

City of Torrington
Budget Work Session
May 6, 2020; 4:00 PM

Via Zoom Webinar link: <https://us02web.zoom.us/j/87043721011>

1) Open Meeting – Mayor Comments

2) Current overview of budget balances and deficiencies

- **Review Summary of Account Balances (attached)**
- **Review Equipment/Vehicle Lease Purchase (attached)**
- **Next steps not completed include Wages, Health Insurance, Property & Casualty Insurance, Admin Fee & Public Access Fees, IT MOU and finalization of Cash Carryover.**

3) Ambulance – Page 53

- New Generator for facility \$77,540 – Pending Homeland Security Grant 100%
- Reduced budget by \$1,800 by postponing one new computer to next fiscal year. Also, increased revenue line item from original estimate by \$45,000. Total reduction in net budget \$46,800

4) Police Department – Page 9

- Sun Ridge RIMS upgrade to NIBRS \$12,000
- Five new AED's for Patrol Vehicles \$8,500
- Four less than legal shotguns with bean bag rounds \$3,000
- 2 New SUV Patrol Vehicles \$84,000 (Lease Purchase \$8,622)
- Budget reductions include 2 computers \$3,600; Body Cams \$5,584; Optics for patrol rifles \$2,500. Total reduction in net budget \$11,684.

5) Fire Department – Page 10

- Energy Efficiency Lighting \$4,000 per year for 4 years (second year)
- New Ladder Truck split with Rural Fire District \$175,000 (Lease Purchase \$17,963)

6) Streets – Page 12

- Crack Seal \$37,500; Chip Seal Program \$209,000
- Concrete pad around office trailer split with Sanitation Fund \$10,000
- Carport for Snow Plow \$9,500
- Other possible reduction in budget – FY21 Crack Seal \$37,500; Street Repair & Maint. \$55,000; Curb & Gutter \$50,000
- Reduced Seasonal position saving \$5,973

Not Budgeted:

- *½ of Ventrac Mower with blade \$21,000 (Lease Purchase \$2,156)*

7) Storm Drains – Page 13

Not Budgeted:

- Storm Drain Rate Analysis \$25,000
- Storm Water Management Plan \$75,000 (Central/East Side)
- Storm Drain Improvements –East M \$95,000

8) Water Fund Metering– Page 22

- Water Meter replacement \$72,745
- This is not in budget totals.
- Reduced Overtime reducing budget by \$269
- Reduced Maintenance of meters by \$600

Not Budgeted:

- New $\frac{3}{4}$ ton utility truck \$53,000 (Lease Purchase Cost \$5,441)

9) Water Fund – Power & Pump – Page 23

- Well #15 Emergency Generator \$120,840 funded by Homeland Security grant 100%
- VFD \$20,000
- Scada System Security Upgrade \$208,000 applied for 100% funding from Homeland Security Grant
- Reduced Electric Utilities by \$20,000

10) Water Fund – Distribution & Capital Construction – Pages 24 & 25

- Page 24: Concrete Saw \$10,000
- Page 24: Four New Computers \$7,200
- Page 25: Evergreen Plaza Water Line Ext \$20,000
- Page 25: WLR(Water Line Repair) W. C 21st to 23rd \$430,000 (CDBG Funding) \$344,000, City Match \$86,000)
- Page 25: WLR West C 23rd to 25th (10% remaining carried over) \$27,500
- Page 25: WLR Albany Water Line \$340,000
- Page 25: Hazard Mitigation Plan funded by FEMA 75% \$99,450; City \$33,150
- Page 25: Additional back-up well - funded by WWDC 75% 120,000; City \$40,000
- Page 25: Reduced maintenance of mains by \$5,000

Not Budgeted:

- West 22nd Ave WLR \$243,000
- PWF Garage Addition Design \$50,000

11) Sewer Fund - Pages 28 – 29

- Page 28: Replace 7 Sewer Flow Meters \$40,000
- Page 29: SLR(Sewer Line Repair) Between East B & A St \$250,000
- Page 29: SLR Alley between West C & Haines \$135,000
- Page 29: Prison sewer improvements totaling \$120,000 (Reimbursed by WDOC)

- Page 29: SLR West 23rd to West 25th between West A & B Street \$230,000
- Page 29: Headworks/pretreatment Facility Design \$150,000.
- WWTP Pretreatment System Construction split between FY 21 & FY22 \$1,750,000 Funded with SRF & USDA Loans and MRG Grant \$1,500,000.

Not Budgeted:

- *¾ ton pickup \$25,000, Mower Trailer \$3,000, and GIS Survey Equipment \$5,000 (Lease purchase cost \$3,388)*

12) Electric Fund – Purchasing Page 32

- New Handheld Scanner \$2,000
- Rock for parking area \$1,500
- Reduced budget by one scanner and Facility O &M totaling \$6,000.
- Also, reduced Seasonal and OT Hours by \$1,310

13) Electric Fund – Metering Page 33

- Metering Electric Meter Replacement \$52,000
- Reduced budget in Equipment O&M by \$2,000 and Maintenance of Meters by \$2,000 for a total of \$4,000

14) Electric Fund – Distribution & Capital Construction Pages 35 & 36

- New Digger Truck \$205,000
- Cost of Service Study \$55,000
- Reduced budget by cutting GIS Inventory of infrastructure \$65,000, Office Expense \$2,500; Maintenance of overhead lines \$10,000; Maintenance of underground \$15,000, and Construction \$10,000 for a total of \$102,500.

Not Budgeted:

- *New Shop/Purchasing/Electrical Building Design \$200,000*
- *Building/Shop Improvements \$2,200,000*

15) Sanitation Fund – Collection Page 39

- Computer and Camera \$2,200
- Crushing Concrete & Asphalt \$35,000
- Concrete pad for Office Trailer split with Streets \$10,000

Not Budgeted:

- *One Ton Pickup with Dump bed \$36,000 (Lease Purchase \$3,695)*
- *Roll-Off Truck \$240,000 (Lease Purchase \$24,635)*

16) Sanitation Fund – Recycling - Page 40

- Discuss possible cuts for FY21

17) Sanitation Fund – Disposal – Page 41

- Well Monitoring \$28,000

- Closure of cell 13 \$208,000
- New Computer \$1,800

18) Other budget discussion:

- Update on Infrastructure Grant for Warning Siren in Cold Springs Business Park – GCEDC \$20,000 plus 25% match

19) Adjourn

5/6/2020

General Fund Balance: \$28,489

Funds needing transfers from General Fund:

Golf Fund	-\$471,410
Airport Fund	-\$423,566
Swimming Pool	-\$151,062
Ambulance Fund	-\$110,014
Cemetery Fund	-\$217,689
Total	<u>-\$1,373,741</u>

General Fund After Transfers: -\$1,345,252

Water Fund Balance	\$196,422
Sewer Fund Balance	\$2,122,508
Electric Fund Balance	\$4,273,200
Sanitation Fund Balance	<u>\$802,717</u>

All funds budget balance (ending Cash Balance) \$6,049,596

Last year's ending Cash Balance estimate - FY20 \$8,186,526

Reserve Balance needed by Dept.	Reserve Target	Current Bal	Amount (under)/over
General Fund	1,767,501	\$28,489	-\$1,739,012
Water Fund	856,056	\$196,422	-\$659,634
Sewer Fund	418,483	\$2,122,508	\$1,704,025
Electric Fund	2,743,994	\$4,273,200	\$1,529,206
Sanitation Fund	511,932	\$802,717	\$290,785
Airport Fund	40,234	-\$423,566	-\$463,800
Golf Fund	55,503	-\$471,410	-\$526,913
Swimming Pool Fund	18,632	-\$151,062	-\$169,694
Ambulance Fund	178,338	-\$110,014	-\$288,352
Cemetery Fund	21,787	-\$217,689	-\$239,476
	<u>6,612,460</u>	<u>\$6,049,596</u>	<u>-\$562,865</u>

Combined General Fund Reserve Target (Under)/Over -\$3,427,246

(Includes General Fund, Golf, Ambulance, Cemetery, Airport, Pool)

5/6/2020

Items in FY 2021 Budget:

List of Equipment	GL #	Department	City Amount	Grant Amount
SUV Patrol Vehicles	10-54-820	Police Department	84,000	
Ventrac Mower Split with Parks	10-60-880	Streets	21,000	
Mower with Blade	10-60-880	Streets	20,000	
Ventrac Mower Split with Streets	10-65-880	Parks	21,000	
Ladder Truck - City Portion of Grant Match	10-55-820	Fire Department	175,000	1,225,000
Trailer	52-40-880	Wastewater	3,000	
3/4 ton 4x4 ext. cab pickup	52-40-860	Wastewater	25,000	
3/4 ton 4x4 with Utility Box	51-73-820	Water Metering	53,000	
New Digger Truck (Carryover from FY20)	53-82-880	Electric Distribution	200,000	
New 1 Ton Truck with Dump bed	54-40-880	Sanitation Collection	36,000	
New Roll-Off Truck	54-40-880	Sanitation Collection	240,000	
New Bed Knife Grinder	56-40-880	Golf	22,500	
<i>Total</i>			<i>900,500</i>	<i>1,225,000</i>
Equipment eligible for Lease Purchase	\$900,500		Equipment Total	\$2,125,500
FY21 Cost assuming 1% Lease Purchase payments starting in January 2021 with 5 year term	\$92,433			
Annual cost thereafter	184,865			