

CITY OF SOUTH BEND, WASHINGTON

2017 Budget



MAYOR Julie K. Struck
CITY COUNCIL Lisa Olsen
Clarence (Bunny) Williams
Patricia Neve
Karla Webber
Robert (Bob) Hall

CITY SUPERVISOR Dennis Houk
POLICE CHIEF David Eastham
CLERK/TREASURER Dee A. Roberts
DEPUTY CLERK/TREASURER Kim Porter
POLICE SECRETARY Zoe Sowa
PART-TIME MUNICIPAL COURT CLERK Lisa Moore

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INTRODUCTION

Mayor Julie Struck continues to breathe life back into the City of South Bend. She worked diligently on the funding for Pioneer Park which will eventually be located across the street from City Hall. Even though the grant funding did not come together as she hoped that has not deterred her efforts. She continues to look for ways to make this project come to fruition. It would be a wonderful addition to the downtown core. She continues to chair the annual *Come Play on Labor Day* event and it remains a great success under her leadership. Her door is always open and an idea or suggestion is never too farfetched or worth taking the time to look at. The citizens of South Bend are in store for some new and exciting changes in 2017 under the watchful and caring eye of Mayor Struck.

EQUIPMENT/IMPROVEMENTS

The following equipment and improvements have been programmed in the 2017 Budget.

CURRENT EXPENSE	Office Equipment	\$3,500	Computers/Printers/Copiers
	Discretionary	\$3,000	Legislative
	Discretionary	\$1,000	Financial & Records
	Police	\$5,000	
	Firefighter Equipment	\$20,000	
	Fire Equipment	\$35,000	
STREETS	Street Equipment	\$12,000	
WATER FUND	WTP Filters	\$130,000	
	Computers/Software	\$5,000	
	Vehicles	\$17,000	
SEWER FUND	Vehicles	\$12,000	
	Computers/Software	\$2,500	
MOSQUITO FUND	Vehicles	\$5,000	
GARBAGE FUND	Equipment	\$45,000	

BUDGET SUMMARY/COMPARISON TO 2015 & 2016

	Estimated January 1 Cash	Add Revenues	(Less) (Expenses)	(Less-S/T & L/T)* (Capital Expenses)	Dec 31 Cash
2015	\$1,952,987	\$4,298,149	\$2,970,156	\$2,298,481	\$982,499
2016	\$2,015,601	\$4,628,300	\$2,901,009	\$2,540,469	\$1,202,423

*S/T – Short Term L/T – Long Term

A Message from the Mayor:

I continue to be grateful to be the Mayor of South Bend. The scenic beauty of our city is amazing and continues to be a talking point for all who visit her. This year, throughout the spring and summer a number of “pop-up” businesses appeared in Robert Bush Park. What a draw for visitors. Every day the parking lot was filled with tourists and locals and a real “buzz” was created downtown. It was encouraging to see that the “entrepreneurial spirit” is alive and well in South Bend. A new gun shop is expected to open the first week of November on Robert Bush Drive in downtown South Bend. How nice to see empty store fronts being filled once again. There are two other businesses (cannot mention names at this time) that are also planning to open in the next few months. Business is definitely looking up in South Bend.

We have had a few personnel changes this year. Jace Ekman is now working for another entity and Kelly Spoor was hired to take his place on the Department of Public Works team. Officer McComas has also taken a position with another entity and his position has been filled by Officer Louis Gonzalez. We welcome both of these new employees to our team.

The police department, led by Chief Eastham, has done a tremendous job of investigating a number of serious cases and the perpetrators have received convictions based on the evidence collected by our police officers. Due to their efforts, numerous drug dealers, sex offenders and a murderer are off the streets. We are fortunate to have such a fine team of officers to guard our city.

We have a number of public works projects in various stages of completion. The first half of the Central Street Sewer Replacement Project is wrapping up and a grant application has been completed for the second half. We are hoping to complete the second half of the project in the summer of 2017. We have also been awarded a pre-construction grant for the Fleiss Creek Water Source Project. The Fleiss Creek project will add a third water source to our raw water supply. It has become very evident that during the dry months South Bend does not currently have the raw water necessary to supply all of our customers. For this reason, the Fleiss Creek project has begun. It has been in South Bend’s long range water system plan for some time. We expect completion of this project in 2017. A third project slated for 2017 is the street lighting conversion to LED. A grant has been awarded for that project also. South Bend is working in conjunction with the Pacific County PUD to complete the street lighting project.

Financially, we are continuing to guard expenses and make the most of what we have to work with. Funding for current expense continues to be tight. I am continuing to work with other mayors to appeal to the legislature to replace some of the funding sources (liquor taxes, public works trust fund, etc.) appropriated by the state that used to go to cities. We are also pushing for a larger share of the marijuana revenues currently going to state coffers.

We live in a great city and I am working diligently to prepare South Bend for the future. Infrastructure upgrades, systems planning, and economic growth are at the top of my focus list. I believe the team at City Hall is preparing the City of South Bend to go forward positively into the next decade and beyond.

Mayor Julie K. Struck

City of South Bend 2017 Budget

FUND 001 CURRENT EXPENSE

RESOURCES	2017 BUDGET
<u>BEGINNING CASH ESTIMATE - January 1</u>	\$150,000
 <u>GENERAL TAXES</u>	
Real & Personal Property Taxes	\$244,393
Retail Sales and Use Tax	\$150,000
Business & Occupation Tax	\$125,000
Total	\$519,393
 <u>EXCISE TAXES</u>	
T.V. Cable Excise	\$25,000
Telephone/Cell/Pager Excise	\$45,000
PUD Excise	\$85,000
Water/Sewer Excise	\$90,000
Gambling Excise	\$1,200
Total	\$246,200
 <u>LICENSES & PERMITS</u>	
Business Licenses	\$10,000
Animal Licenses	\$700
Building Permits	\$25,000
Total	\$35,700
 <u>INTERGOVERNMENTAL REVENUE</u>	
TAC Grant	\$6,000
CTED Stop Grant	\$5,000
WSTSC - Click It or Ticket/DUI	\$2,000
Total	\$13,000
 <u>STATE SHARED REVENUES</u>	
PUD Privilege Tax	\$12,000
Total	\$12,000
 <u>STATE ENTITLEMENTS</u>	
Local Government Assistance	\$22,000
Criminal Justice - Population	\$850
Criminal Justice - Special Program	\$1,180
Cities DUI Distribution	\$350
Liquor Excise	\$7,000
Liquor Board Profits	\$14,000
Marijuana Enforcement	\$1,000
Total	\$46,380

City of South Bend 2017 Budget

**FUND 001 CURRENT EXPENSE
REVENUES/BEGINNING CASH (continued from page 1)**

	2017 BUDGET
<u>INTERLOCAL GOVERNMENT PAYMENTS</u>	
Fire District 8 Services	\$1,000
Total	\$1,000
<u>CHARGES FOR SERVICES</u>	
Permit Fees	\$8,000
Animal Shelter Fees	\$400
Total	\$8,400
<u>FINES AND FORFEITURES</u>	
Police Court Fines and Forfeitures	\$90,000
Total	\$90,000
<u>MISCELLANEOUS REVENUE</u>	
Investment Interest	\$200
Investment Interest-Timber	\$500
Sales Tax Interest	\$100
Public Restroom Donations	\$100
Copy Sales & Miscellaneous	\$1,000
Miscellaneous	\$2,000
Investigative Fund Assessments	\$220
Miscellaneous-K-9	\$100
Total	\$4,220
TOTAL CE REVENUES	\$976,293
<u>NON- REVENUE</u>	
State Court Fees	\$60,000
County Court Remittances	\$800
State Fee - Building Permits	\$200
Total	\$61,000
<u>OTHER FINANCING SOURCES</u>	
Sale of Capital Assets	\$2,000
Total	\$2,000
TOTAL CE REVENUES	\$1,039,293
Add: Beginning Cash	\$150,000
<u>TOTAL RESOURCES FUND 001</u>	\$1,189,293

FUND 001 CURRENT EXPENSE EXPENDITURES
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<u>LEGISLATIVE</u>	2017 BUDGET
FACILITIES - CITY HALL	
<i>CITY HALL</i>	
Operating Supplies	\$3,000
Total City Hall Supplies	\$3,000
<i>CITY HALL Services</i>	
Custodial Services - City Hall	\$2,400
Utilities - City Hall	\$3,500
Repair/Maintenance - City Hall	\$3,000
Total CITY HALL Services	\$8,900
 TOTAL FACILITIES - CITY HALL	 \$11,900
 SALARIES/BENEFITS - City Council/Mayor	
Salaries & Wages	\$16,800
Personnel Benefits	\$1,564
TOTAL SALARIES/BENEFITS - City Council	\$18,364
 OTHER SERVICES AND CHARGES	
Phone/Postage Meter/Website Management	\$10,000
Travel	\$3,500
Advertising (Legal's)	\$3,000
Insurance	\$8,500
Miscellaneous - AWC Dues & Retro Management	\$3,700
Miscellaneous (Dues, Subscriptions, Etc)	\$1,000
Miscellaneous (Election Costs)	\$10,000
TOTAL OTHER SERVICES AND CHARGES	\$39,700
 CAPITAL OUTLAY	
Capital Outlay - Discretionary	\$3,000
TOTAL CAPITAL OUTLAY	\$3,000
 <u>TOTAL LEGISLATIVE</u>	 \$72,964

**FUND 001 CURRENT EXPENSE
EXPENDITURES (Continued)**

	2017 BUDGET
<u>JUDICIAL/MUNICIPAL COURT</u>	
SALARIES AND WAGES	
Salaries and Wages - Includes Judge	\$28,840
Benefits - Includes Judge	\$5,653
TOTAL SALARIES/BENEFITS	\$34,493
OTHER SERVICES AND CHARGES	
Office Supplies/Miscellaneous Forms	\$2,000
Contract Public Defender/Pro Tem	\$8,400
Contract Prosecutor/Pro Tem	\$9,360
Interpreter	\$1,000
Miscellaneous Services	\$1,500
Training/Travel	\$500
TOTAL SERVICES AND CHARGES	\$22,760
CAPITAL OUTLAY	
Capital Outlay	\$0
TOTAL CAPITAL OUTLAY	\$0
<u>TOTAL JUDICIAL</u>	\$57,253
<u>FINANCIAL AND RECORDS SERVICES</u>	
SALARIES/BENEFITS	
Salaries & Wages	\$68,155
Benefits	\$26,022
TOTAL SALARIES/BENEFITS	\$94,177
SUPPLIES	
Office Supplies/Miscellaneous	\$5,000
TOTAL OFFICE SUPPLIES	\$5,000
OTHER SERVICES AND CHARGES	
State Audit Costs	\$6,000
Office Equipment - Repair & Maintenance	\$1,500
Computer Software Maintenance Agreements	\$10,000
Codification Updates	\$2,000
Travel & Training	\$2,500
Miscellaneous - Dues/Subscriptions/Banking	\$3,000
TOTAL OTHER SERVICES & CHARGES	\$25,000
CAPITAL OUTLAY	
Capital Outlay (Computers)	\$3,500
Capital Outlay (Discretionary)	\$1,000
TOTAL CAPITAL OUTLAY	\$4,500
<u>TOTAL FINANCIAL & RECORDS</u>	\$128,677

**FUND 001 CURRENT EXPENSE
EXPENDITURES (Continued)**

	2017 BUDGET
<u>LEGAL EXPENSES</u>	
OTHER SERVICES & CHARGES	
Professional Services - Legal Assistance	\$10,000
Building Publications-Permits	\$10,000
Miscellaneous Legal Services	\$1,000
TOTAL OTHER SERVICES & CHARGES	\$21,000
<u>TOTAL LEGAL</u>	\$21,000
<u>LAW ENFORCEMENT</u>	
SALARIES/BENEFITS	
Salaries & Wages	\$278,466
Benefits	\$116,740
Benefits - LEOFF 1	\$2,500
Long Term Care (LEOFF 1 Retired)	\$2,350
Uniform Allowances (4)	\$3,300
Uniform Allowances (Reserves)	\$2,000
TOTAL SALARIES/BENEFITS	\$405,356
SUPPLIES	
Office Supplies	\$4,500
Operating Supplies	\$8,000
Fuel Consumed	\$18,500
TOTAL SUPPLIES	\$31,000
OTHER SERVICES AND CHARGES	
Professional Services - Veterinary	\$700
Communications/Phone	\$6,000
Communications (PACCOM)	\$58,147
Travel & Training	\$4,000
Insurance	\$32,000
Repair & Maintenance	\$10,000
Jail Services (Pacific County)	\$12,000
Miscellaneous Dues/Subscriptions/Training Requirements	\$1,000
Miscellaneous - (Investigations, Trial Expense, Etc.)	\$1,500
TAC Grant	\$6,000
CTED Stop Grant	\$5,000
WSTSC - Click It or Ticket/DUI	\$2,000
TOTAL OTHER SERVICES & CHARGES	\$138,347
EXPENDITURES-K-9	
Professional Services - K-9	\$0
Drug Enforcement Activities	\$1,000
TOTAL K-9 EXPENDITURES	\$1,000
CAPITAL OUTLAY	
Computer/Office Equipment	\$5,000
Capital Outlay (Vehicles & Miscellaneous)	\$0
TOTAL CAPITAL OUTLAY	\$5,000
<u>TOTAL LAW ENFORCEMENT</u>	\$580,703

**FUND 001 CURRENT EXPENSE
EXPENDITURES (Continued)**

	2017 BUDGET
FIRE CONTROL	
SALARIES/BENEFITS	
Salaries	\$1,800
Benefits	\$2,400
TOTAL SALARIES/BENEFITS	<u>\$4,200</u>
 OPERATING SUPPLIES	
Operating Supplies	\$3,000
TOTAL OPERATING SUPPLIES	<u>\$3,000</u>
 Repair and Maintenance - Building	\$2,000
Repair and Maintenance - Equipment	\$12,000
Janitorial Service & Supplies	\$1,000
Insurance	\$2,800
Fuel	\$1,000
Utilities - Phone	\$2,000
Utilities - Electricity	\$6,000
Travel/Training	\$1,000
Communications (PACCOM)	\$1,232
TOTAL SERVICES	<u>\$29,032</u>
 CAPITAL OUTLAY	
Firefighter Equipment	\$20,000
Fire Equipment (Future Truck Replacement Fund)	\$35,000
TOTAL EQUIPMENT - FIRE DEPT.	<u>\$55,000</u>
 TOTAL FIRE CONTROL	<u>\$91,232</u>
 EMERGENCY SERVICES	
OTHER SERVICES AND CHARGES	
Pacific County - Emergency Management	\$6,891
TOTAL OTHER SERVICES AND CHARGES	<u>\$6,891</u>
 TOTAL EMERGENCY SERVICES	<u>\$6,891</u>
 PLANNING/COMMUNITY DEV.	
OTHER SERVICES AND CHARGES	
PCOG Dues	\$1,500
Economic Development	\$600
Building Abatement Costs	\$1,000
TOTAL OTHER SERVICE & CHARGES	<u>\$3,100</u>
 TOTAL PLANNING/COMMUNITY DEV.	<u>\$3,100</u>

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**FUND 001 CURRENT EXPENSE
EXPENDITURES (Continued)**

	2017 BUDGET
<u>PHYSICAL HEALTH</u>	
<u>OTHER CHARGES AND SERVICES</u>	
County Alcohol Assessment	\$500
Olympic Air Pollution Control	\$1,215
TOTAL OTHER SERVICES & CHARGES	\$1,715
TOTAL PHYSICAL HEALTH	\$1,715
	2017 BUDGET
<u>NON-EXPENDITURE DISBURSEMENTS</u>	
State Court Remittance	\$60,000
County Court Remittance	\$800
<u>TOTAL NON-EXPENDITURES</u>	\$60,800
<u>CAPITAL OUTLAY</u>	
Discretionary	\$0
TOTAL CAPITAL OUTLAY	\$0
	2017 BUDGET
<u>OPERATING TRANSFERS</u>	
Library	\$6,000
Hotel/Motel	\$32,500
City Streets	\$90,000
<u>TOTAL OPERATING TRANSFERS</u>	\$128,500
<u>TOTAL FUND 001 EXPENDITURES</u>	\$1,152,835

City of South Bend 2017 Budget

FUND 101 STREETS

	Budget 2017 BUDGET
RESOURCES	
BEGINNING CASH	
Estimated Beginning Unreserved Cash	<u>\$14,000</u>
TOTAL ESTIMATED BEGINNING CASH	\$14,000
 STREET REVENUES	
Washington State TIB Grants	\$710,000
Motor Vehicle Fuel Tax	\$33,000
Multimodal Transportation	\$2,000
Miscellaneous Revenue	\$1,500
Operating Transfers-IN	<u>\$90,000</u>
TOTAL STREET REVENUES	\$836,500
 TOTAL FUND 101 RESOURCES	 \$850,500
 EXPENDITURES	
2017 BUDGET	
SALARIES/BENEFITS	
Salaries & Wages	\$30,516
Benefits	\$14,303
Boots	<u>\$200</u>
TOTAL SALARIES/BENEFITS	\$45,019
 SUPPLIES	
Gravel	\$16,000
Asphalt	\$10,000
Miscellaneous Supplies/Signs	\$10,000
Fuel Consumed	<u>\$3,000</u>
TOTAL SUPPLIES-STREET	\$39,000
 OTHER SERVICES AND CHARGES	
Utilities - Street Lightning	\$16,000
Equipment Repairs	\$3,000
Contracted Maintenance/Labor	\$22,000
Miscellaneous	<u>\$3,000</u>
TOTAL OTHER SERVICES & CHARGES	\$44,000
 STREETS - CAPITAL OUTLAY	
Arterial Streets-Design/Engineering (TIB)	\$145,800
Arterial Streets-Construction (TIB)	\$564,200
Capital Outlay	<u>\$12,000</u>
TOTAL STREETS CAPITAL OUTLAY	\$722,000
 TOTAL FUND 101 EXPENDITURES	 \$850,019

FUND 103 LIBRARY

City of South Bend 2017 Budget

<u>RESOURCES</u>	2017 BUDGET
BEGINNING CASH	
Estimated Beginning Unreserved Cash	\$0
TOTAL ESTIMATED BEGINNING CASH	\$0
LIBRARY REVENUES	
Miscellaneous Revenue	\$0
Operating Transfer-In from 001	\$6,000
TOTAL LIBRARY REVENUES	\$6,000
<u>TOTAL RESOURCES</u>	\$6,000
	2017 BUDGET
<u>EXPENDITURES</u>	
LIBRARY SUPPLIES	
Operating Supplies	\$500
TOTAL LIBRARY SUPPLIES	\$500
LIBRARY - OTHER SERVICES/CHGS.	
Custodial Services	\$1,700
Utilities (Electricity)	\$1,500
Library Elevator Certification	\$100
Repair/Maintenance	\$1,000
TOTAL LIBRARY SERVICES/CHARGES	\$4,300
<u>TOTAL EXPENDITURES</u>	\$4,800

FUND 106 DOCKS FUND

<u>RESOURCES</u>	2017 BUDGET
BEGINNING CASH	
Estimated Beginning Unreserved Cash	\$42,547
TOTAL ESTIMATED BEGINNING CASH	\$42,547
DOCKS/WATERFRONT REVENUES	
Real Estate Excise Tax	\$12,000
Moorage - City Docks	\$5,000
Boat Launch Fee	\$8,500
Robert Bush/Kismit Share of DNR lease	\$650
Miscellaneous Revenue	\$300
TOTAL REVENUE - CITY DOCKS	\$26,450
TAXES AND NONREVENUES	
State Leasehold Excise Tax	\$650
TOTAL TAXES AND NONREVENUES	\$650
<u>TOTAL RESOURCES</u>	\$69,647
<u>EXPENDITURES</u>	2017 BUDGET
SALARIES/BENEFITS	
Salaries	\$10,204
Benefits	\$5,206
TOTAL SALARIES/BENEFITS	\$15,410
OTHER SERVICES AND CHARGES	
Utilities (Electricity)	\$1,000
DNR Fees	\$3,000
Repairs/Maintenance/Structures	\$6,000
Miscellaneous Expense	\$2,000
TOTAL CHARGES AND SERVICES	\$12,000
TAXES	
State Leasehold Excise Tax	\$650
TOTAL TAXES	\$650
<u>TOTAL EXPENDITURES</u>	\$28,060

FUND 110 HOTEL/MOTEL TAX FUND

<u>RESOURCES</u>	2017 BUDGET
BEGINNING CASH	
Estimated Beginning Unreserved Cash	\$0
TOTAL ESTIMATED BEGINNING CASH	<u>\$0</u>
HOTEL/MOTEL TAX FUND REVENUES	
Hotel/Motel Tax	\$6,700
Operating Transfer-In from 001	\$32,500
Cheney Park Rental Fees	\$350
TOTAL REVENUE - HOTEL/MOTEL TAX FUND	<u>\$39,550</u>
<u>TOTAL RESOURCES</u>	\$39,550

<u>HOTEL/MOTEL EXPENDITURES</u>	2017 BUDGET
GENERAL PARK FACILITIES	
Contract Parks Caretaker and L & I	\$10,628
Contract Weed Spraying	\$2,383
Operating Supplies/Miscellaneous	\$8,300
Cheney Park Rental Refund	\$150
Miscellaneous Contract Service	\$2,400
Utilities/Miscellaneous Services	\$4,800
Helen Davis RR Pumping	\$2,000
Capital Outlay - Mary Rogers Pioneer Park	\$5,000
TOTAL PARK FACILITIES	<u>\$35,661</u>
TOTAL HOTEL/MOTEL TAX FUND EXPENDITURES	\$35,661

FUND 401 WATER

<u>RESOURCES</u>	2017 BUDGET
BEGINNING CASH	
Estimated Beginning Unreserved Cash	<u>\$1,327,953</u>
TOTAL ESTIMATED BEGINNING CASH	\$1,327,953
WATER REVENUES	
Water Sales	\$924,000
Miscellaneous (New Services)	\$3,000
Miscellaneous (Other)	\$1,000
CDBG Pre Construction - Fliess Creek	\$750,000
DOH-DWSRF Pre Construction - Fliess Creek	\$267,650
DOH-DWSRF Construction - Fliess Creek	\$1,250,000
USDA RD - Water Treatment Plant Upgrade	<u>\$1,500,000</u>
TOTAL WATER REVENUES	\$4,695,650
WATER NONREVENUES	
State Excise Tax	<u>\$40,000</u>
TOTAL WATER NONREVENUES	\$40,000
<u>TOTAL RESOURCES</u>	\$6,063,603
<u>EXPENDITURES</u>	2017 BUDGET
SALARIES/BENEFITS	
Salaries & Wages	\$165,600
Personnel Benefits	\$80,838
Boots	<u>\$400</u>
TOTAL SALARIES/BENEFITS	\$246,838
OPERATING SUPPLIES	
Materials/Supplies	\$45,000
Chemicals	\$8,000
Fuel Consumed	\$9,000
Water Purchased/Raymond	<u>\$1,000</u>
TOTAL OPERATING SUPPLIES	\$63,000
OTHER SERVICES/CHARGES	
Miscellaneous Professional Services	\$37,500
Sample Testing/Monitoring	\$7,000
Communications	\$7,000
Travel/Training	\$4,500
Insurance	\$18,000
Power (Pumps/Plant/Shop)	\$45,000
Repair and Maintenance - Equipment	\$20,000
Membership Dues/Subscriptions	\$1,000
Operating Certification Permits	\$4,500
Water Line Infrastructure Improvements	<u>\$5,000</u>
TOTAL OTHER SERVICES/SUPPLIES	\$149,500
TAXES	
State Excise Tax	<u>\$40,000</u>
TOTAL TAXES	\$40,000

City of South Bend 2017 Budget

DEBT SERVICE

Public Works Trust Fund	\$76,499
HUD Loan Repayment (4 of 5)	\$5,075
Drinking Water State Revolving Fund	\$175,368
TOTAL DEBT SERVICE	\$256,942

CAPITAL OUTLAY

WTP Filter Replacement (LTI)	\$130,000
Capital Reserves (LTI)	\$205,000
Operating Reserves	\$20,000
Watershed Management (LTI)	\$160,000
River Crossing Upgrade (LTI)	\$240,000
WTP Maintenance Agreement (LTI)	\$30,000
Computer Hardware/Software	\$5,000
Vehicles, Equipment	\$17,000
CDBG Pre Construction - Fliess Creek	\$750,000
DOH-DWSRF Pre Construction - Fliess Creek	\$267,650
DOH-DWSRF Construction - Fliess Creek	\$1,250,000
USDA RD - Water Treatment Plant Upgrade	\$1,500,000
TOTAL CAPITAL OUTLAY	\$4,574,650

TOTAL EXPENDITURES

\$5,330,930

FUND 404 SEWER

	2017 BUDGET
<u>RESOURCES</u>	
BEGINNING CASH	
Estimated Beginning Unreserved Cash	<u>\$115,162</u>
TOTAL ESTIMATED BEGINNING CASH	\$115,162
SEWER REVENUES	
Sewer Sales	\$995,000
Miscellaneous (New Services)	\$5,000
CDBG-Central Avenue Sewer Line	\$500,000
Miscellaneous (Other)	<u>\$1,000</u>
TOTAL SEWER REVENUES	\$1,501,000
SEWER NONREVENUES	
State Excise Tax	<u>\$35,000</u>
TOTAL SEWER NONREVENUES	\$35,000
<u>TOTAL RESOURCES</u>	\$1,651,162
<u>EXPENDITURES</u>	
SALARIES/BENEFITS	
Salaries & Wages	\$74,675
Personnel Benefits	\$33,788
Boots	<u>\$400</u>
TOTAL SALARIES/BENEFITS	\$108,863
OPERATING SUPPLIES	
Materials/Supplies	\$10,000
Chemicals	\$1,000
Fuel Consumed	<u>\$5,000</u>
TOTAL OPERATING SUPPLIES	\$16,000
OTHER SERVICES/CHARGES	
Miscellaneous Professional Services	\$10,000
Maintenance & Operations-RWWTP	\$250,000
Communications	\$4,500
Travel/Training	\$1,000
Insurance	\$12,500
Power (Pumps/Lagoon)	\$13,000
Repair and Maintenance (Equipment)	\$10,000
Membership Dues/Subscriptions	\$500
Operating Certification (Discharge) Permits	\$2,000
WA Parks & Rec-Easement	<u>\$2,000</u>
TOTAL OTHER SERVICES/SUPPLIES	\$305,500

City of South Bend 2017 Budget

TAXES

State Excise Tax	\$35,000
TOTAL TAXES	\$35,000

DEBT SERVICE

USDA Rural Development	\$233,648
USDA Rural Development - Lagoons	\$10,347
Dept of Ecology	\$145,173
HUD Loan Repayment (4 of 5)	\$5,075
Public Works Trust Fund	\$125,013
TOTAL DEBT SERVICE	\$519,256

CAPITAL OUTLAY

CDBG-Central Avenue Sewer Line	\$500,000
Bond Reserve (10 Years-2023) (RWWTP-RD Required)	\$42,681
Capital Outlay - Vehicles, Equipment	\$12,000
Capital Outlay - Pumps	\$18,000
Capital Improvement - Computers, Software	\$2,500
TOTAL CAPITAL OUTLAY	\$575,181

TOTAL EXPENDITURES

\$1,559,800

City of South Bend 2017 Budget

FUND 405 MOSQUITO CONTROL

<u>RESOURCES</u>	2017 BUDGET
BEGINNING CASH	
Estimated Beginning Unreserved Cash	\$28,162
TOTAL BEGINNING CASH	<u>\$28,162</u>
MOSQUITO FUND REVENUES	
City Excise Tax - Water/Sewer	\$45,000
City Excise Tax - Garbage	\$25,000
TOTAL MOSQUITO FUND REVENUES	<u>\$70,000</u>
<u>TOTAL RESOURCES</u>	\$98,162
<u>EXPENDITURES</u>	2017 BUDGET
SALARIES/BENEFITS	
Salaries & Wages	\$7,828
Personnel Benefits	\$3,513
TOTAL SALARIES/BENEFITS	<u>\$11,341</u>
OTHER SERVICES & CHARGES	
Professional Services - Spraying	\$42,000
Professional Services - Insurance	\$12,000
TOTAL PROFESSIONAL SERVICES	<u>\$54,000</u>
CAPITAL OUTLAY	
Capital Outlay - Vehicles	\$5,000
TOTAL CAPITAL OUTLAY	<u>\$5,000</u>
NONREVENUES	
	\$0
TOTAL NONREVENUES	<u>\$0</u>
<u>TOTAL EXPENDITURES</u>	\$70,341

FUND 411 GARBAGE FUND

<u>RESOURCES</u>	2017 BUDGET
BEGINNING CASH	
Estimated Beginning Unreserved Cash	\$10,000
TOTAL ESTIMATED BEGINNING CASH	<u>\$10,000</u>
GARBAGE REVENUES	
Garbage Services	\$350,000
TOTAL GARBAGE FUND REVENUES	<u>\$350,000</u>
GARBAGE FUND NONREVENUES	
State Excise Tax	\$15,000
TOTAL NONREVENUES	<u>\$15,000</u>
<u>TOTAL RESOURCES</u>	\$375,000
<u>EXPENDITURES</u>	2017 BUDGET
SALARIES/BENEFITS	
Salaries/Wages	\$64,106
Benefits	\$30,596
Boot Allowance	\$200
TOTAL SALARIES/WAGES	<u>\$94,902</u>
SUPPLIES	
Operating Supplies	\$4,000
Fuel/Oil Consumed	\$15,000
Containers	\$4,000
TOTAL SUPPLIES	<u>\$23,000</u>
OTHER SERVICES AND CHARGES	
Insurance	\$21,000
Utility Service - Royal Heights	\$150,000
Repair & Maintenance - Equipment	\$10,000
Miscellaneous Services/Charges	\$2,000
TOTAL OTHER SERVICES & CHARGES	<u>\$183,000</u>
CAPITAL OUTLAY	
Equipment	\$45,000
TOTAL CAPITAL EQUIPMENT	<u>\$45,000</u>
INTERGOV. CHGS. (STATE EX. TAX)	
State Excise Tax	\$15,000
TOTAL INTERGOV. CHARGES	<u>\$15,000</u>
<u>TOTAL EXPENDITURES</u>	\$360,902

FUND 601 UTILITY DEPOSITS

<u>RESOURCES</u>	2017 BUDGET
BEGINNING CASH	
Estimated Beginning Unreserved Cash	\$26,193
TOTAL BEGINNING CASH	<u>\$26,193</u>
UTILITY DEPOSITS (NONREVENUES)	
Utility Customer Deposits	\$10,000
TOTAL UTIL. CUSTOMER DEPOSITS	<u>\$10,000</u>
<u>TOTAL FUND 601 RESOURCES</u>	\$36,193

<u>EXPENDITURES</u>	2017 BUDGET
REFUNDS	
Deposits Refunded	\$8,000
TOTAL REFUNDS	<u>\$8,000</u>
<u>TOTAL EXPENDITURES</u>	\$8,000

FUND 610 ROBERT BUSH PARK

<u>RESOURCES</u>	2017 BUDGET
BEGINNING CASH	
Estimated Beginning Unreserved Cash	\$7,055
TOTAL BEGINNING CASH	<u>\$7,055</u>
REVENUES	
Investment Interest	\$200
Donations	\$0
TOTAL REVENUES	<u>\$200</u>
<u>TOTAL FUND 610 RESOURCES</u>	\$7,255

<u>EXPENDITURES</u>	2017 BUDGET
Park Maintenance	\$5,500
TOTAL BUSH MEMORIAL EXPENSES	<u>\$5,500</u>
<u>TOTAL EXPENDITURES</u>	\$5,500

FUND 701 HUD LOAN FUND

<u>RESOURCES</u>	2017 BUDGET
BEGINNING CASH	
Estimated Beginning Unreserved Cash	<u>\$230,433</u>
TOTAL ESTIMATED BEGINNING CASH	\$230,433
HUD LOAN FUND REVENUES	
HUD Loan Repayments - Water Fund	\$5,075
HUD Loan Repayment - Sewer Fund	\$5,075
Miscellaneous	\$0
TOTAL HUD FUND REVENUES	<u>\$10,150</u>
HUD NONREVENUES	
Loan Repayments	\$0
TOTAL HUD FUND NONREVENUES	<u>\$0</u>
<u>TOTAL RESOURCES</u>	\$240,583
<u>EXPENDITURES</u>	2017 BUDGET
Housing/Community Development	<u>\$1,000</u>
TOTAL HOUSING/COMMUNITY DEV.	\$1,000
<u>TOTAL EXPENDITURES</u>	\$1,000

City of South Bend 2017 Budget

		2017														
HIRE DATE	RATE		BASE SALARY	LONGEVITY	CASH OUT	VACA. BONUS	ACC. COMP.	POLICE HOLIDAYS	OVER-TIME	GROSS PAY	FICA	STATE RETIRE.	L&I - *	HEALTH INSUR	TOTAL SAL/BENEFITS	BENEFITS ONLY
		CITY COUNCIL	\$ 7,200							\$ 7,200	\$ 551	\$ -	\$ 108	\$ -	\$ 7,858	\$ 658
		MAYOR	\$ 9,600							\$ 9,600	\$ 762	\$ -	\$ 144	\$ -	\$ 10,506	\$ 906
01-May-99	\$ 28.88	CLERK/TREASURER-D Roberts	\$ 60,070	\$ 1,080	\$ -	\$ 1,155.20	\$ -	\$ -	\$ -	\$ 62,306	\$ 4,981	\$ 6,837	\$ 622	\$ 11,100	\$ 85,845	\$ 23,539
11-Dec-06	\$ 21.07	DEPUTY CLK/TREASURER-K Porter	\$ 43,826	\$ 660	\$ -	\$ 843	\$ -	\$ -	\$ -	\$ 45,328	\$ 3,337	\$ 4,973	\$ 694	\$ 11,100	\$ 65,433	\$ 20,104
20-May-85	\$ 28.88	POLICE CHIEF-D Eastham	\$ 60,070	\$ 1,920	\$ -	\$ 1,155	\$ -	\$ 2,541	\$ -	\$ 65,687	\$ 5,285	\$ 3,242	\$ 622	\$ 11,100	\$ 85,936	\$ 20,249
04-Jun-14	\$ 21.07	POLICE SECRETARY-Z Sowa	\$ 43,826	\$ 90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,916	\$ 3,310	\$ 4,910	\$ 694	\$ 11,100	\$ 63,929	\$ 20,013
15-Oct-16	\$ 23.11	POLICE OFFICER-L Gonzalez	\$ 48,069	\$ -	\$ -	\$ -	\$ -	\$ 2,034	\$ 4,160	\$ 54,262	\$ 4,289	\$ 2,838	\$ 5,458	\$ 11,100	\$ 77,947	\$ 23,685
21-Oct-11	\$ 24.99	POLICE SERGEANT-L Stigall	\$ 51,979	\$ 420	\$ -	\$ 1,000	\$ -	\$ 2,199	\$ 4,498	\$ 60,096	\$ 4,125	\$ 3,091	\$ 5,458	\$ 11,100	\$ 83,870	\$ 23,773
25-Jun-13	\$ 23.11	POLICE OFFICER - R Miskell	\$ 48,069	\$ 240	\$ -	\$ -	\$ -	\$ 2,034	\$ 4,160	\$ 54,502	\$ 4,739	\$ 2,850	\$ 5,458	\$ 11,100	\$ 78,649	\$ 24,147
13-Jun-12	\$ 31.32	CITY SUPERVISOR - D Houk	\$ 65,146	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,446	\$ 4,405	\$ 7,317	\$ 694	\$ 11,100	\$ 88,962	\$ 23,516
17-Nov-14	\$ 21.81	PUBLIC WORKS TECH II - J Moran	\$ 45,365	\$ 420	\$ -	\$ -	\$ -	\$ -	\$ 2,944	\$ 48,729	\$ 3,390	\$ 5,448	\$ 5,070	\$ 11,100	\$ 73,737	\$ 25,008
21-Jun-01	\$ 22.43	PUBLIC WORKS TECH IV-J Miller	\$ 46,654	\$ 1,260	\$ -	\$ 897	\$ -	\$ -	\$ 4,037	\$ 52,849	\$ 4,176	\$ 5,909	\$ 5,070	\$ 11,100	\$ 79,104	\$ 26,255
13-Mar-07	\$ 21.81	PUBLIC WORKS TECH IV- T McGee	\$ 45,365	\$ 600	\$ -	\$ 872	\$ -	\$ -	\$ 3,926	\$ 50,763	\$ 3,982	\$ 5,578	\$ 5,070	\$ 11,100	\$ 76,493	\$ 25,730
08-Jan-14	\$ 21.81	PUBLIC WORKS TECH IV - C Orkney	\$ 45,365	\$ 180	\$ -	\$ -	\$ -	\$ -	\$ 2,944	\$ 48,489	\$ 3,726	\$ 5,421	\$ 5,070	\$ 11,100	\$ 73,806	\$ 25,317
26-Sep-16	\$ 21.43	PUBLIC WORKS TECH IV- K Spoor	\$ 44,574	\$ 135	\$ -	\$ -	\$ -	\$ -	\$ 2,893	\$ 47,602	\$ 3,530	\$ 5,322	\$ 5,070	\$ 11,100	\$ 72,625	\$ 25,022
09-Dec-13	\$ 18.50	MUNICIPAL COURT - L Carlson (P/T)	\$ 19,240	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,240	\$ 2,073	\$ 2,151	\$ 694	\$ -	\$ 24,158	\$ 4,918
	\$ 100	FIRE CHIEF	\$ 1,200							\$ 1,200	\$ 109	\$ -	\$ -	\$ -	\$ 1,309	\$ 109
		POLICE PROVISIONAL HELP	\$ -							\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0
		LEOFF I RETIRED MEDICAL	\$ -							\$ -	\$ -	\$ -	\$ -	\$ 4,872	\$ 4,872	\$ 4,872
	\$ 850	PARKS CARETAKER	\$ 10,200							\$ 10,200	\$ -	\$ -	\$ 2,158	\$ -	\$ 12,358	\$ 2,158
	\$ 800	JUDGE	\$ 9,600							\$ 9,600	\$ 734	\$ -	\$ -	\$ -	\$ 10,334	\$ 734
	\$ 780	PROSECUTOR	\$ 9,360							\$ 9,360	\$ -	\$ -	\$ -	\$ -	\$ 9,360	\$ 0
	\$ 700	PUBLIC DEFENDER	\$ 8,400							\$ 8,400	\$ -	\$ -	\$ -	\$ -	\$ 8,400	\$ 0
	\$ 212	CITY HALL JANITOR	\$ 2,544							\$ 2,544	\$ -	\$ -	\$ 87	\$ -	\$ 2,631	\$ 87

TOTAL \$ 1,098,123

GLOSSARY OF BUDGET TERMS

Administrative Services Departments – Refers to organizational units or departments that primarily provide services to other departments. These include:

- Legislative – City Council and its functions;
- Financial Services – the accounting, financial reporting, city clerk services, customer service and treasury functions.

Appropriation – The legal spending level authorized by an ordinance of the city council. Spending should not exceed this level without prior approval of the council.

Assessed Valuation – The value assigned to properties within the city that is used in computing the property taxes to be paid by property owners. This comes from the county assessor's office prior to levying taxes for the upcoming budget.

BARS – The **B**udgeting, **A**ccounting and **R**eporting **S**ystem for accounting systems prescribed by the Washington State Auditor's Office. Every budget line item has a unique 18 digit number attached to it.

Beginning Cash – The ending balance left over from the budget for the previous year. Ideally this should be in an amount sufficient for three months operating expenses.

Benefits – City provided employee benefits, such as social security, retirement, health insurances and retirement.

Budget – A financial plan of operations for the city. It is a plan, not a list of accounts and amounts.

Capital Outlay – A budget category that may be part of a capital improvement program or part of the operating budget.

CDBG – “Community **D**evelopment **B**lock **G**rant”

CTED – “Department of **C**ommunity, **T**rade and **E**conomic **D**evelopment”

Current Expense Fund – See “General Fund”

Debt Service – Interest and principle payments on debt.

Designated Fund Balance – A portion of fund balance that has been designated by past council action for a specific purpose

Enterprise Fund – A type of proprietary fund in which the direct beneficiaries of the fund pay for all costs of the fund through fees. This type of fund is self sustaining.

Fund – A self-balancing group of accounts that includes revenues and expenditures which are segregated for specific activities or for attaining certain objectives in accordance with special regulations

General Fund – The fund of the city that accounts for all activity not specifically accounted for in other funds: Includes such operations as police, fire, parks and administration.

General Obligations – Bonds or other indebtedness of the city for which the pledge made for repayment is the full faith and credit of the city.

Governmental Fund Types – Funds that provide general government services. These include the general fund, special revenue funds, capital projects and debt service funds.

Interfund Transfers - Flows of assets (usually cash, could be goods) without equivalent flows of assets in return and without requirement for repayment.

Intergovernmental Revenues – Revenues from other governments in the form of grants, entitlements, shared revenues or payments in lieu of taxes.

Internal Controls – A system of controls established by the city that are designed to safeguard the assets of the city and provide reasonable assurances as to the accuracy of financial data.

LEOFF – The “**L**aw **E**nforcement **O**fficers and **F**ire **F**ighters” retirement system of the state that provides coverage for city public safety employees.

LTI – Long Term Investments

Operating Budget – The annual appropriation to maintain the provision of city services to the public

PERS – “**P**ublic **E**mployee **R**etirement **S**ystem” The state system for public employment retirement applicable to most except where LEOFF is applicable.

Preliminary Budget – That budget which is proposed by staff to the council and has not yet been adopted by the council