

AGENDA

CITY OF POCATELLO CITY COUNCIL BUDGET DEVELOPMENT MEETING

July 21, 2022 • 2:00 PM
Council Chambers | 911 North 7th Avenue

During low/medium COVID-19 community level designations, individuals are encouraged, but not required, to wear masks/face coverings.

During high COVID-19 community level designations, individuals will be required to wear masks/face coverings.

**The meeting will be live-streamed at:
<http://streaming.pocatello.us/> and available on Sparklight
Cable channel 56**

City Hall is accessible to persons with disabilities. Program access accommodations can be provided with three (3) days' advance notice by contacting Skyler Beebe at sbeebe@pocatello.us; 208.234.6248 or 5815 South 5th Avenue, Pocatello, Idaho.

1. ROLL CALL

2. FISCAL YEAR 2023 BUDGET PRESENTATION

Mayor Blad will present a draft budget proposal to Council members for their consideration and input. **(ACTION ITEM)**

Documents:

[AGENDA-ITEM-2.PDF](#)

3. ADJOURN



OFFICE OF THE MAYOR/COUNCIL
911 North 7th Avenue
P. O. Box 4169
Pocatello, Idaho 83205-4169

BRIAN C. BLAD
Mayor

Pocatello City Council:

ROGER BRAY
RICK CHEATUM
LINDA LEEUWRIK
JOSH MANSFIELD
CLAUDIA ORTEGA
CHRIS STEVENS

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July 20, 2022

TO: Pocatello City Council
FROM: Mayor Brian C. Blad
SUBJECT: Updated FY2023 Draft Budget

The FY2023 DRAFT budget being presented July 21, 2022 includes the following items as discussed during the May 26, June 6 through 9, July 7 and July 14 Budget Development Meetings.

REVENUE

Taxes

- **\$899,808** – 3% increase from the highest budget of 3 years + projected new construction + annexation - State replacement monies

Additional Revenue

- **\$940,497** – additional State revenue sharing per AIC estimates
- **\$38,330** – additional liquor sales per AIC FY2022 ending estimate
- **Reductions in all three franchise fees**
- **\$435,591** – additional highway distribution per AIC estimates
- **New or Increased Fee Requests Presented May 26**

EXPENDITURES

- 14.2% increase in Blue Cross of Idaho
- Salary Changes per 6/8/2022 Presentation
 - Union CBA costs
 - Police Management Pay Scale
 - Fire Management Pay Scale
 - General Employee Pay Scale
 - Variable Employee Pay Scale
 - Seasonal Employee Pay Scale
- New Employee Requests
- New Fuel Estimates
- Updated Interfund Budgets and Applicable Transfers
- Use of Reserves and/or Fund 078 Savings
- Additional Expenditures per 7/7/22 Tax Solution Worksheet
- Additional Expenditures per 7/14/22 Tax Solution Worksheet

AN EQUAL OPPORTUNITY EMPLOYER
VETERAN'S PREFERENCE

TAX SOLUTION WORKSHEET

The Tax Solution Worksheet has also been updated to include the items addressed at the July 7 and July 14 meetings. All items remaining in yellow were not specifically addressed with a motion.

Department cuts in order to increase the City's Modifier by 5% and remove the 1% forgone for O&M are noted. Additional budget reductions were made through corrections in the salary and benefits system.

Issues on this list can be considered or reconsidered. If there is no revenue listed beside the request, the item would add to any balancing "problem."

Many of the items tentatively added into the budget from this list are also on the non-budgeted, ranked list. Any additional consideration from this list would also add to any balancing "problem."

The items added and included in the DRAFT are

- Ranking #1: Pavement Management \$500,000
- Ranking #2: Bannock Hwy/S. Valley Signal \$750,000
- Ranking #3: Building/Planning Software \$207,000
- Ranking #4: Fire Tower Truck \$1.9M (full purchase)
 - \$100,000 from reserve to cover potential cost increase
 - New bid is being requested
- Ranking #5: Driving Simulator \$300,000

	FY2021 ACTUAL	FY2022 BUDGET	FY2022 Y-T-D	FY2023 PROJECTED		Difference FY22 to FY23
= Council tentatively approved items. *Note: approval of 955,686 on 6/8/22. updated number 6/10/22				\$ 939,327	3% *highest budget of 3 years = \$31,310,899; updated 6/10/22	
= FYI purposes: property tax breakdown if Council approves 3% + new construction only & % breakout stays at FY22 levels. Amounts have been updated 6/10/22				\$ 136,684	new construction estimate as of 6/8/22	
= new additions to spreadsheet 6/10/22; added to General Fund				\$ 176,216	additional new construction 6/10/22	
= removed from consideration 7/7/22				992	annexation	
= removed from consideration 7/14/22				(\$353,411)	minus State replacement money (ag and personal property reimbursements)	
				\$ 899,808	new property tax available	
City's forgone balance is \$3,372,488				\$ 325,642	1% *forgone for O&M	adds to the base
				\$ 976,924	3% *forgone for capital	DOES NOT add
				\$ 899,808	new property tax with forgone	
GENERAL FUND						
Property Tax	\$ 21,592,834	\$ 22,208,156	\$ 14,245,434	\$ 23,086,084		\$ 877,928
additional new construct				\$ 176,216		\$ 176,216
annexation				\$ 992		\$ 992
1% Forgone O&M incr.						\$ -
Revenue Sharing	\$ 4,989,010	\$ 5,710,556	\$ 2,990,809	\$ 6,651,053	AIC	\$ 940,497
Liquor Sales	\$ 782,305	\$ 698,850	\$ 294,872	\$ 737,180	FY22 AIC	\$ 38,330
Franchise - Gas	\$ 326,473	\$ 324,565	\$ 81,275	\$ 324,000	historical	(\$565)
Franchise - Cable	\$ 170,292	\$ 143,163	\$ 39,635	\$ 135,000	historical	(\$8,163)
Franchise - Electric	\$ 466,507	\$ 435,858	\$ 236,421	\$ 435,000	historical	(\$858)
Water Lease	\$ 28,617	\$ 187,500	\$ 18,985			

General Fund Projected New Income							\$ 2,024,377
STREET FUND							
Property Tax	\$ 2,883,584	\$ 3,829,473	\$ 2,402,277	\$ 3,147,668			(\$681,805)
County R&B	\$ 1,606,120	\$ 808,000	\$ 468,123	\$ 800,000	historical		(\$8,000)
Highway Distribution	\$ 2,785,624	\$ 2,741,905	\$ 1,366,397	\$ 3,177,496			\$ 435,591
Regular Distribution		\$ 2,046,185		\$ 2,120,644	AIC	\$ 74,459	
HB312		\$ 641,855		\$ 666,979	AIC	\$ 25,124	
HB362		\$ 53,865		\$ 389,873	AIC	\$ 336,008	
Street Projected New Income							(\$254,214)
LIABILITY FUND							
	\$ 577,028	\$ 577,722		\$ 480,790			(\$96,932)
RECREATION FUND							
	\$ 1,476,820	\$ 1,472,326	\$ 930,498	\$ 1,695,921			\$ 223,595
CEMETERY FUND							
	\$ 162,545	\$ 160,903	\$ 101,935	\$ 152,661			\$ (8,242)
AIRPORT FUND							
	\$ 984,896	\$ 981,028	\$ 620,239	\$ 1,056,605			\$ 75,577
LIBRARY FUND							
	\$ 1,859,215	\$ 1,853,397	\$ 1,171,210	\$ 2,188,770			\$ 335,373
DEBT SERVICE							
	\$ 228,691	\$ 227,894	\$ 3,488	\$ 225,000			(\$2,894)
CAPITAL FUND							
PROPERTY TAX TOTAL INCREASE							\$ 899,808
	\$ 29,765,613	\$ 31,310,899		\$ 32,210,707			

**FY2023 REVENUE VS
EXPENDITURE COMPARISON**

	Fund Divisions	Proposed Revenue *w/3% plus 136684 NC	Proposed Expenditures	Use of Reserves as of 7/7/22	Balance	Notes	Reserve Balances Before Use
001 GENERAL FUND							
Property Tax & Other Revenue		\$ 39,075,614	\$ 41,223,297	\$ 1,940,683	\$ 0	*includes 992 annexation, 176216 add'l NC as of 6/10/22	\$4,164,623
				\$ 207,000		*using General Fund account reserves for Tower Truck	
TOTAL GENERAL FUND REVENUE						*using General Fund account reserves for PDS/Bldg software	
001-0100	Mayor/Council		\$ 913,025				
001-0200	Finance Department		\$ 1,117,101				
001-0300	City Hall		\$ 566,151				
001-0500	Building Department		\$ 801,460				
001-0600	Planning & Development		\$ 923,700				
001-0601	Engineering		\$ 1,121,854				
001-0602	GIS		\$ 175,189				
001-0700	Human Resources		\$ 617,827				
001-0800	Non-Departmental		\$ 1,484,350				
001-0900	Legal Department		\$ 1,018,769				
001-1000	Police Department		\$ 17,734,647				
001-1100	Fire Department		\$ 11,029,530				
001-1200	Animal Services		\$ 1,096,369				
001-1301	Parks Department		\$ 2,360,212				
001-1302	Parks & Rec Administration		\$ 263,113				
002 LIABILITY FUND		\$ 1,336,827	\$ 1,336,827		\$ 0		\$946,802
003 STREET OPERATIONS		\$ 8,351,376	\$ 10,512,855	\$ 2,400,000	\$ 238,521	*using 003 Street Reserves for pavement management, bh/sv signal, 2 dump trucks, 1 sweeper, driving simulator	\$4,269,308
004 RECREATION FUND		\$ 3,112,780	\$ 3,112,780		\$ 0		\$106,276
004-1303	Zoo Idaho		\$ 1,003,672				
004-1304	Outdoor Recreation		\$ 309,579				
004-1305	Team Sports		\$ 497,457				
004-1306	Ross Park Aquatic Complex		\$ 533,525				
004-1307	Community Rec. Center		\$ 665,393				
004-1308	Golf Capital Improvement		\$ 82,525				
004-1311	Fort Hall Replica		\$ 11,460				
004-1312	Frontier Village		\$ 4				
004-1313	Summer Concerts		\$ 9,165				
005 CEMETERY FUND		\$ 539,441	\$ 539,441		\$ 0		\$205,861
006 AIRPORT FUND		\$ 2,119,746	\$ 2,119,746		\$ 0	*using Fund 078 department savings	\$2,424,836
007 LIBRARY FUND		\$ 2,226,079	\$ 2,226,079		\$ 0		\$84,182
008 POCATELLO TRANSIT - RURAL		\$ 1,475,564	\$ 1,495,128		(\$19,564)	*federal reimbursement lags	\$575,458
009 POCATELLO TRANSIT - URBAN		\$ 2,667,050	\$ 2,742,703		(\$75,653)	*federal reimbursement lags	(\$824,556)
013 BUSINESS IMPROVEMENT DISTRICT		\$ 100,000	\$ 100,000		\$ 0		\$1,041
014 CHIEF THEATER FUND		\$ -	\$ 10,638	\$ 10,638	\$ 0	*using account reserves	\$38,863
016 EMERGENCY REPAIR FUND		\$ 40,000	\$ 100,798	\$ 60,798	\$ 0	*using account reserves	\$223,918
Fund Number	Fund Divisions	Proposed Revenue *w/3% plus 136684 NC	Proposed Expenditures		Balance	Notes	Reserve Balances
017 SCIENCE & ENVIRONMENT		\$ 967,355	\$ 1,017,355	\$ 50,000	\$ 0	*using Fund 017 reserves	\$134,451
030 SANITATION FUND		\$ 9,795,070	\$ 11,087,542	\$ 1,292,472	\$ 0	*using account reserves (per rate study)	\$3,666,079
031 WATER FUND		\$ 15,369,105	\$ 21,461,245	\$ 6,092,140	\$ 0	*using account reserves (per rate study)	\$3,176,860
032 WATER POLLUTION FUND		\$ 12,992,379	\$ 17,059,860	\$ 4,067,481	\$ 0	*using account reserves (per rate study)	\$2,740,642
035 AMBULANCE FUND		\$ 3,896,419	\$ 4,118,690		(\$222,271)	*needs Bannock County approval	\$2,803,554
037 WATER CAPACITY FEE		\$ 560,222	\$ 607,776		(\$47,554)		\$2,721,330

**FY2023 REVENUE VS
EXPENDITURE COMPARISON**

038 WPC CAPACITY FEE	\$ 268,617	\$ -		\$268,617		\$1,409,220
050 INFORMATION TECHNOLOGY	\$ 1,776,864	\$ 1,776,864		\$0	*includes General Fund reserve transfer for bldg/pds software	\$99,279
051 FLEET SERVICES FUND	\$ 2,014,463	\$ 2,013,504		\$959		\$104,398
052 UTILITY BILLING	\$ 1,570,871	\$ 1,570,871		\$0		(\$644,325)
053 EMPLOYEE WELLNES FUND	\$ 52,447	\$ 52,447		\$0		\$203,179
054 PUBLIC WORKS DIRECTOR	\$ 338,354	\$ 338,338		\$16		\$33,134
055 FUEL INTERNAL SERVICE	\$ 1,223,877	\$ 1,223,877		\$0		(\$190,683)
056 WORKER'S INSURANCE FUND	\$ 1,049,968	\$ 1,266,188		(\$216,220)	*potential expenditures; reserves will be requested if needed	\$595,776
057 EDUCATION BENEFITS		\$ 51,500	\$ 51,500	\$0	*using account reserves	\$91,250
059 DEBT SERVICE	\$ 225,000	\$ 225,000		\$0		\$41,981
060 WPC DEBT SERVICE	\$ 3,096,563	\$ 3,096,563		\$0		(\$28,404,766)
061 WATER DEBT SERVICE	\$ 640,872	\$ 640,872		\$0		(\$4,743,113)
070 FEDERAL AID PROJECTS	\$ 310,000	\$ 146,862		\$163,138		\$612,601
072 AIRPORT CONSTRUCTION	\$ 5,107,951	\$ 5,282,455		(\$174,504)	*federal reimbursement lags	(\$1,292,882)
073 WATER CAPITAL PROJECTS		\$ 2,651,036		(\$2,651,036)		\$6,498,012
074 WPC CAPITAL PROJECTS	\$ 1,300,000	\$ -		\$1,300,000		\$3,035,263
076 BUILDING RENOVATION	\$ 35,880	\$ -		\$35,880	*liquor store rent/maintenance	\$81,154
078 CAPITAL IMPROVEMENT	\$ 188,000	\$ 831,289	\$ 656,289	\$ 13,000	*using Fund 078 45,000 reserve, 611289 savings	\$3,241,831
081 CDBG ENTITLEMENT FUND	\$ 1,890,067	\$ 1,890,067		\$0		(\$77,973)
084 ARPA FEDERAL GRANT		\$ 10,495,496	\$ 10,495,496	\$0	*all money received FY22, using reserves	
088 POLICE GRANT FUND	\$ 54,986	\$ 54,438		\$548		\$118,544
951 POLICE RETIREMENT TRUST	\$ 255,000	\$ 769,433	\$ 514,433	\$0	*using account reserves	\$3,064,006
952 RETIREMENT PAYOUT FUND	\$ 213,145	\$ 861,463	\$ 648,318	\$0	*using account reserves	\$694,958
954 EIDC REVOLVING LOAN FUND	\$ 300,000	\$ 300,000		\$0		
955 CDR LOAN TRUST	\$ 35,035	\$ 35,035		\$0		(\$19,285)
957 ZOO IMPROVEMENT FUND	\$ 3,500	\$ 20,892		(\$17,392)		(\$43,441)
962 FAÇADE LOAN TRUST	\$ 42,303	\$ 42,303		\$0		\$22,018
964 PROPERTY ABATEMENT FUND	\$ 115,000	\$ 115,000		\$0		\$136,950

FY2023 SOLUTION WORKSHEET

7/21/22

		Category Selection Total	\$60,000	-\$761,647	\$761,647					
Options for Removal = Would Reduce the Tax Ask										
General Fund										
001-0100	1.04% Mayor/Council O&M	\$ 530.00			\$440 cut					
001-0100	eliminate Mayor/Council vehicle savings	\$ 2,000.00			cut and can no longer be considered					
001-0200	1.6% Finance O&M increase	\$ 2,956.00			cut + \$2044 and can no longer be considered					
003-0300	City Hall budget reduction				cut \$1500					
001-0500	3% Building O&M increase	\$ 382.00			\$1000 cut					
001-0600	23.6% Planning O&M incr.	\$ 12,304.00			\$12,000 cut					
001-0601	1% Engineering O&M incr.	\$ 850.00								
001-0601	eliminate Eng. Capital savings	\$ 8,000.00			\$5000 cut					
001-0602	7.5% GIS O&M increase	\$ 5,000.00								
001-0700	29.3% HR O&M increase	\$ 18,265.00			\$2500 cut					
001-0900	3% Legal O&M increase	\$ 2,655.00			\$10,000 cut					
001-1000	3% Police O&M increase	\$ 46,108.00			\$2250 cut					
001-1000	Patrol Officer 3rd Class	\$ 80,613.09			SD #25 funding					
001-1000	Patrol Officer 3rd Class	\$ 80,613.09			Idaho AG funding					
001-1100	4.7% Fire O&M increase minus PVT/EAP	\$ 19,950.00			\$2250 cut					
001-1200	3% Animal Services O&M increase	\$ 5,112.00			\$2000 cut					
001-1301	3% Parks O&M increase	\$ 1,945.00			\$10,000 cut					
001-1302	3% P&R Admin O&M incr.	\$ 486.00								
				Selected	Add Revenue	Revenue Available				
Liability Fund										
002	3.71% O&M increase	\$ 31,404.00			\$4613 cut					
Street Fund										
003	3% O&M increase	\$ 116,741.00								
003	Utility Locator - 34%	\$ 25,676.00			impacts the Water & WPC budgets					
003	Utility Locator - 34%	\$ 25,676.00			impacts the Water & WPC budgets					
Recreation Fund										
004-1303	3.45% Zoo O&M increase	\$ 5,787.00								
1303-13	2.22% O&M increases	\$ 18,017.00								
004-1303	Zookeeper	\$ 73,022.03								
Airport Fund										
006	1.88% O&M increase	\$ 1,689.00			\$10,000 cut					
006	85.71% capital increase	\$ 30,000.00								
Library Fund										
007	O&M increase	\$ 9,242.00			cut and can no longer be considered					
		Category Selection Total	\$610,295	\$0	\$0					

FY2023 SOLUTION WORKSHEET

7/21/22

	Interfund Impacts to General Fund										
050	CentralSquare U	\$	12,600.00			cut and can no longer be considered					
	Options for Removal = Non-Tax										
008	Transit Driver	\$	67,908.65			grant funds					
030	Senior Sanitation Op.	\$	75,520.36								
030	Machinist Fab/Welder	\$	78,190.16								
031	Utility Locator - 33% Water	\$	24,922.00			impacts Street Operations budget					
031	Utility Locator - 33% Water	\$	24,922.00			impacts Street Operations budget					
032	Utility Locator - 33% WPC	\$	24,922.00			impacts Street Operations budget					
032	Utility Locator - 33% WPC	\$	24,922.00			impacts Street Operations budget					