

Mayor and Council

What proposed events supported the change in Professional Services from 2011 Actuals of 35,400 to an approved 2012 budget number of 106,000?

In 2011, the City did not make a \$50k payment to Lifeways. The School District would typically invoice the City for its share but for whatever reason, did not. It is still included in the budget for 2012.

What proposed events supported the change in Other Expenses from 2011 Actuals of 65 to an approved 2012 budget number of 200,000?

The Council Contingency dollar amounts only show up in the budgeted number and not actual expenditures.

Staff by Grants

Can I get a count or report of staff that are funded by grant money and when those grants expire? And do we consider them in the FTE category? That's where the odd decimal FTE comes shows up? I've stumbled into an issue of a position that is a clerk/receptionist/secretary that has funding that expires the end of this year. I'm sure this position should be another one of those on going positions. I was thinking that we had police officers in the same pay by grant status.

The wording of decimal numbers in staffing is a product of available funding (in some cases dictated by grants), the hours of employment (and therefore converting into decimals when not 40 hrs.) and the needs of the position.

Airport – None

Finance (RSVP) – 2; annual appropriation; included in FTE count

Fire - Dustin Willett is funded with Homeland Security monies and shows up as an FTE on our books. This grant has no expiration date and has remained funded for years and years.

Community Resources (CDBG & Re-entry Program) – 3; annual appropriations; included in FTE count

Mayor's Office – None

Attorney's Office – None

Public Works (Transit) – 26.5;

Community Planning & Development Services

The majority of the Long Range Planning Division employees are funded by federal transportation dollars shown in the Budget 0706. The federal funding match is 18.05% City/81.95% Federal and is renewed annually. Those employees funded through this program include: Patsy Horton, Long Range Planning Division Manager; Kip Harrington, Long Range Planner; Nate Vander Broek, Long Range Planner; and Katie Parker, Long Range Planning Administrative Assistant.

The Air Quality Specialist position is funded 30% city/70% Federal, Budget 0708 and is renewed in September of each year. Kristen Cowan is the City Air Quality Specialist and is part of the Building Services Division.

Parks – None

Library – None

Police Department

Two FTEs added December 2008 under 2008 COPS hiring grant. Funded as follows:

2009 – 75% federal funding / 25% City funding City share approx \$25,000

2010 – 50% federal funding / 50% City funding City share approx \$50,000

2011 – 25% federal funding / 75% City funding City share approx \$75,000

2012 – 0% federal funding / 100% City funding City share approx \$100,000

2013 No longer required to maintain these two positions*

Two FTEs added under State Highway Safety Grant for DUI enforcement

100% funding for FTEs renewable on an annual basis for the period of October 1 – September 30. One position was de-funded in October 2011, funding for the other will end in October 2012. We will reapply for this grant with a new traffic safety-related emphasis. No requirement to keep positions after funding ends

***Four additional FTEs added April 2010 under the 2009 COPS Hiring Grant**

2010 - 100% Federal funding / 0% City funding

2011 – 100% Federal funding / 0% City funding

2012 – 100% Federal funding / 0% City funding

2013 – 0% Federal funding / 100% City funding

2014 – No requirement to keep positions after May 2014*

Four additional FTEs added in January 2012 under the 2011 COPS Hiring Grant

2012 – 100% Federal funding / 0% City funding

2013 – 100% Federal funding / 0% City funding

2014 – 100% Federal funding / 0% City funding

2015 – 0% Federal funding / 100% City funding

2016 – No requirement to keep positions

* There are some retention requirements when accepting multiple federal hiring grants.

Civic Center - None

Community Investments

We need to make decisions as to how each line item that is not justified be reduced to zero and where the savings can be reallocated. I would also like to see a spreadsheet on the various agencies/activities the city is subsidizing. The spreadsheet should show the agency/activity, year of subsidy start, starting amount, and present amount. I am interested in seeing how many of these agencies/activities have begun programs to support themselves.

Please see below for what information is readily available.

General Fund Program Support	2007	2008	2009	2010	2011	2012	2013
Community Investments	Actual	Actual	Actual	Actual	Actual	Proposed	Proposed
Dahl Fine Arts	\$109,283	\$161,052	\$222,429	\$206,694	\$209,601	\$210,948	\$210,948
Journey	\$325,000	\$327,653	\$325,000	\$325,000	\$325,000	\$325,000	\$325,000
Mayor's Committee on Disabilities	\$586	\$601	\$581	\$602	\$495	\$600	\$1,000
Human Relations Committee	\$874	\$0	\$175	\$864	\$0	\$1,000	\$1,000
Western Resources for DisABLED	\$2,000	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0
Pow-Wow	\$6,143	\$0	\$5,000	\$0	\$0	\$200	\$200
BH Pow-Wow (through Arts Subsidy)	\$0	\$0	\$9,500	\$9,500	\$10,000	\$0	\$0
Sister Cities	\$228	\$0	\$824	\$231	\$0	\$1,000	\$1,000
Fireworks Display [†]	\$18,000	\$16,000	\$0	\$20,000	\$30,000	\$20,000	\$30,000
BH Vision	\$75,000	\$75,000	\$75,000	\$0	\$0	\$0	\$0
Minneluzahan Senior Center	\$21,500	\$21,500	\$21,500	\$21,500	\$21,500	\$0	\$0
Canyon Lake Senior Center	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$0	\$0
Salvation Army	\$4,205	\$5,000	\$5,000	\$2,500	\$2,500	\$0	\$0
Big Brothers/Sisters	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$0	\$0

Habitat for Humanity	\$3,500	\$5,500	\$0	\$0	\$0	\$0	\$0
Senior Companions	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$0	\$0
Housing Coalition	\$0	\$0	\$0	\$1,000	\$1,000	\$0	\$0
Elderly Meals	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500	\$0	\$0
Community Health Center	\$8,000	\$10,000	\$12,000	\$10,000	\$10,000	\$0	\$0
Behavior Management Systems	\$0	\$0	\$0	\$5,000	\$0	\$0	\$0
RC Club for Boys	\$0	\$3,000	\$3,000	\$3,000	\$3,000	\$0	\$0
RSVP	\$0	\$0	\$0	\$0	\$4,000	\$0	\$0
Teton Coalition	\$0	\$2,000	\$1,000	\$0	\$0	\$0	\$0
WAVI (in Police budget 2009)	\$6,000	\$6,000	\$25,000	\$25,000	\$25,000	\$25,000	\$30,000
Rural America Initiative	\$2,000	\$3,000	\$0	\$0	\$0	\$0	\$0
CASA	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$0	\$0
Cornerstone Rescue Mission	\$12,000	\$10,000	\$10,000	\$10,000	\$10,000	\$0	\$0
Citywide Halloween Party	\$750	\$0	\$0	\$0	\$0	\$0	\$0
Youth & Family Services	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$0	\$0
Front Porch Coalition	\$0	\$2,000	\$2,000	\$2,000	\$2,000	\$0	\$0
Wellspring	\$0	\$2,000	\$0	\$0	\$1,000	\$0	\$0
211 Rapid City HELpline	\$10,000	\$7,953	\$9,000	\$9,000	\$9,000	\$0	\$0
Festival of Lights	\$1,600	\$0	\$0	\$0	\$0	\$0	\$0
Drug Free Schools (Lifeways)	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
Festival of Presidents	\$10,000	\$0	\$1,000	\$0	\$0	\$0	\$0
Miss Wheelchair America	\$0	\$0	\$500	\$0	\$0	\$0	\$0
Allied Arts Fund Drive*	\$950	\$112,954	\$2,000	\$2,000	\$2,000	\$100,000	\$100,000
Health & Welfare Subsidies*	\$0	\$0	\$0	\$0	\$0	\$100,000	\$100,000
Community Theatre	\$6,747	\$0	\$4,000	\$4,000	\$8,000	\$0	\$0
Bells of the Hills	\$802	\$0	\$0	\$0	\$0	\$0	\$0
BH Chamber Music Society	\$1,672	\$0	\$2,000	\$2,500	\$2,500	\$0	\$0
BH Dance Theatre	\$2,679	\$0	\$1,000	\$1,000	\$1,000	\$0	\$0
BH Writer's Group	\$612	\$0	\$0	\$0	\$0	\$0	\$0
Dakota Choral Union	\$5,183	\$0	\$6,000	\$7,000	\$8,900	\$0	\$0
First People's Fund	\$1,778	\$0	\$0	\$0	\$0	\$0	\$0
Heritage Festival	\$2,569	\$0	\$1,000	\$0	\$0	\$0	\$0
Municipal Band	\$14,518	\$0	\$16,900	\$17,200	\$17,300	\$0	\$0
A Capella Showcase	\$1,428	\$0	\$0	\$0	\$0	\$0	\$0
Pioneer Museum	\$2,000	\$0	\$2,000	\$2,000	\$2,000	\$0	\$0
Ranger Marching Band	\$9,526	\$0	\$10,300	\$10,300	\$10,300	\$0	\$0
RC Arts Council	\$10,335	\$0	\$11,000	\$11,000	\$10,000	\$0	\$0
RC Children's Chorus	\$2,173	\$0	\$1,000	\$1,000	\$2,000	\$0	\$0
RC Concert Assn	\$1,612	\$0	\$0	\$0	\$0	\$0	\$0
Shrine of Democracy	\$968	\$0	\$0	\$0	\$0	\$0	\$0
Storybook Theatre	\$8,050	\$0	\$11,000	\$11,000	\$6,000	\$0	\$0
Symphony Orchestra	\$15,210	\$0	\$21,300	\$21,500	\$20,000	\$0	\$0
Small Business Development Center	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0
Economic Development	\$225,000	\$225,000	\$225,000	\$250,000	\$250,000	\$250,000	\$250,000
Chamber of Commerce (2012 Advertising)	\$30,000	\$30,000	\$33,000	\$33,000	\$33,000	\$33,000	\$33,000
EAFB Task Force	\$50,000	\$50,000	\$50,000	\$75,000	\$75,000	\$75,000	\$75,000
Destination Rapid City	\$0	\$0	\$100,000	\$100,000	\$100,000	\$100,000	\$0

Total	\$1,110,481	\$1,161,213	\$1,312,009	\$1,286,392	\$1,298,096	\$1,291,748	\$1,207,148
Increase %		4.57%	12.99%	-1.95%	0.91%	-0.49%	-6.55%

*These will be spread out among the various arts, humanities, health & welfare agencies that apply for a grant.

†\$20,000 from tax dollars and \$10,000 from DRC

General Fund Program Support - Services	2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Budgeted	2012 Proposed	2013 Proposed
Jail (Corrections)	\$77,081	\$25,820	\$47,584	\$47,822	\$47,802	\$24,000	\$0
BH Council of Local Governments	\$27,169	\$28,494	\$29,820	\$29,820	\$29,820	\$30,000	\$17,500
Detoxification Center	\$380,183	\$416,148	\$426,000	\$438,000	\$438,000	\$442,000	\$442,000
Animal Shelter/Control	\$225,077	\$235,197	\$242,018	\$242,018	\$278,318	\$266,220	\$278,318
Dispatch	\$881,704	\$915,205	\$1,026,241	\$1,045,571	\$1,045,571	\$1,065,006	\$1,050,000
Search & Rescue	\$20,606	\$20,606	\$20,606	\$20,606	\$20,606	\$21,606	\$21,606
Emergency Management	\$61,663	\$64,515	\$65,845	\$65,845	\$65,845	\$68,637	\$70,000
Total	\$1,673,483	\$1,705,985	\$1,858,114	\$1,889,682	\$1,925,962	\$1,917,469	\$1,879,424
Increase %		1.94%	8.92%	1.70%	1.92%	-0.44%	-1.98%

Journey - Financial data for the Journey Museum? Both how much was spent from 2012 to construct it and the operation and maintenance subsidies that the City has paid to it since its inception?

\$10 million was budgeted out of the Vision fund to construct the Journey Museum back in 1995; working budget (final YE) in 2001 was \$284,700; working budget 2002 to present is \$325,000.

Budget Numbers

Since 2000, what is the Actual Financial Numbers Compared to the Approved Budget Numbers.

Here is what is readily available, but it only goes back to 2005 for the General Fund.

General Fund

Annual Budget Reversion - *Based on Final Budget*
For the Years 2005-2011

	2005 Audited	2006 Audited	2007 Audited	2008 Audited	2009 Audited	2010 Audited	2011 Unaudited
Final Budget	39,538,692	42,129,428	46,281,028	48,455,958	49,544,113	47,032,598	44,435,617
Actual	36,946,125	39,235,589	42,324,265	43,647,614	44,817,686	43,066,795	41,584,000
Reversion Dollars	2,592,567	2,893,839	3,956,763	4,808,344	4,726,427	3,965,803	2,851,616
Reversion Percent	6.56%	6.87%	8.55%	9.92%	9.54%	8.43%	6.42%

General Fund

Annual Budget Reversion - *Based on Original Budget*
For the Years 2005-2011

	2005 Audited	2006 Audited	2007 Audited	2008 Audited	2009 Audited	2010 Audited	2011 Unaudited
Original Budget	37,794,517	40,992,799	43,024,365	45,197,443	45,404,362	45,086,293	42,544,605
Actual	36,946,125	39,235,589	42,324,265	43,647,614	44,817,686	43,066,795	41,584,000

Reversion Dollars	848,392	1,757,210	700,100	1,549,829	586,676	2,019,498	960,605
Reversion Percent	2.24%	4.29%	1.63%	3.43%	1.29%	4.48%	2.26%
Reversion Amount Budgeted	3,852,775	3,941,697	4,396,921	4,396,381	1,720,714	2,219,746	427,668

Fire

What proposed events supported the change in Supplies & Materials from 2012 approved number of 240,425 to the 2013 proposed budget of 362,550?

Historically, the Fire Department has relied on federal grants/other funding sources to replace the personal protective equipment (PPE) for firefighters. This PPE includes items such as the self-contained breathing apparatus (SCBA), structural firefighting (bunker) gear, wildland firefighting protective clothing, uniform apparel, etc.

Each one of these PPE categories is mandated by the National Fire Protection Association (NFPA), Occupational Safety and Health Administration (OSHA) and other agencies for areas such as length of service life, specifications, etc. The Fire Department has often been guilty of having their personnel in PPE and Uniforms that are out of date/compliance when those alternative funding sources weren't available. With the current trend of those funding sources becoming even scarcer, the majority of the increase to this line item was to build in a replacement program for our PPE needs that will keep us in compliance with the state and federal rules and ultimately keep our firefighter's in the safest and most up to date gear. We will still be pursuing the grant/alternative funding but our chances of success have all but disappeared.

What proposed events supported the change in Misc from 2011 Actuals of 81,164 to an approved 2012 budget number of 44,300?

In 2011, we supplemented our budget with revenue generated from wildland fire responses to purchase training software and personnel management software. These were two items that we were in need of your several years to bring us up to speed in those respective areas. Due to zero growth budgets and budget cuts in the last several years, the purchases were not funded.

Would like to see Turnover Rate for Fire Department—actuals—for past several years.

<u>Year</u>	<u>Number</u>	<u>Reason</u>
2006	2	Resigned Employment elsewhere
2006	1	Resigned
2007	4	Resigned Employment elsewhere
2008	2	Retired
2008	1	Resigned Employment elsewhere
2008	1	Resigned
2009	3	Retired
2009	1	Death
2009	1	Resigned Employment elsewhere
2009	1	Resigned
2010	9	Retired
2010	2	Resigned Employment elsewhere
2011	5	Retired
2011	1	Resigned
2012	2	Resigned Employment elsewhere
2012	1	Retired

Over half are due to retirements (highlighted)

Approx. 5 of these individuals were forced resignations due to performance related issues

We had one death

The remainder was due to employees seeking greener pasture for their individual reasons

Enterprise Funds - What proposed events supported the change in Professional from 2011 Actuals of 57,353 to an approved 2012 budget number of 104,450 and then a decrease for the 2013 proposed budget to 85,450?

In 2012, funding for Paramedic training was inadvertently placed in professional services. In 2013, we moved that money back into Training and Travel where it belonged.

Parks and Recreation

Parks and Rec has absorbed over \$250K over the past 5 years, although \$204,138 is heading in the right direction, not sure if this is enough. Would you care to weigh in?

As far as Parks and cemetery, if we receive the additional bump in seasonal wages (\$30,000), the additional Park Maintenance Worker this year, which is happening now, and provide another full time maintenance employee at the cemetery so we can have a full time sexton type person in the office. We will be in good shape.

I would like to see a spreadsheet report with the costs associated with the Deer Management Program since its inception. According to Parks & Rec's plan, the council is supposed to set the cost per deer harvested. I doubt this has been looked at for many years. I saw Lon's figures for last year. We are not paying this as a fee or bounty, but as pay with all the associated taxes, etc. Instead of \$65 per deer (which is ridiculously high), we are paying \$78 per deer. There are other costs added in as well. In that after 16 years we still do not have a stated reason to be killing deer in the city, we probably shouldn't be funding the project. I have lots of data I have amassed in my research on this program.

Summary of the Deer Management Program from 1996-2011/2012 Season

<u>Season</u>	<u>Expenses</u>	<u>lbs. of meat</u>	<u># of Deer harvested</u>	<u># of carcasses given away</u>
1996-97	\$23,272.82	6088	192	0
1997-98	\$21,825.39	7339	162	0
1998-99	\$25,242.88	10231	207	0
1999-2000	\$12,383.86	3978	100	0
2000-2001	\$12,952.08	2994	111	0
2001-2002	\$12,255.32	2893	106	0
2002-2003	\$0.00	0	0	0
2003-2004	\$0.00	0	0	0
2004-2005	\$21,554.63	0	200	199
2005-2006	\$30,753.03	0	301	300
2006-2007	\$31,093.39	0	300	299
2007-2008	\$30,962.86	0	300	300
2008-2009	\$33,605.41	0	300	300
2009-2010	\$33,437.53	0	300	300
2010-2011	\$33,707.49	0	300	298
2011-2012	\$23,162.23	0	200	200
Totals	\$346,208.92	33523	3079	2196

Golf

What proposed events supported the change in Professional from 2011 Actuals of 232,488 to an approved 2012 budget number of 260,000 and then a decrease for the 2013 proposed budget to 248,000?

Reduced sales by Kimball's Golf Shop; the changes in these particular line items reflect adjustments based on previous "actuals" and "anticipated sales" and not really any significant events.

What proposed events supported the change in Other Exp from 2011 Actuals of 273,676 to an approved 2012 budget number of 314,500 and then a decrease for the 2013 proposed budget to 278,500?

Less Merchandise for Resale Dollars for the Bar & Grill; the changes in these particular line items reflect adjustments based on previous "actuals" and "anticipated sales" and not really any significant events.

Proposed budget and actions for the restaurant at Meadowbrook.

Currently we are requesting \$380,327 and planning on running the Bar & Grill status quo (12 month season) options:

1. Run a golf season schedule of April 1 - October 31st
2. Change menu's and run more like a concession stand - minimizing the menu
3. Not run it at all, and RFP it.

The golf associations of Meadowbrook are asking us to pay for the water of The Executive Course and LaCroix Links. They are evidently subsidizing them at this point (although they say the Executive course is holding its own this year) and they don't feel it is fair. The ballpark number they floated was \$30,000 per year to cover this. Apparently, there is an agreement with the city to pay for the water with the YMCA that is in effect until 2031. I don't know if this information is accurate but it was confirmed by Doug Lowe at the Parks and Rec board meeting. If this is at all possible, I would like to make it happen as it would go a long way towards satisfying our seniors who feel they get left out of the process in favor of the youth.

The Executive Course was charged approximately \$6,800.00 last year in water charges. They are charged a raw water rate because they pull directly out of the creek but there is still a raw water cost due to the water rights. LaCroix Links has an operating agreement that gives them about 9.4 million gallons of water free every year, and the Water Enterprise bills the City \$30K every year. Very confusing to say the least. Just for additional reference, the Water Fund waived \$712,000 worth of water fees to the General Fund last year and that number continues to grow. The Water Users Task force will be meeting again soon to finalize recommendations on this subject.

The request came from the Parks & Recreation Sub Committee to ask Council to fund the \$30,000 annual fee for water to LaCroix Links out of General Fund. And to move the Executive Golf Course Budgets 605 and 665 into the Recreation 601 Budget. This would take Executive Golf Course out of the Enterprise Fund and put both budgets into the General Fund. The loss to the Executive Enterprise Funds has been at approximately \$60,000 over the last few years

Public Works

What proposed events supported the change in Misc from 2011 Actuals of 25,129 to an approved 2012 budget number of 49,104 and then another increase for the 2013 proposed budget to 70,180?

A majority of this is computer and software related with our lab at the Water Reclamation Facility

What proposed events supported the change in Supplies & Materials from 2011 Actuals of 1,767,637 to an approved 2012 budget number of 1,448,375 and then an increase for the 2013 proposed budget to 1,613,802?

Fuel Costs. Most notably the Transit Division has a \$96K increase due to the new route.

I know capital outlay has taken a beating in the past 5 years, is the fact that overall we're looking at an 8.5% decrease going in the right direction? Public Works had taken (as I recall) an \$800K hit in the Capital Improvements category over the Zero Growth budget phase. Although proposed budget increases by \$168,500, is this enough to make up for lost time? Is there a plan for the rest to get back on track?

The Capital Outlay budget for Public Works is a little deceiving because there is approximately \$1,010,000 worth of equipment proposed to be purchased in the 2013 budget but they will be purchased on a 5 year loan so the expense shows up in the Debt Service line item. Prior to the zero growth budgets the equipment was purchased outright so it showed in the Capital Outlay line item. Hopefully Pauline will correct me if I am incorrect on this. (He's right)

Engineering → 2013 target of 220 ADA curb ramps but there is nothing to compare it to from previous years—is this something that is easily identified? If so, please provide just for a comparison.

In 2011 there were 264 ADA curb ramps installed.

Enterprise Funds - What proposed events supported the change in Misc from 2011 Actuals of 25,129 to an approved 2012 budget number of 49,104 and then another increase for the 2013 proposed budget to 70,180?

A majority of this is computer and software related with our lab at the Water Reclamation Facility

Other Special Revenue Funds – What proposed events supported the change in Professional from 2011 Actuals of 6,743 to an approved 2012 budget number of 45,000?

Consultant Services for a Drainage Basin Study updates

One trolley easily handles the demand from tourists and other interested people wanting to ride it. Let's get the other trolley off of the books and get it sold. It is my hope that we will divert all or most of the identified savings to infrastructure items such as streets and sewer.

We have a total of three trolleys. Trolleys were purchased with Fed funds (83%) with local share being provided by a private citizen. We need a minimum of 1 backup trolley and foresee the addition of more trolleys on the existing route or additional routes in the future again.

My street estimate shows we need to be spending \$12M to \$13M per year, and as I remember the summaries of the report at CPI, at PW, etc. we are spending about \$5 million on streets next year. I believe we are spending about an equal amount on drainage.

We should be spending \$24M a year on streets, but I know that is not realistic.

Community Resources

What proposed events supported the change in Capital Outlay from 2011 Actuals of 0 to an approved 2012 budget number of 10,000 and another increase for the 2013 proposed budget to 20,000?

The money in Capital Outlay in 2012 and 2013 is in Code Enforcement to replace two vehicles. The vehicles being replaced are a 1995 Chevy Pickup and a 1999 Ford Taurus. Both are worn out but the Taurus will be used by the IT Division until it dies, once Code Enforcement has replaced it.

What proposed events supported the change in Other Expenses from 2011 Actuals of 562 to an approved 2012 budget number of 25,371?

The additional \$25,000 shown in the 2013 budget under Other Expenses is Flex Funds under the Re-Entry Program cost center (712). Those are Second Chance Act Grant funds from the state to be used for clients of that program.

Under Community Resources, Human Resources, would “Resolution to Employee Concerns” be a valuable indicator? Maybe?

We would have to give this some thought. Many of the interactions we have with both staff and the public are routine: a quick question about benefits, change their W-4, questions about how to apply for a job, picking up a check or

paystub. I'm not sure how to log these interactions or survey internal and/or external customers in a way that would be practical.

Most departments have had a decrease in insurance. The few that have had an increase at most 10-13%. Community Resources has an increase of 34.8%--why?

The City's premiums for property, liability, and workers compensation went up by 17%, or \$194,000, from 2011 to 2012. A large part of this increase, \$141,000, is budgeted for in the Liability Insurance cost center (968) for 2013 which is part of the Risk Management Division and the Community Resources Department.

Other Special Revenue Funds - What proposed events supported the change in Other Expenses from 2011 Actuals of 481,165 to an approved 2012 budget number of 339,500? What proposed events supported the change in Other Program Support from 2011 Actuals of 182,259 to an approved 2012 budget number of 0?

Due to possible drastic cuts to the CDBG money for 2012, the budget estimate used for 2012 was only \$339,500 that would be received and that was simply placed in the 930 cost center contingency line item since we did not have accurate information yet, due to the timing of when the budget is prepared compared to when we actually found out the 2012 amount. The \$182,259, and \$466,991.54 of the \$481,165, were 2011 actual spent from previous grant years.

Finance

What proposed events supported the change in Misc from the 2011 Actuals of 113,640 to an approved 2012 budget number of 76,750?

In 2011 we had three elections (general municipal election in June, run-off election in June, special election in September (I think) to fill Sam's spot on the Council). We only typically budget for the general municipal election and a run-off election.

The list of interdepartmental expenses has a column at the left that I would guess references cost centers, but without a legend the entire page becomes meaningless.

The spreadsheets will be updated to include the description of the cost center. We will hand these out at the budget meetings.

What proposed events supported the change in Misc from the 2011 Actuals of 113,640 to an approved 2012 budget number of 76,750?

In 2011 we had three elections (general municipal election in June, run-off election in June, special election in September (I think) to fill Sam's spot on the Council). We only typically budget for the general municipal election and a run-off election)

In Ordinance I see \$325K designated for Econ Dev. → I see it elsewhere at \$250K. Please reconcile for me.

In the ordinance, the \$325k is for all payees (Rapid City Economic Development - \$250k and EAFB Task - \$75k); the \$250k elsewhere is specifically for Rapid City Economic Development

In Total Budget, 2013 Dept. Requested Budget shows Interdepartmental charges as (18,861) → shouldn't these be a net ZERO, City Wide? I thought Coleen had told me that once upon a time.

It will end up being a net of zero but part of the "other side" is County Library, which we approve in a supplement after the budget has been approved (typically one of the first supplemental appropriations that we do at the beginning of each year); Civic Center budgets police services as Interdepartmental Charges and Police does not, but it still gets charged there. These two additional items will make it net to zero.

Where do the subsidies for the senior centers come from? I noticed in Community Investments that Proposed is \$0, therefore it must be accounted for elsewhere. Is that in Health and Welfare subsidies?

It is currently under the Community Investment groups under line item 4500, other expenses. Once the committee meets and decides the allocations for 2013, it will be supplemented out of the "other expenses" into "other program support".

Other Funds: there is a \$690,000 increase over 2012 in Professional Services. Where is this going? Ditto for the extra \$2.79M for Capital Outlay.

This is the combined budget for Vision, CIP, CVB & Education Loan funds. The increases would be due to the approved 5-yr plans, so depends on which projects are in which years. If you need further, more specific, detail, I can forward the plans to you.

I would like to see the breakdown of the following:

Unencumbered Balance Forward – Estimated at \$9,084,076 if all currently budgeted revenues come in as budgeted and all currently budgeted expenses are paid out

Balance available for 2013 appropriation – Estimated at \$2,326,433 if all currently budgeted revenues come in as budgeted and all currently budgeted expenses are paid out

Undesignated Cash needed to fund Projected Budget - \$0

Other Special Revenue Funds – What proposed events supported the change in Other Expenses from 2011 Actuals of 174,198 to an approved 2012 budget number of 0?

In 2011, when we paid Destination Rapid City for the Downtown BID assessment, it was coded to Other Expenses. In 2012 and 2013, it was more properly budgeted for in the Professional Services line item.

Community Planning & Development Services

What proposed events supported the change in Professional from 2011 Actuals of 215,260 to an approved 2012 budget number of 155,137?

The reason there are more expenditures in some years than what is in the budget is due primarily to the Transportation projects that receive Federal Funding. These funds roll over from year to year as most of them are multi-year efforts. We also had legal expenses for the Big Sky project covered by outside Council (Nooney)

What proposed events supported the change in Other Program Support from 2011 Actuals of 0 to an approved 2012 budget number 16,000 and then another increase for the 2013 proposed budget to 24,410

This amount is for the federal historic preservation monies we receive. In 2011 the budgeted amount of \$10,000 was distributed among other line items in that budget and not in the 4560 Program Support line item. The \$16,000 for 2012 and \$24,410 are the total amounts we will receive to fund the Historic Preservation Budget in those years. We have chosen not to distribute those dollars into several line items as was the case in 2011. Note that the City match is through hours of service and not dollars.

I noticed under Long Range Planning Division that we have a goal of 4 annexations. Where are the increased costs for taking care of these annexations accounted for? I don't see anything in the proposed budget to account for these.

I placed four annexations in this category to reflect a normal average or what we could expect on an annual basis. It is not as much our goal as an expectation. That being said the area annexed could vary in size and/or contain development so it is difficult to provide an accurate idea of the costs. That being said the annexations do need to come to City Council for approval and cost factors can be evaluated to determine whether it is in our best interest to annex.

Police

What proposed events supported the change in Supplies & Materials from 2011 Actuals of 528,933 to an approved 2012 budget number of 511,000 and then an increase for the 2013 proposed budget to 557,000?

Item 4262 Gasoline is a volatile and unpredictable line item. We have a goal to reduce fuel usage in the department but police vehicles are the staple of our profession and with gasoline prices varying a dollar throughout the year it seems impossible to provide a reliable budget estimate. Last year we used 74,000 gallons of fuel.

The supply and material budget is one that historically gets used to balance the budget. The figures for the 2011 and 2012 budgets vary greatly from each other for no reason other than the “cutting and hoping” budget method. We cut to balance the budget, then hope there will be enough left-over money in other areas to balance the bottom line. This process takes place during the transition of the budget from the Dept Director to the Mayor.

What proposed events supported the change in Capital Outlay from 2011 Actuals of 119,837 to an approved 2012 budget number of 175,000 and then a decrease for the 2013 proposed budget to 120,000?

Fleet management is a fluid thing. We have made significant improvements in the use of our fleet and therefore have become better at predicting our future needs. The needs are not equal every year; they vary depending upon the success of our fleet management.

Would like to see Turnover Rate for Police Department—actuals—for past several years—(looking for trends versus training costs).

Table1				
Year	Total Sworn FTE	# of Sworn Retire,Resign,etc.	#of Hires	% of negative Retention
2002	104	6	16	5.7%
2003	105	5	7	4.7%
2004	105	11	7	10.4%
2005	105	6	8	5.7%
2006	108	7	8	6.4%
2007	105	8	9	7.6%
2008	107	9	7	8.4%
2009	111	14	9	12.6%
2010	111	13	22	11.7%
2011	115	5	7	4.3%
Totals		84	100	7.75%

(The reason my #'s are different from HR's, is that mine was focused only on sworn positions.

Turnover rate for 2011 is provided, but no goals for future years. Why?

It's too complicated to set a goal when retirements and other long term separations are included with every other form of separation. We only focus on premature exits but these were not the parameters we were given to work with. The process wanted a turnover rate based on all circumstances so that's what we gave it.

Would like to see calls per patrol officer broken down in anticipation of wage increase discussion.

2011 Information

Calls Responded to: 96,980:

Police Officers: 66

Avg # Calls Per Officer: 1,469

Others

Other Special Revenue Funds - What proposed events supported the change in Professional Services from 2011 Actuals of 3,137,328 to an approved 2012 budget number of 1,330,000 and then an increase for the 2013 proposed budget to 2,020,000? What proposed events supported the change in Misc from 2011 Actuals of 297,424 to an approved 2012 budget number of 200,000 and another decrease for the 2013 proposed budget to 150,000? What proposed events supported the change in Other Expenses from 2011 Actuals of 50 to an approved 2012 budget number of 580,000 and then a decrease for the 2013 proposed budget to 300,000? What proposed events supported the change in Other Program Support from 2011 Actuals of 0 to an approved 2012 budget number of 675,500 and then a decrease for the 2013 proposed budget to 100,000?

Special Revenue: Others consist of the Vision Fund, CIP Fund, Educational Loan and CVB. The changes in the various line items under this heading have to do with what is budgeted and expended in a given year for the Vision Fund and the CIP Fund, which all depends on the approved 5-year plans. The other two are basically the same each year. If you need further detail on the Vision Fund & CIP Fund, please let me know and I will provide the most current spreadsheets on those.

Library

Other Special Revenue Funds - What proposed events supported the change in Professional from an approved 2012 budget number of 132,358 to a 2013 budget number of 38,165? What proposed events supported the change in MNR from an approved 2012 Budget Number of 68,250 to 193,337?

One is in direct correlation to the other. The maintenance for the Libraries integrated library system will be expended from Repair/Maintenance rather than professional services (\$111,095). The shift caused the increase in Repair/Maintenance and decrease in professional services.

Airport

What proposed events supported the change in Misc from 2011 Actuals of 152,343 to an approved 2012 budget number of 42,700 and then an increase for 2013 proposed budget to 60,000?

2011 Misc expenses included \$99,612.53 in the PFC fund for terminal expansion that was reimbursed back to us from the bond.

Misc expenses includes: dues, subscriptions, other, computers & office equipment.

If we subtract the \$99,612.53 from the total of \$152,343, we get net miscellaneous of \$48,263.

Normal expenses of the following:

2011-Actual	2012-Budget	2013-Budget
\$48,263	\$42,700	\$60,000

The \$60,000 includes \$5,000 from capital for computers. We bumped up 2013 based on the 2011 actuals and computer replacement.

Civic Center

What proposed events supported the change in the Professional from 2011 Actuals of 330,439 to an approved 2012 budget number of 226,000 then increase for 2013 proposed budget to 265,000?

In 2011 LaCroix Hall was remodeled at an expense of \$1.2 million, paid via Civic Center generated revenues. A sizeable portion of the professional services expense in 2011 was for LaCroix Hall architectural services. However, we do anticipate spending more in professional services in 2013 to bolster our pro services marketing and promoting of the facility to bolster convention and entertainment business

What proposed event supported the change in Publications from 2011 Actuals of 2,623 to an approved 2012 budget number of 32,250?

Our facility's promotional and marketing materials have been severely outdated. In 2012 and 2013 we're making concerted efforts to improve those materials and promote the facility on a wider, more sustainable platform.

What proposed event supported the change in Travel & Training from 2011 Actuals of 13,549 to an approved 2012 budget number of 42,555?

We purposely reduced our travel expenditures in 2011 (approved travel & training budget was \$42,000 for 2011.) We have maintained the same budgeted amount for travel from 2011 – 2013. However, we realize, with the state of the national economy, our industry has changed. We need to make more concerted efforts to seek out new promoters and go in search of more convention and national trade show and entertainment business. The promoters are no longer automatically coming to this area of the country. We need to go to them and sell our facility.....that requires more travel to major metro areas to seek that business and promote our area and venues.

What proposed event supported the change in Misc from an approved 2012 Budget of 53,190 to a 2013 proposed budget number of 82,240?

The City Office classifies items including computers, software, and office equipment, dues and subscriptions under the miscellaneous category. The reasoning for our proposed increase is due to the age of all desktop computers at the CC. Most are 6 – 10 years old, lacking in resources, and production and are suffering from continued hard drive failures. This \$25,000 budget line is targeted to aging computer and office equipment replacement.

CPI

Do we have the option of taking the prior year's CPI over the current one (which I don't believe is possible but I figure that question will need to be addressed)?

The statute that allowed cities to store CPI was passed in 2010...therefore, Pay 2011 was the first year that it could be put into effect. Unfortunately, it is not retroactive, so any CPI from years prior to that cannot be looked at. (I have believed from the beginning that we could take the CPI from 2010. This is the first instance in which I was told differently.)

When I (Wendy Semmler from SD DOR) do my calculations for stored CPI, I always use the oldest first. So let's say City A has 1% stored from last year and 3% from this year...and the amount of CPI needed to meet their budget requirements is only 3%...I will use the old 1%...and 2% from current. So 1% would be stored from this year.

Also keep in mind that the first year that cities could store CPI (Pay 2011), the CPI was 0%. So there was nothing to store from the first year for any taxing entity. Last year, they used the full 2.1%. So right now, Rapid City has no stored CPI to use.

Facilities Maintenance Position

Would you have any information on what it would cost to create a position for a building/maintenance person? Basically a person who would oversee the needs of each of the buildings that the City owns (roof, structure, heating, etc). The library currently has their maintenance on a schedule so that they do not get overwhelmed with any one project. I would also need to know how many buildings the City currently owns. I think that may be a worthwhile investment for the City.

It's an estimate at this point, but if a facilities maintenance person was a grade 19, their salary would be 44,301 plus our 30-35% benefits. I would assume they would need to know a little about a lot of things: plumbing, electrical, HVAC, etc. so it would grade out reasonably high.