



# AB 5942

## FY 2021 Q2 Financial Status Update and Budget Appropriation Requests

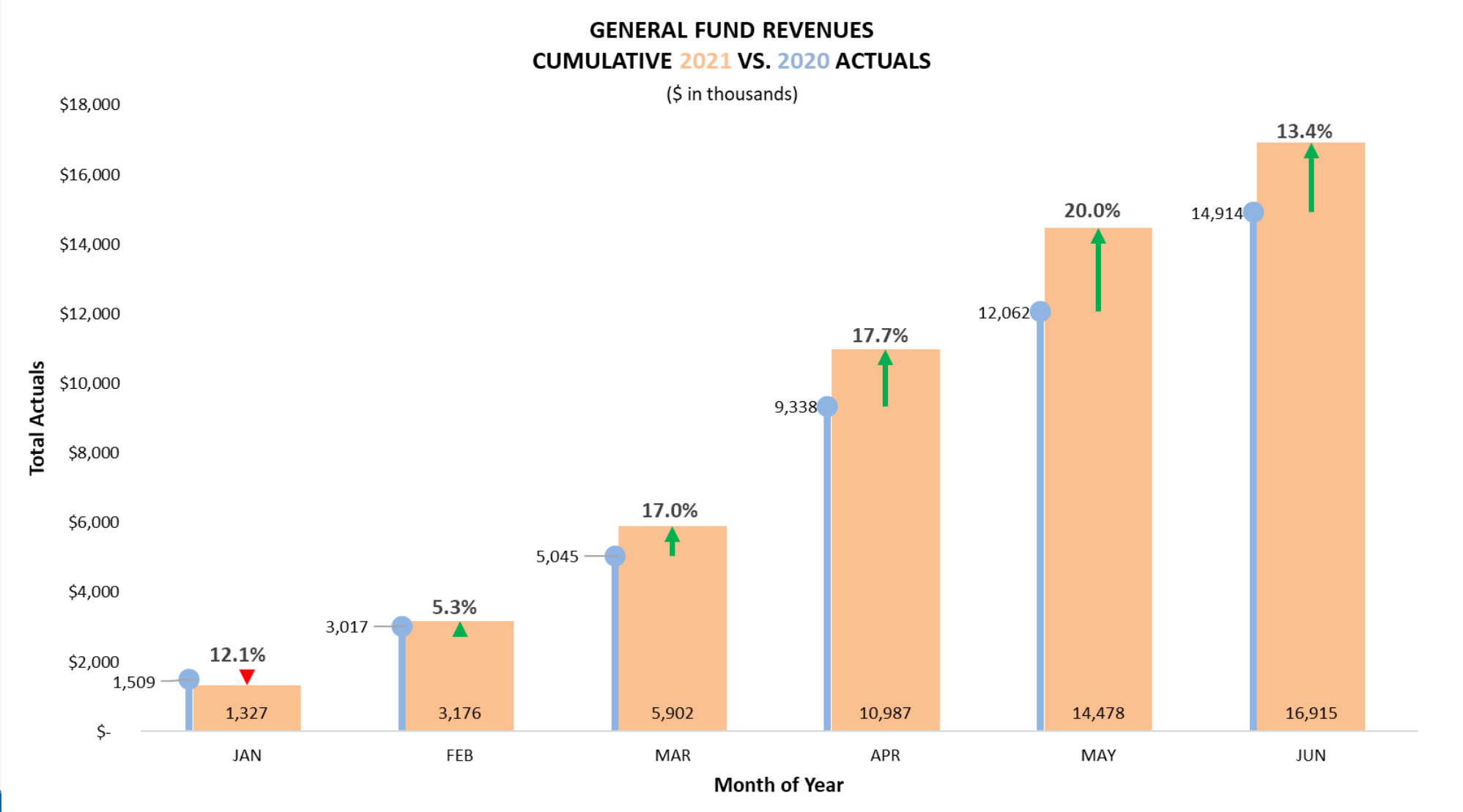
September 21, 2021

# Agenda

- ❑ Budget Actuals as of June 30<sup>th</sup>, 2021.
- ❑ Appropriation Requests.
- ❑ Questions.



# Budget Actuals Overview



# Budget Actuals Overview

	2020 Actuals	2021 Actuals	Percent Change over Prior Year Actuals
<b>GENERAL FUND</b>			
Revenues	\$14.91 M	\$16.91 M	113%
Expenditures	\$14.62 M	\$14.32 M	98%
<b>UTILITY FUNDS</b>			
Revenues	\$9.83 M	\$10.19 M	104%
Expenditures	\$7.57 M	\$7.66 M	103%



# Budget Actuals Overview

- ❑ Sales tax continues to outperform expectations.
  - ❑ Up \$323,000 in 2021 compared to the same period in 2020.
  - ❑ Notable increase in online sales and the construction sector compared to 2020.
- ❑ License, permit, & zoning revenues are outperforming 2020.
  - ❑ One-time revenues from Xing Hua Property and King County Sewer Project.
  - ❑ Permit fee schedule updated Jan 1, 2021.
  - ❑ Administrative changes to move accurately charge for permit-related services.



# Appropriation Requests



# CPD Staffing Increase

- Staff recommends adding new positions to keep pace with current demand for permit revenue-related services.

POSITION	REQUEST	FUNDING SOURCE	FY 2021 Q4 COST	FY 2022 COST
Senior Plans Examiner	0.5 FTE	Permit Revenues	17,926	74,080
Permit Tech	0.5 FTE	Permit Revenues	11,586	48,878
Assistant Planner	1.0 FTE	Permit Revenues	29,161	120,695
Administrative Assistant	0.5 LTE	General Fund	12,219	50,833
<b>Total</b>	<b>2.0 FTE/ 0.5 LTE</b>		<b>\$70,892</b>	<b>\$294,485</b>



# Human Resources Specialist

- ❑ Staff recommends funding a temporary position thru 2022 to help address COVID-related staff work and long-standing work items.
- ❑ \$156,000 appropriation request for HR Specialist thru 12/2022.
- ❑ Anticipate HR Division staffing will return to current levels in 2023.





# Specialized Legal Support

- ❑ Special projects and litigation requiring outside legal counsel has outpaced the City Attorney's FY 2021 budget.
  - ❑ \$275,000 appropriation request to cover additional expenses.
- ❑ All COVID-related costs are being tracked and staff is exploring use of federal funds to cover said expenses.



# Police Interview Room Upgrade

- ❑ HB 1223 requires MIPD to record custodial interrogations of all juveniles and adults in custody for a felony-level crime.
- ❑ Appropriation of \$16,900 from the one-time contribution of \$98,693 from the State City Assistance Fund.



# Appropriation Requests this Evening

GENERAL FUND SURPLUS APPROPRIATION REQUESTS		2021
<b>FUND BALANCE AS OF 12/31/2020</b>		<b>\$ 2,244,229</b>
<b>PRIOR APPROPRIATIONS</b>		
<i>Ord. 21-11</i>	<i>First Quarter 2021 Budget Amending Ordinance</i>	<i>(417,280)</i>
<i>AB 5901</i>	<i>Limited-term support for Community Based Counseling</i>	<i>(60,000)</i>
<i>AB 5918</i>	<i>Illuminate MI Event</i>	<i>(50,000)</i>
<i>AB 5919</i>	<i>Volunteer Recognition Event</i>	<i>(5,000)</i>
<b>Subtotal of Approved Appropriation Requests</b>		<b>\$ (532,280)</b>
<b>APPROPRIATION REQUESTS 9/21/2021</b>		
AB 5942	CPD Admin. Asst. 0.5 LTE thru 12/2022	(63,052)
AB 5942	Human Resources Specialist 1.0 LTE thru 12/2022	(156,000)
AB 5942	Outside Legal Professional Services	(275,000)
<b>Subtotal of Appropriation Requests this evening</b>		<b>\$ (494,052)</b>
<b>EST. FUND BALANCE AFTER 9/21/2021 APPRIORIATIONS</b>		<b>\$ 1,217,897</b>



# Staff Recommendations

- ❑ Adopt Ordinance No. 21-20 (Exhibit 2), amending the 2021-2022 Biennial Budget.



# Questions

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