

CITY OF FRANKFORT

KENTUCKY



2013 - 2014 BUDGET

EXECUTIVE SUMMARY

TO: Citizens of Frankfort
FROM: City Manager
DATE: 6/25/2013
SUBJECT: 2013-2014 Budget Message

This document represents the Board of Commissioners' approved 2013-2014 Adopted General Fund and Sewer Fund Budgets totaling \$50,889,701.

I. General Fund

Expenditures total \$32,680,191 an increase of .7% percent more than the prior year's adjusted appropriation of \$32,468,473 Major elements incorporated in this year's budget are:

1. The General Fund Budget has proposed an increase in reserves of approximately \$200K.
2. The Budget reflects personnel cost reductions by cutting three full-time positions and transferring two full time positions to part-time positions (approximate savings due to headcount reduction-\$230K)
3. The Budget reflects health care reductions due to structural changes in the plan (approximate savings - \$185K).
4. The Budget includes an employee COLA but the cost of the COLA is offset by the above personnel and benefit cost reductions.
5. The Budget includes \$975K toward the debt service payment of the Public Safety Building \$10M bond issue.

II. Sewer Funds

1. Operation and Maintenance Fund Expenditures are set at \$5,095,206 for 2013-2014, as compared to \$4,966,986 for 2012-2013 (increase of 2.58%). The Sewer O & M Account includes an Employee COLA.
2. Replacement Account is budgeted at \$12,839,304 for 2013-2014, compared to \$17,387,213 for 2012-13.
3. Sewer Lateral Fund Expenditures are budgeted at \$275,000 for 2013-2014, compared to the same for \$525,000 for 2012-13.

Members of the Board of Commissioners wish to thank the citizens for their support of this budget and to thank the city's employees for their dedication and performance in serving the citizens of Frankfort.


Tim Zisoff, City Manager

**CITY OF FRANKFORT
CITY MANAGER FORM OF GOVERNMENT
2013-14**

LEGISLATIVE

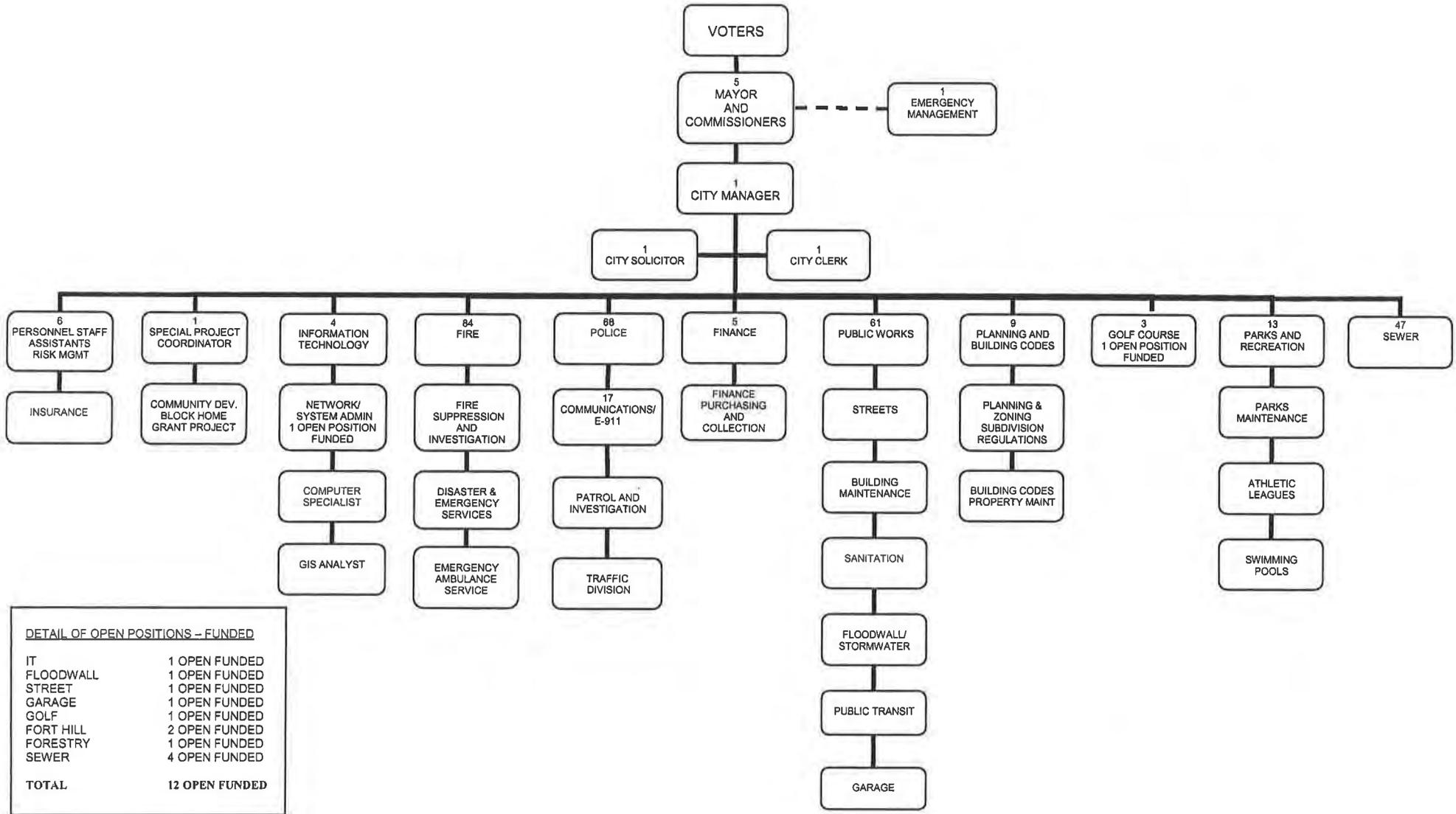
MAYOR - WILLIAM I. MAY JR
MAYOR PRO-TEM - ROBERT ROACH
COMMISSIONER - TOMMY HAYNES
COMMISSIONER - LYNN BOWERS
COMMISSIONER - KATIE FLYNN HEDDEN

ADMINISTRATIVE

CITY MANAGER - TIM ZISOFF
CITY CLERK - RAMONA NEWMAN
CITY SOLICITOR - ROBERT MOORE
HUMAN RESOURCES - RANDY DONAHUE
INFO TECHNOLOGY - JULSUN PACHECO
COMMUNICATIONS-911 - DERON RAMBO
FINANCE - STEVE DAWSON
POLICE - WALTER WILHOITE
FIRE - WALLACE POSSICH
PUBLIC WORKS - THOMAS BRADLEY
PLANNING - GARY MULLER
PARKS & RECREATION - JIM PARRISH/ JIM MCCARTY
SEWER - WILLIAM SCALF

CITY OF FRANKFORT ORGANIZATION STRUCTURE

5 ELECTED OFFICIALS
322 BUDGETED REGULAR FULL-TIME EMPLOYEES
(INCLUDES 16 OPEN FUNDED POSITIONS)



DETAIL OF OPEN POSITIONS – FUNDED	
IT	1 OPEN FUNDED
FLOODWALL	1 OPEN FUNDED
STREET	1 OPEN FUNDED
GARAGE	1 OPEN FUNDED
GOLF	1 OPEN FUNDED
FORT HILL	2 OPEN FUNDED
FORESTRY	1 OPEN FUNDED
SEWER	4 OPEN FUNDED
TOTAL	12 OPEN FUNDED

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ORGANIZATION STRUCTURE

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* INCLUDED IN THE PUBLIC SAFETY DEPARTMENT SUMMARY ON PAGE 13.

MUNICIPAL SEWER DEPARTMENT
"OPERATIONS & MAINTENANCE"
SUMMARY OF REVENUE AND EXPENSES
2013-14

ESTIMATED OPENING BALANCE JULY 1, 2013	5,426,372
PLUS: ESTIMATED REVENUES	<u>6,528,000</u>
TOTAL AVAILABLE	11,954,372
LESS: ESTIMATED EXPENDITURES	<u>5,095,206</u>
ESTIMATED CLOSING BALANCE JUNE 30, 2014	<u><u>6,859,166</u></u>

Capital of Kentucky

68 - SEWER O & M
Department

EXPENDITURE CLASS	ACTUAL EXPENDITURES 2011-12	ESTIMATED EXPENDITURES 2012-13	BUDGET APPROPRIATIONS 2012-13	PROPOSED BUDGET 2013-14	BUDGET INCREASE (DECREASE) 2013-14
Personnel Services	1,885,011	1,943,000	1,988,000	2,078,000	90,000
Employee Benefits	782,748	961,736	841,736	903,956	62,220
Contractual Services	1,375,599	1,481,200	1,503,250	1,635,250	132,000
Materials & Supplies	484,020	510,000	556,000	408,000	(148,000)
Other Expenses	60,453	63,000	78,000	70,000	(8,000)
Equipment	-	-	-	-	-
TOTALS	\$ 4,587,831	\$ 4,958,936	\$ 4,966,986	\$ 5,095,206	128,220

GOALS & OBJECTIVES:

- 1.) BEST UTILIZATION OF EXTERNAL RESOURCES TO PERFORM JOBS & FUNCTIONS MORE EFFECTIVELY AND EFFICIENTLY.
- 2.) PLAN FOR ADEQUATE CAPACITY ALLOCATIONS WITHIN THE COLLECTION SYSTEM TO SUPPORT GROWTH WITHIN OUR SERVICE AREA.
- 3.) MAINTAIN A DIVERSIFIED AND WELL-TRAINED WORK FORCE.
- 4.) FINALIZE DEVELOPMENT AND MAINTAIN COMPREHENSIVE MAPPING OF THE COLLECTION SYSTEM.
- 5.) MAINTAIN CONSTRUCTION STANDARDS AND EVALUATE ANNUALLY FOR ADHERENCE WITH CHANGES IN CONSTRUCTION TECHNIQUES AND TECHNOLOGIES.
- 6.) UPDATE LOCAL SEWER ORDINANCES AND PRETREATMENT REGULATIONS AND/OR POLICIES AS APPROPRIATE.
- 7.) FOCUS ON MEETING REQUIREMENTS OF CONSENT JUDGMENT BY EXECUTING PROJECTS IN A COST EFFECTIVE AND TIMELY MANNER.
- 8.) CONTINUE TO WORK TOWARDS REDUCING ENERGY CONSUMPTION WITHIN THE DEPARTMENT.

2013 -14 SEWER FUND

MUNICIPAL SEWER DEPARTMENT
"REPLACEMENT ACCOUNTS"
SUMMARY OF REVENUE AND EXPENSES

2013-14

ESTIMATED OPENING BALANCE JULY 1, 2013	7,412,013
TRANSFER FROM OTHER ACCOUNTS/GRANTS	8,877,877
PLUS: ESTIMATED REVENUES	<u>5,694,000</u>
TOTAL AVAILABLE	21,983,890
LESS: ESTIMATED EXPENDITURES	<u>12,839,304</u>
ESTIMATED CLOSING BALANCE JUNE 30, 2014	<u><u>9,144,586</u></u>

Capital of Kentucky

68-SEWER REPLACEMENT Department					
EXPENDITURE CLASS	ACTUAL EXPENDITURES 2011-12	ESTIMATED EXPENDITURES 2012-13	BUDGET APPROPRIATIONS 2012-13	PROPOSED BUDGET 2013-14	BUDGET INCREASE (DECREASE) 2013-14
Personnel Services	-	-	-	-	
Employee Benefits	-	-	-	-	
Contractual Services	186,112	280,000	330,000	375,000	45,000
Materials & Supplies	7,465,909	6,078,000	14,657,200	10,241,650	(4,415,550)
Other Expenses	2,108,599	2,531,013	2,400,013	2,222,654	(177,359)
Equipment	-	-	-	-	-
TOTALS	\$ 9,760,620	\$ 8,889,013	\$ 17,387,213	\$ 12,839,304	\$ (4,592,909)
2013 -14 SEWER FUND					

MUNICIPAL SEWER DEPARTMENT
LATERAL PROGRAM
SUMMARY OF REVENUE AND EXPENSES

2013-14

ESTIMATED OPENING BALANCE JULY 1, 2013	4,978,079
PLUS: ESTIMATED REVENUE	<u>650,000</u>
TOTAL AVAILABLE	5,628,079
LESS: ESTIMATED EXPENDITURES	<u>275,000</u>
ESTIMATED CLOSING BALANCE JUNE 30, 2014	<u><u>5,353,079</u></u>

Capital of Kentucky

68-SEWER LATERAL PROGRAM Department					
EXPENDITURE CLASS	ACTUAL EXPENDITURES 2011-12	ESTIMATED EXPENDITURES 2012-13	BUDGET APPROPRIATIONS 2012-13	PROPOSED BUDGET 2013-14	BUDGET INCREASE (DECREASE) 2013-14
Personnel Services	-	-	-	-	-
Employee Benefits	-	-	-	-	-
Contractual Services	12,709	85,000	100,000	250,000	150,000
Materials & Supplies	-	-	-	-	-
Other Expenses	-	-	-	-	-
Equipment	177,800	-	-	25,000	25,000
TOTALS	\$ 190,509	\$ 85,000	\$ 100,000	\$ 275,000	\$ 175,000
2013 -14 SEWER FUND					