



# Stevenson

*Leana Johnson, City Administrator*

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To: Stevenson City Council  
From: Leana Johnson, City Administrator  
RE: 2018 Budget Amendment  
Meeting Date: September 20, 2018

## **Executive Summary:**

Through the course of 2018 there have been projects added and changes in revenues and expenditures that necessitate a budget amendment. Overall the ending cash balances for Tourism, Timber Harvest and Water/Sewer Funds have decreased and the General, Street, Capital Improvements and Equipment Services funds all have increased over the initial budget.

## **Overview of Changes:**

A summary of changes is listed in the chart below and additional details follow the chart.

### **Joint Emergency Facilities Fund:**

This fund has been reopened for the new fire hall project. The transfers in come from the General Fund and the expenses cover the cost of the current contract with Mackenzie (\$81,490) and the cost of a survey and geotechnical report (\$16k).

### **Russell Avenue Fund:**

This is a new fund that currently covers the costs associated with the design phase of the project. The 2018 costs are listed and of that \$125k is reimbursable through STP. There is no word yet regarding the TIB grant, which would cover a portion of the city's matching funds requirement for the construction phase of the project. The transfers in are the city's portion of the project.

### **Wastewater System Improvement Fund:**

This new fund is for the various projects that encompass the wastewater system improvements. Included in the current revenues are the DOE loan for Value Planning (\$60k), the CERB Feasibility Study (\$50k), and the transfer in from the water/sewer fund for the city's match portion of the CERB grant (\$16,667). The expenses are for the CSI contract for Value Planning (\$57,460), the cost of hosting the workshop (\$610) and the estimated cost for the feasibility study (\$66,667). The budget for this fund will be amended as additional grants and contracts come in.

### **Revenues:**

- All of the beginning cash balances have changed. The Kanaka Creek and Gropper Road projects are negative since they were waiting on funds to be reimbursed.
- General Fund: Added the \$96k grant received for the Fire Command Vehicle.
- Street Fund: Added the Relight WA grant (\$118,298) for replacing city street lights with LEDs.
- Timber Harvest Fund: Decreased based on amount received from prior years (\$1,018,490).
- Kanaka Creek Road Fund: Increased based on reimbursement received and transfers in needed to close-out the project.



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- Gropper Road Sidewalk Fund: Decreased reimbursement due to amount actually received. Increased transfers in needed to close-out project.
- Water/Sewer Fund: Water Revenue expectations decreased due to decreased rate projections.

## Expenses:

- General Fund: Increased cost to requested amount of Fire Command Vehicle (\$71k).
- Street Fund: Increased cost to Relight WA grant contract (109,077), transfers out to Kanaka Creek and Gropper projects (\$28,759) and transfer out to Russell project (\$25k).
- Tourism Funds: Increased to remove of Joan Mason Kinetic Sculpture project (\$2k) and add X-Fest (\$1k), BOTG Kitefest (\$3k), Leavens Point increase (\$11.4k) and Waterfront Park Enhancements (\$155k).
- Timber Harvest: Decreased expenses based on reduction of area logged.
- Kanaka Creek Road Fund: Increased to actual costs (\$782).
- Gropper Road Sidewalk: Decreased to actual costs (\$1,433).
- Water/Sewer Fund:
  - Increased Water permitting based on actual costs (\$2k)
  - Decreased Base Res. Re-roofing based on actual costs (\$20,968)
  - Increased Fixed Asset costs for SCADA improvements (\$40k)
  - Increased WW testing costs due to increase in training (\$1,750)
  - Increased WW collections labor costs due to downspout inspections (\$36k)
  - Increased WW Supplies costs due to needed repairs for bar screens (\$9k), diffusers (\$3k), rotor gearboxes (\$5,500), and pump repair (\$8,300)
  - Decreased WW Lining costs based on actuals (\$7k)
  - Increased WW Sludge Hauling costs (\$48k)
  - Decreased WWTP Operations labor due to delay in hiring FTE (\$70k)
  - Increased Operations Contract to add WSI WWTP Operations Audit (\$13,400) and added Jacobs contract costs (\$11k)
  - Increased Equipment Rental costs based on increased time spent in WW (\$15k)
  - Added WW Sampling costs for ongoing BOD testing (\$50,070)
  - Added Transfer Out to WW System Upgrades for CERB grant match (\$16,667)