

City of Torrington  
Budget Work Session  
May 13, 2020; 2:00 PM  
Via Zoom Webinar link <https://us02web.zoom.us/j/87310706807>

- 1) Open Meeting – Mayor
- 2) Current overview of budget balances and deficiencies (See attached)
  - Review Summary of Account Balances
  - Next steps not completed include Wages, Health Insurance, Property & Casualty Insurance, Admin Fee & Public Access Fees.
- 3) Presentation from Jesse Bowen on IT budget requests. (Jesse will be emailing)
- 4) Review options for GCEDC Infrastructure Grant.

List of Project Options for GCEDC Infrastructure Grant

Department	GL#	Description	Amount	Budget Savings
Lincoln Center	10-52-700	Water Heater	13,000.00	\$9,750.00
Parks	10-65-885	Installation of Playground Equipment	13,500.00	\$10,125.00
Airport	55-40-880	Match for Snow Plow	20,000.00	\$15,000.00
PD	10-54-897	Sun Ridge Rims Upgrade	12,000.00	\$9,000.00
Cemetery	59-40-870	Cemetery Garage Improvements	6,000.00	\$4,500.00
Water	51-75-880	Concrete Saw	10,000.00	\$7,500.00

- 5) Review and discuss revenue in General Fund FY21 Budget (Page 3 of budget-also attached)
- 6) Review Lease Purchase List and savings to budget. (See Attached)
- 7) Other questions or concerns?
- 8) Adjourn

5/13/2020

**General Fund Balance: \$141,055**

Funds needing transfers from General Fund:

Golf Fund	-\$468,942
Airport Fund	-\$421,770
Swimming Pool	-\$151,062
Ambulance Fund	-\$85,777
Cemetery Fund	-\$213,689
Total	<u>-\$1,341,240</u>

**General Fund After Transfers: -\$1,200,185**

<b>Water Fund Balance</b>	<b>\$541,780</b>
<b>Sewer Fund Balance</b>	<b>\$2,122,508</b>
<b>Electric Fund Balance</b>	<b>\$4,274,700</b>
<b>Sanitation Fund Balance</b>	<u><b>\$848,754</b></u>

**All funds budget balance (ending Cash Balance) \$6,587,557**

**Last year's ending Cash Balance estimate - FY20 \$8,186,526**

Reserve Balance needed by Dept.	Reserve Target	Current Bal	Amount (under)/over
General Fund	1,741,840	\$141,055	-\$1,600,785
Water Fund	856,056	\$541,780	-\$314,276
Sewer Fund	418,483	\$2,122,508	\$1,704,025
Electric Fund	2,743,619	\$4,274,700	\$1,531,081
Sanitation Fund	507,923	\$848,754	\$340,831
Airport Fund	40,234	-\$421,770	-\$462,004
Golf Fund	55,301	-\$468,942	-\$524,243
Swimming Pool Fund	18,632	-\$151,062	-\$169,694
Ambulance Fund	178,338	-\$85,777	-\$264,115
Cemetery Fund	21,459	-\$213,689	-\$235,148
	<u>6,581,884</u>	<u>\$6,587,557</u>	<u>\$5,673</u>

**Combined General Fund Reserve Target (Under)/Over -\$3,255,988**

(Includes General Fund, Golf, Ambulance, Cemetery, Airport, Pool)

## Items in FY 2021 Budget:

List of Equipment	GL #	Department	City Amount	Grant Amount
SUV Patrol Vehicles	10-54-820	Police Department	B 42,000	
Ventrac Mower Split with Parks	10-60-880	Streets	21,000	
Mower with Blade	10-60-880	Streets	20,000	
Ventrac Mower Split with Streets	10-65-880	Parks	21,000	
Ladder Truck - City Portion of Grant Match	10-55-820	Fire Department	B 175,000	1,225,000
Trailer	52-40-880	Wastewater	3,000	
3/4 ton 4x4 ext. cab pickup	52-40-860	Wastewater	25,000	
3/4 ton 4x4 with Utility Box	51-73-820	Water Metering	53,000	
New Digger Truck (Carryover from FY20)	53-82-880	Electric Distribution	B 200,000	
New 1 Ton Truck with Dump bed	54-40-880	Sanitation Collection	36,000	
New Bed Knife Grinder	56-40-880	Golf	22,500	

<i>Total</i>			618,500	1,225,000
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Equipment eligible for Lease Purchase	\$618,500	Equipment Total	\$1,843,500
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FY21 Cost assuming 1% Lease Purchase payments starting in January 2021 with 5 year term	\$63,486
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<b>Net Budget Reduction w/ lease</b>	<b>\$111,514</b>
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Annual cost thereafter	126,972
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**Fund: 10 REVENUE: General Fund**

Acct. Code	Account Description	Actual FY2017	Actual FY2018	Actual FY2019	Approved FY2020	Proposed FY2021	
10-31-100	Cigarette Tax	47,947	46,146	42,855	47,555	41,000	1
10-31-200	Sales Tax	913,266	894,429	1,089,022	804,986	600,000	
10-31-300	Use Tax						
10-31-400	State Gas Tax	208,678	225,918	260,913	250,935	150,000	1
10-31-500	Severance Tax	308,408	241,344	241,173	241,174	241,174	1
10-31-520	Optional Sales Tax	800,102	794,399	958,420	752,012	564,009	
10-31-560	Lottery Proceeds	17,787	25,922	52,570	50,000	35,000	1
10-31-600	Property Tax	292,074	300,991	294,832	295,114	295,114	
10-31-700	Vehicle Registration	120,498	120,764	122,585	105,000	80,000	
10-31-800	Supplemental Local Government Fundin	1,133,806	1,077,929	1,047,072	1,047,072	1,000,000	5
10-32-100	Clerk Licenses & Permits	33,607	31,958	36,328	30,000	25,000	
10-32-200	Building Permits	26,340	6,607	39,742	10,000	6,000	
10-33-100	State/Federal Grants & Loans	408,739	41,005	34,660	122,097	802,225	2
10-33-150	Lease Purchase	26,000	0	228,503	169,000	211,000	8
10-33-200	Community Grants	48,497	39,672	14,200	40,000	39,188	7
10-33-300	Mineral Royalties	214,864	282,464	279,773	280,709	279,773	1
10-33-500	Police Department Grants	56,478	54,918	67,238	100,841	99,535	4
10-34-100	Industrial Park	6,385	0	7,372	5,000	5,000	
10-34-120	Wyoming Community Gas Profit Share	12,881	13,567	14,087	12,000	12,000	
10-34-300	Storm Drain	0	0	0	500	0	
10-34-400	Weed & Pest	10,000	10,000	10,000	10,000	10,000	
10-34-500	Rural Fire Protection Re-im	39,271	37,962	42,979	52,814	52,814	3
10-34-600	Fees for Dispatch	8,000	8,000	8,000	8,000	8,000	
10-34-700	Improvement Districts	0	0	0	0	0	
10-34-800	Late Fees	69,343	72,308	71,819	68,000	38,000	
10-34-850	UB Administration Fee	15,359	16,580	15,809	15,000	10,000	
10-35-100	Police Fines City Court	148,445	189,379	180,132	165,000	120,000	
10-35-200	Security Alarms	0	0	0	0	0	
10-35-300	Police Reports Copies & Misc.	4,486	6,163	3,264	4,500	3,000	
10-35-400	911 Income	117,301	119,155	116,338	115,000	115,000	
10-36-100	Investment Income	56,818	53,811	223,369	200,000	100,000	
10-36-600	Park Camping Fee	9,603	14,879	14,881	15,000	5,000	
10-36-700	Memorial Donations	0	0	0	0	0	
10-36-900	Other Income	137,817	-73,644	25,815	25,000	20,000	
10-36-920	Recycling Income	0	159	0	0	0	
10-36-950	Community Center Income	52,367	5,911	18,421	13,200	13,200	6
10-37-100	Telephone Franchise	2,400	4,275	2,400	2,400	2,400	
10-37-200	Natural Gas Franchise	40,710	54,505	45,833	40,000	40,000	
10-37-300	Cable TV Franchise	20,747	17,088	18,497	15,000	15,000	
10-37-400	Public Access Fee Income	352,053	373,420	357,153	373,350	317,348	
10-37-500	Utility Administration Fee Income	1,513,021	1,635,428	1,674,131	1,842,825	1,842,846	
10-38-200	Transfer from Other Funds						
<b>Total Available Revenue</b>		<b>\$7,274,098</b>	<b>\$6,743,411</b>	<b>\$7,660,185</b>	<b>\$7,329,085</b>	<b>\$7,198,626</b>	

## Notes:

- Budget amounts provided by WAM
- Homeland Security Projects - funded 100% by grant :TVFD Command Unit 60,490; TPD Portable Radios 97,735, EMC Vehicle 47,740; WYDOT Reimbursement for West C Paving \$596,360
- Normal contract reimbursements from Rural Fire District #3.
- Goshen County Schools SRO \$20,000; Und. Age Drkg Grant \$4,836; Highway Safety Grant \$5,899; Compliance Checks \$6,800; EWC Resource Officer \$20,000; DCI Grant - Salary Reimbursement Rostad \$42,000
- Supplemental Distribution from State of Wyoming. Will receive funds in August and January.
- Child Care Rent \$6,600 & Janitorial \$6,600; Gym & Conestoga Rm Rent \$6,800?
- Museum: UP Foundation \$14,188; Tom E Daily Foundation \$10,000; GCEDC Infrastructure Grant \$15,000.
- Lease purchase for Tractor in Parks and Streets; 1 SUV Patrol Cars