



City of Saginaw

City of Saginaw

Meeting Date: 6/05/2018

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City Manager

Agenda Item: 10
(WS-0618-01)

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SUBJECT: WS-0618-01
a. Drainage Utility Fund
b. Donations Fund
c. General Escrow Fund
d. Capital/Fixed Asset Policy

BACKGROUND/DISCUSSION:

There will be a presentation regarding the items listed above.

FINANCIAL IMPACT:

N/A

RECOMMENDATION:

This a workshop item. No action will be taken.

Attachments

Copy of Presentation

Drainage Utility Fund



Monthly Drainage Utility Fee

2 Drainage Maintenance Workers

½ Environmental Specialist

½ Environmental Assistant-new

Pickup truck and grapppler bucket attachment

Knowles drainage improvements – west side from Bridle Trail to Silverbrook Drive – summer 2018

Begin East Cement Creek drainage project

	FY17/18 Adopted	FY 17/18 Estimated	FY 18/19 Planning
Beginning Fund Balance	\$ 1,701,294	\$ 1,701,294	\$ 1,938,239
Revenues	\$ 756,000	\$ 788,300	\$ 806,400
Transfer to General Fund	115,510	115,510	126,880
Transfer to Enterprise Fund	42,645	42,645	76,000
Operating	85,200	85,200	83,700
Capital Outlay	40,000	40,000	25,500
Capital Projects	268,000	268,000	525,000
Total Expenditures	\$ 551,355	\$ 551,355	\$ 837,080
Ending Fund Balance	\$ 1,905,939	\$ 1,938,239	\$ 1,907,559
Inc/(Dec) in Fund Balance	\$ 204,645	\$ 236,945	\$ (30,680)

Donations Fund



Revenues

Voluntary donations through utility bill

Current:

- \$1 Beautification/\$0.50 Parks/\$0.50 Library
- Contribution level set in 1990 for Parks and Library
- Contribution level set in 1997 for Beautification

Proposed:

- \$1 Beautification/\$1.00 Parks/\$1.00 Library
- Automatic increase for new customers only

Expenditures

- 50% of vaccination program
- Summer interns at the Library
- Library – software licenses, books and subscription fees, special program supplies, and presenter fees
- Beautification – mowing Saginaw Blvd and Blue Mound Rd, annual painting of 10 light poles, seasonal landscaping, and holiday decorations
- Beautification Plan update \$30,000
- City Signage on Ardent Mills \$40,000
- Senior Center supplies
- Fire Summer Camp and Easter Egg Hunt

	FY 17/18 Adopted	FY 17/18 Estimated	FY 18/19 Planning
Beginning Fund Balance	\$ 272,444	\$ 272,444	\$ 304,844
Revenues	\$ 162,000	\$ 171,800	\$ 176,800
Animal Services	\$ 12,000	\$ 12,000	\$ 2,000
Parks	11,425	11,780	-
Library	55,120	55,120	55,120
Beautification	46,000	46,000	116,000
Senior Center	-	2,000	2,500
Police	-	-	-
Fire	12,500	12,500	12,500
Total Expenditures	\$ 137,045	\$ 139,400	\$ 188,120
Ending Fund Balance	\$ 297,399	\$ 304,844	\$ 293,524
Inc/(Dec) in Fund Balance	\$ 24,955	\$ 32,400	\$ (11,320)



General Escrow Fund

This fund accounts for special revenue collected for a specific purpose and allowable expenditures.

- Chamber Support \$5,000
- Train & Grain \$10,000
- Replace 4 ticket writers
- Overtime pay for bailiff
- Insurance deductibles

	FY 17/18 Adopted	FY 17/18 Estimated	FY 18/19 Planning
Beginning Fund Balance	\$ 1,162,874	\$ 1,162,874	\$ 1,136,559
Revenues	\$ 75,435	\$ 106,110	\$ 92,010
Hotel/Motel Tax - Chamber	\$ 5,000	\$ 5,000	\$ 15,000
Court Technology	24,675	24,675	19,850
Court Security	5,000	5,000	5,000
Insurance Deductible	40,000	40,000	40,000
Basswood Crossing agreement	57,750	57,750	-
Total Expenditures	\$ 132,425	\$ 132,425	\$ 79,850
Ending Fund Balance	\$ 1,105,884	\$ 1,136,559	\$ 1,148,719
Inc/(Dec) in Fund Balance	\$ (56,990)	\$ (26,315)	\$ 12,160



Financial Management Policies Capital Improvements Plan (CIP)

City facilities and infrastructure

- CIP is prepared for a five year period with the first year of the plan being adopted as part of the annual budget

Impact on Operating Budget

- Debt service payments or operating expenses

Fixed Assets and Capitalization

Equipment, vehicle, furniture, fixture, improvement, addition, to an existing capital asset, land, or building

- Owned by the city
- Has a value of \$5,000 or more
- Has an economic useful life of one or more years
- Intended to provide productive benefit to the city during its useful life

City assets shall be reasonably safeguarded, properly accounted for, and sufficiently insured

Definitions for additions and reductions