134	\$ 6,000	\$ 6,000	\$ 6,000	0%
Books, Periodicals, Maps	-	600	-	600	0%
Safety Equipment/Supplies	168	500	-	500	0%
Bulk Fuel	1,876	3,000	3,000	3,000	0%
Total Materials & Supplies	\$ 8,178	\$ 10,100	\$ 9,000	\$ 10,100	0%
Capital - New					
Technologies	\$ 6,393	\$ 5,000	\$ 5,000	\$ 11,600	132%
Total Capital - New	\$ 6,393	\$ 5,000	\$ 5,000	\$ 11,600	132%
Total Expenses	\$ 903,919	\$ 906,421	\$ 904,274	\$ 925,627	2%

Streets

Function: To maintain a safe, efficient, connected and comprehensive City street and traffic system for all users.

Streets Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Streets Program				
Asst Public Svcs Dir - Streets/Parks	-	1	-	-
Streets & Traffic Manager	1	1	1	1
Street Supervisor II	3	3	3	3
Traffic Supervisor	1	1	1	-
Equipment Operator I	12	9	9	5
Equipment Operator II	12	8	8	8
Signal Tech	2	1	1	1
Total	31	24	23	18
Part Time Employees (Budget)	\$ 9,332	\$ 968	\$ -	\$ -

Streets Highlights

Personnel continues to decrease due to elimination of the Traffic Supervisor position and the transfer of two Equipment Operator positions to Refuse. Also, Ice Control Supplies have been decreased.

Streets Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 1,854,485	\$ 1,653,820	\$ 1,557,761	\$ 1,656,163	0%
Contractual Services	1,221,000	1,446,394	1,420,115	1,293,729	-11%
Materials & Supplies	544,848	1,044,400	902,923	942,000	-10%
Capital	-	3,000	3,000	8,450	182%
Total Expenditures	\$ 3,620,333	\$ 4,147,614	\$ 3,883,799	\$ 3,900,342	-6%

Streets

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 1,270,331	\$ 1,079,947	\$ 1,052,953	\$ 1,057,980	-2%
Part Time	968	-	-	-	0%
Overtime	2,597	70,619	40,992	72,030	2%
Total Salaries & Wages	\$ 1,273,896	\$ 1,150,566	\$ 1,093,945	\$ 1,130,010	-2%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 18,000	100%
Federal Taxes	-	-	-	6,681	100%
Disability Leave Buy-Back	8,027	-	-	-	0%
Accrued Leave Payoff	585	2,720	3,660	2,720	0%
Total Other Pay	\$ 8,612	\$ 2,720	\$ 3,660	\$ 27,401	907%
Benefits					
Health Insurance	\$ 328,700	\$ 267,315	\$ 245,667	\$ 256,789	-4%
Other Insurance Benefits	8,949	5,236	6,714	5,477	5%
FICA/Medicare Tax	93,702	88,861	78,602	91,383	3%
Retirement Contributions	108,071	96,531	83,642	97,172	1%
Workers' Compensation	25,712	34,266	39,475	39,606	16%
Other Allowances	6,000	6,000	5,540	6,000	0%
Clothing Allowance	843	2,325	516	2,325	0%
Total Benefits	\$ 571,977	\$ 500,534	\$ 460,156	\$ 498,752	0%
Total Personnel	\$ 1,854,485	\$ 1,653,820	\$ 1,557,761	\$ 1,656,163	0%
Contractual Services					
Water	\$ 194	\$ 200	\$ 200	\$ 450	125%
Energy - Electricity	570,414	638,000	638,000	638,000	0%
Insurance & Bonds	111,586	113,289	113,289	104,670	-8%
Telecommunications	5,446	9,309	5,000	7,600	-18%
Travel & Training	2,636	4,000	4,000	6,650	66%
Interdepartmental Services	478,206	582,626	582,626	456,359	-22%
Other Contractual	52,518	98,970	77,000	80,000	-19%
Total Contractual Services	\$ 1,221,000	\$ 1,446,394	\$ 1,420,115	\$ 1,293,729	-11%
Materials & Supplies					
Office Supplies	\$ 1,785	\$ 2,500	\$ 1,900	\$ 2,000	-20%
Operating & Other Supplies	13,449	40,000	30,000	30,000	-25%
Uniforms	9,019	9,500	5,123	7,000	-26%
Safety Equipment/Supplies	2,907	3,500	3,000	3,000	-14%
Paint, Sign & Signal Supplies	90,383	120,000	90,000	90,000	-25%
Traffic Signal Supplies	38,204	40,000	35,000	40,000	0%
Hot Mix	228,643	229,450	200,000	230,000	0%
Ice Control Supplies	-	450,000	400,000	400,000	-11%
Bulk Fuel	130,226	140,000	130,000	140,000	0%
Concrete	30,232	9,450	7,900	-	-100%
Total Materials & Supplies	\$ 544,848	\$ 1,044,400	\$ 902,923	\$ 942,000	-10%
Capital - Replacement					
Technologies	\$ -	\$ 3,000	\$ 3,000	\$ 8,450	182%
Total Capital - Replacement	\$ -	\$ 3,000	\$ 3,000	\$ 8,450	182%
Total Expenses	\$ 3,620,333	\$ 4,147,614	\$ 3,883,799	\$ 3,900,342	-6%

Cemetery

Function: To provide interment services at Highland Park Cemetery.

Cemetery Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Cemetery Supervisor II	1	1	1	1
Equipment Operator I	2	2	1	1
Total	3	3	2	2
Part Time Employees (Budget)	\$ 50,325	\$ 49,166	\$ 32,806	\$ 28,704

Cemetery Highlights

Overall, costs have remained steady.

Cemetery Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 223,347	\$ 200,525	\$ 202,138	\$ 205,682	3%
Contractual Services	132,024	136,477	134,980	132,687	-3%
Materials & Supplies	17,771	18,500	16,860	18,500	0%
Capital	-	-	-	1,200	100%
Total Expenditures	\$ 373,142	\$ 355,502	\$ 353,978	\$ 358,069	1%

Cemetery

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 116,743	\$ 116,080	\$ 117,935	\$ 119,369	3%
Part Time	49,166	32,806	31,508	28,704	-13%
Overtime	985	734	1,645	734	0%
Total Salaries & Wages	\$ 166,894	\$ 149,620	\$ 151,088	\$ 148,807	-1%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 2,000	100%
Federal Taxes	-	-	-	742	100%
Disability Leave Buy-Back	4,909	496	496	-	-100%
Accrued Leave	969	-	-	-	0%
Total Other Pay	\$ 5,878	\$ 496	\$ 496	\$ 2,742	453%
Benefits					
Health Insurance	\$ 22,801	\$ 23,115	\$ 23,609	\$ 24,810	7%
Other Insurance Benefits	858	586	718	606	3%
FICA/Medicare Tax	12,535	11,553	10,611	11,936	3%
Retirement Contributions	9,868	9,819	9,895	10,303	5%
Workers' Compensation	3,960	4,456	4,991	5,198	17%
Other Allowances	480	480	480	480	0%
Clothing Allowance	73	400	250	800	100%
Total Benefits	\$ 50,575	\$ 50,409	\$ 50,554	\$ 54,133	7%
Total Personnel	\$ 223,347	\$ 200,525	\$ 202,138	\$ 205,682	3%
Contractual Services					
Water	\$ 88,664	\$ 88,000	\$ 87,000	\$ 88,000	0%
Energy - Electricity	2,583	3,149	2,600	2,600	-17%
Energy - Natural Gas	1,743	2,060	1,800	2,000	-3%
Insurance & Bonds	13,128	13,208	13,208	17,426	32%
Telecommunications	2,295	1,500	1,812	1,800	20%
Travel & Training	80	100	100	100	0%
Interdepartmental Services	23,531	28,460	28,460	20,761	-27%
Total Contractual Services	\$ 132,024	\$ 136,477	\$ 134,980	\$ 132,687	-3%
Materials & Supplies					
Other Materials & Supplies	\$ 12,816	\$ 12,000	\$ 10,500	\$ 12,000	0%
Safety Equipment and Supplies	-	1,500	1,400	1,500	0%
Bulk Fuel	4,955	5,000	4,960	5,000	0%
Total Materials & Supplies	\$ 17,771	\$ 18,500	\$ 16,860	\$ 18,500	0%
Capital - New					
Technologies	\$ -	\$ -	\$ -	\$ 1,200	100%
Total Capital - New	\$ -	\$ -	\$ -	\$ 1,200	100%
Total Expenses	\$ 373,142	\$ 355,502	\$ 353,978	\$ 358,069	1%

Fort Caspar Museum

Function: To educate visitors about the cultural history of Fort Caspar, the City of Casper, Natrona County and central Wyoming, by acquiring and exhibiting artifacts, interpreting historic buildings, and offering school and public programs.

Fort Caspar Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Museum Supervisor II	1	1	1	1
Museum Curator	2	2	1	1
Administrative Assistant II	1	1	1	1
Total	4	4	3	3
Part Time Employees (Budget)	\$ 14,178	\$ 15,256	\$ 17,800	\$ 18,506

Fort Caspar Museum Highlights

Overall, costs have remained steady.

Fort Caspar Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 308,110	\$ 276,359	\$ 275,176	\$ 294,749	7%
Contractual Services	69,069	68,186	68,036	63,497	-7%
Materials & Supplies	30,123	25,250	30,250	33,500	33%
Other	3,812	4,000	4,000	4,000	0%
Capital	6,483	8,000	9,374	11,800	48%
Total Expenditures	\$ 417,597	\$ 381,795	\$ 386,836	\$ 407,546	7%

Fort Caspar Museum

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 216,930	\$ 192,285	\$ 192,411	\$ 196,131	2%
Part Time	15,256	17,800	16,848	18,506	4%
Overtime	568	734	439	734	0%
Total Salaries & Wages	\$ 232,754	\$ 210,819	\$ 209,698	\$ 215,371	2%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 3,000	100%
Federal Taxes	-	-	-	1,114	100%
Disability Leave Buy-Back	3,080	-	-	-	0%
Accrued Leave	3,653	-	-	-	0%
Total Other Pay	\$ 6,733	\$ -	\$ -	\$ 4,114	100%
Benefits					
Health Insurance	\$ 27,344	\$ 25,974	\$ 26,612	\$ 33,734	30%
Other Insurance Benefits	1,407	966	1,150	980	1%
FICA/Medicare Tax	17,500	15,990	14,785	17,194	8%
Retirement Contributions	16,859	15,965	16,113	16,887	6%
Workers' Compensation	5,033	6,165	6,338	5,989	-3%
Other Allowances	480	480	480	480	0%
Total Benefits	\$ 68,623	\$ 65,540	\$ 65,478	\$ 75,264	15%
Total Personnel	\$ 308,110	\$ 276,359	\$ 275,176	\$ 294,749	7%
Contractual Services					
Water	\$ 2,436	\$ 2,500	\$ 2,500	\$ 2,500	0%
Energy - Electricity	9,212	9,927	9,927	9,950	0%
Energy - Natural Gas	3,614	3,708	3,708	3,800	2%
Maintenance Agreements	203	300	300	250	-17%
Alarm	2,318	2,500	2,500	2,500	0%
Insurance & Bonds	9,265	8,405	8,405	9,050	8%
Telecommunications	1,720	1,780	1,780	1,700	-4%
Postage/Shipping	252	400	250	300	-25%
Printing/Reproduction	1,053	1,000	1,000	1,000	0%
Advertising	2,000	2,000	2,000	2,000	0%
Travel & Training	906	3,400	3,400	3,400	0%
Interdepartmental Services	18,600	19,966	19,966	14,747	-26%
Admin/Mgmt Fees	9,132	-	-	-	0%
Other Contractual	8,358	12,300	12,300	12,300	0%
Total Contractual Services	\$ 69,069	\$ 68,186	\$ 68,036	\$ 63,497	-7%
Materials & Supplies					
Office Supplies	\$ 440	\$ 500	\$ 500	\$ 750	50%
Operating Supplies	1,848	1,500	1,500	4,500	200%
Resale Supplies	27,404	22,000	27,000	27,000	23%
Uniforms	-	500	500	500	0%
Program Supplies	431	750	750	750	0%
Total Materials & Supplies	\$ 30,123	\$ 25,250	\$ 30,250	\$ 33,500	33%
Other Expenses					
Programs & Projects	\$ 223	\$ 500	\$ 500	\$ 500	0%
Sales Tax	3,250	3,500	3,500	3,500	0%
Over/(Short)	339	-	-	-	0%
Total Other Expenses	\$ 3,812	\$ 4,000	\$ 4,000	\$ 4,000	0%
Capital - New					
Technologies	\$ 6,483	\$ 8,000	\$ 9,374	\$ 11,800	48%
Total Capital - New	\$ 6,483	\$ 8,000	\$ 9,374	\$ 11,800	48%
Total Expenses	\$ 417,597	\$ 381,795	\$ 386,836	\$ 407,546	7%

Parks

Function: To enhance community livability by providing stewardship of public parks and open spaces, drainage ways, athletic fields, trails, and beautification zones.

Parks Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Parks and Recreation Director	-	-	-	1
Parks Manager	1	1	1	1
Parks Supervisor II	3	3	3	3
Parks Crew Leader	1	1	1	1
Municipal Worker I	1	1	-	2
Municipal Worker II	9	7	7	3
Municipal Worker III	3	4	4	4
Equipment Operator II	1	-	-	-
Administrative Assistant II	1	1	1	1
Community Service Coordinator	1	1	1	1
Parks & Recreation Worker	2	2	2	1
Total	23	21	20	18

Part Time Employees (Budget) \$ 120,934 \$ 90,691 \$ 93,225 \$ 104,163

Parks Highlights

Personnel will decrease as one position was transferred to Refuse. Part Time labor will be increased to make up for the transfer of personnel.

Parks Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenditures					
Personnel	\$ 1,547,317	\$ 1,551,908	\$ 1,604,278	\$ 1,618,692	4%
Contractual Services	868,103	821,371	799,348	767,524	-7%
Materials & Supplies	108,524	112,450	109,563	112,450	0%
Other	9,662	23,172	18,000	17,800	-23%
Capital	1,125	6,500	6,400	12,100	86%
Total Expenditures	\$ 2,534,731	\$ 2,515,401	\$ 2,537,589	\$ 2,528,566	1%

Parks

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 1,036,017	\$ 1,027,193	\$ 1,064,790	\$ 1,009,970	-2%
Part Time	90,691	93,225	79,124	104,163	12%
Overtime	9,565	7,547	10,199	11,422	51%
Total Salaries & Wages	\$ 1,136,273	\$ 1,127,965	\$ 1,154,113	\$ 1,125,555	0%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 18,000	100%
Federal Taxes	-	-	-	6,681	100%
Disability Leave Buy-Back	9,459	-	-	-	0%
Accrued Leave Payoff	766	-	-	-	0%
Total Other Pay	\$ 10,225	\$ -	\$ -	\$ 24,681	100%
Benefits					
Health Insurance	\$ 193,170	\$ 205,878	\$ 222,585	\$ 225,372	9%
Other Insurance Benefits	7,701	5,376	6,976	5,532	3%
FICA/Medicare Tax	84,524	87,038	83,183	91,149	5%
Retirement Contributions	87,615	86,801	94,056	95,992	11%
Unemployment Compensation	784	-	-	-	0%
Workers' Compensation	20,711	32,330	34,438	38,011	18%
Other Allowances	5,520	5,520	8,215	11,400	107%
Clothing Allowance	794	1,000	712	1,000	0%
Total Benefits	\$ 400,819	\$ 423,943	\$ 450,165	\$ 468,456	10%
Total Personnel	\$ 1,547,317	\$ 1,551,908	\$ 1,604,278	\$ 1,618,692	4%
Contractual Services					
Water	\$ 337,248	\$ 300,000	\$ 262,929	\$ 300,000	0%
Energy - Electricity	104,866	90,000	105,701	85,800	-5%
Energy - Natural Gas	6,455	288	1,236	1,200	317%
Equipment Rental	51,598	46,052	46,000	47,000	2%
Insurance & Bonds	81,425	79,099	79,099	83,878	6%
Telecommunications	6,101	6,671	5,622	6,000	-10%
Travel & Training	2,547	2,800	2,800	2,800	0%
Interdepartmental Services	260,641	281,961	281,961	226,346	-20%
Balefill	3,650	-	-	-	0%
Other Contractual	13,572	14,500	14,000	14,500	0%
Total Contractual Services	\$ 868,103	\$ 821,371	\$ 799,348	\$ 767,524	-7%
Materials & Supplies					
Safety Supplies	\$ 2,499	\$ 2,500	\$ 2,500	\$ 2,500	0%
Other Materials & Supplies	59,776	59,950	60,740	59,950	0%
Bulk Fuel	46,249	50,000	46,323	50,000	0%
Total Materials & Supplies	\$ 108,524	\$ 112,450	\$ 109,563	\$ 112,450	0%
Other Expenses					
Keep Casper Beautiful	\$ 9,662	\$ 23,172	\$ 18,000	\$ 17,800	-23%
Total Other Expenses	\$ 9,662	\$ 23,172	\$ 18,000	\$ 17,800	-23%
Capital - New					
Buildings	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	0%
Total Capital - New	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	0%
Capital - Replacement					
Technologies	\$ 1,125	\$ 1,500	\$ 1,400	\$ 7,100	373%
Total Capital - New	\$ 1,125	\$ 1,500	\$ 1,400	\$ 7,100	373%
Total Expenses	\$ 2,534,731	\$ 2,515,401	\$ 2,537,589	\$ 2,528,566	1%

Transfers Out

Transfers Out Highlights

Included in transfers out is a transfer to the Perpetual Care Fund needed to supplement the interest earnings of the Operations Account. To simplify the transfer schedule, all operations funded by Perpetual Care interest earnings are now shown in that fund.

	General Fund Transfers Out Budget				% ▲
	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	
Expenses					
Transfers Out					
Transfers for Operations					
Ongoing					
Hogadon	\$ 392,808	\$ 345,424	\$ 270,652	\$ -	-100%
Community Development Block Grant	16,957	21,408	23,246	-	-100%
Transit Services	312,451	381,606	313,000	200,000	-48%
Metropolitan Planning Organization	57,553	77,188	32,000	75,563	-2%
Information Technology	627,380	634,711	634,711	-	-100%
Perpetual Care**	1,710,651	1,692,894	1,837,504	2,280,532	35%
Metro Animal Control	753,965	921,436	920,032	480,615	-48%
PSCC	988,835	1,009,031	809,939	1,206,478	20%
Transfers for Operations - Ongoing	\$ 4,860,600	\$ 5,083,698	\$ 4,841,084	\$ 4,243,188	-17%
One-Time					
Variable Events Fund	\$ 475,309	\$ 106,104	\$ 106,104	\$ -	-100%
Recapitalize Casper Events Center	-	-	937,931	-	0%
Recapitalize Hogadon	-	-	91,425	-	0%
Health Insurance Fund	-	500,714	500,714	225,000	-55%
Transfers for Operations - One-Time	\$ 475,309	\$ 606,818	\$ 1,636,174	\$ 225,000	-63%
Total Transfers Out	\$ 5,335,909	\$ 5,690,516	\$ 6,477,258	\$ 4,468,188	-21%
Total Expenses	\$ 5,335,909	\$ 5,690,516	\$ 6,477,258	\$ 4,468,188	-21%

**Perpetual Care supports the Events Center, Aquatics, Recreation Center, Ice Arena, Hogadon, City Campus, and Buildings & Structures

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Capital Funds Summary

Budget Summary by Category

Capital Funds Summary by Category

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Taxes	\$ 13,026,713	\$ 12,000,000	\$ 14,499,564	\$ 14,436,000	20%
Miscellaneous	486,850	512,570	288,128	185,334	-64%
Transfer In	16,429,109	16,739,796	7,408,197	-	-100%
Grants	1,255,191	-	845,515	-	0%
Total Revenues	\$ 31,197,863	\$ 29,252,366	\$ 23,041,404	\$ 14,621,334	-50%
Expenditures					
Contractual Services	\$ 973,265	\$ 2,622,282	\$ 1,915,211	\$ 1,824,268	-30%
Capital	19,815,939	29,344,209	8,598,885	11,804,668	-60%
Other	432,750	-	-	-	0%
Transfers Out	18,893,849	19,954,536	10,622,937	3,370,569	-83%
Total Expenditures	\$ 40,115,803	\$ 51,921,027	\$ 21,137,033	\$ 16,999,505	-67%
Net All Capital Funds	\$ (8,917,940)	\$ (22,668,661)	\$ 1,904,371	\$ (2,378,171)	90%

Capital Funds Summary

Budget Summary by Fund

	Capital Funds Summary by Fund				% ▲
	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	
Capital Projects Fund					
Revenues	\$ 16,487,532	\$ 14,883,852	\$ 6,649,107	\$ 14,594,646	-2%
Expenditures	18,859,409	26,946,257	6,966,163	16,990,971	-37%
Net	(2,371,877)	(12,062,405)	(317,056)	(2,396,325)	80%
Capital Equipment Fund					
Revenues	1,525,425	1,988,373	1,654,580	-	-100%
Expenditures	963,002	2,406,171	1,643,328	-	-100%
Net	562,423	(417,798)	11,252	-	100%
One Cent #13 Sales Tax Fund					
Revenues	10,417	40,244	4,504	-	-100%
Expenditures	797,598	1,002,498	142,462	-	-100%
Net	(787,181)	(962,254)	(137,958)	-	100%
One Cent #14 Sales Tax Fund					
Revenues	69,809	106,411	134,356	-	-100%
Expenditures	7,736,599	5,008,837	2,416,888	-	-100%
Net	(7,666,790)	(4,902,426)	(2,282,532)	-	100%
One Cent #15 Sales Tax Fund					
Revenues	13,067,222	12,118,367	14,551,713	-	-100%
Expenditures	11,321,455	16,550,901	9,960,753	-	-100%
Net	1,745,767	(4,432,534)	4,590,960	-	100%
Opportunities Fund					
Revenues	37,458	115,119	47,144	26,688	-77%
Expenditures	437,740	6,363	7,439	8,534	34%
Net	(400,282)	108,756	39,705	18,154	-83%
Revenues- All Capital Funds	31,197,863	29,252,366	23,041,404	14,621,334	-50%
Expenditures- All Capital Funds	40,115,803	51,921,027	21,137,033	16,999,505	-67%
Net All Capital Funds	\$ (8,917,940)	\$ (22,668,661)	\$ 1,904,371	\$ (2,378,171)	90%

Capital Projects Fund

The Capital Projects Fund accounts for the funding and expenditures for construction or acquisition of major capital projects. Funding sources include the Optional One Percent Sales Tax, grants, proceeds from the occasional sale of property, and General Fund transfers.

Capital Projects Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Sales Tax	\$ -	\$ -	\$ -	\$ 14,436,000	100%
Miscellaneous	312,225	88,782	35,679	158,646	79%
Transfer In	14,932,095	14,795,070	5,768,036	-	-100%
Grants	1,243,212	-	845,392	-	0%
Total Revenues	\$ 16,487,532	\$ 14,883,852	\$ 6,649,107	\$ 14,594,646	-2%
Expenditures					
Contractual Services	\$ 4,515	\$ 5,510	\$ 7,439	\$ 1,815,734	32853%
Capital	18,854,894	26,940,747	6,958,724	11,804,668	-56%
Transfers Out	-	-	-	3,370,569	100%
Total Expenditures	\$ 18,859,409	\$ 26,946,257	\$ 6,966,163	\$ 16,990,971	-37%
Net Capital Projects Fund	\$ (2,371,877)	\$ (12,062,405)	\$ (317,056)	\$ (2,396,325)	80%
Projected Non-Obligated Reserves on June 30, 2019	\$ 9,353,981				

FY 2019 Capital Projects

Capital Projects for FY 2019

Project Name	Priority	Operating Area	Funding Source	Funding
Miscellaneous Arterial and Collectors	2	Streets	1%15	\$ 2,400,000
Recons of Midwest-Poplar to David	2	Engineering	Various	2,200,000
Community Projects	n/a	Various	1%15	1,782,414
Non Public Safety Vehicles and Equip	1	Various	Various	1,183,000
Police Body Cameras	1	PD	1%15	1,114,000
Transfer to General Fund	n/a	Various	Cap Res	1,095,569
Transfer to Water Fund	2	Water	1%15	1,000,000
Cemetery Phase 2 Expansion	2	Cemetery	1%15	762,500
Enterprise Resource Software Replacen	2	IT	Cap Res	738,000
Miscellaneous Residential Streets	1	Streets	1%15	700,000
Public Safety Fleet Replacement	1	PD	1%14	500,000
Transfer to Sewer Fund	2	Sewer	1%14	400,000
Police Department Station Initial Design	2	PD	1%14	300,000
Transfer to Aquatics	n/a	Aquatics	1%15	300,000
Replace Ice Making System	1	Ice Arena	1%15	300,000
Verda James Ped. Overpass Repairs	1	Parks	1%15	280,000
Paradise Valley Pool Improvements	2	Aquatics	Cap Res	265,450
Transfer to Health Insurance	n/a	Health Insurance	Cap Res	375,000
Transfer to Transit Fund	n/a	Transit	1%15	200,000
Traffic Control Dectectors	2	Streets	Cap Res	182,000
Hall of Justice Detention Center Maint	2	City Mgr	1%15	100,000
Traffic Misc	2	Streets	1%15	100,000
Miscellaneous Park Improvements	1	Parks	1%15	100,000
Playground and Fall Material Repl	2	Parks	1%15	75,000
Facility Flooring Repairs	2	Rec Ctr	1%14	60,000
Network Infrastructure Repair	1	IT	Cap Res	52,950
Leased Facility Capital Improvements	2	BAS	1%14	50,000
Roof Replacement-Ft Casper Museum	2	Ft. Casper	1%14	49,500
Banquet and Summit Pull Down Gates	2	Events Center	Cap Res	45,000
Marathon Building and Lot Security	1	PD	1%14	45,000
GEOsmart Upgrade/Replacement	2	IT	Cap Res	35,268
Ice Resurfacers Batteries-Ice Arena	2	Ice Arena	Cap Res	31,000
Box Office Compliance-Events Center	2	Events Center	Cap Res	30,000
Air Jack Replacements-Garage	2	Fleet	Cap Res	28,000
Network Security-Threat Protection	1	IT	Cap Res	25,000
Turnout Gear Replacements	2	Fire	1%14	19,000
Plymovent Install Station 1	1	Fire	1%14	15,000
City Hall Sewer	2	BAS	1%14	13,000
Marion Kreiner Pool Liner/ADA Access	2	Aquatics	1%15	6,000

Total Capital Expenditures and Transfers from Capital Projects Fund \$ 16,957,651

Priority Description

0 = Scheduled Project

1 = Critical: Project is necessary to meet safety and or regulatory mandates. Complete system/service failure would result if not completed (Project/Item and Funding Source is Being Recommended)

2 = Very Important; Project must be completed for safety reasons, or regulations requiring it are imminent, or complete system failure is imminent (Project/Item and Funding Source is Being Recommended)

3 = Important: Project will improve services for the citizens, make the operations more efficient and/or financially stable (Project/Item and Funding Source is Being Recommended)

4 = Less Important: These projects will need to be done but currently are not as important as other requests

5 = Future Consideration: Want to keep this in the plan to happen eventually when "ripe" and when funding is secure

Capital Projects Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Taxes					
Sales Tax	\$ -	\$ -	\$ -	\$ 14,436,000	100%
Total Taxes	\$ -	\$ -	\$ -	\$ 14,436,000	100%
Intergovernmental					
Grants	\$ 1,241,343	\$ -	\$ 845,392	\$ -	0%
Mineral Tax- Natrona County					
Consensus	1,869	-	-	-	0%
Total Intergovernmental	\$ 1,243,212	\$ -	\$ 845,392	\$ -	0%
Charges For Services					
Lease Fees	\$ 116,600	\$ -	\$ 963	\$ -	0%
Total Charges For Services	\$ 116,600	\$ -	\$ 963	\$ -	0%
Miscellaneous					
Gain (Loss) On Investments	\$ 119,597	\$ -	\$ (201)	\$ -	0%
Contributions	38,598	-	-	-	0%
Amortization of Prem/Disc	(422)	-	(226)	-	0%
Interest Income	37,852	88,782	35,143	158,646	79%
Total Miscellaneous	\$ 195,625	\$ 88,782	\$ 34,716	\$ 158,646	79%
Transfers					
Transfers In - 1%13	\$ 349,182	\$ 750,000	\$ 142,141	\$ -	-100%
Transfers In - 1%14	7,729,426	5,000,000	2,408,848	-	-100%
Transfers In - 1%15	6,853,487	9,045,070	3,217,047	-	-100%
Total Transfers	\$ 14,932,095	\$ 14,795,070	\$ 5,768,036	\$ -	-100%
Total Revenue	\$ 16,487,532	\$ 14,883,852	\$ 6,649,107	\$ 14,594,646	-2%
Expenses					
Contractual Services					
Investment Fees	\$ 4,515	\$ 5,510	\$ 7,439	\$ 33,320	505%
Community Projects	-	-	-	1,782,414	100%
Total Contractual Services	\$ 4,515	\$ 5,510	\$ 7,439	\$ 1,815,734	32853%

Capital Projects Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Capital					
City Council	\$ -	\$ 79,026	\$ -	\$ -	-100%
City Manager	1,089,227	2,562,389	1,647,689	100,000	-96%
Municipal Court	1,817	-	-	-	0%
Planning	79,428	8,673	98,988	-	-100%
Code Enforcement	-	-	-	75,000	100%
Police	-	510,070	153,954	1,959,000	284%
Fire	3,014,452	4,449,022	544,094	34,000	-99%
Streets	5,063,168	12,963,756	3,230,914	4,122,000	-68%
Engineering	-	750,000	-	2,200,000	193%
Cemetery	-	-	-	778,500	100%
Weed and Pest	-	-	-	65,000	100%
Aquatics	551,114	633,134	62,372	271,450	-57%
Municipal Golf Course	-	61,639	8,156	75,000	22%
Recreation Center	308,892	222,790	130,922	60,000	-73%
Ice Arena	56,541	1,130,115	6,000	331,000	-71%
Information Technology	-	55,000	35,193	851,218	1448%
Hogadon	5,022,113	327,501	233,896	3,000	-99%
Casper Events Center	2,351,344	492,872	77,282	75,000	-85%
Parks	1,147,377	2,376,571	635,094	664,000	-72%
LifeSteps Campus	34,012	44,262	23,242	-	-100%
Buildings & Structures	114,517	170,247	70,134	-	-100%
PSCC	-	25,000	794	-	-100%
Fleet	-	-	-	91,000	100%
Metro Animal Control	1,320	78,680	-	-	-100%
Fort Caspar Museum	-	-	-	49,500	100%
Capital for Outside Organizations	19,572	-	-	-	0%
Total Capital	\$ 18,854,894	\$ 26,940,747	\$ 6,958,724	\$ 11,804,668	-56%
Transfers					
Transfer Out- CATC	\$ -	\$ -	\$ -	\$ 200,000	100%
Transfer Out- Water Fund	-	-	-	1,000,000	100%
Transfer Out- Sewer Fund	-	-	-	400,000	100%
Transfer Out- Aquatics Fund	-	-	-	300,000	100%
Transfer Out- General Fund	-	-	-	1,095,569	100%
Transfer Out- Health Insurance	-	-	-	375,000	100%
Total Transfers	\$ -	\$ -	\$ -	\$ 3,370,569	100%
Total Expenses	\$ 18,859,409	\$ 26,946,257	\$ 6,966,163	\$ 16,990,971	-37%
Net Fund	\$ (2,371,877)	\$ (12,062,405)	\$ (317,056)	\$ (2,396,325)	80%

Capital Equipment Fund

Capital Equipment Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous	\$ 16,432	\$ 43,647	\$ 14,296	\$ -	-100%
Transfer In	1,497,014	1,944,726	1,640,161	-	-100%
Total Revenues	\$ 1,525,425	\$ 1,988,373	\$ 1,654,580	\$ -	-100%
Expenditures					
Contractual Services	\$ 1,957	\$ 2,709	\$ 3,167	\$ -	-100%
Capital	961,045	2,403,462	1,640,161	-	-100%
Total Expenditures	\$ 963,002	\$ 2,406,171	\$ 1,643,328	\$ -	-100%
Net Capital Equipment Fund	\$ 562,423	\$ (417,798)	\$ 11,252	\$ -	100%
	Projected Non-Obligated Reserves on June 30, 2019				
				\$ 2,613,732	

Capital Equipment Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Grants					
Federal Grants	\$ 11,979	\$ -	\$ 123	\$ -	0%
Total Grants	\$ 11,979	\$ -	\$ 123	\$ -	0%
Miscellaneous Revenue					
Interest	\$ 13,591	\$ 43,647	\$ 14,472	\$ -	-100%
Miscellaneous Revenue	3,012	-	-	-	0%
Gain (Loss) On Investments	(171)	-	(176)	-	0%
Total Miscellaneous Revenue	\$ 16,432	\$ 43,647	\$ 14,296	\$ -	-100%
Transfers					
Transfer In- 1% #13	\$ 357,250	\$ 250,000	\$ -	\$ -	-100%
Transfer In- 1% #15	1,139,764	1,694,726	1,640,161	-	-100%
Total Transfers	\$ 1,497,014	\$ 1,944,726	\$ 1,640,161	\$ -	-100%
Total Revenue	\$ 1,525,425	\$ 1,988,373	\$ 1,654,580	\$ -	-100%
Expenses					
Contractual Services					
Investment Fees	\$ 1,957	\$ 2,709	\$ 3,167	\$ -	-100%
Total Contractual Services	\$ 1,957	\$ 2,709	\$ 3,167	\$ -	-100%
Capital					
Replacement Light Equipment	\$ 593,715	\$ 2,222,796	\$ 1,634,861	\$ -	-100%
Replacement Heavy Equipment	189,011	103,758	-	-	-100%
Replacement Technologies	87,395	3,711	1,300	-	-100%
New Technologies	90,924	73,197	4,000	-	-100%
Total Capital	\$ 961,045	\$ 2,403,462	\$ 1,640,161	\$ -	-100%
Total Expenses	\$ 963,002	\$ 2,406,171	\$ 1,643,328	\$ -	-100%
Net Fund	\$ 562,423	\$ (417,798)	\$ 11,252	\$ -	100%

Optional One Cent #13 Sales Tax Fund

This fund accounts for the revenue and expenditures of the Optional One Cent #13 sales tax. The four year tax period for Optional One Cent #13 began in FY 2007 and ended in FY 2011. The #13 denotes that this is the 13th funding period the optional sales tax was approved by voter referendum. The City has been activity drawing down the fund balance in order to pay for capital projects.

Optional One Cent # 13 Sales Tax Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous	\$ 10,417	\$ 40,244	\$ 4,504	\$ -	-100%
Total Revenues	\$ 10,417	\$ 40,244	\$ 4,504	\$ -	-100%
Expenditures					
Contractual Services	\$ 1,166	\$ 2,498	\$ 321	\$ -	-100%
Transfers Out	796,432	1,000,000	142,141	-	-100%
Total Expenditures	\$ 797,598	\$ 1,002,498	\$ 142,462	\$ -	-100%
Net One Cent #13 Fund	\$ (787,181)	\$ (962,254)	\$ (137,958)	\$ -	100%
Projected Non-Obligated Reserves on June 30, 2019				\$ 150	

Optional One Cent #13 Sales Tax Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous					
Interest Income	\$ 10,543	\$ 40,244	\$ 4,504	\$ -	-100%
Gain (Loss) On Investments	(126)	-	-	-	0%
Total Miscellaneous	\$ 10,417	\$ 40,244	\$ 4,504	\$ -	-100%
Total Revenue	\$ 10,417	\$ 40,244	\$ 4,504	\$ -	-100%
Expenses					
Contractual Services					
Investment Fees	\$ 1,166	\$ 2,498	\$ 321	\$ -	-100%
Total Contractual Services	\$ 1,166	\$ 2,498	\$ 321	\$ -	-100%
Transfers Out					
Transfer Out- Capital Projects	\$ 349,182	\$ 750,000	\$ 142,141	\$ -	-100%
Transfer Out- Capital Equipment	357,250	250,000	-	-	-100%
Transfer Out- Aquatics Fund	90,000	-	-	-	0%
Total Transfers Out	\$ 796,432	\$ 1,000,000	\$ 142,141	\$ -	-100%
Total Expenses	\$ 797,598	\$ 1,002,498	\$ 142,462	\$ -	-100%
Net Fund	\$ (787,181)	\$ (962,254)	\$ (137,958)	\$ -	100%

Capital Projects Fund for the Following Projects:

Non Public Safety Vehicles and Equipment

433,000

Optional One Cent #14 Sales Tax Fund

This fund accounts for the revenue and expenditures of the Optional One Cent #14 sales tax. The four year tax period for One Cent #14 began in FY 2011 and ended in FY 2015. The One Cent #14 was active from March 2011 to February 2015. The #14 denotes that this is the 14th funding period the optional sales tax was approved by voter referendum.

Optional One Cent # 14 Sales Tax Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous	\$ 69,809	\$ 106,411	\$ 134,356	\$ -	-100%
Total Revenues	\$ 69,809	\$ 106,411	\$ 134,356	\$ -	-100%
Expenditures					
Contractual Services	\$ 7,173	\$ 8,837	\$ 8,040	\$ -	-100%
Transfers Out	7,729,426	5,000,000	2,408,848	-	-100%
Total Expenditures	\$ 7,736,599	\$ 5,008,837	\$ 2,416,888	\$ -	-100%
Net One Cent #14 Fund	\$ (7,666,790)	\$ (4,902,426)	\$ (2,282,532)	\$ -	100%
			Projected Non-Obligated Reserves on June 30, 2019	\$ 290	

Optional One Cent #14 Sales Tax Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous					
Interest Income	\$ 65,002	\$ 106,411	\$ 134,356	\$ -	-100%
Amort of Gain/Loss on Inv	4,803	-	-	-	0%
Gain (Loss) On Investments	4	-	-	-	0%
Total Miscellaneous	\$ 69,809	\$ 106,411	\$ 134,356	\$ -	-100%
Total Revenue	\$ 69,809	\$ 106,411	\$ 134,356	\$ -	-100%
Expenses					
Contractual Services					
Investment Fees	\$ 7,173	\$ 8,837	\$ 8,040	\$ -	-100%
Total Contractual Services	\$ 7,173	\$ 8,837	\$ 8,040	\$ -	-100%
Transfers Out					
Transfer Out- Capital Projects	\$ 7,729,426	\$ 5,000,000	\$ 2,408,848	\$ -	-100%
Transfer Out - WWTP	-	-	-	-	0%
Total Transfers Out	\$ 7,729,426	\$ 5,000,000	\$ 2,408,848	\$ -	-100%
Total Expenses	\$ 7,736,599	\$ 5,008,837	\$ 2,416,888	\$ -	-100%
Net Fund	\$ (7,666,790)	\$ (4,902,426)	\$ (2,282,532)	\$ -	100%

Capital Projects Fund for the Following Projects:

Recons of Midwest-Poplar to David	680,000
Public Safety Fleet Replacement	500,000
Transfer to Sewer Fund	400,000
Police Department Station Initial Design	300,000
Non Public Safety Vehicles and Equipment	257,500
Facility Flooring Repairs	60,000
Leased Facility Capital Improvements	50,000
Roof Replacement-Fort Casper Museum	49,500
Marathon Building and Lot Security	45,000
Turnout Gear Replacements	19,000
Plymovent Install Station 1	15,000
City Hall Sewer	13,000
	-

Capital Projects Funded by 1%14: \$ 2,389,000

Optional One Cent #15 Sales Tax Fund

Optional One Cent # 15 Sales Tax Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Taxes	\$ 13,026,713	\$ 12,000,000	\$ 14,499,564	\$ -	-100%
Miscellaneous	40,509	118,367	52,149	-	-100%
Total Revenues	\$ 13,067,222	\$ 12,118,367	\$ 14,551,713	\$ -	-100%
Expenditures					
Contractual Services	\$ 953,464	\$ 2,596,365	\$ 1,888,805	\$ -	-100%
Transfers Out	10,367,991	13,954,536	8,071,948	-	-100%
Total Expenditures	\$ 11,321,455	\$ 16,550,901	\$ 9,960,753	\$ -	-100%
Net One Cent #15 Fund	\$ 1,745,767	\$ (4,432,534)	\$ 4,590,960	\$ -	100%
			Projected Non-Obligated Reserves on June 30, 2019	\$ 586	

Optional One Cent #15 Sales Tax Fund

Optional One Cent #15 Sales Tax Fund Highlights and Issues for FY 2019

Projects and programs to be funded in FY 2019 by Optional One Cent #15 Sales Tax (Continued):

Transfers to Other Funds

Capital Projects Fund for the Following Projects:

Miscellaneous Arterial and Collectors	2,400,000
Police Body Cameras	1,114,000
Recons of Midwest-Poplar to David	1,087,000
Cemetery Phase 2 Expansion	762,500
Miscellaneous Residential Streets	700,000
Non Public Safety Vehicles and Equipment	492,500
Replace Ice Making System	300,000
Verda James Pedestrian Overpass Repairs	280,000
Hall of Justice Detention Center Maint	100,000
Traffic Misc	100,000
Miscellaneous Park Improvements	100,000
Playground and Fall Material Replacement	75,000
Marion Kreiner Pool Liner/ADA Access	6,000
Capital Projects Funded by 1%15:	\$ 7,517,000

Aquatics Fund for Subsidized Swimming	300,000
Transit Fund for Enhanced CATC and The Bus Service	200,000
Water Fund for Capital Replacement	1,000,000
Community Projects	1,782,414
Investment Fees	-
Total Expenditures	\$ 10,799,414

Optional One Cent #15 Sales Tax Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Taxes					
Sales Tax	\$ 13,026,713	\$ 12,000,000	\$ 14,499,564	\$ -	-100%
Total Taxes	\$ 13,026,713	\$ 12,000,000	\$ 14,499,564	\$ -	-100%
Miscellaneous					
Interest Income	\$ 41,013	\$ 118,367	\$ 52,149	\$ -	-100%
Gain (Loss) On Investments	(504)	-	-	-	0%
Total Miscellaneous	\$ 40,509	\$ 118,367	\$ 52,149	\$ -	-100%
Total Revenue	\$ 13,067,222	\$ 12,118,367	\$ 14,551,713	\$ -	-100%
Expenses					
Contractual Services					
Investment Fees	\$ 5,842	\$ 7,346	\$ 10,945	\$ -	-100%
Community Projects	947,622	2,589,019	1,877,860	-	-100%
Total Contractual Services	\$ 953,464	\$ 2,596,365	\$ 1,888,805	\$ -	-100%
Transfers Out					
Transfer Out- Aquatics Fund	\$ 210,000	\$ 300,000	\$ 300,000	\$ -	-100%
Transfer Out- Capital Equipment	1,139,764	1,694,726	1,640,161	-	-100%
Transfer Out- Capital Projects	6,853,487	9,045,070	3,217,047	-	-100%
Transfer Out- General Fund	214,740	214,740	214,740	-	-100%
Transfer Out - Transit Services					
CATC	200,000	200,000	200,000	-	-100%
Transfer Out - WWTP Fund	750,000	1,500,000	1,500,000	-	-100%
Transfer Out- Water Fund	1,000,000	1,000,000	1,000,000	-	-100%
Total Transfers Out	\$ 10,367,991	\$ 13,954,536	\$ 8,071,948	\$ -	-100%
Total Expenses	\$ 11,321,455	\$ 16,550,901	\$ 9,960,753	\$ -	-100%
Net Fund	\$ 1,745,767	\$ (4,432,534)	\$ 4,590,960	\$ -	100%

Opportunities Fund

The Opportunities Fund was established to set aside funds to be used for basic infrastructure projects (ie. Water, Sewer, Streets, and Public Safety). This fund was established with an initial transfer of \$9,000,000 from unallocated 1% #14 funds as authorized by Council April 28, 2015.

Opportunities Fund Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous	\$ 37,458	\$ 115,119	\$ 47,144	\$ 26,688	-77%
Total Revenues	\$ 37,458	\$ 115,119	\$ 47,144	\$ 26,688	-77%
Expenditures					
Contractual Services	\$ 4,990	\$ 6,363	\$ 7,439	\$ 8,534	34%
Other	432,750	-	-	-	0%
Capital	-	-	-	-	0%
Transfers Out	-	-	-	-	0%
Total Expenditures	\$ 437,740	\$ 6,363	\$ 7,439	\$ 8,534	34%
Net Opportunities Fund	\$ (400,282)	\$ 108,756	\$ 39,705	\$ 18,154	-83%

Projected Non-Obligated Reserves on June 30, 2019 \$ 7,737,183

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous					
Interest Income	\$ 34,630	\$ 115,119	\$ 34,654	\$ 14,908	-87%
Gain (Loss) On Investments	(415)	-	-	-	0%
Debt Repayment	3,243	-	12,490	11,780	100%
Total Miscellaneous	\$ 37,458	\$ 115,119	\$ 47,144	\$ 26,688	-77%
Total Revenue	\$ 37,458	\$ 115,119	\$ 47,144	\$ 26,688	-77%
Expenses					
Contractual Services					
Investment Fees	\$ 4,990	\$ 6,363	\$ 7,439	\$ 8,534	34%
Other Contractual	-	-	-	-	0%
Total Contractual Services	\$ 4,990	\$ 6,363	\$ 7,439	\$ 8,534	34%
Other					
Loan Disbursement	\$ 432,750	\$ -	\$ -	\$ -	0%
Total Other	\$ 432,750	\$ -	\$ -	\$ -	0%
Total Expenses	\$ 437,740	\$ 6,363	\$ 7,439	\$ 8,534	34%
Net Fund	\$ (400,282)	\$ 108,756	\$ 39,705	\$ 18,154	-83%

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Utility Enterprise Funds

Budget Summary by Category

Utility Enterprise Funds Budget Summary by Category

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 36,755,730	\$ 40,135,698	\$ 37,542,568	\$ 40,984,574	2%
Miscellaneous	1,079,333	947,467	1,066,873	1,086,786	15%
Transfer In	1,750,000	2,500,000	2,500,000	1,400,000	-44%
Other/ Non-Operating Revenue	-	-	-	-	0%
System Development Charges	177,842	218,040	280,680	285,000	31%
Grants	2,157,114	15,964,813	2,790,973	11,269,459	-29%
Total Revenues	\$ 41,920,019	\$ 59,766,018	\$ 44,181,094	\$ 55,025,819	-8%
Expenditures					
Personnel	\$ 7,843,939	\$ 8,244,494	\$ 8,089,216	\$ 8,713,827	6%
Contractual Services	12,773,169	14,813,447	13,813,051	15,179,676	2%
Materials & Supplies	7,165,029	8,439,219	7,707,325	8,978,370	6%
Other	5,446,425	6,015,071	5,582,207	5,721,101	-5%
Capital	10,258,380	37,343,308	36,987,261	11,825,685	-68%
Transfers Out	-	170,787	170,787	159,266	-7%
Total Expenditures	\$ 43,486,942	\$ 75,026,326	\$ 72,349,847	\$ 50,577,925	-33%
Net All Utility Enterprise Funds	\$ (1,566,923)	\$ (15,260,308)	\$ (28,168,753)	\$ 4,447,894	129%

Utility Enterprise Funds Budget Summary by Fund

Utility Enterprise Funds Budget Summary by Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Water					
Revenues	\$ 13,878,998	\$ 22,746,743	\$ 15,596,357	\$ 20,118,324	-12%
Expenditures	13,457,995	27,876,205	26,568,995	16,850,480	-40%
Net	421,003	(5,129,462)	(10,972,638)	3,267,844	164%
Water Treatment Plant Operations Fund					
Revenues	2,888,386	3,110,064	3,113,394	3,288,253	6%
Expenditures	2,888,386	3,199,769	3,113,394	3,288,253	3%
Net	-	(89,705)	-	-	100%
Sewer					
Revenues	5,396,961	5,972,573	5,475,319	6,166,062	3%
Expenditures	5,683,498	7,459,416	6,789,024	7,572,083	2%
Net	(286,537)	(1,486,843)	(1,313,705)	(1,406,021)	5%
Wastewater Treatment Plant					
Revenues	5,264,741	8,623,969	6,066,237	6,024,893	-30%
Expenditures	5,410,444	9,724,003	9,545,810	7,117,093	-27%
Net	(145,703)	(1,100,034)	(3,479,573)	(1,092,200)	1%
Refuse Collection					
Revenues	6,244,120	6,413,430	6,160,263	6,723,189	5%
Expenditures	7,054,908	9,185,753	9,296,755	7,766,079	-15%
Net	(810,788)	(2,772,323)	(3,136,492)	(1,042,890)	62%
Balefill					
Revenues	8,246,813	12,899,239	7,769,524	12,705,098	-2%
Expenditures	8,991,711	17,581,180	17,035,869	7,983,937	-55%
Net	(744,898)	(4,681,941)	(9,266,345)	4,721,161	201%
Revenues- All Utility Enterprise	41,920,019	59,766,018	44,181,094	55,025,819	-8%
Expenditures- All Utility Enterprise	43,486,942	75,026,326	72,349,847	50,577,925	-33%
Net All Utility Enterprise	\$ (1,566,923)	\$ (15,260,308)	\$ (28,168,753)	\$ 4,447,894	129%

Water Distribution Fund

Function: To maintain and expand the City's tanks, booster stations, and pipelines to ensure a high quality public water distribution system.

Water Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Public Utilities Manager	-	1	-	-
Asst Public Services Director - Utilities	1	-	-	-
Assistant Public Utilities Manager	1	-	1	1
Administrative Assistant II	2	1	1	1
Administrative Technician	-	1	1	1
Cross Connection Inspector	1	1	1	1
Equipment Operator III	4	4	4	4
Utilities Operations Manager	1	-	-	-
Utility Supervisor II	2	2	2	2
Utility Worker I	-	-	3	2
Utility Worker II	9	9	6	7
Utility Worker III	2	2	2	2
Water Distribution Manager	1	1	1	1
Total	24	22	22	22
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Water Distribution Highlights

Bulk water purchased from the Regional Water System is expected to increase 15%. Street repairs are anticipated to fall by 37%. The number and expenditures of capital projects will be reduced in FY 2019. The Water Main Replacement will be funded by 1%15.

Water Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 12,217,115	\$ 13,994,559	\$ 12,663,263	\$ 13,218,930	-6%
Miscellaneous	376,686	232,184	273,498	293,484	26%
Transfers In	1,000,000	1,000,000	1,000,000	1,000,000	0%
System Development Charges	96,295	120,000	153,000	153,000	28%
Grants	188,902	7,400,000	1,506,596	5,452,910	-26%
Total Revenues	\$ 13,878,998	\$ 22,746,743	\$ 15,596,357	\$ 20,118,324	-12%
Expenditures					
Personnel	\$ 1,832,729	\$ 1,956,592	\$ 1,707,512	\$ 2,046,690	5%
Contractual Services	2,106,899	2,598,755	2,363,938	2,294,712	-12%
Materials & Supplies	5,538,716	6,229,457	5,634,750	6,521,980	5%
Other	1,558,774	1,562,232	1,558,732	1,562,224	0%
Capital	2,420,877	15,482,349	15,257,243	4,383,142	-72%
Transfers Out	-	46,820	46,820	41,732	-11%
Total Expenditures	\$ 13,457,995	\$ 27,876,205	\$ 26,568,995	\$ 16,850,480	-40%
Net Water Fund	\$ 421,003	\$ (5,129,462)	\$ (10,972,638)	\$ 3,267,844	164%
			Actual Reserves on June 30, 2017	\$ 14,460,221	
			Projected Reserves on June 30, 2018	\$ 4,287,583	
			Projected Reserves on June 30, 2019	\$ 8,355,427	

Water Distribution Fund

Water FY 2019 Capital Summary			
Replacement Capital		New Capital	
Ridgecrest Zone II and III Waterlines	\$ 1,500,000	Master Water Plan	\$ 230,000
Water Main Replacements	1,000,000	Nitrification Control	215,000
Storage Tank Recoating	300,000	Water Meters/Radio Readout Dev	177,000
Waterline Replacements	250,000	Oversizing Piping	85,000
Computer/Technology Replacements	186,142	Water Rights and Supply Analysis	75,000
Vehicle Replacement	194,000	Misc. Equipment & Projects	13,000
Misc. Equipment & Projects	71,000	Technology Projects	8,000
Booster Station Renovations	50,000	Small Equipment & Projects	4,000
Lighting Renovations	25,000		
Total	\$ 3,576,142	Total	\$ 807,000

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Operations					
Charges For Services					
User Fees	\$ 11,755,600	\$ 13,328,000	\$ 12,000,000	\$ 12,585,650	-6%
Wholesale Water Sales	123,022	161,690	140,000	162,000	0%
Hydrant Water Usage	12,461	12,500	12,500	12,500	0%
Services Reconnection	124,301	136,930	125,500	140,000	2%
Meter Sales & Installation	15,902	10,334	32,000	30,000	190%
Construction Connections	18,604	17,342	25,500	24,000	38%
Other Charges	3,500	15,000	15,000	15,000	0%
Interdepartmental Services	163,725	312,763	312,763	249,780	-20%
Total Charges For Services	\$ 12,217,115	\$ 13,994,559	\$ 12,663,263	\$ 13,218,930	-6%
Miscellaneous Revenue					
Lease Fees	\$ 76,537	\$ 77,600	\$ 77,600	\$ 77,600	0%
Administrative Fees	149,038	-	-	-	0%
Interest	148,064	154,584	194,804	215,884	40%
Gain/(Loss) On Investments	84	-	(3)	-	0%
Amort On Assets	2,963	-	1,097	-	0%
Total Miscellaneous Revenue	\$ 376,686	\$ 232,184	\$ 273,498	\$ 293,484	26%
Total Operating Revenue	\$ 12,593,801	\$ 14,226,743	\$ 12,936,761	\$ 13,512,414	-5%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 1,248,683	\$ 1,309,490	\$ 1,176,290	\$ 1,331,640	2%
Overtime	26,876	54,228	14,322	55,305	2%
Total Salaries & Wages	\$ 1,275,559	\$ 1,363,718	\$ 1,190,612	\$ 1,386,945	2%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 21,000	100%
Federal Taxes	-	-	-	7,795	100%
Standby Time	18,274	19,743	22,891	22,670	15%
Disability Leave Buy-Back	14,133	-	-	-	0%
Accrued Leave Payoff	3,955	2,874	2,874	2,874	0%
Total Other Pay	\$ 36,362	\$ 22,617	\$ 25,765	\$ 54,339	140%
Benefits					
Health Insurance	\$ 255,505	\$ 293,529	\$ 243,915	\$ 309,039	5%
Other Insurance Benefits	8,292	6,660	7,407	6,776	2%
FICA/Medicare Tax	96,518	106,727	89,919	113,494	6%
Retirement Contributions	109,145	116,040	102,700	121,167	4%
Unemployment Compensation	5,407	-	-	-	0%
Workers' Compensation	40,278	38,561	39,565	46,190	20%
Other Allowances	4,165	6,240	6,240	6,240	0%
Clothing Allowance	1,498	2,500	1,389	2,500	0%
Total Benefits	\$ 520,808	\$ 570,257	\$ 491,135	\$ 605,406	6%
Total Personnel	\$ 1,832,729	\$ 1,956,592	\$ 1,707,512	\$ 2,046,690	5%

Water Distribution Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Contractual Services					
Investment Fees	\$ 9,180	\$ 11,176	\$ 14,349	\$ 15,781	41%
Engineering Services	4,900	6,000	5,000	8,000	33%
Refuse Collection	2,038	4,000	2,040	3,000	-25%
Energy - Electricity	341,358	338,300	336,000	338,300	0%
Energy - Natural Gas	6,300	6,500	6,000	6,500	0%
Equipment Repairs	-	1,000	250	1,000	0%
Street Repairs	86,333	525,133	300,000	190,000	-64%
Maintenance Agreements	-	1,000	250	1,000	0%
Insurance & Bonds	50,741	51,046	51,046	43,081	-16%
Telecommunications	16,883	18,687	16,690	18,687	0%
Postage/Shipping	1,601	1,850	1,210	1,950	5%
Travel & Training	4,435	14,000	12,000	14,000	0%
Interdepartmental Services	1,399,337	1,430,813	1,430,813	1,455,163	2%
Admin/Mgmt Fees	60,177	-	-	-	0%
Other Contractual	112,741	182,950	182,250	192,450	5%
Association Dues	4,862	4,300	4,540	4,800	12%
Laundry & Towel Service	6,013	2,000	1,500	1,000	-50%
Total Contractual Services	\$ 2,106,899	\$ 2,598,755	\$ 2,363,938	\$ 2,294,712	-12%
Materials & Supplies					
Other Materials & Supplies	\$ 27,951	\$ 34,000	\$ 29,500	\$ 34,000	0%
Water/Sewer Line Materials	67,038	105,000	95,000	105,000	0%
Engineering Supplies	145	500	250	500	0%
Building Supplies	2,282	4,800	2,500	4,800	0%
Instrumentation	4,217	7,000	7,000	7,000	0%
Booster/Lift Station Supplies	4,832	9,900	5,800	9,900	0%
Vehicle Supplies	3,763	4,700	3,700	4,700	0%
Bulk Water	5,387,801	5,998,557	5,450,000	6,291,080	5%
Bulk Fuel	40,687	65,000	41,000	65,000	0%
Total Material & Supplies	\$ 5,538,716	\$ 6,229,457	\$ 5,634,750	\$ 6,521,980	5%
Other Expenses					
Debt Service	\$ 581,605	\$ 592,092	\$ 592,092	\$ 604,845	2%
Depreciation	800,000	800,000	800,000	800,000	0%
Interest	173,617	163,140	163,140	150,379	-8%
Bad Debt	3,552	7,000	3,500	7,000	0%
Total Other Expenses	\$ 1,558,774	\$ 1,562,232	\$ 1,558,732	\$ 1,562,224	0%
Transfers Out					
Transfers Out-Health Insurance Fund	\$ -	\$ 46,820	\$ 46,820	\$ 41,732	-11%
Total Other Expenses	\$ -	\$ 46,820	\$ 46,820	\$ 41,732	-11%
Total Operating Expenses	\$ 11,037,118	\$ 12,393,856	\$ 11,311,752	\$ 12,467,338	1%
Operating Income (Loss)	\$ 1,556,683	\$ 1,832,887	\$ 1,625,009	\$ 1,045,076	-43%

Water Distribution Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Capital Revenue					
Grants					
State Grants/Loans	\$ 188,902	\$ 7,400,000	\$ 1,506,596	\$ 5,452,910	-26%
Total Grants	<u>\$ 188,902</u>	<u>\$ 7,400,000</u>	<u>\$ 1,506,596</u>	<u>\$ 5,452,910</u>	-26%
Operating Transfers					
System Development Charges	\$ 96,295	\$ 120,000	\$ 153,000	\$ 153,000	28%
Transfers In	1,000,000	1,000,000	1,000,000	1,000,000	0%
Total Operating Transfers	<u>\$ 1,096,295</u>	<u>\$ 1,120,000</u>	<u>\$ 1,153,000</u>	<u>\$ 1,153,000</u>	3%
Total Capital Revenue	<u>\$ 1,285,197</u>	<u>\$ 8,520,000</u>	<u>\$ 2,659,596</u>	<u>\$ 6,605,910</u>	-22%
Capital Expenses					
Capital - New					
Buildings	\$ 3,900	\$ -	\$ -	\$ -	0%
Improve Other Than Buildings	145,991	2,807,933	2,562,933	300,000	-89%
Light Equipment	86,653	90,000	90,000	194,000	116%
Intangibles	59,022	86,111	106,005	305,000	254%
Technologies	3,050	-	-	8,000	100%
Total Capital - New	<u>\$ 298,616</u>	<u>\$ 2,984,044</u>	<u>\$ 2,758,938</u>	<u>\$ 807,000</u>	-73%
Capital - Replacement					
Buildings	\$ -	\$ -	\$ -	\$ 25,000	100%
Improve Other Than Buildings	1,773,659	11,892,424	11,892,424	3,100,000	-74%
Light Equipment	121,633	279,881	279,881	265,000	-5%
Intangibles	87,661	-	-	-	0%
Heavy Equipment	134,550	320,000	320,000	-	-100%
Technologies	4,758	6,000	6,000	186,142	3002%
Total Capital - Replacement	<u>\$ 2,122,261</u>	<u>\$ 12,498,305</u>	<u>\$ 12,498,305</u>	<u>\$ 3,576,142</u>	-71%
Total Capital Expenses	<u>\$ 2,420,877</u>	<u>\$ 15,482,349</u>	<u>\$ 15,257,243</u>	<u>\$ 4,383,142</u>	-72%
Net Capital	<u>\$ (1,135,680)</u>	<u>\$ (6,962,349)</u>	<u>\$ (12,597,647)</u>	<u>\$ 2,222,768</u>	132%
Net Fund	<u>\$ 421,003</u>	<u>\$ (5,129,462)</u>	<u>\$ (10,972,638)</u>	<u>\$ 3,267,844</u>	164%

Water Treatment Plant Fund (WTP)

Function: To operate the Central Wyoming Regional Water System Treatment Plant Joint Powers Board's water treatment plant, thereby producing and delivering high quality water to the members of the Regional Water System.

Water Treatment Plant Operations Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
WTP Operations Manager	1	1	1	1
Water Plant Lead Operator	1	1	1	1
Custodial Maintenance Worker I	1	1	1	1
Instrument and Controls Tech	1	1	1	1
Plant Mechanic II	1	1	1	1
Water Plant Operator I	-	-	-	1
Water Plant Operator II	1	-	-	-
Water Plant Operator III	-	1	-	-
Water Plant Operator IV	4	4	5	5
Total	10	10	10	11
Part Time Employees (Budget)	\$ 15,728	\$ 16,574	\$ 18,686	\$ 18,948

Water Treatment Plant (WTP) Highlights

The FY19 budget contains a personnel increase for a Water Plant Operator I position.

Water Treatment Plant Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 2,888,386	\$ 3,110,064	\$ 3,113,394	\$ 3,288,253	6%
Total Revenues	\$ 2,888,386	\$ 3,110,064	\$ 3,113,394	\$ 3,288,253	6%
Expenditures					
Personnel	\$ 914,542	\$ 944,757	\$ 929,307	\$ 1,050,765	11%
Contractual Services	1,211,570	1,421,604	1,354,229	1,368,487	-4%
Materials & Supplies	762,274	814,500	810,950	850,000	4%
Transfers Out	-	18,908	18,908	19,001	0%
Total Expenditures	\$ 2,888,386	\$ 3,199,769	\$ 3,113,394	\$ 3,288,253	3%
Net Water Treatment Plant Operations	\$ -	\$ (89,705)	\$ -	\$ -	100%
		Actual Reserves on June 30, 2017	\$ -	-	
		Projected Reserves on June 30, 2018	\$ -	-	
		Projected Reserves on June 30, 2019	\$ -	-	

Water Treatment Plant Fund (WTP)

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Operations					
Charges For Services					
Intergovernmental Reimbursements	\$ 2,859,749	\$ 3,081,427	\$ 3,084,757	\$ 3,263,443	6%
Administrative Fees	28,637	28,637	28,637	24,810	-13%
Total Charges For Services	\$ 2,888,386	\$ 3,110,064	\$ 3,113,394	\$ 3,288,253	6%
Total Operating Revenue	\$ 2,888,386	\$ 3,110,064	\$ 3,113,394	\$ 3,288,253	6%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 633,907	\$ 646,829	\$ 638,603	\$ 690,284	7%
Part Time	16,574	18,686	17,535	18,948	1%
Overtime	7,083	14,683	9,746	14,977	2%
Total Salaries & Wages	\$ 657,564	\$ 680,198	\$ 665,884	\$ 724,209	6%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 11,000	100%
Federal Taxes	-	-	-	4,083	100%
Standby Time	6,862	7,392	5,411	7,392	0%
Disability Leave Buy-Back	6,337	-	-	-	0%
Accrued Leave	-	159	160	6,200	3799%
Total Other Pay	\$ 13,199	\$ 7,551	\$ 5,571	\$ 28,675	280%
Benefits					
Health Insurance	\$ 109,093	\$ 118,543	\$ 123,310	\$ 140,709	19%
Other Insurance Benefits	4,364	3,191	3,812	3,422	7%
FICA/Medicare Tax	49,305	51,982	49,082	59,463	14%
Retirement Contributions	54,244	55,998	54,251	61,666	10%
Workers' Compensation	20,280	20,494	20,928	25,821	26%
Other Allowances	6,000	6,000	5,940	6,000	0%
Clothing Allowance	493	800	529	800	0%
Total Benefits	\$ 243,779	\$ 257,008	\$ 257,852	\$ 297,881	16%
Total Personnel	\$ 914,542	\$ 944,757	\$ 929,307	\$ 1,050,765	11%
Contractual Services					
Lab Services	\$ 44,706	\$ 66,500	\$ 49,500	\$ 56,500	-15%
Sewer	252	250	250	275	10%
Refuse Collection	34,396	60,000	35,000	40,000	-33%
Energy - Electricity	829,027	838,000	835,000	854,760	2%
Energy - Natural Gas	48,083	65,000	50,000	50,000	-23%
Equipment Repairs	38,611	35,000	35,000	45,000	29%
Maintenance Agreements	24,317	51,314	48,000	30,314	-41%
Insurance & Bonds	20,781	20,188	20,188	22,187	10%
Telecommunications	2,342	3,486	2,500	3,500	0%
Postage/Shipping	472	850	825	850	0%
Advertising	907	800	775	800	0%
Printing / Reproduction	-	1,100	575	1,100	0%
Travel & Training	1,118	4,000	1,500	4,000	0%
Interdepartmental Charges	163,725	272,116	272,116	256,001	-6%
Association Dues	921	1,000	1,000	1,100	10%
Laundry & Towel Service	1,912	2,000	2,000	2,100	5%
Total Contractual Services	\$ 1,211,570	\$ 1,421,604	\$ 1,354,229	\$ 1,368,487	-4%
Materials & Supplies					
Chemicals	\$ 699,390	\$ 750,000	\$ 750,000	\$ 750,000	0%
Other Materials & Supplies	38,342	30,500	30,250	43,000	41%
Uniforms	-	1,000	700	1,000	0%
Water/Sewer Line Materials	630	7,000	5,000	7,000	0%
Instrumentation	5,648	7,000	7,000	8,000	14%
Booster/Lift Station Supplies	10,649	8,000	8,000	15,000	88%
Other Structures	-	-	7,000	8,000	100%
Well Supplies	3,985	8,000	-	-	-100%
Vehicle Supplies	3,630	3,000	3,000	8,000	167%
Bulk Fuel	-	-	-	10,000	100%
Total Materials & Supplies	\$ 762,274	\$ 814,500	\$ 810,950	\$ 850,000	4%
Transfers Out					
Transfers Out-Health Insurance Fund	\$ -	\$ 18,908	\$ 18,908	\$ 19,001	0%
Total Other Expenses	\$ -	\$ 18,908	\$ 18,908	\$ 19,001	0%
Total Expenses	\$ 2,888,386	\$ 3,199,769	\$ 3,113,394	\$ 3,288,253	3%
Net Fund	\$ -	\$ (89,705)	\$ -	\$ -	100%

Sewer Fund

Function: To collect and transport liquid waste to the Wastewater Treatment Plant in a safe and environmentally sound fashion.

Sewer Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Sanitary Sewer/Stormwater Mgr	1	1	1	1
Utility Supervisor II	1	1	1	1
Utility Worker I	-	2	-	-
Utility Worker II	6	2	4	4
Utility Worker III	-	2	2	2
Total	8	8	8	8
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Sewer Highlights

The FY19 operations budget has increased due to an increase in Sewer charges of 37% from the Wastewater Treatment Plant.

Sewer Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 5,051,588	\$ 5,628,000	\$ 5,100,000	\$ 5,429,825	-4%
Miscellaneous	317,506	318,533	334,639	291,237	-9%
Transfer In	-	-	-	400,000	100%
System Development Charges	27,867	26,040	40,680	45,000	73%
Total Revenues	\$ 5,396,961	\$ 5,972,573	\$ 5,475,319	\$ 6,166,062	3%
Expenditures					
Personnel	\$ 656,470	\$ 687,664	\$ 706,028	\$ 722,712	5%
Contractual Services	3,916,559	4,463,774	3,866,688	5,106,500	14%
Materials & Supplies	26,501	40,115	32,400	41,650	4%
Other	513,124	523,603	487,400	523,500	0%
Capital	570,844	1,729,899	1,682,147	1,166,362	-33%
Transfers Out	-	14,361	14,361	11,359	-21%
Total Expenditures	\$ 5,683,498	\$ 7,459,416	\$ 6,789,024	\$ 7,572,083	2%
Net Sewer Fund	\$ (286,537)	\$ (1,486,843)	\$ (1,313,705)	\$ (1,406,021)	5%
			Actual Reserves on June 30, 2017	\$ 6,152,027	
			Projected Reserves on June 30, 2018	\$ 5,317,322	
			Projected Reserves on June 30, 2019	\$ 4,390,301	

Sewer FY 2019 Capital Summary

Replacement Capital		New Capital	
Sewer Replacements	\$ 600,000	Lower Eastdale Creek Channel	\$ 400,000
Computer/Technology Replacements	76,662	Oversizing Piping	35,000
Sewage Pump Replacement	25,000	Small Equipment and Projects	18,500
	-	Technology Projects	11,200
Total	\$ 701,662	Total	\$ 464,700

Sewer Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Operations					
Charges For Services					
User Fees	\$ 5,051,588	\$ 5,628,000	\$ 5,100,000	\$ 5,429,825	-4%
Total Charges For Services	\$ 5,051,588	\$ 5,628,000	\$ 5,100,000	\$ 5,429,825	-4%
Miscellaneous Revenue					
Administrative Fees	\$ 246,910	\$ 246,910	\$ 246,910	\$ 197,432	-20%
Interest	60,196	61,623	81,936	83,805	36%
Miscellaneous Revenue	8,968	10,000	5,200	10,000	0%
Amort on Investments	1,400	-	619	-	0%
Gain/(Loss) On Sale Of Invest.	32	-	(26)	-	0%
Total Miscellaneous Revenue	\$ 317,506	\$ 318,533	\$ 334,639	\$ 291,237	-9%
Total Operating Revenue	\$ 5,369,094	\$ 5,946,533	\$ 5,434,639	\$ 5,721,062	-4%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 460,100	\$ 475,009	\$ 503,164	\$ 492,315	4%
Overtime	4,237	7,831	4,635	7,831	0%
Total Salaries & Wages	\$ 464,337	\$ 482,840	\$ 507,799	\$ 500,146	4%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 8,000	100%
Federal Taxes	-	-	-	2,970	100%
Standby Time	12,224	12,715	12,485	12,969	2%
Disability Leave Buy-Back	1,533	-	-	-	0%
Accrued Leave Payoff	-	-	-	2,900	100%
Total Other Pay	\$ 13,757	\$ 12,715	\$ 12,485	\$ 26,839	111%
Benefits					
Health Insurance	\$ 80,000	\$ 90,036	\$ 81,456	\$ 84,118	-7%
Other Insurance Benefits	3,135	2,462	2,980	2,525	3%
FICA/Medicare Tax	35,615	38,303	37,998	41,679	9%
Retirement Contributions	40,335	41,479	42,898	44,264	7%
Workers' Compensation	14,393	14,769	15,288	18,081	22%
Other Allowances	4,560	4,560	4,560	4,560	0%
Clothing Allowance	338	500	564	500	0%
Total Benefits	\$ 178,376	\$ 192,109	\$ 185,744	\$ 195,727	2%
Total Personnel	\$ 656,470	\$ 687,664	\$ 706,028	\$ 722,712	5%
Contractual Services					
Investment Fees	\$ 3,888	\$ 4,547	\$ 5,891	\$ 5,835	28%
Energy - Electricity	5,708	6,500	5,800	6,500	0%
Energy - Natural Gas	-	-	-	240	100%
Equipment Repairs	2,446	3,600	3,600	5,500	53%
Insurance & Bonds	13,159	12,680	12,680	20,875	65%
Telecommunications	1,482	2,447	1,700	3,384	38%
Printing	727	1,000	850	1,000	0%
Travel & Training	4,336	6,950	3,198	10,100	45%
Interdepartmental Services	322,046	479,719	479,719	429,838	-10%
Admin/Mgmt Fees	212,502	-	-	-	0%
Other Contractual	14,952	16,500	15,750	19,700	19%
Association Dues	448	795	500	795	0%
Laundry & Towel Service	2,895	3,000	3,000	3,000	0%
Advertising	13,574	22,638	14,000	22,000	-3%
Sewer	3,318,396	3,903,398	3,320,000	4,577,733	17%
Total Contractual Services	\$ 3,916,559	\$ 4,463,774	\$ 3,866,688	\$ 5,106,500	14%
Materials & Supplies					
Other Materials & Supplies	\$ 8,120	\$ 11,515	\$ 10,400	\$ 11,550	0%
Water/Sewer Line Materials	2,653	6,000	4,500	6,000	0%
Engineering Supplies	-	500	250	500	0%
Booster/Lift Station Supplies	2,208	4,200	3,400	4,200	0%
Vehicle Supplies	723	900	850	900	0%
Bulk Fuel	12,797	17,000	13,000	18,500	9%
Total Material & Supplies	\$ 26,501	\$ 40,115	\$ 32,400	\$ 41,650	4%

Sewer Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Other Expenses					
Depreciation	\$ 479,000	\$ 479,000	\$ 479,000	\$ 479,000	0%
Programs and Projects	32,919	41,103	7,000	41,000	0%
Bad Debt	1,205	2,500	1,400	2,500	0%
Claims	-	1,000	-	1,000	0%
Total Other Expenses	<u>\$ 513,124</u>	<u>\$ 523,603</u>	<u>\$ 487,400</u>	<u>\$ 523,500</u>	<u>0%</u>
Transfers Out					
Transfers Out-Health Insurance Fund	\$ -	\$ 14,361	\$ 14,361	\$ 11,359	-21%
Total Other Expenses	<u>\$ -</u>	<u>\$ 14,361</u>	<u>\$ 14,361</u>	<u>\$ 11,359</u>	<u>-21%</u>
Total Operating Expenses	<u>\$ 5,112,654</u>	<u>\$ 5,729,517</u>	<u>\$ 5,106,877</u>	<u>\$ 6,405,721</u>	<u>12%</u>
Operating Income (Loss)	<u>\$ 256,440</u>	<u>\$ 217,016</u>	<u>\$ 327,762</u>	<u>\$ (684,659)</u>	<u>-415%</u>
Capital					
Capital Charges					
System Development Charges	\$ 27,867	\$ 26,040	\$ 40,680	\$ 45,000	73%
Total Capital Charges	<u>\$ 27,867</u>	<u>\$ 26,040</u>	<u>\$ 40,680</u>	<u>\$ 45,000</u>	<u>73%</u>
Transfers In					
Transfers In-Capital Projects	\$ -	\$ -	\$ -	\$ 400,000	100%
Total Capital Charges	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 400,000</u>	<u>100%</u>
Total Capital Revenue	<u>\$ 27,867</u>	<u>\$ 26,040</u>	<u>\$ 40,680</u>	<u>\$ 445,000</u>	<u>1609%</u>
Capital Expenses					
Capital - New					
Improve Other Than Buildings	\$ 7,264	\$ 35,000	\$ -	\$ 435,000	1143%
Light Equipment	3,213	7,300	4,000	18,500	153%
Intangibles	5,927	23,709	23,709	-	-100%
Technologies	-	-	-	11,200	100%
Total Capital - New	<u>\$ 16,404</u>	<u>\$ 66,009</u>	<u>\$ 27,709</u>	<u>\$ 464,700</u>	<u>604%</u>
Capital - Replacement					
Buildings	\$ 248	\$ 14,752	\$ 10,500	\$ -	-100%
Improve Other Than Buildings	551,759	1,252,638	1,252,638	625,000	-50%
Light Equipment	-	3,000	2,800	-	-100%
Heavy Equipment	148	390,000	385,000	-	-100%
Technologies	2,285	3,500	3,500	76,662	2090%
Total Capital - Replacement	<u>\$ 554,440</u>	<u>\$ 1,663,890</u>	<u>\$ 1,654,438</u>	<u>\$ 701,662</u>	<u>-58%</u>
Total Capital Expenses	<u>\$ 570,844</u>	<u>\$ 1,729,899</u>	<u>\$ 1,682,147</u>	<u>\$ 1,166,362</u>	<u>-33%</u>
Total Non-Operating Expenses	<u>\$ 570,844</u>	<u>\$ 1,729,899</u>	<u>\$ 1,682,147</u>	<u>\$ 1,166,362</u>	<u>-33%</u>
Net Capital	<u>\$ (542,977)</u>	<u>\$ (1,703,859)</u>	<u>\$ (1,641,467)</u>	<u>\$ (721,362)</u>	<u>58%</u>
Net Fund	<u>\$ (286,537)</u>	<u>\$ (1,486,843)</u>	<u>\$ (1,313,705)</u>	<u>\$ (1,406,021)</u>	<u>5%</u>

Wastewater Treatment Plant Fund (WWTP)

Function: To treat the wastewater of Casper and the surrounding region.

Wastewater Treatment Plant Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Wastewater Treatment Plant Manager	1	1	1	1
Administrative Assistant II	1	1	1	1
Instrument and Controls Tech	1	1	1	1
Industrial Pretreatment Supervisor	1	1	1	1
Laboratory Technician II	1	1	1	1
Plant Maintenance Supervisor	1	1	1	1
Plant Mechanic I	1	1	1	-
Plant Mechanic II	2	2	2	3
WWTP Lead Operator	1	-	1	1
Wastewater Plant Operator II	1	1	-	1
Wastewater Plant Operator III	-	-	1	-
Wastewater Plant Operator IV	4	4	4	4
Total	15	14	15	15
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Wastewater Treatment Plant (WWTP) Highlights

The FY19 operations budget is slightly higher as there are anticipated reclassifications as a result of certification. The Chemical account within the Material and Supply area will rise 63%.

Wastewater Treatment Plant Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 4,372,672	\$ 4,989,475	\$ 4,391,344	\$ 5,841,366	17%
Miscellaneous	51,175	52,494	87,893	96,527	84%
Capital Transfer In	750,000	1,500,000	1,500,000	-	-100%
System Development Charges	53,680	72,000	87,000	87,000	21%
Grants & Loans	37,214	2,010,000	-	-	-100%
Total Revenues	\$ 5,264,741	\$ 8,623,969	\$ 6,066,237	\$ 6,024,893	-30%
Expenditures					
Personnel	\$ 1,233,953	\$ 1,304,965	\$ 1,273,255	\$ 1,380,752	6%
Contractual Services	1,033,281	1,302,600	1,262,169	1,167,239	-10%
Materials & Supplies	213,906	454,500	425,200	631,500	39%
Other	1,437,282	1,437,283	1,437,281	1,437,282	0%
Capital	1,492,022	5,198,267	5,121,517	2,471,614	-52%
Transfers Out	-	26,388	26,388	28,706	9%
Total Expenditures	\$ 5,410,444	\$ 9,724,003	\$ 9,545,810	\$ 7,117,093	-27%
Net Wastewater Treatment Plant Fund	\$ (145,703)	\$ (1,100,034)	\$ (3,479,573)	\$ (1,092,200)	1%
			Actual Reserves on June 30, 2017	\$ 5,567,819	
			Projected Reserves on June 30, 2018	\$ 2,838,246	
			Projected Reserves on June 30, 2019	\$ 2,496,046	

Wastewater Treatment Plant Fund (WWTP)

Wastewater Treatment Plant FY 2019 Capital Summary			
Replacement Capital		New Capital	
RAS Valve and Piping	\$ 900,000	Selenium Control	\$ 50,000
Aeration Isolation Basin Gates	500,000	Small Equipment and Vehicles	5,000
Equipment Replacement	137,000		-
Misc. Upgrades/Projects	110,000		-
North Platte Sanitary Sewer Rehabilitation	100,000		-
Lift Station Generator	90,000		
Roof Replacements	80,000		
Dewatering Pipe Connection	75,000		
Valve Replacement	75,000		
Aeration Basin Air Piping Recoating	60,000		
Primary Sludge Pump	60,000		
Automatic Strainer	50,000		
UV System	50,000		
HVAC Systems	50,000		
Computer/Techonology Replacements	79,614		
Total	\$ 2,416,614		\$ 55,000

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges For Services					
Sump & Septic Waste Charges	\$ 307,804	\$ 300,000	\$ 300,000	\$ 300,000	0%
Intergovernmental User Charges	3,970,402	4,610,131	4,000,000	5,452,278	18%
Interdepartmental Services	19,344	19,344	19,344	17,088	-12%
Comm Supp Waste	75,122	60,000	72,000	72,000	20%
Total Charges For Services	\$ 4,372,672	\$ 4,989,475	\$ 4,391,344	\$ 5,841,366	17%
Miscellaneous Revenue					
Interest Income	\$ 49,327	\$ 52,494	\$ 90,029	\$ 96,527	84%
Other Changes	-	-	(3,097)	-	0%
Amort on Investments	1,827	-	1,050	-	0%
Gain/(Loss) On Investments	21	-	(89)	-	0%
Total Miscellaneous Revenue	\$ 51,175	\$ 52,494	\$ 87,893	\$ 96,527	84%
Total Operating Revenue	\$ 4,423,847	\$ 5,041,969	\$ 4,479,237	\$ 5,937,893	18%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 853,277	\$ 915,859	\$ 886,374	\$ 910,229	-1%
Overtime	14,076	25,205	9,189	25,693	2%
Total Salaries & Wages	\$ 867,353	\$ 941,064	\$ 895,563	\$ 935,922	-1%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 15,000	100%
Federal Taxes	-	-	-	5,568	100%
Standby Time	6,845	6,625	8,545	8,100	22%
Disability Leave Buy-Back	5,676	-	-	-	0%
Accrued Leave Payoff	-	900	900	2,900	222%
Total Other Pay	\$ 12,521	\$ 7,525	\$ 9,445	\$ 31,568	320%
Benefits					
Health Insurance	\$ 166,012	\$ 165,435	\$ 186,955	\$ 212,579	28%
Other Insurance Benefits	6,064	4,685	5,443	4,669	0%
FICA/Medicare Tax	67,168	73,094	66,630	76,369	4%
Retirement Contributions	75,715	79,405	75,275	81,231	2%
Workers' Compensation	25,305	26,957	27,812	31,614	17%
Other Allowances	9,030	6,000	5,880	6,000	0%
Clothing Allowance	4,785	800	252	800	0%
Total Benefits	\$ 354,079	\$ 356,376	\$ 368,247	\$ 413,262	16%
Total Personnel	\$ 1,233,953	\$ 1,304,965	\$ 1,273,255	\$ 1,380,752	6%

Wastewater Treatment Plant Fund (WWTP)

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Contractual Services					
Investment Fees	\$ 3,656	\$ 4,143	\$ 6,056	\$ 6,642	60%
Other Purchased Services	20,038	30,000	20,800	30,000	0%
Engineering Services	29,302	79,767	79,767	-	-100%
Refuse Collection	30,737	50,000	31,000	50,000	0%
Energy - Electricity	341,612	350,000	350,000	350,000	0%
Energy - Natural Gas	64,311	71,000	65,000	71,000	0%
Maintenance Agreements	9,203	18,400	16,000	21,160	15%
Insurance & Bonds	26,940	27,377	27,377	30,625	12%
Telecommunications	25,380	25,484	25,040	26,044	2%
Postage/Shipping	520	1,500	500	1,500	0%
Printing/Reproduction	-	1,500	250	1,500	0%
Travel & Training	3,837	7,500	5,200	7,500	0%
Interdepartmental Services	177,309	497,929	497,929	523,268	5%
Admin/Mgmt Fees	266,622	-	-	-	0%
Other Contractual	27,548	130,000	130,000	40,000	-69%
Laundry & Towel Service	6,266	8,000	7,250	8,000	0%
Total Contractual Services	\$ 1,033,281	\$ 1,302,600	\$ 1,262,169	\$ 1,167,239	-10%
Materials & Supplies					
Chemicals	\$ 88,318	\$ 265,000	\$ 265,000	\$ 432,000	63%
Other Materials & Supplies	103,352	138,500	120,000	138,500	0%
Instrumentation	7,588	25,000	25,000	25,000	0%
Booster/Lift Station Supplies	10,829	20,000	11,000	20,000	0%
Bulk Fuel	3,819	6,000	4,200	16,000	167%
Total Materials & Supplies	\$ 213,906	\$ 454,500	\$ 425,200	\$ 631,500	39%
Other Expenses					
Debt Service - Principal Payments	\$ 507,467	\$ 527,076	\$ 527,361	\$ 540,202	2%
Interest Expense	179,815	160,207	159,920	147,080	-8%
Depreciation	750,000	750,000	750,000	750,000	0%
Total Other Expenses	\$ 1,437,282	\$ 1,437,283	\$ 1,437,281	\$ 1,437,282	0%
Transfers Out					
Transfers Out-Health Insurance Fund	\$ -	\$ 26,388	\$ 26,388	\$ 28,706	9%
Total Other Expenses	\$ -	\$ 26,388	\$ 26,388	\$ 28,706	9%
Total Operating Expenses	\$ 3,918,422	\$ 4,525,736	\$ 4,424,293	\$ 4,645,479	3%
Operating Income (Loss)	\$ 505,425	\$ 516,233	\$ 54,944	\$ 1,292,414	150%
Capital Revenue					
Grants					
State Grants Loans	\$ 37,214	\$ 2,010,000	\$ -	\$ -	-100%
Total Grants	\$ 37,214	\$ 2,010,000	\$ -	\$ -	-100%
Development Charges					
System Development Charges	\$ 53,680	\$ 72,000	\$ 87,000	\$ 87,000	21%
Transfer In - Capital Projects	750,000	1,500,000	1,500,000	-	-100%
Total Development Charges	\$ 803,680	\$ 1,572,000	\$ 1,587,000	\$ 87,000	-94%
Total Capital Revenue	\$ 840,894	\$ 3,582,000	\$ 1,587,000	\$ 87,000	-98%
Capital Expenditures					
Capital - New					
Improve Other Than Buildings	\$ 714,604	\$ 226,735	\$ 226,735	\$ -	-100%
Light Equipment	-	5,000	5,000	5,000	0%
Intangibles	284,330	191,217	191,217	50,000	-74%
Total Capital - New	\$ 998,934	\$ 422,952	\$ 422,952	\$ 55,000	-87%
Capital - Replacement					
Improve Other Than Buildings	\$ 417,619	\$ 4,422,985	\$ 4,419,985	\$ 2,052,000	-54%
Light Equipment	65,000	138,750	115,000	145,000	5%
Buildings	5,680	206,080	156,080	140,000	-32%
Technologies	4,789	7,500	7,500	79,614	962%
Total Capital - Replacement	\$ 493,088	\$ 4,775,315	\$ 4,698,565	\$ 2,416,614	-49%
Total Capital Expenditures	\$ 1,492,022	\$ 5,198,267	\$ 5,121,517	\$ 2,471,614	-52%
Net Capital	\$ (651,128)	\$ (1,616,267)	\$ (3,534,517)	\$ (2,384,614)	48%
Net Fund	\$ (145,703)	\$ (1,100,034)	\$ (3,479,573)	\$ (1,092,200)	1%

Refuse Collection Fund

Function: To provide a high level of service in collection of residential and commercial solid waste.

Refuse Collection Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Administrative Assistant I	1	1	1	1
Administrative Assistant II	1	1	1	1
SW Collection Operator I	5	5	4	6
SW Collection Operator II	9	9	9	8
SW Collection Operator III	-	-	1	2
SW Ops/Maintenance Coordinator	1	1	1	1
SW Collection Supervisor	1	1	1	1
SW Superintendent	1	1	1	1
Municipal Worker I	1	-	-	-
Municipal Worker II	-	1	-	1
Total	20	20	19	22
Part Time Employees (Budget)	\$ 8,591	\$ 26,020	\$ 38,377	\$ 41,633

Refuse Collection Highlights

Two positions have been transferred from Streets for Street Sweeping while another position has been transferred in from Parks for trash collection.

Refuse Collection Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 6,147,124	\$ 6,312,948	\$ 6,058,067	\$ 6,597,520	5%
Miscellaneous	96,996	100,482	102,196	125,669	25%
Transfer In	-	-	-	-	0%
Total Revenues	\$ 6,244,120	\$ 6,413,430	\$ 6,160,263	\$ 6,723,189	5%
Expenditures					
Personnel	\$ 1,555,876	\$ 1,641,219	\$ 1,737,152	\$ 1,859,967	13%
Contractual Services	3,142,866	3,027,392	3,045,733	3,336,630	10%
Materials & Supplies	197,304	204,772	210,700	214,945	5%
Other	729,954	780,490	780,490	768,790	-1%
Capital	1,428,908	3,504,031	3,494,831	1,555,516	-56%
Transfer Out	-	27,849	27,849	30,231	9%
Total Expenditures	\$ 7,054,908	\$ 9,185,753	\$ 9,296,755	\$ 7,766,079	-15%
Net Refuse Collection Fund	\$ (810,788)	\$ (2,772,323)	\$ (3,136,492)	\$ (1,042,890)	62%
			Actual Reserves on June 30, 2017	\$ 4,353,998	
			Projected Reserves on June 30, 2018	\$ 1,939,006	
			Projected Reserves on June 30, 2019	\$ 1,605,916	

Refuse Collection FY 2019 Capital Summary

Replacement Capital		New Capital	
Side Load Truck Replacement	\$ 280,000	Community Recycling Impr	\$ 285,000
Street Sweeper Replacement	250,000	Asphalt-Bryan Stock and Metro	160,050
Crane Truck Replacement	150,000	Trash Containers	65,000
Share of New Financial System	89,511	Pickup Truck w/Plow and Salter	41,100
Trash Containers	80,000	Signage-Bryan Stock and Metro	41,005
Compressor Replacement	36,000	Computer Tables	16,000
Recycle Truck Replacement	30,000		
Zonar SW for 20 Trash Trucks	26,850		
Computer Replacement	2,500		
Misc. Technology	2,500		
Total	\$ 947,361	Total	\$ 608,155

Refuse Collection Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Operations					
Operating Revenues					
Charges For Services					
Commercial Charges	\$ 2,368,640	\$ 2,378,500	\$ 2,441,267	\$ 2,742,915	15%
Residential Charges	3,778,484	3,934,448	3,616,800	3,854,605	-2%
Total Charges For Services	\$ 6,147,124	\$ 6,312,948	\$ 6,058,067	\$ 6,597,520	5%
Miscellaneous Revenue					
Recycle Revenue	\$ 40,076	\$ 40,190	\$ 40,190	\$ 53,100	32%
Interest On Investments	42,421	44,042	54,340	64,069	45%
Gain/(Loss) On Sale Of	22	-	24	-	0%
Amort on Investments	977	-	752	-	0%
Contributions	13,500	16,250	6,890	8,500	-48%
Admin/Mgmt Fees	-	-	-	-	0%
Total Miscellaneous	\$ 96,996	\$ 100,482	\$ 102,196	\$ 125,669	25%
Total Operating Revenue	\$ 6,244,120	\$ 6,413,430	\$ 6,160,263	\$ 6,723,189	5%
Operating Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 1,074,145	\$ 1,133,388	\$ 1,213,679	\$ 1,241,782	10%
Part Time	26,020	38,377	40,082	41,633	8%
Overtime	37,063	34,455	35,523	35,904	4%
Total Salaries & Wages	\$ 1,137,228	\$ 1,206,220	\$ 1,289,284	\$ 1,319,319	9%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 22,000	100%
Federal Taxes	-	-	-	8,166	100%
Disability Leave Buy-Back	6,943	-	-	-	0%
Standby	3,773	3,825	3,825	3,825	0%
Accrued Leave Payoff	-	7,731	7,731	7,731	0%
Total Other Pay	\$ 10,716	\$ 11,556	\$ 11,556	\$ 41,722	261%
Benefits					
Health Insurance	\$ 178,780	\$ 187,613	\$ 196,639	\$ 223,871	19%
Other Insurance Benefits	8,232	6,189	7,457	6,567	6%
FICA/Medicare Tax	86,269	93,320	92,345	107,007	15%
Retirement Contributions	98,391	98,725	104,415	113,830	15%
Unemployment Compensation	-	500	-	500	0%
Workers' Compensation	34,301	35,034	33,394	45,089	29%
Other Allowances	960	960	960	960	0%
Clothing Allowance	999	1,102	1,102	1,102	0%
Total Benefits	\$ 407,932	\$ 423,443	\$ 436,312	\$ 498,926	18%
Total Personnel	\$ 1,555,876	\$ 1,641,219	\$ 1,737,152	\$ 1,859,967	13%
Contractual Services					
Investment Fees	\$ 2,705	\$ 3,251	\$ 8,004	\$ 4,469	37%
Medical Testing Services	368	550	550	950	73%
Water	-	-	900	1,750	100%
Office Machine Repairs	250	250	250	250	0%
Insurance & Bonds	85,000	54,244	54,244	83,751	54%
Telecommunications	885	240	628	628	162%
Postage/Shipping	1,711	2,200	2,200	2,200	0%
Advertising	56	1,550	1,550	25,000	1513%
Printing/Reproduction	1,587	5,900	5,900	5,900	0%
Travel & Training	4,923	4,500	4,500	5,000	11%
Interdepartmental Services	672,580	850,793	850,793	919,323	8%
Admin/Mgmt Fees	181,204	-	-	-	0%
Balefill	2,025,652	1,921,300	1,933,600	2,009,795	5%
Other Contractual	95,029	104,928	104,928	199,928	91%
Association Dues	257	586	586	586	0%
Recycling Services	70,659	77,100	77,100	77,100	0%
Total Contractual Services	\$ 3,142,866	\$ 3,027,392	\$ 3,045,733	\$ 3,336,630	10%

Refuse Collection Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Materials & Supplies					
Office Supplies	\$ 259	\$ 1,300	\$ 1,300	\$ 1,300	0%
Operating Supplies	25,004	23,000	23,000	23,000	0%
Other Materials & Supplies	2,142	3,000	3,000	3,000	0%
Uniforms	2,326	3,500	4,200	4,200	20%
Safety Equipment/Supplies	3,796	3,500	4,000	4,000	14%
Small Tools & Supplies	999	1,000	1,500	1,500	50%
Bulk Fuel	162,778	169,472	173,700	177,945	5%
Total Materials & Supplies	\$ 197,304	\$ 204,772	\$ 210,700	\$ 214,945	5%
Other Expenses					
Depreciation	\$ 698,700	\$ 721,500	\$ 721,500	\$ 709,800	-2%
Platte River Revival	31,254	58,990	58,990	58,990	0%
Total Other Expenses	\$ 729,954	\$ 780,490	\$ 780,490	\$ 768,790	-1%
Transfer Out					
Transfer Out-Health Insurance	\$ -	\$ 27,849	\$ 27,849	\$ 30,231	9%
Total Transfer Out	\$ -	\$ 27,849	\$ 27,849	\$ 30,231	9%
Total Operating Expenses	\$ 5,626,000	\$ 5,681,722	\$ 5,801,924	\$ 6,210,563	9%
Operating Income (Loss)	\$ 618,120	\$ 731,708	\$ 358,339	\$ 512,626	-30%
Capital					
Capital - New					
Buildings	\$ 127,435	\$ 1,732,760	\$ 1,732,760	\$ -	-100%
Light Equipment	67,114	65,000	65,000	106,100	63%
Technologies	-	-	-	16,000	100%
Improvements Other Than Bldgs.	29,513	454,508	454,508	486,055	7%
Total Capital - New	\$ 224,062	\$ 2,252,268	\$ 2,252,268	\$ 608,155	-73%
Capital - Replacement					
Improvements Other Than Bldgs.	\$ 60,231	\$ 139,263	\$ 139,263	\$ -	-100%
Light Equipment	50,434	80,000	80,000	116,000	45%
Heavy Equipment	1,091,750	1,005,000	1,005,000	710,000	-29%
Technologies	2,431	27,500	18,300	121,361	341%
Total Capital - Replacement	\$ 1,204,846	\$ 1,251,763	\$ 1,242,563	\$ 947,361	-24%
Total Capital	\$ 1,428,908	\$ 3,504,031	\$ 3,494,831	\$ 1,555,516	-56%
Total Expenses	\$ 7,054,908	\$ 9,185,753	\$ 9,296,755	\$ 7,766,079	-15%
Net Fund	\$ (810,788)	\$ (2,772,323)	\$ (3,136,492)	\$ (1,042,890)	62%

Balefill Fund

Function: To dispose of municipal solid waste.

Balefill Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Solid Waste Manager	1	1	1	1
Balefill Clerk II	2	2	2	2
Balefill Supervisor II	1	1	1	1
SW Processing Operator	5	5	-	-
Equipment Operator I	-	-	1	2
Equipment Operator II	6	3	7	7
Equipment Operator III	-	1	2	2
Municipal Worker I	1	1	1	1
Municipal Worker II	1	1	1	1
Plant Mechanic II	-	1	1	1
Special Waste Supervisor II	1	1	1	1
Special Waste Technician	1	1	1	-
Operations/Maintenance Coordinator	1	1	1	-
Total	20	19	20	19
Part Time Employees (Budget)	\$ 72,483	\$ 65,055	\$ 64,100	\$ 66,799

Balefill Highlights

Engineering costs are expected to decrease as regulatory monitoring for the closed section of the Balefill has transferred to the State Landfill Remediation Program. Capital spending will decrease as the Baler Building is expected to be completed in FY18.

Balefill Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 6,078,845	\$ 6,100,652	\$ 6,216,500	\$ 6,608,680	8%
Miscellaneous	236,970	243,774	268,647	279,869	15%
Transfer In	-	-	-	-	0%
Grants	1,930,998	6,554,813	1,284,377	5,816,549	-11%
Total Revenues	\$ 8,246,813	\$ 12,899,239	\$ 7,769,524	\$ 12,705,098	-2%
Expenditures					
Personnel	\$ 1,650,369	\$ 1,709,297	\$ 1,735,962	\$ 1,652,941	-3%
Contractual Services	1,361,994	1,999,322	1,920,294	1,906,108	-5%
Materials & Supplies	426,328	695,875	593,325	718,295	3%
Other	1,207,291	1,711,463	1,318,304	1,429,305	-16%
Capital	4,345,729	11,428,762	11,431,523	2,249,051	-80%
Transfer Out	-	36,461	36,461	28,237	-23%
Total Expenditures	\$ 8,991,711	\$ 17,581,180	\$ 17,035,869	\$ 7,983,937	-55%
Net Balefill Fund	\$ (744,898)	\$ (4,681,941)	\$ (9,266,345)	\$ 4,721,161	201%
			Actual Reserves on June 30, 2017	\$ 7,354,240	
			Projected Reserves on June 30, 2018	\$ (736,105)	
			Projected Reserves on June 30, 2019	\$ 3,985,056	

The reserve change and net for each year differ due to depreciation and post-closure expense, which are non-cash expenses.

Balefill Fund

Balefill FY 2019 Capital Summary			
Replacement Capital		New Capital	
Ejection Rams Baler Building	\$ 200,000	Waste Handler	\$ 320,000
Baler Trailers	190,000	Asphalt Impr-Landfill Equip	254,100
Landfill Litter Fencing	154,520	Storage for Landfill Compactors	250,000
Point to Point Wireless	39,000	Landfill Remediation	195,200
Share of New Financial Software	56,741	Recycling Baler for MRF	160,000
Network Switches	12,390	Small Loader	90,000
Computer Replacements	6,000	Thermal Monitors	60,000
Radio Replacement	6,000	Storage for Equip/Tools	60,000
		GPS SW/HW	50,000
		Biosolid Equip Storage Bldg	46,000
		Tire Shredder	35,000
		Misc. Equipment	33,500
		Card Readers	30,600
			-
Total	\$ 664,651	Total	\$ 1,584,400

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Operations					
Operating Revenues					
Charges For Services					
Commercial Charges	\$ 620,868	\$ 586,000	\$ 621,500	\$ 654,310	12%
Residential Charges	1,557,210	1,470,400	1,454,100	1,500,225	2%
Private Commercial Charges	3,418,600	3,480,072	3,622,600	3,903,770	12%
Contaminated Soil	411,021	500,000	400,000	412,080	-18%
Other Charges	71,146	64,180	118,300	138,295	115%
Total Charges For Services	\$ 6,078,845	\$ 6,100,652	\$ 6,216,500	\$ 6,608,680	8%
Miscellaneous Revenue					
Sales -	\$ 44,507	\$ 42,640	\$ 42,640	\$ 42,640	0%
Interest On Investments	70,358	81,134	102,987	117,229	44%
Gain/(Loss) On Sale Of Invest.	33	-	1,270	-	0%
Amort on Investments	2,072	-	1,750	-	0%
Admin/Mgmt Fees	120,000	120,000	120,000	120,000	0%
Total Miscellaneous	\$ 236,970	\$ 243,774	\$ 268,647	\$ 279,869	15%
Total Operating Revenue	\$ 6,315,815	\$ 6,344,426	\$ 6,485,147	\$ 6,888,549	9%
Operating Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 1,121,246	\$ 1,142,759	\$ 1,179,823	\$ 1,071,304	-6%
Part Time	65,055	64,100	76,195	66,799	4%
Overtime	11,948	22,097	22,097	25,704	16%
Total Salaries & Wages	\$ 1,198,249	\$ 1,228,956	\$ 1,278,115	\$ 1,163,807	-5%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 19,000	100%
Federal Taxes	-	-	-	7,053	100%
Standby Time	2,340	3,825	3,666	3,825	0%
Disability Leave Buy-Back	8,262	-	-	-	0%
Accrued Leave Payoff	-	-	5,738	6,116	100%
Total Other Pay	\$ 10,602	\$ 3,825	\$ 9,404	\$ 35,994	841%
Benefits					
Health Insurance	\$ 207,639	\$ 228,590	\$ 207,992	\$ 209,104	-9%
Other Insurance Benefits	8,122	5,973	7,067	5,551	-7%
FICA/Medicare Tax	88,320	96,457	92,393	94,700	-2%
Retirement Contributions	95,100	99,480	95,099	95,001	-5%
Unemployment Compensation	-	-	500	500	100%
Workers' Compensation	34,688	37,196	37,347	41,024	10%
Other Allowances	7,260	7,020	6,540	6,060	-14%
Clothing Allowance	389	1,800	1,505	1,200	-33%
Total Benefits	\$ 441,518	\$ 476,516	\$ 448,443	\$ 453,140	-5%
Total Personnel	\$ 1,650,369	\$ 1,709,297	\$ 1,735,962	\$ 1,652,941	-3%

Balefill Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Contractual Services					
Investment Fees	\$ 5,293	\$ 6,085	\$ 8,004	\$ 9,262	52%
Medical Testing Services	1,384	3,025	2,060	2,060	-32%
Engineering Services	116,635	419,774	419,774	256,420	-39%
Other Testing	12,584	36,900	36,900	36,900	0%
Water	8,093	9,000	13,776	9,000	0%
Energy - Electricity	55,209	117,200	55,000	55,000	-53%
Energy - Natural Gas	23,506	39,900	23,500	23,500	-41%
Alarm	2,206	2,940	2,500	2,500	-15%
Equipment Rental	40,000	40,000	40,000	50,000	25%
Insurance & Bonds	48,606	59,565	59,565	92,816	56%
State Landfill Assurance Prg	2,033	6,600	5,162	5,162	-22%
Telecommunications	6,182	4,540	3,278	3,820	-16%
Radio	-	600	-	-	-100%
Postage/Shipping	555	1,000	415	1,000	0%
Advertising	423	2,300	500	2,300	0%
Printing/Reproduction	2,468	2,500	2,500	2,500	0%
Travel & Training	8,039	7,415	7,415	9,500	28%
Interdepartmental Services	606,344	757,068	757,068	766,458	1%
Admin/Mgmt Fees	24,969	-	-	-	0%
Other Contractual	395,835	481,316	481,316	576,316	20%
Association Dues	1,630	1,594	1,561	1,594	0%
Total Contractual Services	\$ 1,361,994	\$ 1,999,322	\$ 1,920,294	\$ 1,906,108	-5%
Materials & Supplies					
Office Supplies	\$ 2,044	\$ 3,000	\$ 3,000	\$ 3,000	0%
Operating Supplies	245,574	432,210	316,240	432,210	0%
Other Materials & Supplies	3,980	3,600	2,600	3,600	0%
Uniforms	5,941	6,600	6,700	6,700	2%
Safety Equipment/Supplies	13,473	13,900	13,900	13,900	0%
Cover Materials	11,781	12,000	12,000	20,000	67%
Building Supplies	2,553	2,500	2,500	2,500	0%
Infectious Waste Disposal	14,989	15,000	15,000	15,000	0%
Paint & Sign Supplies	3,795	5,600	5,600	5,600	0%
Small Tools & Supplies	837	1,465	1,750	1,750	19%
Bulk Fuel	121,361	200,000	214,035	214,035	7%
Total Materials & Supplies	\$ 426,328	\$ 695,875	\$ 593,325	\$ 718,295	3%
Other Expenses					
Depreciation	\$ 760,000	\$ 790,000	\$ 790,000	\$ 847,000	7%
Landfill Closure/Post Closure	305,000	386,000	386,000	440,000	14%
Principal Payments	104,189	344,208	106,884	109,557	-68%
Interest Expense	35,983	189,123	33,288	30,616	-84%
Sales Tax	2,119	2,132	2,132	2,132	0%
Total Other Expenses	\$ 1,207,291	\$ 1,711,463	\$ 1,318,304	\$ 1,429,305	-16%
Transfer Out					
Transfer Out-Health Insurance	\$ -	\$ 36,461	\$ 36,461	\$ 28,237	-23%
Total Transfer Out	\$ -	\$ 36,461	\$ 36,461	\$ 28,237	-23%
Total Operating Expenses	\$ 4,645,982	\$ 6,152,418	\$ 5,604,346	\$ 5,734,886	-7%
Operating Income (Loss)	\$ 1,669,833	\$ 192,008	\$ 880,801	\$ 1,153,663	501%
Capital Revenue					
Grants					
State Grants/Loans	\$ 1,930,998	\$ 6,554,813	\$ 1,284,377	\$ 5,816,549	-11%
Total Grants	\$ 1,930,998	\$ 6,554,813	\$ 1,284,377	\$ 5,816,549	-11%
Total Capital Revenue	\$ 1,930,998	\$ 6,554,813	\$ 1,284,377	\$ 5,816,549	-11%
Capital Expenditures					
Capital - New					
Buildings	\$ 333,819	\$ 6,814,618	\$ 6,814,618	\$ -	-100%
Light Equipment	70,357	25,000	25,000	68,500	174%
Heavy Equipment	6,874	320,000	320,000	620,000	94%
Improve Other Than Buildings	2,496,020	3,255,789	3,258,550	805,300	-75%
Technologies	-	-	-	90,600	100%
Total Capital - New	\$ 2,907,070	\$ 10,415,407	\$ 10,418,168	\$ 1,584,400	-85%
Capital - Replacement					
Improvements other than Buildings	\$ -	\$ -	\$ -	\$ 154,520	100%
Light Equipment	95,163	65,505	65,505	6,000	-91%
Heavy Equipment	1,337,619	941,850	941,850	390,000	-59%
Technologies	5,877	6,000	6,000	114,131	1802%
Total Capital - Replacement	\$ 1,438,659	\$ 1,013,355	\$ 1,013,355	\$ 664,651	-34%
Total Capital Expenditures	\$ 4,345,729	\$ 11,428,762	\$ 11,431,523	\$ 2,249,051	-80%
Net Capital	\$ (2,414,731)	\$ (4,873,949)	\$ (10,147,146)	\$ 3,567,498	173%
Net Fund	\$ (744,898)	\$ (4,681,941)	\$ (9,266,345)	\$ 4,721,161	201%

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Parking Lots Fund

Parking Fund Highlights

The struggle to maintain full occupancy in the Parking Garage continues to result in lower revenue projections. The Downtown Development Authority (DDA) was contracted to continue managing the parking lot contracts for the City through June 2020. Security upgrades will be paid for out of Parking Lot Reserves.

Parking Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 4,230	\$ 3,000	\$ 3,900	\$ 3,000	0%
Miscellaneous	9,725	9,100	10,472	10,300	13%
Total Revenues	\$ 13,955	\$ 12,100	\$ 14,372	\$ 13,300	10%
Expenditures					
Contractual Services	\$ 23,447	\$ 21,335	\$ 14,464	\$ 18,149	-15%
Capital	-	-	-	94,720	100%
Total Expenditures	\$ 23,447	\$ 21,335	\$ 14,464	\$ 112,869	429%
Net Parking Fund	\$ (9,492)	\$ (9,235)	\$ (92)	\$ (99,569)	978%
			Actual Reserves on June 30, 2017	\$ 496,550	
			Projected Reserves on June 30, 2018	\$ 496,458	
			Projected Reserves on June 30, 2019	\$ 396,889	

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges For Services					
Parking Permits	\$ 4,230	\$ 3,000	\$ 3,900	\$ 3,000	0%
Total Charges For Services	\$ 4,230	\$ 3,000	\$ 3,900	\$ 3,000	0%
Miscellaneous Revenue					
Rent/Profit	\$ 4,139	\$ 4,100	\$ 4,000	\$ 4,000	-2%
Interest Income	5,465	5,000	6,220	6,300	26%
Amort of Investment	118	-	80	-	0%
Gain/ Loss on Sale of Invest	3	-	172	-	0%
Total Miscellaneous	\$ 9,725	\$ 9,100	\$ 10,472	\$ 10,300	13%
Total Revenue	\$ 13,955	\$ 12,100	\$ 14,372	\$ 13,300	10%
Expenses					
Contractual Services					
Investment Fees	\$ 344	\$ 411	\$ 353	\$ 530	29%
Insurance & Bonds	-	-	-	356	100%
Interdepartmental Services	8,897	13,424	9,100	13,092	-2%
Other Contractual	14,206	7,500	5,011	4,171	-44%
Total Contractual Services	\$ 23,447	\$ 21,335	\$ 14,464	\$ 18,149	-15%
Capital - Replacement					
Improve Other Than Buildings	\$ -	\$ -	\$ -	\$ 94,720	100%
Total Capital - Replacement	\$ -	\$ -	\$ -	\$ 94,720	100%
Total Capital Expenditures	\$ -	\$ -	\$ -	\$ 94,720	100%
Total Expenses	\$ 23,447	\$ 21,335	\$ 14,464	\$ 112,869	429%
Net Fund	\$ (9,492)	\$ (9,235)	\$ (92)	\$ (99,569)	978%

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Parks and Recreation Enterprise Funds

Budget Summary by Category

Parks and Recreation Funds Budget Summary by Category					
	FY 2017	FY 2018	FY 2018	FY 2019	% ▲
	ACTUAL	REVISED	ESTIMATE	ADOPTED	
Revenues					
Charges for Service	\$ 2,775,996	\$ 2,676,696	\$ 2,521,937	\$ 2,718,970	2%
Miscellaneous	226,900	166,150	153,583	223,540	35%
Transfer In	2,456,127	2,252,757	3,386,905	2,398,903	6%
Total Revenues	\$ 5,459,023	\$ 5,095,603	\$ 6,062,425	\$ 5,341,413	5%
Expenditures					
Personnel	\$ 3,104,630	\$ 2,267,221	\$ 2,348,428	\$ 2,512,690	11%
Contractual Services	2,338,698	2,119,084	2,219,493	2,399,031	13%
Materials & Supplies	390,302	292,700	258,609	284,975	-3%
Other	5,210	4,750	6,055	5,725	21%
Capital	14,587	22,650	15,027	24,300	7%
Transfer Out	-	29,178	29,178	-	-100%
Total Expenditures	\$ 5,853,427	\$ 4,735,583	\$ 4,876,790	\$ 5,226,721	10%
Net All Parks and Recreation Funds	\$ (394,404)	\$ 360,020	\$ 1,185,635	\$ 114,692	-68%

Parks and Recreation Enterprise Funds Summary by Fund

Parks and Recreation Enterprise Summary by Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Casper Events Center					
Revenues	\$ 1,253,204	\$ 882,443	\$ 1,897,650	\$ 937,687	6%
Expenditures	1,802,535	752,443	959,719	937,687	25%
Net	(549,331)	130,000	937,931	-	-100%
Municipal Golf Course					
Revenues	740,984	852,421	706,200	862,600	1%
Expenditures	629,304	620,007	549,921	747,908	21%
Net	111,680	232,414	156,279	114,692	-51%
Casper Recreation Center					
Revenues	1,029,110	1,009,358	1,042,174	1,087,777	8%
Expenditures	1,027,838	1,009,355	1,042,174	1,087,777	8%
Net	1,272	3	-	-	-100%
Aquatics					
Revenues	1,129,396	950,429	1,018,767	1,015,309	7%
Expenditures	1,089,188	950,430	1,018,767	1,015,309	7%
Net	40,208	(1)	-	-	100%
Ice Arena					
Revenues	532,146	579,028	564,403	589,052	2%
Expenditures	532,143	579,027	564,403	589,052	2%
Net	3	1	-	-	-100%
Hogadon					
Revenues	774,183	821,924	833,231	848,988	3%
Expenditures	772,419	824,321	741,806	848,988	3%
Net	1,764	(2,397)	91,425	-	100%
Revenues- All Parks and Recreation	5,459,023	5,095,603	6,062,425	5,341,413	5%
Expenditures- All Parks and Recreation	5,853,427	4,735,583	4,876,790	5,226,721	10%
Net All Parks and Recreation	\$ (394,404)	\$ 360,020	\$ 1,185,635	\$ 114,692	-68%

Casper Events Center Fund (CEC)

Function: To provide a community resource that provides a variety of entertainment and events for the citizens of Natrona County and the State of Wyoming, while generating positive economic impact for the community.

Casper Events Center Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Leisure Services Director	1	1	-	-
Events Center Manager	1	-	-	-
Administrative Support Tech	1	1	-	-
Administrative Assistant II	1	1	-	-
Audio Visual Technician	1	1	-	-
Box Office Supervisor II	1	1	-	-
Event Specialist	1	1	-	-
Food & Bev Superintendent	1	1	-	-
Asst Food & Beverage Superintender	1	1	-	-
Maintenance Crew Leader	1	1	-	-
Maint & Technical Specialist	1	1	-	-
Marketing Promotions Specialist	1	1	-	-
Operations Supervisor II	1	1	-	-
Food Service Coordinator	1	-	-	-
Total	14	12	-	-
Part Time Employees (Budget)	\$ 841,597	\$ 162,739	\$ -	\$ -

Casper Events Center (CEC) Highlights

Spectra Venue Management currently manages the facility on behalf of the City for a fee and a percentage of any operational improvement over an established baseline. The City currently pays some utility charges on behalf of Spectra and this is subtracted from any payments made to Spectra.

Casper Events Center Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 314,692	\$ -	\$ 15,010	\$ 15,870	100%
Miscellaneous	73,873	-	355	240	100%
Transfer In	864,639	882,443	1,882,285	921,577	4%
Total Revenues	\$ 1,253,204	\$ 882,443	\$ 1,897,650	\$ 937,687	6%
Expenditures					
Personnel	\$ 608,170	\$ -	\$ 15,555	\$ -	0%
Contractual Services	1,073,322	752,443	944,164	937,687	25%
Materials & Supplies	121,043	-	-	-	0%
Total Expenditures	\$ 1,802,535	\$ 752,443	\$ 959,719	\$ 937,687	25%
Net Casper Events Center Fund	\$ (549,331)	\$ 130,000	\$ 937,931	\$ -	-100%
			Actual Reserves on June 30, 2017	\$ (937,931)	
			Projected Reserves on June 30, 2018	\$ -	
			Projected Reserves on June 30, 2019	\$ -	

FY 2019 Capital Summary

Replacement Capital			New Capital		
Computer Replacement	\$ 17,600				
Total	\$ 17,600		Total	\$ -	

Casper Events Center Fund (CEC)

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges For Services					
ATM Fees	\$ 3,426	\$ -	\$ -	\$ -	0%
Catering	43,808	-	-	-	0%
Gratuities - Service Fee	6,972	-	-	-	0%
Building Rental	41,710	-	-	-	0%
Equipment Fees	11,278	-	-	-	0%
Concessions	24,333	-	-	-	0%
Alcohol Sales	26,529	-	-	-	0%
Parking Income	10,607	-	-	-	0%
Exhibitor Services	7,254	-	-	-	0%
Service Fees	27,243	-	-	-	0%
Reimbursable Wages	87,232	-	-	-	0%
Lease Fees	24,300	-	15,010	15,870	100%
Total Charges For Services	\$ 314,692	\$ -	\$ 15,010	\$ 15,870	100%
Miscellaneous					
Interest on Investments	\$ 194	\$ -	\$ 355	\$ 240	100%
Administrative Fees	71,987	-	-	-	0%
Miscellaneous	1,692	-	-	-	0%
Total Miscellaneous	\$ 73,873	\$ -	\$ 355	\$ 240	100%
Transfers					
Transfers In	\$ 864,639	\$ 882,443	\$ 944,354	\$ 921,577	4%
Transfers In-Recapitalization	-	-	937,931	-	0%
Total Transfers	\$ 864,639	\$ 882,443	\$ 1,882,285	\$ 921,577	4%
Total Revenue	\$ 1,253,204	\$ 882,443	\$ 1,897,650	\$ 937,687	6%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 245,783	\$ -	\$ -	\$ -	0%
Part Time	162,739	-	-	-	0%
Overtime	5,268	-	-	-	0%
Total Salaries & Wages	\$ 413,790	\$ -	\$ -	\$ -	0%
Other Pay					
Supplemental Pay	\$ 14,526	\$ -	\$ -	\$ -	0%
Disability Leave Buy-Back	2,051	-	-	-	0%
Accrued Leave Payoff	58,225	-	-	-	0%
Other Allowances	5,388	-	-	-	0%
Total Other Pay	\$ 80,190	\$ -	\$ -	\$ -	0%
Benefits					
Health Insurance	\$ 27,860	\$ -	\$ -	\$ -	0%
Other Insurance Benefits	1,886	-	-	-	0%
FICA/Medicare Tax	35,870	-	-	-	0%
Retirement Contributions	27,329	-	-	-	0%
Unemployment Compensation	13,549	-	15,555	-	0%
Workers' Compensation	7,696	-	-	-	0%
Total Benefits	\$ 114,190	\$ -	\$ 15,555	\$ -	0%
Total Personnel	\$ 608,170	\$ -	\$ 15,555	\$ -	0%
Contractual Services					
Water	\$ 23,604	\$ -	\$ -	\$ -	0%
Refuse Collection	4,289	-	-	-	0%
Energy - Electricity	60,987	-	-	-	0%
Energy - Natural Gas	38,385	-	-	-	0%
Equipment Repairs	985	-	-	-	0%
Maintenance Agreements	81,040	-	-	-	0%
Insurance & Bonds	57,416	-	-	7,759	100%
Telecommunications	15,232	-	-	-	0%
Postage/Shipping	205	-	-	-	0%
Advertising	6,312	-	-	-	0%
Printing/Reproduction	3,221	-	-	-	0%
Interdepartmental Services	32,770	-	-	65,009	100%
Other Contractual	692,805	752,443	944,164	864,919	15%
Association Dues	795	-	-	-	0%
Credit Card Service Charges	25,445	-	-	-	0%
Production Service	29,831	-	-	-	0%
Total Contractual Services	\$ 1,073,322	\$ 752,443	\$ 944,164	\$ 937,687	25%

Casper Events Center Fund (CEC)

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Materials & Supplies					
Office Supplies	\$ 1,555	\$ -	\$ -	\$ -	0%
Catering Supplies	25,176	-	-	-	0%
Safety Equipment/Supplies	327	-	-	-	0%
Alcohol Supplies	37,391	-	-	-	0%
Building Supplies	6,819	-	-	-	0%
Concession Supplies	45,962	-	-	-	0%
Bulk Fuel	3,813	-	-	-	0%
Total Materials & Supplies	\$ 121,043	\$ -	\$ -	\$ -	0%
Total Expenses	\$ 1,802,535	\$ 752,443	\$ 959,719	\$ 937,687	25%
Net Fund	\$ (549,331)	\$ 130,000	\$ 937,931	\$ -	-100%

Municipal Golf Course Fund

Function: To provide an affordable, challenging, enjoyable, pleasant, and safe golf course with appropriate amenities for residents and visitors to Casper.

Golf Course Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Special Facilities Manager	1	-	-	-
Golf Course Superintendent	1	1	1	1
Golf Course Assistant Superintenden	1	-	-	-
Parks Crew Leader	-	-	-	1
Golf Course Mechanic	1	1	1	-
Municipal Worker II	-	-	1	1
Irrigation Worker	1	1	-	-
Total	5	3	3	3

Part Time Employees (Budget)	\$	69,711	\$	72,850	\$	64,500	\$	65,403
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Municipal Golf Course Highlights

Increases in spending will be provided by the addition of a Parks Crew Leader position replacing a Mechanic position that was transferred to Fleet early in the fiscal year. Water and Other Contractual expenses are expected to rise in FY19 to the amounts budgeted in FY18.

Golf Course Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 700,724	\$ 839,921	\$ 696,000	\$ 790,000	-6%
Miscellaneous	40,260	12,500	10,200	72,600	481%
Total Revenues	\$ 740,984	\$ 852,421	\$ 706,200	\$ 862,600	1%
Expenditures					
Personnel	\$ 287,182	\$ 211,750	\$ 210,043	\$ 319,089	51%
Contractual Services	274,870	315,941	264,912	348,319	10%
Materials & Supplies	63,319	83,500	71,150	75,500	-10%
Capital	3,933	5,000	-	5,000	0%
Transfers Out	-	3,816	3,816	-	-100%
Total Expenditures	\$ 629,304	\$ 620,007	\$ 549,921	\$ 747,908	21%
Net Golf Course Fund	\$ 111,680	\$ 232,414	\$ 156,279	\$ 114,692	-51%

Actual Reserves on June 30, 2017 \$ 61,589

Projected Reserves on June 30, 2018 \$ 221,684

Projected Reserves on June 30, 2019 \$ 336,376

Municipal Golf Course FY 2019 Capital Summary

	Replacement Capital		New Capital
Green Cover Replacement	\$ 5,000		
Total	\$ 5,000	Total	\$ -

Municipal Golf Course Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Operations					
Operating Revenues					
Charges For Services					
Golf Cart Rental	\$ 183,594	\$ 230,000	\$ 178,000	\$ 230,000	0%
Season Passes	242,325	280,000	248,000	280,000	0%
Green Fees	274,805	329,921	270,000	280,000	-15%
Total Charges For Services	\$ 700,724	\$ 839,921	\$ 696,000	\$ 790,000	-6%
Miscellaneous Revenue					
Administrative Fees	\$ 33,865	\$ -	\$ -	\$ -	0%
Building Rental	5,819	11,500	4,000	12,600	10%
Miscellaneous Revenue	576	1,000	6,200	60,000	5900%
Total Miscellaneous	\$ 40,260	\$ 12,500	\$ 10,200	\$ 72,600	481%
Total Operating Revenue	\$ 740,984	\$ 852,421	\$ 706,200	\$ 862,600	1%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 148,894	\$ 109,553	\$ 113,633	\$ 177,767	62%
Part Time	72,850	64,500	59,262	65,403	1%
Overtime	-	979	-	979	0%
Total Salaries & Wages	\$ 221,744	\$ 175,032	\$ 172,895	\$ 244,149	39%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 3,000	100%
Federal Taxes	-	-	-	1,114	100%
Disability Leave Buy-Back	1,554	-	-	-	0%
Total Other Pay	\$ 1,554	\$ -	\$ -	\$ 4,114	100%
Benefits					
Health Insurance	\$ 24,713	\$ 7,802	\$ 7,140	\$ 25,574	228%
Other Insurance Benefits	1,121	447	837	913	104%
FICA/Medicare Tax	16,711	13,305	12,094	19,442	46%
Retirement Contributions	12,462	9,255	9,505	15,333	66%
Unemployment Compensation	2,116	-	54	-	0%
Workers' Compensation	6,281	5,129	6,938	8,484	65%
Clothing Allowance	-	300	100	600	100%
Other Allowances	480	480	480	480	0%
Total Benefits	\$ 63,884	\$ 36,718	\$ 37,148	\$ 70,826	93%
Total Personnel	\$ 287,182	\$ 211,750	\$ 210,043	\$ 319,089	51%
Contractual Services					
Contractual Supervisors	\$ 102,954	\$ 125,000	\$ 105,000	\$ 125,000	0%
Water	10,550	32,960	10,000	32,960	0%
Energy - Electricity	50,253	41,200	42,000	41,200	0%
Energy - Natural Gas	2,817	1,545	1,500	1,545	0%
Insurance & Bonds	15,564	15,912	15,912	11,347	-29%
Telecommunications	1,752	2,500	2,000	3,050	22%
Advertising	5,781	15,000	15,000	15,000	0%
Travel & Training	690	4,400	2,500	4,400	0%
Interdepartmental Services	42,958	50,424	45,000	52,907	5%
Admin/Mgmt Fees	15,446	-	-	-	0%
Other Contractual	12,443	14,000	13,000	47,910	242%
Association Dues	633	-	-	-	0%
Credit Card Service Charges	13,029	13,000	13,000	13,000	0%
Total Contractual Services	\$ 274,870	\$ 315,941	\$ 264,912	\$ 348,319	10%
Materials & Supplies					
Office Supplies	\$ 276	\$ -	\$ -	\$ -	0%
Operating Supplies	358	-	-	-	0%
Safety Equipment/Supplies	135	200	150	200	0%
Golf Course Supplies	3,324	5,800	5,000	5,800	0%
Landscape Maintenance Supplies	38,622	51,500	50,000	51,500	0%
Irrigation Supplies	5,182	-	-	-	0%
Small Tools & Supplies	761	-	-	-	0%
Bulk Fuel	14,661	26,000	16,000	18,000	-31%
Total Materials & Supplies	\$ 63,319	\$ 83,500	\$ 71,150	\$ 75,500	-10%
Transfers Out					
Transfers Out-Health Insurance	\$ -	\$ 3,816	\$ 3,816	\$ -	-100%
Total Other Expenses	\$ -	\$ 3,816	\$ 3,816	\$ -	-100%

Municipal Golf Course Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Capital - Replacement					
Light Equipment	\$ 3,933	\$ 5,000	\$ -	\$ 5,000	0%
Total Capital - Replacement	\$ 3,933	\$ 5,000	\$ -	\$ 5,000	0%
Total Capital	\$ 3,933	\$ 5,000	\$ -	\$ 5,000	0%
Total Expenses	\$ 629,304	\$ 620,007	\$ 549,921	\$ 747,908	21%
Net Fund	\$ 111,680	\$ 232,414	\$ 156,279	\$ 114,692	-51%

Casper Recreation Center Fund

Function: To provide recreation services that enhance the quality of life for Casper area residents and visitors. Services promote positive recreational opportunities, skill development, and good health in friendly and well-maintained environments.

Casper Recreation Center Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Recreation Manager	1	1	1	1
Recreation Supervisor II	2	2	1	1
Administrative Support Tech	1	1	1	1
Custodial Maintenance Worker I	1	1	-	-
Custodial Maintenance Worker II	1	1	1	1
Recreation Coordinator	2	2	2	2
Total	8	8	6	6
Part Time Employees (Budget)	\$ 247,705	\$ 274,783	\$ 278,989	\$ 282,160

Casper Recreation Center Highlights

Overall, spending has remained steady.

Casper Recreation Center Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 535,916	\$ 565,950	\$ 535,300	\$ 556,100	-2%
Transfers In	493,194	443,408	506,874	531,677	20%
Total Revenues	\$ 1,029,110	\$ 1,009,358	\$ 1,042,174	\$ 1,087,777	8%
Expenditures					
Personnel	\$ 806,958	\$ 756,451	\$ 797,108	\$ 823,131	9%
Contractual Services	190,096	201,806	193,978	221,796	10%
Materials & Supplies	29,753	37,150	37,050	36,350	-2%
Other	112	160	250	100	-38%
Capital	919	5,250	5,250	6,400	22%
Transfer Out	-	8,538	8,538	-	-100%
Total Expenditures	\$ 1,027,838	\$ 1,009,355	\$ 1,042,174	\$ 1,087,777	8%
Net Casper Recreation Center Fund	\$ 1,272	\$ 3	\$ -	\$ -	-100%
			Actual Reserves on June 30, 2017	\$ 91,020	
			Projected Reserves on June 30, 2018	\$ 91,020	
			Projected Reserves on June 30, 2019	\$ 91,020	

Casper Recreation Center FY 2019 Capital Summary

	Replacement Capital		New Capital	
Computer/Equipment Replacement	\$ 6,400			
Total	\$ 6,400	Total	\$ -	

Casper Recreation Center Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Operations					
Operating Revenues					
Charges For Services					
Recreation Passes	\$ 68,990	\$ 62,000	\$ 58,000	\$ 62,000	0%
Classes	274,968	292,000	289,000	292,000	0%
Locker Rental	3,950	5,000	3,950	5,000	0%
Room Rental	33,760	37,000	33,700	37,000	0%
Towel Rental	1,033	1,500	1,250	1,500	0%
Equipment Fees	199	500	400	500	0%
League User Fees	43,161	40,000	42,000	42,000	5%
Pro Shop Sales	2,095	3,250	5,100	3,250	0%
Foundation Contribution	8,648	21,150	8,000	7,000	-67%
Concessions	4,935	7,250	5,300	7,250	0%
Ball Field User Fees	59,819	55,000	57,300	57,300	4%
Admissions	29,134	35,000	26,000	35,000	0%
Tennis Court User Fees	770	800	800	800	0%
Other Charges	4,454	5,500	4,500	5,500	0%
Total Charges For Services	\$ 535,916	\$ 565,950	\$ 535,300	\$ 556,100	-2%
Transfers					
Transfers In	\$ 493,194	\$ 443,408	\$ 506,874	\$ 531,677	20%
Total Transfers	\$ 493,194	\$ 443,408	\$ 506,874	\$ 531,677	20%
Total Operating Revenue	\$ 1,029,110	\$ 1,009,358	\$ 1,042,174	\$ 1,087,777	8%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 375,206	\$ 327,027	\$ 358,498	\$ 365,478	12%
Part Time	274,783	278,989	283,642	282,160	1%
Overtime	67	-	165	-	0%
Total Salaries & Wages	\$ 650,056	\$ 606,016	\$ 642,305	\$ 647,638	7%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 6,000	100%
Federal Taxes	-	-	-	2,227	100%
Disability Leave Buy-Back	3,342	-	-	-	0%
Accrued Leave	356	-	-	-	0%
Total Other Pay	\$ 3,698	\$ -	\$ -	\$ 8,227	100%
Benefits					
Health Insurance	\$ 52,969	\$ 53,529	\$ 54,835	\$ 57,340	7%
Other Insurance Benefits	2,672	1,551	2,160	1,821	17%
FICA/Medicare Tax	48,931	46,708	45,085	51,257	10%
Retirement Contributions	31,405	27,372	30,048	31,352	15%
Workers' Compensation	12,667	16,715	18,115	20,936	25%
Other Allowances	4,560	4,560	4,560	4,560	0%
Total Benefits	\$ 153,204	\$ 150,435	\$ 154,803	\$ 167,266	11%
Total Personnel	\$ 806,958	\$ 756,451	\$ 797,108	\$ 823,131	9%
Contractual Services					
Water	\$ 14,140	\$ 14,500	\$ 14,500	\$ 14,500	0%
Office Equipment Repairs	250	250	250	250	0%
Insurance & Bonds	20,852	19,629	19,629	40,133	104%
Energy - Electricity	53,081	49,852	51,000	51,000	2%
Energy - Natural Gas	11,400	12,051	11,500	11,500	-5%
Telecommunications	5,220	5,000	5,000	4,500	-10%
Postage/Shipping	570	750	750	750	0%
Advertising	4,130	5,000	4,000	4,000	-20%
Printing/Reproduction	3,324	4,000	5,000	5,000	25%
Travel & Training	1,450	2,492	1,267	2,392	-4%
Interdepartmental Services	54,695	57,732	57,732	62,821	9%
Other Contractual	20,177	29,500	22,500	24,000	-19%
Association Dues	807	1,050	850	950	-10%
Total Contractual Services	\$ 190,096	\$ 201,806	\$ 193,978	\$ 221,796	10%
Materials & Supplies					
Office Supplies	\$ 1,634	\$ 1,800	\$ 1,800	\$ 1,800	0%
Operating Supplies	14,277	17,250	17,750	17,750	3%
Uniforms	1,689	2,000	1,250	1,550	-23%
Custodial Supplies	8,743	12,500	12,500	12,000	-4%
Photo Supplies	459	500	500	500	0%
Resale Supplies	2,514	2,300	2,800	2,300	0%
Bulk Fuel	437	800	450	450	-44%
Total Materials & Supplies	\$ 29,753	\$ 37,150	\$ 37,050	\$ 36,350	-2%

Casper Recreation Center Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Other Expenses					
Sales Tax	\$ 112	\$ 160	\$ 250	\$ 100	-38%
Total Other Expenses	<u>\$ 112</u>	<u>\$ 160</u>	<u>\$ 250</u>	<u>\$ 100</u>	-38%
Transfers Out					
Transfers Out-Health Insurance	\$ -	\$ 8,538	\$ 8,538	\$ -	-100%
Total Capital - New	<u>\$ -</u>	<u>\$ 8,538</u>	<u>\$ 8,538</u>	<u>\$ -</u>	-100%
Capital - Replacement					
Technologies	\$ 919	\$ 5,250	\$ 5,250	\$ 6,400	22%
Total Capital - Replacement	<u>\$ 919</u>	<u>\$ 5,250</u>	<u>\$ 5,250</u>	<u>\$ 6,400</u>	22%
Total Capital	<u>\$ 919</u>	<u>\$ 5,250</u>	<u>\$ 5,250</u>	<u>\$ 6,400</u>	22%
Total Expenses	<u>\$ 1,027,838</u>	<u>\$ 1,009,355</u>	<u>\$ 1,042,174</u>	<u>\$ 1,087,777</u>	8%
Net Fund	<u>\$ 1,272</u>	<u>\$ 3</u>	<u>\$ -</u>	<u>\$ -</u>	-100%

Aquatics Fund

Function: The Aquatics Section oversees the four outdoor swimming pools and the Casper Family Aquatic Center. The outdoor pools are located in various neighborhoods throughout Casper, and are generally open from June through August. The Casper Family Aquatic Center includes two indoor pools and other water related areas and facilities, and is open year round.

Aquatics Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Recreation Supervisor II	1	1	1	1
Recreation Coordinator	1	1	1	-
Custodial Maintenance Worker I	1	1	-	-
Custodial Maintenance Worker II	1	1	1	1
Total	4	4	3	2
Part Time Employees (Budget)	\$ 369,790	\$ 433,338	\$ 406,985	\$ 412,112

Aquatics Highlights

The elimination of a Recreation Coordinator position will be partially offset by an increase in Operating Supplies.

Aquatics Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 591,069	\$ 589,600	\$ 584,300	\$ 608,800	3%
Miscellaneous	45,214	43,500	43,500	46,000	6%
Transfer In	493,113	317,329	390,967	360,509	14%
Total Revenues	\$ 1,129,396	\$ 950,429	\$ 1,018,767	\$ 1,015,309	7%
Expenditures					
Personnel	\$ 688,848	\$ 583,432	\$ 645,185	\$ 605,131	4%
Contractual Services	305,369	285,421	295,521	313,553	10%
Materials & Supplies	91,087	72,950	68,219	90,350	24%
Other	2,280	1,340	2,555	2,375	77%
Capital	1,604	2,500	2,500	3,900	56%
Transfers Out	-	4,787	4,787	-	-100%
Total Expenditures	\$ 1,089,188	\$ 950,430	\$ 1,018,767	\$ 1,015,309	7%
Net Aquatics Fund	\$ 40,208	\$ (1)	\$ -	\$ -	100%
			Actual Reserves on June 30, 2017	\$ (4,369)	
			Projected Reserves on June 30, 2018	\$ (4,369)	
			Projected Reserves on June 30, 2019	\$ (4,369)	

Aquatics FY 2019 Capital Summary

Replacement Capital		New Capital	
Computer/Equipment Replacement	\$ 3,900		
Total	\$ 3,900	Total	\$ -

Aquatics Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Operations					
Charges For Services					
Daily Admissions	\$ 296,052	\$ 305,000	\$ 293,000	\$ 302,500	-1%
Special Events - Admission	756	1,500	1,500	1,500	0%
Lesson Fees	119,973	127,000	126,000	132,000	4%
Season Passes	111,974	103,000	112,000	115,000	12%
Locker Rental	4,165	4,500	4,600	5,000	11%
Pool Rentals	42,771	33,500	33,500	38,000	13%
Building Rent - Party	9,160	8,600	8,600	8,600	0%
Pro Shop Sales	6,218	6,500	5,100	6,200	-5%
Total Charges For Services	\$ 591,069	\$ 589,600	\$ 584,300	\$ 608,800	3%
Miscellaneous Revenue					
Concessions	\$ 45,214	\$ 43,500	\$ 43,500	\$ 46,000	6%
Administrative Fees	-	-	-	-	0%
Total Miscellaneous Revenue	\$ 45,214	\$ 43,500	\$ 43,500	\$ 46,000	6%
Transfers					
Transfer In- Perpetual Care	\$ 193,113	\$ 17,329	\$ 90,967	\$ 60,509	249%
Transfer In- 1% #15	300,000	300,000	300,000	300,000	0%
Total Transfers	\$ 493,113	\$ 317,329	\$ 390,967	\$ 360,509	14%
Total Operating Revenue	\$ 1,129,396	\$ 950,429	\$ 1,018,767	\$ 1,015,309	7%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 157,762	\$ 92,282	\$ 115,238	\$ 107,259	16%
Part Time	433,338	406,985	444,563	412,112	1%
Overtime	423	489	124	489	0%
Total Salaries & Wages	\$ 591,523	\$ 499,756	\$ 559,925	\$ 519,860	4%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 2,000	100%
Federal Taxes	-	-	-	742	100%
Accrued Leave Payoff	-	3,435	3,435	-	-100%
Total Other Pay	\$ -	\$ 3,435	\$ 3,435	\$ 2,742	-20%
Benefits					
Health Insurance	\$ 26,989	\$ 16,397	\$ 13,838	\$ 13,910	-15%
Other Insurance Benefits	1,190	520	787	556	7%
FICA/Medicare Tax	44,452	38,528	38,283	40,479	5%
Retirement Contributions	13,205	9,458	11,667	9,243	-2%
Workers' Compensation	10,786	14,858	16,770	17,861	20%
Unemployment Insurance	223	-	-	-	0%
Other Allowances	480	480	480	480	0%
Total Benefits	\$ 97,325	\$ 80,241	\$ 81,825	\$ 82,529	3%
Total Personnel	\$ 688,848	\$ 583,432	\$ 645,185	\$ 605,131	4%
Contractual Services					
Water	\$ 18,186	\$ 26,500	\$ 21,000	\$ 19,000	-28%
Insurance & Bonds	15,334	16,357	16,357	55,429	239%
Energy - Electricity	81,716	78,000	82,500	81,000	4%
Energy - Natural Gas	79,816	79,000	80,000	81,000	3%
Telecommunications	3,734	3,200	4,700	2,700	-16%
Postage & Shipping	282	300	300	300	0%
Advertising	1,243	3,000	1,600	3,500	17%
Travel & Training	3,192	4,300	4,300	3,700	-14%
Interdepartmental Services	70,442	61,764	61,764	59,424	-4%
Admin/Mgmt Fees	9,132	-	-	-	0%
Other Contractual	22,292	13,000	23,000	7,500	-42%
Total Contractual Services	\$ 305,369	\$ 285,421	\$ 295,521	\$ 313,553	10%
Materials & Supplies					
Office Supplies	\$ 1,128	\$ 1,100	\$ 1,100	\$ 1,100	0%
Operating Supplies	58,695	48,000	37,797	59,000	23%
Uniforms	3,620	3,100	3,199	3,150	2%
Custodial Supplies	5,145	3,000	4,300	4,200	40%
Photo Supplies	-	500	600	500	0%
Safety Equipment/Supplies	2,020	2,750	3,300	3,700	35%
Resale Supplies	2,976	2,500	3,923	3,700	48%
Concession Supplies	17,503	12,000	14,000	15,000	25%
Total Materials & Supplies	\$ 91,087	\$ 72,950	\$ 68,219	\$ 90,350	24%

Aquatics Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Other Expenses					
Sales Tax	\$ 2,280	\$ 1,340	\$ 2,555	\$ 2,375	77%
Total Other Expenses	\$ 2,280	\$ 1,340	\$ 2,555	\$ 2,375	77%
Transfers Out					
Transfers Out-Health Insurance	\$ -	\$ 4,787	\$ 4,787	\$ -	-100%
Total Capital - New	\$ -	\$ 4,787	\$ 4,787	\$ -	-100%
Capital - Replacement					
Technologies	\$ 1,604	\$ 2,500	\$ 2,500	\$ 3,900	56%
Total Capital - Replacement	\$ 1,604	\$ 2,500	\$ 2,500	\$ 3,900	56%
Total Capital	\$ 1,604	\$ 2,500	\$ 2,500	\$ 3,900	56%
Total Expenses	\$ 1,089,188	\$ 950,430	\$ 1,018,767	\$ 1,015,309	7%
Net Fund	\$ 40,208	\$ (1)	\$ -	\$ -	100%

Ice Arena Fund

Function: The Ice Arena features public skating, figure skating, and hockey, and it provides lessons and equipment rental.

Ice Arena Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Recreation Supervisor II	1	1	1	1
Recreation Coordinator	1	1	1	1
Custodial Maintenance Worker II	1	-	1	1
Total	3	2	3	3
Part Time Employees (Budget)	\$ 125,294	\$ 118,033	\$ 122,369	\$ 123,967

Ice Arena Highlights

A 9% decrease in Operating Supplies will help contain expense spending.

Ice Arena Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 254,220	\$ 244,725	\$ 260,173	\$ 272,400	11%
Miscellaneous	65,553	70,150	59,528	64,700	-8%
Transfer In	212,373	264,153	244,702	251,952	-5%
Total Revenues	\$ 532,146	\$ 579,028	\$ 564,403	\$ 589,052	2%
Expenditures					
Personnel	\$ 340,132	\$ 358,923	\$ 357,415	\$ 377,924	5%
Contractual Services	141,963	152,406	146,865	157,778	4%
Materials & Supplies	46,311	56,125	48,550	47,600	-15%
Other	2,818	3,250	3,250	3,250	0%
Capital	919	2,500	2,500	2,500	0%
Transfers Out	-	5,823	5,823	-	-100%
Total Expenditures	\$ 532,143	\$ 579,027	\$ 564,403	\$ 589,052	2%
Net Ice Arena Fund	\$ 3	\$ 1	\$ -	\$ -	-100%
			Actual Reserves on June 30, 2017	\$ (4,173)	
			Projected Reserves on June 30, 2018	\$ (4,173)	
			Projected Reserves on June 30, 2019	\$ (4,173)	

Ice Arena FY 2019 Capital Summary

Replacement Capital			New Capital	
Computer/Equipment Replacement	\$ 2,500		\$ -	
Total	\$ 2,500	Total	\$ -	

Ice Arena Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Operations					
Operating Revenues					
Charges For Services					
Daily Admissions	\$ 34,671	\$ 36,500	\$ 34,500	\$ 36,500	0%
Special Events Admissions	1,753	1,000	2,000	2,000	100%
Group User Fees	118,478	114,000	120,000	124,000	9%
School Group Instructions	8,750	11,500	9,000	9,000	-22%
Season Passes	10,862	8,000	10,500	11,000	38%
Skating Classes	47,413	40,000	48,500	55,000	38%
Locker Rental	1,085	825	900	1,000	21%
Party Rentals	10,019	10,500	10,500	10,500	0%
Skate Rentals	12,663	13,400	12,000	13,400	0%
Service Fees	4,598	6,000	6,000	5,500	-8%
Other Charges	3,928	3,000	6,273	4,500	50%
Total Charges For Services	\$ 254,220	\$ 244,725	\$ 260,173	\$ 272,400	11%
Miscellaneous Revenue					
Concessions	\$ 64,028	\$ 69,000	\$ 59,500	\$ 64,000	-7%
Pro Shop Sales	1,525	1,150	28	700	-39%
Total Miscellaneous	\$ 65,553	\$ 70,150	\$ 59,528	\$ 64,700	-8%
Transfers					
Transfers In	\$ 212,373	\$ 264,153	\$ 244,702	\$ 251,952	-5%
Total Transfers In	\$ 212,373	\$ 264,153	\$ 244,702	\$ 251,952	-5%
Total Operating Revenue	\$ 532,146	\$ 579,028	\$ 564,403	\$ 589,052	2%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 151,657	\$ 156,132	\$ 159,609	\$ 162,864	4%
Part Time	118,033	122,369	121,557	123,967	1%
Total Salaries & Wages	\$ 269,690	\$ 278,501	\$ 281,166	\$ 286,831	3%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 3,000	100%
Federal Taxes	-	-	-	1,114	100%
Disability Leave Buy-Back	207	-	-	-	0%
Total Other Pay	\$ 207	\$ -	\$ -	\$ 4,114	100%
Benefits					
Health Insurance	\$ 31,154	\$ 36,504	\$ 30,749	\$ 39,103	7%
Other Insurance Benefits	1,119	799	1,011	841	5%
FICA/Medicare Tax	20,219	21,342	22,118	22,660	6%
Retirement Contributions	12,693	13,068	13,359	13,971	7%
Workers' Compensation	4,570	8,229	8,532	9,924	21%
Other Allowances	480	480	480	480	0%
Total Benefits	\$ 70,235	\$ 80,422	\$ 76,249	\$ 86,979	8%
Total Personnel	\$ 340,132	\$ 358,923	\$ 357,415	\$ 377,924	5%
Contractual Services					
Water	\$ 10,227	\$ 9,270	\$ 9,270	\$ 9,270	0%
Energy - Electricity	63,954	78,436	71,000	71,000	-9%
Energy - Natural Gas	8,718	7,200	7,600	7,500	4%
Equipment Repairs	1,000	1,000	1,000	1,000	0%
Insurance & Bonds	8,033	7,953	7,953	17,364	118%
Telecommunications	1,267	1,500	1,300	1,300	-13%
Advertising	658	1,500	1,500	700	-53%
Promotional Expenses	156	300	300	300	0%
Travel & Training	916	450	-	1,500	233%
Interdepartmental Services	30,123	37,772	37,772	38,144	1%
Admin/Mgmt Fees	6,849	-	-	-	0%
Other Contractual	9,349	6,500	8,500	9,000	38%
Association Dues	713	525	670	700	33%
Total Contractual Services	\$ 141,963	\$ 152,406	\$ 146,865	\$ 157,778	4%

Ice Arena Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Materials & Supplies					
Office Supplies	\$ 1,023	\$ 1,300	\$ 1,300	\$ 850	-35%
Operating Supplies	17,816	19,000	17,500	16,000	-16%
Other Materials & Supplies	462	2,200	2,200	2,200	0%
Uniforms	808	900	900	900	0%
Custodial Supplies	3,442	4,000	4,000	4,000	0%
Photo Supplies	126	150	150	150	0%
Concession Supplies	22,634	28,500	22,500	23,500	-18%
Bulk Fuel	-	75	-	-	-100%
Total Materials & Supplies	\$ 46,311	\$ 56,125	\$ 48,550	\$ 47,600	-15%
Other Expenses					
Sales Tax	\$ 2,889	\$ 3,250	\$ 3,250	\$ 3,250	0%
Over/Short	(71)	-	-	-	0%
Total Other Expenses	\$ 2,818	\$ 3,250	\$ 3,250	\$ 3,250	0%
Transfers Out					
Transfers Out-Health Insurance	\$ -	\$ 5,823	\$ 5,823	\$ -	-100%
Total Transfers	\$ -	\$ 5,823	\$ 5,823	\$ -	-100%
Capital - Replacement					
Technologies	\$ 919	\$ 2,500	\$ 2,500	\$ 2,500	0%
Total Capital - Replacement	\$ 919	\$ 2,500	\$ 2,500	\$ 2,500	0%
Total Capital	\$ 919	\$ 2,500	\$ 2,500	\$ 2,500	0%
Total Expenses	\$ 532,143	\$ 579,027	\$ 564,403	\$ 589,052	2%
Net Fund	\$ 3	\$ 1	\$ -	\$ -	-100%

Hogadon Ski Area Fund

Function: To provide a ski area at a reasonable cost, for both user groups and the general public, that is conducive to the safety and recreational needs of skiers and snowboarders.

Hogadon Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Ski Area Superintendent	1	1	1	1
Ski Area Assistant Superintendent	-	1	1	-
Administrative Assistant III	1	-	-	-
Ski Area Mechanic	1	-	-	-
Ski Area Operations Technician	1	2	2	3
Ski Area Operations Supervisor	1	-	-	-
Total	5	4	4	4
Part Time Employees (Budget)	\$ 40,697	\$ 43,274	\$ 58,212	\$ 59,027

Hogadon Highlights

Revenues along with personnel and utility expenses are expected to increase as Hogadon continues to convert to a year round facility.

Hogadon Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 379,375	\$ 436,500	\$ 431,154	\$ 475,800	9%
Miscellaneous	2,000	40,000	40,000	40,000	0%
Transfer In	392,808	345,424	362,077	333,188	-4%
Total Revenues	\$ 774,183	\$ 821,924	\$ 833,231	\$ 848,988	3%
Expenditures					
Personnel	\$ 373,340	\$ 356,665	\$ 323,122	\$ 387,415	9%
Contractual Services	353,078	411,067	374,053	419,898	2%
Materials & Supplies	38,789	42,975	33,640	35,175	-18%
Capital	7,212	7,400	4,777	6,500	-12%
Transfers Out	-	6,214	6,214	-	-100%
Total Expenditures	\$ 772,419	\$ 824,321	\$ 741,806	\$ 848,988	3%
Net Hogadon Fund	\$ 1,764	\$ (2,397)	\$ 91,425	\$ -	100%
			Actual Reserves on June 30, 2017	\$ (97,639)	
			Projected Reserves on June 30, 2018	\$ -	
			Projected Reserves on June 30, 2019	\$ -	

Hogadon FY 2019 Capital Summary

	Replacement Capital		New Capital
Landscaping	\$ 2,500		\$ -
Misc. Replacement Technology	4,000		-
Total	\$ 6,500	Total	\$ -

Hogadon Ski Area Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Operations					
Operating Revenues					
Charges for Services					
Lift Tickets - Half Day	\$ 41,856	\$ 47,000	\$ 28,000	\$ 55,000	17%
Lift Tickets - Adult	47,132	70,000	45,000	80,000	14%
Lift Tickets - Student	25,870	33,000	25,000	36,000	9%
Lift Tickets - Child	12,421	15,000	14,000	16,500	10%
Lift Tickets - POMA	2,162	3,000	3,354	3,300	10%
Group User Fees	9,565	20,000	20,000	10,000	-50%
Ski School	9,529	3,500	6,000	6,000	71%
Season Passes	216,171	240,000	240,000	260,000	8%
Ski Rentals	1,855	2,000	4,800	6,000	200%
Other Charges	12,814	3,000	45,000	3,000	0%
Total Charges For Services	<u>\$ 379,375</u>	<u>\$ 436,500</u>	<u>\$ 431,154</u>	<u>\$ 475,800</u>	9%
Miscellaneous Revenue					
Building Rent	\$ 2,000	\$ 40,000	\$ 40,000	\$ 40,000	0%
Administrative Fees	-	-	-	-	0%
Total Miscellaneous	<u>\$ 2,000</u>	<u>\$ 40,000</u>	<u>\$ 40,000</u>	<u>\$ 40,000</u>	0%
Transfers					
Transfer In	\$ 392,808	\$ 345,424	\$ 270,652	\$ 333,188	-4%
Transfer In - Recapitalization	-	-	91,425	-	0%
Total Transfers	<u>\$ 392,808</u>	<u>\$ 345,424</u>	<u>\$ 362,077</u>	<u>\$ 333,188</u>	-4%
Total Operating Revenue	<u>\$ 774,183</u>	<u>\$ 821,924</u>	<u>\$ 833,231</u>	<u>\$ 848,988</u>	3%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 240,578	\$ 207,205	\$ 204,109	\$ 222,049	7%
Part Time	43,274	58,212	22,756	59,027	1%
Overtime	67	470	3,320	470	0%
Total Salaries & Wages	<u>\$ 283,919</u>	<u>\$ 265,887</u>	<u>\$ 230,185</u>	<u>\$ 281,546</u>	6%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 4,000	100%
Federal Taxes	-	-	-	1,485	100%
Disability Leave Buy-Back	1,886	-	-	-	0%
Accrued Leave	-	4,732	4,732	4,732	0%
Total Other Pay	<u>\$ 1,886</u>	<u>\$ 4,732</u>	<u>\$ 4,732</u>	<u>\$ 10,217</u>	116%
Benefits					
Health Insurance	\$ 37,750	\$ 37,778	\$ 38,350	\$ 41,733	10%
Other Insurance Benefits	1,719	1,138	1,363	1,162	2%
FICA/Medicare Tax	21,030	20,783	20,094	22,846	10%
Retirement Contributions	20,137	17,854	18,016	19,494	9%
Unemployment Compensation	914	-	792	-	0%
Workers' Compensation	5,505	8,013	9,110	9,937	24%
Other Allowances	480	480	480	480	0%
Total Benefits	<u>\$ 87,535</u>	<u>\$ 86,046</u>	<u>\$ 88,205</u>	<u>\$ 95,652</u>	11%
Total Personnel	<u>\$ 373,340</u>	<u>\$ 356,665</u>	<u>\$ 323,122</u>	<u>\$ 387,415</u>	9%
Contractual Services					
Refuse Collection	\$ 646	\$ 2,000	\$ 800	\$ 1,000	-50%
Energy - Electricity	84,797	100,000	80,000	100,000	0%
Energy - Natural Gas	10,731	45,000	40,000	45,000	0%
Equipment Repairs	8,412	15,000	14,000	15,000	0%
Insurance & Bonds	29,071	37,133	37,133	50,562	36%
Telecommunications	3,111	4,000	3,200	4,000	0%
Advertising	11,321	11,000	10,500	11,000	0%
Printing/Reproduction	410	-	-	-	0%
Travel & Training	485	2,720	1,500	2,720	0%
Interdepartmental Services	55,519	139,920	139,920	136,322	-3%
Admin/Mgmt Fees	102,539	-	-	-	0%
Other Contractual	36,331	47,294	40,000	47,294	0%
Association Dues	720	-	-	-	0%
Credit Card Service Charges	8,985	7,000	7,000	7,000	0%
Total Contractual Services	<u>\$ 353,078</u>	<u>\$ 411,067</u>	<u>\$ 374,053</u>	<u>\$ 419,898</u>	2%

Hogadon Ski Area Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Materials & Supplies					
Office Supplies	\$ 1,091	\$ 1,100	\$ 1,157	\$ 1,100	0%
Operating & Other Supplies	3,861	7,325	8,083	7,325	0%
Uniforms	2,831	2,800	2,800	-	-100%
Safety Equipment/Supplies	3,976	3,750	3,600	3,750	0%
Landscape Maintenance Supplies	1,227	-	-	-	0%
Snowmaking Supplies	7,286	8,000	8,000	8,000	0%
Small Tools & Supplies	1,520	-	-	-	0%
Bulk Fuel	16,997	20,000	10,000	15,000	-25%
Total Materials & Supplies	\$ 38,789	\$ 42,975	\$ 33,640	\$ 35,175	-18%
Transfers Out					
Transfers Out-Health Insurance	\$ -	\$ 6,214	\$ 6,214	\$ -	-100%
Total Other Expenses	\$ -	\$ 6,214	\$ 6,214	\$ -	-100%
Capital					
Capital - Replacement					
Light Equipment	\$ 2,500	\$ 2,500	\$ -	\$ 2,500	0%
Technologies	4,712	4,900	4,777	4,000	-18%
Total Capital - Replacement	\$ 7,212	\$ 7,400	\$ 4,777	\$ 6,500	-12%
Total Capital	\$ 7,212	\$ 7,400	\$ 4,777	\$ 6,500	-12%
Total Expenses	\$ 772,419	\$ 824,321	\$ 741,806	\$ 848,988	3%
Net Fund	\$ 1,764	\$ (2,397)	\$ 91,425	\$ -	100%

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Special Revenue Funds

Summary by Category

Special Revenue Funds Summary by Category

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Taxes	\$ 1,055,268	\$ 990,336	\$ 1,030,000	\$ 529,650	-47%
Miscellaneous	945,592	2,506,726	1,021,754	2,391,184	-5%
Transfers In	586,961	680,202	568,246	475,563	-30%
Grants	2,696,556	2,787,969	2,796,020	3,017,836	8%
Total Revenues	<u>\$ 5,284,377</u>	<u>\$ 6,965,233</u>	<u>\$ 5,416,020</u>	<u>\$ 6,414,233</u>	-8%
Expenditures					
Personnel	\$ 641,694	\$ 789,126	\$ 659,588	\$ 638,789	-19%
Contractual Services	2,413,873	3,014,052	2,674,073	2,249,221	-25%
Materials and Supplies	149,999	172,149	131,141	188,064	9%
Other	848,796	1,056,225	836,532	944,129	-11%
Capital	2,180,944	430,505	427,606	160,853	-63%
Transfers Out	1,000,000	208,692	208,692	10,561	-95%
Total Expenditures	<u>\$ 7,235,306</u>	<u>\$ 5,670,749</u>	<u>\$ 4,937,632</u>	<u>\$ 4,191,617</u>	-26%
Net All Special Revenue Funds	\$ (1,950,929)	\$ 1,294,484	\$ 478,388	\$ 2,222,616	72%

Special Revenue Funds

Summary by Fund

Special Revenue Summary by Fund					
	FY 2017	FY 2018	FY 2018	FY 2019	
	ACTUAL	REVISED	ESTIMATE	ADOPTED	% ▲
Weed & Pest					
Revenues	\$ 639,942	\$ 529,359	\$ 570,205	\$ 532,153	1%
Expenditures	620,290	646,648	619,612	488,869	-24%
Net	19,652	(117,289)	(49,407)	43,284	-137%
Transit Fund					
Revenues	2,293,949	1,962,611	1,796,787	1,941,460	-1%
Expenditures	2,284,565	2,413,241	2,205,056	1,796,122	-26%
Net	9,384	(450,630)	(408,269)	145,338	-132%
Community Development Block Grant					
Revenues	385,949	309,683	465,390	982	-100%
Expenditures	411,119	309,683	385,845	-	-100%
Net	(25,170)	-	79,545	982	100%
Metropolitan Planning Organization					
Revenues	385,242	770,889	728,318	1,083,839	41%
Expenditures	528,942	855,145	412,147	1,096,405	28%
Net	(143,700)	(84,256)	316,171	(12,566)	-85%
Police Grants					
Revenues	306,028	317,049	250,889	304,025	-4%
Expenditures	363,680	314,514	261,473	310,261	-1%
Net	(57,652)	2,535	(10,584)	(6,236)	-346%
Special Fire Assistance Fund					
Revenues	-	219,000	238,223	283,110	29%
Expenditures	1,556	269,000	202,863	402,110	49%
Net	(1,556)	(50,000)	35,360	(119,000)	138%
Redevelopment Loan					
Revenues	66,310	73,642	66,186	73,642	0%
Expenditures	65,346	262,850	255,355	72,850	-72%
Net	964	(189,208)	(189,169)	792	-100%
Revolving Land Fund					
Revenues	772,733	2,303,000	820,022	2,195,022	-5%
Expenditures	1,543,688	166,000	175,000	25,000	-85%
Net	(770,955)	2,137,000	645,022	2,170,022	2%
Special Reserves Fund					
Revenues	434,224	480,000	480,000	-	-100%
Expenditures	1,416,120	433,668	420,281	-	-100%
Net	(981,896)	46,332	59,719	-	-100%
Revenues- All Special Revenue	5,284,377	6,965,233	5,416,020	6,414,233	-8%
Expenditures- All Special Revenue	7,235,306	5,670,749	4,937,632	4,191,617	-26%
Net All Special Revenue	\$ (1,950,929)	\$ 1,294,484	\$ 478,388	\$ 2,222,616	72%

Weed & Pest Control Fund

Function: Weed & Pest Control is funded through a property mil levi distributed through the Natronal County Weed & Pest Board. These funds are used to develop and maintain an effective program to control noxious weeds and pests.

Weed & Pest Control Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Parks Crew Leader	1	1	1	-
Municipal Worker II	2	2	2	2
Parks & Recreation Worker	1	1	1	-
Total	4	4	4	2

Part Time Employees (Budget)	\$ 6,343	\$ 4,957	\$ 6,685	\$ 20,336
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Weed & Pest Control Highlights

Personnel costs have increased as the Parks and Crew Leader was transferred to Golf while a Parks and Recreation Worker position was transferred to Refuse during FY18.

Weed & Pest Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Taxes	\$ 621,044	\$ 510,336	\$ 550,000	\$ 529,650	4%
Miscellaneous	18,898	19,023	20,205	2,503	-87%
Total Revenues	\$ 639,942	\$ 529,359	\$ 570,205	\$ 532,153	1%
Expenditures					
Personnel	\$ 259,630	\$ 275,776	\$ 251,691	\$ 168,087	-39%
Contractual Services	291,801	295,048	293,597	250,641	-15%
Materials & Supplies	49,875	66,000	64,500	64,500	-2%
Capital	18,984	1,350	1,350	1,300	-4%
Transfers Out	-	8,474	8,474	4,341	-49%
Total Expenditures	\$ 620,290	\$ 646,648	\$ 619,612	\$ 488,869	-24%
Net All Weed & Pest Fund	\$ 19,652	\$ (117,289)	\$ (49,407)	\$ 43,284	-137%

Actual Reserves on June 30, 2017 \$ 356,352

Projected Reserves on June 30, 2018 \$ 306,945

Projected Reserves on June 30, 2019 \$ 350,229

Weed & Pest Control Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Taxes					
Property Taxes	\$ 621,044	\$ 510,336	\$ 550,000	\$ 529,650	4%
Total Taxes	\$ 621,044	\$ 510,336	\$ 550,000	\$ 529,650	4%
Miscellaneous Revenue					
Administrative Fees	\$ 17,905	\$ 17,905	\$ 17,905	\$ -	-100%
Interest Income	993	1,118	2,300	2,503	124%
Total Miscellaneous	\$ 18,898	\$ 19,023	\$ 20,205	\$ 2,503	-87%
Total Revenue	\$ 639,942	\$ 529,359	\$ 570,205	\$ 532,153	1%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 170,554	\$ 178,416	\$ 162,673	\$ 89,892	-50%
Part Time	4,957	6,685	4,779	20,336	204%
Overtime	664	1,509	1,563	1,509	0%
Total Salaries & Wages	\$ 176,175	\$ 186,610	\$ 169,015	\$ 111,737	-40%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 2,000	100%
Federal Taxes	-	-	-	742	100%
Total Other Pay	\$ -	\$ -	\$ -	\$ 2,742	100%
Benefits					
Health Insurance	\$ 49,661	\$ 53,127	\$ 50,565	\$ 32,148	-39%
Other Insurance Benefits	1,381	970	984	507	-48%
FICA/Medicare Tax	12,303	14,296	11,587	9,019	-37%
Retirement Contributions	14,361	15,063	13,722	7,841	-48%
Workers' Compensation	5,551	5,510	5,618	3,893	-29%
Clothing Allowance	198	200	200	200	0%
Total Benefits	\$ 83,455	\$ 89,166	\$ 82,676	\$ 53,608	-40%
Total Personnel	\$ 259,630	\$ 275,776	\$ 251,691	\$ 168,087	-39%
Contractual Services					
Investment Fees	\$ 111	\$ 109	\$ 158	\$ 168	54%
Water	207	200	200	200	0%
Insurance & Bonds	9,063	7,506	7,506	8,882	18%
Travel & Training	1,940	3,000	2,500	3,000	0%
Interdepartmental Services	109,086	191,110	191,110	156,060	-18%
Admin/Mgmt Fees	79,938	-	-	-	0%
Other Contractual	91,456	93,123	92,123	82,331	-12%
Total Contractual Services	\$ 291,801	\$ 295,048	\$ 293,597	\$ 250,641	-15%
Materials & Supplies					
Other Materials & Supplies	\$ 43,551	\$ 58,000	\$ 58,000	\$ 58,000	0%
Bulk Fuel	6,324	8,000	6,500	6,500	-19%
Total Materials & Supplies	\$ 49,875	\$ 66,000	\$ 64,500	\$ 64,500	-2%
Transfers Out					
Transfers Out-Health Insurance	-	\$ 8,474	\$ 8,474	\$ 4,341	-49%
Total Transfers Out	\$ -	\$ 8,474	\$ 8,474	\$ 4,341	-49%
Capital - New					
Technologies	\$ 18,500	\$ 1,350	\$ 1,350	\$ 1,300	-4%
Light Equipment	484	-	-	-	0%
Total Capital - New	\$ 18,984	\$ 1,350	\$ 1,350	\$ 1,300	-4%
Total Expenses	\$ 620,290	\$ 646,648	\$ 619,612	\$ 488,869	-24%
Net Fund	\$ 19,652	\$ (117,289)	\$ (49,407)	\$ 43,284	-137%

Transit Fund

Function: To serve the transportation needs of the elderly, disabled, and low-income individuals who lack personal transportation, as well as those who wish to avail themselves of fixed route transit services. The Casper Area Transportation Coalition (CATC) is a contracted agency that provides ground transportation services on the City's behalf.

Transit Highlights

The transit operations budget is grant funded with various cost sharing ratios for different programs, including general operating assistance (50/50), capital assistance (80/20), preventive maintenance assistance (80/20), and Americans with Disabilities Act (ADA) operating assistance (80/20).

Transit Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Transfers In	\$ 512,451	\$ 581,606	\$ 513,000	\$ 400,000	-31%
Grants	1,781,498	1,381,005	1,283,787	1,541,460	12%
Total Revenues	<u>\$ 2,293,949</u>	<u>\$ 1,962,611</u>	<u>\$ 1,796,787</u>	<u>\$ 1,941,460</u>	-1%
Expenditures					
Contractual Services	\$ 1,649,020	\$ 1,997,611	\$ 1,784,800	\$ 1,643,094	-18%
Capital	635,545	415,630	420,256	153,028	-63%
Total Expenditures	<u>\$ 2,284,565</u>	<u>\$ 2,413,241</u>	<u>\$ 2,205,056</u>	<u>\$ 1,796,122</u>	-26%
Net Transit Fund	\$ 9,384	\$ (450,630)	\$ (408,269)	\$ 145,338	-132%
				Actual Reserves on June 30, 2017	\$ (235,310)
				Projected Reserves on June 30, 2018	\$ (643,579)
				Projected Reserves on June 30, 2019	\$ (498,241)

Transit Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Intergovernmental					
Federal Grants	\$ 1,088,546	\$ 984,951	\$ 887,733	\$ 878,240	-11%
Contributions	692,952	396,054	396,054	663,220	67%
Total Intergovernmental	\$ 1,781,498	\$ 1,381,005	\$ 1,283,787	\$ 1,541,460	12%
Transfers In					
Transfer In- General Fund	\$ 312,451	\$ 381,606	\$ 313,000	\$ 200,000	-48%
Transfer In- One Cent #15	200,000	200,000	200,000	200,000	0%
Total Transfers	\$ 512,451	\$ 581,606	\$ 513,000	\$ 400,000	-31%
Total Revenue	\$ 2,293,949	\$ 1,962,611	\$ 1,796,787	\$ 1,941,460	-1%
Expenses					
Contractual Services					
Other Contractual	\$ 398	\$ 1,000	\$ 1,000	\$ 2,000	100%
Travel & Training	-	3,000	800	1,200	-60%
Programs & Projects	1,648,622	1,993,611	1,783,000	1,639,894	-18%
Total Contractual Services	\$ 1,649,020	\$ 1,997,611	\$ 1,784,800	\$ 1,643,094	-18%
Capital - Replacement					
Light Equipment	\$ 635,545	\$ 415,630	\$ 420,256	\$ 153,028	-63%
Total Capital - Replacement	\$ 635,545	\$ 415,630	\$ 420,256	\$ 153,028	-63%
Total Expenses	\$ 2,284,565	\$ 2,413,241	\$ 2,205,056	\$ 1,796,122	-26%
Net Fund	\$ 9,384	\$ (450,630)	\$ (408,269)	\$ 145,338	-132%

CDBG Fund Community Development Block Grant

Function: To promote and support community activities that provide a decent and affordable housing, community-based services, economic development activities, and a suitable environment that directly benefit the low-to-moderate income citizens of Casper.

Community Development Block Grant Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Community Development Technician	1	1	1	-
Total	1	1	1	-
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

CDBG Highlights

This program will be eliminated after FY19. The employee assigned to this fund will be reassigned to the Planning Division.

Community Development Block Grant Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Grants	\$ 364,077	\$ 287,280	\$ 441,162	\$ -	-100%
Transfer In	16,957	21,408	23,246	-	-100%
Miscellaneous	4,915	995	982	982	-1%
Total Revenues	\$ 385,949	\$ 309,683	\$ 465,390	\$ 982	-100%
Expenditures					
Personnel	\$ 75,041	\$ 76,650	\$ 80,170	\$ -	-100%
Contractual Services	236	1,000	-	-	-100%
Other	335,842	229,962	303,604	-	-100%
Transfers Out	-	2,071	2,071	-	-100%
Total Expenditures	\$ 411,119	\$ 309,683	\$ 385,845	\$ -	-100%
Net CDBG Fund	\$ (25,170)	\$ -	\$ 79,545	\$ 982	100%
			Actual Reserves on June 30, 2017	\$ 27,300	
			Projected Reserves on June 30, 2018	\$ 106,845	
			Projected Reserves on June 30, 2019	\$ 107,827	

CDBG Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Intergovernmental Revenues					
Federal Grants	\$ 364,077	\$ 287,280	\$ 441,162	\$ -	-100%
Total Intergovernmental	\$ 364,077	\$ 287,280	\$ 441,162	\$ -	-100%
Transfer In					
Transfer In	\$ 16,957	\$ 21,408	\$ 23,246	\$ -	-100%
Total Transfer In	\$ 16,957	\$ 21,408	\$ 23,246	\$ -	-100%
Miscellaneous					
Interest On Rehab Loans	\$ 753	\$ 108	\$ 82	\$ 82	-24%
Principal Payments - Loans	3,412	887	900	900	1%
Miscellaneous	750	-	-	-	0%
Total Miscellaneous	\$ 4,915	\$ 995	\$ 982	\$ 982	-1%
Total Revenue	\$ 385,949	\$ 309,683	\$ 465,390	\$ 982	-100%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 51,915	\$ 53,268	\$ 56,077	\$ -	-100%
Total Salaries & Wages	\$ 51,915	\$ 53,268	\$ 56,077	\$ -	-100%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ -	0%
Disability Buy-Back	809	-	-	-	0%
Total Other Pay	\$ 809	\$ -	\$ -	\$ -	0%
Benefits					
Health Insurance	\$ 12,487	\$ 12,985	\$ 12,985	\$ -	-100%
Other Insurance Benefits	407	291	299	-	-100%
FICA/Medicare Tax	3,523	4,075	4,359	-	-100%
Retirement Contributions	4,345	4,459	4,769	-	-100%
Workers' Compensation	1,555	1,572	1,681	-	-100%
Total Benefits	\$ 22,317	\$ 23,382	\$ 24,093	\$ -	-100%
Total Personnel	\$ 75,041	\$ 76,650	\$ 80,170	\$ -	-100%
Contractual Services					
Advertising	\$ 236	\$ 1,000	\$ -	\$ -	-100%
Interdepartmental Services	-	-	-	-	0%
Total Contractual Services	\$ 236	\$ 1,000	\$ -	\$ -	-100%
Other Expenses					
Programs & Projects	\$ 335,842	\$ 229,962	\$ 303,604	\$ -	-100%
Total Other Expenses	\$ 335,842	\$ 229,962	\$ 303,604	\$ -	-100%
Transfers Out					
Transfers Out-Health Insurance	\$ -	\$ 2,071	\$ 2,071	\$ -	-100%
Total Other Expenses	\$ -	\$ 2,071	\$ 2,071	\$ -	-100%
Total Expenses	\$ 411,119	\$ 309,683	\$ 385,845	\$ -	-100%
Net Fund	\$ (25,170)	\$ -	\$ 79,545	\$ 982	100%

Metropolitan Planning Fund

Function: This fund accounts for the Metropolitan Planning Organization, which is a Federally funded planning operation to promote regional transportation planning. 90.49% of all expenses are reimbursed from Federal grants, with 9.51% coming from local match from Casper and participating communities.

Metropolitan Planning Organization Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
MPO Manager	1	1	-	-
MPO Supervisor	-	-	1	1
MPO Planner	-	-	-	1
MPO Specialist	-	1	1	-
GIS Specialist	1	-	-	-
Administrative Support Tech	1	1	1	1
Total	3	3	3	3
Part Time Employees (Budget)	\$ 2,038	\$ 5,652	\$ -	\$ -

Metropolitan Planning Highlights

Two positions were not filled for the majority of FY18. However, the MPO Supervisor position has been filled and a MPO Planner position is expected to be filled and this will increase personnel costs. This should allow overall MPO activity to increase.

Metropolitan Planning Organization Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous	\$ 23,752	\$ 24,041	\$ 25,118	\$ 27,510	14%
Grants	303,937	669,660	671,200	980,766	46%
Transfers In	57,553	77,188	32,000	75,563	-2%
Total Revenues	\$ 385,242	\$ 770,889	\$ 728,318	\$ 1,083,839	41%
Expenditures					
Personnel	\$ 127,843	\$ 248,801	\$ 106,748	\$ 233,968	-6%
Contractual Services	1,015	9,500	3,895	8,401	-12%
Materials & Supplies	1,658	2,000	2,000	2,000	0%
Other	397,193	587,413	292,573	846,279	44%
Capital	1,233	2,000	1,500	2,000	0%
Transfers Out	-	5,431	5,431	3,757	-31%
Total Expenditures	\$ 528,942	\$ 855,145	\$ 412,147	\$ 1,096,405	28%
Net MPO Fund	\$ (143,700)	\$ (84,256)	\$ 316,171	\$ (12,566)	-85%
			Actual Reserves on June 30, 2017	\$ 15,807	
			Projected Reserves on June 30, 2018	\$ 331,978	
			Projected Reserves on June 30, 2019	\$ 319,412	

Metropolitan Planning Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Intergovernmental Revenue					
Federal Grants- MPO	\$ 303,937	\$ 669,660	\$ 671,200	\$ 980,766	46%
MPO Member Contributions	23,752	24,041	25,118	27,510	14%
Total Intergovernmental	\$ 327,689	\$ 693,701	\$ 696,318	\$ 1,008,276	45%
Transfers					
Transfers In from General Fund	\$ 57,553	\$ 77,188	\$ 32,000	\$ 75,563	-2%
Total Transfers	\$ 57,553	\$ 77,188	\$ 32,000	\$ 75,563	-2%
Total Revenue	\$ 385,242	\$ 770,889	\$ 728,318	\$ 1,083,839	41%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 81,996	\$ 180,565	\$ 86,830	\$ 168,455	-7%
Part-Time	5,652	-	-	-	0%
Total Salaries & Wages	\$ 87,648	\$ 180,565	\$ 86,830	\$ 168,455	-7%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 3,000	100%
Federal Taxes	-	-	-	1,114	100%
Disability Buyback	519	-	-	-	0%
Accrued Leave	6,209	-	-	-	0%
Total Other Pay	\$ 6,728	\$ -	\$ -	\$ 4,114	100%
Benefits					
Health Insurance	\$ 13,167	\$ 34,051	\$ 4,037	\$ 27,822	-18%
Other Insurance Benefits	796	926	643	897	-3%
FICA/Medicare Tax	8,298	13,752	6,616	13,624	-1%
Retirement Contributions	8,542	15,001	7,271	14,451	-4%
Workers' Compensation	2,324	4,025	931	3,885	-3%
Other Allowances	340	481	420	720	50%
Total Benefits	\$ 33,467	\$ 68,236	\$ 19,918	\$ 61,399	-10%
Total Personnel	\$ 127,843	\$ 248,801	\$ 106,748	\$ 233,968	-6%
Contractual Services					
Other Contractual	\$ 413	\$ 3,000	\$ 1,896	\$ 3,000	0%
Travel & Training	45	5,000	499	5,001	0%
Association Dues	557	1,500	1,500	400	-73%
Total Contractual Services	\$ 1,015	\$ 9,500	\$ 3,895	\$ 8,401	-12%
Materials & Supplies					
Office Supplies	\$ 1,658	\$ 2,000	\$ 2,000	\$ 2,000	0%
Total Materials & Supplies	\$ 1,658	\$ 2,000	\$ 2,000	\$ 2,000	0%
Other Expenses					
Programs & Projects	\$ 397,193	\$ 587,413	\$ 292,573	\$ 846,279	44%
Total Other Expenses	\$ 397,193	\$ 587,413	\$ 292,573	\$ 846,279	44%
Capital - New					
Technologies	\$ 1,233	\$ 2,000	\$ 1,500	\$ 2,000	0%
Total Capital - New	\$ 1,233	\$ 2,000	\$ 1,500	\$ 2,000	0%
Transfer Out					
Transfer Out Health Insurance	\$ -	\$ 5,431	\$ 5,431	\$ 3,757	-31%
Total Transfer Out	\$ -	\$ 5,431	\$ 5,431	\$ 3,757	-31%
Total Expenses	\$ 528,942	\$ 855,145	\$ 412,147	\$ 1,096,405	28%
Net Fund	\$ (143,700)	\$ (84,256)	\$ 316,171	\$ (12,566)	-85%

Police Grants Fund

Function: This fund accounts for the revenue and expenditures related to grants and other special funding received to provide specialized police services and programs to the public.

Police Grants Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Victim Services Advocate	1	1	1	1
IACP Grant Assistant	-	-	1	-
Total	1	1	2	1
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Police Grants Highlights

Personnel will decrease due to elimination of IACP Grant Assistant position. Materials and Supplies should increase but will be covered by an increase in grants received.

Police Grants Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Grants	\$ 247,044	\$ 231,024	\$ 161,648	\$ 212,500	-8%
Miscellaneous	58,984	86,025	89,241	91,525	6%
Total Revenues	\$ 306,028	\$ 317,049	\$ 250,889	\$ 304,025	-4%
Expenditures					
Personnel	\$ 177,624	\$ 127,899	\$ 152,116	\$ 96,734	-24%
Contractual Services	55,681	68,225	37,500	84,975	25%
Materials & Supplies	98,466	104,149	64,641	121,564	17%
Capital	31,909	11,525	4,500	4,525	-61%
Transfers Out	-	2,716	2,716	2,463	-9%
Total Expenditures	\$ 363,680	\$ 314,514	\$ 261,473	\$ 310,261	-1%
Net Police Grants Fund	\$ (57,652)	\$ 2,535	\$ (10,584)	\$ (6,236)	
				Actual Reserves on June 30, 2017	\$ 22,505
				Projected Reserves on June 30, 2018	\$ 11,921
				Projected Reserves on June 30, 2019	\$ 5,685

Police Grants Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Intergovernmental Revenue					
State Grants	\$ 88,103	\$ 88,284	\$ 88,284	\$ 95,000	8%
Federal Grants	158,941	142,740	73,364	117,500	-18%
Total Intergovernmental	\$ 247,044	\$ 231,024	\$ 161,648	\$ 212,500	-8%
Miscellaneous					
Miscellaneous	\$ 58,984	\$ 86,025	\$ 89,241	\$ 91,525	6%
Total Miscellaneous	\$ 58,984	\$ 86,025	\$ 89,241	\$ 91,525	6%
Total Revenue	\$ 306,028	\$ 317,049	\$ 250,889	\$ 304,025	-4%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 81,253	\$ 82,307	\$ 63,948	\$ 46,081	-44%
Overtime	63,017	12,740	57,398	17,500	37%
Total Salaries & Wages	\$ 144,270	\$ 95,047	\$ 121,346	\$ 63,581	-33%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 1,000	100%
Federal Tax	-	-	-	371	100%
Total Other Pay	\$ -	\$ -	\$ -	\$ 1,371	100%
Benefits					
Health Insurance	\$ 18,235	\$ 16,120	\$ 17,425	\$ 18,237	13%
Other Insurance Benefits	642	465	458	260	-44%
Retirement Contributions	6,790	6,937	4,558	5,454	-21%
FICA/Medicare Tax	5,912	6,374	5,275	5,128	-20%
Workers' Compensation	1,295	2,476	2,574	2,223	-10%
Other Allowances	\$ 480	\$ 480	\$ 480	\$ 480	0%
Total Benefits	\$ 33,354	\$ 32,852	\$ 30,770	\$ 31,782	-3%
Total Personnel	\$ 177,624	\$ 127,899	\$ 152,116	\$ 96,734	-24%
Contractual Services					
Travel & Training	\$ 41,273	\$ 39,400	\$ 30,800	\$ 79,475	102%
Other Contractual	14,408	28,825	6,700	5,500	-81%
Total Contractual Services	\$ 55,681	\$ 68,225	\$ 37,500	\$ 84,975	25%
Materials & Supplies					
Operating Supplies	\$ 91,249	\$ 67,525	\$ 56,741	\$ 117,025	73%
Other Materials & Supplies	7,217	36,624	7,900	4,539	-88%
Total Materials & Supplies	\$ 98,466	\$ 104,149	\$ 64,641	\$ 121,564	17%
Transfers Out					
Transfers Out-Health Insurance	\$ -	\$ 2,716	\$ 2,716	\$ 2,463	-9%
Total Other Expenses	\$ -	\$ 2,716	\$ 2,716	\$ 2,463	-9%
Capital - New					
Light Equipment	\$ 21,792	\$ 11,500	\$ 4,500	\$ 4,500	-61%
Technologies	-	25	-	25	0%
Total Capital - New	\$ 21,792	\$ 11,525	\$ 4,500	\$ 4,525	-61%
Capital - Replacement					
Light Equipment	\$ 10,117	\$ -	\$ -	\$ -	0%
Total Capital - Repl.	\$ 10,117	\$ -	\$ -	\$ -	0%
Total Expenses	\$ 363,680	\$ 314,514	\$ 261,473	\$ 310,261	-1%
Net Fund	\$ (57,652)	\$ 2,535	\$ (10,584)	\$ (6,236)	-346%

Special Fire Assistance Fund

Function: This fund accounts for fire related grants and special reimbursements the City occasionally receives for equipment provided to other entities; primarily, Federal and State agencies.

Special Fire Assistance Highlights

Increased support of Wildland fire efforts is expected in FY19.

Special Fire Assistance Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Grants and Intergovernmental	\$ -	\$ 219,000	\$ 238,223	\$ 283,110	29%
Total Revenues	\$ -	\$ 219,000	\$ 238,223	\$ 283,110	29%
Expenditures					
Contractual Services	\$ -	\$ 209,000	\$ 134,000	\$ 262,110	25%
Personnel	1,556	60,000	68,863	140,000	133%
Total Expenditures	\$ 1,556	\$ 269,000	\$ 202,863	\$ 402,110	49%
Net Special Fire Assistance Fund	\$ (1,556)	\$ (50,000)	\$ 35,360	\$ (119,000)	138%
			Actual Reserves on June 30, 2017	\$ 70,597	
			Projected Reserves on June 30, 2018	\$ 105,957	
			Projected Reserves on June 30, 2019	\$ (13,043)	

Special Fire Assistance Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Intergovernmental					
Federal Grants	\$ -	\$ 109,000	\$ 128,223	\$ 153,110	40%
Reimbursements - Fire Services	-	110,000	110,000	130,000	18%
Total Intergovernmental	\$ -	\$ 219,000	\$ 238,223	\$ 283,110	29%
Total Revenues	\$ -	\$ 219,000	\$ 238,223	\$ 283,110	29%
Expenses					
Personnel					
Salaries & Wages					
Overtime	\$ 1,556	\$ 60,000	\$ 68,863	\$ 140,000	133%
Total Salaries & Wages	\$ 1,556	\$ 60,000	\$ 68,863	\$ 140,000	133%
Contractual Services					
Travel & Training	\$ -	\$ 80,000	-	\$ 80,000	0%
Operating Supplies	-	129,000	134,000	182,110	41%
Total Contractual Services	\$ -	\$ 209,000	\$ 134,000	\$ 262,110	25%
Total Expenses	\$ 1,556	\$ 269,000	\$ 202,863	\$ 402,110	49%
Net Fund	\$ (1,556)	\$ (50,000)	\$ 35,360	\$ (119,000)	138%

Redevelopment Loan Fund

Function: This fund accounts for the funding activity and debt service received by the City from the property developer of the Old Firehouse Project, and, in turn, paid by the City to the Federal Housing and Urban Development (HUD) agency. In FY 2009, this fund was expanded to account for additional HUD 108 economic development loans.

Redevelopment Loan Highlights

All of the Economic Revitalization – Redevelopment Loan Fund (ER-RLF) projects, funded through CDBG, have been paid off. The only remaining loan, funded through HUD's Section 108 program, is the former Fire House #1 redevelopment project. These payments increase for FY 2018 as scheduled and will continue through 2024.

Redevelopment Loan Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous	\$ 66,310	\$ 73,642	\$ 66,186	\$ 73,642	0%
Total Revenues	\$ 66,310	\$ 73,642	\$ 66,186	\$ 73,642	0%
Expenditures					
Other Expenses	\$ 65,346	\$ 72,850	\$ 65,355	\$ 72,850	0%
Transfers Out-General Fund	-	190,000	190,000	-	-100%
Total Expenditures	\$ 65,346	\$ 262,850	\$ 255,355	\$ 72,850	-72%
Net Redevelopment Loan Fund	\$ 964	\$ (189,208)	\$ (189,169)	\$ 792	-100%
			Actual Reserves on June 30, 2017	\$ 474,461	
			Projected Reserves on June 30, 2018	\$ 285,292	
			Projected Reserves on June 30, 2019	\$ 286,084	

Redevelopment Loan Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous Revenue					
Loan & Interest Payments	\$ 65,236	\$ 72,742	\$ 65,236	\$ 72,742	0%
Interest Income	984	900	950	900	0%
Gain/Loss on Investments	-	-	-	-	0%
Amort on Investments	90	-	-	-	0%
Total Revenue	\$ 66,310	\$ 73,642	\$ 66,186	\$ 73,642	0%
Expenses					
Loan Expenses					
Debt Service - Interest Expense	\$ 25,236	\$ 22,742	\$ 25,236	\$ 22,742	0%
Principal Payments- HUD	40,000	50,000	40,000	50,000	0%
Investment Fees	110	108	119	108	0%
Transfers Out					
Transfer to General Fund	-	190,000	190,000	-	-100%
Total Expenses	\$ 65,346	\$ 262,850	\$ 255,355	\$ 72,850	-72%
Net Fund	\$ 964	\$ (189,208)	\$ (189,169)	\$ 792	-100%

Revolving Land Fund

Function: This fund accounts for the acquisition and resale of real property. This was a new fund established in FY 2008 to acquire and resell land for redevelopment. Each year the full balance of the fund is budgeted to allow land purchases.

Revolving Land Fund Highlights

This fund anticipates increased sales activity in FY19.

Revolving Land Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous	\$ 772,733	\$ 2,303,000	\$ 820,022	\$ 2,195,022	-5%
Total Revenues	\$ 772,733	\$ 2,303,000	\$ 820,022	\$ 2,195,022	-5%
Expenditures					
Other Expenses	\$ 50,415	\$ 166,000	\$ 175,000	\$ 25,000	-85%
Capital	1,493,273	-	-	-	0%
Total Expenditures	\$ 1,543,688	\$ 166,000	\$ 175,000	\$ 25,000	-85%
Net Revolving Land Fund	\$ (770,955)	\$ 2,137,000	\$ 645,022	\$ 2,170,022	2%
			Actual Reserves on June 30, 2017	\$ (306,289)	
			Projected Reserves on June 30, 2018	\$ 338,733	
			Projected Reserves on June 30, 2019	\$ 2,508,755	

Revolving Land Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous Revenue					
Lease Fees	\$ 4,975	\$ 3,000	\$ 7,522	\$ 7,522	151%
Proceeds from Sale of Land	767,758	2,300,000	812,500	2,187,500	-5%
Total Miscellaneous	<u>\$ 772,733</u>	<u>\$ 2,303,000</u>	<u>\$ 820,022</u>	<u>\$ 2,195,022</u>	-5%
Total Revenue	<u>\$ 772,733</u>	<u>\$ 2,303,000</u>	<u>\$ 820,022</u>	<u>\$ 2,195,022</u>	-5%
Expenses					
Other Expenses					
Property Taxes	\$ 16,469	\$ -	\$ 2,000	\$ -	0%
Appraisals	33,946	-	7,000	5,000	100%
Other Contractual		166,000	166,000	20,000	-88%
Total Other Expenses	<u>\$ 50,415</u>	<u>\$ 166,000</u>	<u>\$ 175,000</u>	<u>\$ 25,000</u>	-85%
Capital Expenses					
Land	<u>\$ 1,493,273</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	0%
Total Capital Expenses	<u>\$ 1,493,273</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	0%
Total Expenses	<u>\$ 1,543,688</u>	<u>\$ 166,000</u>	<u>\$ 175,000</u>	<u>\$ 25,000</u>	-85%
Net Fund	<u>\$ (770,955)</u>	<u>\$ 2,137,000</u>	<u>\$ 645,022</u>	<u>\$ 2,170,022</u>	2%

Special Reserves Fund

Special Reserves Highlights

This fund was established to track the additional 1% in franchise fees collected, from Rocky Mountain Power, and how these funds are expended. The additional 1% was approved by Council May 21, 2013. Funding for the Economic Development Joint Powers Board. This fund will be closed and all activity transferred to the General Fund in FY19.

Special Reserves Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Franchise Fees	\$ 434,224	\$ 480,000	\$ 480,000	\$ -	-100%
Miscellaneous	-	-	-	-	0%
Total Revenues	\$ 434,224	\$ 480,000	\$ 480,000	\$ -	-100%
Expenditures					
Contractual Services	\$ 416,120	\$ 433,668	\$ 420,281	\$ -	-100%
Transfers Out	1,000,000	-	-	-	0%
Total Expenditures	\$ 1,416,120	\$ 433,668	\$ 420,281	\$ -	-100%
Net Special Reserves Fund	\$ (981,896)	\$ 46,332	\$ 59,719	\$ -	-100%
			Actual Reserves on June 30, 2017	\$ (2,189)	
			Projected Reserves on June 30, 2018	\$ 57,530	
			Projected Reserves on June 30, 2019	\$ 57,530	

Special Reserves Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Franchise Fees					
Franchise Fees - Electricity	\$ 434,224	\$ 480,000	\$ 480,000	\$ -	-100%
Total Revenues	\$ 434,224	\$ 480,000	\$ 480,000	\$ -	-100%
Total Revenue	\$ 434,224	\$ 480,000	\$ 480,000	\$ -	-100%
Expenses					
Contractual Services					
Other Contractual	\$ -	\$ 13,387	\$ -	\$ -	-100%
Economic Development	416,120	420,281	420,281	-	-100%
Total Contractual Services	\$ 416,120	\$ 433,668	\$ 420,281	\$ -	-100%
Transfers Out					
Transfers Out - General Fund	\$ 1,000,000	\$ -	\$ -	\$ -	0%
Total Transfers Out	\$ 1,000,000	\$ -	\$ -	\$ -	0%
Total Expenses	\$ 1,416,120	\$ 433,668	\$ 420,281	\$ -	-100%
Net Fund	\$ (981,896)	\$ 46,332	\$ 59,719	\$ -	-100%

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Local Assessment Districts Fund

Local Assessment Districts Fund Highlights

Debt Service expected to enjoy increased interest income due to anticipated increases in interest rates.

Local Assessment Districts Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous	\$ 43,449	\$ 85,060	\$ 34,883	\$ 61,483	-28%
Total Revenues	\$ 43,449	\$ 85,060	\$ 34,883	\$ 61,483	-28%
Expenditures					
Contractual Services	\$ 1,207	\$ 1,835	\$ 2,037	\$ 4,581	150%
Other	-	-	-	-	0%
Total Expenditures	\$ 1,207	\$ 1,835	\$ 2,037	\$ 4,581	150%
Net Local Assessment District Fund	\$ 42,242	\$ 83,225	\$ 32,846	\$ 56,902	-32%
				Actual Reserves on June 30, 2017	\$ 2,200,312
				Projected Reserves on June 30, 2018	\$ 2,233,158
				Projected Reserves on June 30, 2019	\$ 2,290,060

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
LAD Assessment Principal	\$ 26,632	\$ 38,000	\$ 20,000	\$ 20,000	-47%
LAD Assessment Interest	6,849	11,500	5,000	5,000	-57%
LAD Assessment Penalties	417	6,000	400	400	-93%
Interest On Investment	9,662	29,560	9,483	36,083	22%
Amort on Investment	(111)				
Total Revenues	\$ 43,449	\$ 85,060	\$ 34,883	\$ 61,483	-28%
Expenses					
Contractual Services					
Investment Fees	\$ 1,207	\$ 1,835	\$ 2,037	\$ 4,581	150%
Total Contractual Services	\$ 1,207	\$ 1,835	\$ 2,037	\$ 4,581	150%
Total Expenses	\$ 1,207	\$ 1,835	\$ 2,037	\$ 4,581	150%
Net Fund	\$ 42,242	\$ 83,225	\$ 32,846	\$ 56,902	-32%

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Internal Service Funds

Budget Summary by Category

Internal Service Summary by Category

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Services/User Fees	\$ 5,557,552	\$ 5,149,864	\$ 6,017,524	\$ 5,345,269	4%
Miscellaneous	567,085	269,555	309,079	282,346	5%
Transfers In	1,789,084	1,265,464	1,277,744	690,516	-45%
Total Revenues	\$ 7,913,721	\$ 6,684,883	\$ 7,604,347	\$ 6,318,131	-5%
Expenditures					
Personnel	\$ 3,010,964	\$ 2,787,672	\$ 2,771,558	\$ 1,494,522	-46%
Contractual Services	3,114,043	2,601,741	3,290,423	3,725,269	43%
Materials and Supplies	1,423,970	1,065,954	1,176,957	933,400	-12%
Other	206,453	13,075	9,500	11,300	-14%
Capital	596,718	211,345	234,426	231,917	10%
Transfer Out	-	60,217	60,217	-	-100%
Total Expenditures	\$ 8,352,148	\$ 6,740,004	\$ 7,543,081	\$ 6,396,408	-5%
Net All Internal Service Funds	\$ (438,427)	\$ (55,121)	\$ 61,266	\$ (78,277)	42%

Internal Service Funds

Budget Summary by Category

Internal Service Summary by Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Fleet Maintenance					
Revenues	\$ 2,323,138	\$ 2,616,202	\$ 2,626,002	\$ 2,364,157	-10%
Expenditures	2,826,723	2,508,603	2,775,508	2,385,275	-5%
Net	(503,585)	107,599	(149,506)	(21,118)	-120%
Buildings & Structures					
Revenues	792,061	779,991	799,815	923,656	18%
Expenditures	796,483	779,991	799,815	946,751	21%
Net	(4,422)	-	-	(23,095)	100%
City Campus					
Revenues	284,674	291,888	279,499	252,563	-13%
Expenditures	286,443	291,888	279,499	252,563	-13%
Net	(1,769)	-	-	-	0%
Property & Liability					
Revenues	2,647,451	1,495,168	2,400,382	2,777,755	86%
Expenditures	2,576,100	1,657,888	2,261,126	2,811,819	70%
Net	71,351	(162,720)	139,256	(34,064)	79%
Information Technology					
Revenues	1,391,088	1,370,021	1,367,036	-	-100%
Expenditures	1,391,090	1,370,021	1,295,520	-	-100%
Net	(2)	-	71,516	-	0%
Variable Services Fund					
Revenues	475,309	131,613	131,613	-	-100%
Expenditures	475,309	131,613	131,613	-	-100%
Net	-	-	-	-	0%
Revenues- All Internal Service	7,913,721	6,684,883	7,604,347	6,318,131	-5%
Expenditures- All Internal Service	8,352,148	6,740,004	7,543,081	6,396,408	-5%
Net All Internal Service Funds	\$ (438,427)	\$ (55,121)	\$ 61,266	\$ (78,277)	42%

Fleet Maintenance Fund

Function: To enhance community livability by providing stewardship of vehicles and equipment used for maintaining the public infrastructure, maintaining community safety, providing community recreation, and administering City operations.

Fleet Maintenance Staffing Summary				
	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Fleet Maintenance Manager	1	1	1	1
Fleet Maintenance Supervisor	-	1	1	-
Mechanic I	1	1	1	2
Mechanic II	7	4	6	5
Mechanic III	2	-	-	1
Administrative Support Tech	1	1	1	1
Administrative Assistant II	-	-	1	-
Warehouse Worker	1	1	1	-
Total	13	9	12	10
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Fleet Maintenance Highlights

Personnel is expected to decrease as a Fleet Maintenance Supervisor and a Administrative Assistant II position have been eliminated. The signing of an inventory management agreement with NAPA Integrated Business Solutions will transfer a Warehouse Worker position to fill a vacancy in Buildings and Grounds as a Custodial Maintenance Worker. The agreement with NAPA is expected to reduce expenditures for Vehicle Supplies.

Fleet Maintenance Budget Summary					
	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Services/ User Fees	\$ 2,148,932	\$ 2,474,202	\$ 2,429,202	\$ 2,182,157	-12%
Miscellaneous	174,206	142,000	196,800	182,000	28%
Transfers In	-	-	-	-	0%
Total Revenues	\$ 2,323,138	\$ 2,616,202	\$ 2,626,002	\$ 2,364,157	-10%
Expenditures					
Personnel	\$ 841,059	\$ 906,776	\$ 938,319	\$ 853,257	-6%
Contractual Services	596,889	580,387	682,688	668,078	15%
Materials and Supplies	996,403	980,100	1,104,900	816,500	-17%
Capital	392,372	19,500	27,761	47,440	143%
Transfer Out	-	21,840	21,840	-	-100%
Total Expenditures	\$ 2,826,723	\$ 2,508,603	\$ 2,775,508	\$ 2,385,275	-5%
Net Fleet Maintenance Fund	\$ (503,585)	\$ 107,599	\$ (149,506)	\$ (21,118)	-120%
			Actual Reserves on June 30, 2017	\$ (82,184)	
			Projected Reserves on June 30, 2018	\$ (231,690)	
			Projected Reserves on June 30, 2019	\$ (252,808)	

FY 2019 Capital Summary			
Replacement Capital		New Capital	
Air Jack Replacements	\$ 28,000		\$ -
Misc. Technology Replacements	14,440		
Air Conditioning Upgrade	5,000		
	-		
Total	\$ 47,440	Total	\$ -

Fleet Maintenance Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges For Services					
Intergovernmental Services	\$ 1,949,306	\$ 2,174,202	\$ 2,174,202	\$ 1,904,157	-12%
CATC	199,626	300,000	255,000	278,000	-7%
Total Charges For Services	\$ 2,148,932	\$ 2,474,202	\$ 2,429,202	\$ 2,182,157	-12%
Miscellaneous Revenue					
Interest Income	\$ 1,993	\$ 2,000	\$ -	\$ -	-100%
Insurance Reimbursements	120,014	90,000	145,000	132,000	47%
Miscellaneous Revenue	52,199	50,000	51,800	50,000	0%
Total Miscellaneous Revenue	\$ 174,206	\$ 142,000	\$ 196,800	\$ 182,000	28%
Total Revenue	\$ 2,323,138	\$ 2,616,202	\$ 2,626,002	\$ 2,364,157	-10%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 591,179	\$ 631,852	\$ 624,871	\$ 566,053	-10%
Standby Pay	952	979	4,382	6,804	595%
Overtime	1,063	4,906	9,130	4,906	0%
Total Salaries & Wages	\$ 593,194	\$ 637,737	\$ 638,383	\$ 577,763	-9%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 10,000	100%
Federal Taxes	-	-	-	3,712	100%
Disability Leave Buy-Back	2,858	-	-	-	0%
Accrued Leave	-	4,513	10,565	4,513	0%
Total Other Pay	\$ 2,858	\$ 4,513	\$ 10,565	\$ 18,225	304%
Benefits					
Health Insurance	\$ 132,180	\$ 139,406	\$ 152,185	\$ 132,534	-5%
Other Insurance Benefits	4,259	3,251	5,999	3,006	-8%
FICA/Medicare Tax	43,498	49,100	47,363	47,250	-4%
Retirement Contributions	49,692	53,051	52,771	49,950	-6%
Unemployment Compensation	-	-	10,450	-	0%
Workers' Compensation	9,120	17,738	18,658	18,867	6%
Other Allowances	5,100	480	1,130	4,560	850%
Clothing Allowance	1,158	1,500	815	1,102	-27%
Total Benefits	\$ 245,007	\$ 264,526	\$ 289,371	\$ 257,269	-3%
Total Personnel	\$ 841,059	\$ 906,776	\$ 938,319	\$ 853,257	-6%
Contractual Services					
Investment Fees	180	379	-	-	-100%
Water	15,867	18,000	16,050	17,000	-6%
Energy - Electricity	42,653	39,000	44,000	44,000	13%
Energy - Natural Gas	19,579	20,000	19,500	20,000	0%
Equipment Repairs	10,467	6,500	27,000	6,500	0%
Insurance & Bonds	28,771	30,356	30,356	31,511	4%
Telecommunications	6,518	4,800	5,860	4,800	0%
Printing/Reproduction	862	1,000	420	500	-50%
Travel & Training	1,381	3,600	750	5,000	39%
Interdepartmental Services	243,306	221,752	221,752	111,817	-50%
Other Contractual	6,550	15,000	15,000	181,700	1111%
Laundry & Towel Service	9,380	10,000	9,000	9,000	-10%
Outside Services	96,632	125,000	150,000	106,250	-15%
Reimb Contract Expenses -	114,743	85,000	143,000	130,000	53%
Total Contractual Services	\$ 596,889	\$ 580,387	\$ 682,688	\$ 668,078	15%
Materials & Supplies					
Office Supplies	\$ 898	\$ 1,600	\$ 1,500	\$ 500	-69%
Operating Supplies	4,259	8,500	9,500	8,500	0%
Building Supplies	2,430	8,000	2,500	5,500	-31%
Vehicle Supplies	871,990	800,000	900,000	640,000	-20%
Small Tools & Equipment	7,577	12,000	11,400	12,000	0%
Bulk Fuel	109,249	150,000	180,000	150,000	0%
Total Materials & Supplies	\$ 996,403	\$ 980,100	\$ 1,104,900	\$ 816,500	-17%
Transfer Out					
Transfer Out Health Insurance	\$ -	\$ 21,840	\$ 21,840	\$ -	-100%
Total Transfer Out	\$ -	\$ 21,840	\$ 21,840	\$ -	-100%

Fleet Maintenance Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Capital - Replacement					
Buildings	\$ 585	\$ -	\$ -	\$ -	0%
Improvements	375,903	19,500	19,500	5,000	-74%
Light Equipment	-	-	-	28,000	100%
Technologies	15,884	-	8,261	14,440	100%
Total Capital - Replacement	<u>\$ 392,372</u>	<u>\$ 19,500</u>	<u>\$ 27,761</u>	<u>\$ 47,440</u>	143%
Total Expenses	<u>\$ 2,826,723</u>	<u>\$ 2,508,603</u>	<u>\$ 2,775,508</u>	<u>\$ 2,385,275</u>	-5%
Net Fund	<u>\$ (503,585)</u>	<u>\$ 107,599</u>	<u>\$ (149,506)</u>	<u>\$ (21,118)</u>	-120%

Buildings & Structures Fund

Function: To enhance community livability by providing stewardship of the City-owned buildings, including energy use management, preventive maintenance, repair and renovation, grounds maintenance, and landscaping.

Buildings & Structures Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Buildings & Structures Manager	1	-	-	-
Buildings & Structures Supervisor II	1	1	1	1
Construction Maint Worker II	5	3	3	3
Construction Maint Worker III	-	1	1	1
Custodial Maintenance Worker I	4	3	3	2
Custodial Maintenance Worker II	1	-	-	1
Total	12	8	8	8
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Buildings & Structures Highlights

Building Maintenance and Maintenance Agreements are expected to increase as contracts previously paid from capital funds will now being paid for out of this fund.

Buildings & Structures Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Services/ User Fees	\$ 552,233	\$ 542,385	\$ 542,385	\$ 483,703	-11%
Interest Income	-	-	-	-	0%
Transfers In	239,828	237,606	257,430	439,953	85%
Total Revenues	\$ 792,061	\$ 779,991	\$ 799,815	\$ 923,656	18%
Expenditures					
Personnel	\$ 599,205	\$ 557,331	\$ 556,079	\$ 641,265	15%
Contractual Services	120,271	123,783	156,109	181,959	47%
Materials and Supplies	73,293	78,000	67,000	114,050	46%
Capital	3,714	4,600	4,350	9,477	106%
Transfers Out	-	16,277	16,277	-	-100%
Total Expenditures	\$ 796,483	\$ 779,991	\$ 799,815	\$ 946,751	21%
Net Buildings and Grounds Fund	\$ (4,422)	\$ -	\$ -	\$ (23,095)	100%
			Actual Reserves on June 30, 2017	\$ 49,456	
			Projected Reserves on June 30, 2018	\$ 49,456	
			Projected Reserves on June 30, 2019	\$ 26,361	

FY 2019 Capital Summary

Replacement Capital		New Capital	
Misc. Light Equipment Purchases	\$ 2,600		\$ -
Misc. Technology Replacement	\$ 6,877		
Total	\$ 9,477	Total	\$ -

Buildings & Structures Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges For Services					
Intergovernmental Services	\$ 552,233	\$ 542,385	\$ 542,385	\$ 483,703	-11%
Total Charges For Services	\$ 552,233	\$ 542,385	\$ 542,385	\$ 483,703	-11%
Transfers					
Transfers In	\$ 239,828	\$ 237,606	\$ 257,430	\$ 439,953	85%
Total Transfers	\$ 239,828	\$ 237,606	\$ 257,430	\$ 439,953	85%
Total Revenue	\$ 792,061	\$ 779,991	\$ 799,815	\$ 923,656	18%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 412,048	\$ 383,691	\$ 382,434	\$ 427,044	11%
Overtime	423	734	1,800	1,875	155%
Total Salaries & Wages	\$ 412,471	\$ 384,425	\$ 384,234	\$ 428,919	12%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 8,000	100%
Federal Taxes	-	-	-	2,970	100%
Disability Leave Buy-Back	3,866	-	-	-	0%
Accrued Leave Payoff	-	1,929	1,929	1,929	0%
Total Other Pay	\$ 3,866	\$ 1,929	\$ 1,929	\$ 12,899	569%
Benefits					
Health Insurance	\$ 104,369	\$ 92,453	\$ 92,553	\$ 106,265	15%
Other Insurance Benefits	3,152	1,925	2,554	2,224	16%
FICA/Medicare Tax	30,228	29,737	27,518	34,945	18%
Retirement Contributions	34,524	32,232	31,803	36,800	14%
Workers' Compensation	7,793	11,490	12,468	15,133	32%
Other Allowances	1,920	1,440	1,920	2,880	100%
Clothing Allowance	882	1,700	1,100	1,200	-29%
Total Benefits	\$ 182,868	\$ 170,977	\$ 169,916	\$ 199,447	17%
Total Personnel	\$ 599,205	\$ 557,331	\$ 556,079	\$ 641,265	15%
Contractual Services					
Water	\$ 4,971	\$ 4,500	\$ 1,500	\$ 1,500	-67%
Energy - Electricity	2,399	2,029	2,100	2,029	0%
Energy - Natural Gas	1,603	2,100	2,029	2,100	0%
Building Maintenance	12,625	13,000	44,800	65,500	404%
Maintenance Agreements	7,115	7,000	17,050	60,530	765%
Insurance & Bonds	18,046	18,230	18,230	17,823	-2%
Telecommunications	1,665	1,500	1,500	1,500	0%
Travel & Training	(135)	750	300	300	-60%
Interdepartmental Services	63,163	62,250	62,250	24,082	-61%
Other Contractual	322	500	350	595	19%
Electrical Repairs	8,497	11,924	6,000	6,000	-50%
Total Contractual Services	\$ 120,271	\$ 123,783	\$ 156,109	\$ 181,959	47%
Materials & Supplies					
Other Materials & Supplies	\$ 29,236	\$ 30,000	\$ 30,000	\$ 95,050	217%
Custodial Supplies	16,297	18,000	15,000	15,000	-17%
Building Supplies	15,914	18,000	13,000	-	-100%
Electrical Supplies	6,805	8,000	5,000	-	-100%
Bulk Fuel	5,041	4,000	4,000	4,000	0%
Total Materials & Supplies	\$ 73,293	\$ 78,000	\$ 67,000	\$ 114,050	46%
Transfer Out					
Transfer Out Health Insurance	\$ -	\$ 16,277	\$ 16,277	\$ -	-100%
Total Transfer Out	\$ -	\$ 16,277	\$ 16,277	\$ -	-100%
Capital					
Light Equipment	\$ 2,270	\$ 2,600	\$ 2,400	\$ 2,600	0%
Technologies	1,444	2,000	1,950	6,877	244%
Total Capital	\$ 3,714	\$ 4,600	\$ 4,350	\$ 9,477	106%
Total Expenses	\$ 796,483	\$ 779,991	\$ 799,815	\$ 946,751	21%
Net Fund	\$ (4,422)	\$ -	\$ -	\$ (23,095)	100%

City Campus Buildings Fund

Function: This fund was established to track the operational and capital expenditures of City Hall, City Center, Marathon and the Miller House dormitory.

City Campus Buildings Staffing Summary				
	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
None	-	-	-	-
Total	-	-	-	-

City Campus Buildings Highlights

No significant changes for FY 2019.

City Campus Buildings Budget Summary					
	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Services/ User Fees	\$ 4,299	\$ 4,800	\$ -	\$ 2,000	-58%
Miscellaneous Revenue	-	45	-	-	-100%
Transfer In	280,375	287,043	279,499	250,563	-13%
Total Revenues	\$ 284,674	\$ 291,888	\$ 279,499	\$ 252,563	-13%
Expenditures					
Contractual Services	\$ 283,731	\$ 288,934	\$ 277,387	\$ 250,413	-13%
Materials and Supplies	2,712	2,954	2,112	2,150	-27%
Total Expenditures	\$ 286,443	\$ 291,888	\$ 279,499	\$ 252,563	-13%
Net City Campus Fund	\$ (1,769)	\$ -	\$ -	\$ -	0%
				Actual Reserves on June 30, 2017	\$ 28,281
				Projected Reserves on June 30, 2018	\$ 28,281
				Projected Reserves on June 30, 2019	\$ 28,281

City Campus Buildings Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges For Services					
Building Rental	\$ 4,299	4,800	-	2,000	-58%
Total Charges For Services	\$ 4,299	\$ 4,800	\$ -	\$ 2,000	-58%
Miscellaneous Revenue					
Interest Income	\$ -	\$ 45	\$ -	\$ -	-100%
Total Miscellaneous Revenue	\$ -	\$ 45	\$ -	\$ -	-100%
Transfers					
Transfers In	\$ 280,375	\$ 287,043	\$ 279,499	\$ 250,563	-13%
Total Transfers	\$ 280,375	\$ 287,043	\$ 279,499	\$ 250,563	-13%
Total Revenue	\$ 284,674	\$ 291,888	\$ 279,499	\$ 252,563	-13%
Expenses					
Contractual Services					
Water	\$ 12,327	\$ 12,778	\$ 12,271	\$ 13,007	2%
Energy - Electricity	72,636	69,519	62,332	63,000	-9%
Energy - Natural Gas	17,901	19,423	16,687	17,000	-12%
Alarm	1,832	1,179	1,775	1,775	51%
Telecommunications	1,454	2,447	734	734	-70%
Interdepartmental Services	177,581	183,588	183,588	154,897	-16%
Total Contractual Services	\$ 283,731	\$ 288,934	\$ 277,387	\$ 250,413	-13%
Materials & Supplies					
Operating Supplies	\$ 2,332	\$ 2,454	\$ 2,112	\$ 2,150	-12%
Small Tools & Equipment	380	500	-	-	-100%
Total Materials & Supplies	\$ 2,712	\$ 2,954	\$ 2,112	\$ 2,150	-27%
Total Operating Expenses	\$ 286,443	\$ 291,888	\$ 279,499	\$ 252,563	-13%
Operating Income (Loss)	\$ (1,769)	\$ -	\$ -	\$ -	0%

Property & Liability Insurance Fund

Function: To provide financing related to the City's property and liability insurance, including premiums, deductibles, ad repair/replacement cost of property that is less than the current deductible.

Property and Liability Insurance Staffing Summary				
	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Assistant Support Services Director	-	1	-	-
Risk Manager	1	-	-	-
RM Injury/Claims Coordinator	1	-	-	-
Total	2	1	-	-
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Property & Liability Highlights

Property and Liability Insurance is expected to increase slightly in FY19. Workers Compensation rates have also increased.

Property and Liability Insurance Budget Summary					
	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Services/ User Fees	\$ 1,418,287	\$ 1,393,227	\$ 1,393,227	\$ 1,579,768	13%
Miscellaneous	392,774	101,941	86,710	100,346	-2%
Interdepartmental - Workers Comp	670,198	-	920,445	1,097,641	100%
Transfers In	166,192	-	-	-	0%
Total Revenues	\$ 2,647,451	\$ 1,495,168	\$ 2,400,382	\$ 2,777,755	86%
Expenditures					
Contractual Services	\$ 2,039,170	\$ 1,467,118	\$ 2,056,791	\$ 2,624,819	79%
Materials and Supplies	684	1,450	520	700	-52%
Other	206,453	13,075	9,500	11,300	-14%
Capital	191,124	176,245	194,315	175,000	-1%
Total Expenditures	\$ 2,576,100	\$ 1,657,888	\$ 2,261,126	\$ 2,811,819	70%
Net Property and Liability Fund	\$ 71,351	\$ (162,720)	\$ 139,256	\$ (34,064)	79%
			Actual Reserves on June 30, 2017	\$ 519,016	
			Projected Reserves on June 30, 2018	\$ 658,272	
			Projected Reserves on June 30, 2019	\$ 624,208	

Property & Liability Insurance Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Interdepartmental Charges	\$ 1,418,287	\$ 1,393,227	\$ 1,393,227	\$ 1,579,768	13%
Interdepartmental - Workers Comp	670,198	-	920,445	1,097,641	100%
Interest Income	2,850	2,941	11,710	11,346	286%
Insurance Reimbursements	366,890	85,000	65,000	75,000	-12%
Misc Revenue	23,034	14,000	10,000	14,000	0%
Transfer In	166,192	-	-	-	0%
Total Revenue	\$ 2,647,451	\$ 1,495,168	\$ 2,400,382	\$ 2,777,755	86%
Expenses					
Salaries & Wages					
Full Time	\$ 98,237	\$ -	\$ -	\$ -	0%
Total Salaries & Wages	\$ 98,237	\$ -	\$ -	\$ -	0%
Other Pay					
Other Allowances	\$ 4,080	\$ -	\$ -	\$ -	0%
Accrued Leave Payoff	2,129	-	-	-	0%
Total Other Pay	\$ 6,209	\$ -	\$ -	\$ -	0%
Benefits					
Health Insurance	\$ 14,625	\$ -	\$ -	\$ -	0%
Other Insurance Benefits	528	-	-	-	0%
FICA/Medicare Tax	7,786	-	-	-	0%
Retirement Contributions	8,222	-	-	-	0%
Workers' Compensation	3,062	-	-	-	0%
Total Benefits	\$ 34,223	\$ -	\$ -	\$ -	0%
Total Personnel	\$ 138,669	\$ -	\$ -	\$ -	0%
Contractual Services					
Investment Fees	\$ 292	\$ 287	\$ 674	\$ 762	166%
Medical Testing Services	12,664	14,000	14,000	14,500	4%
Telecommunications	1,261	1,450	1,100	1,450	0%
Postage & Shipping	60	200	60	100	-50%
Printing/Reproduction	56	475	350	475	0%
Travel & Training	5,742	4,800	3,800	4,800	0%
Interdepartmental Services	-	157,236	157,236	265,068	69%
Outside Legal Services	35,638	25,000	30,000	25,000	0%
Other Contractual	27	5,500	5,010	6,990	27%
Association Dues	385	570	385	385	-32%
Insurance and Bonds	1,066,005	1,257,600	1,179,176	1,207,648	-4%
Workers Compensation - City Wide	917,040	-	665,000	1,097,641	100%
Total Contractual Services	\$ 2,039,170	\$ 1,467,118	\$ 2,056,791	\$ 2,624,819	79%
Materials & Supplies					
Office Supplies	\$ 125	\$ 500	\$ 220	\$ 250	-50%
Books, Periodicals, Maps	559	950	300	450	-53%
Total Materials & Supplies	\$ 684	\$ 1,450	\$ 520	\$ 700	-52%
Other Expenses					
Programs & Projects	\$ 206,453	\$ 13,075	\$ 9,500	\$ 11,300	-14%
Total Other Expenses	\$ 206,453	\$ 13,075	\$ 9,500	\$ 11,300	-14%
Capital					
Buildings	\$ 24,599	\$ 45,000	\$ 43,000	\$ -	-100%
Light Equipment	164,361	100,000	145,000	175,000	75%
Heavy Equipment	-	25,000	-	-	-100%
Technologies	2,164	6,245	6,315	-	-100%
Total Capital	\$ 191,124	\$ 176,245	\$ 194,315	\$ 175,000	-1%
Total Expenses	\$ 2,576,100	\$ 1,657,888	\$ 2,261,126	\$ 2,811,819	70%
Net Fund	\$ 71,351	\$ (162,720)	\$ 139,256	\$ (34,064)	79%

Information Technology Fund

Function: To provide efficient and economical state-of-the-art computing capability of City departments within a networking system that allows interaction between work stations at various sites throughout the community.

Information Technology Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Information Systems Manager	1	1	1	-
System Analyst	3	3	3	-
Network Engineer	1	1	1	-
Systems & Database Administrator	1	1	1	-
IT Technician II	4	4	3	-
Network Administrator	1	1	1	-
Regional GIS Administrator	1	1	1	-
GIS Specialist	2	2	2	-
Total	14	14	13	-
Part Time Employees (Budget)	\$ 5,524	\$ -	\$ -	-

Information Technology Highlights

IT will have two fewer positions in FY19 as a IT Technician II and a GIS Specialists position will be eliminated. This savings will be offset by the inclusion of maintainance agreements previously included in the capital budget. This fund is being transferred to the General Fund for FY19.

Information Technology Fund Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Services/ User Fees	\$ 763,603	\$ 735,250	\$ 732,265	-	-100%
Miscellaneous	105	60	60	-	-100%
Transfers In	627,380	634,711	634,711	-	-100%
Total Revenues	\$ 1,391,088	\$ 1,370,021	\$ 1,367,036	-	-100%
Expenditures					
Personnel	\$ 1,305,832	\$ 1,207,166	\$ 1,160,761	-	-100%
Contractual Services	73,982	126,305	102,234	-	-100%
Materials and Supplies	1,768	3,450	2,425	-	-100%
Capital	9,508	11,000	8,000	-	-100%
Transfers Out	-	22,100	22,100	-	-100%
Total Expenditures	\$ 1,391,090	\$ 1,370,021	\$ 1,295,520	-	-100%
Net IT & GIS Fund	\$ (2)	\$ -	\$ 71,516	-	0%
Actual Reserves on June 30, 2017				\$ 36,460	
Projected Reserves on June 30, 2018				\$ 107,976	
Projected Reserves on June 30, 2019				\$ 107,976	

Information Technology Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges For Services					
Intergovernmental Services- GIO	\$ 29,863	\$ 35,866	\$ 30,000	\$ -	-100%
Intergovernmental Services- GIS	128,702	83,000	85,881	-	-100%
Interdepartmental Services	605,038	616,384	616,384	-	-100%
Total Charges For Services	\$ 763,603	\$ 735,250	\$ 732,265	\$ -	-100%
Miscellaneous Revenue					
Map Sales & Other Misc.	\$ 105	\$ 60	\$ 60	\$ -	-100%
Total Miscellaneous Revenue	\$ 105	\$ 60	\$ 60	\$ -	-100%
Transfers					
Transfers In-General Fund	\$ 627,380	\$ 634,711	\$ 634,711	\$ -	-100%
Total Transfers	\$ 627,380	\$ 634,711	\$ 634,711	\$ -	-100%
Total Revenue	\$ 1,391,088	\$ 1,370,021	\$ 1,367,036	\$ -	-100%
Expenditures					
Personnel					
Salaries & Wages					
Full Time	\$ 976,975	\$ 895,472	\$ 851,405	\$ -	-100%
Overtime	847	755	1,428	-	-100%
Total Salaries & Wages	\$ 977,822	\$ 896,227	\$ 852,833	\$ -	-100%
Other Pay					
Disability Leave Buy-Back	\$ 3,483	\$ -	\$ -	\$ -	0%
Accrued Leave Payoff	408	-	5,326	-	0%
Total Other Pay	\$ 3,891	\$ -	\$ 5,326	\$ -	0%
Benefits					
Health Insurance	\$ 139,724	\$ 130,678	\$ 126,805	\$ -	-100%
Other Insurance Benefits	6,420	4,186	5,045	-	-100%
FICA/Medicare Tax	73,305	68,856	65,445	-	-100%
Retirement Contributions	81,856	74,908	72,448	-	-100%
Workers' Compensation	18,254	27,751	28,299	-	-100%
Allowances - Other	4,560	4,560	4,560	-	-100%
Total Benefits	\$ 324,119	\$ 310,939	\$ 302,602	\$ -	-100%
Total Personnel	\$ 1,305,832	\$ 1,207,166	\$ 1,160,761	\$ -	-100%
Contractual Services					
Maintenance Agreements	\$ 32,409	\$ 82,737	\$ 61,000	\$ -	-100%
Insurance & Bonds	28,058	26,437	26,437	-	-100%
Telecommunications	4,849	6,284	5,200	-	-100%
Postage/Shipping	56	250	100	-	-100%
Printing/Reproduction	600	600	600	-	-100%
Travel & Training	6,801	9,300	8,500	-	-100%
Interdepartmental Services	1,189	247	247	-	-100%
Association Dues	20	450	150	-	-100%
Total Contractual Services	\$ 73,982	\$ 126,305	\$ 102,234	\$ -	-100%
Materials & Supplies					
Office Supplies	\$ 1,569	\$ 2,600	\$ 2,000	\$ -	-100%
Books, Periodicals, Maps	74	600	300	-	-100%
Bulk Fuel	125	250	125	-	-100%
Total Materials & Supplies	\$ 1,768	\$ 3,450	\$ 2,425	\$ -	-100%
Transfer Out					
Transfer Out Health Insurance	\$ -	\$ 22,100	\$ 22,100	\$ -	-100%
Total Transfer Out	\$ -	\$ 22,100	\$ 22,100	\$ -	-100%
Capital - New					
Technologies	\$ 9,508	\$ 11,000	\$ 8,000	\$ -	-100%
Total Capital - New	\$ 9,508	\$ 11,000	\$ 8,000	\$ -	-100%
Total Expenditures	\$ 1,391,090	\$ 1,370,021	\$ 1,295,520	\$ -	-100%
Net Fund	\$ (2)	\$ -	\$ 71,516	\$ -	0%

Variable Services Fund

Function: This fund was established to capture costs associated with uncontrollable events such as snow storms and extraordinary crime investigations, in order to separate these expenses from the normal operating budgets. This will allow General Fund operations to be budgeted and executed clearly with out being distorted by infrequent and random events.

Variable Services Fund Highlights

This fund will be not be actively used in FY19. It will be reserved for major unanticipated events and budget transfers and/or amendments will be used if needed.

Variable Services Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Misc Revenue	\$ -	\$ 25,509	\$ 25,509	\$ -	-100%
Transfers In	475,309	106,104	106,104	-	-100%
Total Revenues	\$ 475,309	\$ 131,613	\$ 131,613	\$ -	-100%
Expenditures					
Personnel	\$ 126,199	\$ 116,399	\$ 116,399	\$ -	-100%
Contractual Services	-	15,214	15,214	-	-100%
Materials and Supplies	349,110	-	-	-	0%
Total Expenditures	\$ 475,309	\$ 131,613	\$ 131,613	\$ -	-100%
Net Special Reserves Fund	\$ -	\$ -	\$ -	\$ -	0%
			Actual Reserves on June 30, 2017	\$ -	
			Projected Reserves on June 30, 2018	\$ -	
			Projected Reserves on June 30, 2019	\$ -	

Variable Services Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous Revenue					
Misc. Revenue	\$ -	\$ 25,509	\$ 25,509	\$ -	-100%
Total Miscellaneous Revenue	\$ -	\$ 25,509	\$ 25,509	\$ -	-100%
Transfers					
Transfers In from General Fund	\$ 475,309	\$ 106,104	\$ 106,104	\$ -	-100%
Total Transfers Revenue	\$ 475,309	\$ 106,104	\$ 106,104	\$ -	-100%
Total Revenues	\$ 475,309	\$ 131,613	\$ 131,613	\$ -	-100%
Expenses					
Personnel					
Salaries & Wages					
Overtime - Streets	\$ 38,540	\$ 950	\$ 950	\$ -	-100%
Overtime - Police	81,729	30,287	30,287	-	-100%
Overtime - Fire	1,745	61,635	61,635	-	-100%
Overtime - Parks	-	3,651	3,651	-	-100%
Total Salaries & Wages	\$ 122,014	\$ 96,523	\$ 96,523	\$ -	-100%
Benefits					
FICA/Medicare Tax	-	7,384	7,384	-	-100%
Retirement Contributions	-	10,387	10,387	-	-100%
Workers' Compensation	4,185	2,105	2,105	-	-100%
Total Benefits	\$ 4,185	\$ 19,876	\$ 19,876	\$ -	-100%
Total Personnel	\$ 126,199	\$ 116,399	\$ 116,399	\$ -	-100%
Contractual Services					
Other Contractual	\$ -	\$ 15,214	\$ 15,214	\$ -	-100%
Total Contractual Services	\$ -	\$ 15,214	\$ 15,214	\$ -	-100%
Materials & Supplies					
Ice Control Supplies	\$ 349,110	\$ -	\$ -	\$ -	0%
Total Materials & Supplies	\$ 349,110	\$ -	\$ -	\$ -	0%
Total Expenses	\$ 475,309	\$ 131,613	\$ 131,613	\$ -	-100%
Net Fund	\$ -	\$ -	\$ -	\$ -	0%

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Trust & Agency Funds

Trust & Agency Funds Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Services/ User Fees	\$ 7,735,158	\$ 8,178,933	\$ 8,131,092	\$ 7,793,778	-5%
Taxes	730,204	730,000	825,000	850,000	16%
Miscellaneous	632,596	761,867	1,372,263	1,143,304	50%
Transfer In	3,595,471	4,454,183	4,398,297	4,737,452	6%
Grants	10,000	-	4,500	-	0%
Licenses	18,551	15,000	15,000	15,000	0%
Total Revenues	\$ 12,721,980	\$ 14,139,983	\$ 14,746,152	\$ 14,539,534	3%
Expenditures					
Personnel	\$ 2,236,348	\$ 2,282,587	\$ 2,222,793	\$ 2,114,490	-7%
Contractual Services	9,813,891	9,926,669	10,867,071	11,262,097	13%
Materials and Supplies	88,023	96,700	83,150	107,200	11%
Other	1,784,321	1,876,493	1,801,937	1,827,600	-3%
Capital	92,339	435,398	188,600	678,500	56%
Transfers Out	2,305,497	2,183,216	2,375,059	2,789,419	28%
Total Expenditures	\$ 16,320,419	\$ 16,801,063	\$ 17,538,610	\$ 18,779,306	12%
Net All Trust & Agency Funds	\$ (3,598,439)	\$ (2,661,080)	\$ (2,792,458)	\$ (4,239,772)	59%

Trust & Agency Funds

Trust & Agency Summary by Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Perpetual Care Fund					
Revenues	\$ 2,394,645	\$ 2,226,568	\$ 2,418,767	\$ 2,890,036	30%
Expenditures	2,366,779	2,477,711	2,431,390	3,335,086	35%
Net	27,866	(251,143)	(12,623)	(445,050)	77%
Metro Animal Services Fund					
Revenues	1,166,738	1,357,268	1,305,737	633,876	-53%
Expenditures	1,133,229	1,382,725	1,305,737	733,876	-47%
Net	33,509	(25,457)	-	(100,000)	293%
Public Safety Communication Center Fund					
Revenues	2,356,542	2,430,695	2,326,328	2,701,023	11%
Expenditures	2,390,670	2,430,695	2,326,328	2,701,023	11%
Net	(34,128)	-	-	-	0%
Employee Health Insurance Fund					
Revenues	6,804,055	8,125,452	8,695,320	8,314,599	2%
Expenditures	10,429,741	10,509,932	11,475,155	12,009,321	14%
Net	(3,625,686)	(2,384,480)	(2,779,835)	(3,694,722)	55%
Revenues- All Trust & Agency	12,721,980	14,139,983	14,746,152	14,539,534	3%
Expenditures- All Trust & Agency	16,320,419	16,801,063	17,538,610	18,779,306	12%
Net All Trust & Agency	\$ (3,598,439)	\$ (2,661,080)	\$ (2,792,458)	\$ (4,239,772)	59%

Perpetual Care Fund

Perpetual Care Highlights

Operations Trust - The interest earnings from this account are used for operations and maintenance of facilities originally constructed or improved with Optional One Cent Sales Tax funds. On June 30, 2018, projected balances will be \$27,245,960 principal balance with \$681,141 spendable interest balance.

A \$1,692,894 transfer in FY 2018 from the General Fund to the Operations Account was budgeted to supplement the interest earnings needed to support the operations in facilities that were constructed with Optional Sales Tax revenue. The current interest earnings do not generate enough income to fully fund the requirements of the Operations Account. Ideally with higher principal and interest earnings, the Ice Arena, Aquatics, Hogadon, Recreation Center, Casper Events Center, City Campus, and Buildings & Grounds could be fully funded by Perpetual Care. However for FY 2019, Perpetual Care interest earnings are projected to be only able to fund 19.0% of the total cost of these operations. The budget includes the following transfers and operating expenditures:

	FY 2018	% of Total	FY 2019	% of Total
Operations Trust	Budgeted	Revenue	Projected	Revenue
Operating Revenues	Revenue	Revenue	Revenue	Revenue
Operations Trust Interest Earnings & Debt Repayments	457,852	21.3%	536,619	19.0%
General Fund Transfer In	1,692,894	78.7%	2,280,532	81.0%
Total	\$ 2,150,746		\$ 2,817,151	

	FY 2018	FY 2019	% Supported	% Supported
Operations Trust	Estimated	Projected	By Perpetual	by General
Operating Expenses	Expenses	Expenses	Care Interest	Fund
			Earnings	Transfer In
Casper Events Center	\$ 944,354	\$ 921,577	19.0%	81.0%
Ice Arena	244,702	251,952	19.0%	81.0%
Aquatics	90,967	60,509	19.0%	81.0%
Hogadon	-	333,188	19.0%	81.0%
Recreation Center	506,874	531,677	19.0%	81.0%
City Campus	279,499	250,563	19.0%	81.0%
Buildings & Structures	257,430	439,953	19.0%	81.0%
Investment Fees	24,814	27,732		
Total	\$ 2,348,640	\$ 2,817,151		

Interest Earnings To Fund 100% of These Operations	\$ 2,150,746	\$ 2,817,151	
Current Interest Earnings & Revenue	\$ 457,852	\$ 536,619	
Short Fall	\$ 1,692,894	\$ 2,280,532	

	6/30/2017	6/30/2018
Current Operations Trust Principal Balance	\$ 27,245,960	\$ 27,245,960

Perpetual Care Fund

Perpetual Care Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Services/ User Fees	\$ 7,200	\$ 7,200	\$ 7,200	\$ 7,200	0%
Interest Income	382,218	526,474	453,762	504,104	-4%
Contributions	9,600	-	-	-	0%
Grants	10,000	-	4,500	-	0%
Principal Repayment	132,956	-	115,801	98,200	100%
Transfer In	1,852,671	1,692,894	1,837,504	2,280,532	35%
Total Revenues	\$ 2,394,645	\$ 2,226,568	\$ 2,418,767	\$ 2,890,036	30%
Expenditures					
Contractual Services	\$ 20,653	\$ 27,727	\$ 32,869	\$ 36,167	30%
Other	10,000	99,251	24,695	-	-100%
Capital	30,629	218,750	50,000	509,500	133%
Transfers Out	2,305,497	2,131,983	2,323,826	2,789,419	31%
Total Expenditures	\$ 2,366,779	\$ 2,477,711	\$ 2,431,390	\$ 3,335,086	35%
Net Perpetual Care	\$ 27,866	\$ (251,143)	\$ (12,623)	\$ (445,050)	77%

Interest Reserves on June 30, 2017 \$ 681,141

Projected Interest Reserves on June 30, 2018 \$ 668,518

Projected Interest Reserves on June 30, 2019 \$ 223,468

The interest reserves exclude non-spendable principal amounts.

Principal Reserves on June 30, 2017 \$ 33,084,916

Projected Principal Reserves on June 30, 2018 \$ 33,084,916

Projected Principal Reserves on June 30, 2019 \$ 33,084,916

\$33,074,916 of the principal reserves are designated non-spendable amounts.

Perpetual Care Fund North Platte Park Trust

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Gain/(Loss) On Investments	\$ 24	\$ -	\$ -	\$ -	0%
N Platte Park Interest	15,737	16,805	12,433	16,081	-4%
Amortization Prem/Disc	(120)	-	-	-	0%
Total Revenues	\$ 15,641	\$ 16,805	\$ 12,433	\$ 16,081	-4%
Expenditures					
Investment Fees	\$ 372	\$ 957	\$ 910	\$ 1,017	6%
Programs & Projects	-	50,000	-	-	-100%
Total Expenditures	\$ 372	\$ 50,957	\$ 910	\$ 1,017	-98%
Total North Platte Park Trust	\$ 15,269	\$ (34,152)	\$ 11,523	\$ 15,064	144%

Building Trust

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Building Trust Gain/(Loss) On Inv	\$ 87	\$ -	\$ -	\$ -	0%
Building Trust Interest	56,699	47,958	42,589	45,924	-4%
Amortization Prem/Disc	(434)	-	-	-	0%
Senior Citizens Building Rent	7,200	7,200	7,200	7,200	0%
Total Revenues	\$ 63,552	\$ 55,158	\$ 49,789	\$ 53,124	-4%
Expenditures					
Buildings	\$ 30,629	\$ 218,750	\$ 50,000	\$ 403,000	84%
Improvements other than Buildings	-	-	-	10,000	100%
Ligh Equipment	-	-	-	96,500	100%
Interdepartmental Services	1,991	4,339	4,339	4,280	-1%
Investment Fees	1,424	3,448	2,599	2,905	-16%
Programs & Projects	-	45,259	20,000	-	-100%
Total Expenditures	\$ 34,044	\$ 271,796	\$ 76,938	\$ 516,685	90%
Total Building Trust	\$ 29,508	\$ (216,638)	\$ (27,149)	\$ (463,561)	114%

Perpetual Care Fund Urban Forestry

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Gain/(Loss) On Investments	\$ 6	\$ -	\$ -	\$ -	0%
Contributions - Landscaping Program	9,600	-	-	-	0%
Tree Planting Grants	10,000	-	4,500	-	0%
Amortization Prem/Disc	(28)	-	-	-	0%
Interest Income	3,614	3,859	3,405	3,680	-5%
Total Urban Forestry Revenues	\$ 23,192	\$ 3,859	\$ 7,905	\$ 3,680	-5%
Expenditures					
Investment Fees	\$ 1,895	\$ 220	\$ 207	\$ 233	6%
Landscaping Program	10,000	3,992	4,695	-	-100%
Total Urban Forestry	\$ 11,895	\$ 4,212	\$ 4,902	\$ 233	-94%
Total for Urban Forestry	\$ 11,297	\$ (353)	\$ 3,003	\$ 3,447	1076%

Operations Trust

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Gain/(Loss) On Investments	\$ 474	\$ -	\$ -	\$ -	0%
Interest Income	308,520	457,852	395,335	438,419	-4%
Amortization Prem/Disc	(2,361)	-	-	-	0%
Debt Repayment	132,956	-	115,801	98,200	100%
Transfers In-General Fund	1,852,671	1,692,894	1,837,504	2,280,532	35%
Total Operations Revenues	\$ 2,292,260	\$ 2,150,746	\$ 2,348,640	\$ 2,817,151	31%
Expenditures					
Investment Fees	\$ 14,971	\$ 18,763	\$ 24,814	\$ 27,732	48%
Transfers Out	2,305,497	2,131,983	2,323,826	2,789,419	31%
Total Operations Expenditures	\$ 2,320,468	\$ 2,150,746	\$ 2,348,640	\$ 2,817,151	31%
Total for Operations Trust	\$ (28,208)	\$ -	\$ -	\$ -	0%

Metro Animal Services Fund

Function: To provide services which safeguard public health and safety, to humanely house and care for animals in its charge, to provide public education concerning responsible pet ownership and to enforce all animal-related laws with our jurisdiction.

Metro Animal Services Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
Metro Animal Control Manager	1	1	1	1
Metro Animal Srv Supervisor II	1	1	1	-
Animal Protection Officer I	-	2	2	-
Animal Protection Officer II	6	4	4	-
Kennel Worker	5	5	5	5
Total	13	13	13	6
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Metro Animal Services Highlights

This fund will now oversee the Animal Shelter. The animal control function will be transferred to the Police Department. This will result in six Animal Control Officers, a supervisor and some non-labor spending being transferred to the Police Department. This will decrease the amount charged to the City of Bar Nunn and Natrona County. The cities of Mills and Evansville have elected to obtain their own animal control services.

Metro Animal Services Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Licenses	\$ 18,551	\$ 15,000	\$ 15,000	\$ 15,000	0%
Charges for Services/ User Fees	390,572	414,456	366,615	134,261	-68%
Miscellaneous	3,650	6,376	4,090	4,000	-37%
Transfer In	753,965	921,436	920,032	480,615	-48%
Total Revenues	\$ 1,166,738	\$ 1,357,268	\$ 1,305,737	\$ 633,876	-53%
Expenditures					
Personnel	\$ 808,555	\$ 845,632	\$ 860,740	\$ 364,580	-57%
Contractual Services	153,436	193,480	182,932	93,396	-52%
Materials and Supplies	79,803	82,900	79,400	93,400	13%
Other	30,000	30,000	30,000	30,000	0%
Capital	61,435	210,448	132,400	152,500	-28%
Transfers Out	-	20,265	20,265	-	-100%
Total Expenditures	\$ 1,133,229	\$ 1,382,725	\$ 1,305,737	\$ 733,876	-47%
Net Metro Animal Services	\$ 33,509	\$ (25,457)	\$ -	\$ (100,000)	293%
				Actual Reserves on June 30, 2017	\$ 340,403
				Projected Reserves on June 30, 2018	\$ 370,403
				Projected Reserves on June 30, 2019	\$ 300,403

FY 2019 Capital Summary

Replacement Capital	New Capital
Sewer Drain Repair	\$ -
Misc Building Repairs	-
Computer/Technology Replacement	-
Total	\$ 152,500
Total	\$ -

Metro Animal Services Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Licenses					
Pet Licenses	\$ 18,551	\$ 15,000	\$ 15,000	\$ 15,000	0%
Total Licenses	\$ 18,551	\$ 15,000	\$ 15,000	\$ 15,000	0%
Charges For Services					
Boarding Fees	\$ 24,527	\$ 22,000	\$ 22,000	\$ 19,800	-10%
Adoption Fees	26,666	25,000	25,000	22,500	-10%
Restitution	0	0	0	5,000	100%
Intergovernmental User Charges	339,379	367,456	319,615	86,961	-76%
Total Charges For Services	\$ 390,572	\$ 414,456	\$ 366,615	\$ 134,261	-68%
Miscellaneous Revenue					
Interest Income	\$ 935	\$ 2,376	\$ 2,090	\$ 2,000	-16%
Amort on Invest	4	-	-	-	0%
Misc Revenue	2,711	4,000	2,000	2,000	-50%
Total Miscellaneous	\$ 3,650	\$ 6,376	\$ 4,090	\$ 4,000	-37%
Transfers					
Transfers In	\$ 753,965	\$ 921,436	\$ 920,032	\$ 480,615	-48%
Total Transfers	\$ 753,965	\$ 921,436	\$ 920,032	\$ 480,615	-48%
Total Operating Revenue	\$ 1,166,738	\$ 1,357,268	\$ 1,305,737	\$ 633,876	-53%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 572,920	\$ 589,125	\$ 611,934	\$ 260,359	-56%
Overtime	7,669	9,788	7,161	1,000	-90%
Total Salaries & Wages	\$ 580,589	\$ 598,913	\$ 619,095	\$ 261,359	-56%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 6,000	100%
Federal Taxes	-	-	-	2,227	100%
Disability Leave Buy-Back	3,293	-	-	-	0%
Accrued Leave Payoff	116	-	-	-	0%
Total Other Pay	\$ 3,409	\$ -	\$ -	\$ 8,227	100%
Benefits					
Health Insurance	\$ 112,605	\$ 127,049	\$ 116,247	\$ 35,778	-72%
Other Insurance Benefits	4,570	3,161	4,072	1,380	-56%
FICA/Medicare Tax	43,026	45,407	46,014	21,630	-52%
Retirement Contributions	48,601	48,718	52,107	22,334	-54%
Workers' Compensation	11,182	17,804	18,625	9,292	-48%
Other Allowances	4,080	4,080	4,080	4,080	0%
Clothing Allowance	493	500	500	500	0%
Total Benefits	\$ 224,557	\$ 246,719	\$ 241,645	\$ 94,994	-61%
Total Personnel	\$ 808,555	\$ 845,632	\$ 860,740	\$ 364,580	-57%
Contractual Services					
Investment Fees	\$ 129	\$ 153	\$ 205	\$ 308	101%
Medical Testing Services	0	2,000	0	1,000	-50%
Water	5,184	8,000	8,000	5,200	-35%
Energy - Electricity	11,152	15,000	15,000	11,200	-25%
Energy - Natural Gas	9,554	8,700	8,700	8,700	0%
Maintenance Agreements	2,880	2,880	2,880	2,880	0%
Insurance & Bonds	20,036	24,095	24,095	23,261	-3%
Telecommunications	10,445	11,000	11,000	-	-100%
Postage/Shipping	940	1,000	1,000	1,000	0%
Travel & Training	1,320	18,600	10,000	5,000	-73%
Administration/Mgmt Fees	16,128	-	-	-	0%
Interdepartmental Services	22,630	39,584	39,584	34,847	-12%
Dispatch Services	23,452	31,468	31,468	-	-100%
Other Contractual	29,586	31,000	31,000	-	-100%
Total Contractual Services	\$ 153,436	\$ 193,480	\$ 182,932	\$ 93,396	-52%
Materials & Supplies					
Office Supplies	\$ 2,931	\$ 2,900	\$ 2,900	\$ 2,900	0%
Other Materials & Supplies	55,070	55,500	55,500	85,500	54%
Uniforms	6,297	6,500	5,000	2,500	-62%
Bulk Fuel	15,505	18,000	16,000	2,500	-86%
Total Materials & Supplies	\$ 79,803	\$ 82,900	\$ 79,400	\$ 93,400	13%

Metro Animal Services Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Other Expenses					
Depreciation	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	0%
Total Other Expenses	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	0%
Transfer Out					
Transfer Out Health Insurance	\$ -	\$ 20,265	\$ 20,265	\$ -	-100%
Total Transfer Out	\$ -	\$ 20,265	\$ 20,265	\$ -	-100%
Capital - Replacement					
Building Improvements	\$ 46,568	\$ 126,480	\$ 100,000	\$ 150,000	19%
Light Equipment	12,042	73,568	22,000	-	-100%
Technologies	2,825	10,400	10,400	2,500	-76%
Total Capital -	\$ 61,435	\$ 210,448	\$ 132,400	\$ 152,500	-28%
Total Operating Expenses	\$ 1,133,229	\$ 1,382,725	\$ 1,305,737	\$ 733,876	-47%
Net Fund	\$ 33,509	\$ (25,457)	\$ -	\$ (100,000)	293%

Public Safety Communication Center Fund

Function: To provide communication services to all user agencies and the public within Natrona County, as well as providing E-911 services.

Public Safety Communications Center Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Full Time Positions				
PSCC Communications Supervisor	-	-	1	1
Police Technologies Manager	-	-	-	1
Dispatcher I	10	8	5	5
Dispatcher II	5	7	7	7
Lead Dispatcher	4	4	4	4
PSCC Call Taker	2	2	4	4
Total	21	21	21	22
Part Time Employees (Budget)	\$ 30,971	\$ 31,287	\$ 30,555	\$ 30,983

Public Safety Communications Center Highlights

FY 2018 estimated personnel is low relative to budget due to unfilled vacant positions during the year.

Public Safety Communications Center (PSCC) Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Taxes	\$ 730,204	\$ 730,000	\$ 825,000	\$ 850,000	16%
Charges for Service	605,997	690,664	690,664	643,545	-7%
Miscellaneous	31,506	1,000	725	1,000	0%
Transfers In	988,835	1,009,031	809,939	1,206,478	20%
Total Revenues	\$ 2,356,542	\$ 2,430,695	\$ 2,326,328	\$ 2,701,023	11%
Expenditures					
Personnel	\$ 1,352,466	\$ 1,436,955	\$ 1,362,053	\$ 1,749,910	22%
Contractual Services	885,495	799,330	779,915	727,013	-9%
Materials and Supplies	8,192	13,000	2,950	13,000	0%
Other	144,242	144,242	144,242	194,600	35%
Capital	275	6,200	6,200	16,500	166%
Transfers Out	-	30,968	30,968	-	-100%
Total Expenditures	\$ 2,390,670	\$ 2,430,695	\$ 2,326,328	\$ 2,701,023	11%
Net PSCC Fund	\$ (34,128)	\$ -	\$ -	\$ -	0%
				Actual Reserves on June 30, 2017	\$ 294,544
				Projected Reserves on June 30, 2018	\$ 438,786
				Projected Reserves on June 30, 2019	\$ 633,386

FY 2019 Capital Summary

	Replacement Capital		New Capital
Computer Replacements	\$ 5,000		\$ -
Equipment Replacements	1,200		-
Total	\$ 6,200	Total	\$ -

Public Safety Communication Center Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges For Services					
Intergovernmental User Charge	\$ 488,576	\$ 562,879	\$ 562,879	\$ 518,557	-8%
Wyoming Medical Center	117,421	127,785	127,785	124,988	-2%
Total Charges For Services	\$ 605,997	\$ 690,664	\$ 690,664	\$ 643,545	-7%
Miscellaneous Revenue					
Miscellaneous Revenue	\$ 31,506	\$ 1,000	\$ 725	\$ 1,000	0%
Total Miscellaneous	\$ 31,506	\$ 1,000	\$ 725	\$ 1,000	0%
Taxes					
Telephone Service Charge	\$ 730,204	\$ 730,000	\$ 825,000	\$ 850,000	16%
Total Taxes	\$ 730,204	\$ 730,000	\$ 825,000	\$ 850,000	16%
Transfers In					
Transfers In	\$ 988,835	\$ 1,009,031	\$ 809,939	\$ 1,206,478	20%
Total Transfers	\$ 988,835	\$ 1,009,031	\$ 809,939	\$ 1,206,478	20%
Total Operating Revenue	\$ 2,356,542	\$ 2,430,695	\$ 2,326,328	\$ 2,701,023	11%
Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 921,241	\$ 946,315	\$ 891,853	\$ 1,122,589	19%
Part Time	31,287	30,555	30,512	30,983	1%
Overtime	41,342	46,984	90,158	47,924	2%
Total Salaries & Wages	\$ 993,870	\$ 1,023,854	\$ 1,012,523	\$ 1,201,496	17%
Other Pay					
Supplemental Pay	\$ -	\$ -	\$ -	\$ 20,000	100%
Federal Taxes	-	-	-	7,424	100%
Holiday Pay	20,233	57,634	20,428	58,787	2%
Disability Leave Buy-Back	5,660	-	-	-	0%
Accrued Leave Payoff	7,978	-	121	-	0%
Total Other Pay	\$ 33,871	\$ 57,634	\$ 20,549	\$ 86,211	50%
Benefits					
Health Insurance	\$ 147,312	\$ 183,748	\$ 144,399	\$ 238,519	30%
Other Insurance Benefits	6,885	4,979	6,381	6,012	21%
FICA/Medicare Tax	75,949	74,802	79,511	94,388	26%
Retirement Contributions	84,284	83,750	86,452	105,476	26%
Unemployment Contributions	1,796	-	-	-	0%
Workers' Compensation	5,289	7,708	9,718	14,208	84%
Other Allowances	3,210	480	2,520	3,600	650%
Total Benefits	\$ 324,725	\$ 355,467	\$ 328,981	\$ 462,203	30%
Total Personnel	\$ 1,352,466	\$ 1,436,955	\$ 1,362,053	\$ 1,749,910	22%
Contractual Services					
Maintenance Agreements	\$ 248,511	\$ 250,480	\$ 252,000	\$ 250,480	0%
Building Rent	125,592	125,592	125,592	125,592	0%
Insurance & Bonds	29,440	26,734	26,734	35,532	33%
Telecommunications	181,220	150,000	149,500	150,000	0%
Travel and Training	3,386	9,600	6,200	14,600	52%
Interdepartmental Services	136,875	197,389	197,389	116,274	-41%
Fees	117,227	-	-	-	0%
Other Contractual	43,244	39,535	22,500	34,535	-13%
Total Contractual Services	\$ 885,495	\$ 799,330	\$ 779,915	\$ 727,013	-9%
Materials & Supplies					
Office Supplies	\$ 2,250	\$ 2,600	\$ 1,750	\$ 2,600	0%
Other Materials & Supplies	5,192	7,900	1,200	7,900	0%
Uniforms	750	2,500	0	2,500	0%
Total Materials & Supplies	\$ 8,192	\$ 13,000	\$ 2,950	\$ 13,000	0%
Other Expenses					
Depreciation	\$ 144,242	\$ 144,242	\$ 144,242	\$ 194,600	35%
Total Other Expenses	\$ 144,242	\$ 144,242	\$ 144,242	\$ 194,600	35%
Transfer Out					
Transfer Out Health Insurance	\$ -	\$ 30,968	\$ 30,968	\$ -	-100%
Total Transfer Out	\$ -	\$ 30,968	\$ 30,968	\$ -	-100%

Public Safety Communication Center Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Capital - Replacement					
Light Equipment	\$ -	\$ 1,200	\$ 1,200	\$ 1,500	25%
Technologies	275	5,000	5,000	15,000	200%
Total Capital - Replacement	\$ 275	\$ 6,200	\$ 6,200	\$ 16,500	166%
Total Expenses	\$ 2,390,670	\$ 2,430,695	\$ 2,326,328	\$ 2,701,023	11%
Net Fund	\$ (34,128)	\$ -	\$ -	\$ -	0%

Employee Health Insurance Fund

Function: To provide high quality medical and dental benefit plans to employees, retirees, and their families through a fiscally responsible, self-funded program.

Employee Health Insurance Fund Staffing Summary

	FY 2016	FY 2017	FY 2018	FY 2019
Health Promotions Manager	1	-	-	-
Risk Management Specialist	-	1	-	-
Total	1	1	-	-
Part Time Employees (Budget)	\$ -	\$ -	\$ -	\$ -

Employee Health Insurance Highlights

Health claims have increased dramatically in recent years. Recent trends indicate a 6% increase should be expected in claims cost.

Employee Health Insurance Budget Summary

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Charges for Service	\$ 6,731,389	\$ 7,066,613	\$ 7,066,613	\$ 7,008,772	-1%
Miscellaneous	72,666	228,017	797,885	536,000	135%
Transfers In	-	830,822	830,822	769,827	-7%
Total Revenues	\$ 6,804,055	\$ 8,125,452	\$ 8,695,320	\$ 8,314,599	2%
Expenditures					
Personnel	\$ 75,327	\$ -	\$ -	\$ -	0%
Contractual Services	8,754,307	8,906,132	9,871,355	10,405,521	17%
Materials & Supplies	28	800	800	800	0%
Other	1,600,079	1,603,000	1,603,000	1,603,000	0%
Total Expenditures	\$ 10,429,741	\$ 10,509,932	\$ 11,475,155	\$ 12,009,321	14%
Net Employee Health Insurance Fund	\$ (3,625,686)	\$ (2,384,480)	\$ (2,779,835)	\$ (3,694,722)	55%
Reserves For Operations					
				Actual Reserves on June 30, 2017	\$ 951,419
				Projected Reserves on June 30, 2018	\$ (228,416)
				Projected Reserves on June 30, 2019	\$ (2,323,138)
Other Post-Employment Benefits (OPEB) Unfunded Liability**					
				Actual OPEB Liability on June 30, 2017	\$ 19,856,242
				Projected OPEB Liability on June 30, 2018	\$ 19,691,000
				Projected OPEB Liability on June 30, 2019	\$ 21,291,000

** Other Post Employment benefits accounts for the long-term liability associated with retiree health benefits.

Employee Health Insurance Fund

	FY 2017 ACTUAL	FY 2018 REVISED	FY 2018 ESTIMATE	FY 2019 ADOPTED	% ▲
Revenues					
Miscellaneous Revenue					
Interest Income	\$ 24,010	\$ 34,863	\$ 19,930	\$ 6,000	-83%
Gain/Loss On Investments	10	-	-	-	0%
Insurance Reimbursements	47,938	30,000	30,000	30,000	0%
Stoploss Reimbursements	-	163,154	747,955	500,000	206%
Amort on Investments	708				
Total Miscellaneous	\$ 72,666	\$ 228,017	\$ 797,885	\$ 536,000	135%
Charges for Service					
Employee Premiums-Health Ins	\$ 1,125,162	\$ 1,232,995	\$ 1,232,995	\$ 1,045,545	-15%
Employer Premiums-Health Ins	5,018,165	5,208,918	5,208,918	5,425,617	4%
Retiree Premiums	569,478	607,700	607,700	521,610	-14%
COBRA Premiums	18,584	17,000	17,000	16,000	-6%
Total Charges for Service	\$ 6,731,389	\$ 7,066,613	\$ 7,066,613	\$ 7,008,772	-1%
Transfers In					
Transfers In	\$ -	\$ 830,822	\$ 830,822	\$ 769,827	-7%
Total Transfers	\$ -	\$ 830,822	\$ 830,822	\$ 769,827	-7%
Total Revenue	\$ 6,804,055	\$ 8,125,452	\$ 8,695,320	\$ 8,314,599	2%
Operating Expenses					
Personnel					
Salaries & Wages					
Full Time	\$ 62,896	\$ -	\$ -	\$ -	0%
Total Salaries & Wages	\$ 62,896	\$ -	\$ -	\$ -	0%
Other Pay					
Disability Leave Buy-Back	\$ 863	\$ -	\$ -	\$ -	0%
Total Other Pay	\$ 863	\$ -	\$ -	\$ -	0%
Benefits					
Other Insurance Benefits	\$ 446	\$ -	\$ -	\$ -	0%
FICA/Medicare Tax	4,700	-	-	-	0%
Retirement Contributions	5,264	-	-	-	0%
Workers' Compensation	1,158	-	-	-	0%
Total Benefits	\$ 11,568	\$ -	\$ -	\$ -	0%
Total Personnel	\$ 75,327	\$ -	\$ -	\$ -	0%
Contractual Services					
Investment Fees	\$ 1,840	\$ 2,643	\$ 1,193	\$ 347	-87%
Plan Administration Fees	174,981	186,760	186,760	190,495	2%
EFAP Premium	30,492	36,000	29,673	32,500	-10%
Medical Stop-loss Insurance	685,392	713,500	713,500	734,905	3%
Dental Insurance	454,624	452,000	452,000	465,560	3%
Telecommunications	101	-	-	-	0%
Wellness Testing	48,392	65,000	65,000	65,000	0%
Interdepartmental Fees		80,229	80,229	106,595	33%
Prescriptions	1,192,556	1,300,000	1,105,000	1,200,000	-8%
Claims	6,128,131	6,032,000	7,200,000	7,593,619	26%
Other Contractual	28,422	21,500	21,500	12,000	-44%
Association Dues	5,075	12,000	12,000	-	-100%
Printing & Reproduction	1,229	1,500	1,500	1,500	0%
Postage/Shipping	3,072	2,500	2,500	2,500	0%
Travel & Training	-	500	500	500	0%
Total Contractual Services	\$ 8,754,307	\$ 8,906,132	\$ 9,871,355	\$ 10,405,521	17%
Materials & Supplies					
Office Supplies	\$ 28	\$ 200	\$ 200	\$ 200	0%
Books, Periodicals, Maps	-	600	600	600	0%
Total Materials & Supplies	\$ 28	\$ 800	\$ 800	\$ 800	0%
Other Expenses					
OPEB Liability Funding	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000	0%
Programs & Projects	79	3,000	3,000	3,000	0%
Total Other Expenses	\$ 1,600,079	\$ 1,603,000	\$ 1,603,000	\$ 1,603,000	0%
Total Expenses	\$ 10,429,741	\$ 10,509,932	\$ 11,475,155	\$ 12,009,321	14%
Total Expenses	\$ 10,429,741	\$ 10,509,932	\$ 11,475,155	\$ 12,009,321	14%
Net Fund	\$ (3,625,686)	\$ (2,384,480)	\$ (2,779,835)	\$ (3,694,722)	55%
Non Cash Items					
OPEB Liability Funding	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000	0%
Net Income excl non-cash items	\$ (2,025,686)	\$ (784,480)	\$ (1,179,835)	\$ (2,094,722)	167%

Cover Photo Credits:

- *Central Photo of Eclipse with Corona:* Robert Orpet, Retired, Solid Waste and Streets Division
- *Surrounding Photos of City Staff viewing the Eclipse:* Photos taken jointly by Tracey Belser, Beverly Skovgard, and Carla Mills-Laatsch, all current staff of the Support Services Department
- *Cover layout and Design:* Beth Andress, jointly employed by the Parks and Recreation Department and Public Services Department