

# CITY OF WENATCHEE



## 2014 BUDGET 2013 BUDGET AMENDMENT

November 21, 2013

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## Financial Policy

The City established Financial Management Policies that provide a framework for long term financial stability. Specific goals include:

- o providing adequate levels of municipal services by relying on ongoing resources,
- o maintaining an adequate financial base to withstand changes in volatile revenue sources,
- o maintaining a good credit rating in the financial community,
- o ensuring the City is in a position to respond to changes in the economy or new service requirements without undue financial stress,
- o maintaining City facilities, infrastructure, equipment and fleets in a well-planned and efficient manner.

To accomplish these goals the City established budget guidelines that require ongoing or recurring revenues be equal to or exceed ongoing expenditures and any new operating expenditures be supported by ongoing operating revenues. To withstand changes in the economic environment Fund Balance Reserve goals were developed. The reserve policies are:

### Reserve Fund Policies (reserve balances evaluated at 12/31)

1. Operating Reserves:
  - a. The operating funds excluding the General Fund, the utility funds, Self-Insurance Fund, Equipment Rental Fund and the Information Services Fund will maintain an unrestricted fund balance of two months or 17% of recurring expenditures to ensure adequate cash flow.
  - b. The General Fund will maintain an unrestricted fund balance of 15% of recurring expenditures to ensure adequate cash flow.
  - c. The utility funds will meet reserve requirements indicated in the appropriate rate studies and bond covenants and will meet the financial policies presented to the City Council in March of 2011.
  - d. The Self Insurance Fund will maintain an unrestricted fund balance \$500,000 greater than the annual insurance premium.
  - e. The Equipment Rental and Replacement Fund will maintain a reserve balance adequate to replace equipment on an established schedule.
  - f. The Information Services Fund will maintain a reserve fund balance sufficient to annually replace equipment and software and cover operations.
2. Contingency Reserves:
  - a. The General Fund will also maintain a \$1,000,000 Rainy Day restricted fund balance to be used only with Council approval. The reserve will be established and replenished from one-time revenues not committed for other purposes, excess operating reserves or by budgetary action.
  - b. The Street Fund will maintain a \$250,000 contingency reserve in addition to the operating reserve to cover the costs of unexpected street repairs and the additional costs to snow plow in unusually harsh winters. The reserves will be established over a four year period and if subsequently drawn down will be replenished in no more than two years.
3. A Capital Reserve will be established for the governmental funds facilities in the Facility Maintenance Fund based on a maintenance plan approved by the Finance Committee.

## General Fund

### Summary

The General Fund is the principal governmental fund of the City and is used to account for all revenues and expenditures which are not accounted for in any other fund. The 2014 preliminary budget is presented with approximately 79% of General Fund's recurring revenues coming from property taxes, sales taxes and utility taxes. Recurring revenues of the total General Fund pay for the ongoing services provided to the citizens of Wenatchee. Salary and benefits are 59% of the General Funds recurring expenditures.

The ongoing services the General Fund provides are:

- *Public safety* which is 67% of the General Fund's recurring expenditures and include police, fire, detention of prisoners, prosecution and defense of individuals in Wenatchee's legal system, animal control and police and fire retiree medical.

- *Community services* include code enforcement, planning, and engineering and are 10% of the General Fund's recurring expenditures.
- *Recreation services* include recreation programs, swimming pool, park ground maintenance, museum operations and library support and are 9% of the General Fund's recurring expenditures.
- *Administration* provides general services to city departments and citizens and is 15% of the General Fund's recurring expenditures. Administrative services include city council, mayor, city clerk, human resources, finance, city attorney, building maintenance, property liability insurance for all general fund services and departments, debt service, cemetery operations support and Public Facilities District support.

The 2014 preliminary budget to be discussed October 10, 2013 was developed with the following assumptions:

- The City budgeted a 1.5% COLA for all employees but the 3 unions are in negotiations therefore the union portion of the COLA has been placed in a reserve.
- Medical premium costs will not increase.
- Retirement contributions will increase 2%
- Labor and Industries rates will increase 3% to 11%
- The City's liability for the Public Facilities District's is estimated at \$50,000
- The City will resume funding an equipment replacement fund for fire apparatus \$50,000.
- Property taxes are increase the 1% allowed by 1747 plus new construction and annexations with \$4,781,159 of the taxes going to the general fund and 1,000,000 to the street maintenance fund.
- Sales taxes are estimated with a 1% growth and approximately \$72,000 in one time construction revenues.
- The City owned utilities will begin calculating utility taxes based on gross revenues as our municipal code stipulates and a one-time catch-up for the past 3 years (2011-2013) of approximately \$788,538 will be paid in 2014.
- The final General Fund payment to the City's self-insurance fund \$135,720 for the 2011 interfund loan will be paid.
- \$350,000 of the one-time revenues will be used to purchase a fire apparatus.
- \$50,000 reserved for the continued costs and fees associated with union negotiations.
- The General Fund reserve is estimated to be 11.74% or \$2,448,400 which is 3.26% or \$681,108 below the 15% reserve goal of the Financial Policies.

The 2013 budget is being amended, in part, by the following items:

- One time revenues increased \$501,889, consisting of \$205,000 to reimburse legal expenses, \$121,889 collected in utility tax calculation errors, one time sales tax revenues \$75,000, and grant revenues of \$100,000 (which will be offset by grant expenses).
- A reduction of fines and forfeiture revenues of \$130,000.
- Reassignment of Public Works Directors shifted more costs to the general fund with the net impact increasing expenditures \$72,998
- Increased expenses due to refund of utility taxes to Frontier Communications \$161,000, these taxes were remitted to the city 2005 through 2008.
- Increase in expenses of \$15,000 to upgrade the kitchen and stairs of the Chelan Street fire station.
- Increase in expenses of \$44,000 utility tax refund to New Cingular/AT&T for back taxes received in error.
- Downtown Local Improvement District formation was not successful therefore; costs of \$39,307 were transferred to the General Fund.
- Reduction in transfers out due to change in insurance for the LEOFF 1 and Pre LEOFF retirees \$107,000.
- Additional costs to the general fund of City Attorney fees that were budgeted to other funds \$34,300.
- Reduction of revenues for the Liquor Board Profits restricted for public safety which was moved to the Equipment Rental & Replacement fund for the financing of the emergency response vehicle \$59,200.

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	Change from 2013	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	\$	%
<b>Revenues</b>									
Property tax	4,306,911	4,500,406	4,573,206	4,695,556	0	4,695,556	4,781,159	85,603	2%
Sales & use tax	6,757,390	6,320,221	6,242,687	6,040,570	0	6,040,570	6,100,000	59,430	1%
Criminal justice sales tax	527,600	543,822	559,813	547,740	0	547,740	538,500	(9,240)	-2%
Utility Taxes	5,033,933	5,124,717	5,292,081	5,144,000	(65,050)	5,078,950	5,423,000	344,050	7%
Other Taxes	199,701	273,812	319,375	270,480	0	270,480	257,644	(12,836)	-5%
Licensing/Permits	586,795	651,162	613,870	593,900	180,000	773,900	620,900	(153,000)	-20%
Intergovernmental	1,012,085	1,148,410	866,187	619,145	(13,477)	605,668	545,573	(60,095)	-10%
Olds Station Revenue Sharing	41,875	12,000	87,255	44,400	0	44,400	31,600	(12,800)	-29%
Charge for Services	1,764,010	1,814,681	1,819,616	1,423,372	(23,435)	1,399,937	1,397,890	(2,047)	0%
Fines Forfeits	901,091	1,245,482	1,066,089	1,128,300	(130,000)	998,300	1,002,000	3,700	0%
Misc Revenues	507,273	1,257,615	189,668	75,780	250	76,030	56,840	(19,190)	-25%
Nonrecurring Revenues	0	0	0	0	501,889	501,889	906,347	404,458	81%
Transfers In	719,125	367,582	323,096	0	0	0	0	0	#DIV/0!
<b>Total Revenues</b>	<b>22,357,789</b>	<b>23,259,910</b>	<b>21,952,943</b>	<b>20,583,243</b>	<b>450,177</b>	<b>21,033,420</b>	<b>21,661,453</b>	<b>628,033</b>	<b>3%</b>
<b>Expenditures</b>									
City Council/Admin	(614,863)	(653,967)	(614,157)	(673,285)	(3,800)	(677,085)	(690,141)	(13,056)	2%
Finance	(1,061,476)	(1,026,511)	(982,314)	(696,626)	0	(696,626)	(721,074)	(24,448)	4%
Code Enforcement	(542,270)	(554,327)	(569,325)	(584,332)	(42,887)	(627,219)	(639,443)	(12,224)	2%
Planning	(394,068)	(362,912)	(374,337)	(508,577)	(42,887)	(551,464)	(573,182)	(21,718)	4%
Engineering	(661,421)	(668,528)	(680,884)	(810,189)	15,412	(794,777)	(819,148)	(24,371)	3%
Recreation	(599,259)	(553,802)	(528,317)	(561,476)	0	(561,476)	(579,158)	(17,682)	3%
Park Maintenance	(805,752)	(772,122)	(803,197)	(877,371)	(2,636)	(880,007)	(896,719)	(16,712)	2%
Museum	(518,131)	(516,190)	(511,603)	(371,351)	6,300	(365,051)	(344,350)	20,701	-6%
Fire	(3,748,654)	(3,568,430)	(3,509,642)	(3,382,621)	0	(3,382,621)	(3,554,067)	(171,446)	5%
Police	(6,341,943)	(6,289,943)	(6,395,045)	(6,216,631)	0	(6,216,631)	(6,331,120)	(114,489)	2%
Other Public Safety	(3,926,888)	(3,937,828)	(3,848,242)	(4,078,580)	107,000	(3,971,580)	(3,862,202)	109,378	-3%
Other Administrative	(3,189,537)	(4,427,702)	(2,818,772)	(1,855,100)	(44,300)	(1,899,400)	(1,852,781)	46,619	-2%
Non-Recurring Expenses	(197,492)	(461,810)	(359,616)	(124,950)	(410,783)	(535,733)	(763,526)	(227,793)	43%
<b>Total Expenditures</b>	<b>(22,601,754)</b>	<b>(23,794,072)</b>	<b>(21,995,451)</b>	<b>(20,741,089)</b>	<b>(418,581)</b>	<b>(21,159,670)</b>	<b>(21,626,911)</b>	<b>(467,241)</b>	<b>2%</b>
<b>Recurring Revenues</b>	<b>21,089,394</b>	<b>21,276,497</b>	<b>21,286,133</b>	<b>20,558,793</b>	<b>(51,712)</b>	<b>20,507,081</b>	<b>20,755,106</b>		
<b>Recurring Expenses</b>	<b>(22,404,262)</b>	<b>(23,332,262)</b>	<b>(21,635,835)</b>	<b>(20,616,139)</b>	<b>(7,798)</b>	<b>(20,623,937)</b>	<b>(20,863,385)</b>		
<b>Recurring Revenues greater (less) than Recurring Expenditures</b>	<b>(1,314,868)</b>	<b>(2,055,765)</b>	<b>(349,702)</b>	<b>(57,346)</b>	<b>(59,510)</b>	<b>(116,856)</b>	<b>(108,279)</b>		
Total Revenues greater than (less) than expenditures	(243,965)	(534,162)	(42,508)	(157,846)	31,596	(126,250)	34,542		
Beginning fund balance	3,385,743	3,141,778	2,607,616	2,565,108		2,565,108	2,438,858		
<b>Ending fund balance</b>	<b>3,141,778</b>	<b>2,607,616</b>	<b>2,565,108</b>	<b>2,407,262</b>		<b>2,438,858</b>	<b>2,473,400</b>		
<b>Fund Balance Reserve</b>									
<b>% of recurring expenses</b>	<b>14.02%</b>	<b>11.18%</b>	<b>11.86%</b>	<b>11.68%</b>		<b>11.83%</b>	<b>11.86%</b>		

2014 One Time Activities			3,129,508	15%
Revenues	Expenses	Fund Bal Policy		
City utility taxes 3 years	788,538	(160,000)	PUD utility tax	
One time sales taxes	72,000	(350,000)	Fire Truck	
Grant Rev	45,809	(135,717)	502 loan payment	
		(50,000)	Union Negotiations	
		(15,000)	Abatement Fund	
		(7,000)	BPV	
		(45,809)	Grant exp	
	<u>906,347</u>	<u>(763,526)</u>	142,821	

## City Council / Administration

### Mayor's Office – City Council

The Mayor's Office/Department is staffed by the Mayor, Executive Services Director and City Clerk. The department is support to the Wenatchee City Council.

Under the Mayor/Council form of government, the Mayor is the official and ceremonial head of the City. He serves as the chief executive officer and is charged with the responsibility of ensuring that all policies, laws and ordinances enacted by the Council are carried out. The Mayor sets the agenda for, and presides over, all City Council meetings and reports to the Council regarding City affairs including operational, financial, and other needs. He also makes recommendations for Council consideration and action. The Mayor, in coordination with the Finance Department, is responsible for the creation and presentation of the City's annual operating and capital budgets.

The City Council is comprised of seven members who are elected at large. Through legislative action the Council sets policy and provides direction to be carried out by the Mayor and appointed staff. Among other things, the Council is responsible for establishing and prioritizing levels of service for all City operations and for the adoption of the City's annual operating plan and capital budgets. Council members and the Mayor represent the city in serving on various community boards and councils.

The City Council meets in public session at Wenatchee City Hall on three evenings each month at 5:15 p.m. Work sessions are held on the third Thursday of the month while regular meetings are held on the second and fourth Thursdays of each month.

The Mayor's office performs the following:

- Administers the operation of the City, carries out City Council policy direction and negotiates appropriate contracts, agreements, etc. that implement the direction
- Coordinates and carries out all City Council meetings - regular meetings, special meetings, work sessions and committee meetings (legal notices, agendas, packets, communications, minutes, and codification) and maintains official city records
- Works with Finance and City departments on overall city budget and needed implementation
- Liaison work with State and Federal Legislators, along with other State associations, and liaison with organizations seeking City assistance
- City lead for public relations efforts/sister cities
- Staff support to Diversity Advisory Council, Wellness Committee, Lodging Tax Advisory Committee and City Council committees, Tourism Promotion Area Committee
- Point of contact for citizen requests, complaints, damage claims, lawsuits, and public records requests
- Oversight of Human Resources and all associated needs including labor contracts and negotiations, employee benefit programs, etc.
- Provide ongoing website/facebook editing and updates and e-news
- Lead for annual Americans with Disabilities Act review

### 2013 Goals and Accomplishments

- ✓ Started the Let's Talk Wenatchee process and carried out several meetings
- ✓ Successful grand opening of the Pybus Public Market project and Waste Water Treatment Plant improvements
- ✓ Added additional Council Committee for Public Safety
- ✓ Added Facebook and quarterly e-news as city outreach
- ✓ Carried out process to evaluate Municipal Court and associated functions (public defense, prosecution, probation, etc.) and maintained relationship with Chelan County District Court
- ✓ Transitioned Interim Community Development Director to Community and Economic Development Director and provided a city focus for economic development resulting in several development projects on the waterfront
- ✓ Attorney expertise was hired to lead negotiations with all three bargaining groups with the cost of health care as a focal point
- ✓ Worked through changes to the hotel-motel tax legislation and formalized work through the Lodging Tax Advisory Committee
- ✓ Transitioned through the closure of the Wenatchee Valley Visitor's Bureau and Chamber and provided for new long term Chamber contract

- ✓ Transitioned the Tourism Promotion Area to city management
- ✓ Continued annual Diversity Training, Civil Rights and Social Justice Awards and support of National Night Out
- ✓ Carried out a Request for Qualifications process for the indigent defense contract
- ✓ Completed all legal processes related to the Public Facilities District and Town Toyota Center
- ✓ Received the WellCity Award (6 years) and carried out process to obtain 50% participation on the health questionnaire

The 2013 budget amendment reflects the costs associated with the "Let's Talk" meetings held throughout the community.

**General Fund Council / Administration Departments**

				2013 Budget			2014 Budget			
	2010 Actual	2011 Actual	2012 Actual	Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$	%	
Revenues - Interfund charges	188,453	211,488	184,411	73,618	0	73,618	74,449	831	1%	
Expenses - Salary/benefits	(448,447)	(448,923)	(467,710)	(482,195)	0	(482,195)	(491,891)	(9,696)	2%	
Expenses - Misc	(69,183)	(55,933)	(50,988)	(63,920)	(3,800)	(67,720)	(71,720)	(4,000)	6%	
Expenses - Internal services	(54,983)	(55,406)	(51,300)	(52,170)	0	(52,170)	(51,530)	640	-1%	
Expenses - Election costs	(42,250)	(93,705)	(44,159)	(75,000)	0	(75,000)	(75,000)	0	0%	
Total expenses	(614,863)	(653,967)	(614,157)	(673,285)	(3,800)	(677,085)	(690,141)	(13,056)	2%	
Net impact to general fund	(426,410)	(442,479)	(429,746)	(599,667)	(3,800)	(603,467)	(615,692)	(12,225)	2%	
FTE positions	4.0	4.0	4.0	4.0			4.0			

**2014 Goals**

- Continue with Let's Talk Wenatchee process and build in meetings to bring issues out to public discussion
- Carry out analysis to identify long term revenue options for city operations
- Work with Legislative delegations to ensure priority projects and issues are represented
- Continue annual Diversity training and public forum for ADA issues
- Continue to work with city groups to analyze health care options for optimum coverage and cost savings in light of federal health care reforms
- Communicate successes of city departments and advisory committees in a regular format (e-news, Facebook and city website)
- Carry out city wide training for city Directors, Managers, Supervisors
- Carry out successful contract negotiations with Chelan County District Court and the Regional Library

**2014 Budget Requests**

The Mayor/Council budget simply reflects adjusting budget line items to the regular expectation for doing business:

- All categories (office supplies, printing, professional services, mileage/registrations) reflect a more realistic budget amount for carrying out the work of the Mayor/Council as well as initiatives such as Let's Talk
- It is expected that additional training will be required for the addition of the Clerk support (Deputy Clerk)
- This department supports the membership for the city for the Association of Washington Cities and that membership increased this year.
- The cost of elections will be annually evaluated to ensure coverage of costs based on projected election activity.

**Human Resources Department**

The Human Resources Department works in close collaboration with the Mayor's office. The Human Resources Department's mission is to provide quality, customer-focused human resources services to attract, develop, motivate and retain a diverse workforce within a supportive work environment.

The Human Resources Department works to position the City as an employer of choice. We partner with departments to hire, compensate, support and develop a diverse workforce dedicated to delivering high-quality performance to the City of Wenatchee and our constituents. The department is responsible for policies and programs covering employment, compensation, benefits, recruiting and retention, performance management, labor management, employee relations, organizational development, training and development, succession planning, workforce planning, and compliance with all applicable federal, state and local laws.



2013 Goals & Accomplishments

- ✓ Manage the day-to-day aspects of the labor relations program.
- ✓ Oversee administration of the employee benefits program to attract and retain qualified employees.
- ✓ Manage all federal and state leave laws. Coordinate with Directors/Managers.
- ✓ Manage Labor & Industries Workers' Compensation program.
- ✓ Oversee LEOFF 1 Disability and Firemen's Pension Boards. Monitor pension requirements.
- ✓ Conduct and/or participate in salary surveys.
- ✓ Successfully transitioned LEOFF I retirees to lower cost Medicare supplement plan.
- ✓ Provide leadership on controlling benefits costs and explore options for further savings.
- ✓ Made significant progress in updating the employment handbook and policies.
- ✓ Updated job descriptions as needed.
- ✓ On-going contract negotiations with the three collective bargaining unit groups.

2014 Goals

- Work with Directors on a succession planning process to prepare for employee retirements.
- Continue to provide leadership on controlling benefits costs and explore options for further savings.
- Ensure the City is in compliance with the Affordable Care Act.
- Complete updating of employment handbook and policies.
- Attend labor relations conference, April 2014.
- Seek low cost city-wide training.
- Strengthen the City's safety program.
- On-going contract negotiations with the three collective bargaining unit groups.

The 2014 Misc Expense increase is due to additional training needs for city staff.

**Finance Department**

The Finance Department's mission is to assist the Mayor, Council, City Staff and Citizens in the areas of financial planning, budgeting, reporting and overall stewardship of the City's resources.

The Finance Department is responsible for the administration, coordination, supervision and control of the Cities financial activities. The department performs the following activities in compliance with acceptable accounting practices and state, federal, local and contractual guidelines:

- Accounts Receivable/Payable
- Payroll for 4 employee groups
- Annual Budget Coordination/Preparation
- Annual Financial Report Preparation
- Cash Management
- Internal Control
- Utility Billing & Collection
- Business License
- Local Improvement District Billing
- Transportation Benefit District Finances
- Monthly & Quarterly Financial Reporting
- Manage Financial Software
- Coordinate Annual State Audit

2013 Goals and accomplishments:

- Develop and implement an investment policy – not completed
- Begin e-bill for utilities - completed
- Complete 2012 City annual financial statements by May 30 - completed
- Complete Transportation Benefit District (TBD) financial statements by May 30 - completed
- City & TBD financial and compliance audit completed.
- Develop a debt policy – not completed
- Provide monthly financial reports – in progress
- Negotiate a new contract with Waste Management – in progress
- Compile/prepare/present 2014 budget – in progress
- Complete BARS account # conversion - completed
- If PFD financial responsibilities haven't been transferred – prepare PFD financials by May 30 – completed December 2012
- PFD financial and compliance audit completed - PFD staff completed
- Train and turn over PFD financial responsibilities to PFD staff - completed

**General Fund Finance Department**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$ %
Revenues - Interfund charges	652,445	586,327	571,889	297,468	0	297,468	291,091	(6,377) -2%
Revenues - Charge for services	78,000	78,482	13,401	0	0	0	0	0 #DIV/0!
<b>Total revenues</b>	<b>730,445</b>	<b>664,809</b>	<b>585,290</b>	<b>297,468</b>	<b>0</b>	<b>297,468</b>	<b>291,091</b>	<b>(6,377) -2%</b>
Expenses - Salary/benefits	(935,347)	(906,395)	(852,675)	(592,556)	0	(592,556)	(615,324)	(22,768) 4%
Expenses - Misc	(56,399)	(54,766)	(60,458)	(62,600)	0	(62,600)	(65,100)	(2,500) 4%
Expenses - Internal services	(69,730)	(65,350)	(69,181)	(41,470)	0	(41,470)	(40,650)	820 -2%
<b>Total expenses</b>	<b>(1,061,476)</b>	<b>(1,026,511)</b>	<b>(982,314)</b>	<b>(696,626)</b>	<b>0</b>	<b>(696,626)</b>	<b>(721,074)</b>	<b>(24,448) 4%</b>
<b>Net impact to general fund</b>	<b>(331,031)</b>	<b>(361,702)</b>	<b>(397,024)</b>	<b>(399,158)</b>	<b>0</b>	<b>(399,158)</b>	<b>(429,983)</b>	<b>(30,825) 8%</b>
FTE positions	12.0	11.8	11.0	6.7			6.7	

**2014 Goals:**

- o Develop and implement an investment policy
- o Complete 2013 City and TBD annual financial statements by April 30
- o City & TBD financial and compliance audit on site work done by July 30<sup>th</sup>.
- o Develop a debt policy
- o Provide monthly financial reports
- o Finalize a new contract with Waste Management
- o Complete transfer of garbage billing to Waste Management by 5/31/14
- o Compile/prepare/present 2015 budget
- o Outsource the printing, inserting and mailing of the utility bills before the new postage requirements begin, January 19, 2014
- o Convert business licensing software and assist with city code amendments.

The 2014 Misc Expense budget increase is due to the additional costs of the City's annual audit.

**Code Enforcement Department**

The Code Enforcement Division includes the following three primary functions:

1. Front counter customer service for Community and Economic Development, Public Works, and Parks and Recreation Departments
2. Building Code Compliance including plan review and inspection
3. City Code Enforcement

Code enforcement building services mission is to support and protect the community's investments in infrastructure through plan review, inspections, and implementation of the city and building codes. In addition, code enforcement plays a vital role in supporting neighborhood and commercial development. The Department serves the citizens and visitors of Wenatchee by effectively and efficiently administering state and local building code provisions which provide minimum standards to safeguard life, health, property and public welfare by regulating and controlling the design, construction, quality of materials, use and occupancy, location and maintenance of all buildings and structures within our jurisdiction. This is accomplished through fair and consistent enforcement of the codes and standards adopted by the State of Washington.

The Code Enforcement Division is responsible for . . .

- o Provide front counter services for the Public Services Center
- o Responding to inquiries from the general public
- o Intake Building, Planning, Environmental, and Engineering permit applications
- o Routing, creating and coordination of all applications
- o Review all building plans for code compliance
- o Issuance of 400-600 permits and provide approximately 2400 inspections yearly
- o Provide flood elevation determinations, inspections and certificates
- o Code compliance and nuisance abatement with an emphasis on inoperable vehicles, poor property maintenance, garbage and debris and substandard housing conditions
- o Provide new business license inspections

**2013 Goals/Accomplishments:**

- ✓ Issued building permits and performed inspections
- ✓ Performed business license inspections for new and relocated businesses
- ✓ Host citywide recycle event on March 31, 2012
- ✓ Code Enforcement emphasis in the CDBG area
  - ✓ Process approximately 450 code enforcement cases
  - ✓ Continue plan archival in the vault
  - ✓ Explore permitting software options and purchased SmartGov for building permits, business licenses, and code enforcement
- ✓ Streamline permitting process
- ✓ Provided efficient floodplain management and flood information services to our residents
- ✓ Implemented mandated 2012 International Codes (Adoption July 1, 2013)
- ✓ Evaluate and recommend purchase and implementation of permitting and code enforcement software. Begin implementation
- ✓ Continue working on streamline permitting
- ✓ Host citywide recycle event in the spring if funded
- ✓ Update department website to improve access to information
  - ✓ Continue staff training to maintain current understanding of codes and facilitate staff development
  - ✓ Provide accountable review of all permit applications in a timely manner
  - ✓ Continue to work on records management backlog.
    - Develop new and enhance existing policies which apply to specific situations that the codes do not specifically address in order to promote consistency and fairness in the enforcement of codes
    - Develop nuisance code update

The 2013 budget amendments are due to increased permitting activity and the shift in responsibilities of the Public Works Directors.

**General Fund Code Enforcement Department**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13	
								\$	%
Revenues - Interfund charges	32,722	128,636	73,848	46,700	(10,000)	36,700	36,700	0	0%
Revenues - Charge for services	329,722	356,352	336,088	315,000	160,000	475,000	338,000	(137,000)	-29%
<b>Total revenues</b>	<b>362,444</b>	<b>484,988</b>	<b>409,936</b>	<b>361,700</b>	<b>150,000</b>	<b>511,700</b>	<b>374,700</b>	<b>(137,000)</b>	<b>-27%</b>
Expenses - Salary/benefits	(491,709)	(504,650)	(517,377)	(528,502)	(42,887)	(571,389)	(574,416)	(3,027)	1%
Expenses - Misc	(18,859)	(15,335)	(18,781)	(20,295)	0	(20,295)	(24,045)	(3,750)	18%
Expenses - Internal services	(31,702)	(34,342)	(33,167)	(35,535)	0	(35,535)	(40,982)	(5,447)	15%
<b>Total expenses</b>	<b>(542,270)</b>	<b>(554,327)</b>	<b>(569,325)</b>	<b>(584,332)</b>	<b>(42,887)</b>	<b>(627,219)</b>	<b>(639,443)</b>	<b>(12,224)</b>	<b>2%</b>
<b>Net impact to general fund</b>	<b>(179,826)</b>	<b>(69,339)</b>	<b>(159,389)</b>	<b>(222,632)</b>	<b>107,113</b>	<b>(115,519)</b>	<b>(264,743)</b>	<b>(149,224)</b>	<b>129%</b>
FTE positions	6.0	6.0	6.0	5.7			6.0		

**2014 Goals:**

- Implement new codes
- Complete implementation of SmartGov permitting software including public portal
- Host citywide recycle event in the spring if funded
- Complete nuisance code updates
- Continue staff training to maintain current understanding of codes and facilitate staff development
- Provide accountable review of all permit applications in a timely manner
- Continue to work on records management backlog.
- Work with Fire Department for coordination of code enforcement
- Develop new and enhance existing policies which apply to specific situations that the codes do not specifically address in order to promote consistency and fairness in the enforcement of codes

**Significant 2014 Budget Issues:**

- Building permit activity is expected to improve.
- The code enforcement program is in need of an abatement funding source

## Community Development – Planning Department

The Community Development Department-Planning Division is responsible for working with the community to provide planning services that guide development, improve the quality of life for its citizens, and enhance the economic health of the City.

### The Planning Division is responsible for:

- Comprehensive planning and Growth Management Act compliance
- Economic Development, for example Local Revitalization Financing program
- Capital Facilities Planning
- Neighborhood engagement
- Building permit reviews for zoning, critical areas, and SEPA compliance
  - Processing land use applications, including subdivisions, boundary line adjustments, binding site plans, planned developments, conditional use permits, and variances
  - Zoning and Development Regulations, including subdivisions and critical areas
  - State Environmental Policy Act (SEPA) compliance
  - Shoreline Management Act compliance
- Administer Wenatchee Historic Preservation program, including reviewing actions for historic preservation compliance and staff to the Historic Preservation Board
- Staff Planning Commission, and Hearing Examiner processes
- Processing city annexations
- Addressing, assigning new addresses and processing address change requests
  - Chelan-Douglas Counties Homeless Plan, including staff to Homeless Housing Task Force, and administration of local homeless recording fees, State Consolidated Homeless Grant, and State Housing and Essential Needs grant
  - Administration and implementation of Community Development Block Grant (CDBG) entitlement program

### 2013 Goals/Accomplishments:

- ✓ Filled open Planning Manager position with Glen DeVries
- ✓ Filled open Homeless and Housing Coordinator position with Sandra VanOsten
- ✓ Completed Annual Capital Facilities Plan and Wenatchee Comprehensive Plan amendments
- ✓ Chelan-Douglas Homeless Plan updated and locally adopted
- ✓ Completed Shoreline Master Program Update
- ✓ Developed Plan for Confluence Parkway Phase 1
- ✓ Participated in the Metropolitan Planning Organization concerning transportation planning
- ✓ Performed Permit review for 312 unit multifamily project, building permits, and subdivisions
- ✓ Provided development assistance to prospective project applicants
- ✓ Completed one annexation
- ✓ Implemented LRF tax rebate for the Waterfront District
- ✓ Developed Worthen Stairs Project and partnered with the Port of Chelan County
- ✓ Performed PUD utility tax compliance review
- ✓ Performed GIS analysis for Byrne Criminal Justice Grant, irrigation analysis, commerce and tax analysis, PUD utility compliance review, commerce analysis, and LRF reporting.
- ✓ Passed the Community Development Block Grant audit
- ✓ Passed the State Dept. of Commerce Homeless program audit
- ✓ Managed local and state funds on behalf of Chelan and Douglas counties
- ✓ Managed Community Development Block Grant program, including Parkside Sidewalks
- ✓ Facilitated Housing and Urban Development civil rights audit
- ✓ Performed South Wenatchee Subarea Plan economic analysis
- ✓ Managed downtown sidewalk uses demonstration program
- ✓ Completed priority development code amendments
- ✓ Assisted the Mayor's office with the neighborhood outreach effort, Let's Talk
- ✓ Monitored economic indicators
- ✓ Held historic preservation workshops funded by DAHP grant
  - Fifth street secondary access planning
  - South Wenatchee Sub-Area Plan
  - Cottage Housing Code Amendments
  - Some priority code updates were not able to be completed

**General Fund Planning Department**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	\$	%
Revenues - Interfund charges	19,724	17,772	10,389	124,800	(21,800)	103,000	112,000	9,000	9%
Revenues - Charge for services	13,196	27,988	25,305	15,050	10,000	25,050	21,050	(4,000)	-16%
Revenues - Transfers in 117	35,635	29,705	70,370	0	0	0	0	0	#DIV/0!
<b>Total revenues</b>	<b>68,555</b>	<b>75,465</b>	<b>106,064</b>	<b>139,850</b>	<b>(11,800)</b>	<b>128,050</b>	<b>133,050</b>	<b>5,000</b>	<b>4%</b>
Expenses - Salary/benefits	(302,641)	(283,972)	(304,100)	(432,922)	(42,887)	(475,809)	(476,238)	(429)	0%
Expenses - Misc	(31,610)	(28,546)	(40,454)	(44,982)	0	(44,982)	(52,481)	(7,499)	17%
Expenses - Internal services	(59,817)	(50,394)	(29,783)	(30,673)	0	(30,673)	(44,463)	(13,790)	45%
<b>Total expenses</b>	<b>(394,068)</b>	<b>(362,912)</b>	<b>(374,337)</b>	<b>(508,577)</b>	<b>(42,887)</b>	<b>(551,464)</b>	<b>(573,182)</b>	<b>(21,718)</b>	<b>4%</b>
<b>Net impact to general fund</b>	<b>(325,513)</b>	<b>(287,447)</b>	<b>(268,273)</b>	<b>(368,727)</b>	<b>(54,687)</b>	<b>(423,414)</b>	<b>(440,132)</b>	<b>(16,718)</b>	<b>4%</b>
FTE positions	4.02	4.02	3.82	4.82			5.02		

2014 Goals:

List to be verified through annual work plan development process.

- Annual Capital Facilities Plan and Wenatchee Comprehensive Plan amendments
- Complete South Wenatchee Sub-Area Plan
- Develop community and economic development strategies for long term economic success of the City.
  - Fifth Street secondary access planning
  - Perform priority development code amendments
  - Permit software implementation and updated filing system
  - Development assistance and permitting
- Streamline permit center procedures, educational materials, applications, checklists and web tools/information
- Manage Homeless and Housing programs on behalf of Chelan and Douglas counties
- Perform public outreach, education, and neighborhood meetings
- Represent Wenatchee in the Metropolitan Planning Organizations effort to update the Metropolitan Transportation Plan
- Dept. of Ecology Shorelines Management Plan adoption

Significant 2014 Budget Issues:

- Lack of GIS capacity
- Lack of Long Range Planning Capacity for the South Wenatchee Subarea Plan
- Encouraging Economic Development within the City of Wenatchee

**Engineering Department**

Engineering provides technical services to the public, developers, and other City Departments. Engineering is responsible for right of way management, traffic engineering, infrastructure management, infrastructure comprehensive planning, design and construction of City capital projects; development project review and permitting; provides engineering services to all City departments; responds to various questions and complaints received via help-desk, telephone, e-mail, and walk-ins; obtains grants and low interest loan funding from Federal and State sources; assists in regional transportation planning and coordination; provides GIS mapping/data support for utilities, environmental, planning, cemetery, fire department, police, parks and recreation.

2013 Goals:

- ✓ Sellar West Bridge Coordination with WSDOT
- ✓ Project development including scoping, funding, design, right-of-way acquisition, and construction of all Arterial Street Funded Projects (See Street Fund Budget for project details)
- ✓ Project development including scoping, funding, design, right-of-way acquisition, and construction of all Street Overlay Funded Projects (See Street Overlay Fund Budget for project details)
- ✓ Parkside sidewalks construction
- ✓ Secured funding to upgrade all school beacon controllers to wireless capable.
- ✓ GIS Database Improvements: Processed LIDAR data for utilities and Street Signs, implemented and provided support for stormwater maintenance reporting tool, provided training and general mgmt.
- ✓ Exceeding Expectations for Interfund Billing
- ✓ Design and construction assistance for city utility projects (See sewer, water, stormwater budgets)
- ✓ Progress on preventative maintenance program for signals and lighting.
- ✓ Utilizing new traffic counters and updating old count data plus collecting data as needs arise.

2013 Goals (continued):

- ✓ Traffic Incident Damage Repairs to street infrastructure
- ✓ Utility Accounts Customer Service Improvements
- Identify truck route deficiencies and provide for truck accommodation improvements to SR285
- Assist WDA with LID formation and design to enhance the Downtown Revitalization Project
- New utility latecomer process
- Upgrade school beacon controllers to wireless technology
- Russell/Okanogan signal improvements. (Upgrades while making repairs caused by accident).
- Signing Retroreflectivity Compliance
- Street Name Signing Upgrades
- Stray Voltage Testing
- Bicycle Detection Compliance
- Pavement Preservation Program Update
- Traffic signals replacement and upgrading program
- Data and Records Management
- Orondo Moorage Completion – Vegetation Management, Additional parking
- Fifth Street Secondary Access
- Secure new TIB grant(s).

**General Fund Engineering Department**

				2013 Budget			2014 Budget			
	2010 Actual	2011 Actual	2012 Actual	Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$	%	
Revenues - Interfund charges	469,888	476,872	546,053	581,506	0	581,506	576,700	(4,806)	-1%	
Revenues - Charge for services	38,594	41,830	27,637	37,680	10,000	47,680	27,000	(20,680)	-43%	
Total revenues	508,482	518,702	573,690	619,186	10,000	629,186	603,700	(25,486)	-4%	
Expenses - Salary/benefits	(588,631)	(598,808)	(608,197)	(726,450)	15,412	(711,038)	(724,437)	(13,399)	2%	
Expenses - Misc	(28,703)	(21,397)	(23,503)	(34,635)	0	(34,635)	(34,635)	0	0%	
Expenses - Internal services	(44,087)	(48,323)	(49,184)	(49,104)	0	(49,104)	(60,076)	(10,972)	22%	
Total expenses	(661,421)	(668,528)	(680,884)	(810,189)	15,412	(794,777)	(819,148)	(24,371)	3%	
Net impact to general fund	(152,939)	(149,826)	(107,194)	(191,003)	25,412	(165,591)	(215,448)	(49,857)	30%	
FTE positions	6.25	6.25	6.05	6.95		6.85	6.85			

2014 Goals:

- Project development including scoping, funding, design, right-of-way acquisition, and construction of all Arterial Street Funded Projects (See Street Fund Budget for project details)
- Project development including scoping, funding, design, right-of-way acquisition, and construction of all Street Overlay Funded Projects (See Street Overlay Fund Budget for project details)
- Design and construction assistance for city utility projects (See sewer, water, stormwater budgets)
- CDBG Sidewalk Project Design/Construction
- Pavement Preservation Program update and funding options for 2014 and beyond.
- Scope, Estimate cost, and submit grant applications for all available/applicable programs
- Street Signing and Pavement Markings Maintenance Programs
- Adopted Engineering Standards for Water, Sewer, Electric, Street, Storm
- Sidewalks Condition/Assessment
- Stray voltage testing complete
- School Zone safety improvements/Coordination with PD

Significant 2014 Budget Issues:

- Personnel/Budget modifications for 2014 due to loss of one department director in early 2013 and addition of project engineer within the Engineering Division of Public Works.
- The active capital project list for the Public Works Department has had significant growth over the past 5 years and the workload associated with this growth has severely taxed the ability for staff to deliver timely, high quality projects. If the City intends to continue vigorous pursuit of grant funded projects and continued utility infrastructure upgrades, serious thought will have to be given as to how to adequately staff for that workload.

**Recreation Department**

The City of Wenatchee provides a Parks and Recreation Department to help realize important outcomes that are vital to make the community a healthy and vibrant place to live, shop, work and play. These outcomes include:

- Strengthening community image and sense of place
- Supporting economic development
- Fostering human development
- Protecting environmental resources
- Increasing self-esteem and self-reliance
- Promoting health and wellness
- Increasing cultural unity
- Providing recreational experiences

**2013 Goals and Objectives**

A primary goal of the Department is to offer high quality recreation programs and activities for all ages, interests and abilities within available resources to achieve Departmental outcomes. In 2013, the Department provided programs and events that emphasized fun, safety, physical fitness, community building, skill development and life enrichment. Strategic actions completed in 2013 included:

- o Over 25,000 people attended or participated in programs and events coordinated by the Department.
- o Partnered with, and assisted outside organizations to conduct community programs and events.
- o Solicited over \$25,000 in donations and financial sponsorships for the provision of programs.
- o Successfully applied for \$23,000 in grant funding assistance for recreation programs.
- o Increased awareness of recreation programs and events through a variety of promotional methods.

A secondary goal of the Department is to provide a high quality park system that offers a wide variety of recreational opportunities for residents and visitors to the community. To this end, the Department manages 16 park areas totaling over 408 acres, the City pool and Community Center. It strives to meet park and natural area needs as defined in the City Comprehensive Plan by maximizing outside resources and through planning activities, development of partnerships and grant applications. Strategic actions completed in 2013 included:

- o Received the Tree City USA award.
- o Finalized the donation of 4.97 acres of waterfront property for a future City Park.
- o Processed over 300 park facility reservations and 11 special event permit applications.
- o Partnered with the Riverview Kiwanis Club for the Washington Park Picnic Shelter Replacement Project.
- o Partnered with the Rotary Club for the Washington Park ADA Accessibility Project.
- o Completed the Saddle Rock Integrated Planning Grant Project funded through a \$200,000 State of Washington Department of Ecology Grant.
- o Received a \$286,000 State of Washington Recreation Conservation Office Grant for the acquisition of 36.82 acres for the Lower Castle Rock project.
- o Completed preparation of 14 grant applications for parks, programs and services.
- o Dog off leash area use policies were prepared and adopted.
- o Completed a facility use agreement extension with Wenatchee Youth Baseball for Lincoln Park.
- o Completed public outreach, coordination and support by participating in over 300 meetings and workshops with 43 State and community groups and organizations.
- o Successfully nominated the Greater Wenatchee Arbor Day Association for the Urban Forestry Stewardship Award

**General Fund Recreation Department**

				2013 Budget			2014 Budget		
	2010 Actual	2011 Actual	2012 Actual	Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from \$	10/10/13 %
Revenues - Hotel/Motel tax	0	0	19,775	0	0	0	0	0	#DIV/0!
Revenues - Charge for services	110,373	108,270	87,474	73,330	8,365	81,695	83,100	1,405	2%
<b>Total revenues</b>	<b>110,373</b>	<b>108,270</b>	<b>107,249</b>	<b>73,330</b>	<b>8,365</b>	<b>81,695</b>	<b>83,100</b>	<b>1,405</b>	<b>2%</b>
Expenses - Salary/benefits	(418,877)	(379,025)	(382,545)	(389,083)	0	(389,083)	(410,739)	(21,656)	6%
Expenses - Misc	(155,943)	(139,306)	(116,661)	(138,943)	0	(138,943)	(138,943)	0	0%
Expenses - Internal services	(24,439)	(35,471)	(29,111)	(33,450)	0	(33,450)	(29,476)	3,974	-12%
<b>Total expenses</b>	<b>(599,259)</b>	<b>(553,802)</b>	<b>(528,317)</b>	<b>(561,476)</b>	<b>0</b>	<b>(561,476)</b>	<b>(579,158)</b>	<b>(17,682)</b>	<b>3%</b>
<b>Net impact to general fund</b>	<b>(488,886)</b>	<b>(445,532)</b>	<b>(421,068)</b>	<b>(488,146)</b>	<b>8,365</b>	<b>(479,781)</b>	<b>(496,058)</b>	<b>(16,277)</b>	<b>3%</b>
FTE positions	3.1	2.5	2.5	2.5		2.5	2.50		

**2014 Goals and Objectives**

The Parks and Recreation Department has three primary goals for 2014. They are:

- o Provide a high quality park system that offers a wide variety of recreational opportunities within the available budget.
- o Provide a comprehensive offering of outdoor and indoor recreation programs to meet the leisure needs of all age groups and interests within available resources.
- o Continue to seek out and acquire alternative sources of funding to support Departmental services.

## Parks Maintenance Department

This division of the Public Works Department has the responsibility for the operation and maintenance of the City's park system. This includes 14 City parks and the landscaping at various locations throughout the City. The Parks Maintenance Division plants and maintains over 100 floral baskets in the downtown core and prunes, maintains and decorates over 300 trees along downtown arterials. The parks crew also maintains the landscaping around city buildings, landscaping along roadways and the Convention Center. The Parks Maintenance Division also provides assistance to the Cemetery Maintenance crew when necessary.

In the winter the Parks Maintenance Division is responsible for snow and ice control for the walkways within the parks as well as all of the sidewalks that adjoin City property. The parks crew also clears the snow and ice at all of the City's buildings including City Hall, the new and old Police Stations, the Fire Stations, Public Services Center, the Museum, the Community Center and the Convention Center.

Three emerging areas of responsibility for the Parks Maintenance Division are assessing and mitigating the risk exposure in the City's parks, maintaining the Rotary Park Splash Pad and maintaining storm drainage facilities alongside recently constructed roadways. All of these emerging duties are time consuming and, in the case of risk management, require additional staff training.

The Parks Maintenance Department is responsible for . . .

- Maintain 14 City Parks including
  - Irrigations systems – pumps, valves, filters, controllers, pipes and sprinklers
  - Turf management – mowing, fertilizing, irrigating, weed control, trimming
  - Trees – pruning, irrigating, pest control
  - Playgrounds – Maintenance and repair of community playground equipment
  - Restrooms – maintain and clean restrooms at 6 parks
  - General park maintenance – flowers, shrubs, bushes, garbage cans, walkways, graffiti
- Maintain exterior of City Facilities
  - City Hall, Historic Police Station, Police Station, Museum, Fires Stations, Public Services Center, Community Center, Convention Center
- Snow removal and ice control at all City Facilities and City parking lots including Amtrak terminal
- Maintain Downtown core Streetscape landscaping

### 2013 Goals:

- ✓ Work with WSDOT Contractor on changes to Locomotive Park landscaping and irrigation associated with the George Sella West Interchange Project
- ✓ Install Rainbow Park domestic Water Service
- ✓ Major repair of Washington Park irrigation system
- ✓ Installation of planter amenities and plantings at the intersection of Washington and Miller Streets
- ✓ Provide input for the Downtown Revitalization project related to streetscape elements, irrigation needs and tree issues.
- ✓ Restarted weed control and turf fertilizer programs
- ✓ Took on new maintenance responsibilities in Riverfront Park on River Road.
- Update landscaping at entrances to Lincoln Park

### General Fund Parks Maintenance Department

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$	%
Revenues - Interfund charges	61,103	69,840	94,401	60,000	0	60,000	75,000	15,000	25%
Revenues - Charge for services	8,065	8,725	4,601	8,000	0	8,000	8,500	500	6%
Total revenues	69,168	78,565	99,002	68,000	0	68,000	83,500	15,500	23%
Expenses - Salary/benefits	(581,689)	(520,935)	(554,232)	(607,078)	(2,636)	(609,714)	(632,826)	(23,112)	4%
Expenses - Misc	(121,383)	(138,052)	(140,367)	(137,752)	0	(137,752)	(137,752)	0	0%
Expenses - Internal services	(102,680)	(113,135)	(108,598)	(132,541)	0	(132,541)	(126,141)	6,400	-5%
Total expenses	(805,752)	(772,122)	(803,197)	(877,371)	(2,636)	(880,007)	(896,719)	(16,712)	2%
Net impact to general fund	(736,584)	(693,557)	(704,195)	(809,371)	(2,636)	(812,007)	(729,719)	14,288	-2%
FTE positions	7.45	7.05	7.05	7.15		7.17	7.17		



**2014 Goals:**

- o Complete Landscaping and irrigation changes to Locomotive Park after the completion of the George Sellar Bridge Project
- o Improve irrigation system at Lincoln Park
- o Continue efforts on aggressive weed control in parks and public places
- o Assist with design and provide support during construction of the Downtown Revitalization project
- o Replace problem trees on Riverside Drive

**Significant 2014 Budget Issues:**

- The single largest budget issue for the past several years has been and continues to be the lack of available labor, especially through the spring and summer months. Seasonal employees are an essential part of any and all municipal parks operations and without those season workers the quality of the parks facilities suffer and the level of service provided to the citizens using those parks is dramatically lowered. We were able to partially reestablish a seasonal worker program in 2013. In 2014 either expansion of that program or the authorization to hire a new full time employee a have been requested.

**Museum Department**

The Museum Department is staffed by a Director who provides oversight for the City of Wenatchee Contract for Services provided by the WVMCC museum association, a 501(c)3 non-profit corporation, and to the Wenatchee Arts Commission. The mission of the WVMCC is to inspire dynamic connections to the rich heritage of the Wenatchee Valley. The purpose of the arts commission is to promote and encourage public programs to further the development and public awareness of and interest in the visual and performing arts and to act in an advisory capacity to the city in connection with the artistic and cultural development of the city.

The Museum Department responsibilities are to provide professional museum management in accordance with the standards set by the American Alliance of Museums. This includes care and oversight of the museum collections, coordination of public programs, educational services and exhibitions of history, art, science and culture. The Museum Department also provides professional expertise for the Arts Commission in the area of public art management and other arts programming and processes in accordance with the industry standards set by Americans for the Arts.

**General Fund Museum Department**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13	
							\$	%	
Revenues - Hotel/Motel tax	0	48,000	48,000	0	0	0	0	0	#DIV/0!
Revenues - Transfers in 101	0	14,722	11,667	0	0	0	0	0	#DIV/0!
<b>Total revenues</b>	<b>0</b>	<b>62,722</b>	<b>59,667</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>#DIV/0!</b>
Expenses - Salary/benefits	(399,010)	(406,869)	(338,532)	(162,845)	28,864	(133,981)	(127,522)	6,459	-5%
Expenses - Misc	(61,143)	(59,350)	(122,023)	(159,076)	(22,564)	(181,640)	(166,968)	14,672	-8%
Expenses - Internal services	(57,978)	(49,971)	(51,048)	(49,430)	0	(49,430)	(49,860)	(430)	1%
<b>Total expenses</b>	<b>(518,131)</b>	<b>(516,190)</b>	<b>(511,603)</b>	<b>(371,351)</b>	<b>6,300</b>	<b>(365,051)</b>	<b>(344,350)</b>	<b>20,701</b>	<b>-6%</b>
<b>Net impact to general fund</b>	<b>(518,131)</b>	<b>(453,468)</b>	<b>(451,936)</b>	<b>(371,351)</b>	<b>6,300</b>	<b>(365,051)</b>	<b>(344,350)</b>	<b>20,701</b>	<b>-6%</b>
FTE positions	5.0	5.0	5.0	1.52		1.0	1.0		

**2014 Goals:**

- o Work with Museum Board of Trustees to identify and request funding from regional partners
- o Add to the capacity of the museum for stability and growth by providing for volunteer management, grant-writing and fundraising services
- o Provide educational services and resources to the community in the area of history, arts, sciences and culture; and act as a magnet for cultural tourism to the area
- o Provide support to the Wenatchee Arts Commission to move toward additional programming to support community arts

Significant 2014 Budget Issues:

- The Museum Department has changed its business model from having the majority of staff provided by the City of Wenatchee through the general fund to having one staff person to oversee the contract for services. City staff maintains continuity and an acceptable level of professional museum standards that qualify the organization for additional funding and accreditation. Certain services have been continued through the museum association but are substantially reduced until additional funding can be secured. The Museum as a whole acts as a draw for cultural tourism and is a significant contributor to providing services that make the community an attractive place to live, work and play.

**Fire Department**

The Fire & Rescue department's mission is to provide the highest level of fire protection services for the citizens of Wenatchee through the management and coordination of personnel, facilities, apparatus, and equipment resources. Emergency response includes fire suppression and emergency medical services as well as hazardous materials and other technical rescues.

Department fire prevention programs consist of fire and life safety inspections; site, building and fire protection system plan review; fire investigations; and public education such as fire safety, injury prevention, and disaster preparedness.

The Fire & Rescue department is also responsible for the coordination of the city's emergency management planning including compliance with the National Incident Management System (NIMS) and maintenance of the Wenatchee Comprehensive Emergency Management Plan.

2013 Department Goals:

- Implement cross-staffing of department apparatus to extend the service life and reduce annual maintenance and operating costs of the front-line engine and ladder (quint)
- Secure City Council support for long-term apparatus replacement plan and funding
- Implement quality improvement of department operations (apparatus, equipment, and facilities) and department safety and training programs through BC day positions
- Develop 24/7 duty chief coverage to meet response time and performance standards in a cost-effective manner
- Improve department information management and reporting by transitioning to Emergency Reporting Fire/EMS Records Management
- Develop and implement a common plan review process, inspection programs, and hydrant system programs with the Code Enforcement Division
- Continue to conduct follow-up and project evaluation of the FEMA Fire Prevention and Safety Grant smoke detector program
- Update the City of Wenatchee Comprehensive Emergency Management Plan

2013 Department Accomplishments:

- ✓ Implemented cross-staffing of Rescue 42 with Ladder 42
- ✓ Reestablished city funding (\$100,000) for fire apparatus replacement
- ✓ Implemented 24/7 Duty Chief Program
- ✓ Transitioned to Emergency Reporting data system
- ✓ Updated the City of Wenatchee Comprehensive Emergency Management for state Emergency Management Division approval

**General Fund Fire Department**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013		\$	%
Revenues - Charge for services	56,526	51,388	58,415	56,000	0	56,000	56,000	0	0%	
Revenues - Personnel reimb	0	0	0	0	33,683	33,683	0	(33,683)	-100%	
<b>Total Revenues</b>	<b>56,526</b>	<b>51,388</b>	<b>58,415</b>	<b>56,000</b>	<b>33,683</b>	<b>89,683</b>	<b>56,000</b>	<b>(33,683)</b>	<b>-38%</b>	
Expenses - Salary/benefits	(3,431,548)	(3,293,857)	(3,198,177)	(3,016,495)	0	(3,016,495)	(3,101,328)	(84,833)	3%	
Expenses - Misc	(132,425)	(98,085)	(96,922)	(114,751)	0	(114,751)	(114,751)	0	0%	
Expenses - Equip replacement	0	0	0	0	0	0	(50,000)	(50,000)	#DIV/0!	
Expenses - Internal services	(184,681)	(176,488)	(214,543)	(251,375)	0	(251,375)	(287,988)	(36,613)	15%	
<b>Total expenses</b>	<b>(3,748,654)</b>	<b>(3,568,430)</b>	<b>(3,509,642)</b>	<b>(3,382,621)</b>	<b>0</b>	<b>(3,382,621)</b>	<b>(3,554,067)</b>	<b>(171,446)</b>	<b>5%</b>	
<b>Net impact to general fund</b>	<b>(3,692,128)</b>	<b>(3,517,042)</b>	<b>(3,451,227)</b>	<b>(3,326,621)</b>	<b>33,683</b>	<b>(3,292,938)</b>	<b>(3,498,067)</b>	<b>(205,129)</b>	<b>6%</b>	
FTE's Firefighters	30.0	28.0	28.0	26.0			26.0			
FTE's Admin	4.0	4.0	3.8	3.3			2.5			
<b>Total FTE's</b>	<b>34.0</b>	<b>32.0</b>	<b>31.8</b>	<b>29.3</b>			<b>28.5</b>			

2014 Department Goals:

- Replace 1984 Seagraves Engine to improve aging apparatus fleet
- Continue joint city and fire district training and common operating guidelines
- Prepare for 2014 Washington State Survey and Rating review
- Continue to improve fire and code enforcement record sharing
- Continue follow-up of smoke detector grant an project
- Update Emergency Management Hazard Identification Vulnerability Analysis
- Revise Emergency Management hazard-specific response plans

Significant 2014 Budget Issues:

- Funding requested to restore Assistant Chief to full FTE
- Funding for administrative support staff positions
- Apparatus funding for replacement of 1984 Seagraves
- Complete negotiations of 2014-2016 IAFF Contract
- Inadequate program and equipment budgets

**Police Department**

The Police Department's mission is to promote a safe community and quality of life through protection and service. The Police Department is responsible for the administration, coordination, supervision and control of the Cities public safety. The department preforms the following activities in compliance with City, State and Federal, rules, ordinances and laws:

- o Patrol
- o SWAT
- o Off-Duty Overtime Contracts
- o Reserves
- o Armorer/Firearms
- o Emergency Management
- o Volunteers in Police Service
- o Citizens Academy
- o K-9 Program
- o Investigations
- o Gang Interdiction/Enforcement
- o RiverCom Board
- o Accreditation
- o Target Zero Traffic Safety Task Force/LEL
- o Drug Investigations/CRDTF
- o Chelan County Regional Jail Liaison
- o Budget/Grant Management
- o Parking Enforcement
- o Evidence Management
- o Technical I/S Systems Management
- o Crime Statistics/Mapping
- o Automated Enforcement System Management

2013 Accomplishments

- o WASPC Re-Accreditation
- o Spillman upgrades (Law Forms/Touch)
- o Revised Records Dept Hours of Service
- o Black & White Fleet Transition
- o Apple Blossom Chair Ordinance
- o Second K-9 on Patrol
- o Cpt Dresker – FBINA Graduate
- o 2013 – 2017 Strategic Plan
- o Reduction in Jail Population
- o Sergeant Promotions
- o Mobile Date Terminal Upgrades (Tablets)
- o In-car Video Upgrades
- o Lateral Test & New Hire
- o Contracted Patrol Vehicle Equipment Install
- o Gang Suppression and Graffiti Enforcement
- o Combat First Aid Training / Tourniquets

**General Fund Police Department**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		Change from 10/10/13 \$	%
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013			
Revenues - Charge for services	951,994	1,270,125	1,074,887	1,142,900	(130,000)	1,012,900	1,002,700	(10,200)	-1%	
Revenues - Contributions K-9	0	0	17,294	0	250	250	0	(250)	-100%	
Revenues - Grants DTF	49,251	66,423	44,089	16,020	12,040	28,060	24,073	(3,987)	-14%	
<b>Total revenues</b>	<b>1,001,245</b>	<b>1,336,548</b>	<b>1,136,270</b>	<b>1,158,920</b>	<b>(117,710)</b>	<b>1,041,210</b>	<b>1,026,773</b>	<b>(14,437)</b>	<b>-1%</b>	
Expenses - Salary/benefits	(5,291,855)	(5,192,150)	(5,255,396)	(5,078,321)	0	(5,078,321)	(5,215,791)	(137,470)	3%	
Expenses - Misc	(425,607)	(517,697)	(518,318)	(447,951)	0	(447,951)	(449,951)	(2,000)	0%	
Expenses - Internal services	(624,481)	(580,096)	(621,331)	(690,359)	0	(690,359)	(665,378)	24,981	-4%	
<b>Total expenses</b>	<b>(6,341,943)</b>	<b>(6,289,943)</b>	<b>(6,395,045)</b>	<b>(6,216,631)</b>	<b>0</b>	<b>(6,216,631)</b>	<b>(6,331,120)</b>	<b>(114,489)</b>	<b>2%</b>	
<b>Net impact to general fund</b>	<b>(5,340,698)</b>	<b>(4,953,395)</b>	<b>(5,258,775)</b>	<b>(5,057,711)</b>	<b>(117,710)</b>	<b>(5,175,421)</b>	<b>(5,304,347)</b>	<b>(128,926)</b>	<b>2%</b>	
FTE's Police Officers	38.0	37.0	35.00	33.42			33.0			
FTE's Records Dept	10.0	9.0	8.00	8.00			8.0			
FTE's Admin	<u>4.0</u>	<u>4.0</u>	<u>4.00</u>	<u>4.00</u>			<u>4.0</u>			
<b>Total FTE's</b>	<b><u>52.0</u></b>	<b><u>50.0</u></b>	<b><u>47.00</u></b>	<b><u>45.42</u></b>			<b><u>45.0</u></b>			

2014 Goals –

- o Lexipol
- o Evidence Bar Coding
- o Seek Alternate Grant Funding
- o Expand Automated Enforcement Program
- o Guild Contract Negotiations 2014 – 2016
- o Increase Training
- o ICS Certification
- o SRO Funding
- o Continued Glock “Gen 4” Firearms Transition
- o Strategic Plan Review
- o Annual Report
- o Youth United Vehicle Cleaning
- o Spillman Paperless Reporting
- o River Rescue Equipment
- o Entry Level Officer / CJTC Attendance
- o Police Reserve Academy
- o Automated License Plate Readers
- o On-line Reporting
- o Community Service Officer (CSO)
- o Chelan-Douglas Target Zero TF Lead
- o AccessData – Forensic software/hardware
- o Maintain Volunteer Programs (VIPS/Reserves)
- o Maintain support to: National Night Out / Chief for a Day / Special Olympics

Significant 2014 Budget Issues –

- o Outcome of 2014 – 2016 contract
- o High Exposure Workload & Increased Liability
- o Required Bullet Proof Vest Purchases
- o Fleet Renewal – Behind on Replacement Schedule
- o Staff Reductions Effect on Overtime Budget
- o Training Funding (Funding Requested)
- o Reserve Academy (Funding Requested)
- o CSO Position and/or Upgrade (Funding Requested)
- o CJTC Cost for New Hire (Funding Requested)
- o CRDTF Grant Funding Reduction

**Other Public Safety Expenditures**

The City has other expenditures relating to public safety that are not under the control of the Police or Fire Departments. These expenditures include:

- o The city provides court services by interlocal agreement with Chelan County District Court. The agreement, which expires December 2014, provides for the filing and processing of a number of city infractions and misdemeanors including traffic and non-traffic, photo enforcement, parking, and delinquent tickets. In addition, through a contract with private attorneys, the city provides services for indigent defense. In 2011 and 2012, 4292 and 4054 hours were attributed to this contract. As of August 2013, 2660 hours were attributed to this contract.
- o The city houses inmates by interlocal agreement with the Chelan County Regional Jail. The city pays a lump sum amount that is based on the city maintaining an average of 55-59 inmates on a daily basis (2014 contract numbers). In addition, the city is liable for excess medical cost beyond what can be provided by the jail. The budget amount is set annually after reviewing the average daily population for the prior year and the costs per inmate of the Regional Jail.
- o Rivercom is the multijurisdictional agency that provides 911 service and dispatch for the Chelan-Douglas County area. The cost of Rivercom is set annually and based on the call volume of the prior year (July to June). Call volumes in fiscal year 2012 were 18,638 for police and 2,662 for fire. Call volumes for fiscal year 2013 were 18,037 police and 2,650 fire. The city represented 37% of the call volume for Rivercom.

- o The State Law requires all City's with retired LEOFF 1 and pre LEOFF police and fire officers to pay the retirees full medical costs. The City attempts to reduce our exposure to rising medical costs by paying the retirees medical premiums through the City's insurance provider and paying the Part B Medicare premium for eligible retirees. The City changed the insurance program for this service reducing the funding for the program \$107,000. The City is also required to cover any long term care cost the retirees may incur.
- o The Civil Service Commission (CSC) is made up of three, volunteer city residents appointed by the Mayor. They are governed under Chapter 41.08 and 41.12 of the RCW's. They are an independent entity representing the interest of all civil service employees (in our case within the Wenatchee Police Department and Wenatchee Fire Department). They are responsible for hiring a Secretary-Examiner to act as their records keeper, etc. Their main functions are to authorize and oversee entry level and promotion exams insuring fair practices are used. Currently, hiring and promoting within the departments has been on hold. The CSC has had to be involved with position eliminations, lay-offs and temporary appointments. Appointing Authorities cannot put civil service employees into temporary positions without the approval of the CSC. It is imperative that temporary appointments be done fairly and that the positions are permanently filled as soon as possible. The CSC monitors this.
- o Initiative 1183 restricted a portion (20.23%) of the liquor board profits to public safety related activities. The city is using these funds to finance the emergency response vehicle purchased for the Fire Dept. The money is being recorded in the Equipment Repair & Replacement Fund therefor the budget authority for this money needs to be removed.

**Other Public Safety Expenditures**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$	%
<u>LEOFF health transfers</u>									
Fire	(303,733)	(351,432)	(291,600)	(347,000)	46,300	(300,700)	(341,830)	(41,130)	14%
Police	(327,765)	(302,370)	(298,200)	(312,000)	60,700	(251,300)	(216,330)	34,970	-14%
Net impact to general fund	(631,498)	(653,802)	(589,800)	(659,000)	107,000	(552,000)	(558,160)	(6,160)	1%
<u>Public safety related</u>									
Revenues - Charge for services	114,288	115,048	109,895	119,700	0	119,700	115,200	(4,500)	-4%
Revenues - Liquor Board	0	0	0	59,200	(59,200)	0	0	0	#DIV/0!
Total revenues	114,288	115,048	109,895	178,900	(59,200)	119,700	115,200	(4,500)	-4%
Expenses - District court	(524,627)	(671,971)	(635,690)	(699,500)	0	(699,500)	(708,500)	(9,000)	1%
Expenses - Regional jail	(1,913,061)	(1,723,695)	(1,716,676)	(1,780,000)	0	(1,780,000)	(1,680,000)	100,000	-6%
Expenses - Rivercom									
Fire	(97,547)	(105,540)	(111,760)	(114,821)	0	(114,821)	(115,535)	(714)	1%
Police	(745,448)	(771,661)	(780,556)	(803,919)	0	(803,919)	(786,377)	17,542	-2%
Civil Service	(14,707)	(11,159)	(13,760)	(21,340)	0	(21,340)	(13,630)	7,710	-36%
Total expenses	(3,295,390)	(3,284,026)	(3,258,442)	(3,419,580)	0	(3,419,580)	(3,304,042)	115,538	-3%
Net impact to general fund	(3,181,102)	(3,168,978)	(3,148,547)	(3,240,680)	(59,200)	(3,299,880)	(3,188,842)	111,038	-3%

**Other Administrative**

The Other Administrative group are services or fees for the general operation of the General Fund that are not allocated to a specific department or expenditures to community organizations as directed by City Council. Below is an overview of the line items and the purpose for this funding.

**Other Administrative**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	\$	%
Expenses-PFD contingency	(1,591,681)	(2,164,429)	(1,290,449)	(200,000)	(10,000)	(210,000)	(50,000)	160,000	-76%
Expenses - Debt service	(310,040)	(1,001,676)	(266,431)	(360,525)	0	(360,525)	(330,393)	30,132	-8%
Expenses - Transfers out 430	(20,000)	(93,400)	(91,000)	(91,000)	0	(91,000)	(91,000)	0	0%
Expenses - Transfers out 114	0	0	0	(20,000)	0	(20,000)	(20,000)	0	0%
Expenses - City Attorney	(351,187)	(319,295)	(370,470)	(342,200)	(34,300)	(376,500)	(426,500)	(50,000)	13%
Expenses - Code clean up	0	(1,513)	(5,698)	0	0	0	0	0	#DIV/0!
Expenses - Interfund services									
Building maintenances	(290,904)	(271,080)	(240,204)	(261,800)	0	(261,800)	(261,800)	0	0%
Prop / liab insurance	(317,100)	(327,300)	(327,300)	(353,700)	0	(353,700)	(348,400)	5,300	-1%
Expenses - Community services									
Hospitality House	(14,175)	(590)	(590)	0	0	0	0	0	#DIV/0!
Senior Center	(3,500)	(3,100)	(2,500)	(2,500)	0	(2,500)	(2,500)	0	0%
WDA	(22,000)	(19,400)	(17,700)	(17,700)	0	(17,700)	(17,700)	0	0%
Women's Resource	(6,000)	0	0	0	0	0	0	0	#DIV/0!
Row & Paddle Club	0	(2,240)	(2,240)	(2,240)	0	(2,240)	(2,240)	0	0%
Revenues - Rental income	0		2,240	2,240	0	2,240	2,240	0	0%
Expenses - Contracted service									
Animal control	(199,906)	(201,305)	(191,135)	(191,235)	0	(191,235)	(191,235)	0	0%
Library	(63,044)	(22,374)	(13,055)	(12,200)	0	(12,200)	(12,200)	0	0%
Reserve	0	0	0	0	0	0	(98,813)	(98,813)	#DIV/0!
Net impact to general fund	(3,189,537)	(4,427,702)	(2,816,532)	(1,852,860)	(44,300)	(1,897,160)	(1,850,541)	46,619	-2%

**PFD Contingency**

This is the line item that represents the expenditures related to solving the Public Facilities District / Town Toyota Center issue. In years 2009 through 2011, this expenditure was utilized for making loans to the Public Facilities District for the interest payment on the PFD Bonds which were issued in 2008 to purchase the Town Toyota Center. The interest only bond anticipation notes were supported with a contingent loan agreement from the City of Wenatchee. In 2011, these bonds went into default, and the City has used this line item to record costs associated with the default and assisting the District to resolve the issue.

The City committed in Ordinance 2012-21, to assist the District up to \$200,000 if the additional sales taxes imposed by the City (1/10<sup>th</sup>) and the District (2/10ths) are not sufficient to pay the District's annual debt service, at the District's request. The additional sales taxes appear to be sufficient to meet the District's debt service requirements; therefore, the City is budgeting \$50,000 as a contingency and to be used for any additional City costs relating to resolving the District's 2011 debt default.

**Debt Service**

This line item represents General Fund commitments to debt service outside of other funding sources. Represented in this line item is the costs associated with the Council Chamber upgrade in 2008 (\$14,850), the portion of the overlay bonds that are supported by the General Fund property taxes (\$201,766), the interest on the Cashmere Valley Bank bond that was issued for the construction of the Public Services Center (\$42,300) and repayment of the 2008 interfund loan from the Cemetery Endowment Fund to partially fund the City's match requirements for the construction of the Public Facility District building (\$71,477).

**Cemetery Fund (Fund 430)**

This line item represents the General Fund support needed to operate the Wenatchee Cemetery. A further description is included in the Cemetery Fund 430.

**Community Center (Fund 114)**

This line item represents the General Fund support needed to operate the Community Center on South Chelan Ave; further description of this fund is included in the Special Revenue section Community Center Fund 114.

**City Attorney**

The City contracts with Johnson, Gaukroger, Smith and Marchant PPLC for City Attorney and Prosecution services. The contract runs through December 31, 2013 and is a "lump sum" contract to provide the services required by the city. The 2013 budget amendment is a reflection of a shift in services to more general fund work. In 2011 and 2012 3,922 and 3,425 hours were logged in with work on city issues (administration, code enforcement, planning, police, prosecution/police court, prosecution administration, public works, parks/recreation and water/sewer). A 2013 budget amendment is needed to reallocate costs to the General Fund.

Code Enforcement Clean Up

The 2012 budget was amended to address a cleanup/abatement of a property under a code enforcement action. Occasionally, this occurs when cases are not resolved through voluntary compliance. These cases require the city to perform abatement on private property to address the problem. The city is entitled to recovery of these costs through the lien process and thus this budget line item is a start to a revolving abatement fund. In future years, depending on the level of clean up the city wants to pursue city wide, this line item could increase to accommodate the greater emphasis.

Interfund Services

**Building maintenance** - The Public Works Department's Facility Maintenance Division is responsible for the building maintenance for all of the City's facilities. This includes City Hall, the Police Station, the Historic Police Station (home of Information Services/Facility Maintenance/Drug Task Force), the Public Services Center Complex, the Museum Complex, the Community Center, two Fire Stations, the City Pool and Bathhouse and some of the work at the buildings in City parks. This fund primarily derives its revenue from a general fund transfer in the "other administrative" section of the budget. Other non-general fund departments also contribute to the Facility Maintenance fund for facility maintenance and upkeep.

**Property/Liability Insurance** – The City is insured for property and liability insurance through Association of Washington Cities Risk Management Services Agency pool. AWC RMSA currently has 96 member municipalities/special purpose districts. Members pay an annual assessment to the AWC RMSA. The AWC RMSA is responsible for payment of all covered causes of loss against the jurisdiction above the stated retention. AWC RMSA, itself, pays out of its own funds all claims up to \$250,000 for liability and \$50,000 for property, and thereafter purchases excess liability insurance. The revenue for this fund is from a general fund transfer in the "other administrative" section of the budget and other operating funds.

Community Services

The City makes a number of investments in community services from the General Fund. The following are reflected in this line item with a brief explanation of the investment.

- The City has transitioned the Hospitality House property to the Hospitality House from City ownership. This has resulted in the lowering of utility costs supported by the General Fund for the support of this service. The Hospitality House has access to the city's Low Income/Homeless Housing funds (through the application process) to support shelter needs.
- The City has supported the Wenatchee Valley Senior Activity Center on an ongoing basis since the new building was constructed on Maple Street.
- The Wenatchee Downtown Association (WDA) provides several services on behalf of the city encouraging reinvestment in the downtown core. Volunteer efforts are coordinated through the WDA that provide assistance for beautification and streetscape maintenance, downtown marketing, recruitment and reinvestment (growing property tax) and they host a number of events that encourage retail sales in the district.
- The City holds a lease with the Chelan County Public Utility District for land that houses the Wenatchee Row and Paddle Club (WRPC) storage facility on the city's waterfront. The WRPC hosts public paddles and educational events on behalf of the city that encourage boater safety and water safety education. This line item and the Rental Income line item reflect the leasehold excise tax for the property that is paid by the WRPC which the city provides to the Department of Revenue as required by the lease.

Contracted Services

The City has a two contracted services that are not reflected elsewhere in the budget:

- The Animal Control contract runs through December 31, 2015. The contract with the Wenatchee Valley Humane Society ensures the enforcement of the City's animal control code (WMC 5.28). The reduction in contract amount in 2012 and 2013 was facilitated by allowing an increase in animal licensing fees that would offset the contract decrease but still allow the Humane Society to provide the same level of service to the City.
- The city's contract with the North Central Regional Library District provides for the lease and operation of the Wenatchee Public Library on Douglas Street. The reduction in budget from 2010 to 2012 is a result of the library leasing 100% (instead of 50%) of the building on Douglas Street that is co-owned by the City of Wenatchee and the North Central Regional Library District.

### Nonrecurring Activity

Nonrecurring activities are one time or uncertain revenues and expenditures that are inconsistent and would distort the city's ability to determine the costs to operate on a daily basis. These activities usually consist of grant activities that will stop with the funding source, donations and irregular transfers to/from other city funds. Due to the uncertainty of these items they usually require a yearend budget amendment.

2013 significant budget amendments are:

- o An increase in estimated grant activity \$100,000 increasing revenues and expenditures
- o An estimated \$75,000 from one-time large construction sales taxes
- o A one-time revenue of \$180,000 to assist with legal fees
- o One-time revenues of \$121,889 for back utility tax calculation errors from various source
- o Payment to Frontier Communications of \$161,100 as reimbursement for taxes paid to the City in error.
- o Payment to New Cingular Communications of \$44,000 as reimbursement for taxes paid to the City in error.
- o Additional expenses of \$39,307 due to the failure to form the Downtown Local Improvement District.

#### Nonrecurring Activity

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		Change from 10/10/13 \$	%
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013			
Revenues - Grants/donations	273,497	473,706	238,087	24,450	100,000	124,450	39,809	(84,641)	-68%	
Revenues - Sales of assets	11,677	1,009,300	100,000	0	0	0	0	0	#DIV/0!	
Revenues - Transfers in										
From 501 - Fire operations	0	10,089	130,000	0	0	0	0	0	#DIV/0!	
From 106 - PFD support	350,000	0	0	0	0	0	0	0	#DIV/0!	
From 611 - Retiree health	304,000	312,200	0	0	0	0	0	0	#DIV/0!	
From 501 - Excess fund balance	0	0	181,429	0	0	0	0	0	#DIV/0!	
From misc funds	29,489	867	0	0	0	0	6,000	6,000	#DIV/0!	
Revenues - CCRJ dissolution	299,732	177,251	0	0	0	0	0	0	#DIV/0!	
Revenues - One time sales taxes	0	0	0	0	75,000	75,000	72,000	(3,000)	-4%	
Revenues - One time misc	0	0	0	0	301,889	301,889	788,538	486,649	161%	
Rainy Day Reserve	0	0	0	0	0	0	0	0	#DIV/0!	
Revenues - reimburse fire exp	0	0	0	0	0	0	0	0	#DIV/0!	
Expenses - Fire OT	0	0	(44,691)	0	0	0	0	0	#DIV/0!	
Expenses - Grants	(178,772)	(187,369)	(201,730)	(24,450)	(100,000)	(124,450)	(39,809)	84,641	-68%	
Expenses - Misc	(1,896)	(5,183)	(97,402)	(64,000)	(295,783)	(359,783)	(217,000)	142,783	-40%	
Expenses - Transfers out	0	0	0	0	0	0	(500,717)	(500,717)	#DIV/0!	
Expenses - Excess comp.	(16,824)	(12,063)	0	0	0	0	0	0	#DIV/0!	
Expenses - Capital outlay	0	(257,195)	(15,793)	(36,500)	(15,000)	(51,500)	(6,000)	45,500	-88%	
Net impact to general fund	1,070,903	1,521,603	289,900	(100,500)	66,106	(34,394)	142,821	177,215	-515%	

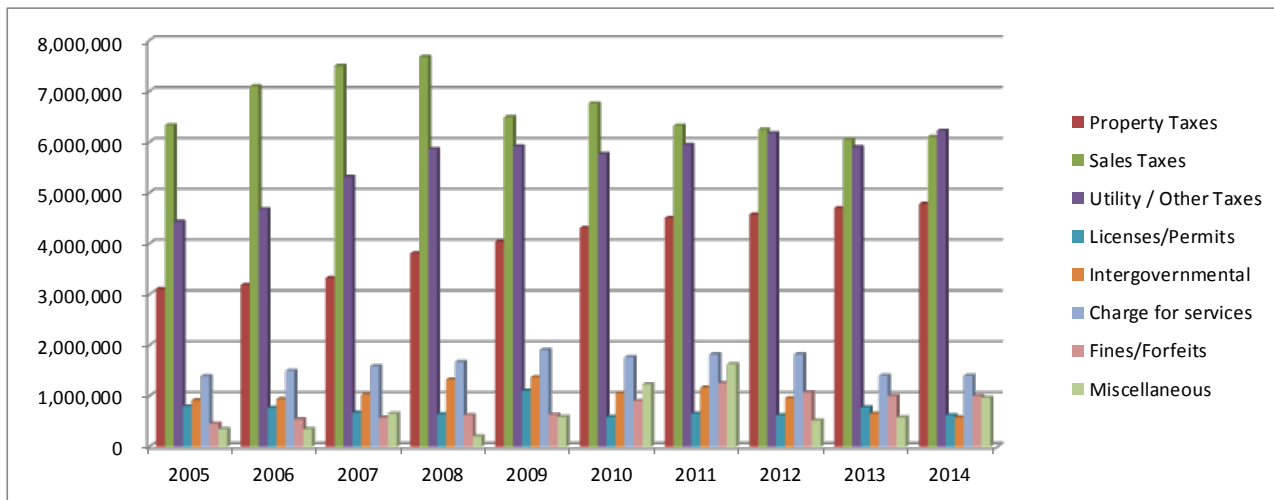
2014 budget items are:

- o Known grant revenues and expenditures of \$39,809
- o \$72,000 estimated one-time revenues from sales tax from large construction projects
- o \$788,538 estimated one-time revenues from utility tax calculation correction
- o \$50,000 estimated expenses if union negotiations continue into 2014
- o \$135,717 to pay the final amount on the interfund loan from the Self-Insurance Fund 502
- o \$350,000 transfer to the equipment replacement fund to replace one of the fire apparatuses.
- o \$15,000 transfer to establish an Abatement Fund once City Code has been developed.
- o \$160,000 contingency as a possible refund of utility taxes to Chelan County PUD and city residences that have filed claims for refunds of city utility taxes paid as water customers of the PUD.



## General Fund Revenue History

	Actual 2005	Actual 2006	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Amended Budget 2013	Preliminary Budget 2014
Property Taxes	3,105,964	3,179,696	3,319,196	3,807,852	4,038,881	4,306,911	4,500,406	4,573,206	4,695,556	4,781,159
Sales Taxes	6,328,398	7,094,639	7,496,140	7,674,703	6,487,255	6,757,391	6,320,221	6,242,687	6,040,570	6,100,000
Utility / Other Taxes	4,426,620	4,675,766	5,312,245	5,860,096	5,915,524	5,761,233	5,942,351	6,171,268	5,897,170	6,219,144
Licenses/Permits	792,121	764,065	671,162	637,805	1,098,998	586,795	651,162	613,870	773,900	620,900
Intergovernmental	914,869	935,199	1,025,904	1,317,559	1,366,519	1,053,962	1,160,410	953,443	650,068	577,173
Charge for services	1,387,240	1,493,473	1,586,608	1,668,120	1,904,221	1,764,010	1,814,681	1,819,616	1,399,937	1,397,890
Fines/Forfeits	453,480	540,120	572,081	620,686	628,316	901,092	1,245,482	1,066,089	998,300	1,002,000
Miscellaneous	346,514	344,386	650,896	205,199	585,420	1,226,395	1,625,199	512,764	577,919	963,187
	<b>17,755,206</b>	<b>19,027,344</b>	<b>20,634,232</b>	<b>21,792,020</b>	<b>22,025,134</b>	<b>22,357,789</b>	<b>23,259,912</b>	<b>21,952,943</b>	<b>21,033,420</b>	<b>21,661,453</b>



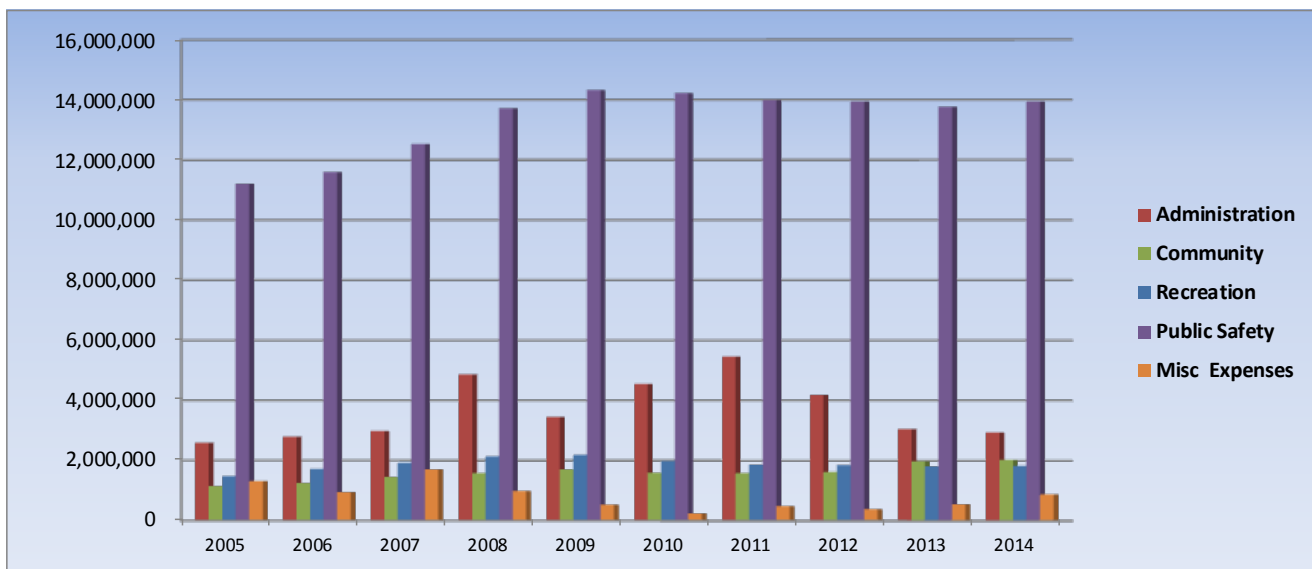
# General Fund Expenditure History

## General Fund Expenditure History by Department

	Actual 2005	Actual 2006	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Prelim Amended Budget 2013	Preliminary Budget 2014
City Council / Admin	577,425	708,562	793,041	850,144	827,430	614,863	653,971	614,157	677,085	690,141
Finance	777,666	875,307	939,516	973,961	994,776	1,061,479	1,026,514	982,314	696,626	721,074
Code Enforcement	311,519	316,873	333,887	350,800	543,229	542,270	554,329	569,325	627,219	639,443
Planning	390,065	448,726	592,517	714,748	601,316	394,067	362,915	374,337	551,464	573,182
Engineering	444,575	493,605	527,388	512,695	565,606	661,424	668,530	680,884	794,777	819,148
Recreation / Pool	400,897	501,605	576,407	686,466	702,082	599,261	553,805	528,317	561,476	579,158
Parks Maintenance	688,763	744,982	791,522	831,331	807,238	805,736	772,122	803,197	880,007	896,719
Museum	366,810	438,785	506,670	561,411	625,810	518,133	516,191	511,603	365,051	344,350
Fire	3,287,222	3,361,024	3,648,573	3,717,232	3,785,867	3,748,658	3,568,434	3,509,642	3,382,621	3,554,067
Police	4,791,558	5,316,921	5,509,106	6,183,822	6,306,121	6,341,943	6,289,950	6,395,045	6,216,631	6,331,120
LEOFF Health	688,093	542,499	700,000	715,000	631,500	631,498	653,802	589,800	552,000	558,160
Other Public Safety	2,274,135	2,215,473	2,486,861	2,900,790	3,382,161	3,280,683	3,272,867	3,244,682	3,398,240	3,290,412
Civil Service	12,287	12,105	15,447	17,096	13,750	14,707	11,159	13,760	21,340	13,630
Building Maintenance	233,104	239,676	257,052	280,668	281,760	290,904	271,080	240,204	261,800	261,800
Insurance Prop / Liab	398,700	398,700	398,700	398,700	398,700	317,100	327,300	327,300	353,700	348,400
Animal Control	147,605	151,590	166,749	183,424	199,906	199,906	201,305	191,135	191,235	191,235
Library	28,853	40,120	45,243	54,854	56,777	63,044	22,374	13,055	12,200	12,200
Community Services	37,865	55,440	41,718	43,997	47,143	45,675	25,330	28,728	22,440	22,440
Debt Service	305,372	307,556	250,245	273,766	329,342	310,040	1,001,676	266,431	360,525	330,393
430 & 114 Support	86,600	35,400	100,791	52,204	53,500	20,000	93,400	91,000	111,000	111,000
City Attorney	215,309	231,349	239,388	253,644	339,694	351,189	319,296	370,470	376,500	426,500
PFD Support	0	0	0	1,780,954	230,000	1,591,681	1,763,306	1,290,449	210,000	50,000
Reserve	0	0	0	0	0	0	0	-	-	98,813
Misc Non-recurring	1,272,162	894,221	1,672,176	946,229	494,220	197,493	463,323	359,616	535,733	763,526
<b>Total</b>	<b>17,736,585</b>	<b>18,330,519</b>	<b>20,592,997</b>	<b>23,283,936</b>	<b>22,217,928</b>	<b>22,601,754</b>	<b>23,392,979</b>	<b>21,995,451</b>	<b>21,159,670</b>	<b>21,626,911</b>

## General Fund Expenditures by Type

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Administration	2,594,176	2,796,550	2,978,733	4,864,041	3,455,202	4,557,256	5,456,543	4,182,325	3,047,236	2,939,308
Community	1,146,159	1,259,204	1,453,792	1,578,243	1,710,151	1,597,761	1,585,774	1,624,546	1,973,460	2,031,773
Recreation	1,485,323	1,725,492	1,919,842	2,134,062	2,191,907	1,986,174	1,864,492	1,856,172	1,818,734	1,832,427
Public Safety	11,200,900	11,599,612	12,526,736	13,717,364	14,319,305	14,217,395	13,997,517	13,944,064	13,762,067	13,938,624
Misc Expenses	1,310,027	949,661	1,713,894	990,226	541,363	243,168	488,653	388,344	558,173	884,779
<b>Total</b>	<b>17,736,585</b>	<b>18,330,519</b>	<b>20,592,997</b>	<b>23,283,936</b>	<b>22,217,928</b>	<b>22,601,754</b>	<b>23,392,979</b>	<b>21,995,451</b>	<b>21,159,670</b>	<b>21,626,911</b>



## Special Revenue Funds

Special revenue funds account for the proceeds of specific revenue sources to finance specific activities as required by law or administrative regulations. These revenues generally can't be used to fund general operations of the City.

### #101 – Public Art Fund

Ordinance 2004-15 mandate that 1% of construction costs for projects in excess of \$75,000, net of any grant or other outside funding source, be set aside for “public art projects”. The Museum Director manages this program with the Arts Commission. Expenditures for this program are supplies and needs to support the Commission and payments to the Artists.

	#101 - PUBLIC ART						2014 Budget		
	2010 Actual	2011 Actual	2012 Actual	2013 Budget Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$	%
Revenues	25,279	25,151	20,447	15,175	0	15,175	15,000	(175)	(1.15%)
Expenditures									
Operating	(16,455)	(17,159)	(15,330)	(29,000)	0	(29,000)	(21,475)	7,525	(25.95%)
Transfers out - #001	0	(14,722)	(11,667)	0	0	0	0	0	#DIV/0!
Capital	0	0	0	0	0	0	0	0	#DIV/0!
Total Expenditures	(16,455)	(31,881)	(26,997)	(29,000)	0	(29,000)	(21,475)	7,525	(25.95%)
Revenues over (under) expenditures	8,824	(6,730)	(6,550)	(13,825)		(13,825)	(6,475)		
Fund Balance January 1,	73,433	82,257	75,527	68,977		68,977	55,152		
Fund Balance December 31	82,257	75,527	68,977	55,152		55,152	48,677		

### #102 - .2% Sales Tax Fund

This fund was created in 2012 to account for the .2% sales tax that went into effect July 2012. This revenue source is to be used exclusively for Public Facility District related expenses and was put into place to help the Public Facilities District refinance their 2008 Notes that matured December 1, 2011.

	#102 - .2% Sales Tax						2014 Budget		
	2010 Actual	2011 Actual	2012 Actual	2013 Budget Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$	%
Revenues	0	0	733,187	1,505,081	0	1,505,081	1,520,132	15,051	1.00%
PFD Debt Service	0	0	(733,187)	(1,505,081)	0	(1,505,081)	(1,520,132)	(15,051)	1.00%
Revenues over (under) expenditures	0	0	0	0		0	0		
Fund Balance January 1,	0	0	0	0		0	0		
Fund Balance December 31	0	0	0	0		0	0		

### #103 – Paths and Trails

The Paths and Trails Fund source of revenue is .42% of the total money received from the Motor Vehicle Fuel Tax (RCW 46.68.090). This money is restricted for construction and/or improvement of paths and trails within the City. Because the cost of such projects is typically much larger than the funds generated in a single year we leave the fund balance untouched until an adequate balance is available. The 2014 budget does not include appropriations from this fund.

	#103 - PATHS AND TRAILS						2014 Budget		
	2010 Actual	2011 Actual	2012 Actual	2013 Budget Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$	%
Revenues	1,118,808	2,839	2,773	2,800	0	2,800	2,850	50	1.79%
Capital Expenditures	(1,047,051)	(722)	(4,592)	0	(1,500)	(1,500)	0	1,500	(100.00%)
Revenues over (under) expenditures	71,757	2,117	(1,819)	2,800		1,300	2,850		
Fund Balance January 1,	(71,215)	542	2,659	840		840	2,140		
Fund Balance December 31	542	2,659	840	3,640		2,140	4,990		

## #104 - Tourism Promotion Area

In September 2006, the City established a Tourism Promotion Area (TPA) for the City of Wenatchee, at the request of the Wenatchee Hotel-Motel Association, as enabled by RCW 35.101. The TPA was originally set up with a three year trial period. The TPA was reauthorized in July 2010. By establishing a tourism promotion area in the city, all hotels larger than 40 rooms are assessed \$1 per room night which is collected by the Department of Revenue and returned to the City to be utilized for marketing purposes as specified in the RCW and the city formation ordinance. The City created an advisory board to oversee the budget for the TPA. In 2013, the management of the fund came back to the City after the management agreement with the Wenatchee Valley Visitor's Bureau was terminated. The TPA board approves the expenditures and the City pays the expenses. The budget and accomplishments are reviewed annual by the City Council in December. This fund provides a real time understanding of the number of hotel rooms used on an annual basis.

### #104 - TOURISM PROMOTION AREA

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$ %	
Revenues	189,524	184,140	189,240	183,300	16,508	199,808	185,000	(14,808)	(7.41%)
Expenditures	(189,524)	(184,140)	(146,079)	(183,300)	50,500	(132,800)	(185,000)	(52,200)	39.31%
Revenues over (under) expenditures	0	0	43,161	0		67,008	0		
Fund Balance January 1,	0	0	0	43,161		43,161	110,169		
Fund Balance December 31	0	0	43,161	43,161		110,169	110,169		

## Hotel/Motel Tax Funds

The City of Wenatchee is authorized to collect a 6% excise tax on lodging (hotel-motel tax). This authorization was done over a period of years, with the original 2% authorized by Ordinance 2160 in 1974, and additional 2% authorized by Ordinance 3137 in 1995 and the final 2% by Ordinance 97-12 in 1997. These tax funds are utilized by Fund 105 to partially pay for Wenatchee Convention Center debt service, Fund 106 for Wenatchee Convention Center operations and debt service, and Fund 107 for City of Wenatchee tourism marketing.

### #105 – Hotel/Motel Tax – Capital

The revenues in this fund are reserved to partially pay the debt service on the #106 - Convention Center Fund.

### #105 - HOTEL/MOTEL TAX - CAPITAL

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$ %	
Revenues	212,024	195,581	194,625	187,100	20,000	207,100	191,775	(15,325)	(7.40%)
Expenditures Trans out 106	(202,594)	(196,700)	(204,252)	(187,100)	(20,000)	(207,100)	(191,775)	15,325	(7.40%)
Revenues over (under) expenditures	9,430	(1,119)	(9,627)	0		0	0		
Fund Balance January 1,	26,528	35,958	34,839	25,212		25,212	25,212		
Fund Balance December 31	35,958	34,839	25,212	25,212		25,212	25,212		

### #107 – Hotel/Motel Tourism Fund

Until the city's 2011 budget, 100% of the funds collected in fund 107 were provided by contract to the Wenatchee Valley Visitor's Bureau for the city's tourism marketing effort. In 2011, the city reconstituted a Lodging Tax Advisory Committee (LTAC) for the oversight of the lodging tax funds and recommendations for uses to the City Council. A transition occurred in city budgets in 2011 and 2012 where the city began holding back a portion of the lodging tax funds for city eligible expenses. In 2012 the LTAC designed an application process for the use of hotel motel taxes and recommended that the Wenatchee Chamber of Commerce be retained to carry out a regional tourism marketing effort. The city also started a reserve in this fund to ensure cash flow during economic downturns as suffered in 2009. The role of the Lodging Tax Advisory Committee was strengthened during the 2013 legislative session and requires uses of hotel – motel tax to be on a list provided to the Wenatchee City Council. The Council must fund uses on the list. The LTAC is revising their application process to be consistent with the updated RCW 67.28 and will carry out that process in early 2014.

**#107 - HOTEL/MOTEL TAX - TOURISM**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			As of 11/21/2013	Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget		\$	%
Revenues	370,546	342,512	321,492	374,300	21,358	395,658	383,658	(12,000)	(3.03%)
Operations	(371,220)	(344,291)	(248,899)	(340,000)	79,000	(261,000)	(516,670)	(255,670)	97.96%
Revenues over (under) expenditures	(674)	(1,779)	72,593	34,300		134,658	(133,012)		
Fund Balance January 1,	16,846	16,172	14,393	86,986		86,986	221,644		
Fund Balance December 31	16,172	14,393	86,986	121,286		221,644	88,632		

**#106 – Convention Center Fund**

The Wenatchee Convention Center (WCC) is a City owned facility operated under a management contract with Coast Hotels & Resorts. The contract is managed by the Public Works Department, the Mayor's Office and the Finance Department collaboratively. The Convention Center is a 50,000+ square foot regional meeting facility which can host any event from a small business meeting to a statewide convention for over 500. The Convention Center is the home of the Washington State Horticultural Convention in odd numbered years (Yakima hosts in even numbered years) and frequently hosts side wide labor and government conventions as well as weddings and entertainment events.

The Convention Center was originally constructed in 1979-80 and was operated by the Westerberg Hotel. Through a series of sales, the Coast Hotels took over management in the 1980's and managed the facility under the original contract until the end of 2011. Due to changes in IRS regulations, the contract was restructured in 2012 to a management contract which pays the contractor a management fee instead of the City being paid a commission based on gross sales. Staff members at both the City and Convention Center are still working through the new arrangement and new operational model.

The City is responsible for maintaining the physical plant including the HVAC, electrical, plumbing, lighting, and A/V systems. The Convention Center Maintenance Fund (Fund 106) is used to fund all of the City's activities in the building.

The Public Works Department Facility Maintenance Staff is responsible for . . .

- o Maintaining and repairing all parts of the physical plant including:
  - HVAC, Electrical, Mechanical, Fire, Lighting and Audio/Video systems
  - Kitchen equipment including convection ovens, steam tables, stoves, grills, steamers, mixers, walk-in freezers and refrigerators and warming ovens
  - Convention furnishings including 2000 chairs over 400 tables, stages, carts and podiums
  - Interior finishes including paint, tile, wainscoting, floor coverings, restroom fixtures and acoustical ceilings

The Finance Department Staff is responsible for . . .

- o Reviewing all financial documents created and/or utilized by the contractor including:
  - Monthly bank statements, balance sheets, income statements, cash flow reports, accounts payable, accounts receivable and invoices
- o Determining the financial state of the operation and providing cash infusions to the operating accounts when necessary

The Mayor's Office and Public Works Department is responsible for . . .

- o Oversight of the management contract
- o Meeting quarterly with corporate management of the contractor to provide feedback on the state of operations, financial status and review prospective business bookings
- o Provide approvals of operational decisions as detailed in new contract

**2013 Goals:**

- ✓ Continue door replacement of interior metal doors
- ✓ Repair roofing areas which are exhibiting deterioration
- ✓ Major repair of several air wall room partitions

**Significant 2013 Budget Issues:**

- 2012 turned out to be the worst year for convention bookings in recent history. The culmination of economic recession, statewide municipal budget crisis, downturn in the tourism market and uncertainty in the management/sales of the Convention Center resulted in business income being well below expectations.
- 2013 showed some improvement, but the Center is still projected to just break even on its operations and still rely heavily on hotel/motel tax funding for maintenance and upkeep of the facility.
- The WCC is a 32 year old facility and is in need of continual updating and major repair. Some of the kitchen equipment and most of the mechanical/lighting systems are from the original construction and are becoming high maintenance items. In order to compete in the highly competitive convention market, continual investment must be made in the facility. Unfortunately, the funds for these upgrades are not available at this time.

**#106 - CONVENTION CENTER**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$ %	
<b>Revenues</b>									
Hotel/Motel Tax	370,394	390,749	389,199	374,300	0	374,300	383,658	9,358	2.50%
Chelan County	65,000	65,000	65,000	65,000	0	65,000	65,000	0	0.00%
Convention Rentals/Sales	0	0	1,212,857	1,376,651	0	1,376,651	1,575,100	198,449	14.42%
Miscellaneous	148,970	171,778	7,257	1,000	0	1,000	1,000	0	0.00%
Transfers In - #105	202,594	196,700	204,845	187,100	20,000	207,100	191,775	(15,325)	(7.40%)
<b>Total Revenues</b>	<b>786,958</b>	<b>824,227</b>	<b>1,879,158</b>	<b>2,004,051</b>	<b>20,000</b>	<b>2,024,051</b>	<b>2,216,533</b>	<b>192,482</b>	<b>9.51%</b>
<b>Expenditures</b>									
Management Co Operations	0	0	(1,384,787)	(1,374,085)	0	(1,374,085)	(1,486,620)	(112,535)	8.19%
City Operations - salary/ben	(171,163)	(175,718)	(180,909)	(187,126)	0	(187,126)	(189,666)	(2,540)	1.36%
City Operations - misc	(245,243)	(242,872)	(93,677)	(139,970)	0	(139,970)	(164,918)	(24,948)	17.82%
Capital	0	0	(31,691)	(75,000)	0	(75,000)	(75,000)	0	0.00%
Debt Service	(644,493)	(307,590)	(309,558)	(306,110)	0	(306,110)	(307,463)	(1,353)	0.44%
<b>Total Expenditures</b>	<b>(1,060,899)</b>	<b>(726,180)</b>	<b>(2,000,622)</b>	<b>(2,082,291)</b>	<b>0</b>	<b>(2,082,291)</b>	<b>(2,223,667)</b>	<b>(141,376)</b>	<b>6.79%</b>
Revenues over (under) expenditures	(273,941)	98,047	(121,464)	(78,240)		(58,240)	(7,134)		
Fund Balance January 1,	654,083	380,142	478,189	356,725		356,725	298,485		
Fund Balance December 31	380,142	478,189	356,725	278,485		298,485	291,351		
FTE's	2.1	2.1	2.1	2.1			2.1		
Fund Balance % of operating expenses	91%	114%	21%	16%		18%	16%		

**2014 WCC Maintenance Goals**

- Replacement of ceiling clouds in the Grand Apple Ballroom replacing both the ceiling system and the dimmable lighting system and controls
- Upgrade HVAC scheduling and controls
- Replace compressors in two rooftop HVAC Unit
- Replace carpet and wall coverings on main floor

**#108 – Street Maintenance Fund**

The Street Maintenance Division of the Public Works Department has the responsibility for the maintenance of the City's streets and alleys and publically maintained sidewalks. The Street Division maintains over 250 lane miles of streets utilizing nearly 40 pieces of street equipment. The Street Division is responsible for snow and ice control on all City streets along with those sections of the state highways that run through the City. The street crews also sweep and clean all city streets and maintain pavement markings and signage. In addition, the Street Division maintains those portions of the sidewalks that are the responsibility of the City.

Another group within the Street Maintenance Division is the Signals and Lighting group which maintains the City's 50 traffic signal systems and the hundreds of street lights and electrical systems in the City.

The Street Maintenance Division is responsible for:

- Pavement Maintenance including:
  - Crack filling/sealing
  - Pothole patching
  - Dig-out/subgrade failure repair
  - Skin Patching of rutted or failed pavement
- Roadside maintenance including vegetation control
- Street cleaning primarily accomplished with street sweepers but including flushing
- Maintain and repair street lighting systems including services, lights and pole

The Street Maintenance Division is responsible for (continued):

- Snow and Ice Control of all City streets including
  - Pre-storm application of anti-icing materials
  - Snow plowing during and after storms
  - Control of compact snow and ice through the use of traction sand and chemical ice melting applications
  - Picking up accumulated snow berms and disposing of snow
- Traffic control maintenance including
  - Pavement markings (striping, crosswalks, stop bars, arrows)
  - Installation and maintenance of all traffic signs both regulatory and informational
  - Maintain and repair signal systems including programming change

**2013 Goals:**

- ✓ Replace damaged light poles at various locations throughout the City
- ✓ Replace defective electrical junction boxes throughout City
- ✓ Replace retaining wall supporting alley between Spokane and Kittitas St
- ✓ Continue the crack sealing program with another 4 weeks of crack sealing work
- ✓ Dig out defective pavement sections throughout the city and replace with new asphalt
- ✓ Keep the streets safe through effective snow and ice control measures
- ✓ Repaint hundreds of pavement markings throughout the City
- ✓ Repair, replace and relocate regulatory and informational street signs
- Repair defective lighting circuits at various locations

**#108 - STREETS**

				2013 Budget			2014 Budget			
	2010 Actual	2011 Actual	2012 Actual	Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$	%	
<b>Revenues</b>										
Property Taxes	1,045,949	1,104,958	1,096,171	1,100,000	0	1,100,000	1,100,000	0	0.00%	
MVFT	383,267	376,788	372,369	374,300	0	374,300	374,900	600	0.16%	
Charge for services	270,395	278,032	270,939	251,510	0	251,510	227,000	(24,510)	(9.75%)	
Miscellaneous	24,249	24,691	70,831	25,889	43,200	69,089	6,300	(62,789)	(90.88%)	
Transfers In	0	0	0	0	0	0	285,700	285,700	#DIV/0!	
<b>Total Revenues</b>	<b>1,723,860</b>	<b>1,784,469</b>	<b>1,810,310</b>	<b>1,751,699</b>	<b>43,200</b>	<b>1,794,899</b>	<b>1,993,900</b>	<b>199,001</b>	<b>11.09%</b>	
<b>Expenditures</b>										
Salary/benefits	(904,565)	(883,354)	(879,139)	(1,017,325)	75,000	(942,325)	(1,026,355)	(84,030)	8.92%	
Miscellaneous	(987,574)	(912,194)	(882,879)	(933,414)	0	(933,414)	(953,808)	(20,394)	2.18%	
Capital	0	(7,847)	0	0	(43,200)	(43,200)	(23,150)	20,050	(46.41%)	
<b>Total Expenditures</b>	<b>(1,892,139)</b>	<b>(1,803,395)</b>	<b>(1,762,018)</b>	<b>(1,950,739)</b>	<b>31,800</b>	<b>(1,918,939)</b>	<b>(2,003,313)</b>	<b>(84,374)</b>	<b>4.40%</b>	
Revenues over (under) expenditures	(168,279)	(18,926)	48,292	(199,040)		(124,040)	(9,413)			
Fund Balance January 1,	630,871	462,592	443,666	491,958		491,958	367,918			
Fund Balance December 31	462,592	443,666	491,958	292,918		367,918	358,505			
FTE's	13.08	11.41	11.41	11.98		11.98%	11.88%			
Fund Balance % of operating expenses	24%	25%	28%	15%		20%	18%			

**2014 Goals:**

- Continue pavement preservation program through crack sealing and skin patching
- Replace concrete roadway panels on King St
- Replace defective Alley approaches in various locations
- Continue to investigate transient voltage potential at light/signal poles
- Improve alley maintenance program
- Continue to keep a priority on safety through snow and ice control, pavement markings and sign/signal maintenance

**Significant 2014 Budget Issues:**

- The decline in the condition of the City’s street infrastructure continues due to the postponement of projects in the overlay program. Declining Real Estate Excise Tax (REET) revenues have forced this program to be nearly completely halted for the past 4 years. This lack of overlay projects equates to longer intervals between pavement preservation activities and more maintenance to keep the streets drivable.
- Our aging truck fleet is in dire need of replacement and several of the vehicles are scheduled to be replaced in 2014 and 2015.
- The number of street maintenance is still below the staffing levels before the economic downturn. Although the street staff has increased by one employee since last year, it has done so through additional deficit spending. Additional revenue of some kind will need to be secured in order to adequately maintain the transportation infrastructure.

**#109 - Arterial Streets**

The Arterial Streets Fund was developed in 1972 for the purpose of constructing key capital street projects. This special revenue fund receives 43% of the motor vehicle fuel tax (gas tax) allocated to the City by the State of Washington. Typically, the revenue from this fund is used to match State and Federal grants. As an example, between 2001 and 2010, \$3.8 Million of local revenues leveraged \$17.9 Million in state and federal grants. Examples of capital construction projects completed include Maple, Western/Maiden Lane, Washington Signal, Walla Walla, Riverside Drive, Orchard, Ninth, and many more. The Engineering Department carries out the design and construction of Arterial Street Fund projects. This fund does not include any operating expenses and appears highly volatile due to the amount of grant funds revenues that are used to reimburse the City for expenditures incurred. The primary grant sources for the City are the State Transportation Improvement Board and the Federal Surface Transportation Program.

**2013 Goals:**

- Construct North Wenatchee Ave. Paving Projects
- Complete Construction of the South Wenatchee Ave. Reconstruction Project
- Begin Design of the SR285 Safety Grant
- Perform a Circulation Study for SR 285 Throughout Downtown and Truck Route Analysis.
- Begin Design of the Western Avenue Corridor Improvements Project
- Construct the Pine Street Reconstruction Project
- Develop and Design the Downtown Streetscape Project

**Significant 2013 Budget Issues:**

- An influx of state and federal economic stimulus funds have created a condition where the arterial street fund gas tax revenues may not be ample to supply the required match for all of the grants the City has been awarded over the next few years. Periodically, this condition may require a general fund infusion of funds.

**#109 - ARTERIAL STREETS**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$ %
<b>Revenues</b>								
MVFT	287,476	287,081	283,714	285,200	0	285,200	285,700	500 0.18%
Grant revenues	1,289,296	482,996	2,302,190	3,183,373	(569,865)	2,613,508	2,518,192	(95,316) (3.65%)
Interest	483	1,103	839	200	0	200	0	(200) (100.00%)
Private contributions	0	11,000	13,746	0	8,098	8,098	0	(8,098) (100.00%)
Loan Proceeds	0	0	84,730	0	8,711	8,711	0	(8,711) (100.00%)
Transfers In	0	26,009	0	0	0	0	300,000	300,000 #DIV/0!
<b>Total Revenue</b>	<b>1,577,255</b>	<b>808,189</b>	<b>2,685,219</b>	<b>3,468,773</b>	<b>(553,056)</b>	<b>2,915,717</b>	<b>3,103,892</b>	<b>188,175 6.45%</b>
<b>Expenditures</b>								
Capital construction	(1,044,594)	(895,490)	(2,810,823)	(3,033,373)	(17,965)	(3,051,338)	(3,080,997)	(29,659) 0.97%
Transfers Out	0	0	0	0	0	0	(285,700)	(285,700) #DIV/0!
<b>Total Expenditures</b>	<b>(1,044,594)</b>	<b>(895,490)</b>	<b>(2,810,823)</b>	<b>(3,033,373)</b>		<b>(3,051,338)</b>	<b>(3,366,697)</b>	<b>(29,659) 0.97%</b>
Revenues over (under) expenditures	532,661	(87,301)	(125,604)	435,400		(135,621)	(262,805)	
Fund Balance January 1,	126,139	658,800	571,499	445,895		445,895	310,274	
Fund Balance December 31	658,800	571,499	445,895	881,295		310,274	47,469	



2014 Budgeted projects include: Wenatchee Downtown Revitalization, SR 285 Miller to Ferry, Okanogan Red Apple Sidewalks, Citywide Safety – Durable Pavement Markings, McKittrick & Wenatchee Ave Signal, Western Ave Safety Improvements, N Wenatchee Ave Paving and Mission & Miller Intersection Improvements. Please see the Construction projects section for detailed revenue sources and expenditure categories on these projects.

### #111 – Street Overlay Fund

The Street Overlay Fund was developed to dedicate funding to street preservation. In the past, these funds have been used to repave or overlay streets with asphalt. More recently, staff is exploring alternative pavement preservation methods to extend the life of pavement at a lower cost. Revenues for this fund are the 2<sup>nd</sup> ¼ percent of Real Estate Excise Tax (REET). As of 2012, the Wenatchee Transportation Benefit District revenues have been dedicated to funding preservation of arterial streets and are included in this fund. The City issued \$4,085,000 in LTGO bonds for paving in 1998. These bonds will be paid off in 2014, at which time another issue is expected in order to try and catch up on pavement preservation efforts. In 2005, staff updated the 1996 pavement preservation program based on actual conditions of the pavement. Staff expects to update this program in 2013 to help evaluate the best application of technology to further preserve our street infrastructure.

#### 2013 Goals:

- Utilize funding from the Transportation Benefit District to chip seal Miller Street from Springwater to the south City limits
- Complete minor dig out/inlay projects as they are discovered
- Crack Seal Arterial Streets

#111 - STREET OVERLAY

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		Change from 10/10/13 \$	%
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013			
<b>Revenues</b>										
2nd 1/4% R.E.E.T.	205,965	178,285	311,985	200,000	100,000	300,000	300,000	0	0.00%	
Road Preservation (Car Tab)	0	0	0	480,103	0	480,103	500,000	19,897	4.14%	
Miscellaneous	1,815	927	454	1,300	0	1,300	1,000	(300)	(23.08%)	
<b>Total Revenue</b>	<b>207,780</b>	<b>179,212</b>	<b>312,439</b>	<b>681,403</b>	<b>100,000</b>	<b>781,403</b>	<b>801,000</b>	<b>19,597</b>	<b>2.51%</b>	
<b>Expenditures</b>										
Capital	(99,512)	(259,680)	(47,391)	(530,000)	0	(530,000)	(702,500)	(172,500)	32.55%	
Transfer out - #109	0	0	0	0	0	0	(300,000)	(300,000)	#DIV/0!	
Transfer out - #301	(163,648)	(243,162)	(89,600)	(193,802)	100,000	(93,802)	(100,000)	(6,198)	6.61%	
<b>Total Expenditures</b>	<b>(263,160)</b>	<b>(502,842)</b>	<b>(136,991)</b>	<b>(723,802)</b>	<b>100,000</b>	<b>(623,802)</b>	<b>(1,102,500)</b>	<b>(478,698)</b>	<b>76.74%</b>	
Revenues over (under) expenditures	(55,380)	(323,630)	175,448	(42,399)		157,601	(301,500)			
Fund Balance January 1,	562,790	507,410	183,780	359,228		359,228	516,829			
Fund Balance December 31	507,410	183,780	359,228	316,829		516,829	215,329			

#### 2014 Goals:

- Crack Seal Arterial Streets
- Pave Wenatchee Avenue from Second Street to Kittitas Street in conjunction with the Larger Downtown revitalization project.
- Contract or have City Crews perform inlay/skinpatch work on several arterials in the City.
- Begin development of a full-fledged Pavement Management System

#### Significant 2013 Budget Issues:

- Real Estate Excise Tax proceeds plummeted during the economic downturn but have started to rebound.
- The 2005 Pavement Preservation Study predicted an annual investment need of approximate \$1.5 Million. Over the past 5 years (2008-2012) the average amount spent has been under \$290,000. This funding gap continues to widen and creates a backlog of needed work. These figures will be revised in 2014.

2014 Budgeted project is the Wenatchee Downtown Revitalization. Please see the Construction projects section for detailed revenue sources and expenditure categories on this project.

### #114 - Community Center Fund

The Community Center operations fund is a separate revenue fund used specifically for the Wenatchee Community Center. The Wenatchee Community Center was established in 2006. Its vision is to unite the community by embracing cultures, families and individuals through assistance and support. The mission of the Center is to provide an inclusive multicultural facility for all members of the community through: Promoting and supporting a safe environment for social, recreational and educational participation; Advocating for personal economic development; Encouraging cultural identities within the community; Providing access to social service agencies, the faith community and intergenerational activities; and uniting people by encouraging a spirit of well-being and harmony. The Community Center is striving to provide opportunities to bring the community together and realize this vision.

The majority of revenues for the Community Center are derived through long-term leases and one-time facility rentals. Expenditures include those items required to staff, operate and maintain the facility.

#### 2013 Goals and Objectives

Goals, objectives, and strategic actions are contained in the 2011-2017 Community Center Strategic Plan. Some specific actions accomplished in 2013 include:

- o Over 50,000 people visited the Community Center in 2013. The Center hosted a variety of human service activities ranging from: Veterans support services, a community resource fair, blood drives, parent education programs and food distribution events to citizenship and literacy classes and job training programs.
- o Served over 30,000 individuals through food distribution events from the Wenatchee Food Bank and Thrivent.
- o Amended license agreements for the use of the Community Center for programs provided by Wenatchee Valley College, Head Start, Chelan Douglas Literacy Council and the Wenatchee Food Bank.
- o Completed the preparation of new license agreements with Child Care Aware, Amigos Unidos, Career Path Services and the Washington State Board for Community and Technical Colleges.
- o Received Migrant Parent Advisory Council 2013 Community Partner of the Year Award.
- o Completed request for proposal process and continue to work through follow up actions with service providers.
- o Prepared budget and operational alternatives and analysis of impacts.

#### #114 - COMMUNITY CENTER OPERATIONS

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$ %
<b>Revenues</b>								
Operating	113,671	90,444	109,389	73,724	0	73,724	0	(73,724) (100.00%)
Transfer in - #001	18,691	16,358	12,107	20,000	0	20,000	15,000	(5,000) (25.00%)
<b>Total Revenue</b>	<b>132,362</b>	<b>106,802</b>	<b>121,496</b>	<b>93,724</b>	<b>0</b>	<b>93,724</b>	<b>15,000</b>	<b>(78,724) (84.00%)</b>
<b>Expenditures</b>								
Salary/benefits	(71,214)	(77,106)	(82,107)	(84,709)	0	(84,709)	0	84,709 (100.00%)
Miscellaneous	(51,345)	(58,718)	(56,081)	(63,180)	0	(63,180)	(13,200)	49,980 (79.11%)
<b>Total Expenditures</b>	<b>(122,559)</b>	<b>(135,824)</b>	<b>(138,188)</b>	<b>(147,889)</b>	<b>0</b>	<b>(147,889)</b>	<b>(13,200)</b>	<b>134,689 (91.07%)</b>
Revenues over (under) expenditures	9,803	(29,022)	(16,692)	(54,165)		(54,165)	1,800	
Fund Balance January 1,	224,927	234,730	205,708	189,016		189,016	134,851	
Fund Balance December 31	234,730	205,708	189,016	134,851		134,851	136,651	
FTE's	1	1	1	1			0	

#### 2014 Goals and Objectives

- o In 2014 the operation, programming and management of the Community Center will move from the City to a contractual arrangement with Chelan Douglas Community Action Council.
- o The primary goals of the contract will be to strive to achieve fiscal sustainability of the Center while maintaining and expanding programs and services to the community.

## Low Income and Homeless Funding

The City's Planning staff administers the Chelan and Douglas Counties Homeless and Low Income Housing programs and the State of Washington's low income and homeless grants for our area. These funds are specifically dedicated to reducing and preventing homelessness and providing various types of assistance to low income citizens. The funds are made up of recording fees from Chelan and Douglas Counties or State grants.

The Planning staff also administers the City's Community Development Block Grant which provides various services to citizens or enhancements in South Wenatchee.

### #113 - LOW INCOME HOUSING

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$ %	
Revenues	38,321	35,936	39,664	37,250	0	37,250	39,000	1,750	4.70%
Expenditures	(55,000)	(15,000)	(64,999)	(30,000)	0	(30,000)	(55,000)	(25,000)	83.33%
Revenues over (under) expenditures	(16,679)	20,936	(25,335)	7,250		7,250	(16,000)		
Fund Balance January 1,	94,231	77,552	98,488	73,153		73,153	80,403		
Fund Balance December 31	77,552	98,488	73,153	80,403		80,403	64,403		

### #115 - CDBG ENTITLEMENT

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$ %	
Revenues	272,142	341,028	274,313	241,800	0	241,800	205,206	(36,594)	(15.13%)
Expenditures									
Operating	(207,449)	(182,772)	(251,060)	(241,800)	0	(241,800)	(205,206)	36,594	(15.13%)
Capital	(34,144)	(161,531)	(18,708)	0	0	0	0	0	#DIV/0!
Total Expenditures	(241,593)	(344,303)	(269,768)	(241,800)	0	(241,800)	(205,206)	36,594	(15.13%)
Revenues over (under) expenditures	30,549	(3,275)	4,545	0		0	0		
Fund Balance January 1,	(32,064)	(1,515)	(4,790)	(245)		(245)	(245)		
Fund Balance December 31	(1,515)	(4,790)	(245)	(245)		(245)	(245)		

### #117 - HOMELESS HOUSING

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$ %	
Revenues									
Intergovernmental	574,989	521,452	522,128	648,522	0	648,522	575,000	(73,522)	(11.34%)
Grant revenue	0	0	379,743	582,510	(63,000)	519,510	537,517	18,007	3.47%
Miscellaneous	1,910	1,327	596	1,000	0	1,000	1,000	0	0.00%
Total Revenue	576,899	522,779	902,467	1,232,032	(63,000)	1,169,032	1,113,517	(55,515)	(4.75%)
Expenditures									
Operating	(384,969)	(782,537)	(639,444)	(593,900)	13,000	(580,900)	(575,000)	5,900	(1.02%)
Grant Expenditures	0	0	(379,742)	(551,510)	32,000	(519,510)	(537,517)	(18,007)	3.47%
Transfers out - #001	(35,635)	(29,705)	(26,000)	(26,000)	26,000	0	0	0	#DIV/0!
Total Expenditures	(420,604)	(812,242)	(1,019,186)	(1,171,410)	71,000	(1,100,410)	(1,112,517)	(12,107)	1.10%
Revenues over (under) expenditures	156,295	(289,463)	(116,719)	60,622		68,622	1,000		
Fund Balance January 1,	658,422	814,717	525,254	408,535		408,535	477,157		
Fund Balance December 31	814,717	525,254	408,535	469,157		477,157	478,157		

## LEOFF Obligations

RCW 41.16 and 41.18 require cities in the State of Washington to pay for most health care and long term care costs incurred by pre-LEOFF and LEOFF 1 employees and retirees for as long as they live. Pre-LEOFF are those employees hired prior to March 1, 1970 and LEOFF 1 are the employees hired between March 1, 1970 and September 30, 1977. Eligible employees / retirees as of December 31, 2012 are:

	Active	Retired	Total	Medicare Eligible
Fire	1	18	19	13
Police	0	18	18	9
	<u>1</u>	<u>36</u>	<u>37</u>	<u>22</u>

### Funding Policy

The City reimburses 100% of the amount of validated claims for medical and hospitalization costs incurred by eligible retirees. We satisfy retiree medical claims through a three tier approach:

1. The City pays the Part B premium for those 22 individuals that are Medicare eligible, which results in Medicare being the primary payer for related medical claims.
2. The City pays for medical insurance coverage for all 37 individuals through the Association of Washington Cities Employee Benefits Trust (AWC), which is a fully insured indemnity plan that offers specific coverage's for particular maladies. If the individual is Medicare eligible, the AWC coverage is considered the secondary payer, if they are not Medicare eligible, AWC is considered primary.
3. Finally, the City reimburses the retiree for those medical claims that are not covered by either Medicare or AWC.

Under the Revised Code of Washington, costs related to medical, hospital and nursing care are also covered for all LEOFF 1 retirees as long as a disability exists.

#### #110 - LEOFF 1 - LONG-TERM CARE

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$	%
Revenues									
Transfer In - #001	101,497	73,800	45,800	65,000	35,000	100,000	125,500	25,500	25.50%
Miscellaneous	1,613	1,062	1,061	500	0	500	750	250	50.00%
Total Revenue	103,110	74,862	46,861	65,500	35,000	100,500	126,250	25,750	25.62%
Expenditures	(93,492)	(83,723)	(56,491)	(65,000)	(35,000)	(100,000)	(130,000)	(30,000)	30.00%
Revenues over (under) expenditures	9,618	(8,861)	(9,630)	500		500	(3,750)		
Fund Balance January 1,	546,772	556,390	547,529	537,899		537,899	538,399		
Fund Balance December 31	556,390	547,529	537,899	538,399		538,399	534,649		

#### #116 - LEOFF 1 - HEALTH INSURANCE

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$	%
Revenues									
Transfer In - #001	530,000	580,001	544,000	594,000	(142,000)	452,000	454,637	2,637	0.58%
Miscellaneous	1,568	1,004	1,061	500	0	500	500	0	0.00%
Total Revenue	531,568	581,005	545,061	594,500	(142,000)	452,500	455,137	2,637	0.58%
Expenditures	(537,981)	(557,320)	(588,249)	(594,000)	142,000	(452,000)	(456,639)	(4,639)	1.03%
Revenues over (under) expenditures	(6,413)	23,685	(43,188)	500		500	(1,502)		
Fund Balance January 1,	545,813	539,400	563,085	519,897		519,897	520,397		
Fund Balance December 31	539,400	563,085	519,897	520,397		520,397	518,895		

The revenue for these funds is a transfer in from the General Fund.

## Debt Service Funds

The Debt Service Funds are used to account for the accumulation of resources for and the payment of general obligation bonds. The City's outstanding general obligation debt includes:

- 2008 Cashmere Valley Bank Bond Anticipation Note refinanced in 2013 due 2022, \$2,400,000, construction of the Public Service Center
- 1998 Limited Tax General Obligation refinanced in 2013 due in 2014 balance outstanding \$349,588, used to finance street overlay projects
- 2007 Limited Tax General Obligation matures 2027, total outstanding balance \$3,060,000, used to remodel council chambers, museum and technology upgrades for the convention center
- 2007 Limited Tax General Obligations mature 2021, \$1,645,000 outstanding, issued to refinance outstanding convention center bonds.
- 2001 Unlimited Tax General Obligations mature 2021, voter approved bonds issued to build the police station.

### DEBT SERVICE FUNDS

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$ %	
<b>#201 - UTGO BONDS</b>									
Revenues - property taxes	360,200	367,351	383,093	376,125	0	376,125	326,035	(50,090)	(13.32%)
Debt Service	<u>(368,079)</u>	<u>(364,719)</u>	<u>(365,944)</u>	<u>(366,125)</u>	<u>0</u>	<u>(366,125)</u>	<u>(326,035)</u>	<u>40,090</u>	<u>(10.95%)</u>
Revenues over (under) expenditures	(7,879)	2,632	17,149	10,000		10,000	0		
Fund Balance January 1,	<u>(26,201)</u>	<u>(34,080)</u>	<u>(31,448)</u>	<u>(14,299)</u>		<u>(14,299)</u>	<u>(4,299)</u>		
Fund Balance December 31	<u>(34,080)</u>	<u>(31,448)</u>	<u>(14,299)</u>	<u>(4,299)</u>		<u>(4,299)</u>	<u>(4,299)</u>		
<b>#205 - COUNCILMANIC (LTGO) BONDS</b>									
Revenues									
Transfers in #001	287,764	977,844	245,934	289,016	0	289,016	258,884	(30,132)	(10.43%)
Transfers in #106	294,493	307,590	309,559	306,110	0	306,110	307,463	1,353	0.44%
Transfers in #301	403,819	405,299	405,627	405,030	0	405,030	390,891	(14,139)	(3.49%)
Transfers In #307	0	0	0	0	276,000	276,000	500,000	224,000	81.16%
Transfers in #312	10,715	0	0	0	0	0	0	0	#DIV/0!
Misc	1,198	532	807	100	0	100	0	(100)	(100.00%)
Debt Service	<u>(997,394)</u>	<u>(1,652,616)</u>	<u>(1,000,444)</u>	<u>(1,000,156)</u>	<u>(276,000)</u>	<u>(1,276,156)</u>	<u>(1,457,240)</u>	<u>(181,084)</u>	<u>14.19%</u>
Revenues over (under) expenditures	595	38,649	(38,517)	100		100	(2)		
Fund Balance January 1,	<u>44,857</u>	<u>45,452</u>	<u>84,101</u>	<u>45,584</u>		<u>45,584</u>	<u>45,684</u>		
Fund Balance December 31	<u>45,452</u>	<u>84,101</u>	<u>45,584</u>	<u>45,684</u>		<u>45,684</u>	<u>45,682</u>		

## Outstanding General Obligation Debt Service Requirements

Below is the annual debt service obligations listed by the fund responsible for the payment.

	General <u>Fund</u>	Convention <u>Center</u>	REET <u>111/301</u>	UTGO <u>Bonds</u>
2014	330,402	307,463	390,893	326,035
2015	425,762	308,400	236,519	326,035
2016	425,361	308,923	235,919	326,036
2017	429,962	309,038	235,119	326,035
2018	411,485	313,738	239,119	326,036
2019	357,254	307,823	237,719	326,035
2020	356,654	311,700	236,119	326,035
2021	356,050	314,955	234,319	326,036
2022	15,630	62,520	237,100	
2023			234,330	
2024			236,350	
2025			237,950	
2026			233,920	
2027			234,675	
	<u>3,108,558</u>	<u>2,544,560</u>	<u>3,460,049</u>	<u>2,608,283</u>

### LRF Debt

#### 25% Obligations

	Amount	Interest Rate	Matures
Chelan Co PUD for River Road construction	150,000	5.28%	Jan 2017
25 N Worthen environmental remediation	300,000	2.00%	Jan 2018
Worthen Stairs	<u>285,000</u>	2.00%	Jan 2018
	<u>735,000</u>		

#### 75% Obligations

Pybus Market Charitable Foundation (currently paying)	330,146	0.00%	
Port of Chelan County for Orondo Gateway	300,000	0.00%	
Port of Chelan County for Pybus	<u>1,350,000</u>	0.00%	
	<u>1,980,146</u>		
Total LRF Debt	<u>2,715,146</u>		

If we receive the full \$500,000 per year it will take 5.28 years to pay the 75% loans and 5.88 years to repay the 25% loans.

## Capital Project Funds

Capital Project Funds are used to account for the financial activities relating to major general governmental capital purchases or construction. Capital project funds are not used for enterprise fund related capital activities.

### #301 - Real Estate Excise Tax Fund

The Real Estate Excise Tax Fund collects revenues via ¼ of 1% real estate excise tax that is paid by the seller of a piece of real estate. The revenue of this fund is currently reserved to partially pay the debt on:

- 1998 Limited Tax General Obligation mature 2014 total balance outstanding \$349,622, used to finance street overlay projects and
- 2008 Cashmere Valley Bank Bond Anticipation Note refinanced in 2013 due 2022, \$2,15,417, construction of the Public Service Center

The actual debt service requirements of this fund can be found in the Debt Service section of this document.

#301 - Real Estate Excise Tax Fund									
	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		Change from 10/10/13 \$ %
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013		
Revenue									
1st 1/4% R.E.E.T.	209,843	180,094	316,842	200,000	150,000	350,000	326,035	(23,965)	(6.85%)
Transfers in - #111	162,662	236,081	89,600	193,802	(100,000)	93,802	100,000	6,198	6.61%
<b>Total Revenues</b>	<b>372,505</b>	<b>416,175</b>	<b>406,442</b>	<b>393,802</b>	<b>50,000</b>	<b>443,802</b>	<b>426,035</b>	<b>(17,767)</b>	<b>(4.00%)</b>
Expenditures									
Debt Service	(403,819)	(405,299)	(405,631)	(405,030)	0	(405,030)	(390,893)	14,137	(3.49%)
<b>Total Expenditures</b>	<b>(403,819)</b>	<b>(405,299)</b>	<b>(405,631)</b>	<b>(405,030)</b>	<b>0</b>	<b>(405,030)</b>	<b>(390,893)</b>	<b>14,137</b>	<b>(3.49%)</b>
Revenues over (under) expenditures	(31,314)	10,876	811	(11,228)		38,772	35,142		
Fund Balance January 1,	31,314	0	10,876	11,687		11,687	50,459		
Fund Balance December 31	0	10,876	11,687	459		50,459	85,601		

### #302 Governmental Funds Capital Projects

This fund was created to account for the non-street related capital projects that occur. The current project the City is working on is the Saddlerock environmental mediation and the development of parking and trails on Saddlerock.

#302 - Governmental Funds - Capital Projects									
	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		Change from 10/10/13 \$ %
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013		
Revenue									
Grant Revenues				0	233,867	233,867	0	(233,867)	(100.00%)
Transfers In				0	0	0	0	0	#DIV/0!
<b>Total Revenues</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>233,867</b>	<b>233,867</b>	<b>0</b>	<b>(233,867)</b>	<b>(100.00%)</b>
Project Expenses									
Saddlerock remedial action			(33,867)	0	(200,000)	(200,000)	0	200,000	(100.00%)
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>(33,867)</b>	<b>0</b>	<b>(200,000)</b>	<b>(200,000)</b>	<b>0</b>	<b>200,000</b>	<b>(100.00%)</b>
Revenues over (under) expenditures	0	0	(33,867)	0		33,867	0		
Fund Balance January 1,	0	0	0	(33,867)		(33,867)	0		
Fund Balance December 31	0	0	(33,867)	(33,867)		0	0		

### #304 – Pybus Market

The Pybus Market fund was created to tract the construction of the Pybus Market and the grant awarded for this project when it was the intent for the City to own and manage the building. Now it will be used to just track sub-recipient expenditures and our grant costs associated with the Pybus Market.

#### #304 - Pybus Market Fund

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	\$	%
Revenues - grant	0	12,320	1,367,065	100,000	0	100,000	0	(100,000)	(100.00%)
Expenditures	0	(12,320)	(1,367,604)	(100,000)	0	(100,000)	0	100,000	(100.00%)
Revenues over (under) expenditures	0	0	(539)	0		0	0		
Fund Balance January 1,	0	0	0	(539)		(539)	(539)		
Fund Balance December 31	0	0	(539)	(539)		(539)	(539)		

### #307 – Local Revitalization Finance Program

The City created a Local Revitalization District in 2009 through ordinance 2009-26 under the authority of RCW 39.89.050. Formation of this District allows the City and participating junior taxing districts (Chelan County Port District and the NCW Regional Library District) to dedicate incremental growth in property tax revenues to the financing of capital projects within the District. The City was also awarded the opportunity for a tax rebate from the State of Washington up to \$500,000 annually. This award allows increases in State of Washington tax revenue resulting from development activity to be returned to the City of Wenatchee for financing of public infrastructure providing benefit to the District.

The District is generally bounded by the Columbia River to the east, Thurston Street to the south, the railroad tracks and Walla Walla Ave. to the West, and private property located just north of Walla Walla Park to the north.

The annual obligations associated with this fund are as follows:

- o Monitor and manage local tax increments
- o Submit annual reports to the Department of Revenue
- o Monitor and track economic development activity within the District
- o Manage use of funds to insure compliance with RCW's and ordinance

The City began receiving the rebate funds from the State September, 2013.

#### #307 - Local Revitalization Financing Program

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	\$	%
Revenues									
Property taxes	0	1,537	1,676	1,530	0	1,530	1,500	(30)	-2%
Sales tax rebate	0	0	0	0	186,793	186,793	500,000	313,207	168%
Total Revenues	0	1,537	1,676	1,530	186,793	188,323	501,500	313,177	166%
Expenditures	0	0	(1,867)	(1,500)	(186,793)	(188,293)	(500,000)	(311,707)	166%
Revenues over (under) expenditures	0	1,537	(191)	30		30	1,500		
Fund Balance January 1,	0	0	1,537	1,346		1,346	1,376		
Fund Balance December 31	0	1,537	1,346	1,376		1,376	2,876		



## Enterprise Funds

Enterprise funds are established to account for services provided to the public and are operated similar to a private business. The fees charges to customers pay for the services provided and the related debt and or capital additions.

### #401 – Water / Sewer Utility Fund

The Water/Wastewater Division of the Public Works Department provides water and sanitary sewer services for the City of Wenatchee. This division is funded through utility rates and fees for miscellaneous services rendered as well as interest revenue generated from invested cash reserves. This division is not supported by any taxes.

The water system service area covers a majority of the corporate City limits, but does not cover west of Western Avenue or north of Maple Street. The water system infrastructure includes two (2) booster pump stations, four (4) reservoirs (totaling 15 million gallons storage) and over 100 miles of pipes spread across three (3) pressure zones.

The wastewater system service area covers the entire City of Wenatchee, plus areas south of the City limits. Also included is the Olds Station area and continuing on up into the Sunnyslope area within the urban growth boundary. Some of these areas do not have a conveyance system installed yet, but staff has been working with developers over the last several years to plan and install wastewater infrastructure. The wastewater system includes the Waste Water Treatment Plant (WWTP) with a capacity of 5.5 Million Gallons per Day (MGD), five (5) lift stations, and over 140 miles of gravity wastewater lines.

The Environmental Division provides services for the Water, Wastewater and Stormwater Divisions of Public Works, but their budget is embedded in these operational funds. They assist the operation groups in complying with regulations and providing communication and public outreach with customers and the public. They are also responsible for administering the City's Cross Connection Control and Wastewater Pretreatment programs.

The Water Division is responsible for:

- Daily operation and maintenance of the water supply and distribution system including pumps, valves, hydrants, meters and pressure regulating facilities
- Monthly reading of all commercial meters and bi-monthly reading of all residential meters
- Repair of system facilities as needed
- Installation of new water services, upgraded water services, fire protection lines
- Replacement of substandard or defective fire hydrants
- Working with the Finance Department to encourage customer payments through notification and water turn-off
- Marking location of underground utilities for excavations

The Wastewater Division is responsible for:

- Daily operation and maintenance of the wastewater system including collection and treatment
- Preventive maintenance and repair of the entire wastewater infrastructure including pumps, blowers, drive motors, dewatering equipment, programmable logic controllers (PLCs), boilers, methane flaring equipment, gas compressors, floating dome digesters...
- Operation of the City's biosolids treatment facilities, about 12 miles south of Wenatchee, in accordance with EPA and Washington Dept. of Ecology strict regulations regarding the treatment, handling and use of biosolids
- Responsible for cleaning and inspecting 140 miles of gravity wastewater lines as part of a comprehensive risk management program to minimize sanitary sewer overflows (SSOs)
- Perform thousands of laboratory tests annually in order to operate the biological processes in the plant and to provide regulatory information to the Dept. of Ecology regarding the plant's compliance with NPDES (National Pollutant Discharge Elimination System) Permit limits

The Environmental Division is responsible for:

- Protection of the water system through the City's Cross Connection Control Program
- Protection of the WWTP through the City's Pretreatment Programs including the FOG (Fat, Oil and Grease) removal program
- Providing technical assistance on regulatory compliance
- Conducting users surveys in both water and wastewater to identify potential hazards
- Conduct monthly water quality testing

- Provide communication to customers, regulators and citizens through:
  - Water Quality Report
  - Cross Connection Control Report
  - Water Facility Inventory
  - Water Use Efficiency Report
  - Wellhead Protection Report
- Many, Many more

2013 Goals:

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li>✓ Construct New Squilchuck lift station</li> <li>✓ Updated WWTP Control System (SCADA)</li> <li>✓ Replace WWTP valve operators</li> <li>✓ Replace digester gas flare piping</li> <li>✓ Updated Backflow Assembly Tester Program</li> <li>✓ Converted FOG inspection database into GIS</li> <li>✓ Conduct Local Limits update and testing</li> <li>✓ Updated Cross Connection Control Program</li> <li>✓ Began Phase 2 Monitoring for Disinfection By-Products</li> <li>✓ Added a new water use efficiency web page</li> <li>✓ Developed a new lawn watering conservation flyer</li> </ul> | <ul style="list-style-type: none"> <li>data for the wastewater treatment plant discharge monitoring report were completed</li> <li>✓ Conducted Fresh Fruit Packer inspections</li> <li>✓ 300 coliform samples were collected in the water system; all test results were satisfactory</li> <li>✓ Nitrate and disinfection by-product monitoring was completed with satisfactory results</li> <li>✓ Construction of new headworks facility, odor control equipment and visual improvements to the WWTP</li> <li>✓ Relocation of hydrants and water meters as part of the George Seller Bridge West Project for Washington State Department of Transportation</li> </ul> |
|--|---|

**#401 - WATER / SEWER**

				2013 Budget			2014 Budget			
	2010 Actual	2011 Actual	2012 Actual	Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$	%	
<b>Revenues:</b>										
Operating	7,970,695	8,978,075	9,014,210	8,761,700	0	8,761,700	10,711,052	1,949,352	22.25%	
Transfers In	0	0	39,960	0	0	0	0	0	#DIV/0!	
Bond Proceeds/PWTF	0	15,420,000	0	1,830,963	0	1,830,963	0	(1,830,963)	(100.00%)	
<b>Total Revenues</b>	<b>7,970,695</b>	<b>24,398,075</b>	<b>9,054,170</b>	<b>10,592,663</b>	<b>0</b>	<b>10,592,663</b>	<b>10,711,052</b>	<b>118,389</b>	<b>1.12%</b>	
<b>Expenses:</b>										
Salary/benefits	(1,871,851)	(1,863,156)	(1,838,567)	(2,381,117)	0	(2,381,117)	(2,659,212)	(278,095)	11.68%	
Miscellaneous	(5,291,663)	(5,324,437)	(4,392,706)	(3,768,214)	0	(3,768,214)	(5,992,417)	(2,224,203)	59.03%	
Capital Outlay	(1,933,959)	(2,175,539)	(8,749,193)	(3,530,000)	0	(3,530,000)	(2,695,800)	834,200	(23.63%)	
SRF & PWTF Loan Interest	(95,528)	(90,327)	(83,437)	(79,685)	0	(79,685)	(86,987)	(7,302)	9.16%	
SRF & PWTF Loan Principal	(344,355)	(349,556)	(361,287)	(360,195)	0	(360,195)	(503,357)	(143,162)	39.75%	
Bond Interest	(335,199)	(583,216)	(741,542)	(716,974)	0	(716,974)	(680,532)	36,442	(5.08%)	
Bond Principal (12/1)	(820,562)	(2,719,188)	(897,346)	(942,250)	0	(942,250)	(954,297)	(12,047)	1.28%	
<b>Total Expenses</b>	<b>(10,693,117)</b>	<b>(13,105,419)</b>	<b>(17,064,078)</b>	<b>(11,778,435)</b>	<b>0</b>	<b>(11,778,435)</b>	<b>(13,572,602)</b>	<b>(1,794,167)</b>	<b>15.23%</b>	
Change in Net Working Capital	(2,722,422)	11,292,656	(8,009,908)	(1,185,772)		(1,185,772)	(2,861,550)			
Beginning Working Cap.				9,144,937		9,144,937	7,959,165			
Ending Working Cap.				7,959,165		7,959,165	5,097,615			
<i>Bond Coverage</i>				1.31		1.31	1.26			
FTE's	25.07	25.07	24.97	26.58			28.512			

2014 Goals:

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li>• Relocate Broadview Lift Station</li> <li>• Update Water Code</li> <li>• Wellhead Protection Education &amp; Outreach</li> <li>• Improve Cross Connection Control web page</li> <li>• Update Cross Connection Control Outreach &amp; Education</li> </ul> | <ul style="list-style-type: none"> <li>• Unregulated Contaminant Monitoring – Phase 3</li> <li>• Replace piping at one million gallon reservoir</li> <li>• Millerdale Street main replacement</li> <li>• Update industrial user database</li> <li>• Renew industrial user contracts for Fresh Fruit Packers</li> </ul> |
|---|--|

2014 Goals (continued):

- Monitor collection system for UV interferences
- Brewery inspections Complete WWTP facility operations study
- Implement multi-jurisdictional SCADA monitoring
- Continue implementation of valve maintenance program
- Water Booster Pump Station 1 (Crawford/Okanogan) renovation

Significant 2014 Budget Issues:

The two significant budget issues are 1) The affect that the weather has on water system revenues and 2) The cost of regulatory compliance. Both of these areas introduce some unknowns into our operations that must be dealt with in an ongoing manner. The regulatory compliance issue usually results in additional monitoring of our systems with additional reporting of the information required, while the variation in water system revenue will alter our projected revenue and thus the funds available top operative and improve the system. Neither of these has become unbearable, although the Biosolids Equivalency Process which the City spent over 4 years completing was very cumbersome and costly.

Please see the Construction Projects section for detailed funding sources and expense categories for the capital outlay budgeted.

**#410 - Storm Drain Fund**

The purpose of the Storm Drain Utility Fund is to provide funding for operation, maintenance improvement and expansion of the City's storm sewer system. The revenue for this fund is generated from a flat monthly charge to each single-family residence as well as a monthly charge to commercial and multi-family residences based on an "equivalent residential unit." The equivalent residential unit is an impervious surface of 3,000 square feet. The stormwater system consists of the complete system of catch basins, manholes and pipes for collecting, treating and conveying stormwater throughout the City. This system does not include the canyon drains which flow through the City in their own channels.

The City operates the system under a NPDES (National Pollutant Discharge Elimination System) General Stormwater Permit for a group of communities (Phase II) which regulates our operation of the system including mandating the regulations communities must put in place for their citizens to operate under. Compliance with this permit has become an increasingly larger burden for all cities under Phase II requirements. Our Environmental staff spends part of their time gathering information, inspecting facilities and reporting compliance.

Much of the cost of operating the system is dedicated to annual maintenance and cleaning efforts. This work is done by employees of the Water, Wastewater and Street Maintenance divisions of Public Works and billed back to the stormwater fund as actual costs are incurred. The only salaries that are charged directly to this fund are related to the administration and compliance of the operation and capital improvement aspects of the system and include the Public Works Directors, City Engineer, Environmental Manager and Contracts Coordinator.

The City has received many grants over the last several years, as part of the local four-agency Wenatchee Stormwater Technical Advisory Committee. These grants had been utilized to aid in compliance with the new regulations and also to help construct new facilities.

The Storm drain Utility Department is responsible for:

- Compliance with NPDES Phase II General Stormwater Permit
- Inventorying and mapping stormwater facilities
- Development of stormwater regulations concerning activities within the City which may affect stormwater quality
- Annual cleaning of the system – the goal is to clean all areas of the system on a two year rotation and visit the "problem areas" of the system annually
- Develop a capital improvement plan for the construction of facilities necessary to comply with NPDES and to provide adequate conveyance for stormwater within the City.

**2013 Goals:**

- ✓ Construct stormwater improvements at the following locations:
  - Pine Street
  - South Wenatchee Avenue
  - Marr and Cascade
- ✓ Continue to develop a plan for dealing with the melting of accumulated snow in Wenatchee
- ✓ Continue the GIS mapping and maintenance reporting system
  - Continue to conduct preventative maintenance and cleaning of the system
  - Work with Chelan County on development of a Flood Control District to address canyon flooding and inundation of the urban stormwater system by canyon floodwaters.

**#410 - STORM DRAIN UTILITY**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	\$	%
<b>Revenues:</b>									
Operating	1,019,847	1,329,925	1,420,979	1,401,995	100,000	1,501,995	1,786,802	284,807	18.96%
Grant	145,037	221,172	108,687	108,750	0	108,750	0	(108,750)	(100.00%)
Bond Proceeds	0	3,285,000	0	0	0	0	0	0	#DIV/0!
<b>Total Revenues</b>	<b>1,164,884</b>	<b>4,836,097</b>	<b>1,529,666</b>	<b>1,510,745</b>	<b>100,000</b>	<b>1,610,745</b>	<b>1,786,802</b>	<b>176,057</b>	<b>10.93%</b>
<b>Expenses:</b>									
Salary/benefits	(206,118)	(203,565)	(204,743)	(253,543)	0	(253,543)	(288,503)	(34,960)	13.79%
Miscellaneous	(493,137)	(548,125)	(654,089)	(478,179)	0	(478,179)	(874,596)	(396,417)	82.90%
Capital Outlay	(109,201)	(587,903)	(424,612)	(1,215,000)	0	(1,215,000)	(1,703,963)	(488,963)	40.24%
Bond Interest	(90,242)	(121,400)	(142,781)	(130,082)	0	(130,082)	(131,624)	(1,542)	1.19%
Bond Principal (12/1)	(165,417)	(1,656,645)	(177,654)	(174,834)	0	(174,834)	(188,204)	(13,370)	7.65%
<b>Total Expenses</b>	<b>(1,064,115)</b>	<b>(3,117,638)</b>	<b>(1,603,879)</b>	<b>(2,251,638)</b>	<b>0</b>	<b>(2,251,638)</b>	<b>(3,186,890)</b>	<b>(935,252)</b>	<b>41.54%</b>
Change in Net Working Capital	100,769	1,718,459	(74,213)	(740,893)		(640,893)	(1,400,088)		
Beginning Working Cap.				2,384,431		2,384,431	1,743,538		
Ending Working Cap.				1,643,538		1,743,538	343,450		
<i>Bond Coverage</i>				2.20		2.88	2.25		
FTE's	2.3	2.3	2.15	2.83			3.138		

**2014 Goals:**

- Continue to maintain system in good condition
- Plan potential improvement of the stormwater system in the vicinity of the new Hale Park
- Replace or line some deteriorated pipes within the system
- Construct the Regional Decant Facility on Property purchased by the City
- Develop a plan for compliance with new requirements of the General Stormwater Permit

**Significant 2014 Budget Issues:**

- As the maintenance and administration (NPDES compliance) take up a larger portion of the budget, less is available for satisfying the capital needs of the system, which are significant. The monthly stormwater fees have increased to cover some of these costs, but there is an upper limit on acceptable fees which we want to stay under.

Please see the Construction Projects section for detailed funding sources and expense categories for the capital outlay budgeted.

## #415 – Regional Water Fund

The Wenatchee Regional Water System supplies water to the City of Wenatchee, Chelan County Public Utility District (PUD), and the East Wenatchee Water District (EWWD). These three water purveyors serve domestic water for the entire Wenatchee Valley. The City operates and maintains the system in cooperation with the PUD and the EWWD through an Advisory Committee. The Advisory Committee is comprised of 3 staff and 3 elected officials who govern the operations of the Regional Water System.

The activities of the Regional Water System include pumping and water delivery, monitoring and maintaining the transmission line, pumps, meters, valves, chlorination equipment, and telemetry equipment.

### 2013 Goals:

- ✓ Update Telemetry to Include Centralized Information for all of the Partners. This is a risk management strategy to allow coordinated operation of the system in case of a supply failure.
- ✓ Purchase of Water Rights (Approx. 2,500 acre-ft)
  - Begin regional redundancy study for both redundant source and transmission capacity
  - Aquifer Study Update from the PUD

### #415 - REGIONAL WATER

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013		\$	%
<b>Revenues</b>										
Operating	1,256,107	1,237,559	1,272,594	1,300,000	0	1,300,000	1,366,500	66,500	5.12%	
Transfers In	0	0	2,109	0	0	0	0	0	#DIV/0!	
<b>Total Revenues</b>	<b>1,256,107</b>	<b>1,237,559</b>	<b>1,274,703</b>	<b>1,300,000</b>	<b>0</b>	<b>1,300,000</b>	<b>1,366,500</b>	<b>66,500</b>	<b>5.12%</b>	
<b>Expenses:</b>										
Salary/benefits	(133,423)	(142,675)	(152,459)	(147,692)	0	(147,692)	(152,873)	(5,181)	3.51%	
Misc	(363,525)	(354,227)	(352,316)	(386,772)	0	(386,772)	(362,516)	24,256	(6.27%)	
Capital Outlay	(69,763)	(47,788)	(120,170)	(230,000)	(2,507,342)	(2,737,342)	(108,000)	2,629,342	(96.05%)	
Bond Interest	(24,105)	(12,087)	0	0	0	0	0	0	#DIV/0!	
Bond Principal (12/1)	(367,356)	(345,345)	0	0	0	0	0	0	#DIV/0!	
<b>Total Expenses</b>	<b>(958,172)</b>	<b>(902,122)</b>	<b>(624,945)</b>	<b>(764,464)</b>	<b>(2,507,342)</b>	<b>(3,271,806)</b>	<b>(623,389)</b>	<b>2,648,417</b>	<b>(80.95%)</b>	
Change in Net Working Capital	297,935	335,437	649,758	535,536		(1,971,806)	743,111			
Beginning Working Cap.				3,116,183		3,116,183	1,144,377			
Ending Working Cap.				3,651,719		1,144,377	1,887,488			
FTE's	1.5	1.5	1.5	1.55			1.6			

### 2014 Goals:

- Determine effects of aquifer Study from the PUD
- Complete regional redundancy study for both redundant source and transmission capacity
- Develop a plan for the potential use of regional financial resources to migrate domestic water users on to irrigation “ditch” water for irrigation needs

### Significant 2014 Budget Issues:

- Regional Water is Financially Healthy and is Preparing for Future Expansion Needs

Please see the Construction Projects section for detailed funding sources and expense categories for the capital outlay budgeted.

## #420 – Solid Waste Fund

Garbage services are provided to the citizens of Wenatchee through a contract with Waste Management, Inc. that runs through the year 2020. Based on the provision of the contract Waste Management collects all solid waste throughout the City for both residential and commercial customers. Waste Management bills and collects from commercial customers, the City bills and collects from residential customer. Included in the City bill is an administrative fee to recover the cost of maintenance and billing of account.

Beginning 2013 the Finance Department's Utility Billing Staff and the equipment they use, will be prorated and charged directly to the utility accounts they serve (General Fund and Funds 401, 410 and 420).

**#420 - SOLID WASTE**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			As of 11/21/2013	Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget		\$	%
<b>Revenues</b>									
Operating	1,884,896	1,936,868	2,006,791	2,059,200	0	2,059,200	809,152	(1,250,048)	(60.71%)
DOE Grant	60,876	89,123	0	0	0	0	0	0	#DIV/0!
<b>Total Revenues</b>	<b>1,945,772</b>	<b>2,025,991</b>	<b>2,006,791</b>	<b>2,059,200</b>	<b>0</b>	<b>2,059,200</b>	<b>809,152</b>	<b>(1,250,048)</b>	<b>(60.71%)</b>
<b>Expenses</b>									
Salary/benefits	0	0	0	(86,317)	0	(86,317)	(15,336)	70,981	(82.23%)
O & M	(1,834,874)	(1,921,239)	(2,022,063)	(1,917,520)	(43,729)	(1,961,249)	(910,339)	1,050,910	(53.58%)
Environmental	(102,386)	(66,527)	0	0	0	0	0	0	#DIV/0!
Transfers out	0	(1,703)	0	0	0	0	0	0	#DIV/0!
<b>Total Expenses</b>	<b>(1,937,260)</b>	<b>(1,989,469)</b>	<b>(2,022,063)</b>	<b>(2,003,837)</b>	<b>(43,729)</b>	<b>(2,047,566)</b>	<b>(925,675)</b>	<b>1,050,910</b>	<b>(51.32%)</b>
Change in Net Working Capital	8,512	36,522	(15,272)	55,363		11,634	(116,523)		
Beginning Working Cap.				252,967		252,967	264,601		
Ending Working Cap.				308,330		264,601	148,078		
FTE's				1.21			0.199		

The City is negotiating with Waste Management to bill and collect all city customers (residential and commercial) directly. The expectation is that Waste Management would bill city residential customer directly beginning April or May 2014.

**#425 – Regional Decant (Vector) Facility Fund**

This fund was created in 2012 to account for the construction and operation of the new Decant Facility located in South Wenatchee.

**#425 - Regional Vector Facility**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	\$	%
Grant Revenue	0	0	0	269,000	0	269,000	1,382,000	1,113,000	413.75%
Transfers In	0	0	0		150,000	150,000	149,000	(1,000)	(0.67%)
Capital Expenses	0	0	0	(269,000)	(150,000)	(419,000)	(1,531,000)	(1,112,000)	265.39%
Change in Net Working Capital	0	0	0	0		0	0		
Beginning Working Cap.				0		0	0		
Ending Working Cap.				0		0	0		

Please see the Construction Projects section for detailed funding sources and expense categories for the capital outlay budgeted.

**#430 – Cemetery Operations Fund**

The City of Wenatchee Cemetery is operated by the Cemetery Division of the Public Works Department. The Cemetery facilities include the 34 acre Wenatchee Cemetery (which includes a mausoleum with interior and exterior crypts and niches) and the Home Of Peace Mausoleum on South Miller Street. Cemetery staff is responsible for overall operations of the facility, including landscape installation and maintenance, burial service setup, grave, niche and crypt sales, burials marker setting and any other operational task necessary. Staff works with local and out-of-area funeral directors and families directly to accommodate the needs of those utilizing the Cemetery.

The City Cemetery derives its revenues from three sources. The first source is fee for services provided by the staff at the Cemetery. The second is from the sale of graves, crypts, niches, markers and other items. The third is from the interest earnings from the Cemetery Endowment Care Fund, a fiduciary fund, which receives 13% of all grave, crypt and niche sales to help provide for future costs of the facility. Currently the interest earnings are reinvested in the fund to maximize the compound earning potential. The principal or corpus of this fund can never be expended, but the interest revenues from this account are meant to provide funding for the operations of the Cemetery when the other two revenue sources decline as the Cemetery property is filled. For many years the three traditional revenue sources have not been adequate to fund Cemetery operations. For this reason the City's General Fund had made a reoccurring transfer to the Cemetery fund in amounts ranging from \$17,000 to \$90,000 annually.

The Cemetery Department is responsible for:

- Sale of Graves, Crypts and Niches
- Sale of memorial markers, grave vaults, vases and other grave accessories
- Maintenance of irrigation system including pumps, valves, controllers and sprinklers
- Maintenance of over 30 acres of Cemetery turf
- Maintenance of numerous trees, shrubs, bushes and flowers
- Opening and closing of graves
- Coordination of burial services with funeral directors

**2013 Goals:**

- ✓ Trimming of nearly 19,000 memorial markers twice annually (down from 3 times annually)
- Replat portions of the oldest sections of the Cemetery to provide additional graves in the area allowing upright headstones
- Updating and automating Cemetery Records.

**#430 - CEMETERY**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	\$	%
<b>Revenues</b>									
Operating	163,878	153,327	185,955	159,000	0	159,000	174,950	15,950	10.03%
Non-Operating	0	0	24,270	0	0	0	0	0	#DIV/0!
Transfers In - #001	20,000	93,400	90,999	91,000	0	91,000	91,000	0	0.00%
Transfers In - #501	0	0	4,145	0	0	0	0	0	#DIV/0!
<b>Total Revenues</b>	<b>183,878</b>	<b>246,727</b>	<b>305,369</b>	<b>250,000</b>	<b>0</b>	<b>250,000</b>	<b>265,950</b>	<b>15,950</b>	<b>6.38%</b>
<b>Expenses:</b>									
Salary/benefits	(176,761)	(168,965)	(175,469)	(178,807)	0	(178,807)	(188,311)	(9,504)	5.32%
Miscellaneous	(86,135)	(78,251)	(92,215)	(99,732)	0	(99,732)	(96,214)	3,518	(3.53%)
Capital Outlay	0	0	24,270	0	0	0	0	0	#DIV/0!
<b>Total Expenses</b>	<b>(262,896)</b>	<b>(247,216)</b>	<b>(243,414)</b>	<b>(278,539)</b>	<b>0</b>	<b>(278,539)</b>	<b>(284,525)</b>	<b>(5,986)</b>	<b>2.15%</b>
Change in Net Working Capital	(79,018)	(489)	61,955	(28,539)		(28,539)	(18,575)		
Beginning Working Cap.				18,869		18,869	(9,670)		
Ending Working Cap.				(9,670)		(9,670)	(28,245)		
FTE's	2.05	2.05	2.05	2.05			2.05		

**2014 Goals:**

- Continue with potentially dangerous tree removal
- Reinstate a turf management program including weed control and fertilization
- Increase marker trimming back to 3 times per year
- Continue to update and automate Cemetery records

**Significant 2014 Budget Issues:**

- Revenues at the Cemetery continue to lag behind the cost of operations.
- Trends in the funeral industry (cremation, retaining of ashes, and burial of veterans at National Cemeteries) indicate that revenues will continue to decline.
- Budget cuts in the last 3 years have made it difficult to maintain the high level of operations expected at a municipal cemetery.

## Internal Service Funds

The internal service funds are used to account for goods or services provided by one department or fund to another department or fund of the City.

### #501 - Equipment Operations & Maintenance Fund

The Equipment Operations & Maintenance Division of the Public Works Department is tasked with providing all of the Departments within the City of Wenatchee with high quality fleet management and operations to meet the needs of the end users and citizens of the City of Wenatchee. The Equipment Maintenance staff consists of one supervisor and fleet specialist (both shared with the Facilities Maintenance Division) and three mechanics providing automotive, heavy truck, heavy equipment, emergency vehicle and small engine maintenance.

The Equipment Operations & Maintenance Fund is responsible for:

- Preventive and scheduled maintenance services for all City vehicles and equipment
- Troubleshooting and repair of all City vehicles and equipment
- Specification development and purchasing of vehicles and equipment
- Setup and preparation of new vehicles for service
- Fabrication of materials for other Public Works Divisions
- Winterizing and de-winterizing of seasonal equipment
- Accounting for all vehicle and equipment expenses including parts and labor for repairs and services, fuel used and insurance costs
- Purchase parts and manage parts inventory
- Keeping of all records establishing a complete vehicle history

#### 2013 Goals:

- ✓ Setup replacement Water Division service truck
- ✓ Continue to migrate appropriate vehicles to synthetic fluids program to prolong service intervals
- ✓ Setup of new Fire Rescue vehicle
- ✓ Purchase and coordination of setup of 4 patrol vehicles changing from the old Crown Victoria platform to the new Dodge Charger platform
- ✓ Conversion to new police in-car camera system
- ✓ Frame repair of H&W fire pumper
- Installation of dump beds, sanders and plows for two used 10 yard truck chassis.
- Major repair of E-One Quint pumper – engine and transmission rebuild

#### #501 - CITY SERVICES - Equip. O&M

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	\$	%
<b>Revenues</b>									
Operating	842,763	787,338	874,924	926,070	0	926,070	956,761	30,691	3.31%
Fire truck replacement	2,069	0	0	2,000	(2,000)	0	0	0	#DIV/0!
<b>Total Revenue</b>	<b>844,832</b>	<b>787,338</b>	<b>874,924</b>	<b>928,070</b>	<b>(2,000)</b>	<b>926,070</b>	<b>956,761</b>	<b>30,691</b>	<b>3.31%</b>
<b>Expenses:</b>									
Salary/benefits	(281,347)	(292,043)	(311,142)	(325,378)	0	(325,378)	(333,951)	(8,573)	2.63%
Miscellaneous	(509,486)	(564,274)	(617,556)	(614,206)	0	(614,206)	(625,390)	(11,184)	1.82%
Transfers out - Fire Equip Fund	0	(22,265)	(894,384)	0	0	0	0	0	#DIV/0!
Transfers out - excess cash	0	0	(230,242)	0	0	0	0	0	#DIV/0!
<b>Total Expenses</b>	<b>(790,833)</b>	<b>(878,582)</b>	<b>(2,053,324)</b>	<b>(939,584)</b>	<b>0</b>	<b>(939,584)</b>	<b>(959,341)</b>	<b>(19,757)</b>	<b>2.10%</b>
Change in Net Working Capital	53,999	(91,244)	(1,178,400)	(11,514)		(13,514)	(2,580)		
Beginning Working Cap.				102,801		102,801	89,287		
Ending Working Cap.				91,287		89,287	86,707		
FTE's	3.75	3.75	3.75	3.75			3.75		
Estimated Fire Apparatus Fund		565,927	0						
Fund Balance % of operating expenses				10%		10%	9%		



2014 Goals:

- Provide setup services for numerous vehicles including several special services vehicles with complex lighting and communications equipment
- Continue to evaluate and migrate vehicles to synthetic fluids program when appropriate
- Evaluate fleet maintenance management systems for automation of current programs
- Develop a shop equipment replacement funding plan for major shop equipment.
- Improve training for staff to troubleshoot and maintain increasingly complex automotive electronics systems.

Significant 2014 Budget Issues:

- The scheduled replacement of shop equipment has not been adequately funded. The two-post lift currently in use is nearly 20 years old and needs to be replaced. The development of a shop equipment replacement fund will allow the replacement of obsolete and potentially unsafe equipment on a scheduled plan limiting large variations in fleet revenue needs
- The continual rise of metal, fuel and oil prices has had an ongoing upward effect on the price of parts and consumables in the automotive and heavy equipment industry. We have budgeted an increase for 2014

**#503 - Equipment Rental & Replacement Fund**

The Equipment Rental & Replacement (ER&R) Division of the Public Works Department is responsible for managing the scheduled replacement of the City's fleet of vehicles and equipment. The ownership of all City vehicles and heavy equipment (with the exception of the 6 pieces of firefighting apparatus) is held by the ER&R Fund. These vehicles and pieces of equipment are rented back to the end-user department at a rental rate sufficient to cover the cost of replacement at the end of its useful life.

The ER&R staff (Public Works Director – Operations, Fleet and Facilities Supervisor, Fleet and Facilities Specialist) has developed a 25-year replacement plan which outlines the replacement schedule of all vehicles and equipment and a cash-flow plan to provide adequate funding for those purchases. The ER&R Fund is a revolving account in which current revenues are used to make the scheduled purchases in any given year.

In recent years the ER&R staff has been looking to the used vehicle and equipment market to temper raising vehicle and equipment costs, if a used vehicle will meet the needs of the end-user.

The Equipment Rental & Replacement Fund is responsible for:

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li>○ Scheduling the replacement of all City vehicles and pieces of equipment</li> <li>○ Developing a funding plan to provide for annual purchases</li> </ul> | <ul style="list-style-type: none"> <li>○ Determining and amending expected vehicle life based on maintenance records and utilization history</li> <li>○ Developing specifications for and soliciting quotes for vehicle and equipment purchases</li> </ul> |
|--|--|

2013 Goals:

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>✓ Purchase and setup new water service vehicle (1-½ ton truck with service body)</li> <li>✓ Purchase used chassis for combination water flusher/road deicer truck</li> <li>✓ Purchase two used chassis for 10-12 CY end-dump truck.</li> </ul> | <ul style="list-style-type: none"> <li>✓ Purchase 5 police vehicles (4 patrol cars and one Patrol SUV)</li> <li>✓ Purchase Information Systems van</li> <li>○ Develop a plan to utilize the used vehicle and equipment market more effectively</li> <li>○ Develop a replacement plan for the 6 pieces of Fire Apparatus which were added to the fleet in 2014.</li> </ul> |
|---|---|

**#503 - CITY SERVICES - Equip. Replacement**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	\$	%
<b>Revenues</b>									
Intergovernmental	0	0	54,699	0	64,485	64,485	59,000	(5,485)	(8.51%)
Internal Services	585,297	626,998	619,632	699,185	0	699,185	768,586	69,401	9.93%
Miscellaneous	0	13,088	24,272	2,000	0	2,000	2,000	0	0.00%
Transfers in	0	32,157	764,384	0	0	0	350,000	350,000	#DIV/0!
<b>Total Revenue</b>	<b>585,297</b>	<b>672,243</b>	<b>1,462,987</b>	<b>701,185</b>	<b>64,485</b>	<b>765,670</b>	<b>1,179,586</b>	<b>419,401</b>	<b>54.78%</b>
<b>Expenses:</b>									
Salary/benefits	(38,760)	(39,464)	(40,521)	(41,791)	0	(41,791)	(43,397)	(1,606)	3.84%
Miscellaneous	(9,820)	(9,896)	(43,023)	0	0	0	0	0	#DIV/0!
Capital Outlay	(288,498)	(76,305)	(156,072)	(280,214)	(586,450)	(866,664)	(769,364)	97,300	(11.23%)
<b>Total Expenses</b>	<b>(337,078)</b>	<b>(125,665)</b>	<b>(239,616)</b>	<b>(322,005)</b>	<b>(586,450)</b>	<b>(908,455)</b>	<b>(812,761)</b>	<b>95,694</b>	<b>(10.53%)</b>
Change in Net Working Capital	248,219	546,578	1,223,371	379,180		(142,785)	366,825		
Beginning Working Cap.				2,240,127		2,240,127	2,097,342		
Ending Working Cap.				2,619,307		2,097,342	2,464,167		
FTE's	0.44	0.44	0.44	0.44			0.44		

2014 Goals:

- Procure the following vehicles:
  - Police Department - Detective Vehicle
  - Police Department - 3 - Patrol Cars
  - Fire Department – Pumper/Engine
  - PW Engineering Division -1/2 Ton Pickup
  - PW Water Division - Diesel Compressor
  - PW Wastewater Division - 3/4 Ton 4x4 Pickup w/ plow
  - PW Facility Maintenance Division - Full Size panel van
  - PW Street Division - 2 cubic yard dump bed/hoist
  - PW Street Division - Small Self-propelled Paver
  - PW Street Division - Street Sweeper
  - PW Street Division - Flusher
- Evaluate vehicles and pieces of equipment for extension of useful life.
- Evaluate fleet utilization with a goal of consolidating or eliminating underutilized vehicles

Significant 2014 Budget Issues:

- Over the past 5 budget cycles the City has utilized replacement rate “holidays” to reduce the cost of funding the replacement of the City’s fleet by extending projected vehicle life. This practice ended in 2013 but has caused many vehicles and pieces of equipment to be underfunded when the true end-of-life is met. The challenge is to slowly rectify this imbalance over the next several years so that when a vehicle reaches it end-of-life, adequate funds have been collected to provide for the replacement.

**#504 - Facility Maintenance Fund**

The Public Works Department’s Facility Maintenance Division is responsible for the building maintenance for all of the City’s facilities. This includes City Hall, the Police Station, the Historic Police Station (home of Information Services/Facility Maintenance/Drug Task Force), the Public Services Center Complex, the Museum Complex, the Community Center, two Fire Stations, the City Pool and Bathhouse and some of the work at the buildings in City parks. This fund primarily derives its revenue from a general fund transfer in the “other administrative” section of the budget. Other non-general fund departments also contribute to the Facility Maintenance fund for facility maintenance and upkeep.

The facility maintenance crew also provides tenant improvement services for City departments such as remodels of existing spaces, or expansions to accommodate departmental growth.

- Maintenance of all City facilities including:
  - Heating, Ventilation and Air Conditioning (HVAC) operations and maintenance
  - Electrical maintenance including lighting
  - Plumbing system maintenance and replacement
- Construction of improvement to City owned facilities
- Contracting for outside repair or construction at City facilities
- Maintenance of building finishes (paint, wall paper, carpet, ceiling tile)
- Maintenance of security systems including managing city-wide keying system
- Maintenance of City appliances

**2013 Goals:**

- ✓ Major roof repairs at City Hall, the Historic Police Station and Fire Station 41
- ✓ Repairs to pool walls and floor prior to opening
- ✓ Installation of pool handicap lift
- ✓ Remove multiple instances of graffiti on City owned facilities
- ✓ Upgrades to the former head start facility at the Community Center
- ✓ Install new flag lighting fixture at City Hall
- Upgrades to Fire Station 41 kitchen
- Responding to daily work orders for maintenance issues in a timely manner

**#504 - CITY SERVICES - Facilities**

				2013 Budget			2014 Budget		
	2010 Actual	2011 Actual	2012 Actual	Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$	%
<b>Revenues</b>									
Internal Services	346,992	331,421	289,463	290,000	0	290,000	290,000	0	0.00%
Facility Leases	10,200	10,800	25,200	10,800	5,000	15,800	16,000	200	1.27%
Miscellaneous	0	0	135,373	100	0	100	100	0	0.00%
Transfer in - #501	0	0	229,015	0	0	0	0	0	#DIV/0!
<b>Total Revenue</b>	<b>357,192</b>	<b>342,221</b>	<b>679,051</b>	<b>300,900</b>	<b>5,000</b>	<b>305,900</b>	<b>306,100</b>	<b>200</b>	<b>0.07%</b>
<b>Expenses:</b>									
Salary/benefits	(203,559)	(206,109)	(154,686)	(146,982)	0	(146,982)	(150,385)	(3,403)	2.32%
Miscellaneous	(97,876)	(138,490)	(132,737)	(139,249)	0	(139,249)	(140,319)	(1,070)	0.77%
Capital	0	0	(398,920)	0	(25,000)	(25,000)	0	25,000	(100.00%)
<b>Total Expenses</b>	<b>(301,435)</b>	<b>(344,599)</b>	<b>(686,343)</b>	<b>(286,231)</b>	<b>(25,000)</b>	<b>(311,231)</b>	<b>(290,704)</b>	<b>20,527</b>	<b>(6.60%)</b>
Change in Net Working Capital	55,757	(2,378)	(7,292)	14,669		(5,331)	15,396	20,727	
Beginning Working Cap.				128,861		128,861	123,530	123,530	
Ending Working Cap.				143,530		123,530	138,926	144,257	
FTE's	2.71	2.71	2.71	1.71			1.71		
Fund Balance % of operating expenses				50%		43%	48%		

**2014 Goals:**

- Ballast replacements at the Public Services Center
- Station 41 flooring replacement
- Install "Shore Power" system at City Hall for Police Cars
- HVAC improvements at the Community Center, Convention Center and Fire Station
- Major roof repairs at Historic Police Station and City Hall
- Pigeon control at several City Facilities

**Significant 2014 Budget Issues:**

With the loss of one of the two Facility Maintenance Technicians in 2012 the staff's ability to complete larger maintenance projects while still responding to daily facility issues has been diminished. Keeping ahead of emergency maintenance situations by deploying strategies like facility re-lamping and scheduled HVAC maintenance will help minimize call-backs and low efficiency tasks. Eventually the second Facility Maintenance Technician will need to be funded again in the budget.

### #502 - Self Insurance Fund

The Self Insurance Fund provides property/casualty insurance that covers all City assets and programs. The City is a member of the Association of Washington City Risk Management Service Agency (AWC RMSA) pool. AWC RMSA had 86 member municipalities as of December 31, 2011. Members pay an annual assessment to the AWC RMSA. The AWC RMSA is responsible for payment of all covered causes of loss against the jurisdiction above the stated retention. AWC RMSA, itself, pays out of its own funds all claims up to \$250,000 for liability and \$50,000 for property, and thereafter purchases excess liability insurance. The revenue for this fund is from a general fund transfer in the "other administrative" section of the budget and other operating funds.

#### #502 - SELF - INSURANCE

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	\$	%
<b>Revenues:</b>									
Internal Services	849,012	876,912	876,912	947,200	0	947,200	933,190	(14,010)	(1.48%)
Miscellaneous	25,038	74,545	34,191	50,500	0	50,500	25,500	(25,000)	(49.50%)
Transfers In			0	0	0	0	135,717	135,717	#DIV/0!
<b>Total Revenue</b>	<b>874,050</b>	<b>951,457</b>	<b>911,103</b>	<b>997,700</b>	<b>0</b>	<b>997,700</b>	<b>1,094,407</b>	<b>96,707</b>	<b>9.69%</b>
<b>Expenses:</b>									
Insurance Premiums	(701,192)	(778,741)	(818,617)	(872,734)	0	(872,734)	(828,690)	44,044	(5.05%)
Professional Services	0	(911,915)	0	0	0	0	0	0	#DIV/0!
Payments to Claimants/Misc	(81,227)	(146,360)	(145,318)	(150,000)	0	(150,000)	(130,000)	20,000	(13.33%)
<b>Total Expenses</b>	<b>(782,419)</b>	<b>(1,837,016)</b>	<b>(963,935)</b>	<b>(1,022,734)</b>	<b>0</b>	<b>(1,022,734)</b>	<b>(958,690)</b>	<b>64,044</b>	<b>(6.26%)</b>
Change in Net Working Capital	91,631	(885,559)	(52,832)	(25,034)		(25,034)	135,717		
Beginning Working Cap.				1,213,864		1,213,864	1,188,830		
Ending Working Cap.				1,188,830		1,188,830	1,324,547		

The 2014 has a \$135,717 transfer in as the last payment from the General Fund for the 2011 costs relating to the Public Facilities District debt default. It is anticipated the premium will decrease 2% in 2014 but, we have not officially heard.

### #505 - Information Systems Fund

The Information Systems department's mission is to proactively provide cost effective, reliable, standardized, and current information technology tools, systems, and services including customer support to the departments of the City of Wenatchee. The Information Systems department designs, maintains, and monitors the City's data network. The department orders, delivers, repairs, and maintains all desktop, handheld personal computers and peripheral equipment. They insure the integrity and security of data operations, and oversee and manage the City's data center. Primary computer applications, such as financial, payroll, utilities, permitting, and public safety and related database systems, are maintained and supported by the Information Systems department. The department manages the City's Internet and Intranet web sites, Wenatchee Public Access TV equipment and programming, council chambers technology operations and support and the City's telephone systems.

#### 2013 Goals:

- o Replace Email Spam filter software because of Google Postini end of life
- o Build a database to track Parks work orders
- o Replace Imaging software
- o Replace Permitting software
- o Create a Risk Management database for AWC claims
- o Build a database to track Streets work orders
- o Switch to hosted payments with Tyler for online Utility payments
- o Replace virus scanning software
- o Create a utility permit database to submit forms
- o Install video software for cameras in Police cars and setup up WiFi device
- o Manage computer equipment with Wenatchee Valley Visitors Bureau closing
- o Upgrade city WiFi environment
- o Upgrades at WWTP to PLCs (Programmable Logic Controllers) to provide compatibility with Windows 7
- o Redundant equipment for SCADA software at WWTP
- o Replace backup software

**#505 - INFORMATION TECHNOLOGY**

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget	Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	\$	%
<b>Revenues</b>									
Internal services	830,443	785,707	793,832	785,110	0	785,110	831,880	46,770	5.96%
Cable TV Capital Contributions	2,017	2,227	2,441	2,200	0	2,200	2,300	100	4.55%
Miscellaneous	1,287	1,638	2,276	500	0	500	500	0	0.00%
Transfers In	0	0	363	0	0	0	0	0	#DIV/0!
<b>Total Revenue</b>	<b>833,747</b>	<b>789,572</b>	<b>798,912</b>	<b>787,810</b>	<b>0</b>	<b>787,810</b>	<b>834,680</b>	<b>46,870</b>	<b>5.95%</b>
<b>Expenses:</b>									
Salary/benefits	(375,872)	(383,832)	(391,334)	(402,052)	0	(402,052)	(406,518)	(4,466)	1.11%
Miscellaneous	(351,702)	(314,271)	(393,033)	(392,676)	0	(392,676)	(459,282)	(66,606)	16.96%
Capital Outlay	(53,759)	(54,928)	0	0	0	0	0	0	#DIV/0!
<b>Total Expenses</b>	<b>(781,333)</b>	<b>(753,031)</b>	<b>(784,367)</b>	<b>(794,728)</b>	<b>0</b>	<b>(794,728)</b>	<b>(865,800)</b>	<b>(71,072)</b>	<b>8.94%</b>
Change in Net Working Capital	52,414	36,541	14,545	(6,918)		(6,918)	(31,120)		
Beginning Working Cap.				263,820		263,820	256,902		
Ending Working Cap.				256,902		256,902	225,782		
<b>FTE's</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>			<b>4</b>		
Fund Balance % of operating expenses				32%		32%	26%		

2014 Goals:

- Migrate Convention Center PCs to the city network
- Replace Citizen Help Desk software
- Upgrade Exchange software
- Upgrade Server OS's
- Eliminate all Windows XP machines by April 8, 2014 end of life date
- Streamline printing environment
- Implement virtual desktops at remote sites

## Fiduciary Funds

Fiduciary funds account for assets held by a government in a trustee capacity or as an agent for other governments or funds.

### #610 - Cemetery Endowment Fund

This fund is used to account of trust amounts received through sales of graves, crypts and niches in the Cemetery Enterprise Fund. At the point the existing City cemetery is at full capacity the interest earning on the corpus of this fund will be used for the operation and maintenance of the facility, however the corpus may not be spent. The Fund currently has two investments outstanding:

- Interfund loan with the General Fund, a \$71,509 principal and interest annual payment, interest rate of 3.592%, final payment will be September 2018
- Riverside Drive LID bond, \$400,000, this is a 20 year bond, interest earned (5.56%) is based on declining principal balance, property owners can pay off or pay down the principal balance early, therefore it is difficult to determine what future interest earnings may be.

#### #610 - CEMETERY TRUST

				2013 Budget			2014 Budget	
	2010 Actual	2011 Actual	2012 Actual	Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	Change from 10/10/13 \$ %
Revenues	28,479	26,482	51,318	35,800	0	35,800	35,000	(800) (2.23%)
Expenses	0	0		0	0	0	0	0 #DIV/0!
Revenues over (under) expenditures	28,479	26,482	51,318	35,800		35,800	35,000	
Fund Balance January 1,	798,093	826,572	853,054	904,372		904,372	940,172	
Fund Balance December 31	826,572	853,054	904,372	940,172		940,172	975,172	

### #611 - Firemen's Pension Fund

RCW.3.24.380 established the authority to create a Firemen's Pension Fund to meet the requirement of Washington State Law to provide pension and related benefits to fire department employees hired prior to March 1, 1970. As of December 31, 2011, there were 25 retirees or beneficiaries eligible for retirement benefits. Of these 25, the State pays seven; the City pays four; and both the City and State share the cost of the remaining 14. The City is required to have a bi-annual actuarial study done. The last valuation was January 1, 2012 and indicated the City pension fund was over funded \$250,427.

The pension fund has one long term investment: the Riverside Drive LID bond, \$1,500,000, this is a 20 year bond, interest earned (5.56%) is based on declining principal balance, property owners can pay off or pay down the principal balance early, therefore it is difficult to determine what future interest earnings may be.

#### #611 - FIREMEN'S PENSION

	2010 Actual	2011 Actual	2012 Actual	2013 Budget			2014 Budget		Change from 10/10/13	
				Approved Budget	Budget Amend	Prelim Final Budget	As of 11/21/2013	\$	%	
<b>Revenues</b>										
Fire Insurance Premium	27,960	26,554	25,282	22,400	0	22,400	26,000	3,600	16.07%	
Miscellaneous	7,984	4,011	84,606	80,000	(30,000)	50,000	20,000	(30,000)	(60.00%)	
<b>Total Revenue</b>	<b>35,944</b>	<b>30,565</b>	<b>109,888</b>	<b>102,400</b>	<b>(30,000)</b>	<b>72,400</b>	<b>46,000</b>	<b>(26,400)</b>	<b>(36.46%)</b>	
<b>Expenses</b>										
Operating	(149,264)	(163,534)	(160,188)	(156,100)	0	(156,100)	(132,167)	23,933	(15.33%)	
Transfers out - #001	(304,000)	(312,200)	0	0		0	0	0	#DIV/0!	
<b>Total Expenses</b>	<b>(453,264)</b>	<b>(475,734)</b>	<b>(160,188)</b>	<b>(156,100)</b>	<b>0</b>	<b>(156,100)</b>	<b>(132,167)</b>	<b>23,933</b>	<b>(15.33%)</b>	
<b>Revenues over (under) expenditures</b>										
	(417,320)	(445,169)	(50,300)	(53,700)	(30,000)	(83,700)	(86,167)			
Fund Balance January 1,	2,989,916	2,572,596	2,127,427	2,077,127		2,077,127	1,993,427			
Fund Balance December 31	2,572,596	2,127,427	2,077,127	2,023,427		1,993,427	1,907,260			

## Staffing History

### Analysis of Full-Time Equivalent Employees (FTEs)

	2014 Budget	2013 Budget	2012 Budget	2011 Budget	2010 Budget	2009 Budget	2008 Budget	2007 Budget	2006 Budget	2005 Budget
<b>General Fund</b>										
<u>Excluding Public Safety</u>										
Council / Administration	4.000	4.000	4.000	4.000	4.000	5.830	6.500	6.500	5.000	5.000
Finance	6.700	6.700	11.000	11.800	12.000	11.000	11.000	11.500	11.500	10.500
Code Enforcement	6.000	6.000	6.000	6.000	6.000	6.000	4.000	4.000	4.000	4.000
Planning	5.020	5.120	3.820	4.020	4.020	6.020	8.020	8.040	5.640	6.000
Engineering	6.850	6.850	6.050	6.050	6.050	5.250	5.250	5.525	5.375	5.375
Recreation & Swimming Pool	2.500	2.500	2.500	2.500	3.100	3.600	3.600	3.225	2.850	2.350
Park Maintenance	7.170	7.170	7.050	7.050	7.450	7.450	7.450	7.575	7.575	7.575
Museum	1.000	1.000	5.000	5.000	5.000	6.000	6.000	6.000	5.800	4.800
Total excluding public safety	<u>39.240</u>	<u>39.340</u>	<u>45.420</u>	<u>46.420</u>	<u>47.620</u>	<u>51.150</u>	<u>51.820</u>	<u>52.365</u>	<u>47.740</u>	<u>45.600</u>
<b>Fire</b>										
Fire Administration	2.500	3.300	3.800	4.000	4.000	5.000	5.000	5.000	5.000	5.000
Firefighters	26.000	26.000	28.000	28.000	30.000	31.000	31.000	31.000	31.000	31.000
Total Fire Department	<u>28.500</u>	<u>29.300</u>	<u>31.800</u>	<u>32.000</u>	<u>34.000</u>	<u>36.000</u>	<u>36.000</u>	<u>36.000</u>	<u>36.000</u>	<u>36.000</u>
<b>Police</b>										
Administration	4.000	4.000	4.000	4.000	4.000	4.000	4.000	4.000	4.000	4.000
Officers	33.000	34.000	37.000	37.000	38.000	40.000	39.000	39.000	37.000	37.000
Records	8.000	8.000	9.000	9.000	10.000	10.000	10.000	10.000	10.000	9.000
Total Police Department	<u>45.000</u>	<u>46.000</u>	<u>50.000</u>	<u>50.000</u>	<u>52.000</u>	<u>54.000</u>	<u>53.000</u>	<u>53.000</u>	<u>51.000</u>	<u>50.000</u>
General Fund Total	<u>112.740</u>	<u>114.640</u>	<u>127.220</u>	<u>128.420</u>	<u>133.620</u>	<u>141.150</u>	<u>140.820</u>	<u>141.365</u>	<u>134.740</u>	<u>131.600</u>
<b>All Other Funds</b>										
Convention Center Fund	2.100	2.100	2.100	2.100	2.100	2.100	2.100	2.125	1.875	1.800
Streets Fund	11.880	11.980	11.930	11.410	13.080	13.080	13.000	12.800	11.900	11.000
Community Center Operations	0.000	1.000	1.000	1.000	1.000	1.000	0.950	0.500	0.00	0.00
Water/Sewer Fund	28.512	26.580	24.970	25.070	25.070	25.070	25.200	24.050	23.400	23.400
Regional Water Fund	1.600	1.550	1.500	1.500	1.500	1.500	1.450	1.450	1.450	1.450
Sanitation Fund	0.199	1.210	0.000	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Storm Drain Fund	3.138	2.830	2.150	2.300	2.300	2.300	2.300	1.850	1.450	2.350
Cemetery Fund	2.050	2.050	2.050	2.050	2.050	2.050	2.050	2.050	2.050	2.050
Equip Rental - O & M Fund	3.750	3.750	3.750	3.750	3.750	3.750	3.750	3.800	3.500	3.700
Equip Rental - Replacement Fund	0.440	0.440	0.440	0.440	0.440	0.440	0.440	0.450	0.250	0.200
Facilities Maintenance Fund	1.710	1.710	1.710	2.710	2.710	2.710	2.710	2.825	2.575	2.500
Data Processing Fund	4.000	4.000	4.000	4.000	4.000	4.000	4.000	4.000	4.000	2.500
Total excluding general fund	<u>59.379</u>	<u>59.200</u>	<u>55.600</u>	<u>56.330</u>	<u>58.000</u>	<u>58.000</u>	<u>57.950</u>	<u>55.900</u>	<u>52.450</u>	<u>50.950</u>
Total FTE Employees	<u>172.119</u>	<u>173.840</u>	<u>182.820</u>	<u>184.750</u>	<u>191.620</u>	<u>199.150</u>	<u>198.770</u>	<u>197.265</u>	<u>187.190</u>	<u>182.550</u>



## Construction Projects

Below are the Street related construction projects included in the 2014 budget:

### Street Related Capital Projects

**Total 2014 Street Related Funding Requests**

Fund 108 Street Maint	\$ 23,149
Fund 109 Arterial Streets	\$ 2,980,997
Fund 111 Street Overlay	\$ 487,444
Fund 401 Water/Sewer	\$ 601,458
Fund 410 Storm Drain	\$ 119,963
	<u>\$ 4,213,011</u>

**Total Future Years Street Related Funding Requests**

Fund 108 Street Maint	\$ -
Fund 109 Arterial Streets	\$ 2,358,423
Fund 111 Street Overlay	\$ -
Fund 401 Water/Sewer	\$ -
Fund 410 Storm Drain	\$ 147,549
	<u>\$ 2,505,972</u>

### Wenatchee Downtown Revitalization

Downtown repaving, sewer main rehabilitation, signal modifications, lighting improvements, signage, irrigation improvements, and crosswalk improvements.

Project Revenues by Category	Overall Budget	Prior Years	ESTIMATES				Project Total
			2013	2014	2015	2016	
Fund: #109 - Arterial Streets	198,907		43,831	155,076			198,907
Fund: #401 - Water	151,125		13,564	137,561			151,125
Fund: #401 - Sewer	429,966		36,769	393,197			429,966
Fund: #108 - Street	25,188		2,039	23,149			25,188
Fund: #111 - Overlay	503,552		16,108	487,444			503,552
Fund: #001 - General Fund	30,000		30,000				30,000
GRANTS:							
Indirect Federal Grant							
TAP							
CERB	500,000		40,766	459,234			500,000
<b>Total Project Revenues</b>	<b>1,838,738</b>		<b>183,077</b>	<b>1,655,661</b>			<b>1,838,738</b>
Project Expenditures by Category	Overall Budget	Years Spent	ESTIMATES				Project Total
			2013	2014	2015	2016	
Design	218,681		153,077	65,604			218,681
Land (ROW Acquisition)	-						
Construction	1,349,246			1,349,246			1,349,246
Construction Engineering	231,068			231,068			231,068
LID	30,000		30,000				30,000
Sales Tax	-						
Other (pending Art Fund)	9,743			9,743			9,743
<b>Total Project Expenditures</b>	<b>1,838,738</b>		<b>183,077</b>	<b>1,655,661</b>			<b>1,838,738</b>

**SR 285 Miller to Ferry**

Durable pavement markings on SR285 Mission/Chelan from the intersection of Miller southerly to a point 575 feet north of Peachy Street as well as two-way Mission from here to George Sellar Bridge.

Project Revenues by Category	15446	Prior Years	ESTIMATES				Project Total
			2013	2014	2015	2016	
Fund: #109 - Arterial Streets	15,446	185	15,261				15,446
Fund: #410 - Storm							
Fund: #401 - Water							
Fund: #401 - Sewer							
GRANTS:							
Indirect Federal Grant	970,000		100,000	156,000	714,000		970,000
TIB							
TAP							
CERB							
<b>Total Project Revenues</b>	<b>985,446</b>	<b>185</b>	<b>115,261</b>	<b>156,000</b>	<b>714,000</b>		<b>985,446</b>

Project Expenditures by Category	Overall Budget	Years Spent	ESTIMATES				Project Total
			2013	2014	2015	2016	
PE / CE Interfund	143,020	185	64,835	78,000			143,020
Transpo Study - Grant	34,980		34,980				34,980
Transpo Study - Arterial	15,446		15,446				15,446
Construction	792,000			78,000	714,000		792,000
Sales Tax							
Other Art Fund				-			
<b>Total Project Expenditures</b>	<b>985,446</b>	<b>185</b>	<b>115,261</b>	<b>156,000</b>	<b>714,000</b>		<b>985,446</b>

**Okanogan Red Apple Sidewalks**

Install approx. 1550 feet of curb, gutter, and sidewalk along the west side of Okanogan Ave and the south side of Red Apple Rd. Install crosswalks and signing on Red Apple Rd, and improve the intersection of Okanogan/Red Apple Rd including the return radius, sight distance, and signage. Upgrade school zone signage on Okanogan Ave and Red Apple Rd to include flashers and vehicle speed feedback signs.

Project Revenues by Category	Overall Budget	Prior Years	ESTIMATES				Project Total
			2013	2014	2015	2016	
Fund: #109 - Arterial Streets	35,634		4,656	4,500	26,478		35,634
Fund: #410 - Storm	27,117				27,117		27,117
Fund: #401 - Water							
Fund: #401 - Sewer							
Fund:							
GRANTS:							
Indirect Federal Grant	354,420		26,381	25,500	302,539		354,420
TIB							
TAP							
CERB							
<b>Total Project Revenues</b>	<b>417,171</b>		<b>31,037</b>	<b>30,000</b>	<b>356,134</b>		<b>417,171</b>

Project Expenditures by Category	Overall Budget	Years Spent	ESTIMATES				Project Total
			2013	2014	2015	2016	
Engineering Interfund	63,586		10,000	30,000	23,586		63,586
Land (ROW Acquisition)	21,037		21,037				21,037
Construction	317,927				317,927		317,927
Education	5,000				5,000		5,000
Enforcement	9,000				9,000		9,000
Sales Tax							
Other Art Fund	621				621		621
<b>Total Project Expenditures</b>	<b>417,171</b>		<b>31,037</b>	<b>30,000</b>	<b>356,134</b>		<b>417,171</b>

**Citywire Safety - Durable Pavement Markings**

Durable pavement markings and sign upgrades on Miller Street. This contract has been awarded. It was originally contemplated that construction would be completed this fall. The awarding contractor has concerns regarding weather in placing the durable markings. We will be executing a change order which will allow for a portion of the contract to be completed in 2014.

Project Revenues by Category	Overall Budget	Prior Years	ESTIMATES				Project Total
			2013	2014	2015	2016	
Fund: #109 - Arterial Streets							
Fund: #410 - Storm							
Fund: #401 - Water							
Fund: #401 - Sewer							
Fund:							
GRANTS:							
Indirect Federal Grant	300,000		300,000				300,000
TIB							
TAP							
CERB							
<b>Total Project Revenues</b>	<b>300,000</b>		<b>300,000</b>				<b>300,000</b>

Project Expenditures by Category	Overall Budget	Years Spent	ESTIMATES				Project Total
			2013	2014	2015	2016	
Design Interfund	26,000		26,000				26,000
Land (ROW Acquisition)							
Construction	267,000		267,000				267,000
Construction Engineering	7,000		7,000				7,000
Sales Tax							
Other Art Fund				-			
<b>Total Project Expenditures</b>	<b>300,000</b>		<b>300,000</b>				<b>300,000</b>

**McKittrick & Wenatchee Ave Signal**

This project includes installation of a traffic signal at the intersection of McKittrick Street and North Wenatchee Avenue (SR 285). The project will allow for U-turns and a center median along North Wenatchee Avenue. The project will also add a fourth leg to the intersection to provide access and circulation that is identified in the Master Plan.

Project Revenues by Category	Overall Budget	Prior Years	ESTIMATES				Project Total
			2013	2014	2015	2016	
Fund: #109 - Arterial Streets	271,690	20,462	5,400	105,975	139,853		271,690
Fund: #410 - Storm							
Fund: #401 - Water							
Fund: #401 - Sewer							
Fund:							
GRANTS:							
Indirect Federal Grant	1,269,330	51,768	34,600	679,025	503,937		1,269,330
TIB							
TAP							
CERB							
<b>Total Project Revenues</b>	<b>1,541,020</b>	<b>72,230</b>	<b>40,000</b>	<b>785,000</b>	<b>643,790</b>		<b>1,541,020</b>

Project Expenditures by Category	Overall Budget	Years Spent	ESTIMATES				Project Total
			2013	2014	2015	2016	
Design Engineer Consultant	197,230	72,230	40,000	85,000			197,230
Land (ROW Acquisition)	700,000			700,000			700,000
Construction	578,010				578,010		578,010
Construction Engineering	65,000				65,000		65,000
Sales Tax							
Art Fund	780				780		780
<b>Total Project Expenditures</b>	<b>1,541,020</b>	<b>72,230</b>	<b>40,000</b>	<b>785,000</b>	<b>643,790</b>		<b>1,541,020</b>

**Western Ave Safety Improvements**

Improvements of Western Avenue consisting of new traffic signal at intersection of Western / Maple in addition to necessary utility and sidewalk improvements. Improvements to intersection of Cherry and Western. Widen roadway and add curb, gutter, and sidewalk on the east side of Western/No. 2 Canyon from Cherry to intersection of Skyline Drive.

Project Revenues by Category	Overall Budget	Prior Years	ESTIMATES				Project Total
			2013	2014	2015	2016	
Fund: #109 - Arterial Streets	120,976		5,400	24,907	90,669		120,976
Fund: #410 - Storm	120,432				120,432		120,432
Fund: #401 - Water							
Fund: #401 - Sewer							
GRANTS:							
Indirect Federal Grant	795,000		34,600	159,593	580,947		775,140
TIB							
TAP							
CERB							
<b>Total Project Revenues</b>	<b>1,036,408</b>		<b>40,000</b>	<b>184,500</b>	<b>792,048</b>		<b>1,016,548</b>

Project Expenditures by Category	Overall Budget	Years Spent	ESTIMATES				Project Total
			2013	2014	2015	2016	
Design Interfund	94,500		40,000	54,500			94,500
Land (ROW Acquisition)	130,000			130,000			130,000
Construction	746,009				746,009		746,009
Construction Engineering	44,000				44,000		44,000
Sales Tax							
Other Art Fund	2,039				2,039		2,039
<b>Total Project Expenditures</b>	<b>1,016,548</b>		<b>40,000</b>	<b>184,500</b>	<b>792,048</b>		<b>1,016,548</b>

**N. Wenatchee Ave Paving**

Bituminous pavement, HMA paving, roadway reconstruction, sidewalk installation, watermain installation, storm drain repairs, and traffic signal modifications

Project Revenues by Category	Overall Budget	Prior Years	ESTIMATES				Project Total
			2013	2014	2015	2016	
Fund: #109 - Arterial Streets	108,530	6,948	3,370	98,212			108,530
Fund: #410 - Storm	132,563		12,600	119,963			132,563
Fund: #401 - Water	60,600			60,600			60,600
Fund: #401 - Sewer	10,100			10,100			10,100
GRANTS:							
Indirect Federal Grant	688,700	43,675	22,441	622,584			688,700
TIB							
TAP							
CERB							
<b>Total Project Revenues</b>	<b>1,000,493</b>	<b>50,623</b>	<b>38,411</b>	<b>911,459</b>			<b>1,000,493</b>

Project Expenditures by Category	Overall Budget	Prior Years	ESTIMATES				Project Total
			2013	2014	2015	2016	
Design Engine Interfund	89,035	50,623	38,412				89,035
Land (ROW Acquisition)							
Construction	848,365			848,365			848,365
Construction Engineering	60,000			60,000			60,000
Sales Tax							
Other Art Fund	3,093			3,093			3,093
<b>Total Project Expenditures</b>	<b>1,000,493</b>	<b>50,623</b>	<b>38,412</b>	<b>911,458</b>			<b>1,000,493</b>

**Mission - Miller Intersection**

Modify intersection of Mission and Miller to accommodate truck traffic. Consists of new traffic signal standard, modifying right-turn lane and restricting right turns on red for northbound SR285 among other improvements.

Project Revenues by Category	Overall Budget	Prior Years	ESTIMATES				Project Total
			2013	2014	2015	2016	
Fund: #109 - Arterial Streets	120,976	185	7,343	74,247			81,775
Fund: #410 - Storm							
Fund: #401 - Water							
Fund: #401 - Sewer							
GRANTS:							
Indirect Federal Grant							
TIB	458,801		42,657	416,144			458,801
TAP							
CERB							
<b>Total Project Revenues</b>	<b>579,777</b>	<b>185</b>	<b>50,000</b>	<b>490,391</b>			<b>540,576</b>

Project Expenditures by Category	Overall Budget	Years Spent	ESTIMATES				Project Total
			2013	2014	2015	2016	
Design	64,796	185	50,000	14,611			64,796
Land (ROW Acquisition)							
Construction	431,970			431,970			431,970
Construction Engineering	43,000			43,000			43,000
Sales Tax							
Other Art Fund	810			810			810
<b>Total Project Expenditures</b>	<b>540,576</b>	<b>185</b>	<b>50,000</b>	<b>490,391</b>			<b>540,576</b>

**Utility Funds Capital Projects**

**Total 2014 Utility Funding Requests:**

Fund 401 Water/Sewer	2,095,000
Fund 410 Storm	1,584,000
Fund 415 Regional Water	108,000
Fund 425 Decan Facility	1,509,000
	<u>5,296,000</u>

**Total Future Years Requests**

Fund 401 Water/Sewer	810,000
Fund 410 Storm	279,000
Fund 415 Regional Water	0
Fund 425 Decant Facility	0
	<u>1,089,000</u>

**Sewer repair & replace: Malage St between Kittitas & Spokane; alley south of Cherry & east of Miller**

This project will replace (1) a section of sewer main on Malaga St. between Kittitas and Spokane (315' or 900') where the pipe has failed and sinholes have developed in the street and (2) the sewer main in the alley south of Cherry St. and east of Miller (610') that has significant root problems and old, abandoned sewer laterals.

Funding: Fund 401 sewer cash 325,000

Project Expenditures by Category	Overall Budget	Prior Years Spent	YTD 2013	Rest of 2013	Future Projections			Project Total
					2014	2015	2016	
Pre-design								
Design Engineering	45,000			5,000	40,000			45,000
Land (ROW Acquisition)								
Buildings								
Construction	255,000				255,000			255,000
In-house Project Management								
Inspections	25,000				25,000			25,000
Contingency								
Sales Tax								
Other								
<b>Total Project Expenditures</b>	<b>325,000</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>320,000</b>	<b>0</b>	<b>0</b>	<b>325,000</b>

**Misc. water improvements**

This budget category includes the annual small works projects identified in the Comprehensive Water System Plan.

Funding: Fund 401 water cash 80,000

Project Expenditures by Category	Overall Budget	Prior Years Spent	YTD 2013	Rest of 2013	Future Projections			Project Total
					2014	2015	2016	
Pre-design								
Design Engineering								
Land (ROW Acquisition)								
Buildings								
Construction	75,000				75,000			75,000
In-house Project Management	5,000				5,000			5,000
Inspections								
Contingency								
Sales Tax								
Other								
<b>Total Project Expenditures</b>	<b>80,000</b>				<b>80,000</b>			<b>80,000</b>

**Misc. sewer improvements**

This budget category includes the annual small works projects identified in the Comprehensive Sewer Plan. This will likely include MH repair and pipe lining.

Funding: Fund 401 sewer cash 125,000

Project Expenditures by Category	Overall Budget	Prior Years Spent	YTD 2013	Rest of 2013	Future Projections			Project Total
					2014	2015	2016	
Pre-design								
Design Engineering								
Land (ROW Acquisition)								
Buildings								
Construction	110,000				110,000			110,000
In-house Project Management	15,000			2,000	13,000			15,000
Inspections								
Contingency								
Sales Tax								
Other								
<b>Total Project Expenditures</b>	<b>125,000</b>			<b>2,000</b>	<b>123,000</b>			<b>125,000</b>

**Misc WWTP improvements**

This budget category includes the annual small works projects identified in the Comprehensive Sewer Plan. This will include the replacement of additional gas

Funding: Fund 401 sewer cash 125,000

Project Expenditures by Category	Overall Budget	Prior Years Spent	YTD 2013	Rest of 2013	Future Projections			Project Total
					2014	2015	2016	
Pre-design								
Design Engineering								
Land (ROW Acquisition)								
Buildings								
Construction	110,000				110,000			110,000
In-house Project Management	15,000			2,000	13,000			15,000
Inspections								
Contingency								
Sales Tax								
Other								
<b>Total Project Expenditures</b>	<b>125,000</b>			<b>2,000</b>	<b>123,000</b>			<b>125,000</b>

**Millerdale Water Main Replacement**

This project will replace the under-sized steel water main on Millerdale near the high school. Adjacent streets may also be replaced as several have been identified with asbestos pipe that frequently gets repaired.

Funding: Fund 401 water bond funds 815,000

Project Expenditures by Category	Overall Budget	Prior Years Spent	YTD 2013	Rest of 2013	Future Projections			Project Total
					2014	2015	2016	
Pre-design								
Design Engineering	65,000				5,000	60,000		65,000
Land (ROW Acquisition)								
Buildings								
Construction	715,000					715,000		715,000
In-house Project Management	15,000					15,000		15,000
Inspections	20,000					20,000		20,000
Contingency								
Sales Tax								
Other								
<b>Total Project Expenditures</b>	<b>815,000</b>				<b>5,000</b>	<b>810,000</b>		<b>815,000</b>

**Booster Pump Station #1 Reconstruction**

Rehabilitate the booster pump station at Okanogan and Crawford to replace the building, power supply, electrical components, control valves, irrigation, drain pipe to Okanogan, a manual transfer switch and generator receptacle, flow meter and other appurtenant equipment. Redo site landscaping, relocate street light, replace sidewalk and install new driveway.

Funding: Fund 401 water bond funds 831,000

Project Expenditures by Category	Overall Budget	Prior Years Spent	YTD 2013	Rest of 2013	Future Projections			Project Total
					2014	2015	2016	
Pre-design	1,000	1,000						1,000
Design Eng RH2	120,000		66,000	29,000	25,000			120,000
Land (ROW Acquisition)								
Buildings								
Construction	650,000				650,000			650,000
In-house Project Management	35,000		9,000	10,000	16,000			35,000
Inspections	5,000			3,000	2,000			5,000
Contingency								
Sales Tax								
Other	20,000		4,000	2,000	14,000			20,000
<b>Total Project Expenditures</b>	<b>831,000</b>	<b>1,000</b>	<b>79,000</b>	<b>44,000</b>	<b>707,000</b>			<b>831,000</b>

**Walnut Sewer Extension**

Extend the existing sewer main from Rogers to Western. Concerns exist with street drainage and the poor, under-sized condition of the road. Chelan County PW is considering options. The City Attorney is evaluating code requirements for the local facility charge implications.

Funding: Fund 401 sewer bond funds 550,000

Project Expenditures by Category	Overall Budget	Prior Years Spent	YTD 2013	Rest of 2013	Future Projections			Project Total
					2014	2015	2016	
Pre-design	15,000	15,000						15,000
Design Eng West Coast	30,000	8,000	2,000	3,000	17,000			30,000
Land (ROW Acquisition)								
Buildings								
Construction	474,000				474,000			474,000
In-house Project Management	17,000				17,000			17,000
Inspections	14,000				14,000			14,000
Contingency								
Sales Tax								
Other								
<b>Total Project Expenditures</b>	<b>550,000</b>	<b>23,000</b>	<b>2,000</b>	<b>3,000</b>	<b>522,000</b>			<b>550,000</b>

**WWTP Facility Plan Update**

Update the 2008 Facility Plan by conducting a comprehensive plant process performance evaluation, a biosolids management plan and a phased approach to upgrading the plant SCADA system. The project will include recommendations for future capital improvement projects.

Funding: Fund 401 sewer cash 223,000

Project Expenditures by Category	Overall Budget	Prior Years Spent	YTD 2013	Rest of 2013	Future Projections			Project Total
					2014	2015	2016	
Pre-design								
Design Eng HDR	275,000			5,000	270,000			275,000
Land (ROW Acquisition)								
Buildings								
Construction								
In-house Project Management	10,000		2,000	1,000	7,000			10,000
Inspections								
Contingency								
Sales Tax								
Other	-62,000				-62,000			-62,000
<b>Total Project Expenditures</b>	<b>223,000</b>		<b>2,000</b>	<b>6,000</b>	<b>215,000</b>			<b>223,000</b>

**Snow Melt Facility**

The latest iteration for this project involves locating a melt pad to the north of the EQ basin on Worthen. The process will be split between Worthen and the new South Wenatchee Regional Vector Facility to provide flexibility in melting snow throughout the City.

Funding: Fund 410 bond funds 320,000

Project Expenditures by Category	Overall Budget	Prior Years Spent	YTD 2013	Rest of 2013	Future Projections			Project Total
					2014	2015	2016	
Pre-design	31,000	29,000	2,000					31,000
Design Engineering	30,000				10,000	15,000		25,000
Land (ROW Acquisition)								
Buildings								
Construction	249,000					249,000		249,000
In-house Project Management	10,000					10,000		10,000
Inspections	5,000					5,000		5,000
Contingency								
Sales Tax								
Other								
<b>Total Project Expenditures</b>	<b>325,000</b>	<b>29,000</b>	<b>2,000</b>		<b>10,000</b>	<b>279,000</b>		<b>320,000</b>



**Regional Decant (Vactor) Waste Facility**

Design and construct a regional vactor waste facility to serve the City, Douglas County, Chelan County and the City of East Wenatchee. The facility will be built on property in South Wenatchee, adjacent to the south yard. Although primarily a stormwater quality project, there is a snow melt component as well.

Project Revenues by Category	Overall Budget	Prior Years	YTD 2013	Rest of 2013	Future Projections			Project Total
					2014	2015	2016	
Fund: #410 - Storm Drain Utility								
Fund: #401 - Water/Sewer	150,000	150,000			0			150,000
Grants	1,537,000	254,000	86,000	40,000	1,157,000			1,537,000
Bonds (Storm)	619,000	403,000	27,000	40,000	149,000			619,000
Partner Contributions	225,000				225,000			225,000
<b>Total Project Revenues</b>	<b>2,531,000</b>	<b>807,000</b>	<b>113,000</b>	<b>80,000</b>	<b>1,531,000</b>			<b>2,531,000</b>

Project Expenditures by Category	Overall Budget	Prior Years Spent	YTD 2013	Rest of 2013	Future Projections			Project Total
					2014	2015	2016	
Pre-design								
Design Engineering	255,000		98,000	56,000	101,000			255,000
Land (ROW Acquisition)	823,000	801,000						801,000
Buildings								
Construction	1,313,000				1,313,000			1,313,000
In-house Project Management	85,000	6,000	12,000	20,000	47,000			85,000
Inspections	30,000				30,000			30,000
Contingency								
Sales Tax								
Other O&M Development	25,000		3,000	4,000	18,000			25,000
<b>Total Project Expenditures</b>	<b>2,531,000</b>	<b>807,000</b>	<b>113,000</b>	<b>80,000</b>	<b>1,509,000</b>			<b>2,509,000</b>

**North Miller Storm**

Replace the existing 48" CMP storm pipe with a new 72" pipe on North Miller Street between Maple and Stemilt per the Comprehensive Plan. Alternatively, staff will consider additional modeling and possible rehabilitation of the existing pipe with a liner or CIPP pipe to increase hydraulic capacity. See Project C1 in the 2010 Comp Plan.

Funding: Fund 410 bond funds 1,430,000

Project Expenditures by Category	Overall Budget	Prior Years Spent	YTD 2013	Rest of 2013	Future Projections			Project Total
					2014	2015	2016	
Pre-design								
Design Engineering	80,000			5,000	75,000			80,000
Land (ROW Acquisition)								
Buildings								
Construction	1,305,000				1,305,000			1,305,000
In-house Project Management	30,000				30,000			30,000
Inspections	15,000				15,000			15,000
Contingency								
Sales Tax								
Other								
<b>Total Project Expenditures</b>	<b>1,430,000</b>			<b>5,000</b>	<b>1,425,000</b>			<b>1,430,000</b>

**Regional Water Redundancy Analysis**

Siting a fifth well in the Eastbank Aquifer could satisfy redundancy requirements. However, the Eastbank Aquifer temperature is critical to the performance of the PUD's Fishery operation and any decision on siting and developing a new well needs to take into consideration the results of the PUD numeric model study of the aquifer anticipated to be completed in 2013 before any decision is made by the Regional members on alternatives for redundancy.

Funding: Fund 415 cash 127,000

Project Expenditures by Category	Overall Budget	Prior Years Spent	YTD 2013	Rest of 2013	Future Projections			Project Total
					2014	2015	2016	
Pre-design	114,000		1,000	13,000	100,000			114,000
Design Engineering								
Land (ROW Acquisition)								
Buildings								
Construction								
In-house Project Management	13,000		2,000	3,000	8,000			13,000
Inspections								
Contingency								
Sales Tax								
Other								
<b>Total Project Expenditures</b>	<b>127,000</b>		<b>3,000</b>	<b>16,000</b>	<b>108,000</b>			<b>127,000</b>

## Budget Ordinance 2013-33 Exhibit A – 2014 All Funds Budget Summary

Ordinance 2013-33 will be presented to the City Council November 21, 2013 for approval. Exhibit A to this ordinance is a summary of revenues and expenditures/expenses by fund.

Annual Appropriation Funds	Fund No.	Estimated Beginning Balance	Budgeted Revenue	Appropriations	Estimated Ending Balance
General	001	2,413,858	21,661,453	(21,626,911)	2,448,400
Public Art	101	55,152	15,000	(21,475)	48,677
PFD .2% Sales Tax	102	0	1,520,132	(1,520,132)	0
Paths and Trails	103	2,140	2,850	0	4,990
Tourism Promotion Area	104	110,169	185,000	(185,000)	110,169
Hotel/Motel - Capital	105	25,212	191,775	(191,775)	25,212
Convention Center	106	298,485	2,216,533	(2,223,667)	291,351
Hotel/Motel - Tourism	107	221,644	383,658	(516,670)	88,632
Streets	108	367,918	1,993,900	(2,003,313)	358,505
Arterial Street	109	310,274	3,103,892	(3,366,697)	47,469
Long-Term Care - LEOFF 1	110	538,399	126,250	(130,000)	534,649
Street Overlay	111	516,829	801,000	(1,102,500)	215,329
Low Income Housing	113	80,403	39,000	(55,000)	64,403
Community Center Operations	114	134,851	15,000	(13,200)	136,651
CDBG Entitlement	115	(245)	205,206	(205,206)	(245)
Health Insurance - LEOFF 1	116	520,397	455,137	(456,639)	518,895
Homeless Housing	117	477,156	1,113,517	(1,112,517)	478,156
Debt Service - UTGO Bonds	201	(4,299)	326,035	(326,035)	(4,299)
Debt Service - Councilmanic Bonds	205	45,684	1,457,238	(1,457,240)	45,682
R.E. Capital Projects	301	50,459	426,035	(390,893)	85,601
Governmental Capital Projects	302	0	0	0	0
Pybus Market	304	(539)	0	0	(539)
Local Revitalization Financing Fund	307	1,376	501,500	(500,000)	2,876
Cemetery Endowment	610	940,172	35,000	0	975,172
Firemen's Pension	611	1,993,427	46,000	(132,167)	1,907,260
Total Annual Appropriation Funds			36,821,111	(37,537,037)	

Working Capital Funds	Fund No.	Estimated Beginning Working Capital	Budgeted Revenue	Appropriations	Estimated Ending Working Capital
Water/Sewer	401	7,959,165	10,711,052	(13,572,602)	5,097,615
Storm Drain	410	1,743,538	1,786,802	(3,186,890)	343,450
Regional Water	415	1,144,377	1,366,500	(623,389)	1,887,488
Solid Waste	420	264,601	809,152	(925,675)	148,078
Vactor Facility	425	0	1,531,000	(1,531,000)	0
Cemetery	430	(9,670)	265,950	(284,525)	(28,245)
City Services - Equip. O&M	501	89,287	956,761	(959,341)	86,707
City Services - Equip. Replace.	503	2,097,342	1,179,586	(812,761)	2,464,167
City Services - Facilities	504	123,530	306,100	(290,704)	138,926
Self - Insurance	502	1,188,830	1,094,407	(958,690)	1,324,547
Information Systems	505	256,902	834,680	(865,800)	225,782
Total Working Capital Funds			20,841,990	(24,011,377)	
Total of all Funds			57,663,101	(61,548,414)	

## Budget Ordinance 2013-35 Exhibit A – 2013 Budget Amendment All Funds Summary

Ordinance 2013-35 will be presented to the City Council November 21, 2013 for approval. Exhibit A to this ordinance is a summary of budget amendments to revenues and expenditures/expenses by fund.

	Fund No.	Beginning Fund Balance	Revenue			Appropriations			Ending Fund Balance
			Amendment			Amendment			
			Initial Budget	Ordinance 2013-35	Total Revenue	Initial Budget	Ordinance 2013-35	Total Approp.	
General	001	2,565,108	20,583,243	425,177	21,008,420	(20,741,089)	(418,581)	(21,159,670)	2,413,858
Public Art	101	68,977	15,175	0	15,175	(29,000)	0	(29,000)	55,152
PFD .2@ Sales Tax	102	0	1,505,081	0	1,505,081	(1,505,081)	0	(1,505,081)	0
Paths & Trails	103	840	2,800	0	2,800	0	(1,500)	(1,500)	2,140
Tourism Promotion Area	104	43,161	183,300	16,508	199,808	(183,300)	50,500	(132,800)	110,169
Hotel/Motel Capital	105	25,212	187,100	20,000	207,100	(187,100)	(20,000)	(207,100)	25,212
Convention Cntr.	106	356,725	2,004,051	20,000	2,024,051	(2,082,291)	0	(2,082,291)	298,485
Hotel/Motel Tourism	107	86,986	374,300	21,358	395,658	(340,000)	79,000	(261,000)	221,644
Street	108	491,958	1,751,699	43,200	1,794,899	(1,950,739)	31,800	(1,918,939)	367,918
Arterial Streets	109	445,895	3,468,773	(553,056)	2,915,717	(3,033,373)	(17,965)	(3,051,338)	310,274
LEOFF 1 - Long-Term Care	110	537,899	65,500	35,000	100,500	(65,000)	(35,000)	(100,000)	538,399
Street Overlay	111	359,228	681,403	100,000	781,403	(723,802)	100,000	(623,802)	516,829
Low Income Housing	113	73,153	37,250	0	37,250	(30,000)	0	(30,000)	80,403
Community Center Operations	114	189,016	93,724	0	93,724	(147,889)	0	(147,889)	134,851
CDBG Entitlement	115	(245)	241,800	0	241,800	(241,800)	0	(241,800)	(245)
LEOFF 1 - Health Care	116	519,897	594,500	(142,000)	452,500	(594,000)	142,000	(452,000)	520,397
Homeless Housing	117	408,535	1,232,032	(63,000)	1,169,032	(1,171,411)	71,000	(1,100,411)	477,156
Debt Svc. - UTGO Bonds	201	(14,299)	376,125	0	376,125	(366,125)	0	(366,125)	(4,299)
Debt Svc. - LTGO Bonds	205	45,584	1,000,256	276,000	1,276,256	(1,000,156)	(276,000)	(1,276,156)	45,684
R.E. Capital Projects	301	11,687	393,802	50,000	443,802	(405,030)	0	(405,030)	50,459
Governmental Capital Projects	302	(33,867)	0	233,867	233,867	0	(200,000)	(200,000)	0
Pybus Market	304	(539)	100,000	0	100,000	(100,000)	0	(100,000)	(539)
Local Revitalization Funding	307	1,346	1,530	186,793	188,323	(1,500)	(186,793)	(188,293)	1,376
Cemetery Endowment	610	904,372	35,800	0	35,800	0	0	0	940,172
Firemen's Pension	611	2,077,127	102,400	(30,000)	72,400	(156,100)	0	(156,100)	1,993,427
			<u>35,031,644</u>	<u>639,847</u>	<u>35,671,491</u>	<u>(35,054,786)</u>	<u>(681,539)</u>	<u>(35,736,325)</u>	

### WORKING CAPITAL FUNDS

	Fund No.	Beginning Fund Balance	Revenue			Appropriations			Ending Fund Balance
			Amendment			Amendment			
			Initial Budget	Ordinance 2013-35	Total Revenue	Initial Budget	Ordinance 2013-35	Total Approp.	
Water/Sewer	401	9,144,937	10,592,663	0	10,592,663	(11,778,435)	0	(11,778,435)	7,959,165
Storm Drain	410	2,384,431	1,510,745	100,000	1,610,745	(2,251,638)	0	(2,251,638)	1,743,538
Regional Water	415	3,116,183	1,300,000	0	1,300,000	(764,464)	(2,507,342)	(3,271,806)	1,144,377
Solid Waste	420	252,967	2,059,200	0	2,059,200	(2,003,837)	(43,729)	(2,047,566)	264,601
Decant (Vactor) Facility	425	0	269,000	150,000	419,000	(269,000)	(150,000)	(419,000)	0
Cemetery	430	18,869	250,000	0	250,000	(278,539)	0	(278,539)	(9,670)
City Svc - O&M	501	102,801	928,070	(2,000)	926,070	(939,584)	0	(939,584)	89,287
City Svc - Replace.	503	2,240,127	701,185	64,485	765,670	(322,005)	(586,450)	(908,455)	2,097,342
City Svc - Fac Maint	504	128,861	300,900	5,000	305,900	(286,231)	(25,000)	(311,231)	123,530
Self-Insurance	502	1,213,864	997,700	0	997,700	(1,022,734)	0	(1,022,734)	1,188,830
Information Technology	505	263,820	787,810	0	787,810	(794,728)	0	(794,728)	256,902
			<u>19,697,273</u>	<u>317,485</u>	<u>20,014,758</u>	<u>(20,711,195)</u>	<u>(3,312,521)</u>	<u>(24,023,716)</u>	
			<u>54,728,917</u>	<u>957,332</u>	<u>55,686,249</u>	<u>(55,765,981)</u>	<u>(3,994,060)</u>	<u>(59,760,041)</u>	