

Welcome to the May 21st Special Meeting



- Questions regarding the budget presentation may be emailed to: budget@springhillks.gov
- Answers will be provided at the beginning of the May 28th budget discussion.

Agenda

1. Call to Order
2. Presentation: Budget – Department Heads
3. Adjourn

2021 & 2022 Operating Budgets: Department Requests

Presented May 21, 2020

BIENNIAL BUDGET PROCESS

YEAR ONE:

Adoption for 2021

Conditional approval for 2022

- Administration presents 2-year budget
- Budget for first year is formally adopted
- Second year is conditionally approved

YEAR TWO:

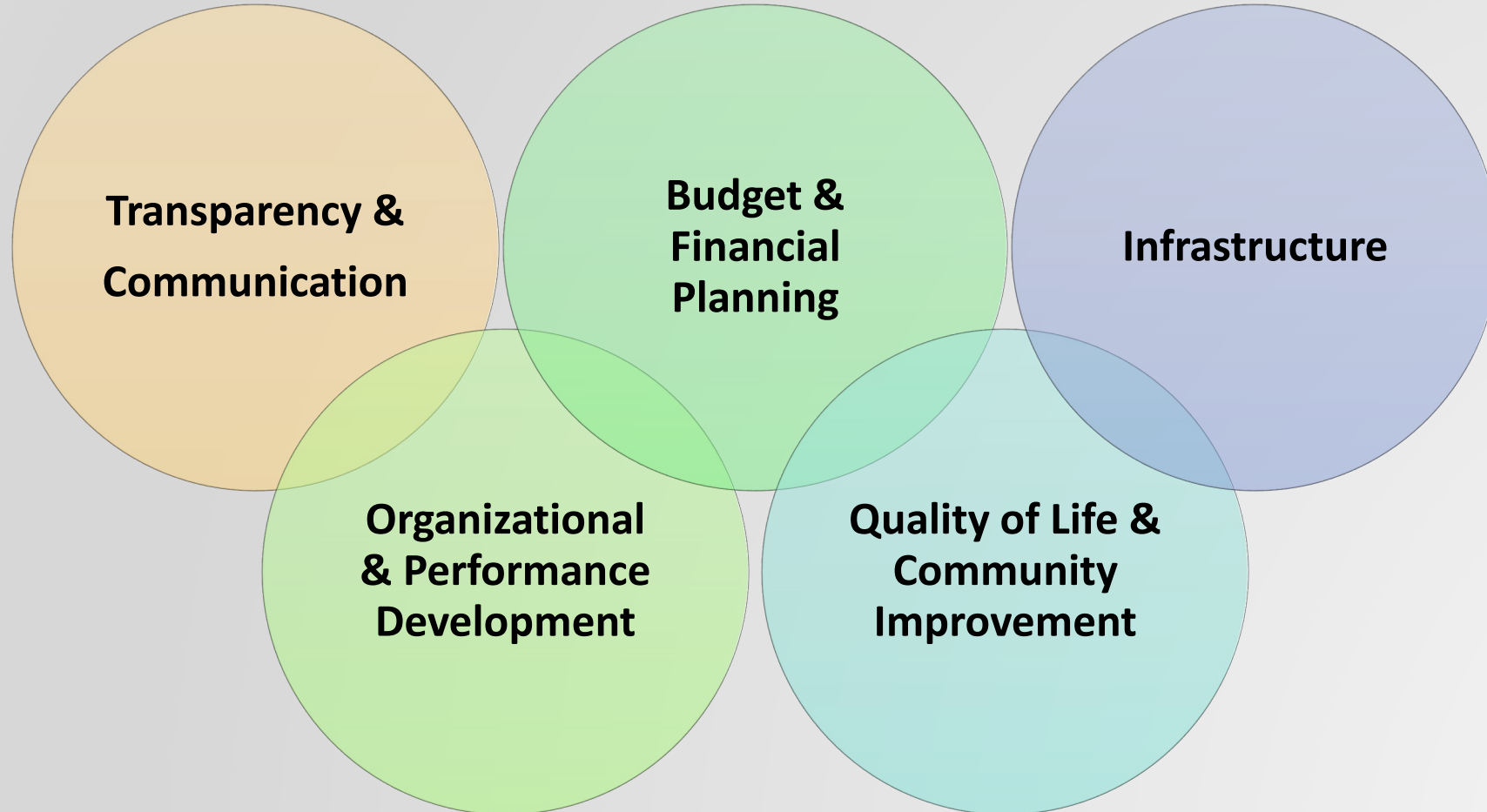
Adoption for 2022

- Second year budget revised to adjust revenue estimates
- Second year adjusted to reflect changes in programs
- Second year is formally adopted

BUDGET PROCESS PHASES

PHASE ONE	PHASE TWO	PHASE THREE	PHASE FOUR
Planning: January – April	Development: April - May	Review: June - July	Adoption: July - August 25th

GOALS OF THE CITY



2021 and 2022 Budget Requests

PURPOSE OF PRESENTATION:

- Provides the Council an opportunity to ask questions, give feedback & prioritize requests
- Council asked for Department Heads to present their requests as Department Heads know their department operations best and understand the needs
- Funding options will be available at June 22nd meeting for consideration

CAPITAL IMPROVEMENT PROJECTS:

- Projects will be presented at the May 28th meeting
- Department Heads will be available for questions

ADMINISTRATION

	2021 Request	2022 Request	Additional Cost Recurring	Additional Cost One-time
<i>Administration</i>				
Replace Voice over Internet Phone System	\$ 85,000			
Website redesign		\$ 11,530		

INFORMATION TECHNOLOGY

2021 and 2022 Department Budget Requests

	2021 Request	2022 Request	Additional Cost Recurring	Additional Cost One-time
<i>Information Technology</i>				
Azure Site Recovery	\$ 9,000			
End-user Security Awareness Training	\$ 2,575			
ID Badge Printer & Software	\$ 2,900			
Intrusion Detection System	\$ 2,580		\$ 1,680	
Security penetration test	\$ 14,900			
Increase server memory (RAM)	\$ 9,330			
Uninterruptible Power Supply (UPS) for PD	\$ 6,475			
Professional Services Line item increase	\$ 25,000	\$ 25,000		
Firewall appliances (2) for PD		\$ 20,000		

COMMUNITY SERVICES

	2021 Request	2022 Request	Additional Cost Recurring	Additional Cost One-time
<i>Community Services</i>				
New position - Customer Service/Receptionist	\$ 29,200		\$ 33,415	\$ 3,555
Computer equipment for Court streamlining		\$ 9,400		

FINANCE

	2021 Request	2022 Request	Additional Cost Recurring	Additional Cost One-time
<i>Finance</i>				
New position - Accountant		\$ 50,865	\$ 36,985	\$ 3,555

POLICE DEPARTMENT

	2021 Request	2022 Request	Additional Cost Recurring	Additional Cost One-time
<i>Police Department</i>				
New position - Sergeant	\$ 59,100		\$ 39,200	\$ 11,980
New position - Police Officer (1)	\$ 50,795		\$ 37,575	\$ 8,180
New position - Police Officers (3)		\$ 152,385	\$ 109,725	\$ 24,540
Replace K9 Officer		\$ 15,000		
In-car police radios	\$ 30,000			
Replace body cameras	\$ 8,555			
Building camera converter/encoder	\$ 5,265			
Wireless upload - Car cameras	\$ 6,300			
Replace vehicle - Unit 855	\$ 48,000			
Replace vehicle - Unit 856	\$ 48,000			
Replace vehicle - Unit 857		\$ 48,000		
In-car printers		\$ 4,600		
New vehicle - Marked addition to fleet		\$ 48,000		
New vehicle - Unmarked addition to fleet		\$ 18,000		

PARKS

	2021 Request	2022 Request	Additional Cost Recurring	Additional Cost One-time
<i>Parks</i>				
Z-Spray Max chemical sprayer and spreader	\$ 15,000		\$ 150	
John Deere 320R loader bucket	\$ 5,000			
Alttox TRX track mower	\$ 20,000		\$ 250	

STREETS

	2021 Request	2022 Request	Additional Cost Recurring	Additional Cost One-time
<i>Streets</i>				
Hot Emulsion Applicator - Trailer Mounted	\$ 19,000			
Equipment Maintenance - Line item increase	\$ 5,000	\$ 5,000		
Vehicle Maintenance - Line item increase	\$ 6,000	\$ 6,000		
Professional Services - Line item increase	\$ 8,000	\$ 8,000		

AQUATIC CENTER

	2021 Request	2022 Request	Additional Cost Recurring	Additional Cost One-time
<i>Aquatic Center</i>				
Facility updates	\$ 10,000			
Replace slide landing pads		\$ 7,000		

COMMUNITY CENTER

	2021 Request	2022 Request	Additional Cost Recurring	Additional Cost One-time
<i>Community Center</i>				
Building Improv - Front Door Replacement	\$ 3,000			

WATER

	2021 Request	2022 Request	Additional Cost Recurring	Additional Cost One-time
<i>Water</i>				
Automatic transfer switch - Ground Storage Facility		\$ 10,000		

WASTEWATER

	2021 Request	2022 Request	Additional Cost Recurring	Additional Cost One-time
<i>Wastewater</i>				
New position - Maintenance Worker II (Wastewater)		\$ 36,045	\$ 34,450	\$ 1,150
Aeration Blower Gear Box Motor Rebuild (2 of 5)	\$ 25,000			
West lift station pump 1 & 2 motor and pump rebuild	\$ 25,000			
Aeration Blower Gear Box Motor Rebuild (3 of 5)		\$ 25,000		
North lift station pump 1 & 2 motor rebuild		\$ 20,000		

BUDGET CALENDAR – Discussions to date

Review key components of budget / Discuss biennial budget process	Discussion item – Council Meeting: January 23
Council Goal Setting session	Special Meeting (Work session): February 13
2019 Year-end Review	Discussion item – Council Meeting: March 12
Budget Request Review	Special Meeting (Work session): May 21

BUDGET CALENDAR – Upcoming Presentations

Capital Improvement Program Review	Discussion item - Council Meeting: May 28th
Joint Meeting: Council / Boards Outside Agency Presentations	Special Meetings (Work session): TBD <ul style="list-style-type: none">• Part 1 – Outside Agency presentations• Part 2 – Joint Meeting
Base Budget, New Requests & Assessed Valuation Impact	Special Meeting (Work session): June 22nd
Utility Fund Review	Discussion item - Council Meeting: July 9th
Public Hearing	Public Hearing – Council Meeting: July 23rd
Budget Adoption	Formal Action – Council Meeting: August 13th

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