MEMORANDUM

To:        Mayor and Town Council
From:      Kelle Wilson, Treasurer/Finance Director
RE:        2020 Draft Amended Budget
Date:      August 4, 2020

Here is an overview of some of the items added, eliminated, increased, and/or decreased in the amended budget. For a more comprehensive view, please see highlighted areas within the actual draft amended budget.

**Items Affecting Multiple Funds:**

**REVENUES:**
- Beginning balances updated (if applicable) (some up, some down)
- Adjusted investment incomes (if applicable) (some up, some down)
- Removed all transfers to equipment reserve fund (525)
- Added transfers to equipment reserve to go to capital reserves

**EXPENDITURES:**
- Increased miscellaneous professional services for Sunset Air Energy Audit
- Added new Equipment & Public Works sub-sections to capital reserves
- Increased Public Work Administration supply budget due to COVID19 expenses
- Adjusted AWC RMSA Pool distribution

**001 General Fund**

**REVENUES:**
- Decreased various revenues due to COVID19
- Increased some revenues because they have already exceeded budget projections
- Removed PFFAP Grant for Grange Pocket Park

**EXPENDITURES:**
- Increased Harbor Life Ring contribution (from $1K to $5K)
- Eliminated Electronic Management System ($26,200) (moved to 2021 Budget)
- Increased Misc. Professional Services (new alarm system installation)
- Increased Junk Vehicle removal costs (from $100 placeholder to $4,575)
- Added Derelict Vessel removal costs ($1,500)
- Increased Town Hall repairs due to fire hall floors & baseboards removal (from $1,500 to $6K)
- Added Blair Avenue Mural ($10K)
- Decreased Grange Pocket Park project (from $45K to $5K)
125 Special Revenue Fund

REVENUES:
- Decreased Hotel/Motel revenues due to COVID19
- Removed PFFAP Grant for Grange Pocket Park

EXPENDITURES:
- From Low Income Assistance added Rental Assistance funding ($20K)
- From Harbor Improvement added transfer to Street fund for Port Project ($18K)
- From H/M removed Sunshine Alley Restroom Remodel project ($300K)
- From H/M reduced Grange Pocket Park project (from $105k to $3,500)

410 Water Fund

REVENUES:
- Decreased Usage & Base Charge revenues by 10%

EXPENDITURES:
- Increased Misc. Professional Services (Lawson pond survey & new alarm system installation)
- Increased Treatment R&M for Carbon Filters (from $110K to $225K)
- Increased Distribution R&M for vehicles
- Added Quick Valve installation ($7K)
- Removed Chlorine Booster project ($50K)
- Added Potable Water Trailer equipment ($16.5K) (previously budgeted item paid this year)
- Increased Studies Reserve transfer to cover various studies

415 Water Capital Reserve

REVENUES:
- Added Interfund Loan Interest ($38,700)
- Increased Water hookup fee revenues

EXPENDITURES:
- Eliminated First St Main Replacement design ($105K) (w/b done by Wayne)
- Eliminated First St Main Replacement project ($790K)
- Added Augmentation II Electrical Update ($82K)
- Added funds to cover several studies
- Added new generator for WTP ($85K)

420 Sewer Fund

REVENUES:
- Increased revenues received from Rural Sales & Use funds (from $115K to $135.5K)
- Reduced Usage charge revenues by 25%

EXPENDITURES:
- Increased Treatment small tools ($5K to $15K) (grit containers 4.5K & output cards $3.7K)
- Increased Misc. Professional Services (new alarm system installation)
- Added Biosolids Disposal (Town of La Conner) ($18K)
2020 Draft Amended Budget (Cont'd)

421 Sewer Debt Fund

REVENUES:
- Added USDA Loan reimbursement ($2.812 MM)
- Added DOE Outfall Design Loan
- Added DOE WWTP Upgrade Design Loan

EXPENDITURES:
- Added DOE Outfall Design loan payment
- Added DOE WWTP Upgrade Design loan payment
- Added interfund loan interest payment

425 Sewer Capital Reserve

REVENUES:
- Added DOE Outfall Design Grant ($44K)
- Added DOE WWTP Upgrade Design Grant ($160K)
- Increased Sewer system connections (from $205K to $250K)

EXPENDITURES:
- Increased Outfall Design & Permitting (from $50k to $75K)
- Increased WWTP Upgrade Design (from $105K to $350,775)
- Added Headworks improvements ($260K)
- Added Conveyor installation ($12K)
- Added Elsworth Main Replacement project ($300K)

430 Refuse Fund

REVENUES:
- Reduced Collection Fee income slightly (from $900K to $850K)

EXPENDITURES:
- Increased Collection R&M vehicles (from $15K to $20K)
- Increased Recycling personnel overtime ($1K to $1.5K)
- Increased Recycling R&M vehicles ($500 to $5,725)
- Increased Other Operating small tools (from $1.1K to $2K) (small generator)

435 Refuse Capital Reserve

EXPENDITURES:
- Added new vehicle ($31K)
2020 Draft Amended Budget (Cont’d)

440 Street Fund

**REVENUES:**
- Reduced Capron funds 10% due to COVID19
- Reduced Motor Vehicle Taxes (from $48.5K to $35K)
- Increased Restitution (from $100 placeholder to $35K) (from Higginson lawsuit)
- Added transfer IN from Special Revenue (Harbor) for Port Front St Project ($18K)

**EXPENDITURES:**
- Increased Tucker Ave project legal services (from $60K to $115K)
- Increased Street Maintenance – misc. (from $500 to $4500) (our portion of School flashing lights)
- Added Sidewalk Grinder equipment ($7K)
- Added our portion of Port of FH Front Street Boardwalk project ($25K)

445 Street Capital Reserve

**REVENUES:**
- Reduced TBD Sales & Use taxes by 25% due to COVID19
- Added final payment Tucker Ave TIB grant ($55,200)
- Added final payment Nash St (Market to Caines) TIB grant ($155,350)
- Added final payment Price St (Spring to Park) TIB grant ($100,300)
- Reduced Mullis St (818 Mullis St to Market St) TIB grant (from $696,550 to $20K)
- Eliminated transfer from General fund ($350K)

**EXPENDITURES:**
- Increased Mullis Street Design ($102K to $105,700)
- Increased HMA pavement repairs at various locations (from 85K to 110K)
- Eliminated Nash St (Market to Spruce) Project ($470K)
- Eliminated Mullis St (818 Mullis St to Spring St) Project ($750K)
- Eliminated Mullis St Roundabout Project ($77K)
- Added Second St (Spring to Blair) repairs ($131K)
- Added Tucker Ave (Near Trailer Park) repairs ($78K)
- Added Traffic Control Devices ($15K)

525 Equipment Reserve

- This fund basically eliminated. All monies reassigned to their respective operating funds

550 Public Works Reserve

- This fund basically eliminated. All monies reassigned to their respective operating funds