

# City of Manchester

Fiscal Year 2021-2022 Budget

# Mission Statement

*Manchester City Government is a team committed to serving the public with integrity, and to enhancing the progress of growth for the citizens now and in the future by maintaining a vision and commitment to make Manchester a better place to live and work.*

# Elected Officials

- **Mayor**

- Milt L. Kramer

- **City Council**

- Ward 1 – Dean Sherman

- Ward 2 – Mary Ann Poynor

- Ward 3 – Bill Scherbring

- At-Large – Connie Behnken

- At-Large – Tania Bradley



# City Officials

## Appointed Officials

- **City Manager**
  - Timothy J. Vick
- **City Clerk/Treasurer**
  - Erin Learn
- **Police Chief**
  - James Hauschild
- **Fire Chief**
  - Mike Ryan
- **City Attorney**
  - James T. Peters

## Department Heads

- **Building Official/Zoning Administrator**
  - Tim Heims
- **Library Director**
  - Kristy Folsom
- **Parks and Recreation Director**
  - Doug Foley
- **Street Superintendent**
  - Jason Haight
- **Wastewater Superintendent**
  - Perry Peterson
- **Water Superintendent**
  - Chad Wulfekuhle



# Items Influencing Budget Development

- City Council Goals and Priorities
- Property Valuations
- Capital Improvement Plan
- Staffing and Labor Costs
- Levy Rate Development



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# City Council Goals and Priorities

# Review Council priorities established during Goal Setting Session

## Our Vision for Manchester

### **A desirable community in which to live**

- Improve curb appeal
- Promote Manchester
- Foster pride in Manchester residents
- Make it safe
- Finish streets
- Enforce ordinances pertaining to property maintenance
- Offer affordable housing

# Review Council priorities established during Goal Setting Session

## Our Vision for Manchester

### **Business and employment opportunities**

- Keep storefronts full
- Maintain downtown
- Foster a vibrant, growing community
- Revitalize the east end
- Create a community of diverse opportunities
- Attract industries with good wages and benefits

# Review Council priorities established during Goal Setting Session

## Our Vision for Manchester

### **Diverse recreational activities**

- Make opportunities for family recreation
- Ensure everyone has something to do
- Create a healthy, active community
- Finish armoring the banks at the whitewater park
- Make Manchester a destination community

# Review Council priorities established during Goal Setting Session

## Our Vision for Manchester

### Progressive

- Be open and welcome new ideas
- Have an inclusive community
- Increase communication to all age demographics



# Review Council goals established during Goal Setting Session

## Our Vision for Manchester

- City Shop and Public Works Committee
  - Goal: City Shop Referendum is passed
- Community-Wide Notification System Committee
  - Notification System in Place for the 2020 Street Projects

# Review Council goals established during Goal Setting Session

## Our Vision for Manchester

- Trails and Recreation Committee
  - Pour Concrete Entrance to Wastewater Treatment Plant Trails
  - Connect Bailey Drive to Baum Park, Paint Connector Bike Lanes
- Residential Growth and Development Initiatives Committee
  - 20% Increase in Building Permits by Informing the Community of Incentive Programs, Savings, Rebates and Reimbursements

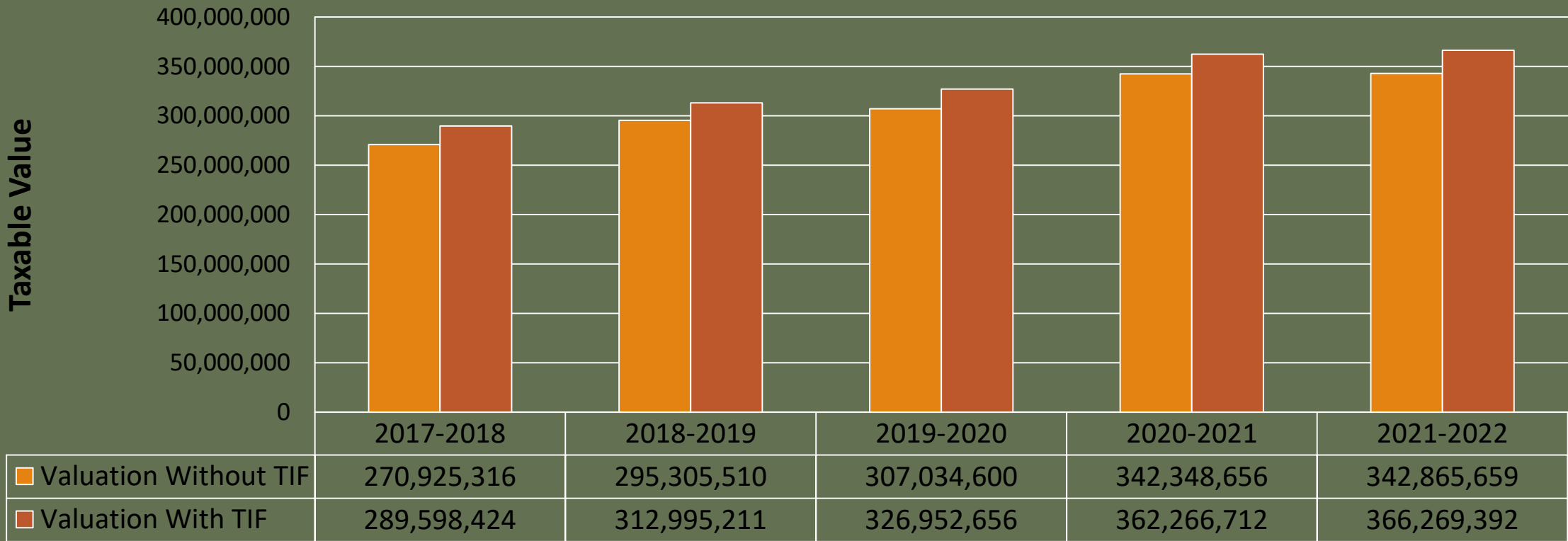
# Establish Council Budget Goals and Priorities

The development of the City of Manchester's budget includes the defined goals and priorities the Manchester City Council set forth.

# Property Valuations

# Property Valuations

100% Valuation History



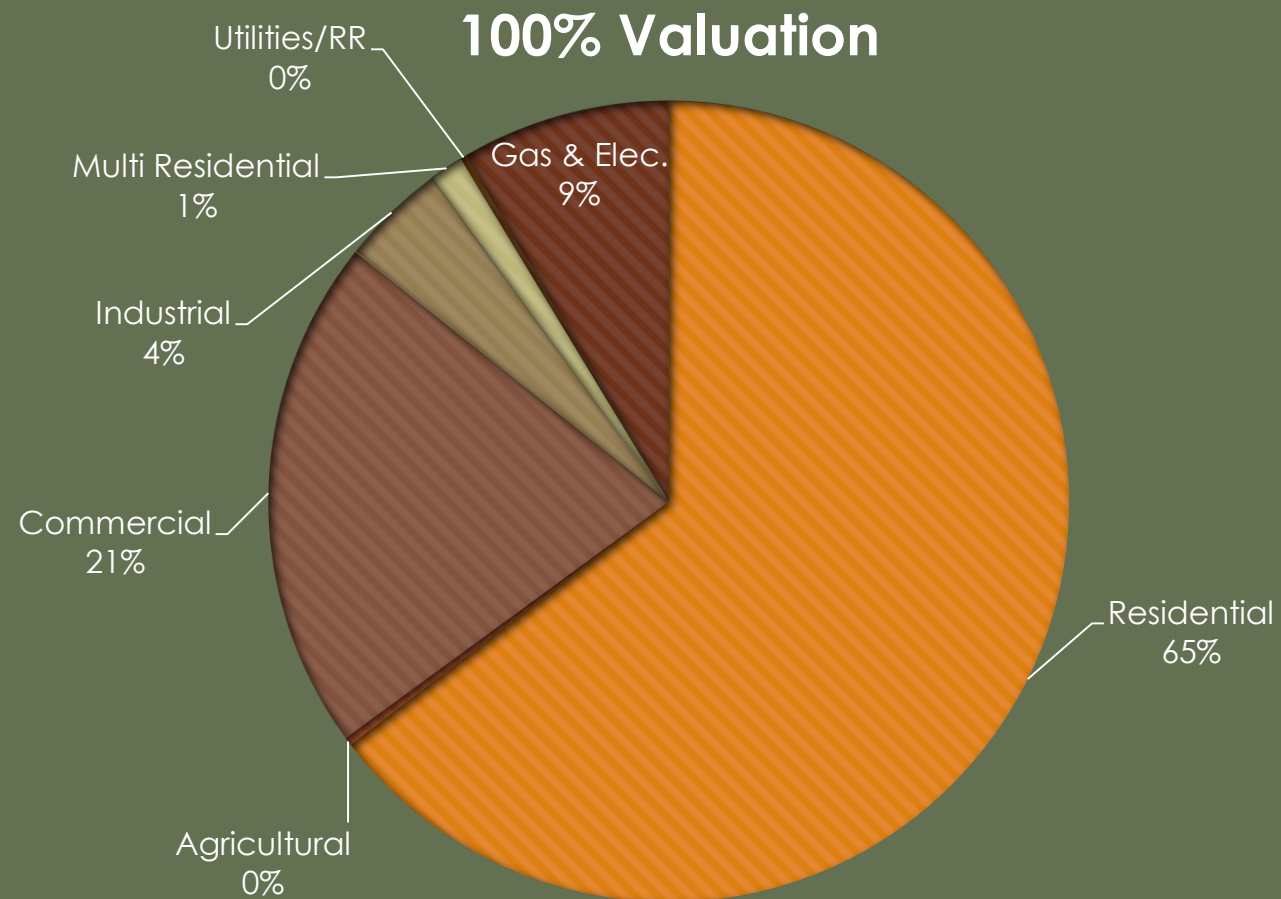
# 100% Valuation by Class

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Residential	201,064,200	211,698,400	212,345,800	235,379,200	237,003,300
Agricultural	2,209,556	1,887,600	1,881,300	1,275,000	1,233,400
Commercial	49,747,172	57,910,541	61,733,027	73,509,855	76,155,103
Industrial	14,530,000	15,618,600	15,618,600	15,567,500	15,567,500
Multi Residential	3,024,428	3,798,816	3,243,467	4,235,866	5,037,864
Utilities/RR	1,021,791	1,002,737	913,714	994,019	875,152
Gas & Elec.	18,582,805	21,645,229	31,774,200	31,842,352	30,934,153

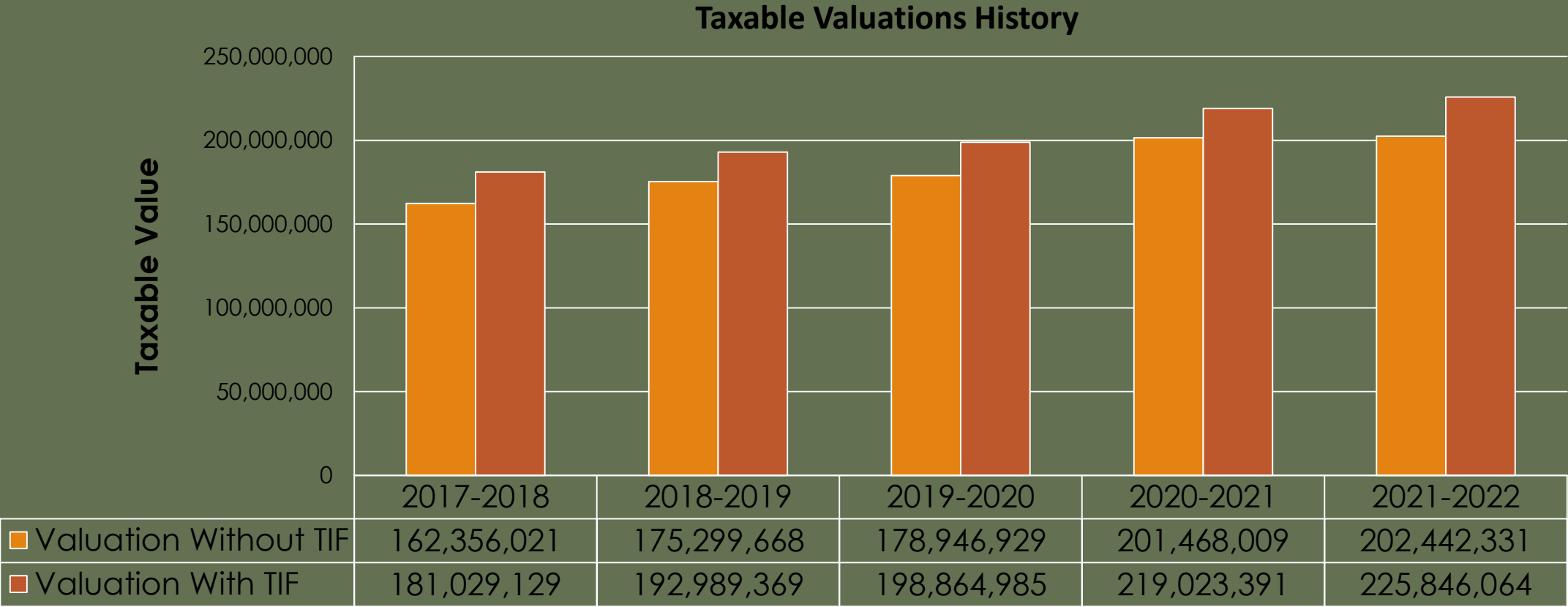


2021/2022

# 100% Valuations by Percentage of Total Value



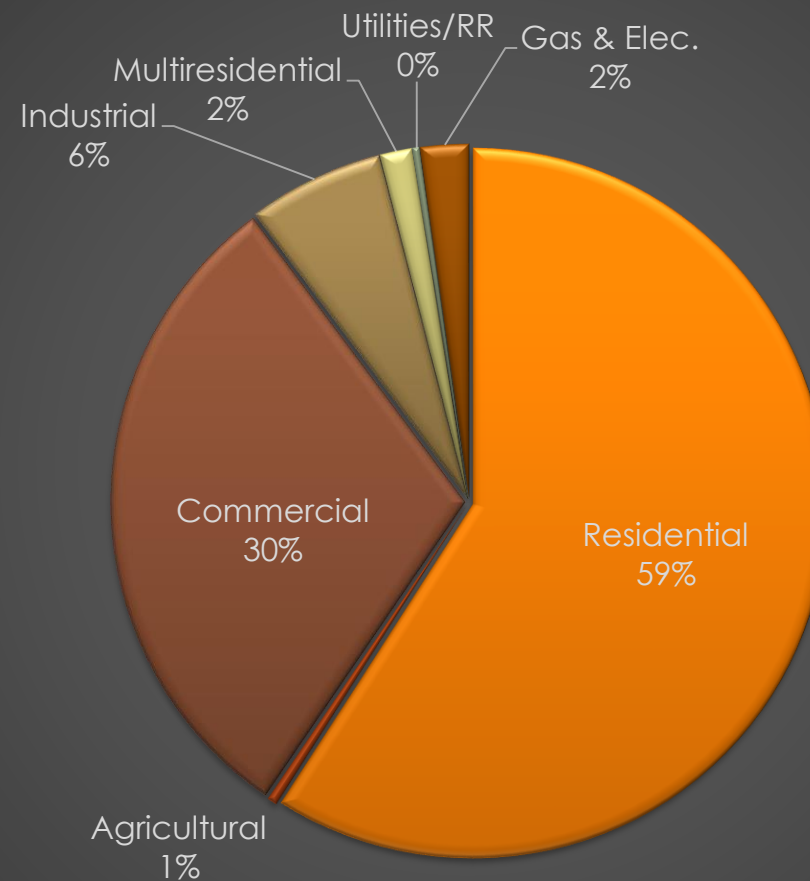
# Property Valuations



# Taxable Valuation by Class with TIF

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Residential	114,484,082	117,748,589	120,863,001	129,633,446	133,692,092
Agricultural	1,023,708	1,027,765	1,056,019	1,038,908	1,036,438
Commercial	44,772,457	52,119,490	55,559,727	66,158,870	68,539,593
Industrial	13,077,000	14,056,740	14,056,740	14,010,750	14,010,750
Multi Residential	2,495,165	2,991,575	2,432,602	3,018,065	3,400,577
Utilities/RR	956,092	940,794	862,303	927,297	803,265
Gas & Elec.	4,802,153	4,671,128	4,592,045	4,773,135	4,900,429

# 2021/2022 Taxable Value by Percentage



# Rollback History

	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>
Residential	55.6259%	56.9391%	55.6209%	56.9180%	55.0743%	56.4094%
Multi-Family	86.2600%	82.5000%	78.7500%	75.0000%	71.2500%	67.5000%
Commercial	90%	90%	90%	90%	90%	90%
Industrial	90%	90%	90%	90%	90%	90%

# Capital Improvement Plan



# Capital Improvements Street Department

## Fiscal Year 2020-2021

- 2020 HWY 13 Project  
\$2,240,624
- East Main Street Resurfacing  
\$500,000
- East Main Street White Topping  
\$235,772
- Salt Truck Replacement  
\$150,000

## Fiscal Year 2021-2022

- 2021 Street Resurfacing Project
  - Elm Street Overlay - \$20,200
  - N. 4<sup>th</sup> Street Overlay - \$35,050
  - E. Marion Street Overlay - \$56,420
  - S. 3<sup>rd</sup> Street Overlay - \$88,560
  - S. 5<sup>th</sup> Street Overlay - \$67,685
- 2022 Street Improvement Project  
\$760,000
- Motor Grader Replacement  
\$200,000

# Capital Improvements Wastewater Department

## Fiscal Year 2020-2021

- Radio Replacement  
\$25,000
- Tanglewood Lift Station  
\$250,000
- Hildebrand Project – Utility Expansion  
\$75,000

## Fiscal Year 2021-2022

- Grayson Lift Station Improvement  
\$20,000

# Capital Improvements Water Department

## Fiscal Year 2020-2021

- Valve Truck Replacement  
\$70,000 - Completed
- Computer Replacement  
\$20,000 - Completed
- Radio Replacement  
\$25,000 - Completed
- Hildebrand Project – Utility Expansion  
\$75,000

## Fiscal Year 2021-2022

- Water Tower Inspection  
\$5,000
- MEI Residential Subdivision  
Development

# Capital Improvements

## Parks & Recreation Department

### Fiscal Year 2020-2021

- Schram Park Water Line  
\$40,000
- Bikeway/Walkway Repairs  
\$20,000

### Fiscal Year 2021-2022

- Shelly Park Redevelopment  
\$100,000

# Capital Improvements Police Department

Fiscal Year 2020-2021

- Squad Car Replacement  
\$37,000

Fiscal Year 2021-2022

- Squad Car Replacement  
\$38,000

# Capital Improvements Fire Department

## Fiscal Year 2020-2021

- Computer Replacement  
\$10,000
- Breathing Air Compressor  
\$40,639

## Fiscal Year 2021-2022

- Rescue Tool Replacement  
\$12,000
- Generator Replacement  
\$15,000
- Bunker Gear Replacement  
\$32,000



# Capital Improvements Airport

## Fiscal Year 2020-2021

- Land Acquisition\*  
\$100,000
- Runway Slurry Seal\*  
\$176,989

## Fiscal Year 2021-2022

- Land Acquisition\*  
\$382,240

\*Funding through Federal and State Aviation Grants.

# Capital Improvements Library

## Fiscal Year 2020-2021

- Design for Parking Lot Expansion  
\$20,000

## Fiscal Year 2021-2022

- Parking Lot Expansion  
\$100,000

# Development of the Levy Rate

# Iowa League of Cities Special Report

- Each year the Iowa League of Cities provides cities with a Special Report that outlines items of interests that City Staff will need to consider and/or incorporate within the budgeting process.
- A copy of this report will be provided for City Council review.

# City Budget Changes

Legislation approved in 2019 made significant changes to the adoption process of the annual city budget. Beginning with the Fiscal Year 2021 budget, cities were required to hold an additional public hearing on the proposed Maximum Property Tax Dollars to Certify for Levy. The hearing must be preceded by a public notice that contains specific information, and cities are also required to post an electronic link to the notice on any and all city websites and social media sites. After the public hearing, cities are also required to pass a resolution on the proposed maximum property tax dollars.

# Factors Affecting Valuations

- Residential Rollback – 56.4094% (increased from 55.0743%)
- Commercial/Industrial Rollback – 90%
- Multi-Family Residential Rollback – 67.5000% (decreased from 71.250%)
- Total Taxable Valuation\* – \$225,846,064 (increased 3.12% over previous year)

\*Total Taxable Valuation includes Debt Service Valuation and Ag Land Valuation

# Development of the Levy Rate

Manchester uses five different levies that combine for the total levy rate. Two of which are capped by Iowa Code.

- Capped Levies
  - Regular General Levy - \$8.10000
  - Emergency Levy - \$0.27000
- Amount Necessary Levies
  - Liability, Property, and Self Insurance Costs
  - Employee Benefit Levy
  - Debt Service Levy



# Factors Influencing the Development of Levy Rate – Capped Levies

## ○ General Fund (capped) - \$8.1000/\$1,000

- The General Fund is used to cover the following activities/departments: Police, Dispatch, Fire, Disaster Control, Animal Control, Roadway Maintenance, Street Lighting, Airport, Solid Waste Collection, Library, Parks, Aquatic Center, Recreation, Sports Complex, Special Events, Community Beautification, Building & Housing, Planning & Zoning, Legislative, Administration, and General Government.

## ○ Emergency Levy (Capped) - \$0.27000/\$1,000

- The Emergency Fund Levy is capped at \$0.27000 and may be implemented when a City is at its \$8.10 General Fund limit. This money is transferred to the General Fund.



# Factors Influencing the Development of the Levy Rate – Amount Necessary Levies

- **Liability, Property & Self Insurance Costs - Proposed Rate: \$0.55982/\$1,000**
  - The Liability, Property & Self Insurance Costs Levy is used to cover the costs related to insurance. This levy is not capped, and is only eligible to be used for insurance costs. The Water and Sewer Department's portion is covered by the department's revenues.

Insurance Costs			
2018/2019 ACTUAL	2019/2020 ACTUAL	2020/2021 BUDGET	2021/2022 BUDGET
\$87,918	\$90,756	\$94,899	\$112,756

# Factors Influencing the Development of the Levy Rate – Amount Necessary Levies

- **Employee Benefit Levy – Proposed Rate: \$3.56087/\$1,000**
  - This levy is issued to pay for employee benefits (FICA, IPERS, Group Insurance and Work Comp). This levy is not capped and is set for the amount needed.

# Employee Benefits Levy

- IPERS – will decrease July 1<sup>st</sup> by .5% from the previous year for Protected Class Members

	Employee Share	City Share	Total
Regular Class FY20	6.29%	9.44%	15.73%
Regular Class FY21	6.29%	9.44%	15.73%
Protected Class FY20	6.41%	9.61%	16.02%
Protected Class FY21	6.21%	9.31%	15.52%

# Employee Benefits

## Health/Vision/Dental Insurance

Group Insurance Costs				
2017/2018 ACTUAL	2018/2019 ACTUAL	2019/2020 ACTUAL	2020/2021 BUDGET	2021/2022 BUDGET*
\$268,950	\$280,806	\$260,427	\$305,901	\$323,512

\*Projecting 10% Increase, plus BASE Self Insurance set aside

# Employee Benefits Workers Compensation –

Workers Compensation Costs				
2018/19 ACTUAL	2019/20 ACTUAL	2020/21 BUDGET	2020/21 Re- ESTIMATE	2021/22 BUDGET*
\$39,750	\$40,758	\$42,898	\$36,590	\$38,420

\*Projecting 5% Increase

# Proposed Property Tax Levy

With the adoption of Senate File 634, City's are required to publish and hold a public hearing on a Maximum Property Tax Levy Rate. The new requirement includes 4 of the 5 levies the City of Manchester uses.

After publishing the proposed Maximum Levy Rate, the City can only lower the levy rate.

The Debt Service Levy is not included within the Maximum Property Tax Levy Rate. This will no doubt lead to confusion as we will be required to publish the "maximum" rate, and then publish the proposed budget and levy rate that will be higher as it will include the Debt Service Levy.

# General Fund Property Tax History

Fiscal Year	Taxable Valuation	Regular General Levy (\$8.10)	Increase over prior year	Percentage Change from Previous Year
2011/12	\$ 140,543,703	\$ 1,138,404	\$ 1,625	0.1429%
2012/13	\$ 146,559,640	\$ 1,187,133	\$ 48,729	4.2805%
2013/14	\$ 150,331,609	\$ 1,217,686	\$ 30,553	2.5737%
2014/15	\$ 149,782,557	\$ 1,213,239	\$ (4,447)	-0.3652%
2015/16	\$ 149,322,007	\$ 1,209,508	\$ (3,731)	-0.3075%
2016/17	\$ 157,180,116	\$ 1,273,159	\$ 63,651	5.2625%
2017/18	\$ 156,530,160	\$ 1,267,894	\$ (5,265)	-0.4135%
2018/19	\$ 169,600,775	\$ 1,373,766	\$ 105,872	8.3502%
2019/20	\$ 173,298,865	\$ 1,403,721	\$ 29,955	2.1805%
2020/21	\$ 200,429,101	\$ 1,584,813	\$ 181,092	15.6552%
2021/22	\$ 201,413,301	\$ 1,591,754	\$ 6,941	0.4910%

# Proposed Maximum Levy Rate

Iowa Department of Management	Current Year Certified Property Tax	Budget Year Effective Property Tax	Budget Year Proposed Maximum Property Tax	Annual
	2020/2021	2021/2022	2021/2022	% CHG
Regular Taxable Valuation	\$200,429,101	\$201,413,301	\$201,413,301	.05%
Tax Levies:				
Regular General	\$1,623,476	\$1,623,476	\$1,631,448	.05%
Contract for Use of Bridge	\$0	\$0	\$0	
Opr & Maint Publicly Owned Transit	\$0	\$0	\$0	
Rent, Ins. Maint. Of Non-Owned Civ. Ctr.	\$0	\$0	\$0	
Opr & Maint of City-Owned Civic Center	\$0	\$0	\$0	
Planning a Sanitary Disposal Project	\$0	\$0	\$0	
Liability, Property & Self-Insurance Costs	\$93,602	\$93,602	\$112,756	20.46%
Support of Local Emer. Mgmt. Commission	\$0	\$0	\$0	
Emergency	\$54,116	\$54,116	\$54,382	.05%
Police & Fire Retirement	\$0	\$0	\$0	
FICA & IPERS	\$333,730	\$333,730	\$359,236	7.64%
Other Employee Benefits	\$316,386	\$316,386	\$357,969	13.14%
*Total 384.15A Maximum Tax Levy	\$2,421,310	\$2,421,310	\$2,515,791	3.9%
Calculated 384.15A Maximum Tax Rate	\$12.08063	\$12.02160	\$12.49069	



# Staffing and Labor Costs

# Labor Costs

- Affordable Health Care Act
  - The City meets the classification as a “Small Employer”
  - Working with Health Insurance Broker – Benefits Solutions – staff is budgeting for a 10% increase in rates for FY 2021/2022
  - There is a strong indication that 2021 may be the last year the City’s policy will remain as a “grandmothered” plan
- Workers Compensation
  - Significant savings were realized when the City switched carriers to the Iowa Municipalities Workers’ Compensation Association.
  - City Staff is projecting a 5% increase for the next fiscal year.

# Labor Costs

- Labor Agreement with Teamsters Local 238
  - Proposed agreement sets wage increase at \$.75/hour increase across the board for Police Officers and Dispatchers effective July 1<sup>st</sup>, 2021
  - Proposed agreement is for two years and would expire June 30, 2023
- Proposed Wage Increase of \$.75/hour Across the Board for Non-Union Employees.

# Payroll

2018/19 ACTUAL	2019/20 ACTUAL	2020/21 BUDGET	2020/21 RE- ESTIMATE*	2021/22 REQUESTED
\$2,330,995	\$2,354,366	\$2,499,153	\$2,515,989	\$2,679,080

\*Changes reflect the addition of a Dispatcher to the Communication Center and wage adjustments made for Police Department

# Employee Staffing

## Full Time Employees - 37

- Administration – 5
- Street Department – 5
- Parks & Rec Department – 2
- Water Department – 2
- Wastewater Department – 2
- Police Department – 11
- Dispatch – 6
- Library – 4
- Fire Department - 0

## Part-time/Seasonal Employees - 104

- Administration – 2
- Street Department – 2
- Parks & Rec Department – 55
- Water Department – 0
- Wastewater Department – 0
- Police Department – 1
- Dispatch – 4
- Library - 6
- Fire Department - 34

# Factors Influencing the Development of the Levy Rate – Amount Necessary Levy

- **Debt Service Levy – Proposed Rate: \$3.08931**

- This levy is used to fund the repayment of general obligation debt issued by the City.

# **\$1.00 Million**

## **2022 GO Corporate Purpose Bonds**

- In Fiscal Year 2022 the City of Manchester will need to issue General Obligation Bonds to complete the following projects:
  - \$750,000 – 2022 Street Improvement Project (East Main Street from McCarren Drive to Stiles Street)
  - \$150,000 – Street Equipment Replacement (Motor Grader Replacement)
  - \$100,000 – Water Quality Initiative Project

# Debt Service Levy

## Debt Payments for FY21/22

### Bonds

○ 2013 GO Corp Purp & Ref.	\$102,280
○ 2014 GO Corp Purp & Ref.	\$92,990
○ 2015A GO Ref Bonds	\$60,515
○ 2015B GO Corp Purp	\$223,150
○ 2017 GO Bond	\$259,830
○ 2018 GO Bond	\$171,350
○ 2020A GO Bond	\$166,865
○ 2020B GO Bond	\$30,920
<b>Total</b>	<b>\$1,114,900</b>

### Funding Source

○ T.I.F Revenue -	\$381,974
○ Sewer Revenue -	\$46,260
○ Water Revenue -	\$15,600
○ Road Use Tax Fund -	\$77,136
○ Debt Service Levy -	\$593,930



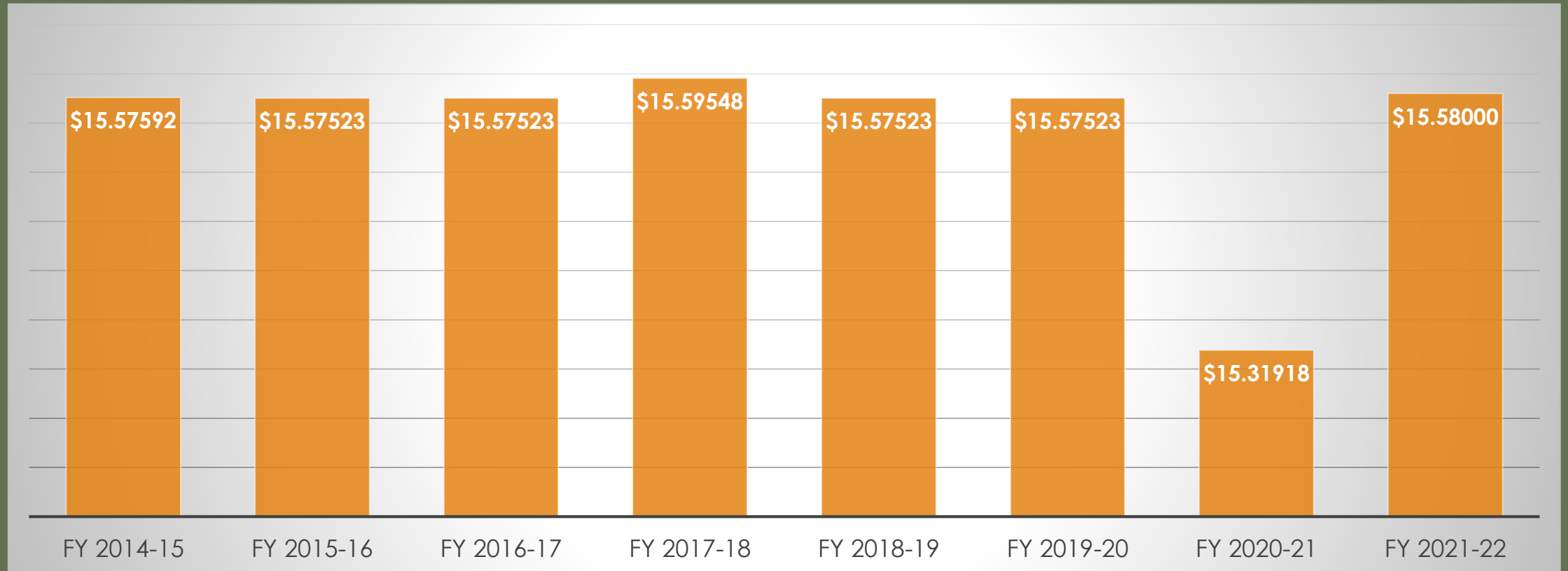
# State Revolving Fund (SRF) Debt Issuance

<u>Bond</u>	<u>Payment</u>	<u>Payment Source</u>	<u>Expiration</u>
○ 2008 Sewer SRF	\$385,600	Sewer Revenues	FY29
○ 2011 Water SRF	\$108,413	Water Revenues	FY22
○ 2019 Water SRF	\$71,200	Water Revenues	FY28

# Proposed Levy Rate

	Actual FY 19/20	Actual FY 20/21	Proposed FY21/22
○ General Fund (capped)	\$8.10000	\$8.10000	\$8.10000
○ Liability, Property & Self Insurance	\$0.51894	\$0.46726	\$0.55982
○ Emergency Levy (capped)	\$0.27000	\$0.27000	\$0.27000
○ Employee Benefits Levy	\$3.51185	\$3.27533	\$3.56087
○ Debt Service Levy	<u>\$3.17444</u>	<u>\$3.23855</u>	<u>\$3.08964</u>
	\$15.57523	\$15.31918	\$15.58000

# Levy Rate History



# How Do We Compare to Other Towns?\*

City	Levy Rate
------	-----------

Dyersville	\$9.56090
Maquoketa	\$13.72317
Tipton	\$14.17135
Decorah	\$14.19148
Dewitt	\$14.26209
Anamosa	\$14.52792
Washington	\$15.22393

City	Levy Rate
------	-----------

Manchester	\$15.31918
Waverly	\$15.68558
Charles City	\$16.02115
Vinton	\$16.53243
Independence	\$16.60123
Oelwein	\$17.71858
Iowa Falls	\$18.05470

\*Based on Fiscal Year 2020-2021 Levy Rates

# Proposed City Levy Impact

## Residential Property Tax Calculations

	Actual FY 2019-20	Actual FY 2020-21	Proposed FY 2021-22
Assessed Valuation	\$100,000	\$100,000	\$100,000
Rollback Percentage	56.9180%	55.0743%	56.4094%
Taxable Value	\$56,918.00	\$55,074.30	\$56,409.40
City Tax Rate /\$1000	\$15.57523	\$15.31918	\$15.58000
Gross City Tax	\$886.34	\$843.69	\$878.86

Based on the change in the residential rollback and levy rate, a homeowner of a \$100,000 home would pay \$35.17 more in city taxes this year.

# Proposed City Levy Impact

## Multi-Family Residential

### Property Tax Calculations

	Actual FY 2019-20	Actual FY 2020-21	Proposed FY 2021-22
Assessed Valuation	\$500,000	\$500,000	\$500,000
Rollback Percentage	75.0000%	71.2500%	67.5000%
Taxable Value	\$375,000	\$356,250	\$337,500
City Tax Rate /\$1000	\$15.57523	\$15.31918	\$15.58000
Gross City Tax	\$5,840.71	\$5,457.46	\$5,258.25

Multi-Family Residential property owners would see a \$199.21 decrease in what they would pay for their city portion of the property taxes.

# Proposed City Levy Impact

## Commercial/Industrial Property Tax Calculations

	Actual FY 2019-20	Actual FY 2020-21	Proposed FY 2021-22
Assessed Valuation	\$500,000	\$500,000	\$500,000
Rollback Percentage	90%	90%	90%
Taxable Value	\$450,000	\$450,000	\$450,000
City Tax Rate /\$1000	\$15.57523	\$15.31918	\$15.58000
Gross City Tax	\$7,008.85	\$6,893.63	\$7,011.00

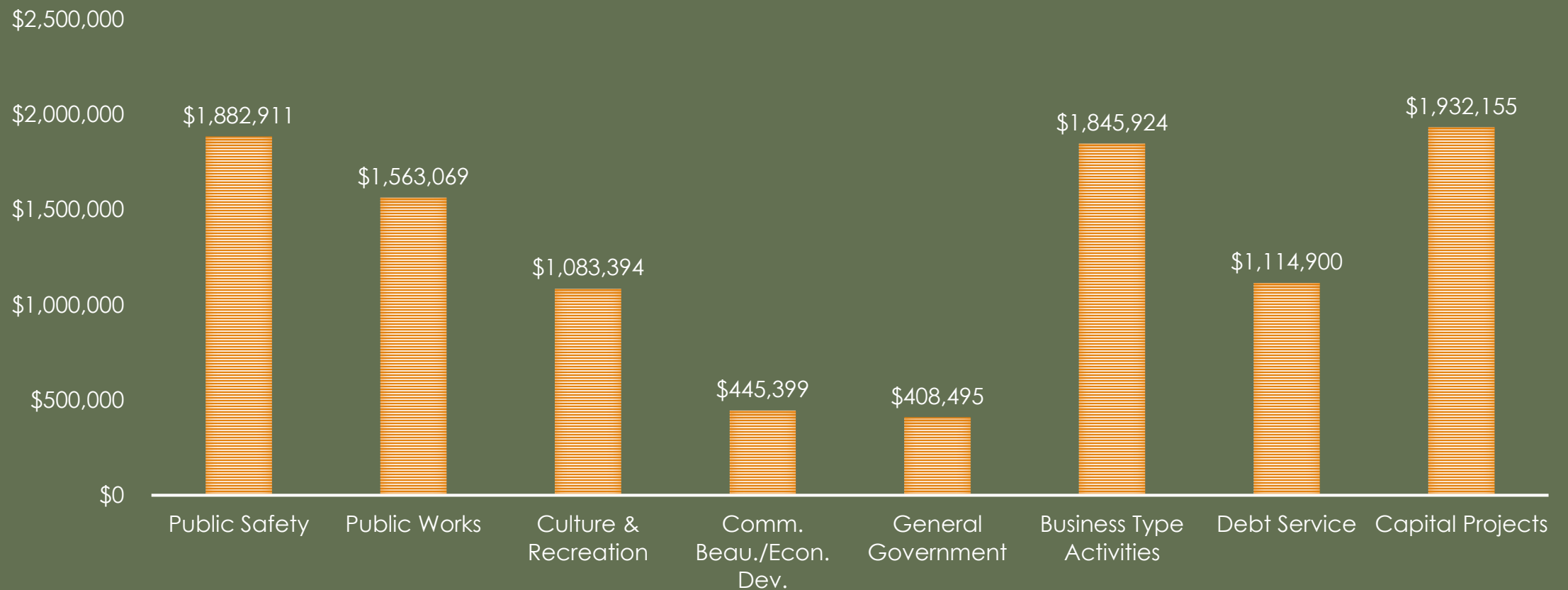
Commercial and Industrial property owners would see an increase of \$117.37 in what they would pay for their city portion of the property taxes.

# Budget Breakdown By Category

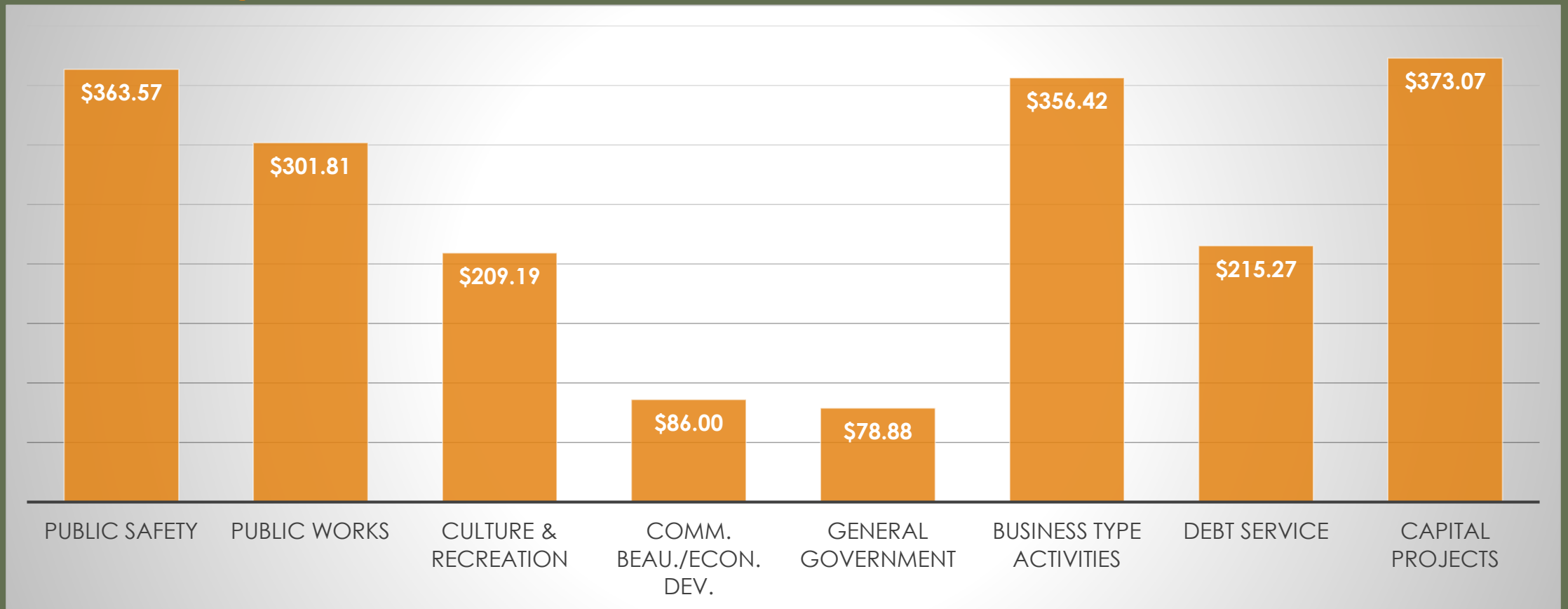
	BUDGET	PER CAPITA
○ Public Safety	\$1,882,911	\$363.57
○ Public Works	\$1,563,069	\$301.81
○ Culture & Recreation	\$1,083,394	\$209.19
○ Comm. Beau./Econ. Dev.	\$445,399	\$86.00
○ General Government	\$408,495	\$78.88
○ Business Type Activities	\$1,845,924	\$356.42
○ Debt Service	\$1,114,900	\$215.27
○ Capital Projects	\$1,932,155	\$373.07
<b>TOTAL:</b>	<b><u>\$10,276,247</u></b>	<b><u>\$1,984.21</u></b>



# Budget by Category



# Cost Per Capita by Category



# Public Safety

	BUDGET	PER CAPITA
○ Police Department/Dispatch	\$1,612,046	\$311.27
○ Disaster Control	\$768	\$0.15
○ Fire Department	\$244,816	\$47.27
○ Animal Control	\$25,281	\$4.88
<b>Public Safety Total:</b>	<b><u>\$1,882,911</u></b>	<b><u>\$363.57</u></b>

# Public Safety Police Department

- Total Budget - \$1,128,232
  - \$18,800 budgeted general fund revenues
- Number of Officers – 10 FTEs
- Records Administrator – 1 FTE
- New squad car and equipment - \$38,000



# Public Safety Dispatch

- Total Budget - \$483,814
  - County contract portion - \$290,288
    - Chief Hauschild is working with the Board of Supervisors on an agreement extension
- Number of Dispatchers – 6 FTEs & 4 PTE





# Public Safety Animal Control

- Total Budget - \$25,281
- Number of employees – 1 PTE
- Facility Maintenance - \$1,000
- Operating Supplies - \$1,450



# Public Safety Fire Department

- Total Budget - \$244,816
  - Township Revenues - \$75,000
  - Employee Benefits - \$13,594
- Bunker Gear Replacement - \$32,000
- Rescue Tool Replacement - \$12,000
- Generator Replacement - \$15,000
- Employees – 34 PTE



# Public Works

	BUDGET	PER CAPITA
○ Roadway Maintenance*	\$519,180	\$100.25
○ Street Lighting	\$97,500	\$18.83
○ Traffic Safety	\$33,454	\$6.46
○ Snow & Ice Control	\$124,193	\$23.98
○ Street Cleaning/Storm Water	\$51,627	\$9.97
○ Airport	\$422,051	\$81.49
○ Solid Waste	\$315,064	\$60.83
<b>Public Works Total:</b>	<b><u>\$1,563,069</u></b>	<b><u>\$301.81</u></b>

\*Includes: GF Street Budget, Street Expenses and Street Improvement



# Public Works

## Roadway Maintenance General Fund

General Fund Street Budget - \$30,666

- General Insurance - \$28,166
- Street Signs - \$2,500\*

\*Reimbursed by Delaware County E911

Street Lighting - \$97,500

- Lighting Paid by Franchise Fees - \$96,000
- Light Fixtures funded by RUTF - \$1,500

# Public Works Road Use Tax Fund

- Total Budget - \$616,680
- Revenues – \$625,000
  - Based on \$125 per capita formula
  - Estimating reduction in revenues due to COVID-19 and lower Census number
- Employees – 5 FTEs



# Public Works

## Road Use Tax Fund

### Roadway Maintenance

#### Street Expenses

- Total Budget - \$453,514
- Salaries - \$249,763
- Vehicle Fuel - \$30,000
- Vehicle Repair/Maintenance - \$22,500
- Street Maintenance Supplies - \$18,000

#### Street Improvement

- Revenues – Special Assessments \$100,000
- Expenditures - \$35,000
  - Street Maintenance Supplies - \$15,000
  - Crack Sealing/Seal Coating - \$20,000

# Public Works

## Road Use Tax Fund

### Traffic Safety

- Total Budget - \$33,454
- Electricity for traffic control lights - \$7,000
- Street Signs/Posts - \$3,000
- Street Maintenance Supplies (Paint) - \$10,500

### Snow & Ice

- Total Budget - \$124,193
- Salt Bid FY21 - \$66.90/Ton (\$12.03/ton less than last year)
- Required to purchase 80% of salt bid (800 tons bid)

# Public Works

## Road Use Tax Funds

### Street Cleaning

- Total Budget - \$28,418
  - Labor Cost for the operation of the City's Street Sweeper \$20,000
  - Landfill Fees - \$3,000
  - Sweeper Maintenance - \$2,000

### Storm Water

- Total Budget - \$23,209
  - Salaries - \$11,709
  - Inlets/Outlets - \$10,000

# Public Works

## Airport

- Total Budget - \$422,051
- Revenues
  - Fuel/Leases - \$13,600
  - FAA Grant - \$363,130
- Expenditures
  - Capital Improvement - Land Acquisition \$383,000
  - Aviation Fuel - \$13,000
  - General Insurance - \$8,774

## Solid Waste

- Total Budget - \$315,064
- Revenue from Fees - \$313,400
- Increase Solid Waste Fee - \$.65 to \$12.25/month
- Solid Waste Contract with Kluesner Sanitation until December 31, 2026
  - Estimated Annual Cost - \$283,000 (based on actual number of active water utility accounts)



# Culture & Recreation

	BUDGET	PER CAPITA
○ Library	\$527,698	\$101.89
○ Parks & Recreation	\$316,544	\$61.12
○ Aquatic Center	\$167,611	\$32.36
○ Sports Complex	\$30,186	\$5.83
○ Holiday Decorations	\$2,000	\$0.39
○ Special Events	\$12,855	\$2.48
○ Other Parks & Recreation	\$26,500	\$5.12
<b>Total Culture &amp; Recreation:</b>	<b><u>\$1,083,394</u></b>	<b><u>\$209.19</u></b>

# Culture & Recreation

## Library

- Total Budget - \$527,698
  - Includes Gift and Trust Expenditures - \$45,000
- Employees – 4 FTEs & 6 PTEs
- Delaware County for library services - \$37,802
- Library Hours and Operations have been modified due to COVID-19. The proposed budget reflects these changes.





# Culture & Recreation

## Parks & Recreation

- Total Budget - \$316,544
- Employees – 2 FTEs and 3-5 PTEs
- Salaries - \$114,938
- Buildings/Grounds - \$20,000
- Mowing Contract - \$9,018
- Capital Improvements
  - Shelly Park Redevelopment - \$50,000
  - Bikeway/Walkway Improvements - \$20,000

# Culture & Recreation

## Aquatic Center

- Total Budget - \$167,611
- Employees – 50-55 PTEs
- Hours of operation are being reviewed for this upcoming pool year.



# Culture & Recreation

- Holiday Decorations - \$2,000
  - Will need to start looking at new decorations within the next 2-4 years
- Special Events - \$12,855
  - This covers the salaries of Street Department employees setting up for different events in the community and radio announcements
- Sports Complex - \$30,186
  - The complex is a joint endeavor with the Manchester Kids League and West Delaware Schools
- Park Gift & Trust - \$26,500
  - This is where the City accounts for recreational activities such as: Whitewater Recreation, Broadway Kids, Hero Hustle, and etc.

# Community Beautification/Economic Development

	BUDGET	PER CAPITA
○ Community Beautification	\$84,833	\$16.38
○ Economic Development	\$242,700	\$46.86
○ Building & Housing	\$112,032	\$21.63
○ Planning & Zoning	\$5,834	\$1.13
<b>Community/Econ. Dev. Total</b>	<b><u>\$445,399</u></b>	<b><u>\$86.00</u></b>



# Community Beautification/Economic Development

## Community Beautification

- Total Budget - \$84,833
- Main source of revenues Compost Fees - \$91,500
- Budgeting \$15,000 for Ash and Maple Tree removal
- Compost Site Contract - \$37,000



# Community Beautification/Economic Development

## Economic Development

- Total Budget - \$242,700
- D.C.E.D. - \$30,000
- Manchester Center - \$27,000
- TIF Rebates - \$175,700
- Professional/Legal - \$10,000



# Community Beautification/Economic Development

## Building & Housing

- Expenditures- \$112,032
- Revenues - \$28,750
- Number of Employees – 1 FTE
- Nuisance Enforcement - \$10,000
- Acquisition/Demolition - \$10,000

## Planning & Zoning

- Total Budget - \$5,834
- ECIA - \$3,884
- Consultant/Professional - \$1,000

# General Government

	BUDGET	PER CAPITA
○ Legislative	\$10,427	\$2.01
○ Administration	\$277,867	\$53.65
○ Other General Government	\$120,201	\$23.21
○ <b>General Government</b>	<b><u>\$408,495</u></b>	<b><u>\$78.87</u></b>



# General Government

## Legislative

- Total Budget - \$10,427
- Salaries for Elected Officials - \$8,027
- Training/Travel/Conference - \$2,400

## Administration

- Total Budget - \$277,867
- Employees – 4 FTEs and 2 PTE

## Other General Government

- Total Budget - \$120,201
- Retiree Insurance - \$30,000
- Flex Plan Payment - \$30,000
- BASE Self Insurance - \$59,701

# Business Type Activities

	BUDGET	PER CAPITA
○ Water Department -	\$578,845	\$111.77
○ Water Debt -	\$195,213	\$37.69
○ Sewer Department -	\$666,731	\$128.74
○ Sewer Debt -	\$405,135	\$78.23
<b>Business Type Total -</b>	<b><u>\$1,845,924</u></b>	<b><u>\$356.42</u></b>

# Water Department

- Total Revenues – \$878,300
- Total Expenditures - \$774,058
- Employees – 2 FTEs
- Water Debt Payment - \$195,213
- Capital Improvement Projects –
  - Potential Residential Subdivisions will determine projects for FY22.
- Transfer From Water
  - \$240,000 Water Debt Service

# Water Consumption Comparison

	2015		2016		2017		2018		2019	
MONTH	Water Pumped	Billed Consumption	Water Pumped	Billed Consumption	Water Pumped	Billed Consumption	Water Pumped	Billed Consumption	Water Pumped	Billed Consumption
JANUARY	15,608,000	<b>11,474,000</b>	15,239,000	<b>12,692,000</b>	15,830,000	<b>12,330,000</b>	16,033,000	<b>12,567,000</b>	15,223,000	<b>11,682,000</b>
FEBRUARY	14,248,000	<b>12,559,000</b>	14,626,000	<b>13,680,000</b>	13,816,000	<b>13,271,000</b>	14,464,000	<b>12,057,000</b>	14,382,000	<b>12,676,000</b>
MARCH	17,703,000	<b>11,439,000</b>	15,376,000	<b>10,314,000</b>	15,107,000	<b>11,885,000</b>	15,265,000	<b>11,203,000</b>	14,930,000	<b>10,822,000</b>
APRIL	16,657,000	<b>12,807,000</b>	14,857,000	<b>12,253,000</b>	14,662,000	<b>12,771,000</b>	14,864,000	<b>11,706,000</b>	14,045,000	<b>11,426,000</b>
MAY	18,095,000	<b>12,817,000</b>	16,963,000	<b>12,090,000</b>	16,855,000	<b>11,732,000</b>	16,344,000	<b>12,463,000</b>	15,316,000	<b>11,411,000</b>
JUNE	18,783,000	<b>13,919,000</b>	16,871,000	<b>15,273,000</b>	18,668,000	<b>16,635,000</b>	15,498,000	<b>13,833,000</b>	15,283,000	<b>12,599,000</b>
JULY	19,454,000	<b>14,571,000</b>	16,245,000	<b>13,672,000</b>	17,527,000	<b>14,044,000</b>	17,775,000	<b>14,203,000</b>	17,533,000	<b>12,633,000</b>
AUGUST	19,343,000	<b>14,253,000</b>	16,635,000	<b>14,826,000</b>	17,655,000	<b>14,659,000</b>	16,564,000	<b>13,507,000</b>	17,778,000	<b>13,983,000</b>
SEPTEMBER	17,256,000	<b>15,358,000</b>	15,808,000	<b>14,037,000</b>	18,148,000	<b>15,125,000</b>	15,084,000	<b>13,666,000</b>	15,686,000	<b>13,685,000</b>
OCTOBER	15,100,000	<b>13,320,000</b>	15,256,000	<b>12,633,000</b>	15,311,000	<b>14,099,000</b>	15,341,000	<b>12,907,000</b>	16,513,000	<b>12,870,000</b>
NOVEMBER	13,427,000	<b>12,507,000</b>	14,226,000	<b>15,136,000</b>	13,981,000	<b>14,218,000</b>	14,181,000	<b>13,316,000</b>	15,010,000	<b>13,508,000</b>
DECEMBER	13,710,000	<b>10,806,000</b>	15,250,000	<b>11,928,000</b>	14,399,000	<b>11,708,000</b>	15,466,000	<b>11,533,000</b>	14,948,000	<b>11,993,000</b>
TOTALS	199,384,000	<b>155,830,000</b>	187,352,000	<b>158,534,000</b>	191,959,000	<b>162,477,000</b>	186,879,000	<b>152,961,000</b>	186,647,000	<b>149,288,000</b>
PERCENTAGE BILLED		<b>78%</b>		<b>85%</b>		<b>85%</b>		<b>82%</b>		<b>80%</b>

# Water Department

- Proposed Water Rate Increase
  - 5% increase to base rate: set to \$6.47
  - 5% increase to per thousand gallons: set to \$3.43

# Proposed Increase of 5% for Water Service

Base Rate will increase from \$6.16 to \$6.47

Consumption Rate will go from \$3.27/1,000 gallons to \$3.43/1,000 gallons

	NO USAGE		3,000 GALLONS/MONTH		6,000 GALLONS PER MONTH		10,000 GALLONS PER MONTH	
	CURRENT	PROPOSAL	CURRENT	PROPOSAL	CURRENT	PROPOSAL	CURRENT	PROPOSAL
FY 2021-22	\$6.16	\$6.47	\$15.97	\$16.76	\$25.78	\$27.05	\$38.86	\$40.77

# Wastewater Department

- Total Revenues - \$1,162,791
- Total Expenditures - \$1,071,866
- Employees – 2 FTEs
- Sewer Debt Payments - \$405,135
- Capital Improvements
  - \$20,000 – Grayson Lift Station
- Transfer from Wastewater - \$474,000
  - Sewer Debt Service - \$420,000
  - Sewer Replacement - \$54,000

# Proposed Increase of 2% for Sewer Service

Base Rate will increase from \$11.30 to \$11.53

Consumption Rate will go from \$6.25/1,000 gallons to \$6.38/1,000 gallons

	NO USAGE		3,000 GALLONS/MONTH		6,000 GALLONS PER MONTH		10,000 GALLONS PER MONTH	
	CURRENT	PROPOSAL	CURRENT	PROPOSAL	CURRENT	PROPOSAL	CURRENT	PROPOSAL
FY 2021-22	\$11.30	\$11.53	\$30.05	\$30.67	\$48.80	\$49.81	\$73.80	\$77.33



# Combined Impact of Proposed Water/Sewer Rate Increase

## Combined Impact on Utility Bill

	NO USAGE		3,000 GALLONS/MONTH		6,000 GALLONS PER MONTH		10,000 GALLONS PER MONTH	
	CURRENT	PROPOSAL	CURRENT	PROPOSAL	CURRENT	PROPOSAL	CURRENT	PROPOSAL
FY 2021-22	\$17.46	\$18.00	\$46.02	\$47.43	\$74.58	\$76.86	\$112.66	\$116.10

# Hotel/Motel Tax

- Hotel/Motel Tax Revenues - \$75,000
- Expenditures
  - Tourism - \$18,000
  - Park Improvement Fund - \$33,750
  - Park Maintenance - \$7,500
  - Interfund Loan Repayment - \$11,279



# Downtown Incentive Program

- Total Budget - \$81,500
- Budgeted Grant Awards - \$50,000
  - Downtown Improvement - \$25,000
  - Commercial Improvement - \$25,000



# Local Option Sales Tax (LOST)

## Revenues

- LOST Revenues- \$551,500
- 90% Street Improvement - \$500,000
- 10% Bikeway/Walkway Improvement - \$50,000
- Interest Earned - \$1,500

## Expenditures

- LOST Expenditures - \$620,000
- FY21 Street Resurfacing Project - \$270,000
- FY22 Street Improvement Project - \$300,000
- Bikeway/Walkway Project - \$50,000



# Franchise Fee

- Franchise Fee Revenues - \$384,279
  - Electric Franchise Fee – \$300,000
  - Gas Franchise Fee – \$70,000
  - Interfund Loan Repayment - \$11,279
- Franchise Fee Expenditures - \$260,000
  - General Fund - \$240,000
  - Other Agencies - \$10,000
  - Rebates - \$10,000

# Conclusion

The budget proposal is a culmination of policies and practices used to provide services efficiently and effectively to the residents of Manchester.