
ENTERPRISE FUNDS

May 1, 2015 - April 30, 2016

PROPOSED BUDGET

Contents

ENTERPRISE FUNDS OVERVIEW.....	2
SOURCES & USES OF FUNDS	2
REVENUES	3
EXPENDITURES.....	4
<i>Headcount</i>	5
LINE ITEM DETAIL	7
REVENUES	8
<i>Fnd 555</i> <i>SEWER & WATER FUND</i>	8
<i>Fnd 595</i> <i>MOTOR VEHICLE PARKING LOT FUND</i>	9
EXPENSES	10
<i>Fnd 555</i> <i>SEWER & WATER FUND</i>	10
<i>Fnd 595</i> <i>MOTOR VEHICLE PARKING LOT FUND</i>	12

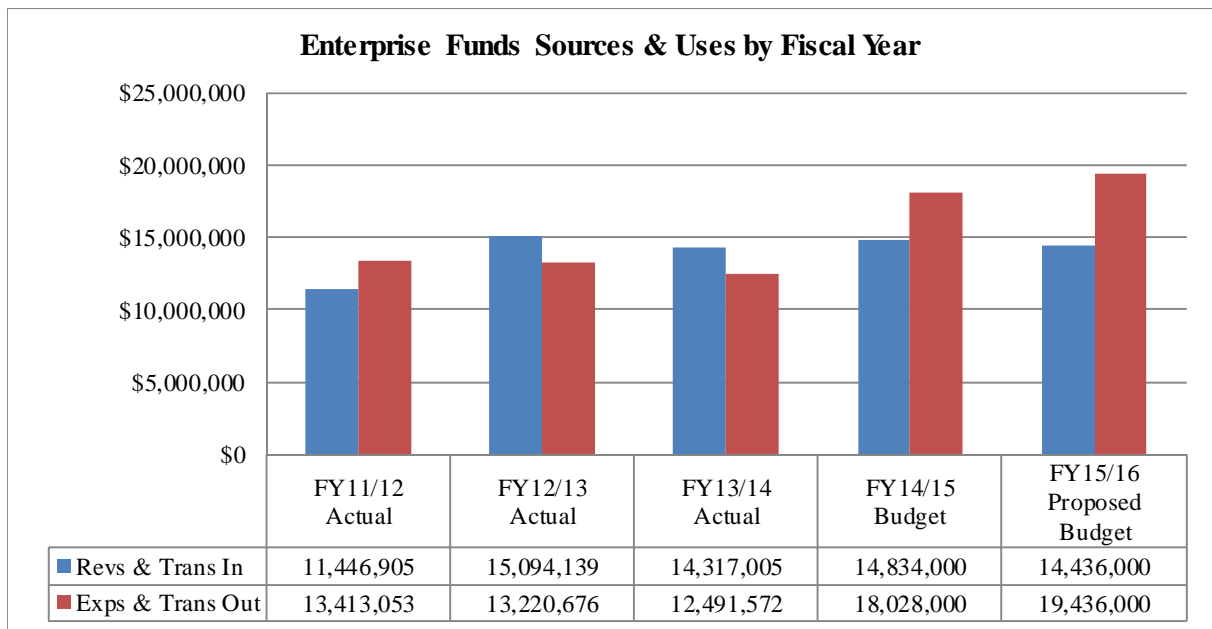
ENTERPRISE FUNDS OVERVIEW

The City accounts for the Waterworks & Sewerage and Motor Vehicle Parking System in Enterprise Funds. These funds are used to report business-type functions that are intended to recover all or a significant portion of their costs through user fees and charges.

SOURCES & USES OF FUNDS

The Waterworks & Sewerage Fund is supported by the revenues generated through water sales and related charges. The Motor Vehicle Parking Fund is supported by charges at the City’s fee-based parking lots and garages. The expenditures to maintain these systems include personnel, operating and maintenance costs, capital projects and debt service related to long-term bonds issued for specific capital projects

Revenues	\$14,436,000
Expenditures	-19,436,000
Surplus / (Deficit) before transfers	-5,000,000
Transfers-In	0
Transfers-Out	0
Surplus / (Deficit) after transfers	-5,000,000

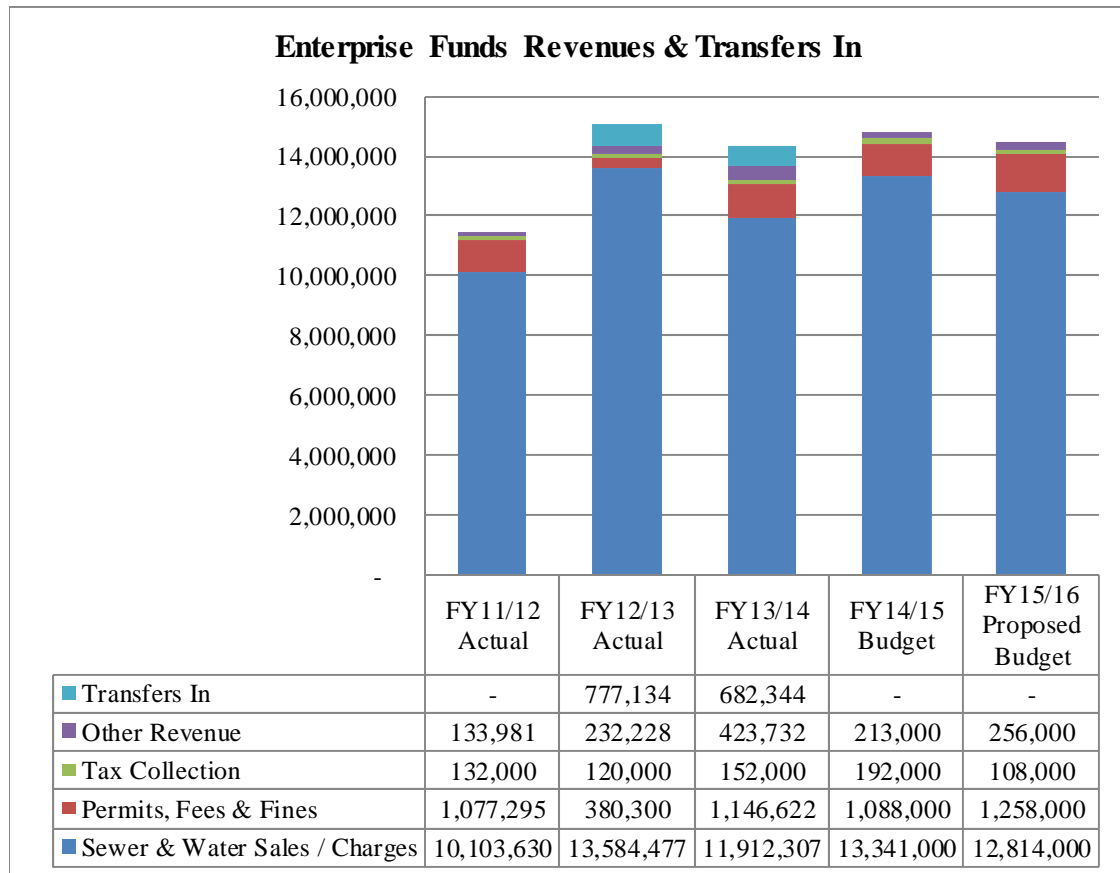


During 2012 an \$8.2 million Water & Sewer System Revenue Bond was issued by the City. Due to the timing of bidding processes and other steps necessary to complete the Water Plant improvements, \$4 million in bond proceeds will be rolled forward into the 2015/2016 fiscal year. Additional capital projects are planned which will tap the Water

Funds unrestricted fund balance with the goal of improving the timeliness and accuracy of water meter reading and billing, as well as enhancing the productivity of the water plant. Therefore the operational deficit reflects the purposeful spend down of bond proceeds and cash held in fund balance. If the capital projects funded from the bond issue were removed from the expenditures proposed, the Water & Sewer Fund would have a \$1 million deficit.

Additionally, in accordance with the 2004 bonds outstanding on the downtown parking garage, the Motor Vehicle Parking Fund receives Home Rule Sales Tax deposits sufficient to provide 30% over debt service coverage for the year. The result is no deficit budget; however, absent those sales tax dollars, the fund would be operating at a \$100 thousand deficit.

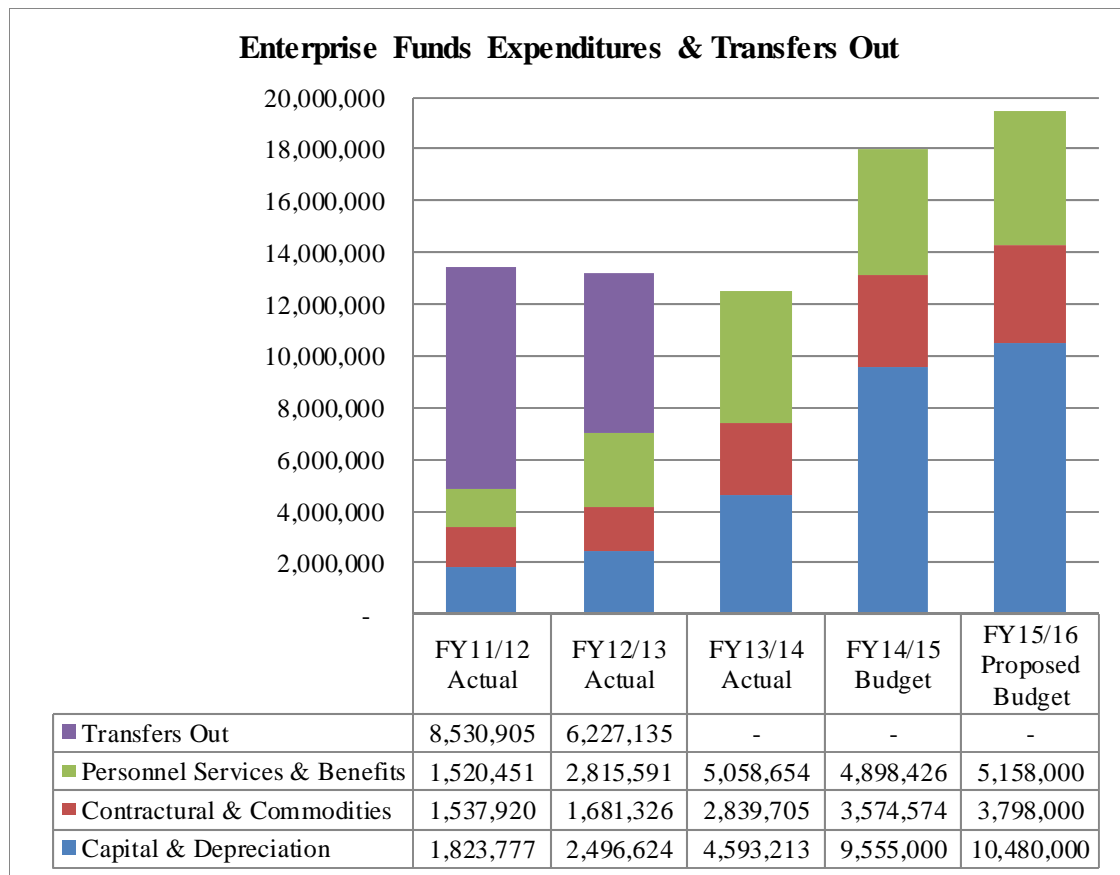
REVENUES



Enterprise Fund revenues are projected to reach \$14.4 million for the 2015/2016 fiscal year, a 3% decline compared to the 2014/2015 budget. Of the revenues accounted for in the Enterprise Fund, 89% are Sewer & Water sales and charges. The automatic rate

increase taking effect May 1, 2015 is not sufficient to off-set the decline in collections the City has realized during the current fiscal year. Those revenues, projected at \$12.8 million, are expected to decrease 4%. City management believes this decline is due to a combination of vacant homes and lost revenues due to aged meters. Fees, Fine and Permits are expected to increase 16% to \$1.3 million due to specific commercial projects recently annexed and requiring water and sewer hook-up, most notably the Bridge Development in the former McGaw Park location. Tax Revenues category is related to the Home Rule Sales Tax dedicated to the 2004 Motor Vehicle Parking Bond debt service coverage. Lastly, Other Revenues currently projected to reach \$256 thousand, mostly due to parking rental revenues.

EXPENDITURES



Total Enterprise Fund expenditures are expected to increase 8% to \$19.4 million for the 2015/2016 fiscal year. For the third fiscal year, City management has determined no transfer out from the Water Fund is necessary to balance a General Fund deficit.

Personnel Services and Benefits are budgeted to increase 5% to \$5.2 million primarily due to escalating pension, workers compensation insurance and medical insurance costs. Contractual and Commodities are budgeted 6% higher than the previous year for a total of \$3.8 million related to chemicals and other Water Plant supplies. Capital Improvements are budgeted for a total of \$10.5 million. This includes the following projects:

Lift Station Repairs	\$110,000
Various Information Technology Upgrades	500,000
Underground Drainage Maintenance	1,000,000
Water Main Replacements	1,250,000
Meter Reading Automation – Phase 1	3,250,000
Water Plant Improvements	4,370,000
TOTAL	\$10,480,000

HEADCOUNT

For the 2015/2016 fiscal year, the headcount is proposed to increase by one part-time position from the previous fiscal year. Overall, Enterprise Fund headcount is 54.5, with 1 position in Building Department, 9.5 positions in Central Services and 44 positions in Public Works.

Enterprise ~ Building, Planning & Development						
	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>Change</u>
Fiscal Assistant	-	-	-	1.0	1.0	-
	-	-	-	1.0	1.0	-

Enterprise Funds ~ Central Services						
	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>Change</u>
Admin Asst - W/S	-	-	1.0	1.0	-	(1.0)
Clerical Tech - W/S	2.5	2.5	3.0	3.0	4.5	1.5
Maintenance Worker - Motor Veh.	1.0	1.0	1.0	1.0	1.0	-
Office Supervisor - W/S	1.0	1.0	1.0	1.0	2.0	1.0
Parking Supervisor - Motor Veh.	1.0	1.0	1.0	1.0	1.0	-
City Collector - W/S	-	-	-	1.0	1.0	-
Senior Accountant - W/S	1.0	1.0	1.0			-
Systems Administrator - W/S	-	-	-	1.0	-	(1.0)
	6.5	6.5	8.0	9.0	9.5	0.5

Enterprise Funds ~ Public Works						
	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2015</u>	<u>Change</u>
Admin Asst - WS	1.0	1.0	1.0	1.0	1.0	-
Backflow Coordinator - WS	1.0	1.0	1.0	1.0	1.0	-
Laboratory Supervisor - WS	1.0	1.0	1.0	1.0	1.0	-
Laborer - WS	4.0	4.0	7.0	7.0	9.0	2.0
Maintenance Worker - WS	31.0	32.0	29.0	29.0	27.0	(2.0)
Public Works Supervisor - WS	4.0	4.0	4.0	4.0	4.0	-
Water Plant Superintendent	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>-</u>
	43.0	44.0	44.0	44.0	44.0	-

The notable changes are in Central Services. An existing Administrative Assistant position formally assigned to the City Collector has been reallocated to the General Fund Police Department, and an existing part-time Clerical Technician position previously charged to the Finance Department has been corrected to reflect their actual Water-related duties under the City Collector. In addition, an existing Systems Administrator previously charged to the Water & Sewer Fund has been reallocated to the General Fund Central Services as his duties are Citywide.

Two new positions are requested via this Budget Proposal for the City Collector. The first is a new Clerical Technician position to replace the transferred Administrative Assistant as well as an Office Supervisor to complement the current Collector's Office functions. This will allow the Collector's Office to enhance its enforcement efforts regarding aged water accounts, Liquor License and Business License compliance.

In Public Works, the only change reflects the retirement of Maintenance Workers which will be replaced with entry level Laborers as a cost-savings measure.

LINE ITEM DETAIL

Revenues

FY 2016
PROPOSED

Fnd 555	SEWER & WATER FUND	
Sub 3200	Permits	
555 32050	Permits - Sanitary Connection	17,000-
555 32055	Permits - Water Connection	250,000-
555 32060	Permits - Water Meter	5,000-
555 32065	Permits - Water Copperhorn	2,000-
555 32067	Permits - Water Shed Devlpmnt.	20,000-

Sub 3200	Permits	294,000-
Sub 3400	Fees	
555 34038	Fees - Parkway Openings	4,000-
555 34052	Fees - Storm Sewer Connection	2,000-

Sub 3400	Fees	6,000-
Sub 3500	Fines	
555 57000	Charges-Late Payment/Penalties	286,000-

Sub 3500	Fines	286,000-
Sub 4600	Interest Earned	
555 46100	Interest Earned	5,000-

Sub 4600	Interest Earned	5,000-
Sub 4800	Miscellaneous Revenue	
555 48050	Sale of Recyclables	3,000-
555 48200	Damaged Equip. Reimbursement	14,000-
555 48256	Reimb Wtr On/Off/Loss Fee NSSD	2,000-
555 48901	ENERNOC-energy program water	30,000-

Sub 4800	Miscellaneous Revenue	49,000-
Sub 5200	Sewer and Water Sales	
555 52040	Sales - Metered Water	216,000-
555 52045	Sales - Met. Water-Out of City	1,550,000-
555 52050	Sales - Metered Water & Sewer	10,493,000-
555 52060	Sales - Service Billings	375,000-
555 52070	Sales - Sewer Only	10,000-
555 52080	Sales - 72 Hr. Water Turn On	10,000-
555 52100	Sales - Hydrant Usage	5,000-
555 52110	NSF Check Fees	3,000-

Sub 5200	Sewer and Water Sales	12,662,000-
Sub 5500	Sewer and Water Charges	
555 55500	Water Shut-Off Charges	132,000-
555 55610	Water Sample Analysis Fee	20,000-

Sub 5500	Sewer and Water Charges	152,000-

Fnd 555	SEWER & WATER FUND	-----	13,454,000-
Fnd 595	MOTOR VEHICLE PARKING LOT FUND		
Sub 3000	Tax Collection		
595 30080	Home Rule Retail OccServ. Tax		108,000-

Sub 3000	Tax Collection		108,000-
Sub 3400	Fees		
595 34024	Fees - Street Meter Parking		240,000-
595 34025	Fees - Parking Lot C		47,000-
595 34030	Fees - Parking Lot Mach/Meters		180,000-
595 34055	Fees - Monthly Prk Pass/Dwntwn		170,000-
595 34059	Fees - Special Events Parking		35,000-

Sub 3400	Fees		672,000-
Sub 4800	Miscellaneous Revenue		
595 46350	Rental Income - CLC Parking		81,000-
595 46351	Rental Income - Genesee Garage		72,000-
595 46360	Rental Income - Downtown		30,000-
595 46370	Rental Income - Parking Lot A		19,000-

Sub 4800	Miscellaneous Revenue		202,000-

Fnd 595	MOTOR VEHICLE PARKING LOT FUND		982,000-

	Report Final Totals		14,436,000-
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Expenses

FY 2016
PROPOSED

Fnd 555	SEWER & WATER FUND	
Sub 2100	Personnel Services	
555 913021200	Laborer	49,000
555 913021210	Maintenance Worker I	51,000
555 913021211	Maintenance Worker II	112,000
555 913021212	Maintenance Worker III	61,000
555 913021399	Earned Sick Leave Pay Outs	5,000
555 913021400	Overtime	10,000
555 913021401	Double-Time	6,000
555 913021404	On-Call Pay	5,000
555 913021749	Public Works Supervisor II	77,000
555 915521200	Laborer	362,000
555 915521210	Maintenance Worker I	360,000
555 915521211	Maintenance Worker II	560,000
555 915521212	Maintenance Worker III	370,000
555 915521213	Back Flow Coordinator	68,000
555 915521399	Earned Sick Leave Pay Outs	15,000
555 915521400	Overtime	65,000
555 915521401	Double-Time	30,000
555 915521403	Female Search/Double Back Pay	2,000
555 915521404	On-Call Pay	20,000
555 915521724	Laboratory Supervisor	63,000
555 915521749	Public Works Supervisor II	233,000
555 915521760	Water Plant Superintendent	112,000
555 915521796	Administrative Assistant I	51,000
555 915921110	Clerical Technician I	38,000
555 915921111	Clerical Technician II	22,000
555 915921112	Clerical Technician III	94,000
555 915921122	Fiscal Assistant III	51,000
555 915921399	Earned Sick Leave Pay Outs	1,000
555 915921400	Overtime	1,000
555 915921721	Office Supervisor	110,000
555 915921754	City Collector	87,000
555 915921798	Administrative Assistant III	61,000

Sub 2100	Personnel Services	3,152,000
Sub 2200	Personnel Benefits	
555 913022456	Hospitalization	95,000
555 913022457	Workmen's Compensation	15,000
555 913022461	Employer Portion-OASDI (FICA)	22,000
555 913022462	Employer Portion-Medicare Ex	6,000
555 913022467	Life Insurance Premiums	1,000
555 913022610	Employer IMRF	52,000
555 915522456	Hospitalization	600,000
555 915522457	Workmen's Compensation	310,000
555 915522458	Liability Insurance	15,000
555 915522461	Employer Portion-OASDI (FICA)	136,000
555 915522462	Employer Portion-Medicare Ex	32,000
555 915522467	Life Insurance Premiums	7,000

555 915522610	Employer IMRF	340,000
555 915922456	Hospitalization	92,000
555 915922457	Workmen's Compensation	1,000
555 915922458	Liability Insurance	3,000
555 915922461	Employer Portion-OASDI (FICA)	28,000
555 915922462	Employer Portion-Medicare Ex	7,000
555 915922467	Life Insurance Premiums	2,000
555 915922610	Employer IMRF	63,000

Sub 2200 Personnel Benefits 1,827,000

Sub 2400	Contractual Services	
555 913024412	Equipment Maintenance	10,000
555 913024423	Telephone	7,000
555 913024426	Utilities	34,000
555 913024438	Other Professional Services	8,000
555 913024439	Laundry Services	6,000
555 915524412	Equipment Maintenance	4,000
555 915524423	Telephone	26,000
555 915524429	Conference & Travel	1,000
555 915524432	Postage	2,000
555 915524437	Legal Services	1,000
555 915524438	Other Professional Services	4,000
555 915524439	Laundry Services	3,000
555 915524490	Risk Premiums	48,000
555 915524491	Employee Physical/Med Treatmnt	1,000
555 915724426	Utilities	650,000
555 915724439	Laundry Services	1,000
555 915924407	Bank Service Charges	22,000
555 915924412	Equipment Maintenance	140,000
555 915924423	Telephone	1,000
555 915924428	Rental/Lease Purchase	20,000
555 915924432	Postage	75,000
555 915924434	Printing	41,000
555 915924438	Other Professional Services	55,000
555 915924476	Municipal Audit Expenses	45,000
555 916024435	Engineering Services	10,000
555 916024438	Other Professional Services	40,000
555 916024505	Adelphi Landfill Leachate Disp	35,000
555 916124076	Lease Payments - Principal	380,000
555 916124404	Bond Interest Expense	290,000
555 916124405	Bond Service Fees	6,000
555 916324450	Services Provided by GF100	417,000

Sub 2400 Contractual Services 2,383,000

Sub 2500	Commodities	
555 913025466	Gasoline & Oil	50,000
555 913025468	Operating Supplies	30,000
555 915525464	Chemical Supplies	160,000
555 915525465	Office Supplies	1,000
555 915525466	Gasoline & Oil	20,000
555 915525468	Operating Supplies	265,000
555 915525478	Computer Supplies	1,000

555 915525480	Miscellaneous Expense	2,000
555 915525481	Cash Shortage Expense	1,000
555 915525491	Concrete Patch	46,000
555 915525493	Hydrants Operating/Maintenance	30,000
555 915925465	Office Supplies	3,000
555 915925468	Operating Supplies	1,000
555 915925478	Computer Supplies	2,000

Sub 2500	Commodities	612,000
Sub 2600	Capital Outlay	
555 916026495	Computer Hardware/Equipment	500,000

Sub 2600	Capital Outlay	500,000
Sub 2700	Capital Improvements	
555 916027018	Water Filtration Plant Improv.	4,370,000
555 916027043	Water Main Replacements	1,250,000
555 916027065	Underground Drainage Maint.	1,000,000
555 916027691	Lift Station Repairs	110,000
555 916027693	Meter Reading Automation	3,250,000

Sub 2700	Capital Improvements	9,980,000

Fnd 555	SEWER & WATER FUND	18,454,000
Fnd 595	MOTOR VEHICLE PARKING LOT FUND	
Sub 2100	Personnel Services	
595 459521200	Laborer	56,000
595 459521399	Earned Sick Leave Pay Outs	2,000
595 459521401	Double-Time	1,000
595 459521732	Deputy City Clerk	61,000

Sub 2100	Personnel Services	120,000
Sub 2200	Personnel Benefits	
595 459522456	Hospitalization	30,000
595 459522461	Employer Portion-OASDI (FICA)	7,000
595 459522462	Employer Portion-Medicare Ex	2,000
595 459522467	Life Insurance Premiums	1,000
595 459522473	Stipend	3,000
595 459522610	Employer IMRF	16,000

Sub 2200	Personnel Benefits	59,000
Sub 2400	Contractual Services	
595 459524075	Principal Retirement - Bonds	405,000
595 459524404	Bond Interest Expense	169,000
595 459524405	Bond Service Fees	3,000
595 459524410	Building & Grounds Maintenance	7,000
595 459524412	Equipment Maintenance	51,000
595 459524423	Telephone	4,000
595 459524426	Utilities	56,000
595 459524428	Rental/Lease Purchase	28,000

595 459524437	Legal Services	2,000
595 459524438	Other Professional Services	16,000
595 459524450	Services Provided by GF100	20,000
595 459524476	Municipal Audit Expenses	6,000
595 459524490	Risk Premiums	21,000

Sub 2400	Contractual Services	788,000
Sub 2500	Commodities	
595 459525466	Gasoline & Oil	3,000
595 459525468	Operating Supplies	10,000
595 459525480	Miscellaneous Expense	2,000

Sub 2500	Commodities	15,000

Fnd 595	MOTOR VEHICLE PARKING LOT FUND	982,000

	Report Final Totals	19,436,000
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