

# City of Manchester

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Fiscal Year 2020-2021 Budget

# Mission Statement

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*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

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- 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
- Water Superintendent
  - Chad Wulfekuhle
- Wastewater Superintendent
  - Perry Peterson

# Items Influencing Budget Development

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



# City Council Goals and Priorities

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# Review Council priorities established during the Goal Setting Session

## **Our Vision for Manchester**

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### **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 the Goal Setting Session

## **Our Vision for Manchester**

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### **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 the Goal Setting Session

## **Our Vision for Manchester**

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### **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 the Goal Setting Session

## **Our Vision for Manchester**

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### **Progressive**

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

# Review Council goals established during the Goal Setting Session

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- 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 the Goal Setting Session

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- 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

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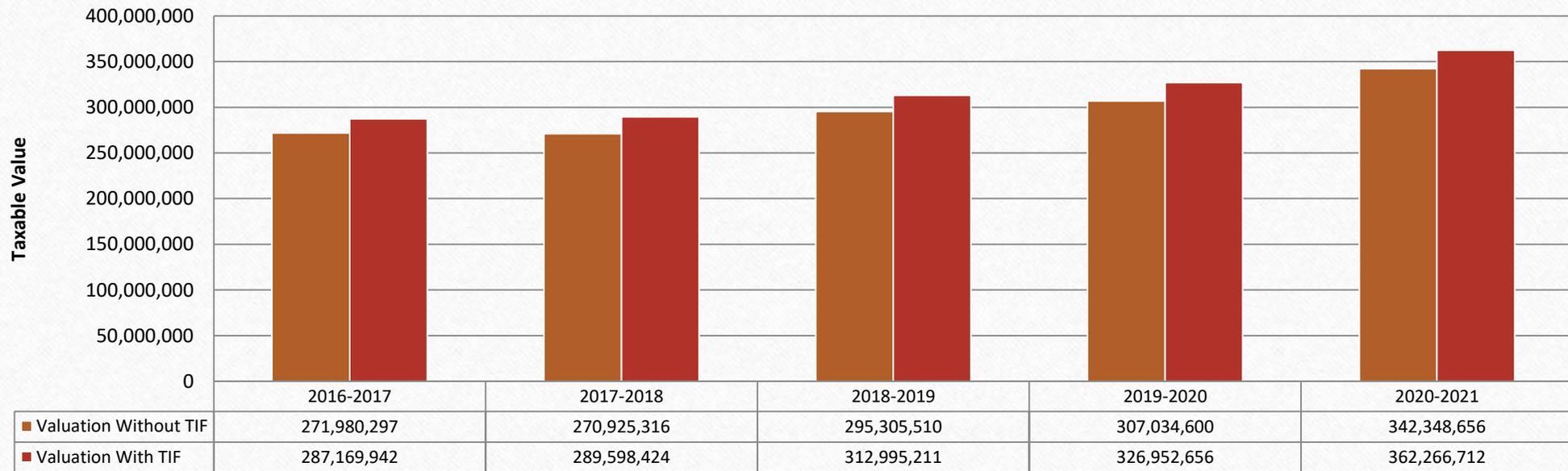
The development of the City of Manchester's budget includes the defined goals and priorities the Manchester City Council set forth.

# Property Valuations

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# Property Valuations

## 100% Valuation History



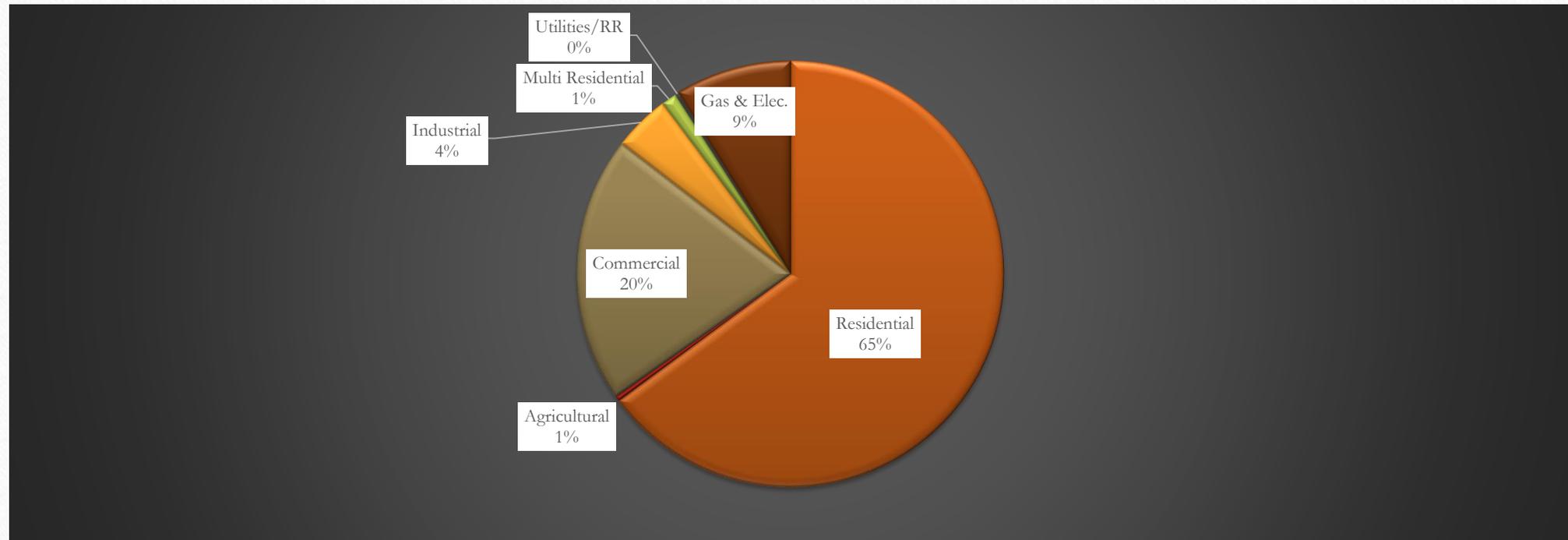
# 100% Valuation by Class

	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Residential	\$200,856,000	\$201,064,200	\$211,698,400	\$212,345,800	\$235,379,200
Agricultural	\$2,266,859	\$2,209,556	\$1,887,600	\$1,881,300	\$1,275,000
Commercial	\$49,444,362	\$49,747,172	\$57,910,541	\$61,733,027	\$73,509,855
Industrial	\$14,643,900	\$14,530,000	\$15,618,600	\$15,618,600	\$15,567,500
Multi-Family Res.	\$3,026,908	\$3,024,428	\$3,798,816	\$3,243,467	\$4,235,866

2020/2021

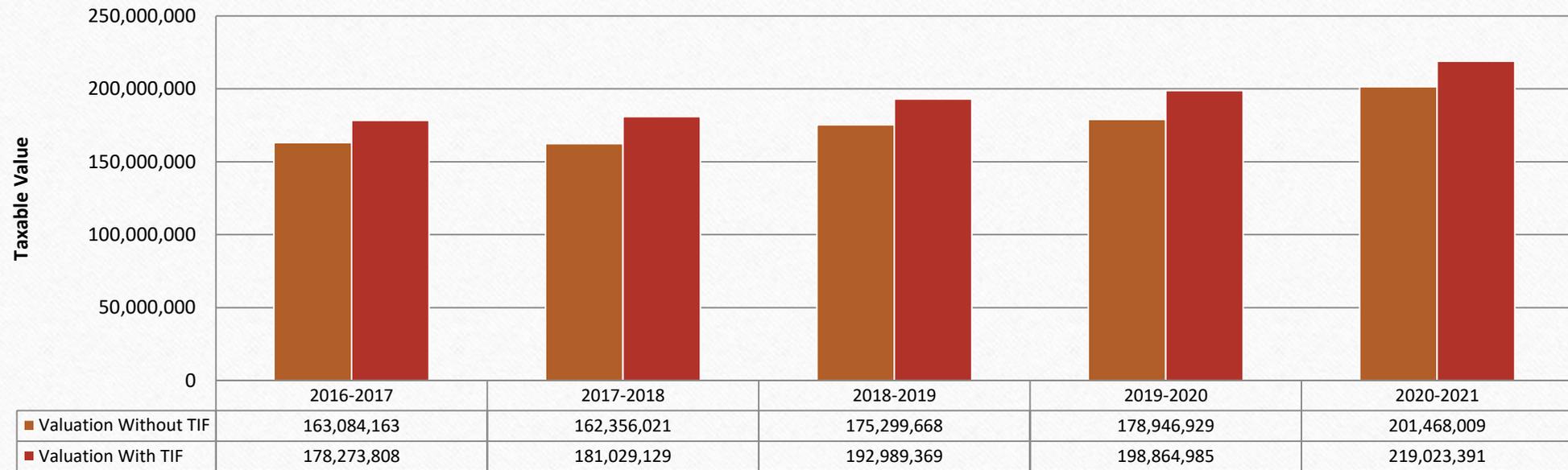
# 100% Valuations by Percentage of Total Value

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# Property Valuations

## Taxable Valuations History

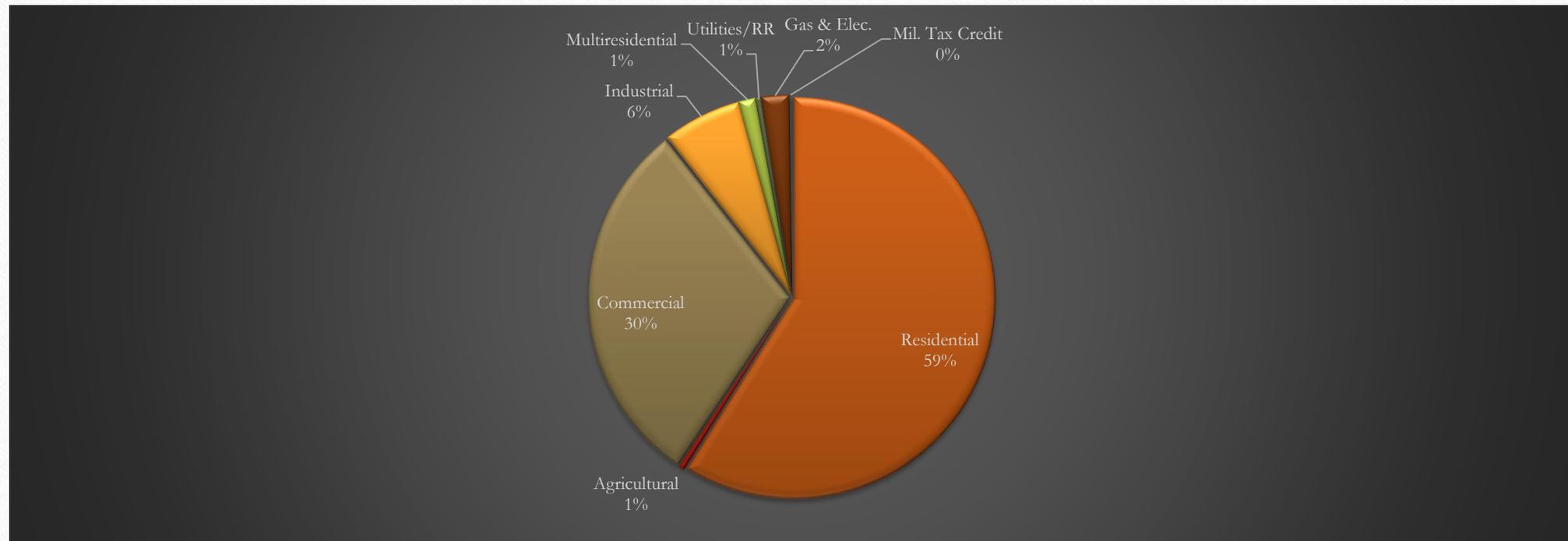


# Taxable Valuation by Class with TIF

	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021
Residential	\$111,728,003	\$114,484,082	\$117,748,589	\$120,863,001	\$129,633,446
Agricultural	\$1,024,144	\$1,023,708	\$1,027,765	\$1,056,019	\$1,038,908
Commercial	\$44,499,928	\$44,772,457	\$52,119,490	\$55,559,727	\$66,158,870
Industrial	\$13,179,510	\$13,077,000	\$14,056,740	\$14,056,740	\$14,010,750
Multi-Family Res.	\$2,610,716	\$2,495,165	\$2,991,575	\$2,432,602	\$3,018,065

TIF Value: \$17,555,382

# 2020/2021 Taxable Value by Percentage



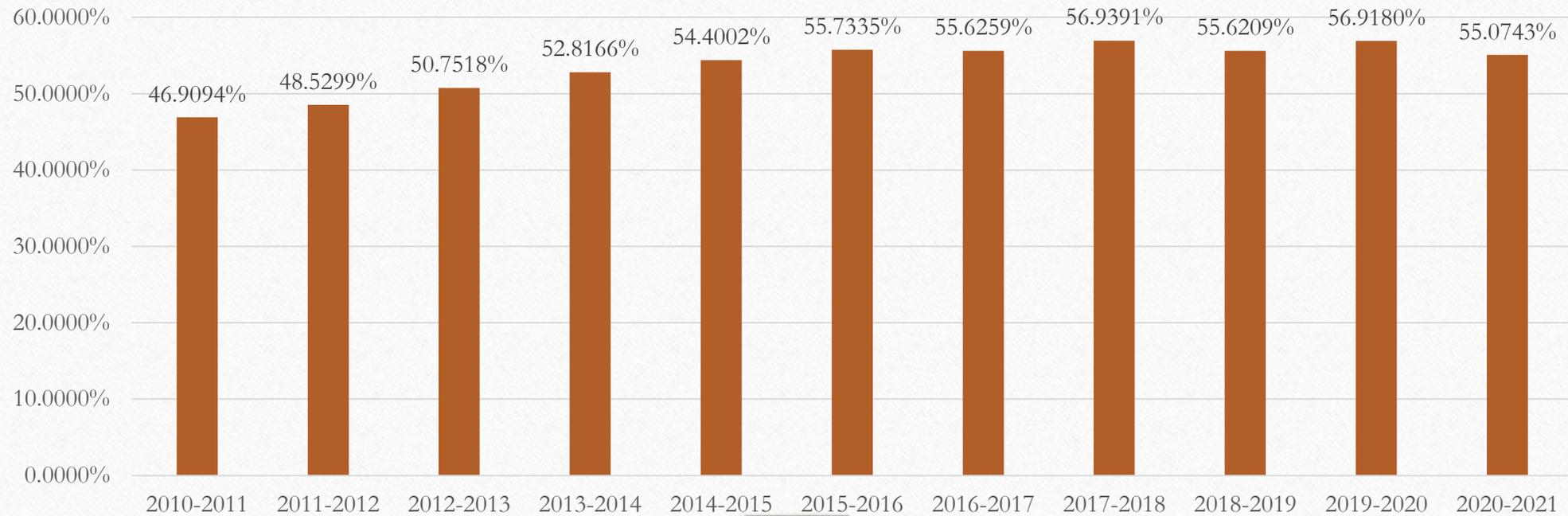
# Rollback History

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	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>	<b>2020-2021</b>
Residential	55.7335%	55.6259%	56.9391%	55.6209%	56.9180%	55.0743%
Multi-Family	100%	86.2600%	82.5000%	78.7500%	75.0000%	71.2500%
Commercial	95%	90%	90%	90%	90%	90%
Industrial	95%	90%	90%	90%	90%	90%

# Residential Rollback

10 Year History of Residential Rollback



# Capital Improvement Plan

# Capital Improvements Street Department

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## Fiscal Year 2019-2020

- 2020 HWY 13 Project \$2,670,589
- East Main Street Resurfacing \$425,000

## COMPLETED

- Downtown Parking Lot \$210,000
- 2004 JD Tractor Replacement \$120,000
- S. Franklin Street Resurfacing \$50,000

## Fiscal Year 2020-2021

- 2020 HWY 13 Project \$2,240,624
- East Main Street Resurfacing \$500,000
- East Main Street White Topping \$235,772
- 2022 Street Improvement Project \$240,000
- Salt Truck Replacement \$150,000

# Capital Improvements Wastewater Department

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## Fiscal Year 2019-2020

- Grayson Lift Station\* \$15,000
- Tanglewood Lift Station \$25,000
- WWTP Computer Replace \$34,000

## Fiscal Year 2020-2021

- Radio Replacement \$25,000
- Tanglewood Lift Station \$210,000

\* Land Acquisition

# Capital Improvements Water Department

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Fiscal Year 2019-2020

COMPLETED

- Good Neighbor Water Loop \$60,000

Fiscal Year 2020-2021

- Valve Truck Replacement \$70,000
- Computer Replacement \$20,000
- Radio Replacement \$25,000
- Well 6 Well Maintenance Project \$25,000

# Capital Improvements Parks & Recreation Department

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## Fiscal Year 2019-2020

- Shelly Park Sidewalk/Wall      \$50,000
- **Completed**
- Pool Drain Covers                \$5,000
- Polar Bear Refinishing            \$5,600
- Walkway Repairs                  \$20,000

## Fiscal Year 2020-2021

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

# Capital Improvements Police Department

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Fiscal Year 2019-2020

Fiscal Year 2020-2021

## COMPLETED

- Squad Car Replacement \$34,600
- Helmets & Ballistic Vests \$13,000

- Squad Car Replacement \$37,000

# Capital Improvements Fire Department

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## Fiscal Year 2019-2020

- Sidewalk repairs and engineering for parking lot - \$15,000

### COMPLETED

- Purchase of used UTV \$12,000
- Overhead Door Replacement \$21,000

## Fiscal Year 2020-2021

- Computer Replacement \$10,000

# Capital Improvements Airport

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## Fiscal Year 2019-2020

- Environmental Assessment\* \$89,000
- Land Acquisition\* \$482,240
- Runway Slurry Seal\* \$176,989

## Fiscal Year 2020-2021

- Nothing planned for this year. Wrap up of previous year's projects.

\*Funding through Federal and State Aviation Grants.

# Capital Improvements Library

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## Fiscal Year 2019-2020

- No Major Improvements

## Fiscal Year 2020-2021

- Planning and Design for Parking Lot Expansion - \$20,000

# Development of the Levy Rate

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# Iowa League of Cities Special Report

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- 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

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Legislation approved in 2019 made significant changes to the adoption process of the annual city budget. Beginning with the Fiscal Year 2021 budget, cities will be 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

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- Residential Rollback – 55.0743% (decreased from 56.9180%)
- Commercial/Industrial Rollback – 90%
- Multi-Family Residential Rollback – 71.250% (decreased from 75.000%)
- Total Taxable Valuation\* – \$219,023,391 (increased 10.1% over previous year)

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

# Development of the Levy Rate

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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

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- **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

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- **Liability, Property & Self Insurance Costs - Proposed Rate: \$0.46701/\$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			
2017/2018 ACTUAL	2018/2019 ACTUAL	2019/2020 BUDGET	2020/2021 BUDGET
\$83,732	\$84,969	\$92,315	\$93,602

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

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- **Employee Benefit Levy – Proposed Rate: \$3.24362/\$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 FY19	6.29%	9.44%	15.73%
Regular Class FY20	6.29%	9.44%	15.73%
Protected Class FY19	6.81%	10.21%	17.02%
Protected Class FY20	6.61%	9.91%	16.52%

Employee Benefits  
Health/Vision/Dental Insurance  
Projecting 10% Increase

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**Group Insurance Costs**

2017/2018 ACTUAL	2018/2019 ACTUAL	2019/2020 BUDGET	2019/2020 RE-ESTIMATE	2020/2021 BUDGET
\$268,950	\$280,806	\$296,142	\$288,038	\$305,901

# Employee Benefits

## Workers Compensation – Projecting 5% Increase

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Workers Compensation Costs				
2017/18 ACTUAL	2018/19 ACTUAL	2019/20 BUDGET	2019/20 Re- ESTIMATE	2020/21 BUDGET
\$45,309	\$39,750	\$41,739	\$40,758	\$42,796

# Proposed Property Tax Levy

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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	% Change over Previous Year
2011/12	\$ 145,388,490	\$ 1,177,647	\$ 2,554	0.2173%
2012/13	\$ 151,513,294	\$ 1,227,258	\$ 49,611	4.2127%
2013/14	\$ 155,167,585	\$ 1,256,857	\$ 29,599	2.4119%
2014/15	\$ 154,689,115	\$ 1,252,982	\$ (3,875)	-0.3084%
2015/16	\$ 154,151,396	\$ 1,248,626	\$ (4,356)	-0.3476%
2016/17	\$ 162,060,019	\$ 1,312,686	\$ 64,060	5.1304%
2017/18	\$ 161,332,313	\$ 1,306,792	\$ (5,894)	-0.4490%
2018/19	\$ 174,271,903	\$ 1,411,602	\$ 104,810	8.0205%
2019/20	\$ 177,890,910	\$ 1,440,916	\$ 29,314	2.0766%
2020/21*	\$ 200,429,101	\$ 1,623,476	\$ 182,560	12.6697%
* Proposed				

Iowa Department of Management	Current Year Certified Property Tax	Budget Year Effective Property Tax	Budget Year Proposed Maximum Property Tax	Annual	Annual \$ Increase
	2019/2020	2020/2021**	2020/2021	% CHG	
Regular Taxable Valuation	177,890,910	200,429,101	200,429,101	12.67%	\$ 22,538,191
Tax Levies:					
Regular General	\$1,440,916	\$1,440,916	\$1,623,476	12.67%	\$ 182,560
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	\$92,315	\$92,315	\$93,602	1.39%	\$ 1,287
Support of Local Emer. Mgmt. Commission	\$0	\$0	\$0		
Emergency	\$48,031	\$48,031	\$54,116	12.67%	\$ 6,085
Police & Fire Retirement	\$0	\$0	\$0		
FICA & IPERS	\$324,564	\$324,564	\$333,730	2.82%	\$ 9,166
Other Employee Benefits	\$300,163	\$300,163	\$316,386	5.40%	\$ 16,223
*Total 384.15A Maximum Tax Levy	\$2,205,989	\$2,205,989	\$2,421,310	9.76%	\$ 215,321
Calculated 384.15A Maximum Tax Rate	\$12.40080	\$11.00633	\$12.08063		

# Staffing and Labor Costs

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# Labor Costs

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- 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 2020/2021
  - It is anticipated that 2020 will be the last year the City’s policy “grandmothered”
- 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

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- Labor Agreement with Teamsters Local 238
  - Proposed agreement sets wage increase at \$.50/hour increase for Dispatchers and a \$.75/hour increase for Police Officers effective July 1<sup>st</sup>, 2020
  - Proposed agreement would expire June 30, 2021
- Proposed Wage Increase of \$.50/hour Across the Board for Non-Union Employees.

# Payroll

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2017/18 ACTUAL	2018/19 ACTUAL	2019/20 BUDGET	2019/20 RE- ESTIMATE	2020/21 REQUESTED
\$2,198,541	\$2,330,995	\$2,438,562	\$2,446,976	\$2,494,919

# Employee Staffing

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## Full Time Employees - 36

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

## Part-time/Seasonal Employees - 100

- Administration – 1
- Street Department – 2
- Parks & Rec. Department – 55
- Water Department – 0
- Wastewater Department – 0
- Police Department – 1
- Dispatch – 3
- Library - 5
- Fire Department - 34

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

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- **Debt Service Levy – Proposed Rate: \$3.23855**
  - This levy is used to fund the repayment of general obligation debt issued by the City.

# \$1.45 Million

## 2020 GO Corporate Purpose Bonds

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- In Fiscal Year 2021 the City of Manchester will need to issue General Obligation Bonds to complete the following projects:
  - \$800,000 – Street Improvement Projects (East Main Street Project and Highway 13 Resurfacing)
  - \$210,000 – Tanglewood Lift Station Replacement Project
  - \$140,000 – Storm Water Management and Water Quality Initiative Project
  - \$150,000 – Salt Truck Replacement
  - \$70,000 – Water Department Truck with Valve Turner and Utility Box

# Debt Service Levy

## Debt Payments for FY20/21

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Bonds		Funding Source	
• 2013 GO Corp Purp & Ref.	\$110,355	• T.I.F Revenue -	\$345,660
• 2014 GO Corp Purp & Ref.	\$88,850	• Sewer Revenue -	\$24,215
• 2015A GO Ref Bonds	\$60,950	• Road Use Tax Fund -	\$83,675
• 2015B GO Corp Purp	\$220,965	• Debt Service Levy -	\$705,954
• 2017 GO Bond	\$247,630		
• 2018 GO Bond	\$173,822		
• 2020 GO Bond	\$256,932		
<b>Total</b>	<b>\$1,159,504</b>		

# State Revolving Fund (SRF) Debt Issuance

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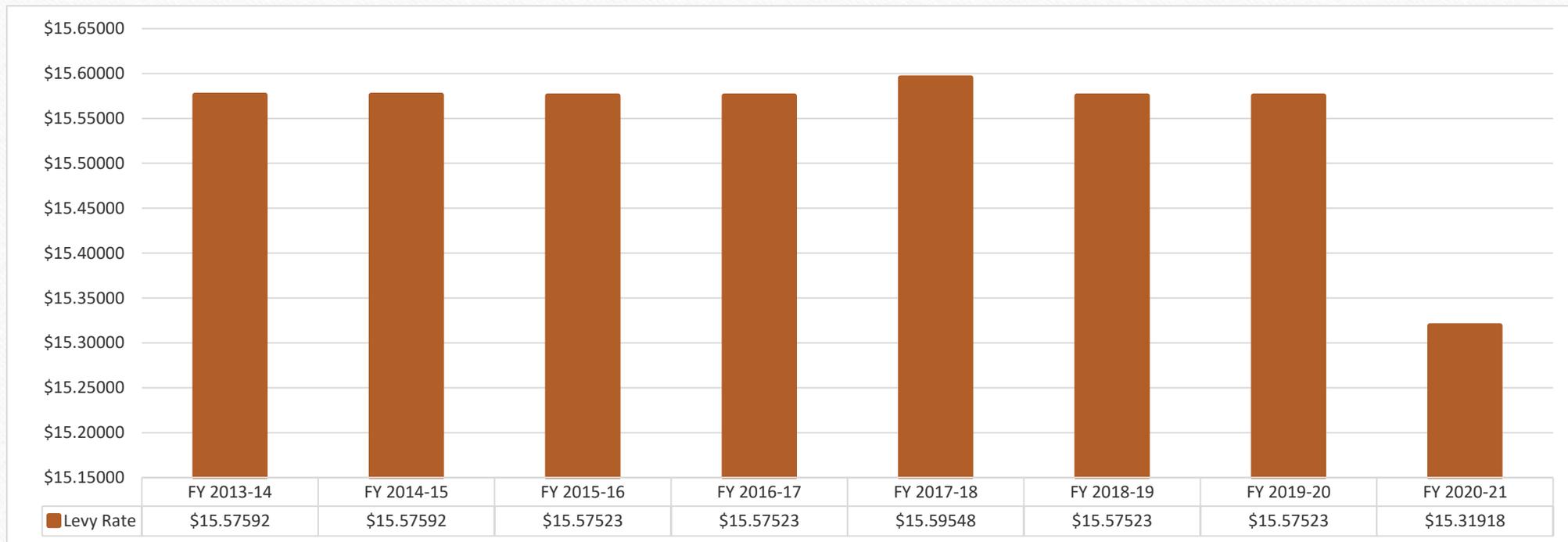
<u>Bond</u>	<u>Payment</u>	<u>Payment Source</u>	<u>Expiration</u>
• 2008 Sewer SRF	\$380,920	Sewer Revenues	FY29
• 2011 Water SRF	\$107,880	Water Revenues	FY22
• 2019 Water SRF	\$84,300	Water Revenues	FY28

# Proposed Levy Rate

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	<b>Actual</b>	<b>Actual</b>	<b>Proposed</b>
	<b>FY 18/19</b>	<b>FY 19/20</b>	<b>FY20/21</b>
• General Fund (capped)	\$8.10000	\$8.10000	\$8.10000
• Liability, Property & Self Insurance	\$0.50002	\$0.51894	\$0.46726
• Emergency Levy (capped)	\$0.27000	\$0.27000	\$0.27000
• Employee Benefits Levy	\$3.64240	\$3.51185	\$3.27533
• Debt Service Levy	\$3.06281	\$3.17444	\$3.23855
	\$15.57523	\$15.57523	\$15.31918

# Levy Rate History



# How Do We Compare to Other Towns?\*

<b>City</b>	<b>Levy Rate</b>	<b>City</b>	<b>Levy Rate</b>
Dyersville	\$8.50019	Washington	\$15.22394
Maquoketa	\$13.66835	Manchester	\$15.57523
Tipton	\$14.17360	Charles City	\$15.90021
Decorah	\$14.20887	Independence	\$15.99999
Dewitt	\$14.26209	Vinton	\$16.25734
Waverly	\$14.37200	Oelwein	\$17.71952
Anamosa	\$14.57178	Iowa Falls	\$17.81784

\*Based on Fiscal Year 2019-2020 Levy Rates

# Proposed City Levy Impact

## Residential Property Tax Calculations

	<b>Actual FY 2018-19</b>	<b>Actual FY 2018-19</b>	<b>Proposed FY 2019-20</b>
Assessed Valuation	\$100,000	\$100,000	\$100,000
Rollback Percentage	55.6209%	56.9180%	55.0743%
Taxable Value	\$55,620.90	\$56,918.00	\$55,074.30
City Tax Rate /\$1000	\$15.57523	\$15.57523	\$15.31918
Gross City Tax	\$866.31	\$886.34	\$843.69

Based on the change in the residential rollback and levy rate, a homeowner of a \$100,000 home would pay \$42.65 less in city taxes this year.

# Proposed City Levy Impact

## Multi-Family Residential Property Tax Calculations

	Actual FY 2018-19	Actual FY 2019-20	Proposed FY 2020-21
Assessed Valuation	\$500,000	\$500,000	\$500,000
Rollback Percentage	78.7500%	75.0000%	71.2500%
Taxable Value	\$393,750	\$375,000	\$356,250
City Tax Rate /\$1000	\$15.57523	\$15.57523	\$15.31918
Gross City Tax	\$6,132.75	\$5,840.71	\$5,457.46

Multi-Family Residential property owners would see a \$383.25 decrease in what they would pay for their city portion of the property taxes.

# Proposed City Levy Impact

## Commercial/Industrial Property Tax Calculations

	<b>Actual FY 2018-19</b>	<b>Actual FY 2019-20</b>	<b>Proposed FY 2020-21</b>
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	\$15.57523	\$15.31918
Gross City Tax	\$7,007.85	\$7,008.85	\$6,893.63

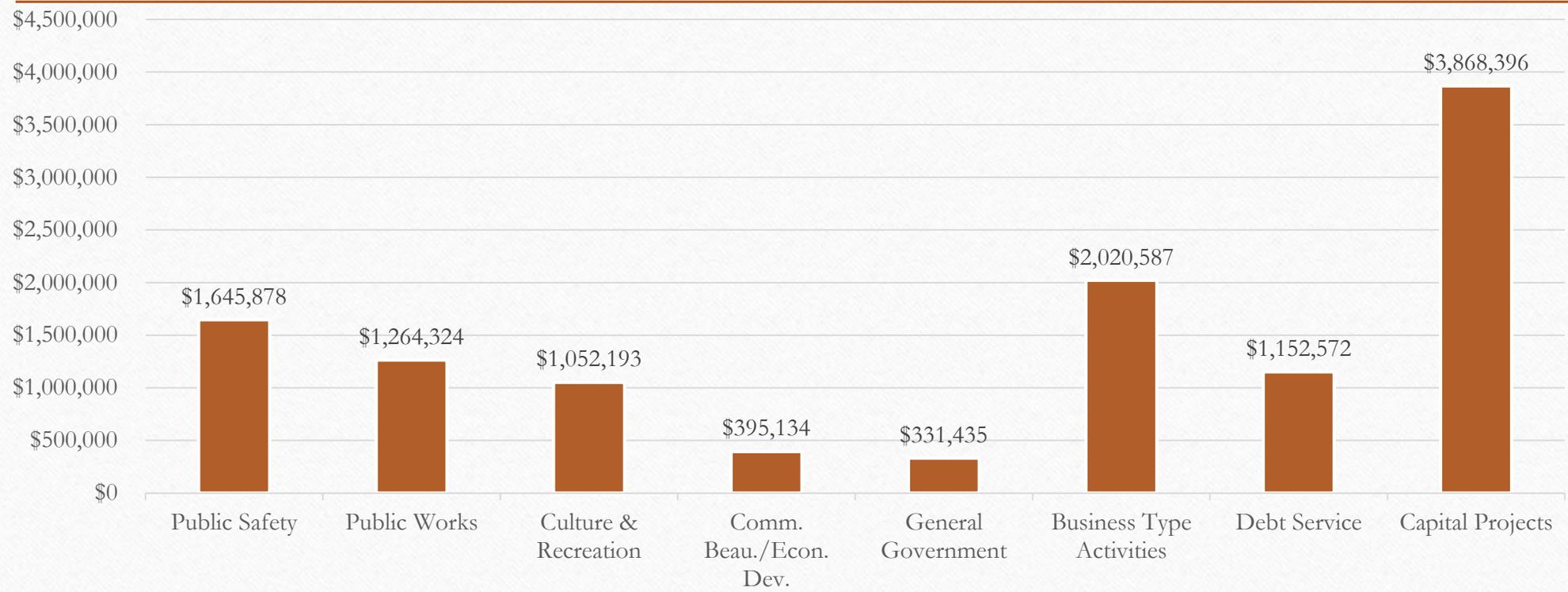
Commercial and Industrial property owners would see a \$115.22 decrease in what they would pay for their city portion of the property taxes.

# Budget Breakdown By Category

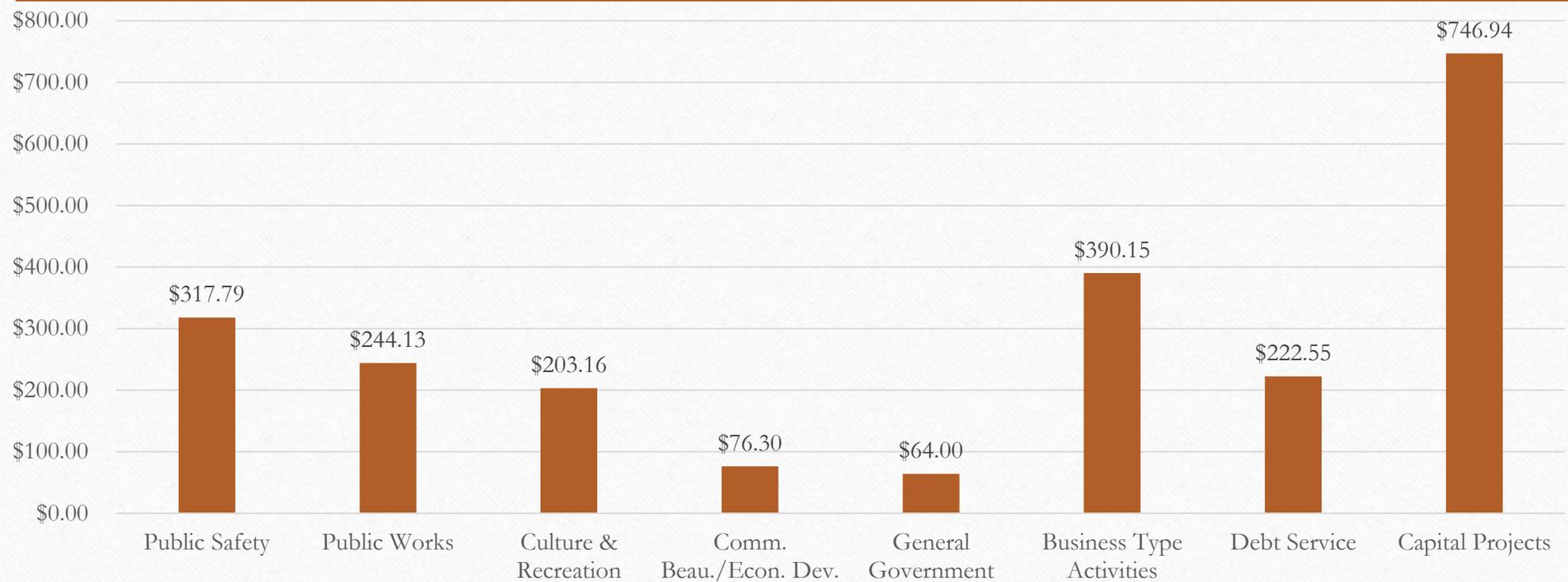
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	BUDGET	PER CAPITA
• Public Safety	\$1,645,878	\$317.79
• Public Works	\$1,264,324	\$244.13
• Culture & Recreation	\$1,052,193	\$203.16
• Comm. Beau./Econ. Dev.	\$395,134	\$76.30
• General Government	\$331,435	\$64.00
• Business Type Activities	\$2,020,587	\$390.15
• Debt Service	\$1,152,572	\$222.55
• Capital Projects	\$3,868,396	\$746.94
<b>TOTAL:</b>	<b><u>\$11,730,519</u></b>	<b><u>\$2,265.02</u></b>

# Budget by Category



# Cost Per Capita by Category



# Public Safety

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	BUDGET	PER CAPITA
• Police Department/Dispatch	\$1,433,710	\$276.83
• Disaster Control	\$2,250	\$0.43
• Fire Department	\$184,628	\$35.65
• Animal Control	\$25,290	\$4.88
<b>Public Safety Total:</b>	<b><u>\$1,645,878</u></b>	<b><u>\$317.79</u></b>

# Public Safety Police Department

- Total Budget - \$1,038,762
  - \$18,800 budgeted general fund revenues
- Number of Officers – 10 FTEs
- Non – Law Enforcement – 1 FTE
- New squad car and equipment - \$37,000



# Public Safety Dispatch

- Total Budget - \$394,948
  - County contract portion - \$234,135
    - Third Year of a Three Year Agreement
- Number of Dispatchers – 5 FTEs & 5 PTE



# Public Safety Animal Control

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- Total Budget - \$25,290
- Number of employees – 1 PTE
- Facility Maintenance - \$2,000
- Mileage - \$5,000



# Public Safety Fire Department

- Total Budget - \$184,628
  - Township Revenues - \$75,000
  - Employee Benefits - \$14,763
- Hose Tower Winch/Computer Replacement - \$15,000
- Employees – 32 PTE



# Public Works

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	BUDGET	PER CAPITA
• Roadway Maintenance*	\$619,665	\$119.65
• Street Lighting	\$97,500	\$18.83
• Traffic Safety	\$33,454	\$6.46
• Snow & Ice Control	\$123,072	\$23.76
• Street Cleaning/Storm Water	\$49,627	\$9.58
• Airport	\$38,722	\$7.48
• Solid Waste	\$302,284	\$58.37
<b>Public Works Total:</b>	<b><u>\$1,264,324</u></b>	<b><u>\$244.13</u></b>

# Public Works

## Roadway Maintenance General Fund

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General Fund Street Budget - \$25,909

- General Insurance - \$23,409
  - 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

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- Total Budget - \$619,665
- Revenues – \$657,733
  - Based on \$125 per capita formula
- Employees – 5 FTEs



# Public Works

## Road Use Tax Fund

### Roadway Maintenance

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#### Street Expenses

- Total Budget - \$435,840
- Salaries - \$239,583
- Vehicle Fuel - \$30,000
- Vehicle Repair/Maintenance - \$22,500
- Street Maintenance Supplies - \$18,000

#### Street Improvement

- Revenues – Special Assessments  
\$120,000
- Expenditures - \$35,000
  - Street Maintenance Supplies - \$15,000
  - Crack Sealing/Seal Coating - \$20,000

# Public Works

## Road Use Tax Fund

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### 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 - \$123,072
- Salt Bid - \$78.93/Ton (\$.96/ton higher than last year)
- Required to purchase 80% of salt bid (800 tons bid)

# Public Works

## Road Use Tax Funds

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### Street Cleaning

- Total Budget - \$26,418
  - Labor Cost for the operation of the City's Street Sweeper \$20,000
- Equipment Costs are included in the Roadway Maintenance Budget

### Storm Water

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

# Public Works

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## Airport

- Total Budget - \$38,722
- Revenues from Fuel/Leases - \$13,600

### Expenditures:

- Building and Grounds - \$3,000
- Runway Maintenance - \$2,000
- Aviation Fuel - \$13,000

## Solid Waste

- Total Budget - \$302,284
- Revenue from Fees - \$313,280
- Increase Solid Waste Fee - \$.65 to \$12.25/month
- Solid Waste Contract with Kluesner Sanitation until December 31, 2021
  - Estimated Annual Cost - \$270,000 (based on actual number of active water utility accounts)

# Culture & Recreation

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	BUDGET	PER CAPITA
• Library	\$531,746	\$102.67
• Parks & Recreation	\$280,021	\$54.07
• Aquatic Center	\$170,172	\$32.86
• Sports Complex	\$29,599	\$5.72
• Holiday Decorations	\$1,000	\$0.19
• Special Events	\$12,855	\$2.48
• Other Parks & Recreation	\$26,800	\$5.17
<b>Total Culture &amp; Recreation:</b>	<b><u>\$1,052,193</u></b>	<b><u>\$203.16</u></b>

# Culture & Recreation

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## Library

- Total Budget - \$531,746
  - Includes Gift and Trust - \$65,000
- Employees – 4 FTEs & 8 PTEs
- Third year of a 3 year contract with Delaware County for library services - \$37,061 budgeted to come from Delaware County for Fiscal Year FY21



# Culture & Recreation

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## Parks & Recreation

- Total Budget - \$280,021
- Employees – 2.0 FTEs and 3-5 PTEs
- Salaries - \$110,551
- Buildings/Grounds - \$20,000
- Mowing Contract - \$6,000
- Capital Project - Water Line to Schram Park Shelter \$40,000
- Continue to work with the West Delaware School, Delaware County Recreation Center, and Delaware County Fairgrounds to utilize facilities for recreation opportunities for all ages.

# Culture & Recreation

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## Aquatic Center

- Total Budget - \$170,172
- Employees – 50-55 PTEs



# Culture & Recreation

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- Holiday Decorations - \$1,000
  - 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 - \$29,599
  - The complex is a joint endeavor with the Manchester Kids League and West Delaware Schools
- Park Gift & Trust - \$26,800
  - This is where the City accounts for recreational activities such as: CR Kernels Tickets, Broadway Kids, Hero Hustle, and etc.

# Community Beautification/Economic Development

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	BUDGET	PER CAPITA
• Community Beautification	\$89,833	\$17.35
• Economic Development	\$172,700	\$33.34
• Building & Housing	\$126,151	\$24.36
• Planning & Zoning	\$6,450	\$1.25
<b>Community/Econ. Dev. Total</b>	<b><u>\$395,134</u></b>	<b><u>\$76.30</u></b>

# Community Beautification/Economic Development

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## Community Beautification

- Total Budget - \$89,833
- Main source of revenues Compost Fees - \$91,500
- Budgeting \$20,000 for Ash and Maple Tree removal
- Compost Site Contract - \$37,000



# Community Beautification/Economic Development

- Total Budget - \$172,700
- D.C.E.D. - \$30,000
- Manchester Center - \$15,000
- TIF Rebates - \$107,700
- Professional/Legal - \$20,000



# Community Beautification/Economic Development

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## Building & Housing

- Revenues - \$25,800
- Expenditures- \$126,151
- Number of Employees – 1 FTE
- Nuisance Enforcement - \$20,000
- Acquisition/Demolition - \$10,000

## Planning & Zoning

- Total Budget - \$6,450
- ECIA - \$3,500
- Consultant/Professional - \$2,000

# General Government

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	BUDGET	PER CAPITA
• Legislative	\$10,504	\$2.03
• Administration	\$250,281	\$48.33
• Other General Government	\$70,650	\$13.64
• <b>General Government</b>	<b><u>\$331,435</u></b>	<b><u>\$64.00</u></b>

# General Government

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## Legislative

- Total Budget - \$10,504
- Salaries for Elected Officials - \$7,804
- Training/Travel/Conference - \$2,700

## Administration

- Total Budget - \$250,281
- Employees – 4 FTEs and 1 PTE

## Other General Government

- Total Budget - \$70,650
- Retiree Insurance - \$40,000
- Flex Plan Payment - \$30,000

# Business Type Activities

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	BUDGET	PER CAPITA
• Water Department -	\$701,838	\$135.52
• Water Debt -	\$191,996	\$37.07
• Sewer Department -	\$721,618	\$139.33
• Sewer Debt -	\$405,135	\$78.23
<b>Business Type Total -</b>	<b><u>\$2,020,587</u></b>	<b><u>\$390.15</u></b>



# Water Department

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- Revenues – \$834,508
- Expenditures - \$893,834
- Water Deposit Refunds - \$9,500
- Capital Improvement Projects -
  - \$60,000 for Good Neighbor Water Main Loop (FY20)
  - \$70,000 Pickup with Valve Turner/Utility Box
- Transfer From Water
  - \$240,000 Water Debt Service

# Water Consumption Comparison

MONTH	2015		2016		2017		2018		2019	
	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

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- Proposed Water Rate Increase
  - 5% increase to base rate: set to \$6.35
  - 5% increase to per thousand gallons: set to \$3.37

# Proposed Increase of 5% for Water Service

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Base Rate will increase from \$6.05 to \$6.35

Consumption Rate will go from \$3.21/1,000 gallons to \$3.37/1,000 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 2020-21	\$6.05	\$6.35	\$15.68	\$16.46	\$25.31	\$26.57	\$38.15	\$40.05

# Wastewater Department

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- Total Revenues - \$1,140,520
- Total Expenditures - \$1,126,753
- Employees – 2 FTEs
- Sewer Debt Payments - \$405,135
- Capital Improvements
  - \$210,000 – Tanglewood Lift Station
  - \$25,000 – Radio Replacement
- Transfer from Wastewater - \$540,000
  - Sewer Debt Service - \$450,000
  - Sewer Capital Projects - \$40,000
  - Sewer Replacement - \$50,000

# Proposed Increase of 1% for Sewer Service

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Base Rate will increase from \$11.19 to \$11.30

Consumption Rate will go from \$6.19/1,000 gallons to \$6.25/1,000 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 2019-20	\$11.19	\$11.30	\$29.76	\$30.05	\$48.33	\$48.80	\$73.09	\$73.80

# Combined Impact of Proposed Water/Sewer Rate Increase

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## 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 2019-20	\$17.24	\$17.65	\$45.44	\$46.51	\$73.64	\$75.37	\$111.24	\$113.85

# 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





# Local Option Sales Tax (LOST)

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## Revenues

- LOST Revenues- \$476,800
- 90% Street Improvement - \$427,500
- 10% Bikeway/Walkway Improvement - \$47,500
- Interest Earned - \$1,800

## Expenditures

- LOST Expenditures - \$397,500
- Transfer to the Street Project Fund - \$350,000 in FY 2020/2021
- Transfer to Bikeway/Walkway Projects Fund - \$47,500

# Franchise Fee

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- Franchise Fee Revenues - \$384,279
  - Electric Franchise Fee – \$300,000
  - Gas Franchise Fee – \$70,000
  - Interfund Loan Repayment - \$11,279
- Franchise Fee Expenditures - \$360,000
  - General Fund - \$240,000
  - University of Iowa IISC - \$50,000
  - Miscellaneous - \$10,000
  - Rebates - \$10,000

# Conclusion

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