



2017 Recommended Budget Budget Overview

Snohomish *Washington*

2017 Recommended Budget

Overview of Key
Budget
Elements for the
2017
Recommended
Budget

- 2017 Council Annual Goals as Strategic Budget Priorities
- Issues Affecting 2017 Budget
- Highlights of Operating Revenues & Expenditures
- 2017 Personnel Plan
- 2017 Capital Projects
- Fund Balance and Future Outlook

2017 Recommended Budget

2017 City Council Annual Goals

**2017 Council
Strategic
Budget
Priorities
City Council
Goals**

- ❖ Develop a sustainable, five-year financial plan that balances projected revenues and expenditures *(Related to implementation of all Strategic Plan initiatives)*
- ❖ Analyze sustainable budget strategies to support parks operations *(Related to initiative 1)*
- ❖ Attract more living wage jobs for the community and increase tax revenues through continued economic development. *(Related to Initiatives 6 & 7)*
- ❖ Collaborate with agencies in the region for development of rails and trails that serve Snohomish. *(Related to Initiatives 1 & 4)*
- ❖ Create a plan for redevelopment and new uses of the Hal Moe Pool property. *(Related to Initiatives 1, 7 and 8)*

2017 Recommended Budget

2017 City Council Annual Goals, continued

2017 Council

Strategic

Budget

Priorities

City Council

Goals

❖ Implement approved enhancements to the City's open government, public communication and civic engagement programs. *(Related to implementation of all Strategic Plan initiatives)*

❖ Establish a ongoing invitation to community organizations, City boards and City commissions to present their annual goals to the City Council meetings to enhance collaboration and coordination. *(Related to implementation of all Strategic Plan initiatives)*

❖ Expand land uses that encourage and support ongoing economic development initiatives in the community. *(Related to Initiatives 6 and 7)*

❖ Partner with organizations to develop affordable housing projects, including senior affordable housing. *(Related to Initiative 8)*

2017 Recommended Budget

Issues

Affecting

Overall 2017

Budget

- ❖ The 2017 City budget focuses primarily on sustaining existing service levels rather than increasing human resources or enhancing existing services
- ❖ General Fund budget resources continue to be the primary focus of both cost savings as well as any new investments
- ❖ Sales tax, the major source of General Fund revenues, has higher sensitivity to regional economic conditions
- ❖ Property tax revenues continue to shrink as a percentage of General Fund and ranks below utility taxes
- ❖ Personnel costs drive the majority of budget increases (based on higher costs of benefits and compensation)
- ❖ Criminal justice costs – indigent public defense and jail fees continue to be significant cost drivers of the General Fund expenditures

2017 Recommended Budget

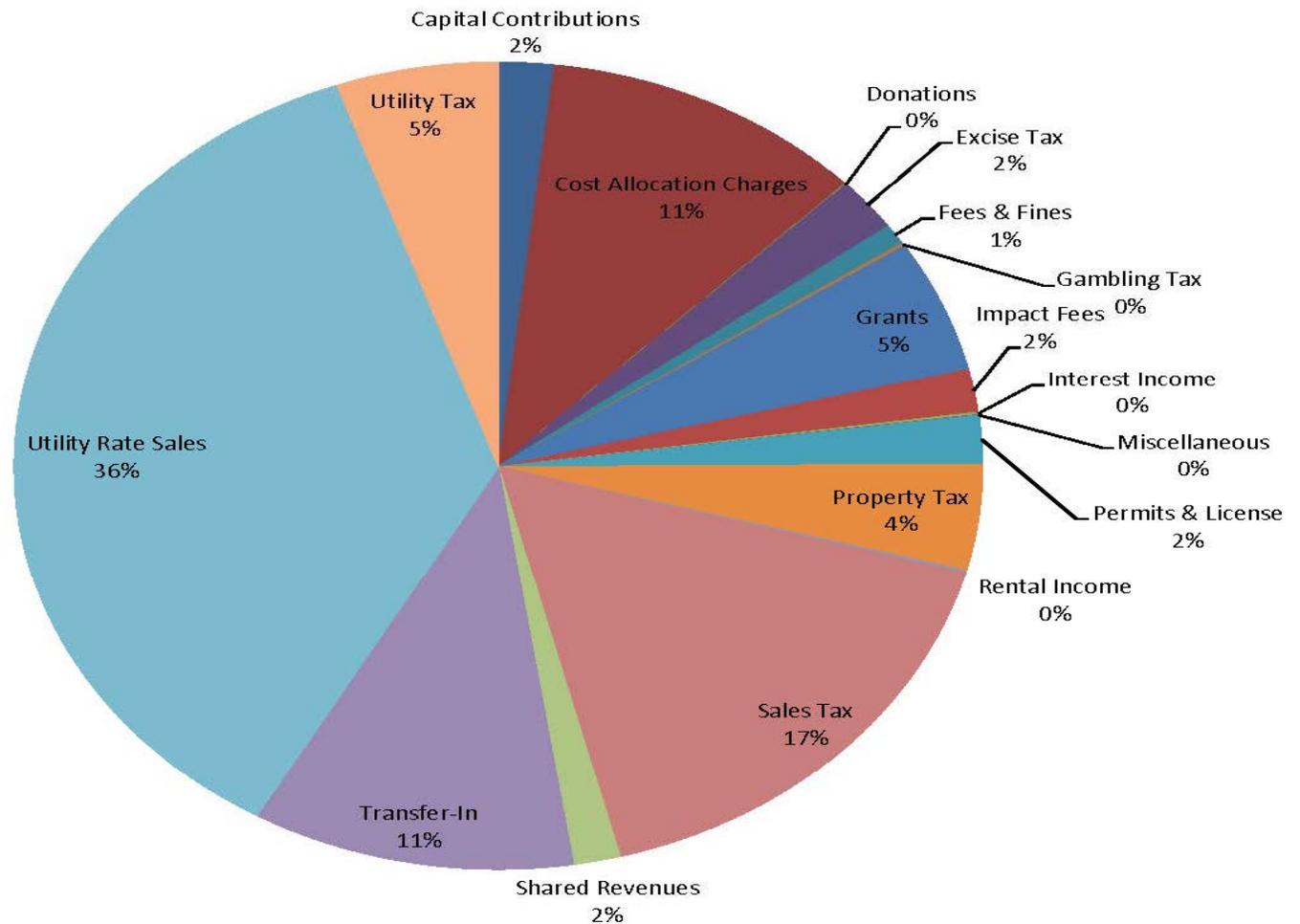
Highlights of Operating REVENUES

Fund	Fund Name	2016 Revenue Amended Budget	2017 Revenue Recommended Budget
001	General	8,611,967	9,095,305
102	Streets	1,035,375	1,044,175
104	Park Impact Fee	109,730	135,230
107	Visitor Promotion	7,010	8,020
108	PBIA	24,035	24,075
113	Police Seizure	0	0
117	Real Estate Excise Tax	420,500	601,800
125	Traffic Impact Fee	37,899	349,306
205	Debt Service	63,033	60,773
310	Municipal Capital Projects	305,085	665,000
311	Street Capital Projects	1,420,500	2,510,500
401	Water Utility	2,865,140	2,787,078
402	Wastewater Utility	5,251,503	4,727,509
403	Solid Waste	2,005,100	2,091,000
404	Stormwater Utility	1,836,600	1,627,300
501	Fleet & Facilities	861,124	922,950
502	Information Services	493,185	559,255
503	Self-insurance	5,010	5,010
505	Equipment Replacement	136,249	136,249
604	Carnegie Restoration	18,325	25
130	TBD	780,520	802,500
Fund Totals		26,287,890	28,153,060
		Change	1,865,170

2017 Recommended Budget

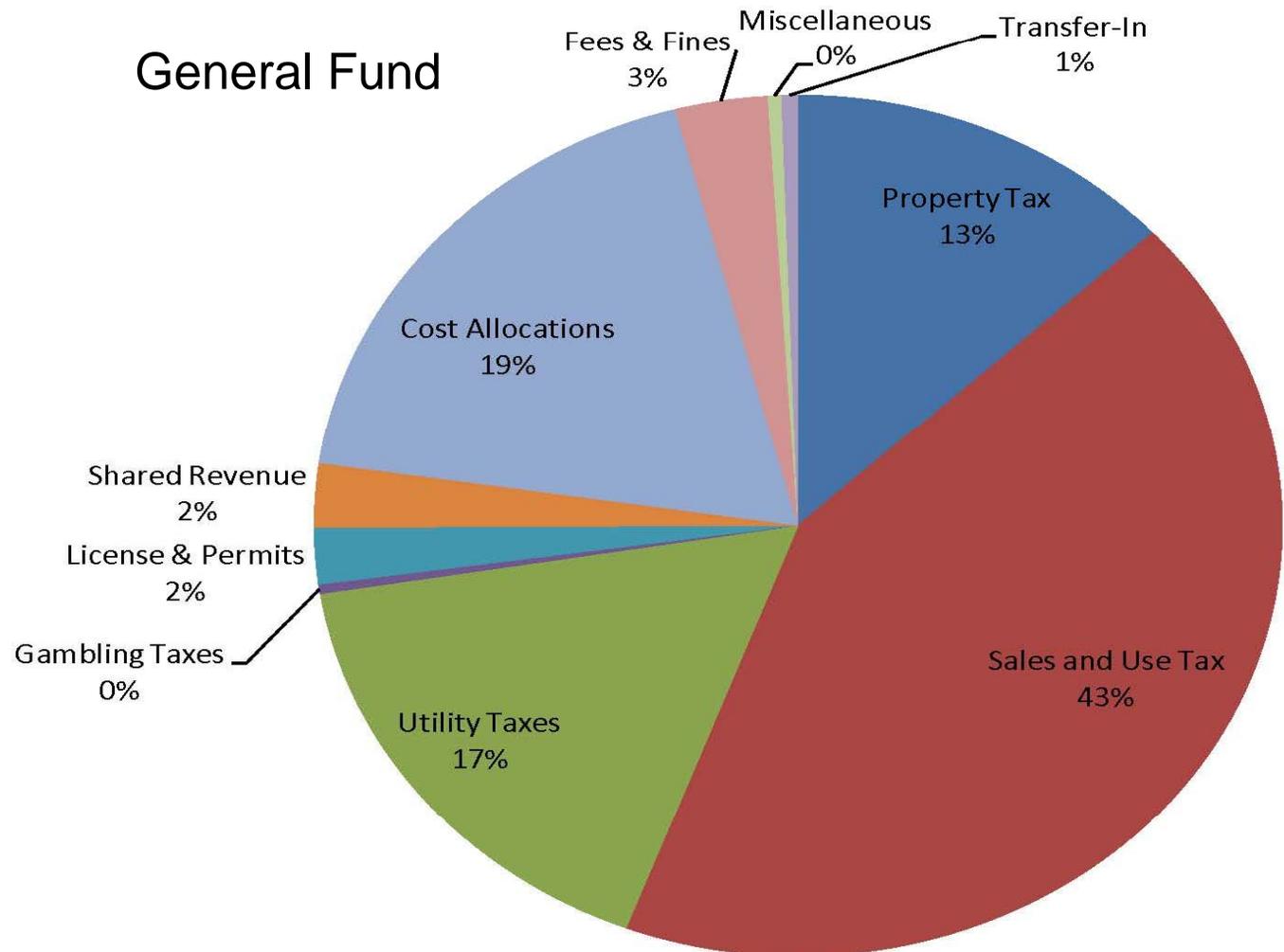
Highlights of Operating REVENUES

2017 All Revenue Sources



2017 Recommended Budget

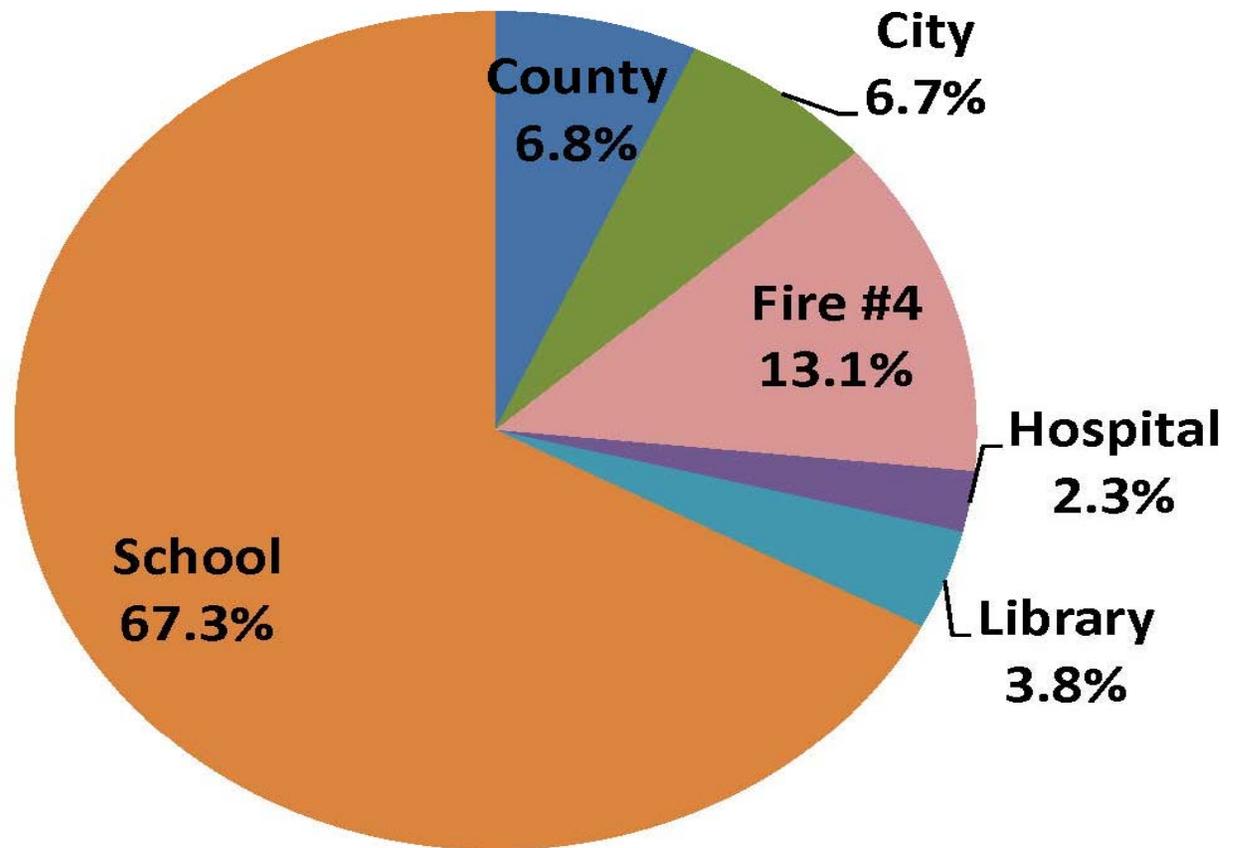
Highlights of Operating REVENUES



2017 Recommended Budget

2017 Estimated Share of Property Tax by Jurisdiction

Highlights of
Operating
REVENUES

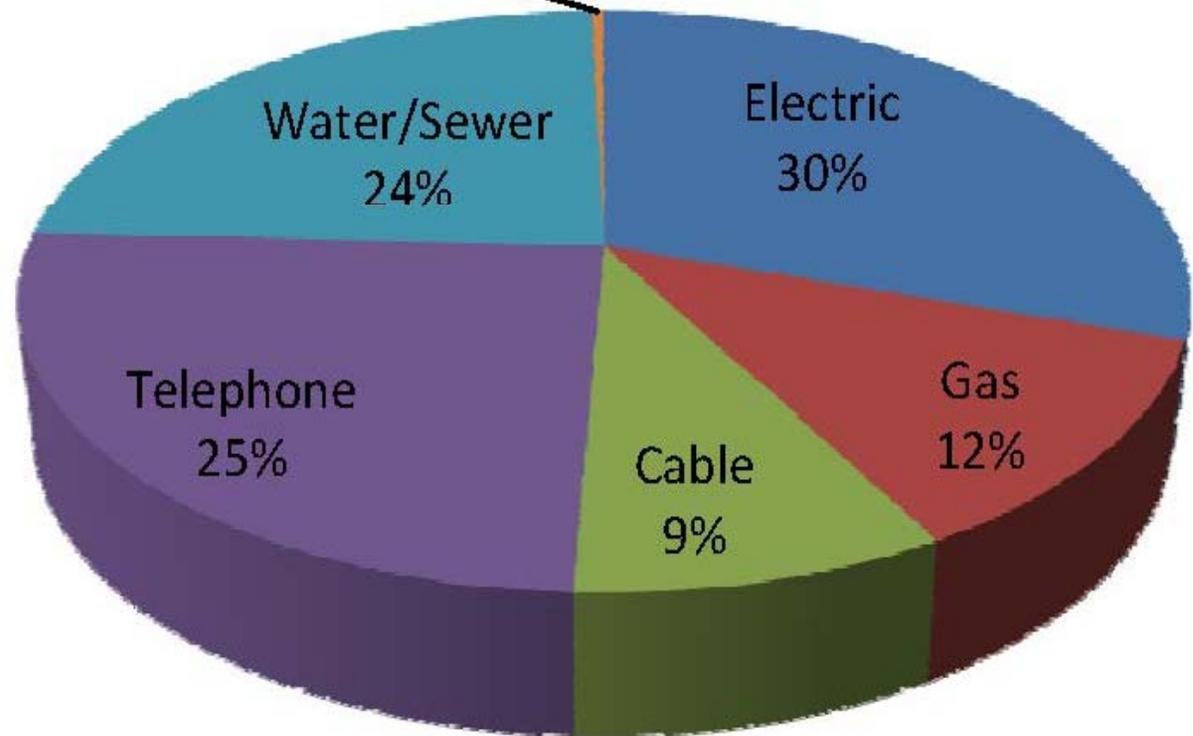


2017 Recommended Budget

2017 Utility Tax

Solid Waste
0%

Highlights of
Operating
REVENUES



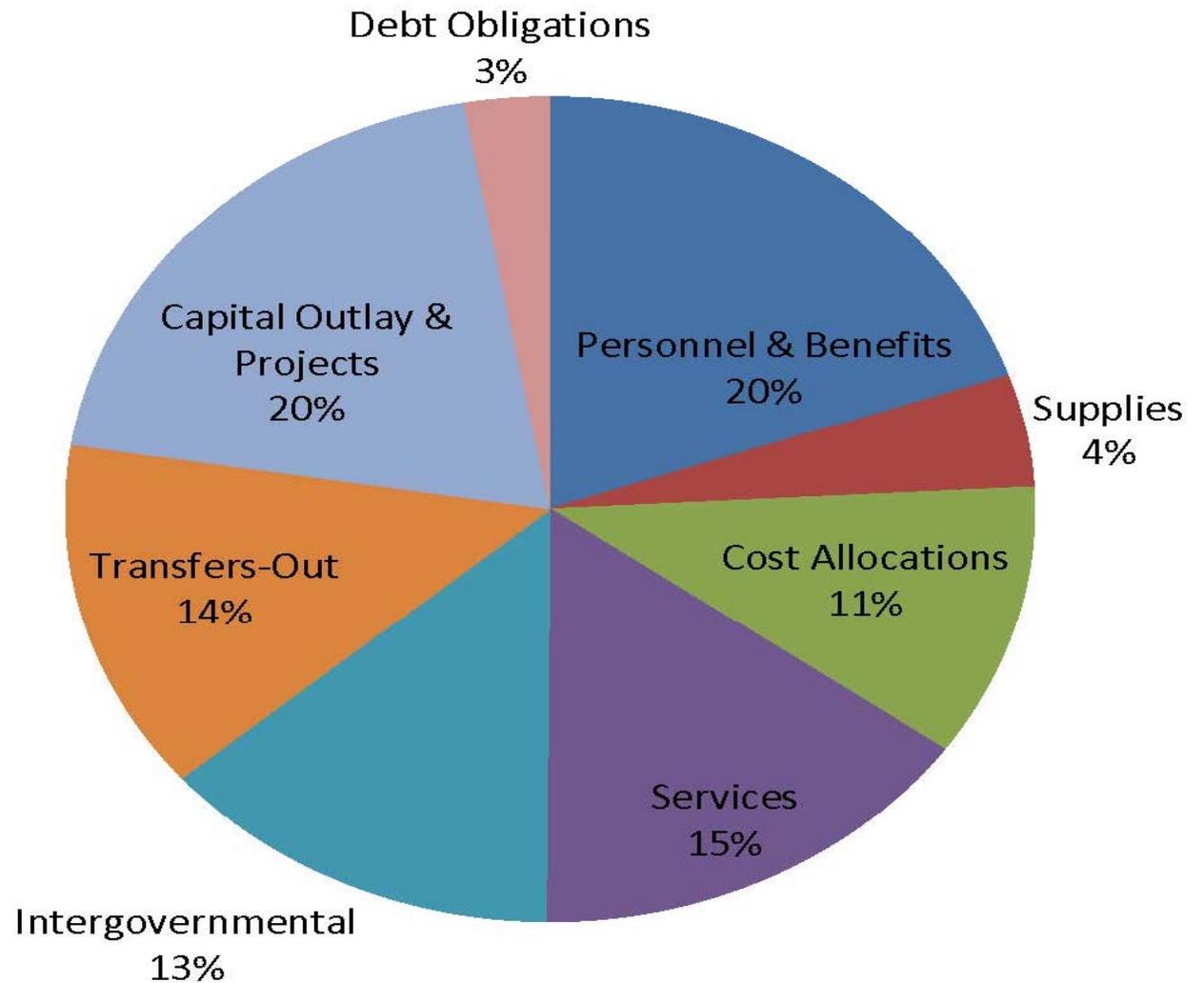
2017 Recommended Budget

Highlights of Operating EXPENDITURES

Fund	Fund Name	2016 Expenses Amended Budget	2017 Expenses Recommended Budget
001	General	8,821,973	9,127,383
102	Streets	1,019,291	1,051,670
104	Park Impact Fee		0
107	Visitor Promotion	11,120	11,500
108	PBIA	40,000	20,000
113	Police Seizure	90,000	55,000
117	Real Estate Excise Tax	325,000	852,875
125	Traffic Impact Fee	100,000	145,000
205	Debt Service	62,983	61,223
310	Municipal Capital Projects	330,000	730,000
311	Street Capital Projects	2,206,328	2,929,281
401	Water Utility	2,673,409	2,709,512
402	Wastewater Utility	4,138,620	4,737,490
403	Solid Waste	2,036,544	2,050,432
404	Stormwater Utility	1,974,085	1,646,379
501	Fleet & Facilities	912,003	911,120
502	Information Services	595,533	526,717
503	Self-insurance	5,000	5,000
505	Equipment Replacement	162,000	62,000
604	Carnegie Restoration	17,600	35,000
130	TBD	530,390	686,000
Fund Totals		26,051,879	28,353,582
		Change	2,301,703

2017 Recommended Budget

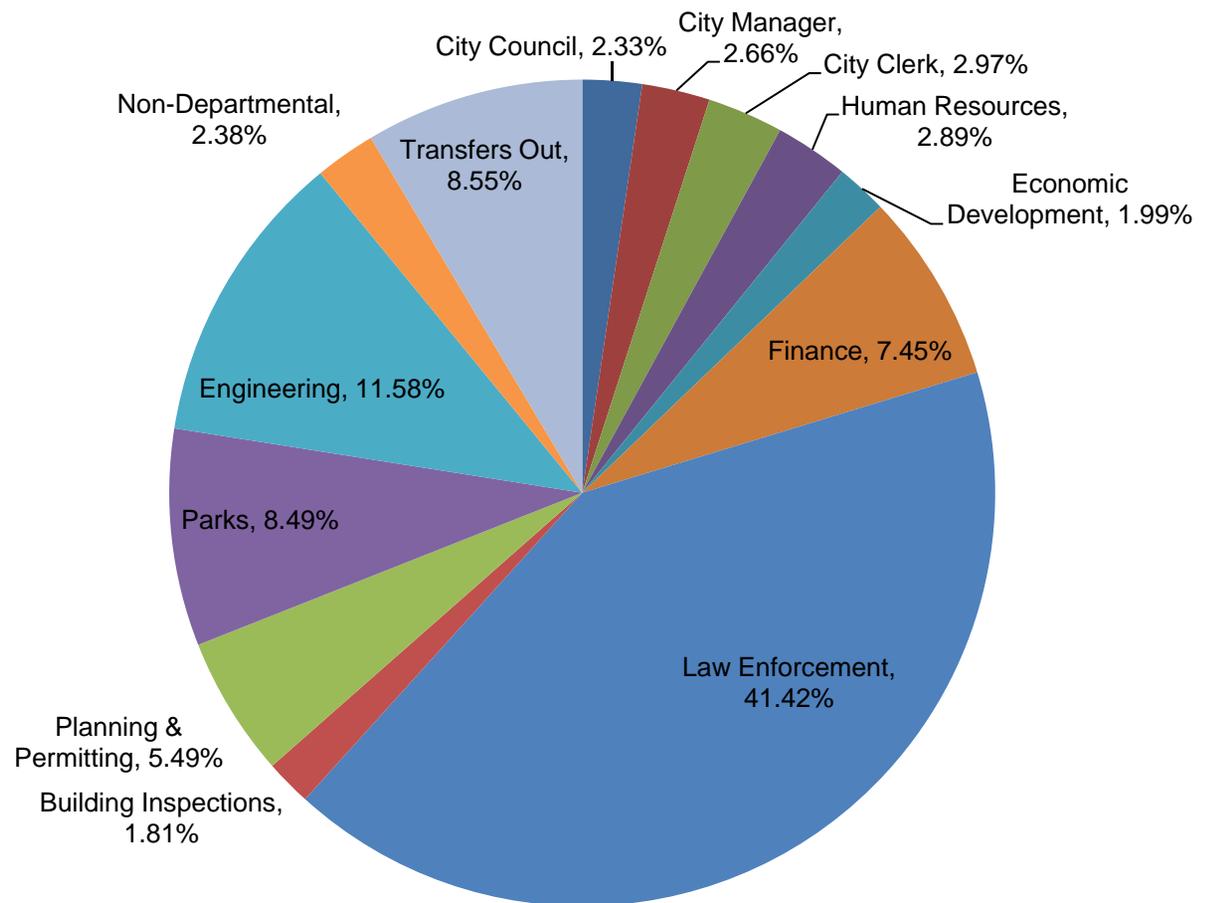
Highlights of Operating EXPENDITURES



2017 Recommended Budget

Highlights of Operating EXPENDITURES

General Fund Expenses



2017 Recommended Budget

2017 Personnel Plan

- ❖ Cost of Living Adjustments – 2.25%
- ❖ Pay Step Movements for Eligible Employees
- ❖ Medical Premium Increases
- ❖ Employer Retirement Plan Contribution Remains at 11.18%
- ❖ Positions Proposed to Remain Vacant:
 - ❖ Water Treatment Plant Operator – Water
 - ❖ Community Services Officer – Law Enforcement
 - ❖ Maintenance Worker I – Water
 - ❖ Utility Engineering Specialist – Engineering
 - ❖ Office Assistant II – City Manager

2017 Recommended Budget

2017 Personnel Plan

Revised as of: 9/7/2016

2017 Personnel & Benefits	2017 Salary & Benefits	2016 Salary & Benefits	\$ Chg	% Chg
General Fund				
City Council	\$ 46,387	\$ 46,387	\$ -	0.0%
Administration - City Manager, HR, Clerk, ED	\$ 563,922	\$ 531,544	\$ 32,378	6.1%
Support Services - Finance	\$ 508,828	\$ 486,716	\$ 22,112	4.5%
Law Enforcement-Administration	\$ 269,364	\$ 250,642	\$ 18,722	7.5%
Planning & Development	\$ 372,132	\$ 352,343	\$ 19,789	5.6%
Building Inspections	\$ 132,078	\$ 122,345	\$ 9,733	8.0%
Parks	\$ 407,589	\$ 371,712	\$ 35,877	9.7%
Engineering	\$ 844,518	\$ 812,629	\$ 31,889	3.9%
Total General Fund	\$ 3,144,818	\$ 2,974,318	\$ 170,500	5.7%
Streets Fund				
Streets Maintenance	\$ 408,661	\$ 378,648	\$ 30,013	7.9%
Fleet/Facilities Fund				
Fleet and Facilities Maintenance	\$ 341,176	\$ 331,548	\$ 9,628	2.9%
Information Services				
Support Services-IT	\$ 267,298	\$ 254,162	\$ 13,136	5.2%
Water Fund				
Administration, Distribution & Treatment	\$ 603,366	\$ 665,073	\$ (61,707)	-9.3%
Wastewater Fund				
Administration, Collection & Treatment	\$ 600,512	\$ 570,297	\$ 30,215	5.3%
Stormwater Fund				
Administration & Maintenance	\$ 241,358	\$ 222,864	\$ 18,494	8.3%
Total All Personnel & Benefits	\$ 5,607,189	\$ 5,396,910	\$ 210,279	3.9%

2017 Recommended Budget

2017 Capital Improvement Projects

2017 Capital Improvement Projects	Budget
Carnegie Building	230,000
Hal Moe Building	150,000
Police Station Remodel	55,000
Water Treatment Plant	75,000
Wastewater Treatment Plant	350,000
Riverfront Property Improvements	150,000
Fischer Park Improvements	65,000
Hill Park Improvements	40,000
Other Parks Replacement & Upgrade	40,000
Avenue A Corridor	715,000
Bickford Avenue & Weaver Way	300,000
Lincoln Avenue Overlay	362,000
Bickford Avenue Overlay	500,000
First Street Overlay	307,000
Fourth Street Overlay	326,000
Interurban Trail Development	105,000
Pedestrian Network Improvements	60,000
Pilchuck Bridge Water Improvement	75,000
Utility System Replacements & Repair	350,000
CSO Trunkline Connection to Lagoon	550,000
CSO Separation	80,000
Swift Creek Pipe Replacement	35,000
Lincoln Avenue Utility Improvement	315,000
Aldercrest Water Main Extension	815,000
	\$6,050,000

2017 Recommended Budget

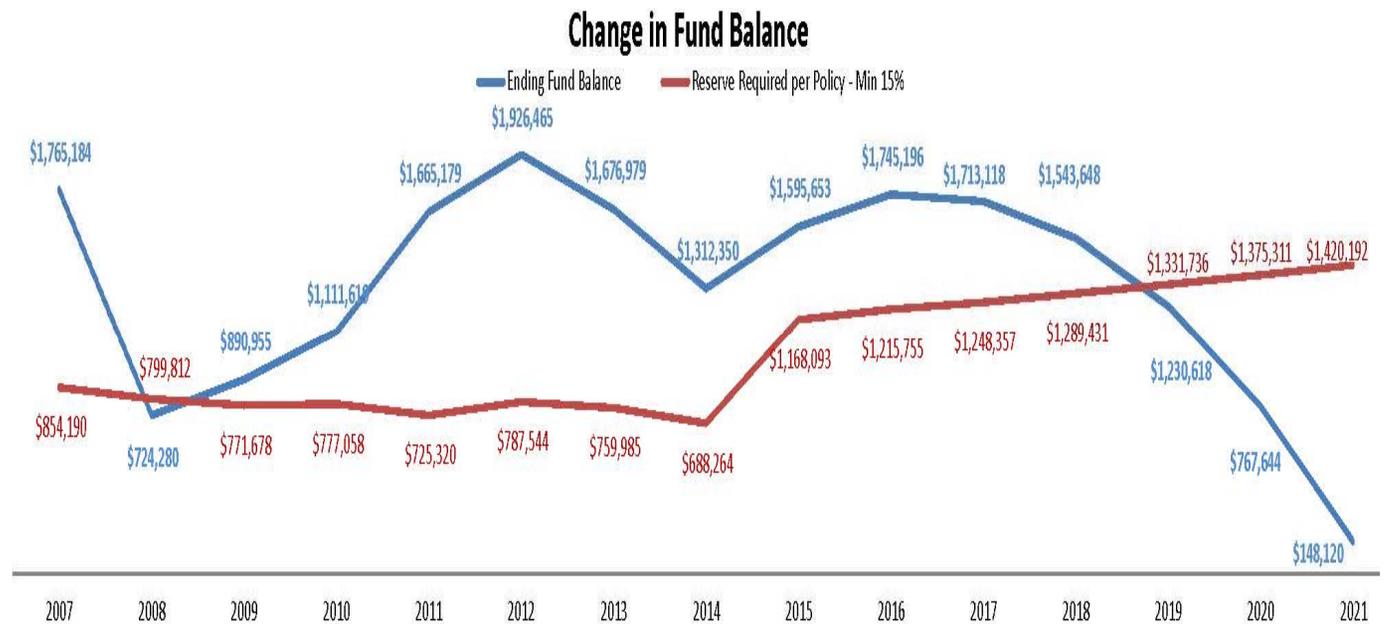
2017 Fund
Balance &
Future Outlook

Fund	Fund Name	Estimated Beginning Fund Balance	Estimated Ending Fund Balance
001	General	1,745,196	1,713,118
102	Streets	121,494	113,999
104	Park Impact Fee	359,949	495,179
107	Visitor Promotion	6,956	3,476
108	PBIA	18,830	22,905
113	Police Seizure	56,437	1,437
117	Real Estate Excise Tax	1,037,841	786,766
125	Traffic Impact Fee	450,030	654,336
205	Debt Service	14,054	13,604
310	Municipal Capital Projects	98,925	33,925
311	Street Capital Projects	425,649	6,868
401	Water Utility	2,586,613	2,664,179
402	Wastewater Utility	7,787,797	7,777,816
403	Solid Waste	-13,103	27,465
404	Stormwater Utility	1,909,394	1,890,315
501	Fleet & Facilities	578,678	590,508
502	Information Services	151,872	184,410
503	Self-insurance	4,600	4,610
505	Equipment Replacement	199,530	273,779
604	Carnegie Restoration	35,387	412
130	TBD	1,572,528	1,689,028
Fund Totals		19,148,657	18,948,135

2017 Recommended Budget

- ❖ Looking ahead to 2017 there is a potential budget gap if we see a combination of flat or lower revenues and higher expenditures
- ❖ Five-Year Financial Plan to be developed

2017 Fund Balance & Future Outlook





2017 Recommended Budget City Council

Snohomish *Washington*

2017 Recommended Budget

City Council

Overview

- ❖ The City Council budget represents about 1 percent of the City's total Non-Utility operations budget as proposed for 2017
- ❖ The largest portion of the City Council budget is devoted to legal services, and public records requests are driving cost increases in this area

2017 Recommended Budget

City Council

Overview

City Council

Values

Statement

Respect: The City Council believes that honesty, integrity, cooperation and civility are essential in maintaining respect for citizens and for the members of the City Council.

Community: The City Council honors its role in serving the community through a commitment to diversity, volunteerism and compassion.

Responsible Stewardship: The City Council embraces its responsibility for stewardship through respect for the natural environment, maintenance of an intact and small-town identity and growth that supports our historic character. It also believes that financial accountability and geographically balanced support and respect for all areas of the community are essential to creating a positive environment for families through City programs and facilities.

2017 Recommended Budget

**City Council
Overview
City Council
Values
Statement**

Excellence in Leadership: The City Council endeavors to excel in leadership through accountability, effectiveness and efficiency, honesty and veracity, and fairness and equity. In working for the greater good of the community, it values listening before making decisions, responding to and respecting diverse opinions and being constantly aware of changes in the community that may require the City's attention.

Regional Perspective: The City Council advocates within the region for the interests of our community through collaboration with all viable partners that can assist us in supporting the community's needs.

2017 Recommended Budget

City Council

Overview

City Council

Values

Statement

Respect for the Decision-Making Process: The City Council seeks in its operations as a local government legislative body to work in a spirit of cooperation and toleration of diverse opinions to make the best possible decisions on behalf of the community.

Open and Transparent: The City Council strives to engage the community through transparent processes, collaboration with citizens and public participation in its meetings.

2017 Recommended Budget

❖ Activities and Services

City Council

Overview

- Establishes annual goals & priorities
- Directs strategic planning & implementation
- Adopts policies, resolutions, ordinances
- Adopts budgets and budget amendments
- Provides community leadership
- Approves annual operating & capital budgets
- Creates and appoints boards & commissions
- Provides liaisons to City boards & commissions & external organizations
- Develops regional leadership & maintains key intergovernmental relations



2017 Recommended Budget City Manager

2017 Recommended Budget

Introduction

The City Manager's Office is comprised of five budgeted divisions, each of which serves the entire city organization & community:

- City Manager
- City Clerk
- Human Resources
- Economic Development
- Non-Departmental

2017 Recommended Budget

❖ City Manager

City Manager

Division

Activities and

Services

- Strategic plan and City Council Goals implementation
- Strategic financial planning
- Oversight of council projects
- Organizational development
- Fostering public participation and open government
- Economic development

2017 Recommended Budget

City Manager
Division
Activities and
Services

❖ City Manager, continued

- Advancing intergovernmental relationships
- Human resources management
- Emergency preparedness
- Administrative and agenda support
- Policy development and implementation as directed by the City Council
- Collaboration and partnership with community groups and programs

2017 Recommended Budget

❖ City Clerk Division

City Clerk
Services &
Activities

- Agendas & minutes for City Council
- Weekly Newsletter
- Records management/retention and requests for public record releases
- Business licenses
- City Council administrative support
- City Manager administrative support

2017 Recommended Budget

Human
Resources
Services &
Activities

❖ Human Resources Division

- Labor negotiations
- Compensation and benefits
- Risk management/insurance coordination
- Employee safety & wellness
- Oversight of indigent public defense services
- Code enforcement coordination

2017 Recommended Budget

Economic
Development
Services &
Activities

❖ Economic Development Division

- Staffing to Economic Development Committee
- Promotion of business growth and development and tourism development
- Coordination with business and community groups
- Special events permits and management
- Public information and social media

2017 Recommended Budget

❖ Non-Departmental

City Manager

Non-Departmental

Services &

Community

Activities Support

- Employer insurance premiums—retirees: \$25,370
- Aquatic Center utility costs: \$55,000
- Senior Center direct support: \$17,000
- Voter registration & elections: \$14,500 (not including any special election costs)
- Puget Sound Air Pollution Control Agency: \$6,900
- Food Bank utility costs: \$1,800

2017 Recommended Budget

❖ Non-Departmental—Memberships

City Manager

Non-Departmental

Voluntary

Memberships in

Regional and

Statewide

Organizations

- Economic Alliance Snohomish County: \$4,000
- Association of Washington Cities: \$7,100
- Snohomish County Tomorrow: \$1,700
- Snohomish County Committee for Improved Transportation: \$300
- Alliance for Housing Affordability: \$1,639
- Puget Sound Regional Council: \$3,170

2017 Recommended Budget

Cost Drivers Affecting 2017 City Manager Division Budgets:

City Manager 2017 Budget Changes

- Vacant full-time Office Assistant II position
- New part-time/temporary position for Economic Development
- Reductions in professional services: \$43,000
- Reductions in insurance premiums: \$14,202



2017 Recommended Budget Planning & Development Services

Snohomish *Washington*

2017 Recommended Budget

Planning &
Development
Services
2017
Department
Overview

Mission Statement

Our mission is to preserve and enhance the quality of life enjoyed by Snohomish residents. We will treat all of our customers equally with fairness and respect, using open and transparent processes.

2017 Recommended Budget

Planning &
Development
Services
2017
Department
Overview

Who is PDS?

- ❖ Staff of four in two divisions
 - Planning & Permitting
 - Building Safety
- ❖ Primary responsibilities: land use and development planning, regulation, permitting, and enforcement
- ❖ Customers include residents, property owners, business owners, developers, lenders, utilities, the City Council, City boards and commissions, other City departments, and county, state, and federal agencies

2017 Recommended Budget

Planning &
Development
Services
Department
Services &
Activities

Planning & Permitting Division

- ❖ Public inquiries and assistance
- ❖ Development review
- ❖ Draft land use plans and policies; and development regulations and standards
- ❖ Code interpretations
- ❖ Code enforcement
- ❖ Staff to PC, HE, and DRB
- ❖ Permit/fee tracking
- ❖ Records/data reporting
- ❖ Annexations
- ❖ Regional coordination

2017 Recommended Budget

Planning &
Development
Services
Department
Services &
Activities

Building Safety Division

- ❖ Public inquiries and assistance
- ❖ Plan review
- ❖ Inspections
- ❖ Code enforcement
- ❖ Update codes to be consistent with the WA State Building Code
- ❖ Emergency management
- ❖ FEMA grant assistance

2017 Recommended Budget

Planning &
Development
Services
Department
Services &
Activities

Services to other departments

- ❖ Mapping/GIS
- ❖ Graphic design
- ❖ Code development
- ❖ Code Compliance (local, state, federal)

2017 Recommended Budget

Planning &
Development
Proposed
Services &
Budget
Changes

❖ Work Plan

- Complete Shoreline Management Program
- Critical Areas Code update
- Update Historic District design standards
- Title 14 code amendments; processes

❖ Service Standards

- Increased transparency of development review process
- Return emails and telephone calls in one day
- Front Counter open 9-5 Monday-Thursday
- Building site inspections within 24 hours
- Investigate written complaints within 24/72 hours

2017 Recommended Budget

**Planning &
Development
Proposed
Services &
Budget
Changes**

- ❖ Increased budget for professional development of staff
 - Dues for each staff member in relevant association
 - Conferences and workshops (includes related travel & subsistence costs)
- ❖ Continued budget request for temporary clerical assistance to be used if needed
- ❖ Budget for professional services to help with finalizing SMP and CAO updates
- ❖ Increased budget for supplies to purchase building code interpretation manuals



2017 Recommended Budget Law Enforcement

Snohomish *Washington*

2017 Recommended Budget

Law

Enforcement

2017

Department

Overview

❖ Motto

Community First, Public Safety ALWAYS!

❖ Mission

The Mission of the Snohomish Police Department is to provide safe communities through dedicated and professional services.

❖ Vision

It is our promise that the City of Snohomish will have a Police Department that is community-minded, progressive, and professional.

2017 Recommended Budget

Activities & Services

Law

Enforcement

Services &

Activities

❖ Administration

- Full Service Front Counter
- Fingerprinting
- Public Disclosure
- Code Enforcement
- Records Management
- Animal Control
- Concealed Weapons Permits

2017 Recommended Budget

❖ Investigations Division

Law

Enforcement

Division

Overview

- Burglary
- Narcotics
- Crimes Against Children
- Assist other LE Agencies
- Social Media Investigations/Search Warrants
- Fraud
- Theft
- Crime Prevention

2017 Recommended Budget

❖ Police Operations

Law

Enforcement

Division

Overview

- Calls for Service
- Traffic Enforcement
- Neighborhood Watch
- Emergency Management
- Enforce State and Municipal Statutes and Ordinances
- Snohomish Regional Drug & Gang Task Force
- Special Event Management
- Volunteer Crime Prevention

2017 Recommended Budget

Law

Enforcement

Significant

Budget

Changes

❖ Cost Drivers Affecting the 2017 Budget

- Animal control costs
- Compliance with public disclosure requests
- Police labor negotiations
- Unknown impact of homeless population migration from Everett

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2017 Recommended Budget Public Works

2017 Recommended Budget

Public Works
Core Values

“The Four Pillars”

- ❖ Safety
- ❖ Teamwork
- ❖ Leadership
- ❖ Service



2017 Recommended Budget

Introduction – What we do

Seven main service areas, each of which has separate, often dedicated, funding sources:

Public Works Department Overview

- ❖ Wastewater - Collection & Treatment
- ❖ Water - Distribution, Storage & Treatment
- ❖ Stormwater
- ❖ Transportation & Public Right-of-Way
- ❖ Parks
- ❖ Facilities/Fleet
- ❖ Private Development Review & Citizen/Business Code Enforcement (in coordination with Planning)

2017 Recommended Budget

Three Divisions - How we do it:

Public Works

Services &

Activities

❖ **Engineering** (Cost Allocation) – Yosh Monzaki

❖ **Utility Operations** (Enterprise Funds) – Tim Jackson

- *Wastewater* – Treatment & Collections
- *Water* – Distribution, Storage, Treatment & Water Quality Control
- *Stormwater* – Collections & Treatment for Public Projects (more recent)
 - Most Treatment is Private (Residential & Commercial)

2017 Recommended Budget

Three Divisions (continued):

❖ Service Operations – Mike Johnson

Public Works

Services &

Activities

- Streets (Special Revenue)
- Parks (General Fund)
- Internal Service Funds
 - Facilities/Fleet/Mechanic

Services above are dependant on other City Departments (such as Finance for utility billing, City Manager for Human Resources, and Planning for Permitting & Comprehensive Plan Approval)

2017 Recommended Budget

❖ Wastewater

Public Works

Division

Overview

- Manage our wastewater system and treatment plant for continued future success.
- Recognized innovative leader in protecting our environment.
- Zero percent (0%) rate increase in 2014, 2015 & 2016. Wastewater rate reduction planned for 2017. Zero (0%) percent rate increase planned for 2018 & 2019.

2017 Recommended Budget

❖ Water

Public Works

Division

Overview

- Aging Infrastructure and Treatment Plant costs.
- Vacant Treatment Plant position in 2017
- In June 2017, the City Council approved the plan for future closure of the City's water supply and treatment plant contingent on preserving the City's water right.

2017 Recommended Budget

❖ Stormwater

Public Works

Division

Overview

- Leader in stormwater education, operation and development.
- Adopt 2012 Ecology Manual and Low Impact Development (LID) regulations in 2017.
- Increased Private and Public Development Costs. Future of private residential stormwater facilities is uncertain.
- Lead by example with sustainable & cost effective projects (e.g. Rain gardens at CSO & Roundabout improvements).
- Increased stormwater maintenance costs.

2017 Recommended Budget

❖ Transportation

- “10 Years (*or less*) for Self-Driving Vehicles”- a major evolution in parking, transit, congestion, trucking, land use and car ownership
- Continued leadership in federal & state grant awards.
- Completed both Transportation Benefit District (TBD) capital projects – Roundabout & 30th St Widening. Bickford Avenue pavement overlay in 2017 with Federal Grant. Additional State TIB projects?
- City Council proposes \$60,000 for sidewalk repairs and crosswalk improvements in 2017.

Public Works

Division Overview

2017 Recommended Budget

❖ Parks

Public Works

Division

Overview

- Work with existing limited staffing resources.
- Stay “ahead” of development (e.g. 10-acre Ludwig, 20-acre Riverfront Park). Protect Public Space as City Grows.
- Ad Hoc Hal Moe Re-Development Citizen Committee - Concept Plan Alternatives & Cost Estimate

2017 Recommended Budget

❖ Facilities

Public Works

Division

Overview

- Fleet Management
 - Mechanic
- Equipment Replacement
 - Inventory Control
- 2017 Facilities: Carnegie Building Improvements – Open Community Asset with ADA access.

2017 Recommended Budget

❖ Capital Improvements

Public Works

Capital

Improvements

- Engineering Division
- Long-term, critical improvements that drive costs for future operations & debt burden (impacting utility rates, transportation network & other City services)
 - Federal & State Grants
 - Design Assumptions (e.g. Wastewater Treatment, Intersection Improvements)

2017 Recommended Budget

Cost Drivers Affecting the 2017-2021 Budgets:

Public Works

Significant

Budget

Changes

- ❖ Utilities: Staff reductions to reduce 2017 costs. Need continued long-term regulatory stability (external) to maintain cost reductions.
- ❖ Transportation: Self-Driving Vehicles – change to parking demand, intersection improvements, signal upgrades, pavement overlay design.
- ❖ Parks: General fund demands for transportation and criminal justice limit funding for parks.



2017 Recommended Budget Support Services

Snohomish *Washington*

2017 Recommended Budget

Support
Services
2017
Department
Overview

- ❖ The Support Services Department is comprised of two divisions:
 - Finance
 - Information Services
- ❖ Assist City Council, City Manager and Departments in visioning, planning and practical fiscal & informational applications to ensure financial integrity and continued good health of the City

2017 Recommended Budget

Support Services

Support
Services
Division
Overview

❖ Overall Financial Management

- Budget Development
- Audit Compliance
- Financial Reporting
- Purchasing/Procurement
- Revenue/Receipt Oversight
- Payroll
- Utility Billing
 - Solid Waste Contract Administration
 - Utility Hearing Examiner Liaison

2017 Recommended Budget

Support Services

Support
Services
Division
Overview

❖ Overall Financial Management (cont.)

- Investment Management
- Debt Management
- Grants Oversight
- Administer Cost Allocation Plan
- Customer Service and Front Counter Support
- Support to all operational departments

2017 Recommended Budget

Support Services

Support

Services

Division

Overview

❖ Information Systems Management

- Database & Server Management
- Phone Network Administration
- Systems Security
- Computer Hardware Inventory & Replacement Plan
- Software Applications
- IT Help Desk Services

2017 Recommended Budget

Finance Division 2017 Highlights

Support

Services

Services &

Activities

- ❖ Five-Year Financial Plan facilitation and development
- ❖ Financial Software Selection
- ❖ E-Services
 - On-line Utility Bills
 - Credit Card as a form of payment for all services and fees

2017 Recommended Budget

Information Service 2017 Highlights

Support

Services

Services &

Activities

- ❖ Continue development & maintenance of City data and phone network system
- ❖ Develop IT Governance policy, compliant with WCIA for network security
- ❖ Maintenance to improve system monitoring
- ❖ Disaster Recovery and Redundancy planning
 - EOC hardware setup
 - City Hall generator installation

2017 Recommended Budget

Cost Drivers Affecting the 2017 Budget

Support

Services

Significant

Budget

Changes

- ❖ Continued Staff Training and Development
- ❖ New Records Management Software
- ❖ Solid Waste Contract – Implement New Contract
- ❖ Continue Network Server Upgrades
- ❖ Professional Services – Audit Fees, Financial Report Customizations
- ❖ Cost Allocation charges

2017 Recommended Budget

The 2017 Recommended Budget demonstrates:

- ❖ Overall budget health for 2017
- ❖ Opportunities for only minor improvements in services and programs
- ❖ Need to continue a conservative budget path
- ❖ Continued review in 2017 for future revenue growth and/or expense reductions (five-year financial plan)

Budget Wrap

Up