

City of Hoquiam



Mid-Biennium Review

2009-2010

November 9, 2009

Mid-Biennium Process

The Mid-Biennium process offers an opportunity to examine our current financial status and to appropriately adjust the biennial budget for fiscal years 2009 and 2010.



2009-2010 Biennial Budget Calendar

October 2009						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2009						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- ❑ Mid-Biennium Review (November 9)
- ❑ Mid Biennium Public Hearing & Modification (November 23)
- ❑ Revenue Public Hearing (November 23)
- ❑ Setting Tax Levy (November 23)

2009-2010 Mid Biennium Review

- Review budget with Council
- Update estimates and forecasts
- Recommend modifications to revenues and expenditures

- ❖ No new programs proposed
 - ❖ No programs proposed for elimination
- ❖ No new staff
 - ❖ No proposed reductions

General Fund Revenue

Top 8 in 2009-2010

Top 8 Sources	Actual				% to	<u>2009-10</u>
	<u>YTD Sep 2007</u>	<u>YTD Sep 2008</u>	<u>YTD Sep 2009</u>		<u>Budget</u>	<u>Budget</u>
Property Tax	\$789,302	\$866,373	\$780,211	-10%	27%	\$2,838,075
B&O Tax	\$725,685	\$664,386	\$591,947	-11%	35%	\$1,688,935
Sales Tax	\$468,914	\$574,136	\$443,144	-23%	31%	\$1,411,600
Utility Tax-Electrical	\$436,186	\$460,510	\$456,392	-1%	32%	\$1,422,890
Utility Tax-Gas	\$180,704	\$163,377	\$118,294	-28%	29%	\$406,440
Investment Interest	\$200,942	\$129,714	\$80,842	-38%	34%	\$240,000
Utility Tax-Water, Sewer	\$147,716	\$159,037	\$162,538	2%	35%	\$467,200
<u>Building Permits</u>	<u>\$167,409</u>	<u>\$86,596</u>	<u>\$136,987</u>	<u>58%</u>	<u>89%</u>	<u>\$154,540</u>
Total Top 8 Sources	\$3,116,859	\$3,104,129	\$2,770,355	-11%	32%	\$8,629,680
Total GF Revenues	\$4,718,192	\$4,715,490	\$5,163,799		38%	\$13,735,840
Top 8 as %	66%	66%	54%			63%

Key Performance Indicators

- ❑ Double Digit Decline in Property Tax, B&O Tax, Sales Tax, Utility Taxes on Gas, and Investment Interest
 - 5 of the City's Top 8 Revenue Sources.
- ❑ Double Digit Growth in Building Permits
 - The City's 6th Highest Revenue Source.
- ❑ Strong Fund Balances
- ❑ Controlled Departmental Expenditures

Fund Summary – The Big Three

	<u>Actual</u>	<u>Biennial Budget</u>	<u>% of Budget</u>
General Fund			
Revenues	\$5,163,799	\$13,735,840	37.6%
Expenses	\$5,035,854	\$13,307,290	37.8%
Net Income (Loss)	<u>\$127,945</u>	<u>\$428,550</u>	
Ambulance Fund			
Revenues	\$1,220,847	\$3,300,025	37.0%
Expenses	\$1,307,567	\$3,581,795	36.5%
Net Income (Loss)	<u>(\$86,720)</u>	<u>(\$281,770)</u>	
Water, Sewer & Storm Fund			
Revenues	\$3,153,723	\$9,436,275	33.4%
Expenses	\$3,123,136	\$9,648,775	32.4%
Net Income (Loss)	<u>\$30,587</u>	<u>(\$212,500)</u>	
Total City-wide			
Revenues	\$13,698,855	\$35,304,555	38.8%
Expenses	\$12,384,498	\$36,124,660	34.3%
Net Income (Loss)	<u>\$1,314,357</u>	<u>(\$820,105)</u>	

Short Term Financial Goals

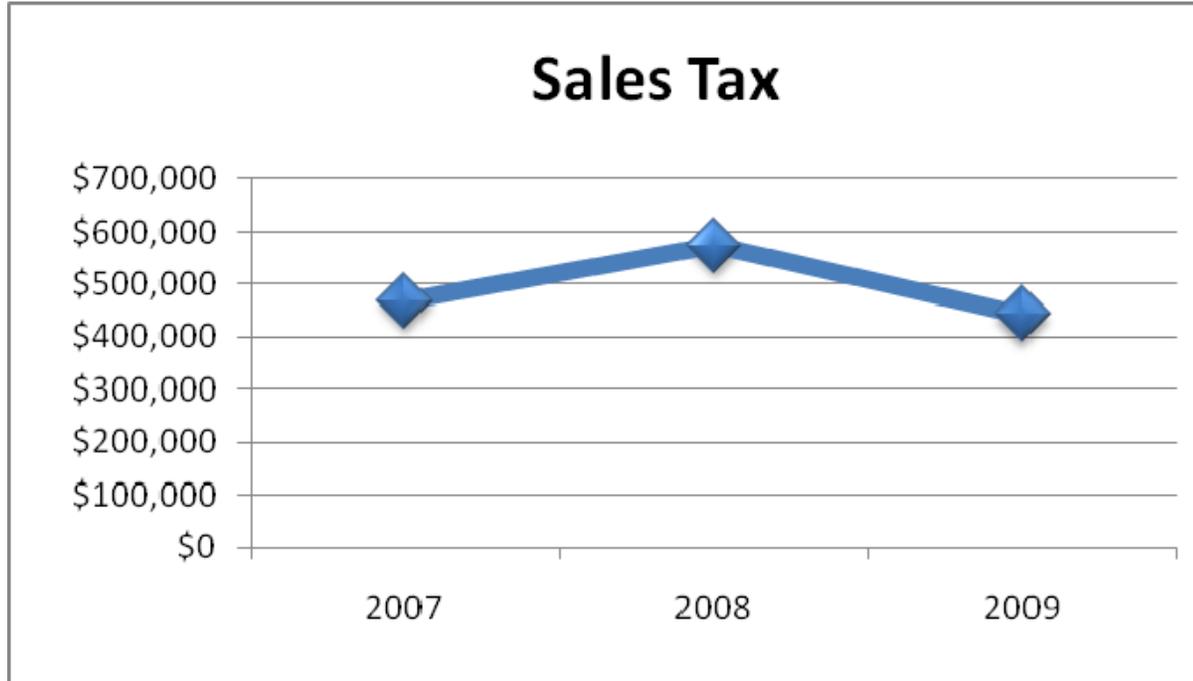
Developed Shortly After the Budget Was Adopted

1. Increase sales tax revenues
2. Maintain GF operating reserves & stabilization funds
3. Keep the sidewalk program going
4. Keep mileage logs in all City owned vehicles

Sales Tax Goal

#1: Increase Sales Tax Revenues

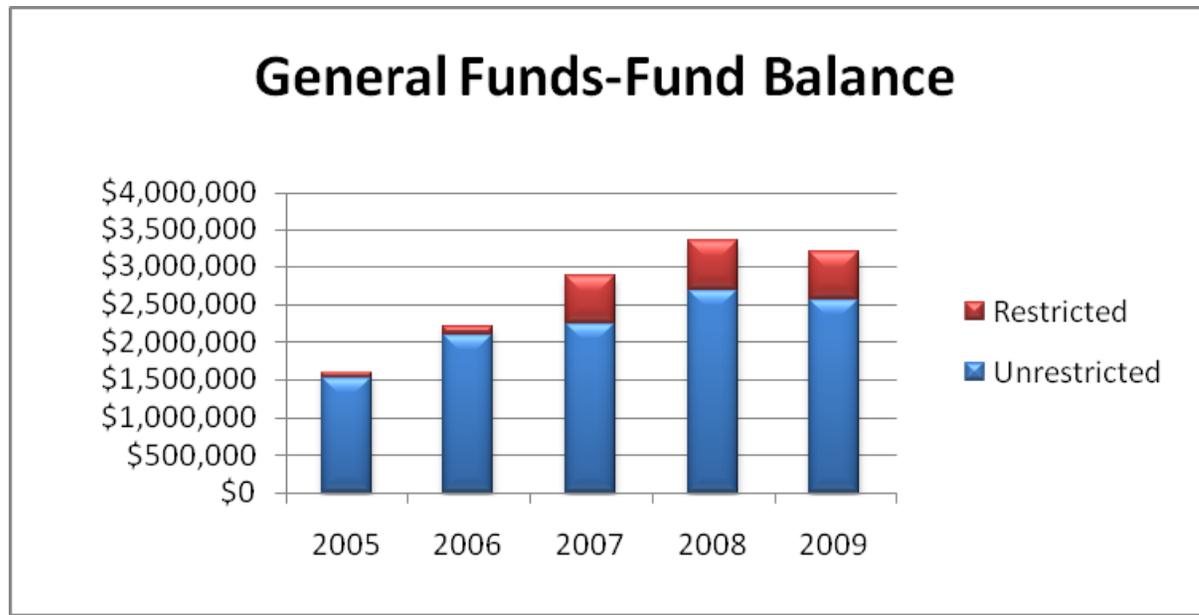
	Actual YTD 2007	% Inc (Dec)	Actual YTD 2008	% Inc (Dec)	Actual YTD 2009	% to Budget	2009-10 Budget
Sales Tax	\$468,914	22.4%	\$574,136	(22.8%)	\$443,144	31.4%	\$1,411,600



Fund Balance Goal

#2: Maintain GF Reserves and Stabilization Fund Balances

	2005	2006	2007	2008	2009
Unrestricted	\$1,525,582	\$2,092,217	\$2,244,201	\$2,690,596	\$2,566,116
Restricted	\$72,894	\$118,708	\$640,460	\$659,018	\$626,926
Total	\$1,598,476	\$2,210,925	\$2,884,661	\$3,349,614	\$3,193,042



Sidewalk Goal

#3: Keep the Sidewalk Plan Going

2009 City Sidewalk Replacement Program:

- Approximately 28 homes
- Approximately 1,848 feet of sidewalks

2009-2010 Grant for Downtown Sidewalks:

- Total of \$1,086,310 for New Sidewalks
- Construction started



Vehicle Mileage Goal

#4: Keep mileage logs in all vehicles

- ❑ Two card system initiated in 2009
- ❑ Each vehicle has a card
- ❑ Each driver has a card
- ❑ Reports generated monthly

INVOICE									
 FROM: Pettit Oil Company 820 Myrtle Street Hoquiam, WA 98550-4236 Phone: 360-532-8144					BILL TO: CITY OF HOQUIAM CLERKS OFFICE-SEWER 609 8TH ST HOQUIAM WA 98550				
PAYMENT DUE BY: 11/10/2009					INVOICE TOTAL: \$2,233.43				
ACCOUNT NO.: 122		INVOICE NO.: CL58530			DATE: 10/31/2009		PAGE: 2		
LOCATION	DATE	TIME	MISC. DATA	ODOM.	MPG	PROD.	QTY.	PRICE	AMOUNT
0637,HOQUIAM	10/16	11:04A	DAVID DITZ	37480	9.14	UNL	25.173	2.5850T	65.07
0637,HOQUIAM	10/26	03:30P	BRIAN GARR	37770	9.58	UNL	30.256	2.6250T	79.42
VEHICLE TOTALS: 771 Miles @ 9.5 MPG Avg							80.944		214.27 ✓
VEHICLE#: 66									
0836,ABERDEEN	10/02	09:15A	BILL HARE	535	19.90	ULS	26.890	2.6650T	71.66
VEHICLE TOTALS: 535 Miles @ 19.9 MPG Avg							26.890		71.66 ✓
VEHICLE#: 68									
1996 FORD F350				73278	CARD:				
0836,ABERDEEN	10/01	09:35A	DARREL KIN	73442	5.18	UNL	31.660	2.7350T	86.59
0637,HOQUIAM	10/08	01:04P	ADAM BURTE	73606	5.50	UNL	29.832	2.6650T	79.50
0836,ABERDEEN	10/16	01:33P	AL WATTERS	76760	*****	UNL	28.460	2.5850T	73.57
VEHICLE TOTALS: 3482 Miles @ 38.7 MPG Avg							89.952		239.66 ✓
VEHICLE#: 69									
1991 FORD F250				70356	CARD:				
0836,ABERDEEN	10/07	08:30A	DARREL KIN	70535	7.13	UNL	25.120	2.6650T	66.94
VEHICLE TOTALS: 179 Miles @ 7.1 MPG Avg							25.120		66.94 ✓
VEHICLE#: 70									
0836,ABERDEEN	10/09	11:32A	BILL HARE	1653	*****	ULS	26.510	2.6250T	69.59
0836,ABERDEEN	10/15	02:31P	ADAM BURTE	1662	0.96	ULS	9.380	2.6250T	24.62
0836,ABERDEEN	10/30	12:39P	BILL HARE	1669	*****	ULS	23.540	2.7050T	63.68
VEHICLE TOTALS: 19 Miles @ 0.3 MPG Avg							59.430		157.89 ✓
VEHICLE#: 73									
0836,ABERDEEN	10/26	12:44P	DARREL KIN	3619	*****	ULS	32.690	2.7050T	88.43
VEHICLE TOTALS: 3619 Miles @ 110.7 MPG Avg							32.690		88.43 ✓
VEHICLE#: 76									
0836,ABERDEEN	10/12	03:10P	DARREL KIN	106500	*****	UNL	13.740	2.6150T	35.93
VEHICLE TOTALS:							13.740		35.93 ✓
VEHICLE#: 80									
2007 FORD F150				11875	CARD:				
0637,HOQUIAM	10/02	08:06A	AL WATTERS	12061	9.42	UNL	19.735	2.7350T	53.98
0836,ABERDEEN	10/14	02:47P	AL WATTERS	12237	8.78	UNL	20.050	2.6150T	52.43
0836,ABERDEEN	10/26	07:28A	AL WATTERS	12378	7.66	UNL	18.400	2.6250T	48.30
VEHICLE TOTALS: 503 Miles @ 8.6 MPG Avg							58.185		154.71 ✓
VEHICLE#: 84									
84-FORD F450				0	CARD:				
0836,ABERDEEN	10/22	09:27A	DARREL KIN	544	16.02	UNL	33.950	2.6250T	89.12
VEHICLE TOTALS: 544 Miles @ 16.0 MPG Avg							33.950		89.12 ✓

Goal Scorecard

	Yes	No	Inc
#1 Sales Tax Goal	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
#2 Fund Balance Goal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
#3 Sidewalk Goal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
#4 Mileage Log Goal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Mid-Biennial Budget Adjustment Proposals

<u>Funded w/Projected Revenues</u>	<u>Revenue</u>	<u>Expense</u>
Interim Loan	\$9,400,000	
Biosolids Removal Project		\$9,400,000
Wellness Grant	\$8,000	
Wellness Expenditures		\$8,000
Restricted Court Funds	\$10,000	
Filing System		\$10,000
Contracted Plan Reviews	\$30,000	
Plan Review Fees		\$30,000
Hotel Motel Taxes	\$27,000	
Event Promotions		\$27,000

Mid-Biennial Budget Adjustment Proposals

<u>Not Funded w/Projected Revenues</u>	<u>Revenue</u>	<u>Expense</u>
General Reserves	\$14,000	
Voter Registrations		\$14,000
Transmission Line Reserves	\$725,280	
Phase 2&3 Water Line Project		\$725,280

Summary

- Revenues within reasonable expectations
- Fund Balances are strong
- Departmental expenditures are on target
- No new programs or positions proposed
- No revenue adjustments proposed
- Mid-Biennium modification will propose expenditure adjustments
 - Grants & Loans
 - Capital
- 3 out of 4 goals met at mid-biennium

Questions?

