

2017-18 Budget Overview

City of Burien, Washington



MID-BIENNIAL BUDGET PRESENTATION

OCTOBER 2, 2017



Mid-Biennial Review

- Fund Balances are healthy
 - Recommend increasing General Fund Capital Partnership Reserve by \$3 million
- Revenue projections are higher than estimated in Adopted Budget
- Expenditures include some position adjustments, other expenditure adjustments, and some new capital improvement projects
 - Some initiatives moving from 2017 to 2018



2017-18 Mid-Biennial Budget Highlights

- General Fund Revenue
 - Overall increase is \$1.38 million
 - Property Tax increased by \$115,000
 - Assessed Valuation estimated growth is 13.5% to \$6.37 billion
 - New construction assessed valuation estimate is \$92 million
 - Property Tax estimate includes 1% increase per City policy
 - Sales Tax increased by \$675,000
 - Primarily auto sales
 - Construction sales remains strong
 - Utility Tax increased by \$80,000
 - Primarily Natural Gas and Electric due to cold winter
 - Offset by continued decline in telephone



2017-18 Mid-Biennial Budget Highlights

- General Fund Revenue continued
 - Licenses and Permits increased by \$132,000
 - Includes Building Permits and Business Licenses
 - Federal and State Grants increased by \$47,000
 - Community Development Block Grant admin overhead revenue added
 - Seattle City Light Revenues increased by \$125,000
 - Charges for Services increased by \$100,000
 - Includes Planning Fees, Recreation Fees, and Facility Rentals
 - Fines & Miscellaneous Revenue increased by \$85,000



2017-18 Mid-Biennial Budget Highlights

- General Fund Expenditures
 - Overall increase for biennium is estimated at \$1.1 million
 - Cost of Living Adjustment is increased from 2% estimate to 3% (100% of CPI-W per Financial Policy)
 - Includes two new positions already approved by Council
 - Human Services Manager
 - Public Records Officer
 - Includes one new full-time position, one new limited term full-time position, some reclassifications, some increases in part-time positions, and additional hours for intermittent staff



2017-18 Mid-Biennial Budget Highlights

- General Fund Expenditures continued
 - Added \$175,000 for SCORE and District Court Contract costs
 - Added \$100,000 for Animal Control Services
 - Added \$55,000 to continue contract for business licensing services
 - Added \$30,000 for biennial Community Survey
 - Added \$110,000 for new document management system
 - Several major capital purchases and other work program initiatives moved from 2017 to 2018



2017-18 Mid-Biennial Budget Highlights

- Street Fund
 - Adjusted revenue to reflect current activity
 - Increased professional services by \$320,000 for:
 - Moving maintenance shop to temporary location
 - Oncall snowplow services
 - Consultant assistance for emergency work
 - Contract for patching 1st Avenue
- Surface Water Management Fund
 - Added \$500,000 for NERA stormwater connection fees
 - Increased professional services by \$115,000 for:
 - Moving maintenance shop to temporary location
 - Consultant assistance for emergency work



2017-18 Mid-Biennial Budget Highlights

- Public Works Reserve Fund
 - Increased Real Estate Excise Tax Revenue by \$300,000
- Equipment Replacement Reserve Fund
 - Expends \$550,000 to replace six vehicles
 - Three pickups
 - One inspection vehicle
 - One parks program van
 - One dump truck



General Fund

Revenue	2017 Budget			2018 Budget		
	Rev. Ord 666	Changes	Rev. Ord 674	Rev. Ord 666	Changes	Rev. Ord 674
Beginning Fund Balance	13,835,165	4,406,760	18,241,925	12,318,885	5,731,210	18,050,095
Property Tax	6,870,000	(5,000)	6,865,000	6,930,000	115,000	7,045,000
Parks Levy	-	-	-	-	-	-
Sales Taxes	8,850,000	310,000	9,160,000	9,200,000	365,000	9,565,000
Business & Occupation Tax	1,215,000	40,000	1,255,000	1,245,000	100,000	1,345,000
Utility Taxes	2,560,000	60,000	2,620,000	2,585,000	20,000	2,605,000
Gambling Excise Tax	505,000	(50,000)	455,000	505,000	(50,000)	455,000
Total Taxes	20,000,000	355,000	20,355,000	20,465,000	550,000	21,015,000
Franchise Fees	695,000	6,000	701,000	720,000	6,000	726,000
Permits	1,015,000	55,000	1,070,000	1,045,000	65,000	1,110,000
Total Licenses & Permits	1,710,000	61,000	1,771,000	1,765,000	71,000	1,836,000
Federal Grants	100,000	-	100,000	100,000	47,000	147,000
State - Criminal Justice	205,000	(40,000)	165,000	205,000	18,000	223,000
Liquor Tax and Profits	655,000	5,000	660,000	655,000	5,000	660,000
Intergovernmental Services	165,000	-	165,000	165,000	-	165,000
Intergovernmental - Seattle City Light	930,000	70,000	1,000,000	970,000	55,000	1,025,000
Total Intergovernmental	2,055,000	35,000	2,090,000	2,095,000	125,000	2,220,000
Charges for Services	1,085,000	50,000	1,135,000	1,095,000	50,000	1,145,000
Fines & Miscellaneous	775,000	30,000	805,000	775,000	55,000	830,000
Total Revenues	25,625,000	531,000	26,156,000	26,195,000	851,000	27,046,000
Total Transfers In	80,000	-	80,000	80,000	-	80,000
Total Revenues & Transfers	25,705,000	531,000	26,236,000	26,275,000	851,000	27,126,000



General Fund

Expenditures by Department	2017 Budget			2018 Budget		
	Rev. Ord 666	Changes	Rev. Ord 674	Rev. Ord 666	Changes	Rev. Ord 674
City Council	260,895	-	260,895	265,395	-	265,395
City Manager	1,041,540	32,645	1,074,185	946,890	75,215	1,022,105
Economic Development	795,160	(63,350)	731,810	808,240	96,170	904,410
Administrative Services	927,290	(40,230)	887,060	851,510	314,375	1,165,885
Finance	4,725,545	(734,640)	3,990,905	3,464,420	1,147,490	4,611,910
Legal	1,247,755	62,325	1,310,080	1,267,990	4,200	1,272,190
Police	12,045,000	-	12,045,000	12,490,000	-	12,490,000
Public Works	670,425	7,545	677,970	649,660	12,320	661,980
Community Development	1,721,455	(64,415)	1,657,040	2,480,655	102,915	2,583,570
Parks, Recreation & Cultural Services	3,434,160	(14,350)	3,419,810	3,384,795	142,730	3,527,525
Subtotal Department Expenditures	26,869,225	(814,470)	26,054,755	26,609,555	1,895,415	28,504,970
Transfers Out						
To Equipment Reserve Fund	150,000	-	150,000	150,000	-	150,000
To Debt Service Fund	150,000	-	150,000	200,000	-	200,000
To Parks & General Government CIP	32,055	21,020	53,075	-	-	-
To Art in Public Places Fund	20,000	-	20,000	20,000	-	20,000
Total Transfers Out	352,055	21,020	373,075	370,000	-	370,000
Total Expenditures & Transfers	27,221,280	(793,450)	26,427,830	26,979,555	1,895,415	28,874,970
Ending Fund Balance	12,318,885	5,731,210	18,050,095	11,614,330	4,686,795	16,301,125



General Fund Reserves

2017-18 Revised General Fund Reserves		
Fund	Reservation	Designated Reserves
General Fund	Operating Reserve - 20%	\$ 5,409,000
General Fund	Capital Partnership Reserve	6,000,000
General Fund	Capital Equipment Reserve	1,000,000
General Fund	Asset Forfeiture (Drug Seizure) Funds	270,000
General Fund	Parking Reserve	138,000
TOTAL GENERAL FUND - FUND BALANCE RESERVATIONS		\$ 12,817,000



Other Operating Funds

Other Operating Funds	2017 Budget			2018 Budget		
	Rev. Ord 666	Changes	Rev. Ord 674	Rev. Ord 666	Changes	Rev. Ord 674
Street Fund						
Beginning Fund Balance	591,705	512,165	1,103,870	151,630	608,225	759,855
Revenues	2,756,000	50,000	2,806,000	2,816,000	45,000	2,861,000
Expenditures	1,906,075	273,940	2,180,015	1,911,720	89,960	2,001,680
Transfers Out	1,290,000	(320,000)	970,000	875,000	450,000	1,325,000
Total Expenditures & Transfers Out	3,196,075	(46,060)	3,150,015	2,786,720	539,960	3,326,680
Ending Fund Balance	151,630	608,225	759,855	180,910	113,265	294,175
Surface Water Management Fund						
Beginning Fund Balance	895,090	684,825	1,579,915	261,270	1,158,240	1,419,510
Revenues	3,365,000	500,000	3,865,000	3,465,000	-	3,465,000
Expenditures	2,438,820	26,585	2,465,405	2,436,095	78,255	2,514,350
Transfers Out	1,560,000	-	1,560,000	1,010,000	200,000	1,210,000
Total Expenditures & Transfers Out	3,998,820	26,585	4,025,405	3,446,095	278,255	3,724,350
Ending Fund Balance	261,270	1,158,240	1,419,510	280,175	879,985	1,160,160



Other Operating Funds

Other Operating Funds	2017 Budget			2018 Budget		
	Rev. Ord 666	Changes	Rev. Ord 674	Rev. Ord 666	Changes	Rev. Ord 674
Public Works Reserve Fund (Real Estate Excise Tax)						
Beginning Fund Balance	360,200	926,700	1,286,900	76,200	1,006,700	1,082,900
Revenues	1,416,000	200,000	1,616,000	1,516,000	100,000	1,616,000
Transfers Out	1,700,000	120,000	1,820,000	1,500,000	775,000	2,275,000
Ending Fund Balance	76,200	1,006,700	1,082,900	92,200	331,700	423,900
Equipment Replacement Reserve Fund						
Beginning Fund Balance	833,480	496,070	1,329,550	803,480	496,070	1,299,550
Revenues	270,000	-	270,000	270,000	-	270,000
Transfers Out	300,000	-	300,000	300,000	550,000	850,000
Ending Fund Balance	803,480	496,070	1,299,550	773,480	(53,930)	719,550
Art in Public Places Fund						
Beginning Fund Balance	5,425	24,140	29,565	5,425	44,140	49,565
Revenues	20,000	-	20,000	20,000	-	20,000
Transfers Out	20,000	(20,000)	-	20,000	15,000	35,000
Ending Fund Balance	5,425	44,140	49,565	5,425	29,140	34,565



Other Operating Funds

Other Operating Funds	2017 Budget			2018 Budget		
	Rev. Ord 666	Changes	Rev. Ord 674	Rev. Ord 666	Changes	Rev. Ord 674
Capital Projects Reserve Fund						
Beginning Fund Balance	481,595	(84,000)	397,595	397,595	741,000	1,138,595
Revenues	766,000	-	766,000	771,000	15,000	786,000
Transfers Out	850,000	(825,000)	25,000	620,000	980,000	1,600,000
Ending Fund Balance	397,595	741,000	1,138,595	548,595	(224,000)	324,595
Transportation Benefit District Fund						
Beginning Fund Balance	37,185	31,335	68,520	32,185	11,335	43,520
Revenues	670,000	(20,000)	650,000	720,000	30,000	750,000
Transfers Out	675,000	-	675,000	720,000	-	720,000
Ending Fund Balance	32,185	11,335	43,520	32,185	41,335	73,520
Debt Service Fund						
Beginning Fund Balance	92,220	155,330	247,550	42,255	55,330	97,585
Revenues	242,000	-	242,000	242,000	-	242,000
Transfers In	2,325,000	(100,000)	2,225,000	2,355,000	-	2,355,000
Total Revenues & Transfers In	2,567,000	(100,000)	2,467,000	2,597,000	-	2,597,000
Expenditures	2,616,965	-	2,616,965	2,618,670	-	2,618,670
Ending Fund Balance	42,255	55,330	97,585	20,585	55,330	75,915



Capital Improvement Program Funds

Capital Improvement Program Funds	2017 Budget			2018 Budget		
	Rev. Ord 666	Changes	Rev. Ord 674	Rev. Ord 666	Changes	Rev. Ord 674
Parks and General Government CIP						
Beginning Fund Balance	436,205	1,702,650	2,138,855	57,202	1,190,181	1,247,383
Revenues	668,000	31,985	699,985	95,000	221,000	316,000
Transfers In	432,055	(353,980)	78,075	-	-	-
Total Revenues & Transfers In	1,100,055	(321,995)	778,060	95,000	221,000	316,000
Expenditures	1,479,058	190,474	1,669,532	100,000	526,000	626,000
Transfers Out	-	-	-	-	-	-
Total Expenditures & Transfers Out	1,479,058	190,474	1,669,532	100,000	526,000	626,000
Ending Fund Balance	57,202	1,190,181	1,247,383	52,202	885,181	937,383
Transportation CIP						
Beginning Fund Balance	1,489,500	2,307,750	3,797,250	1,030,500	834,099	1,864,599
Revenues	1,153,000	1,466,676	2,619,676	3,821,000	7,239,000	11,060,000
Transfers In	2,165,000	(691,750)	1,473,250	1,865,000	2,305,000	4,170,000
Total Revenues & Transfers In	3,318,000	774,926	4,092,926	5,686,000	9,544,000	15,230,000
Expenditures	3,777,000	2,248,577	6,025,577	5,766,000	10,994,000	16,760,000
Transfers Out	-	-	-	-	-	-
Total Expenditures & Transfers Out	3,777,000	2,248,577	6,025,577	5,766,000	10,994,000	16,760,000
Ending Fund Balance	1,030,500	834,099	1,864,599	950,500	(615,901)	334,599
Surface Water Maintenance CIP						
Beginning Fund Balance	1,941,890	682,730	2,624,620	1,486,890	617,181	2,104,071
Revenues	-	1,559,691	1,559,691	-	2,985,000	2,985,000
Transfers In	1,450,000	-	1,450,000	900,000	200,000	1,100,000
Total Revenues & Transfers In	1,450,000	1,559,691	3,009,691	900,000	3,185,000	4,085,000
Expenditures	1,590,000	1,766,990	3,356,990	1,550,000	3,825,000	5,375,000
Transfers Out	315,000	(141,750)	173,250	395,000	100,000	495,000
Total Expenditures & Transfers Out	1,905,000	1,625,240	3,530,240	1,945,000	3,925,000	5,870,000
Ending Fund Balance	1,486,890	617,181	2,104,071	441,890	(122,819)	319,071



Next Steps

- Next meeting October 16, 2017
 - Staff presentation of detail included in mid-biennial budget amendment
 - Operating Funds
 - Capital Improvement Program Funds
- November 6, 2017
 - Continued discussion of mid-biennial budget amendment
 - Second public hearing on revenue sources/expenditures
 - Introduction of Ordinance No. 672, setting the 2018 Property Tax Levy
 - Introduction of Ordinance No. 673, establishing the Surface Water Management Fees and amending Burien Municipal Code 13.10

Questions?



Kim Krause, Finance Director
KimK@burienwa.gov