

# 2017 ADMINISTRATIVE BUDGET

Sue Pearson,  
Clerk-Treasurer



# 2016 BUDGET INCLUDES THESE AREAS:

Mayor

Council

City Attorney

CDBG Rehabilitation Loan

IT Rental & Revolving

Financial Management

Clerk

City Hall

# STAFFING LEVELS

	Clerk- Treasurer	Staff
2010	1	2
2011	1	2.5
2012	1	2.5
2013	1	2.5
2014	1	2.5
2015	1	2.5
2016	1	2.5
2017 Projected	1	2.5

# PAST ACHIEVEMENTS

Electronic entry into City Hall

Carpets were replaced in City Hall

Blinds for Council Chambers windows

Continued training for financial software

Working on processes to convert business licensing, cemetery, and miscellaneous billing software

Security for City Hall both inside and outside

Unfunded mandates included into processes and procedures

# CURRENT ACCOMPLISHMENTS

Electronic entry for Community Center

Blinds for Council Chambers windows

Training, Training, Training, Cross-training

Grant training for Staff and Public Works

Working on processes to convert business licensing

Writing City Hall processes and procedures

Unfunded mandates included into processes and procedures

# FUTURE GOALS

Pay equality for all Department Directors

Policies and procedures for grants and accounting along with WMC Title 3-Working with MRSC

Update IT Budget to include telephones

Reviewing City Hall Organization Chart for growth

Implement new software-cemetery, miscellaneous receivables, fixed assets,

# CITY RESPONSIBILITIES

Yakima Valley Office of Emergency Services

Yakima Valley Conference of Governments

Association of Washington Cities

Alcohol Treatment from Liquor revenue

Clean Air Authority

Office of Minority and Woman Owned Businesses

- Total is approximately \$16,500 reduced from \$17,000 last year

Mid-valley Television (MVTV)

- Total is approximately \$16,000



# CITY MANDATED EXPENDITURES

Economic Development 80% of Business Licensing

Graffiti Erradacation

MVTV

Election Costs

# FINANCIAL INFO

<u>Category</u>	<u>Actual 2013</u>	<u>Actual 2014</u>	<u>Actual 2015</u>	<u>Budget 2016</u>	<u>Proposed 2017</u>
Mayor	\$14,447	\$12,949	\$13,009	\$13,750	\$17,325
Council	\$10,079	\$6,328	\$7,297	\$21,380	\$22,450
City Hall	\$60,369	\$35,683	\$96,625	\$65,850	\$65,995
City Attorney	\$54,150	\$34,391	\$46,640	\$36,000	\$52,400
Clerk-Treasurer	\$280,971	\$278,241	\$351,240	\$342,420	\$375,660
Other Current Expense	\$82,894	\$78,502	\$81,731	\$71,385	\$71,550
ITR&R	\$97,642	\$123,822	\$151,208	\$153,000	\$177,800

# SUMMARY

Pay equity for Department Directors

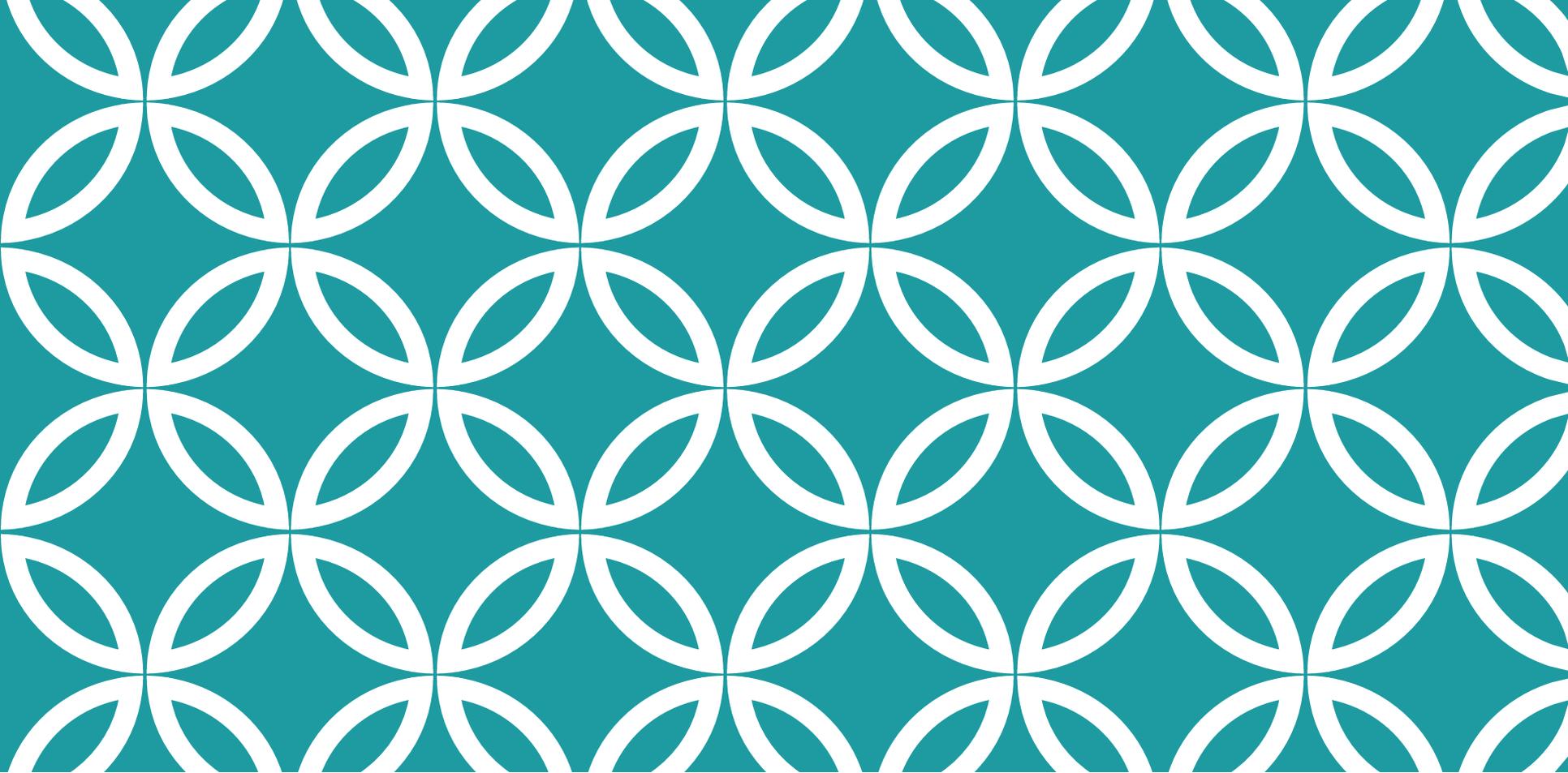
Unfunded mandates are increasing the amount of staff time-1 new person

Need single audits the next 2 to 3 years because of federal grants.

Good foundation to implement required changes-new grant requirements and auditing requirements.

Training, training, training

Keep technology as a partner



**THANK YOU!**

