Fiscal Year 2012-2013
Proposed Budget

Ketchum Urban Renewal Agency
Ketchum, Idaho
Fiscal Year 2012-2013
Proposed Budget

Chairman
Mark Eshman

Commissioners
Michael David
Randy Hall
Nina Jonas
Trina Peters
Jim Slanetz
Trish Wilson

Executive Director
Gary Marks

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City of Ketchum, Idaho

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July 25, 2012

Mayor Hall and City Councilors
City of Ketchum
Ketchum, Idaho

Mayor Hall and City Councilors:

FY2012-2013 Budget Message

The Fiscal Year 2012-2013 City of Ketchum Budget provides budget authority for the services and projects the City anticipates to provide during the fiscal year, which runs from October 1, 2012 to September 30, 2013. The City budget contains a total of twenty-two (22) active, self-balancing funds. "Self-balancing" means beginning fund balance plus revenue equals requirements plus ending fund balance. Each fund has been established to provide segregated accounting for specific activities. This message provides a general description of the budget document and the financial plans for the City for the fiscal year.

The budget document has been designed to promote transparency and public understanding. Budget data is shown on spreadsheets that provide budget history for two prior years, the current year's adopted budget, the current estimate of revenues and expenditures for the current year's adopted budget, the proposed budget for the coming year, and the percentage change from this year's adopted budget as represented in the proposed budget.

To assist in understanding the budget, pie charts illustrating the relative allocations of resources and appropriations have been provided for each fund. Bar charts have also been provided to illustrate fund resources and requirements and fund balances or reserves.

Finally, narratives have been provided for each fund that describes the purpose of the fund, specific objectives for the fund in FY2012-2013, and the staffing levels represented in the fund. The narratives provide information related to operations, capital outlay needs, and other general descriptions. The intent of the narratives are to facilitate understanding of how budget proposals relate to policy and management decisions by comparing budget numbers with proposed objectives.

The Fiscal Year 2012-2013 Proposed Budget totals $17,251,578 in appropriations. This total reflects a 3.7 percent decrease, or a reduction of $666,791 in budget authority, as compared to the adopted Fiscal Year 2011-2012 Budget.

It should be noted that while budget appropriations total $17,251,578, this total includes inter-fund transfers which represent monies that are essentially counted twice – once when initially receipted and again when received by the fund benefitting from the transfer. Subtracting total inter-fund transfers of $3,698,938 from total appropriations results in a total *effective* budget of $13,552,640. This amount is $424,017 less than the *effective* budget for FY2011-2012, and represents a 3.0 percent decrease.

The City's proposed operating budget, which consists of personal services, materials and services, debt service, and contingencies, totals $12,512,034, which represents an increase of 1.0 percent, or $131,704 more, as compared to the adopted FY2011-2012 operating budget.

The City's proposed budget for capital outlay for FY2012-2013 totals $1,005,606, representing a decrease of 35.6 percent, or $555,721, as compared to the FY2011-2012 capital budget.

Unappropriated financial reserves for all budget funds total $3,327,387, representing a 21.6 percent increase, or $601,645 more than FY2011-2012 levels. Unappropriated reserves include funds set aside for cash flow management in the General Fund, Wagon Days Fund, G.O. Debt Fund, and Community Housing In-Lieu Fund; long-term project and equipment reserves for the Capital Improvement Fund, Police Trust Fund and the water and wastewater utilities; and an accrual of development security deposits held in the Development Trust Fund.

It should be noted that the estimated uncommitted beginning fund balance in the General Fund is up $921,360, or 355 percent, from $360,923 in FY2008-2009 to $1,282,283 in FY2012-2013.

Local Option Tax (LOT) receipts for FY2011-2012 were budgeted at $1,623,023, with an additional growth reserve of $405,756. Actual collections are estimated to finish the fiscal year at $1,738,199, representing an increase

of $115,176, or 7.0 percent, as compared to budgeted collections. FY2012-2013 Local Option Tax receipts are budgeted at $1,738,199 in expected revenues. An additional 20 percent increment, or $347,640, has been added to expected revenues to provide for a scenario where economic growth brings significant revenue gains. The total amount reflected in the Local Option Sales Tax revenue line is $2,085,838.

A two (2) percent cost of living increase has been included in the budget for all full-time employees to become effective on October 1, 2012.

A staffing level of 5 elected officials equivalent (EOE) and 48.55 Full Time Employee equivalents (FTE) is supported by the proposed FY2012-2013 budget. It should be noted that three (3) new firefighter/paramedic positions have been included in the total employee count due to the recent award of a $509,000 SAFER Grant from the Federal Emergency Management Agency (FEMA) to the City for the purpose of bolstering Fire Department staffing. The grant covers a two-year period and provides funding for salaries, benefits and payroll expenses.

At the June 4, 2012 City Council meeting, the Council reviewed a list of budget objectives for the FY2012-2013 budget. The following is a recitation of each of these objectives with a corresponding response demonstrating how each objective was achieved.

FY2012-2013 Budget Objectives

- Maintain overall spending levels at or near FY2011-2012 levels.

  Response: After discounting double counted inter-fund transfer activities, the effective FY2012-2013 budget is down 3.0 percent, or $424,017, compared to the prior year budget.

- Maintain the General Fund balance at or above 17 percent of operating revenues.

  Response: The General Fund balance is estimated to finish FY2012-2013 at 18.6 percent of operating revenues, or $930,513.

- Develop a plan relative to Steve Hansen's retirement and the transition to a Public Works Director position.

  Response: The plan proposed in the budget envisions the recruitment of an experienced, professional Public Works Director/City Engineer who would provide overall public works management and engineering services throughout the City organization. This position would replace the Utilities Superintendent position held by Steve Hansen, who will retire soon. Primary duties for the new position would include oversight and management of the water and wastewater systems and the provision of engineering services for the City organization. Over the past three years the City has paid an annual average of $42,507 in small engineering projects and tasks covering planning, streets, water and wastewater. It is anticipated that approximately 80 percent of these projects would be accomplished by a City Engineer, reducing average annual costs by approximately $34,000. As an offset to the new position's engineering responsibilities, the duties of the water and wastewater supervisors would be increased to include managerial responsibilities previously provided by the Utilities Superintendent. Compensation, inclusive of salaries and payroll expenses, for the two supervisor positions would be

increased a total of approximately $30,600 annually. On net, the overall transition from the current Utilities Superintendent position to a Public Works Director/City Engineer position would result in a small average annual savings of approximately $3,400 (i.e. $34,000 savings in engineering services less $30,600 in increased compensation expense for the water and wastewater utility supervisors).

- Appropriate $100K from the General Fund balance to be utilized for the Community Development Corporation's (KCDC) Walkability Project.

  Response: $100K was included in the Non-Departmental Division of the General Fund for the KCDC project.

- Develop a cost of living adjustment for full-time staff.

  Response: A two (2) percent cost of living increase has been included in the budget for all full-time employees.

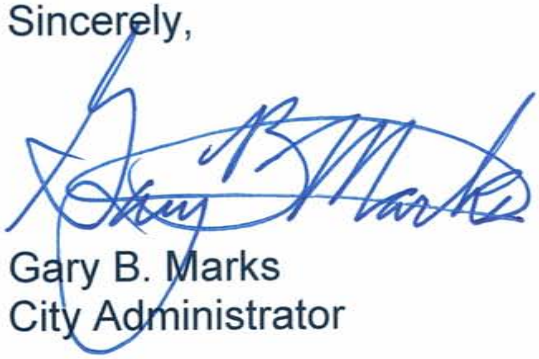
I want to express my thanks and appreciation to Sandy Cady for her assistance in the preparation of this budget. I rely on Sandy's support for a

broad assortment of information needs related to budget development.

Likewise, special thanks are extended to my assistant, Lisa Enourato, and the City's department directors and their supporting staffs for their work developing budget proposals. Without their input I would have been poorly positioned to develop this budget.

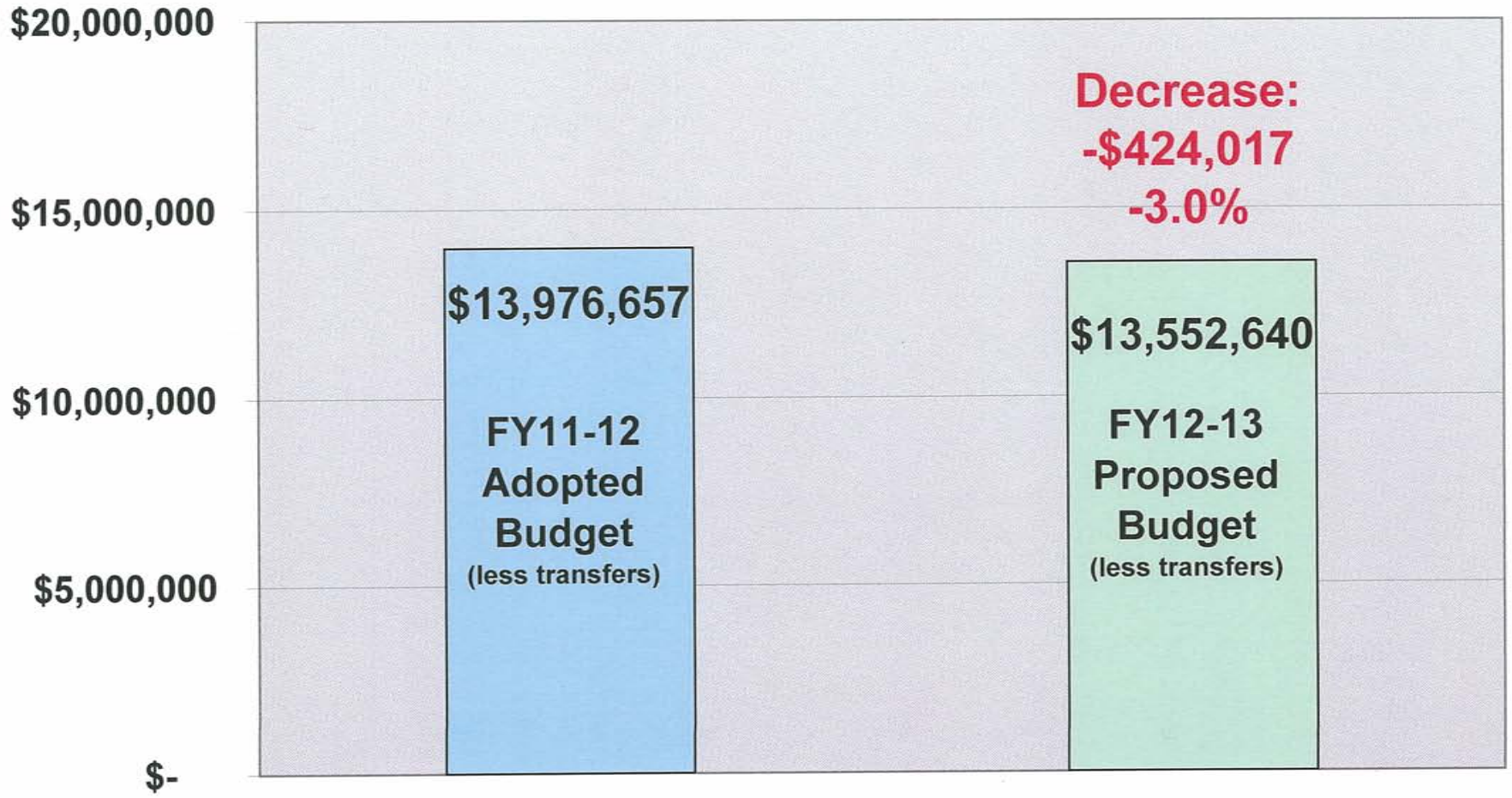
This proposed budget is presented to the City Council and the community for their review and consideration for the City's operations, services, projects and programs in Fiscal Year 2012-2013. I strongly recommend that the Council adopt this budget as presented.

Sincerely,



Gary B. Marks
City Administrator

Fiscal Year Budget Comparison (All Funds)
Adopted FY11-12 vs. Proposed FY12-13
"Apples to Apples" Comparison



Fiscal Year 2012-2013 Budget

Purpose

The Fiscal Year 2012-2013 Budget provides the legal authority to administer the services and projects provided by the City. The budget is a financial plan containing projections of resources (income) and requirements (expenses) for the fiscal year which begins October 1, 2012 and ends September 30, 2013. The City Budget contains a total of 22 active, self-balancing funds. "Self balancing" is defined as total resources (i.e. beginning fund balance plus current year revenue) equaling total requirements (i.e. appropriated spending authority plus ending fund balance). Each fund has been established to provide segregated accounting for a specific area of activity.

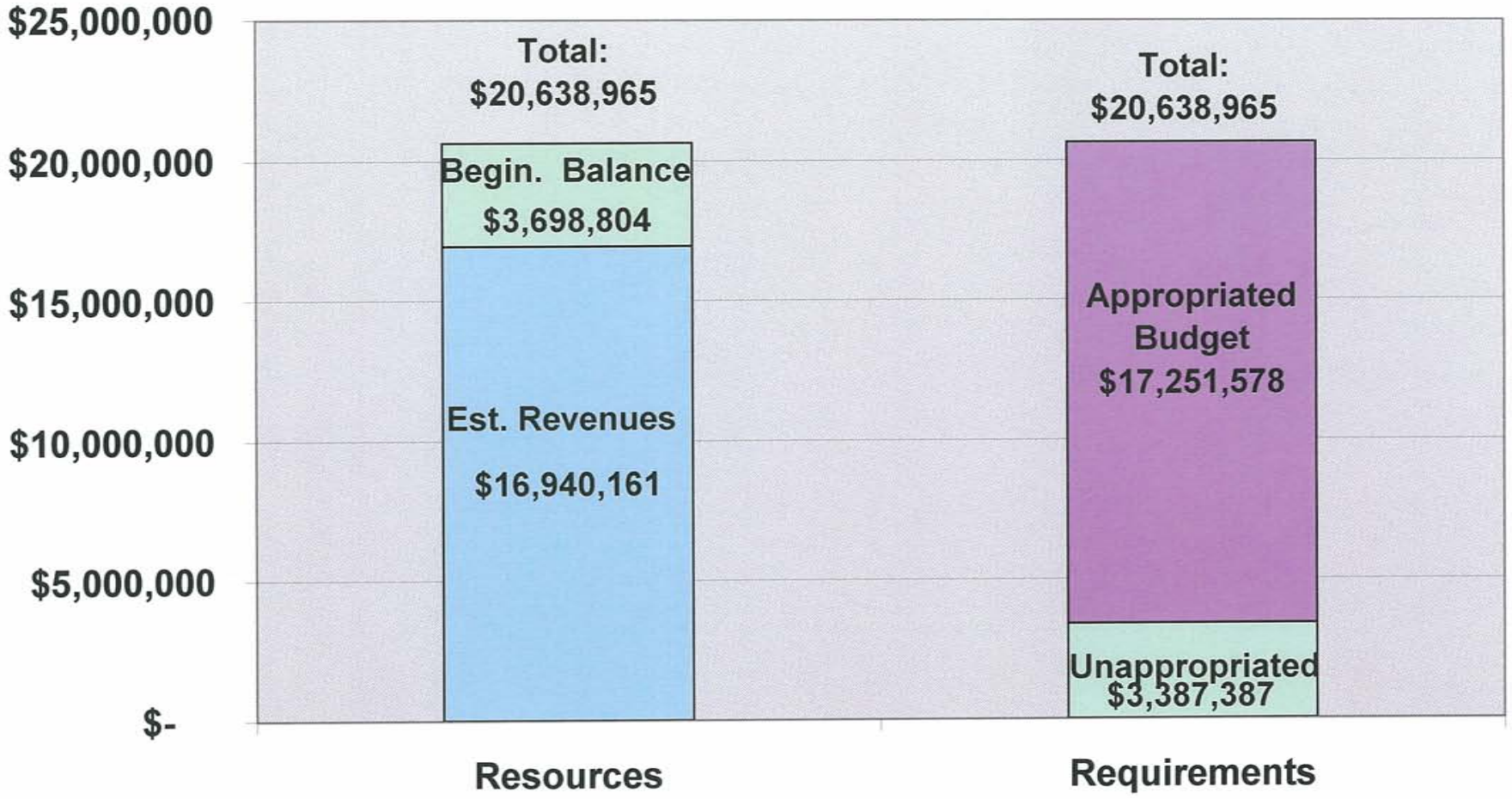
FY2012-2013 Objectives

The objectives of the Fiscal Year 2012-2013 Budget are to provide budget authority to administer the City's services and projects.

FY2012-2013 Staffing

The City of Ketchum Budget provides for five elected officials and 48.55 Full Time Employee Equivalent (FTE). The amounts budgeted in Personal Services throughout the budget reflect these staffing totals.

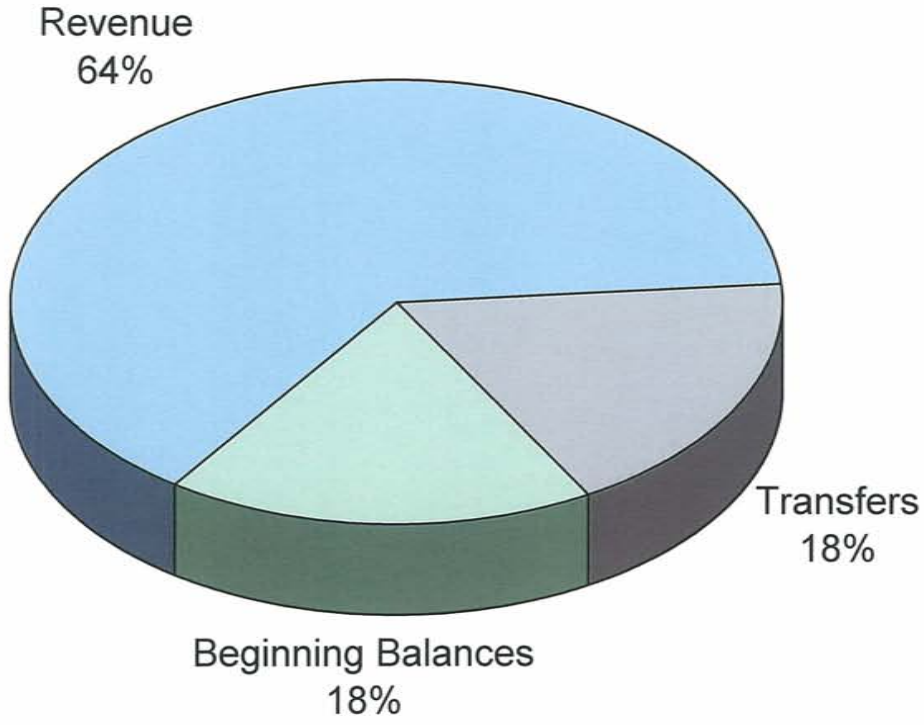
FY2012-2013 Budget Summary
Resources vs. Requirements



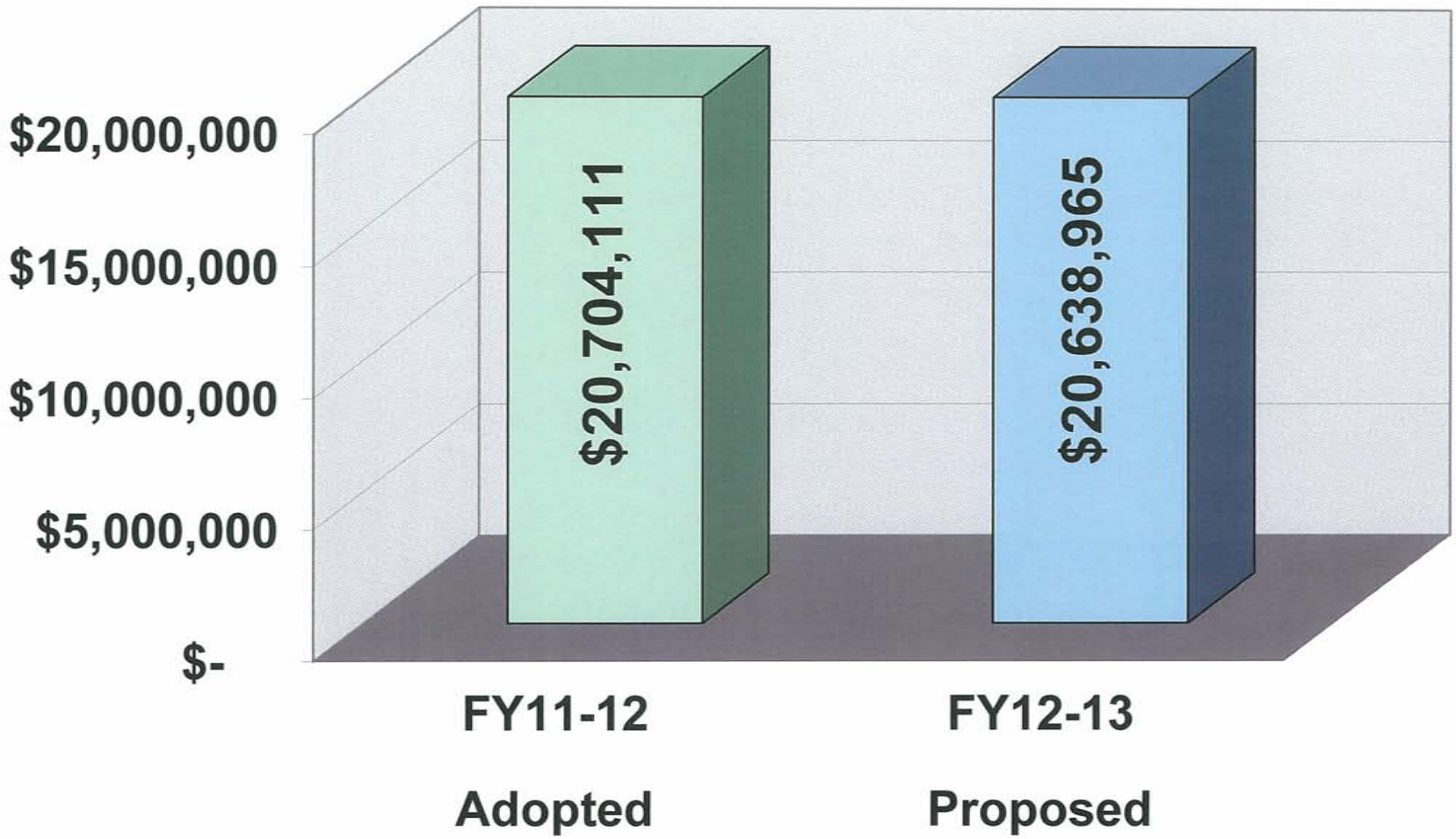
BUDGET SUMMARY (BY FUNDS)
CITY OF KETCHUM PROPOSED BUDGET
FISCAL YEAR 2012-2013

	RESOURCES				REQUIREMENTS								
Fund	Beginning Balance	Revenue	Transfers	TOTAL	Personal Services	Materials & Services	Capital Outlay	Transfers	Debt Service	Conting.	TOTAL APPROP. BUDGET	Unapprop.	TOTAL APPROP. & UNAPPROP
General	1,282,283	4,997,065	0	**6,279,348**	955,517	1,898,418	9,300	2,235,600	0	250,000	**5,348,835**	930,513	**6,279,348**
Wagon Days	923	17,500	95,000	**113,423**	0	109,500	0	0	0	0	**109,500**	3,923	**113,423**
Street Maint.	267,639	456,090	1,111,516	**1,835,245**	782,720	637,769	0	220,000	0	35,000	**1,675,489**	159,756	**1,835,245**
Street Cap	8,984	8,000	70,000	**86,984**	0	0	70,000	0	0	0	**70,000**	16,984	**86,984**
Law Enf Cap	208	200	0	**408**	0	0	0	0	0	0	**0**	408	**408**
Fire & Rescue	112,157	382,353	471,708	**966,218**	690,635	66,500	11,000	56,000	0	15,000	**839,135**	127,083	**966,218**
Fire Cap	60,184	4,000	56,000	**120,184**	0	0	0	0	0	0	**0**	120,184	**120,184**
Ambulance	89,261	1,102,377	44,664	**1,236,302**	1,016,797	88,000	11,000	0	0	21,000	**1,136,797**	99,505	**1,236,302**
Parks & Rec	148,312	144,600	795,744	**1,088,656**	687,842	250,550	0	17,500	0	19,000	**974,892**	113,764	**1,088,656**
Parks Cap	7,494	7,000	17,500	**31,994**	0	0	17,500	0	0	0	**17,500**	14,494	**31,994**
Parks Trust	389	45,000	0	**45,389**	0	45,000	0	0	0	0	**45,000**	389	**45,389**
Local Op Tax	163,734	2,112,838	0	**2,276,572**	109,552	1,388,080	0	283,032	0	35,000	**1,815,664**	460,908	**2,276,572**
G. O. Debt	1,572	0	150,000	**151,572**	0	0	0	0	149,512	0	**149,512**	2,060	**151,572**
Undergr Imp.	218,277	215,000	0	**433,277**	0	0	0	0	0	0	**0**	433,277	**433,277**
In-Lieu	77,242	100	0	**77,342**	0	70,000	0	0	0	0	**70,000**	7,342	**77,342**
Water	97,067	1,498,500	0	**1,595,567**	551,726	404,861	0	124,275	358,743	30,000	**1,469,605**	125,962	**1,595,567**
Water Cap	22,224	18,000	124,275	**164,499**	0	0	124,275	0	0	0	**124,275**	40,224	**164,499**
Sewer	893,619	2,170,600	0	**3,064,219**	944,853	547,816	0	762,531	282,643	55,000	**2,592,843**	471,376	**3,064,219**
Sewer Cap	4,900	12,000	762,531	**779,431**	0	0	762,531	0	0	0	**762,531**	16,900	**779,431**
Police Trust	108,182	0	0	**108,182**	0	0	0	0	0	0	**0**	108,182	**108,182**
Fire Trust	75,535	0	0	**75,535**	0	0	0	0	0	0	**0**	75,535	**75,535**
Dev Trust	58,618	50,000	0	**108,618**	0	50,000	0	0	0	0	**50,000**	58,618	**108,618**
TOTAL	3,698,804	13,241,223	3,698,938	**20,638,965**	5,739,642	5,556,494	1,005,606	3,698,938	790,898	460,000	**17,251,578**	3,387,387	**20,638,965**
% of TOTAL	17.9%	64.2%	17.9%	**100.0%**	27.8%	26.9%	4.9%	17.9%	3.8%	2.2%		16.4%	**100.0%**

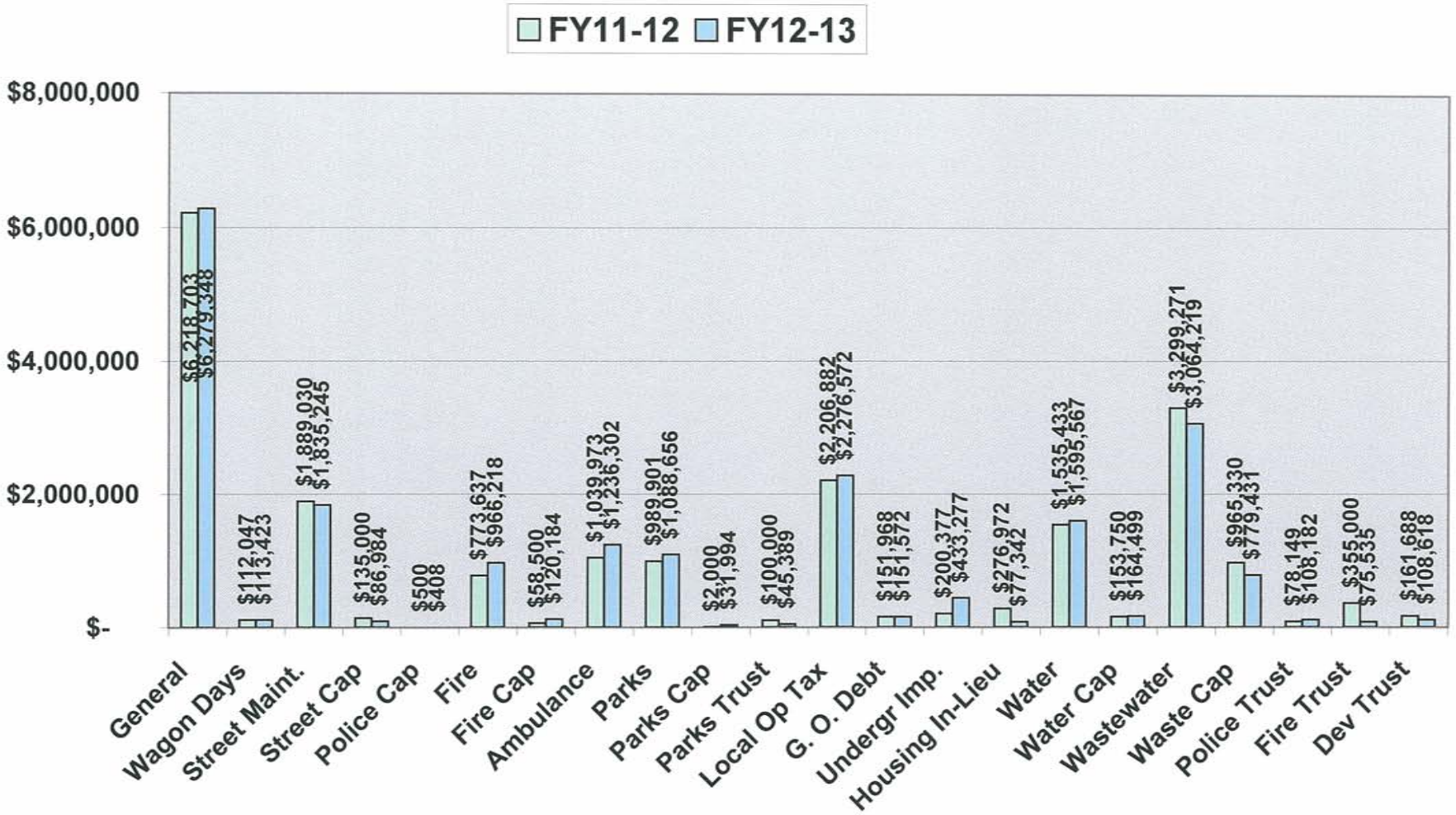
Total FY2012-2013 Budget Resources



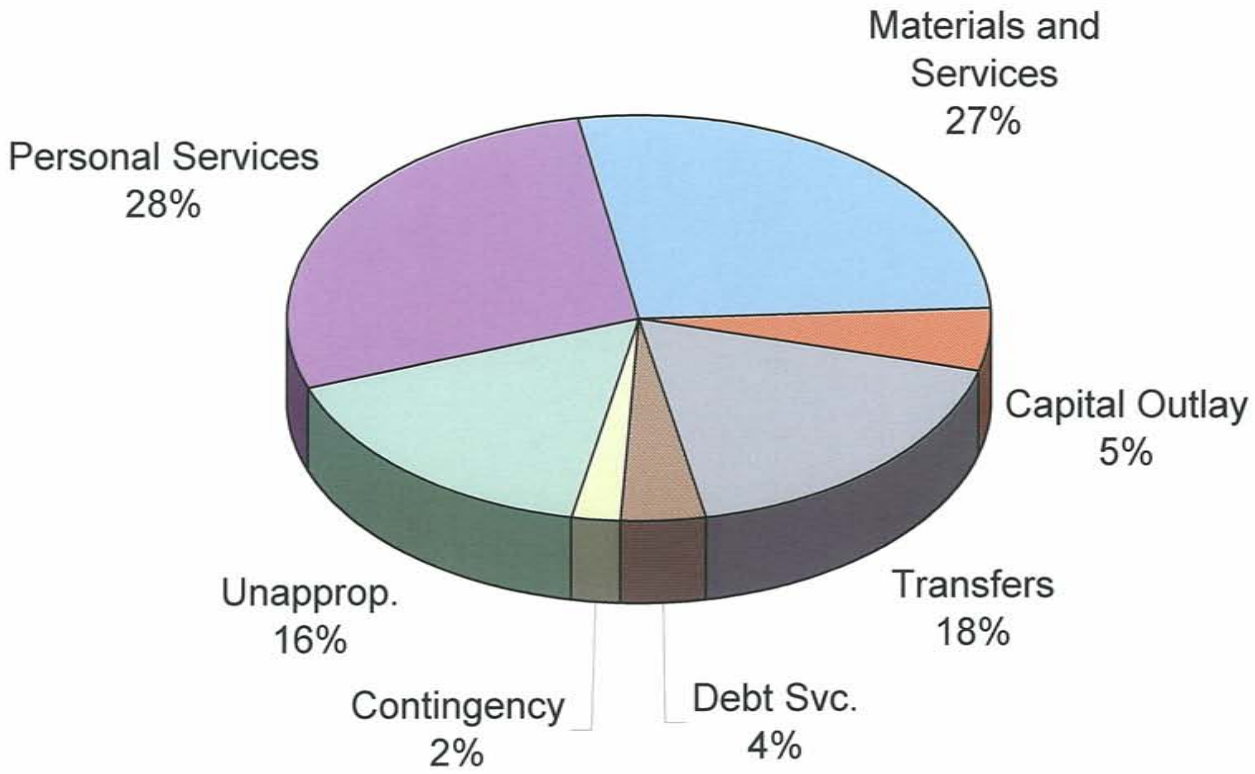
Total Budget Resources
FY11-12 vs. FY12-13



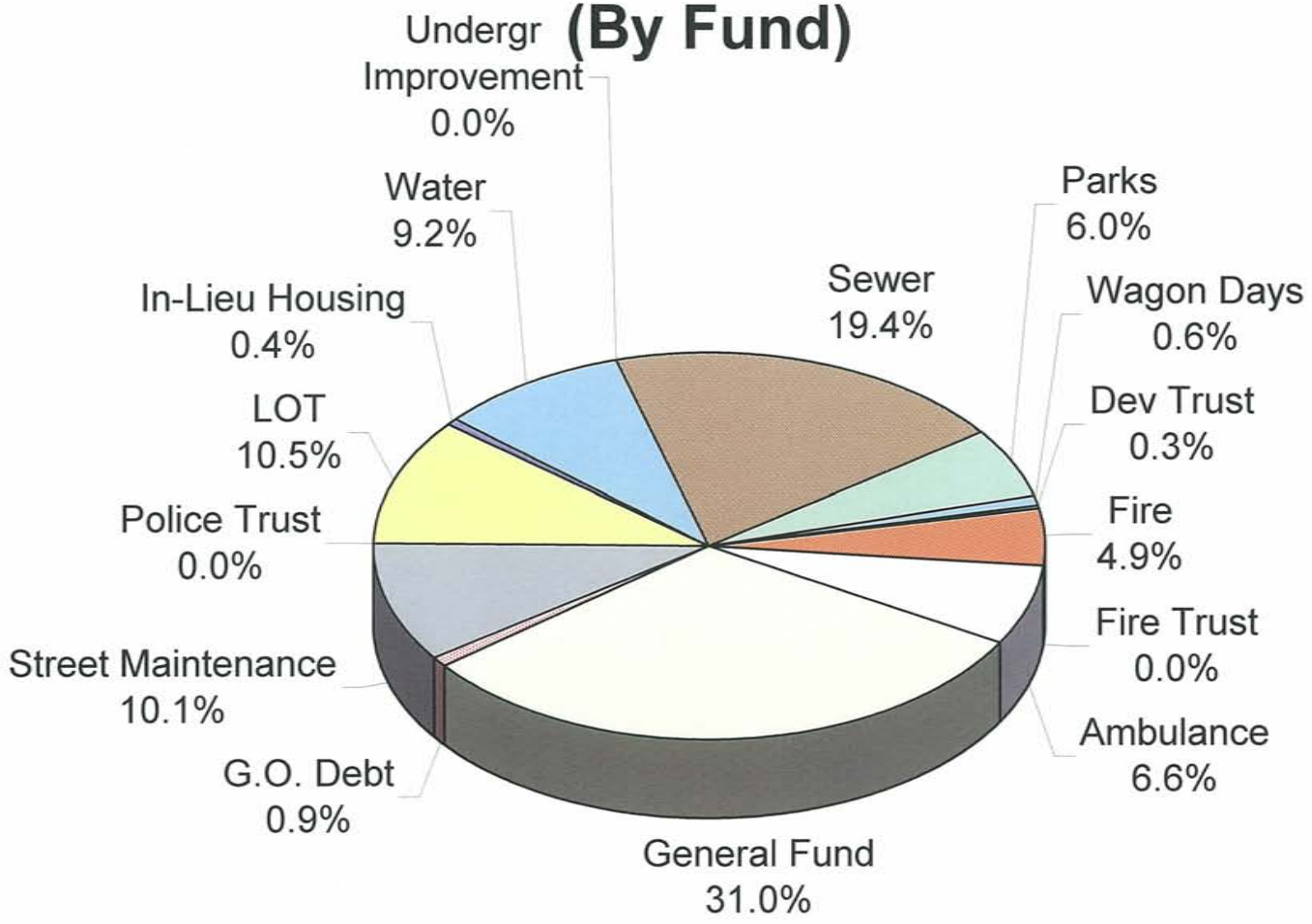
Total Budget Resources
FY11-12 vs. FY12-13 (By Fund)



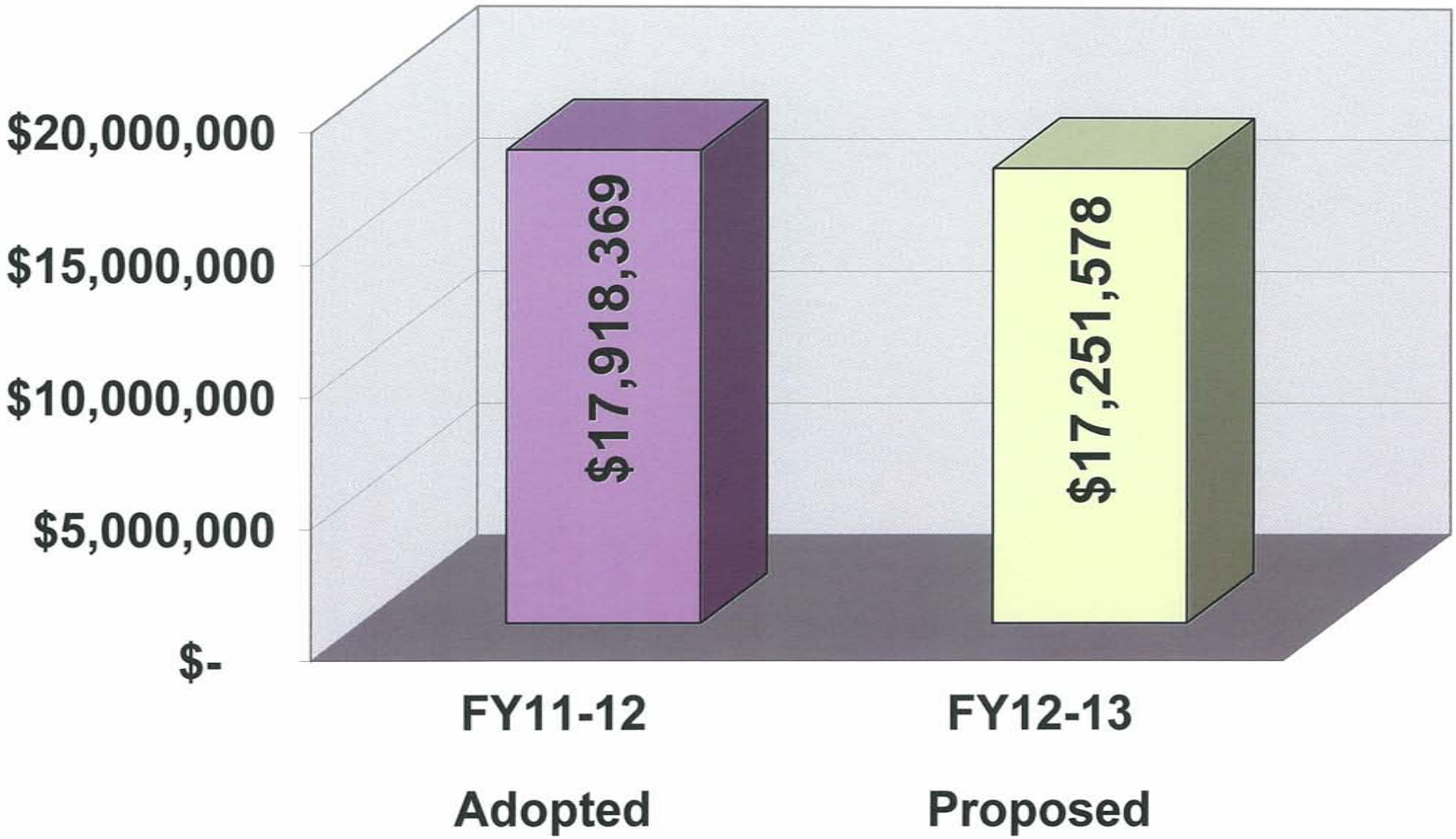
Total FY2012-2013 Budget Requirements (By Budget Categories)



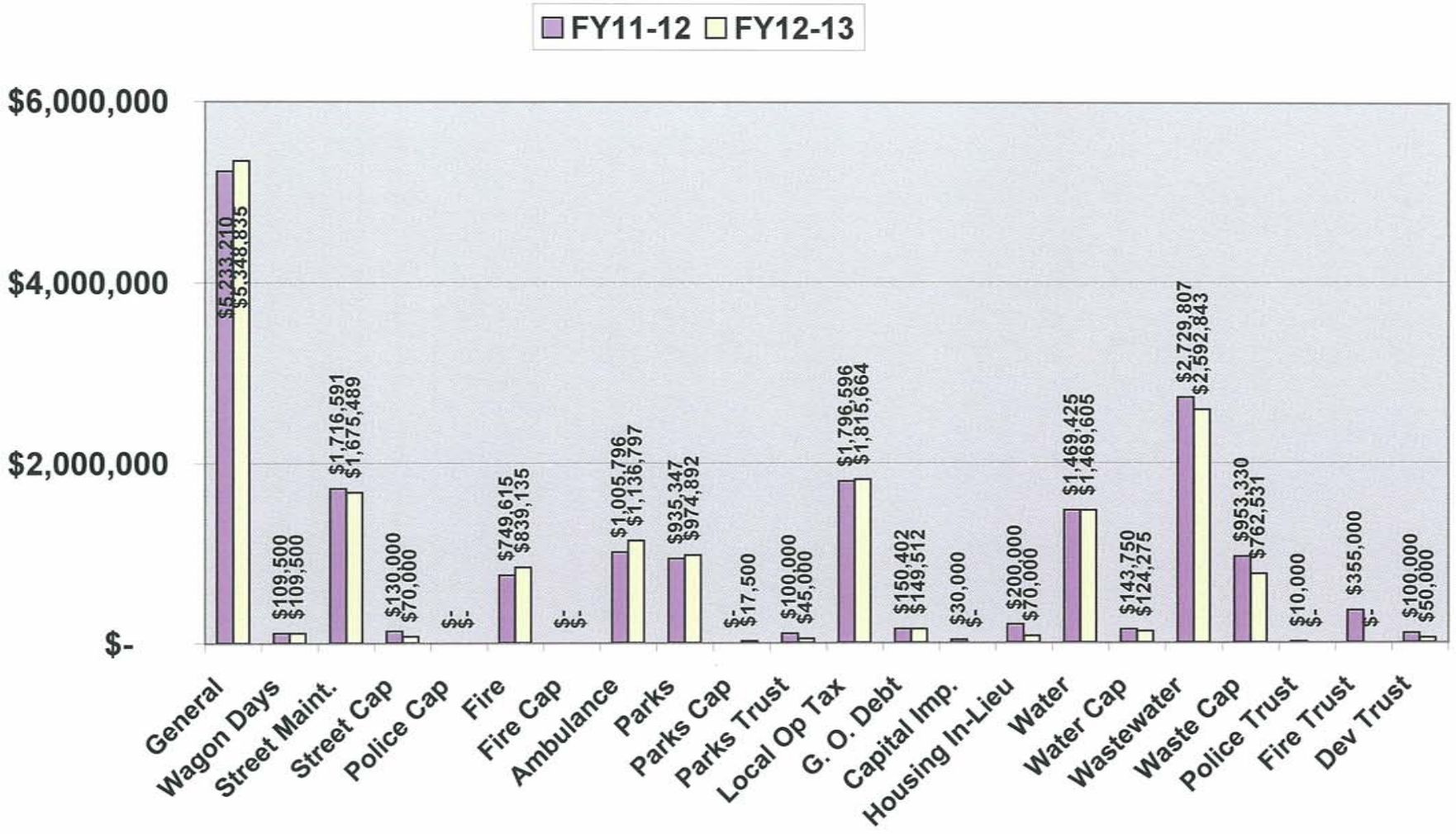
Total FY2012-2013 Budget Requirements (By Fund)



Total Budget Requirements
FY11-12 vs. FY12-13



Total Budget Requirements
FY11-12 vs. FY12-13



General Fund

Including:
Legislative and Executive
Administrative Services
Legal Services
Community Planning and Development
Law Enforcement
Building Codes Services
Non-Departmental

General Fund

Purpose

The General Fund provides budget authority for services and projects that are not typically self-supporting. Services provided by the General Fund are Legislative and Executive, Administrative Services, Legal Services, Community Planning and Development, Law Enforcement, Building Codes Services and Non-Departmental functions. Significant transfers of funds are also made from the General Fund to support the Street Maintenance, Fire and Rescue, Ambulance, and Parks and Recreation Funds. General Fund services generate inadequate revenue to off-set their costs. As such, property tax revenue and other "general" income sources are utilized to pay for General Fund expenses.

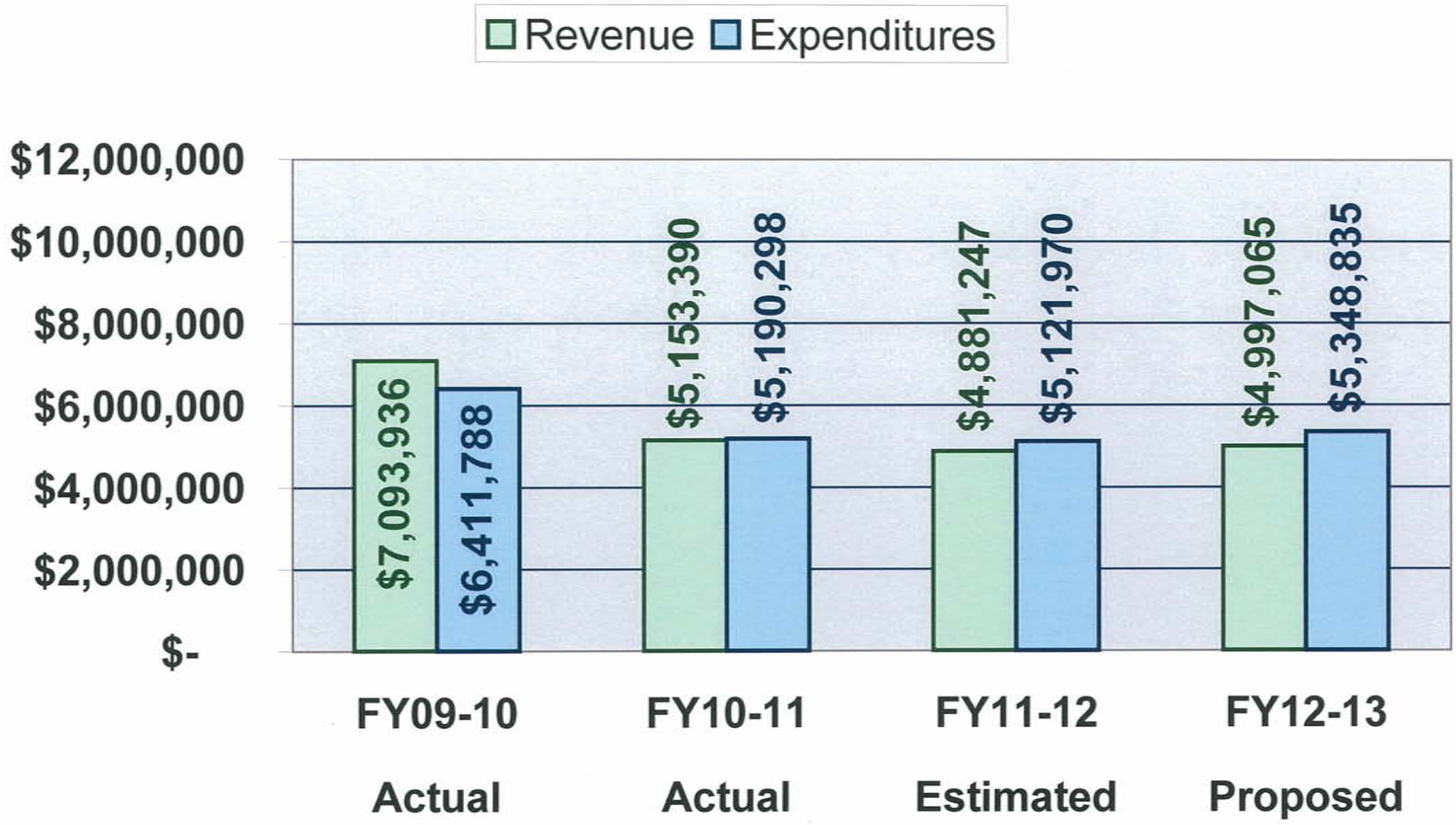
FY2012-2013 Objective

The objective of the General Fund for Fiscal Year 2012-2013 is to provide budget authority to provide the above listed services within the City.

FY2012-2013 Staffing

The General Fund is supported by a cumulative total of 1.75 Elected Officials Equivalent (EOE) and 7.4 Full Time Employee Equivalent (FTE). The amounts budgeted in Personal Services throughout the General Fund reflect these staffing totals.

General Fund Revenue vs. Expenditures (FY2010 - FY2013)

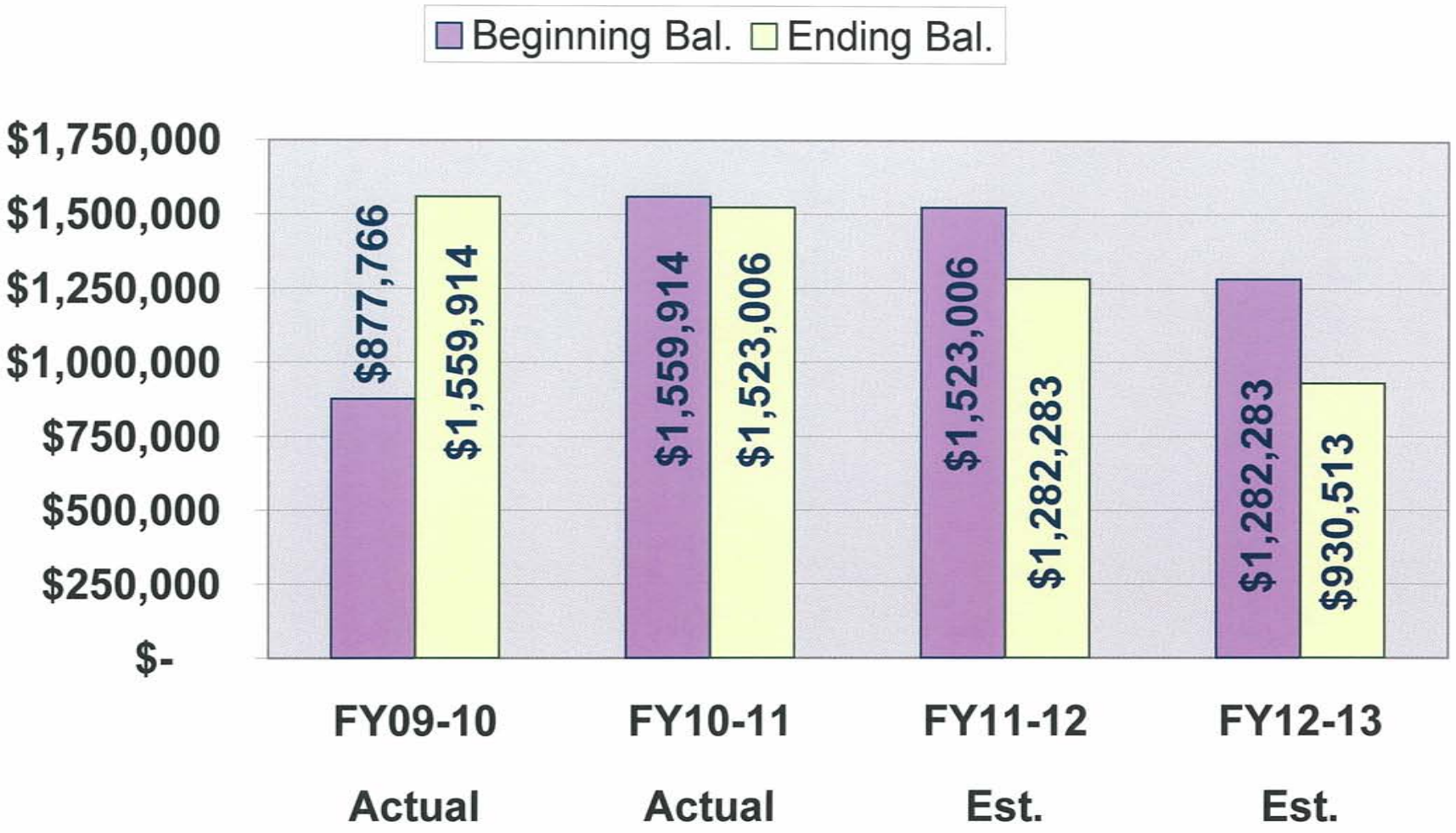


GENERAL FUND - 01

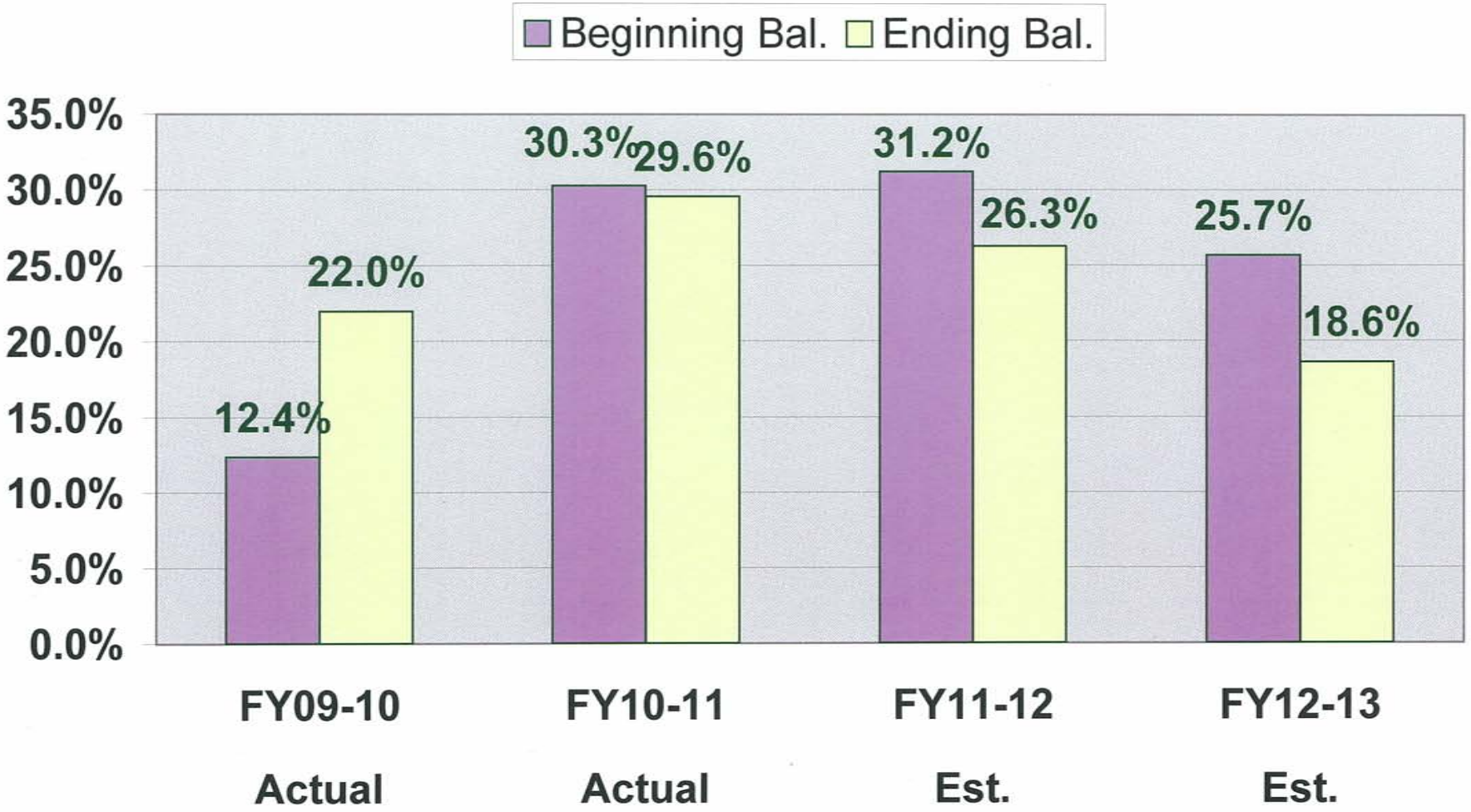
FUND SUMMARY

	ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
RESOURCES						
Beginning Cash Balance	**877,766**	**1,559,914**	**1,381,149**	**1,523,006**	**1,282,283**	**-7.2%**
Revenue	**7,093,936**	**5,153,390**	**4,837,554**	**4,881,247**	**4,997,065**	**3.3%**
Total Resources	**7,971,702**	**6,713,304**	**6,218,703**	**6,404,253**	**6,279,348**	**1.0%**
REQUIREMENTS						
Appropriations:						
Legislative and Executive	79,980	85,408	100,867	98,835	108,943	8.0%
Administrative Services	289,470	304,378	397,390	366,574	482,288	21.4%
Legal Services	82,729	84,054	99,569	103,569	103,569	4.0%
Community & Economic Development	770,923	648,419	769,618	699,666	647,769	-15.8%
General Government Bldg. Maint.	0	0	0	0	0	0.0%
Human Resources/Risk Mgmt.	0	0	0	0	0	0.0%
Contracted Community Services	0	0	0	0	0	0.0%
Law Enforcement	1,401,874	1,326,642	1,255,138	1,256,361	1,279,601	1.9%
Fire and Rescue	665,325	0	0	0	0	0.0%
Building Code Services	170,989	145,586	90,028	126,365	141,065	56.7%
Ambulance Services	869,738	0	0	0	0	0.0%
Street Maintenance	0	0	0	0	0	0.0%
Parks and Recreation	770,970	0	0	0	0	0.0%
Non-Departmental	1,309,790	2,595,811	2,520,600	2,470,600	2,585,600	2.6%
Total Appropriations	**6,411,788**	**5,190,298**	**5,233,210**	**5,121,970**	**5,348,835**	**2.2%**
Ending Cash Balance	**1,559,914**	**1,523,006**	**985,493**	**1,282,283**	**930,513**	**-5.6%**
Total Requirements	**7,971,702**	**6,713,304**	**6,218,703**	**6,404,253**	**6,279,348**	**1.0%**

General Fund Beginning & Ending Fund Balances (FY2010-FY2013)

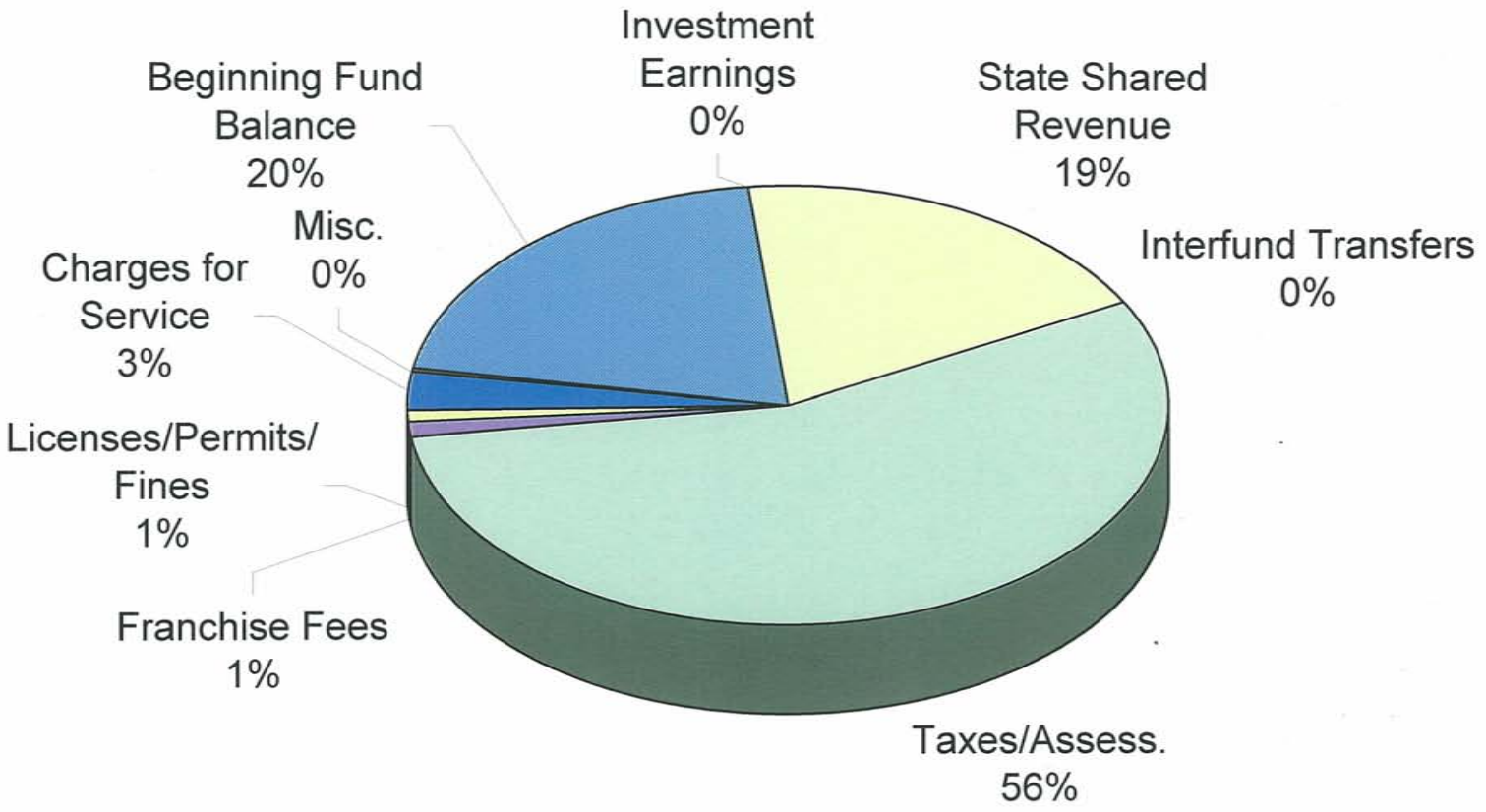


General Fund Beginning & Ending Fund Balances as a % of Operating Revenue (FY2010-FY2013)



General Fund Resources

General Fund Resources Summary

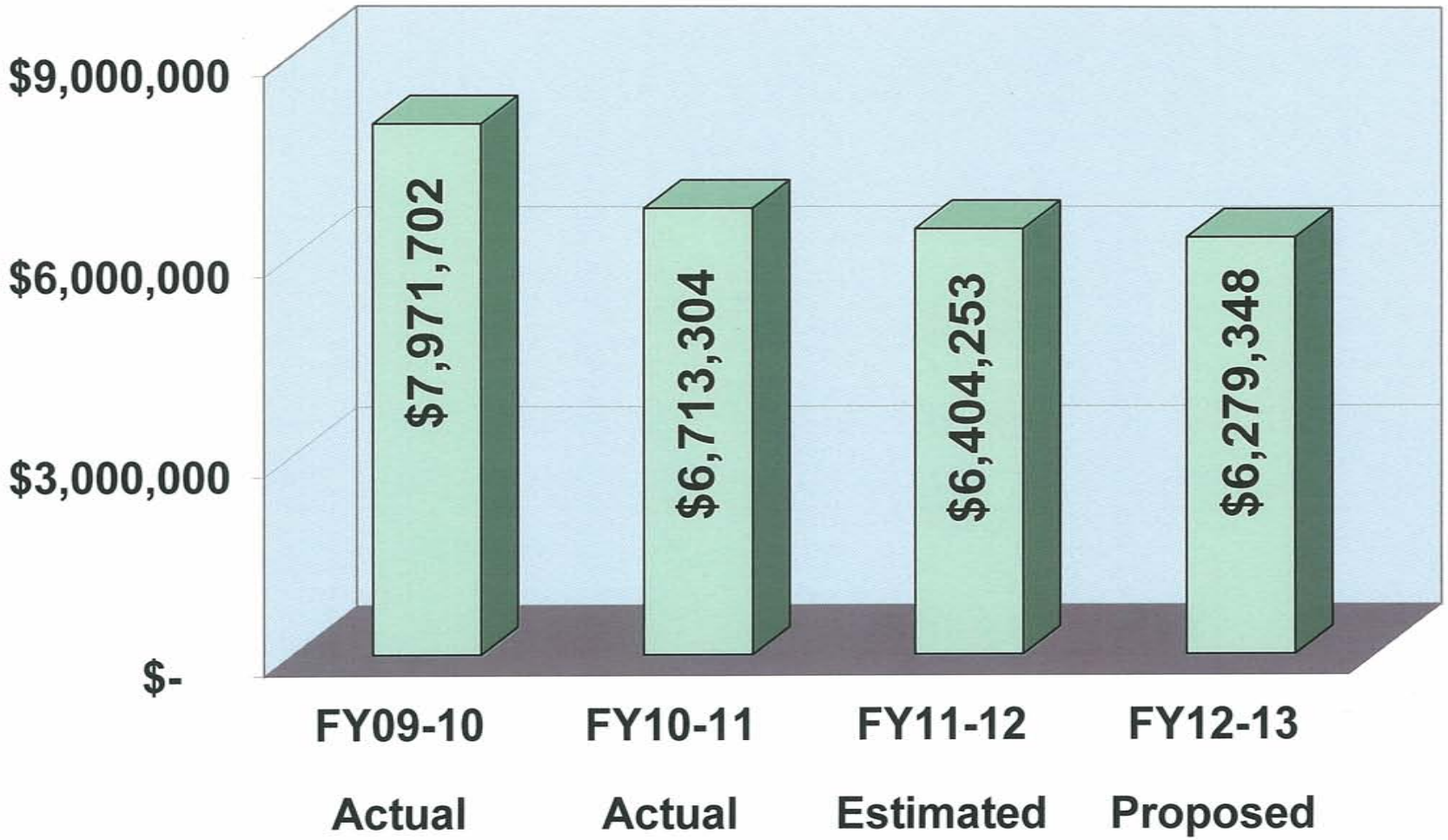


GENERAL FUND - 01

RESOURCE SUMMARY (Beginning Cash Balance + Revenue)

	ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
Beginning Cash Balance	877,766	1,559,914	1,381,149	1,523,006	1,282,283	-7.2%
Taxes/Assessments	3,100,268	3,294,967	3,378,954	3,381,954	3,486,583	3.2%
Franchise Fees	179,911	66,380	60,000	68,000	66,000	10.0%
Licenses/Permits/Fines	87,660	65,429	60,650	56,280	56,200	-7.3%
State Shared Revenue	1,176,569	1,160,482	1,140,000	1,141,709	1,196,282	4.9%
Charges for Service	1,887,562	241,435	176,950	206,085	177,000	0.0%
Miscellaneous Revenue	657,709	318,918	15,000	21,219	9,000	-40.0%
Investment Earnings	4,257	5,779	6,000	6,000	6,000	0.0%
Interfund Transfers/Loan Repayment	0	0	0	0	0	0.0%
	7,971,702	6,713,304	6,218,703	6,404,253	6,279,348	1.0%

General Fund Resources
(Beginning Fund Balance + Annual Revenue)



GENERAL FUND - 01

RESOURCES (Beginning Cash Balance + Revenues)

		ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
BEGINNING FUND BALANCE		**877,766**	**1,559,914**	**1,381,149**	**1,523,006**	**1,282,283**	**-7.2%**
FUND REVENUE							
3100-1000	General Property Taxes	3,079,649	3,271,681	3,363,954	3,363,954	3,471,583	3.2%
3100-3000	Local Option Sales Taxes	0	0	0	0	0	0.0%
3100-6110	Natural Gas Franchise Fees	114,589	0	0	0	0	0.0%
3100-6120	Cable Franchise Fees	0	0	0	0	0	0.0%
3100-6150	Solid Waste Franchise Fees	65,322	66,380	60,000	68,000	66,000	10.0%
3100-9000	Penalty and Interest	20,619	23,286	15,000	18,000	15,000	0.0%
3200-1110	Beer License Permit Fees	11,850	11,613	11,000	11,000	11,000	0.0%
3200-1120	Liquor License Permit Fees	7,420	6,253	5,500	5,500	5,500	0.0%
3200-1130	Wine License Permit Fees	12,400	12,067	12,200	12,000	12,000	-1.6%
3200-1140	Catering Permit Fees	860	1,130	500	580	500	0.0%
3200-1150	Special Events Permit Fees	3,050	5,800	4,000	4,000	4,000	0.0%
3200-1300	Light Industrial Permit Fees	250	0	200	0	0	-100.0%
3200-1400	Business License Permit Fees	29,910	0	0	0	0	0.0%
3200-1520	Taxi and Limosine Permit Fees	1,785	2,840	2,200	2,200	2,200	0.0%
3200-2100	Building Permit Fees	136,386	90,737	70,000	90,000	90,000	28.6%
3200-2140	Right-of-Way Fees	0	0	0	0	0	0.0%
3200-2150	Mechanical Permit Fees	19,360	1,577	0	0	0	0.0%
3200-2160	Street Excavation Permit Fees	0	0	0	0	0	0.0%
3200-6800	Tree Removal Permit Fees	75	0	50	0	0	-100.0%
3310-4100	State Grants	25,615	0	0	0	0	0.0%
3310-5100	State Liquor Apportionment	262,216	255,356	250,000	250,000	250,000	0.0%
3310-5200	State Gasoline Tax Allocation	0	0	0	0	0	0.0%
3310-5500	State Sales Tax Allocation	67,805	69,703	68,000	68,188	70,117	3.1%
3310-5600	State Shared Revenue	788,410	807,213	790,000	797,521	850,165	7.6%
3320-8400	County Court Fines	32,523	28,210	32,000	26,000	26,000	-18.8%
3320-8600	County Ambulance Contract	862,187	0	0	0	0	0.0%

GENERAL FUND - 01

RESOURCES (Beginning Cash Balance + Revenues) - Continued

		ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
FUND REVENUE (Continued)							
3400-1100	Planning Fees	12,170	18,173	15,000	15,000	15,000	0.0%
3400-1102	Annexation Fees	0	0	0	0	0	0.0%
3400-1104	Hotel Development Fees	219,703	0	0	0	0	0.0%
3400-1105	River Run Development Fees	32,759	4,030	0	0	0	0.0%
3400-1110	Building Plan Check Fees	78,681	52,250	40,000	55,000	40,000	0.0%
3400-1120	Planning Plan Check Fees	53,799	35,941	30,000	40,000	30,000	0.0%
3400-1130	Fire Plan Check Fees	53,469	0	0	0	0	0.0%
3400-1400	Mailing Fees/Publication	1,157	787	300	2,700	1,000	233.3%
3400-1500	Reproduction/Fingerprint Fees	1,338	1,979	1,500	1,000	1,000	-33.3%
3400-2100	Special Police Fees	16	0	0	0	0	0.0%
3400-2200	Rural Fire Protection Fees	220,731	0	0	0	0	0.0%
3400-2250	Special Fire Fees	1,886	0	0	0	0	0.0%
3400-3000	Animal Transports	265	985	150	475	0	-100.0%
3400-4000	Engineering Fees	3,224	2,329	0	600	0	0.0%
3400-4100	Attorney Fees	39,881	31,627	20,000	1,310	0	0.0%
3400-5000	P & Z Retainer Fees	0	0	0	0	0	0.0%
3400-5100	Solid Waste Charges	0	0	0	0	0	0.0%
3400-6100	School Dist. Park Maint. Contract	3,000	0	0	0	0	0.0%
3400-6110	Sun Peak Park Contract	2,964	0	0	0	0	0.0%
3400-6300	Youth Program Fees - Parks	82,452	0	0	0	0	0.0%
3400-6310	Sun Valley Park Rec Contract	30,000	0	0	0	0	0.0%
3400-6320	Park User Fees	2,970	0	0	0	0	0.0%
3400-6330	Swim Team Fees	17,428	0	0	0	0	0.0%
3400-6700	Park Concession Sales	11,436	0	0	0	0	0.0%
3400-6800	Tree Services	300	0	0	0	0	0.0%
3400-7800	Private Event Charges	0	0	0	0	0	0.0%
3500-1100	Parking Fines	20,060	25,726	25,000	21,000	21,000	-16.0%
3700-1000	Interest Earnings	4,257	5,779	6,000	6,000	6,000	0.0%
3700-2000	Rent	561,522	233,260	9,000	9,000	9,000	0.0%
3700-2010	Rent-Park	7,279	0	0	0	0	0.0%
3700-3500	Cafeteria Plan-Employee Forfeiture	0	0	0	0	0	0.0%

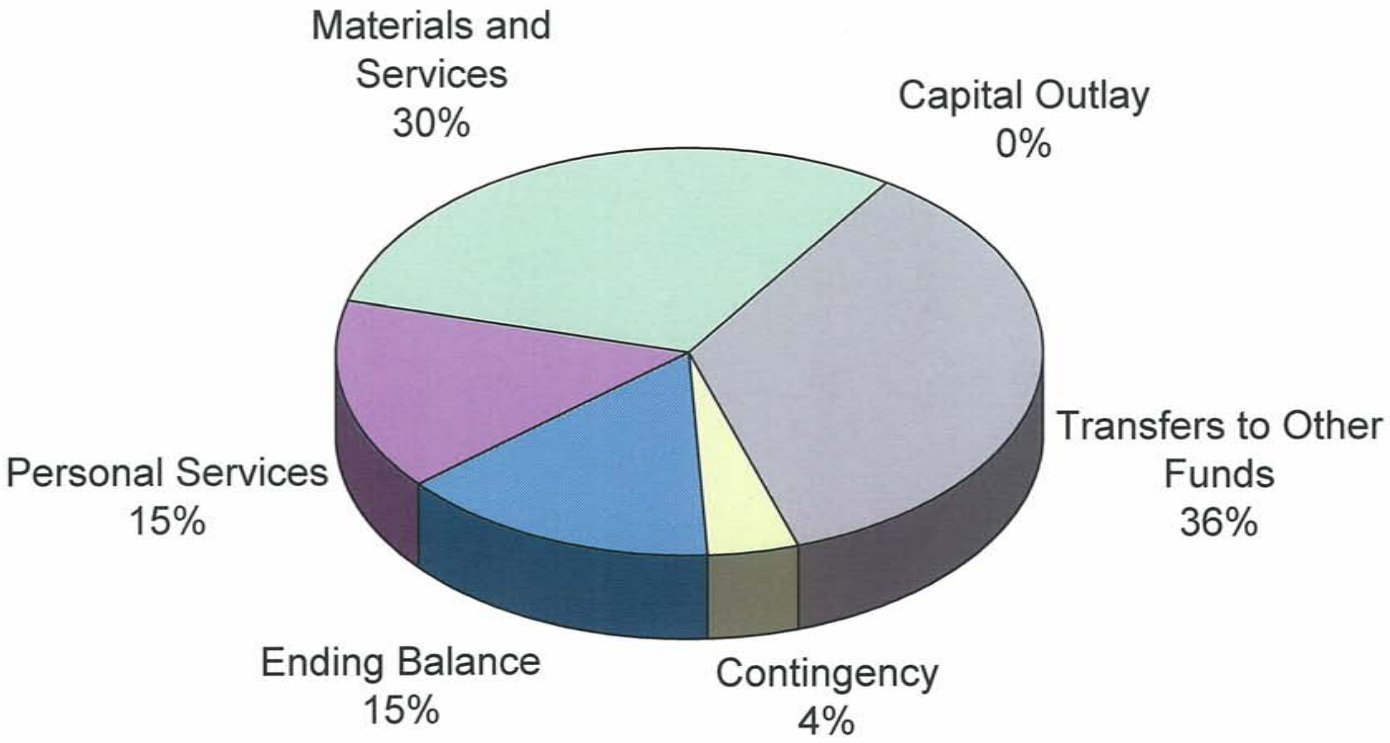
GENERAL FUND - 01

RESOURCES (Beginning Cash Balance + Revenues) - Continued

		ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
FUND REVENUE (Continued)							
3700-3600	Refunds and Reimbursements	0	27,765	0	12,000	0	0.0%
3700-4000	Sale of Fixed Assets-GG	0	1,020	0	0	0	0.0%
3700-4100	Sale of Fixed Assets-Street	0	0	0	0	0	0.0%
3700-4200	Arbor Day Grant	0	0	0	0	0	0.0%
3700-6200	Donations-Park Mem. Bench/Trees	1,070	0	0	0	0	0.0%
3700-6500	Donations-Private	0	53,492	0	0	0	0.0%
3700-6700	Donations-C Gates Youth Golf	1,500	0	0	0	0	0.0%
3700-6900	Donations-Park	26,374	0	0	0	0	0.0%
3700-7000	Miscellaneous Revenue	59,964	4,401	6,000	219	0	-100.0%
3700-8798	URA Reimburse for FY06-07 Exp.	0	0	0	0	0	0.0%
	TOTAL REVENUE	**7,093,936**	**5,153,390**	**4,837,554**	**4,881,247**	**4,997,065**	**3.3%**
TOTAL RESOURCES (Begin. Cash + Revenues)		**7,971,702**	**6,713,304**	**6,218,703**	**6,404,253**	**6,279,348**	**1.0%**

General Fund Requirements

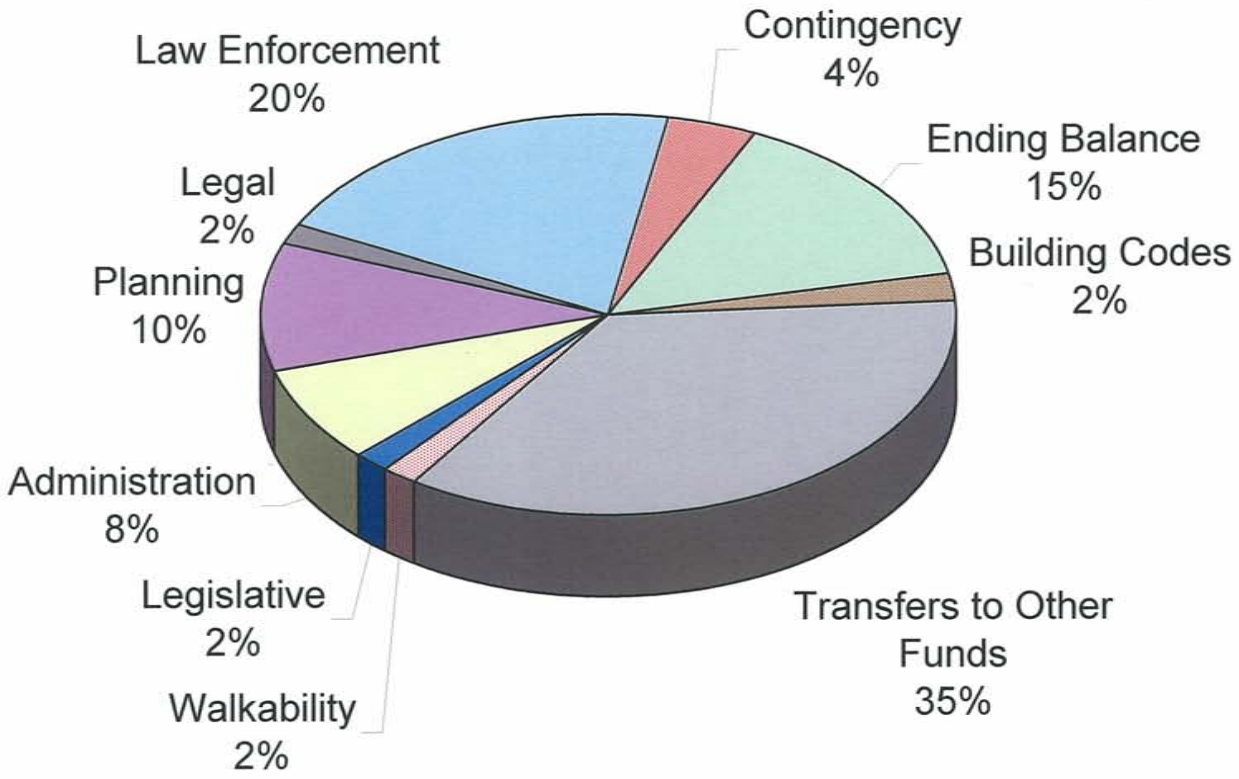
General Fund Requirements Summary
(By fund categories)



GENERAL FUND - 01 **REQUIREMENTS SUMMARY (Appropriations + Ending Cash Balance)**

	ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
PERSONAL SERVICES						
Legislative and Executive	76,948	83,383	85,495	85,495	94,994	11.1%
Administrative Services	215,799	215,482	236,629	229,219	335,338	41.7%
Legal Services	0	0	0	0	0	0.0%
Community & Economic Development	442,457	480,257	552,268	523,229	468,269	-15.2%
General Government Bldg. Maint.	0	0	0	0	0	0.0%
Human Resources/Risk Mgmt.	0	0	0	0	0	0.0%
Contracted Community Services	0	0	0	0	0	0.0%
Law Enforcement	153,612	57,530	10,838	10,561	10,851	0.1%
Fire and Rescue	540,336	0	0	0	0	0.0%
Building Code Services	162,432	77,364	45,078	43,222	46,065	2.2%
Ambulance Services	802,919	0	0	0	0	0.0%
Street Maintenance	0	0	0	0	0	0.0%
Parks and Recreation	569,901	0	0	0	0	0.0%
Non-Departmental	0	0	0	0	0	0.0%
TOTAL	2,964,404	914,016	930,308	891,726	955,517	2.7%
MATERIALS AND SERVICES						
Legislative and Executive	472	1,876	13,950	12,340	12,949	-7.2%
Administrative Services	73,671	85,409	156,436	133,355	143,650	-8.2%
Legal Services	82,729	84,054	99,569	103,569	103,569	4.0%
Community & Economic Development	328,466	168,162	217,350	175,900	175,500	-19.3%
General Government Bldg. Maint.	0	0	0	0	0	0.0%
Human Resources/Risk Mgmt.	0	0	0	0	0	0.0%
Contracted Community Services	0	0	0	0	0	0.0%
Law Enforcement	1,248,262	1,269,112	1,244,300	1,245,800	1,268,750	2.0%
Fire and Rescue	69,130	0	0	0	0	0.0%
Building Code Services	8,557	66,472	44,950	83,143	94,000	109.1%
Ambulance Services	66,819	0	0	0	0	0.0%

General Fund Requirements Summary (By departmental divisions)

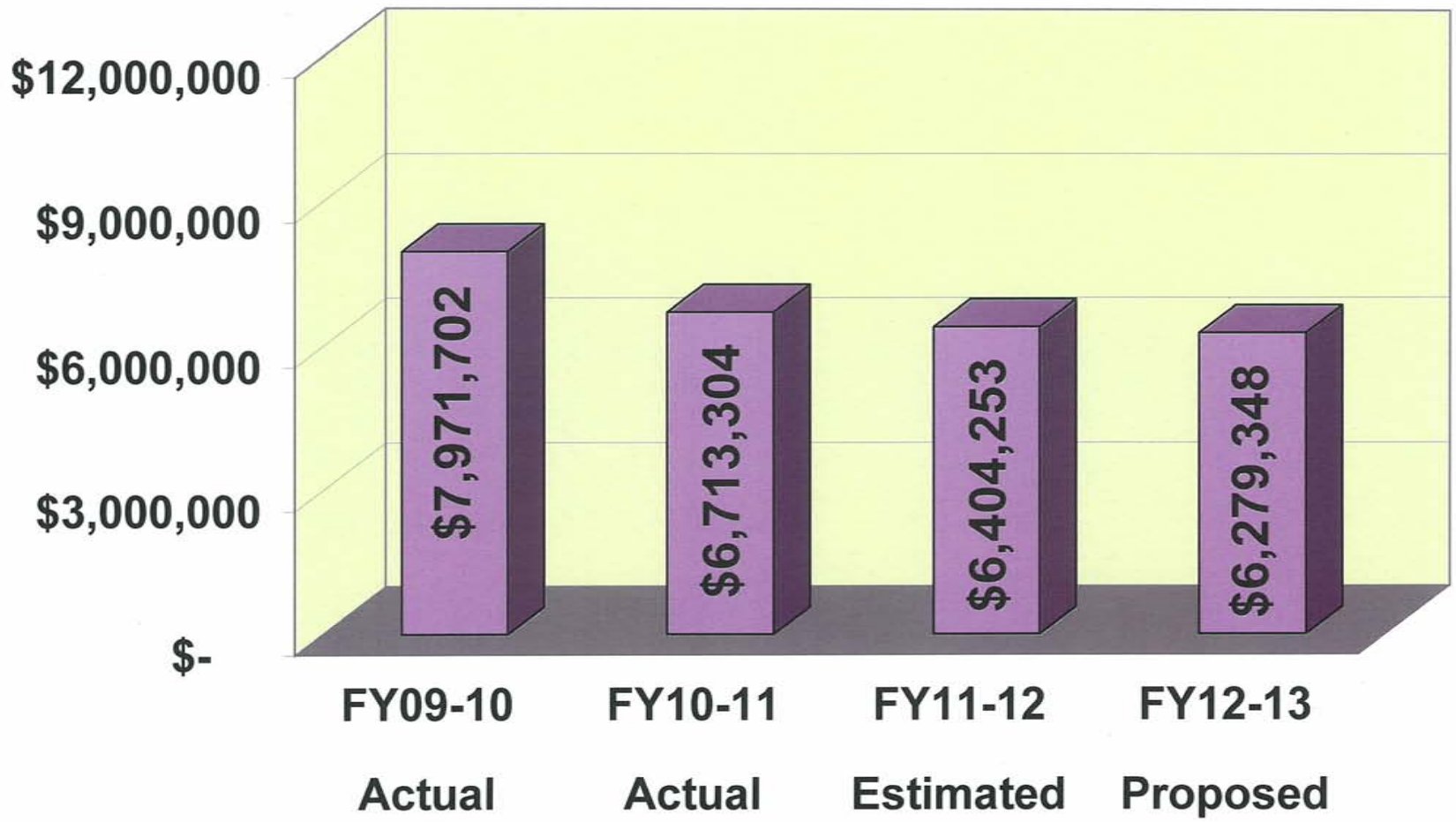


GENERAL FUND - 01

REQUIREMENTS SUMMARY (Appropriations + Ending Cash Balance) - Continued

	ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
MATERIALS AND SERVICES (Continued)						
Street Maintenance	0	0	0	0	0	0.0%
Parks and Recreation	176,572	0	0	0	0	0
Non-Departmental	92,260	108,200	35,000	35,000	100,000	185.7%
TOTAL	2,146,938	1,783,285	1,811,555	1,789,107	1,898,418	4.8%
CAPITAL OUTLAY						
Legislative and Executive	2,560	149	1,422	1,000	1,000	0.0%
Administrative Services	0	3,487	4,325	4,000	3,300	-23.7%
Legal Services	0	0	0	0	0	0.0%
Community & Economic Development	0	0	0	537	4,000	0.0%
Law Enforcement	0	0	0	0	0	0.0%
Fire and Rescue	55,859	0	0	0	0	0.0%
Building Code Services	0	1,750	0	0	1,000	0.0%
Ambulance Services	0	0	0	0	0	0.0%
Street Maintenance	0	0	0	0	0	0.0%
Parks and Recreation	24,497	0	0	0	0	0.0%
Non-Departmental	0	0	0	0	0	0.0%
TOTAL	82,916	5,386	5,747	5,537	9,300	61.8%

General Fund Requirements
(Appropriations/Actuals + Unappropriated)



GENERAL FUND - 01

REQUIREMENTS SUMMARY (Appropriations + Ending Cash Balance) - Continued

	ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
TRANSFERS TO OTHER FUNDS						
Non-Departmental	1,213,948	2,393,788	2,235,600	2,235,600	2,235,600	0.0%
CONTINGENCY						
Non-Departmental	3,582	93,823	250,000	200,000	250,000	0.0%
TOTAL GENERAL FUND APPROPRIATIONS	**6,411,788**	**5,190,298**	**5,233,210**	**5,121,970**	**5,348,835**	**2.2%**
ENDING CASH BALANCE (RESERVES)	**1,559,914**	**1,523,006**	**985,493**	**1,282,283**	**930,513**	**-5.6%**
TOTAL GENERAL FUND REQUIREMENTS	**7,971,702**	**6,713,304**	**6,218,703**	**6,404,253**	**6,279,348**	**1.0%**

General Fund
Legislative & Executive Division

General Fund
Legislative & Executive Division

Purpose

The Legislative and Executive Division provides for the expenses associated with the Mayor, City Council and the City's legislative process.

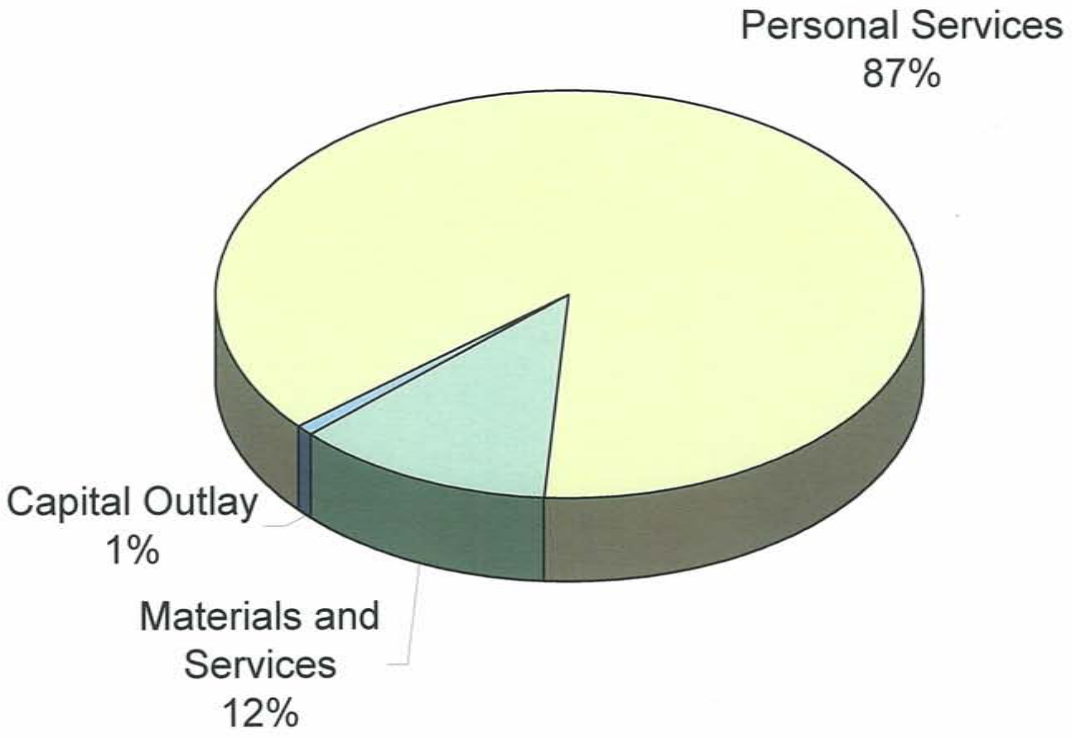
FY2012-2013 Objective

The objective of the Legislative and Executive Division for Fiscal Year 2012-2013 is to provide budgetary authority to support the Mayor, City Council and the City's legislative process.

FY2012-2013 Staffing and Expense Allocation

The Legislative and Executive Division is supported by a cumulative total of 1.75 Elected Official Equivalents. The amounts budgeted in Personal Services reflect this total. Many of the legislative actions taken by the City Council and the executive acts of the Mayor are undertaken on behalf of issues that are outside of the General Fund. As such, 48 percent of the materials and services costs associated with the Legislative and Executive function have been allocated to this division, while the balance of such costs have been assigned to other funds. The amount appropriated in the General Fund for legislative and executive actions represents the costs of such processes associated with General Fund services.

Legislative & Executive Requirements



GENERAL FUND 01-4110 **LEGISLATIVE AND EXECUTIVE APPROPRIATIONS**

		ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
PERSONAL SERVICES							
1000	Salaries	48,474	50,016	49,460	49,460	50,254	1.6%
2700	Vacation/Sick Accrual	0	0	0	0	0	0.0%
2800	Employer Paid Taxes and Benefits	28,474	33,367	36,035	36,035	44,740	24.2%
	TOTAL	76,948	83,383	85,495	85,495	94,994	11.1%
MATERIALS AND SERVICES							
3100	Office Supplies and Postage	211	199	1,850	1,400	1,850	0.0%
3200	Operating Supplies	24	159	950	700	950	0.0%
3500	Motor Fuels and Lubricants	0	0	0	0	0	0.0%
4000	Election Expense	28	117	2,200	341	341	-84.5%
4200	Professional Services	130	0	4,700	5,000	5,000	6.4%
4800	Dues, Subscriptions, Memberships	15	52	150	599	599	0.0%
4900	Personnel Travel, Training, Meet.	4	305	0	200	109	0.0%
4910	Elected Off. Travel, Training, Meet.	38	793	3,150	3,150	3,150	0.0%
5100	Telephone and Communications	22	251	950	950	950	0.0%
6000	Repair & Maintenance-Automotive	0	0	0	0	0	0.0%
	TOTAL	472	1,876	13,950	12,340	12,949	-7.2%
CAPITAL OUTLAY							
7400	Office Furniture & Equipment	2,560	149	1,422	1,000	1,000	0.0%
	TOTAL	2,560	149	1,422	1,000	1,000	**0.0%**
TOTAL LEGISLATIVE & EXECUTIVE		**79,980**	**85,408**	**100,867**	**98,835**	**108,943**	**8.0%**

General Fund
Administrative Services Division

General Fund
Administrative Services Division

Purpose

The Administrative Services Division provides for the general administration of the General Fund and the services it supports.

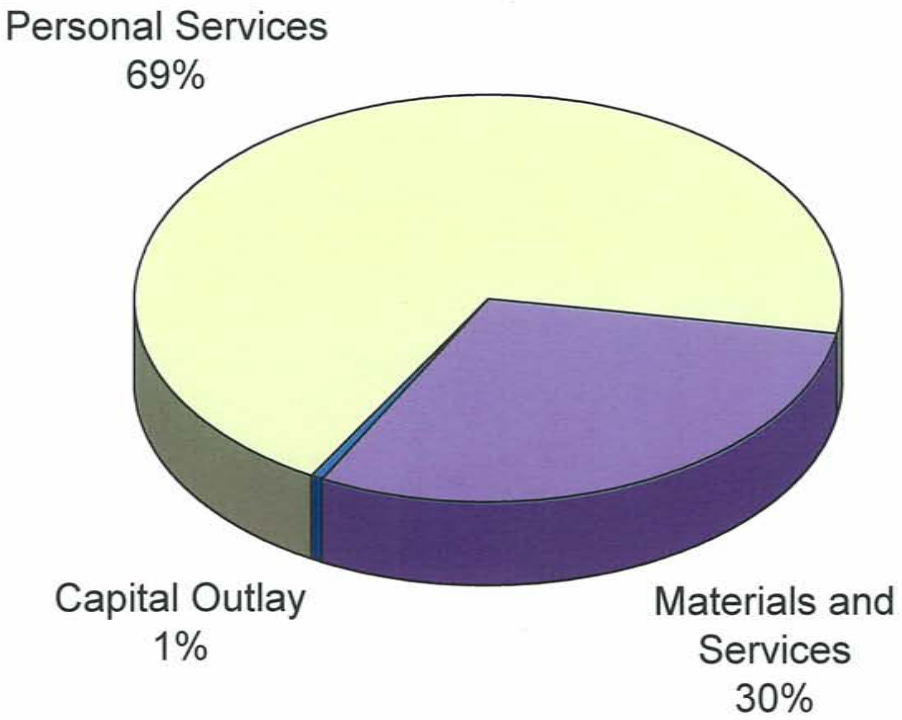
FY2012-2013 Objective

The objective of the Administrative Services Division for Fiscal Year 2012-2013 is to provide budgetary authority to administer the General Fund and the services it supports.

FY2012-2013 Staffing and Expense Allocation

The Administrative Services Division is supported by a cumulative total of 2.8 FTE. The amounts budgeted in Personal Services reflect this total. Many of the services provided by the Administrative Services Department are performed on behalf of issues that are outside of the General Fund. As such, 48 percent of the materials and services costs associated with the Administrative Services Department have been allocated to this division, while the balance of such costs have been assigned to other funds. The amount appropriated in this division for administrative services represents the costs associated with the overall administration of the General Fund.

Administrative Services Requirements



GENERAL FUND 01-4150 **ADMINISTRATIVE SERVICES APPROPRIATIONS**

		ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
PERSONAL SERVICES							
1000	Salaries	144,094	146,578	151,734	151,734	216,009	42.4%
1900	Overtime	0	0	0	0	505	0.0%
2700	Vacation/Sick Accrual	0	0	7,410	0	7,996	7.9%
2800	Employer Paid Taxes and Benefits	71,705	68,904	77,485	77,485	110,828	43.0%
	TOTAL	215,799	215,482	236,629	229,219	335,338	41.7%
MATERIALS AND SERVICES							
3100	Office Supplies and Postage	2,531	3,581	5,640	6,000	6,000	6.4%
3310	State Sales Tax-Gen Gov.	2,088	42	175	30	100	-42.9%
3600	Computer Software	0	0	846	300	50	-94.1%
4000	Election Expense	6	0	0	0	0	0.0%
4200	Professional Services	9,729	8,103	20,000	11,000	11,000	-45.0%
4400	Advertising & Public Notices	1,196	1,760	3,000	2,000	2,000	-33.3%
4600	Property & Liability Insurance	14,088	22,394	39,000	40,250	40,500	3.8%
4800	Dues, Subscriptions, Memberships	834	1,909	2,850	2,300	1,300	-54.4%
4900	Travel, Training and Meetings	3,834	6,170	8,900	8,900	11,100	24.7%
4950	Tuition Reimbursement	0	0	0	0	0	0.0%
5100	Telephone and Communications	10,687	10,813	19,450	15,000	16,900	-13.1%
5110	Computer Network	11,508	13,710	24,000	15,000	16,000	-33.3%
5200	Utilities	10,089	9,210	15,900	15,900	16,000	0.6%
5220	Recycling Program-ERC	750	750	1,175	1,175	1,200	2.1%
5900	Repair and Maintenance-Buildings	6,331	6,967	15,500	15,500	21,500	38.7%
	TOTAL	73,671	85,409	156,436	133,355	143,650	-8.2%
CAPITAL OUTLAY							
7400	Office Furniture & Equipment	0	3,487	4,325	4,000	3,300	-23.7%
	TOTAL	0	3,487	4,325	4,000	3,300	-23.7%
TOTAL ADMINISTRATIVE SERVICES		**289,470**	**304,378**	**397,390**	**366,574**	**482,288**	**21.4%**

General Fund
Legal Services Division

General Fund
Legal Services Division

Purpose

The Legal Services Division provides for the administration of the City's legal services contracts. The law firm of Moore Smith Buxton and Turcke provides legal support to the City organization in civil matters, including legal consultation, preparation and review of legal documents, and representation in civil matters. The Moore Smith contract is open-ended with termination available to either party after a provision of notice. A professional services contract with Attorney Frederick Allington provides for the City's prosecution of misdemeanor crimes, traffic offenses, and ordinance violations occurring within the city limits.

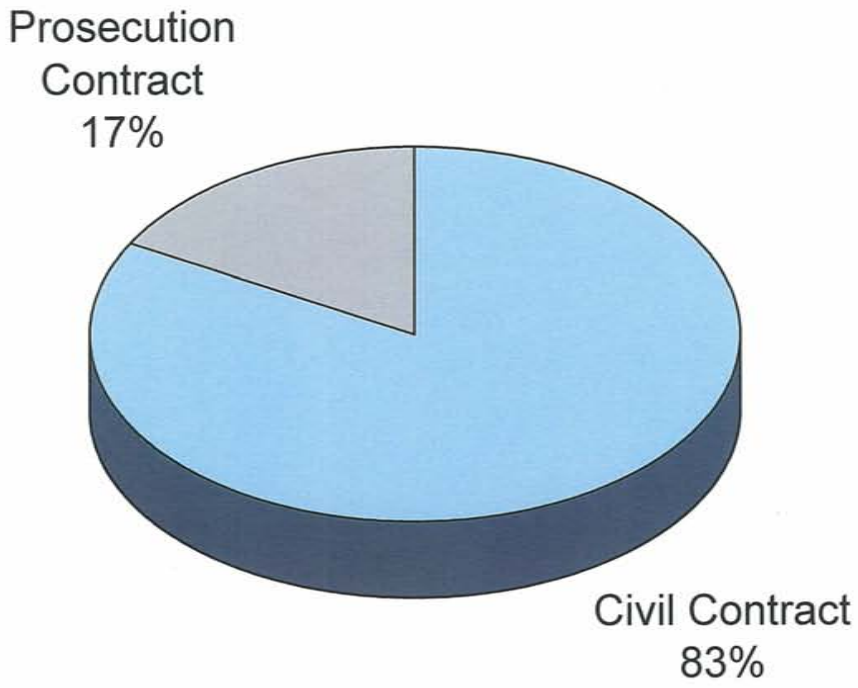
FY2012-2013 Objective

The objective of the Legal Services Division for Fiscal Year 2012-2013 is to provide budget authority for the City's legal services.

FY2012-2013 Expense Allocation

A portion of the work performed under the contract with the Moore Smith law firm is on behalf of matters falling outside of the General Fund. As a result, 48 percent of the costs of this contract have been allocated to this division, while the balance has been assigned to other funds. One-hundred percent of the Allington contract is budgeted in this division.

Legal Services Requirements



GENERAL FUND 01-4160

LEGAL SERVICES APPROPRIATIONS

		ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
PERSONAL SERVICES							
1000	Salaries	0	0	0	0	0	0.0%
1900	Overtime	0	0	0	0	0	0.0%
2700	Vacation/Sick Accrual	0	0	0	0	0	0.0%
2800	Employer Paid Taxes and Benefits	0	0	0	0	0	0.0%
	TOTAL	0	0	0	0	0	0.0%
MATERIALS AND SERVICES							
3100	Office Supplies and Postage	0	0	0	0	0	0.0%
4200	Professional Services	65,160	66,485	82,000	86,000	86,000	4.9%
4270	City Prosecutor	17,569	17,569	17,569	17,569	17,569	0.0%
4800	Dues, Subscriptions, Memberships	0	0	0	0	0	0.0%
4900	Travel, Training and Meetings	0	0	0	0	0	0.0%
	TOTAL	82,729	84,054	99,569	103,569	103,569	4.0%
CAPITAL OUTLAY							
7400	Office Furniture & Equipment	0	0	0	0	0	0.0%
	TOTAL	0	0	0	0	0	0.0%
TOTAL LEGAL SERVICES		**82,729**	**84,054**	**99,569**	**103,569**	**103,569**	**4.0%**

General Fund
Community Planning & Development Division

General Fund
Community Planning and Development Division

Purpose

The Community Planning and Development Division provides budget authority for the administration of the City's economic development, land use, planning and zoning, development regulations, and community housing issues. These functions are performed by the City's Community Planning and Development Department.

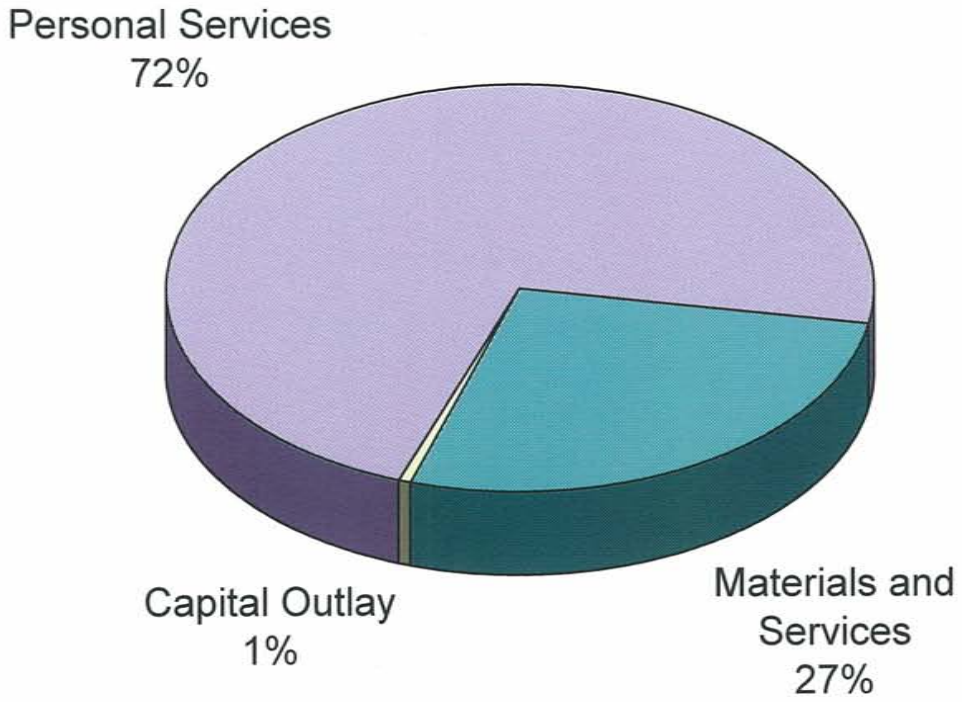
FY2012-2013 Objective

The objective of the Community Planning and Development Division for Fiscal Year 2012-2013 is to provide budget authority for a broad range of economic development and planning activities. Completion of the City-wide comprehensive plan update is anticipated during FY2012-13. The project includes an analysis of existing conditions, updating of land capacity information and other baseline data and an innovative community outreach program.

FY2012-2013 Staffing

The Community Planning and Development Division is supported by a cumulative total of 4.0 FTE. The amounts budgeted in Personal Services reflect this total.

Community Planning & Development Requirements



GENERAL FUND 01-4170 **COMMUNITY AND ECONOMIC DEVELOPMENT APPROPRIATIONS**

		ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
PERSONAL SERVICES							
1000	Salaries	301,069	336,309	371,912	357,852	304,281	-18.2%
1200	Planning and Zoning Commission	25,950	16,950	26,000	20,000	26,000	0.0%
1600	Seasonal Wages-Special Events	0	0	0	0	10,000	0.0%
1900	Overtime	0	1,107	0	0	0	0.0%
2700	Vacation/Sick Accrual	3,983	1,729	5,116	0	4,986	-2.5%
2800	Employer Paid Taxes and Benefits	111,455	124,162	149,240	145,377	123,002	-17.6%
	TOTAL	442,457	480,257	552,268	523,229	468,269	-15.2%
MATERIALS AND SERVICES							
3100	Office Supplies and Postage	9,105	10,899	12,500	11,000	11,000	-12.0%
3160	Office Supplies & Postage - Hotels	6,498	3,540	1,000	3,700	1,500	50.0%
3600	Computer Software	0	148	2,000	1,000	1,500	-25.0%
4200	Professional Services	34,435	52,668	25,000	25,000	45,000	80.0%
4260	Professional Services - Hotels	20,253	2,125	10,000	0	0	-100.0%
4261	Professional Services - WS Ranch	26,776	2,994	0	0	0	0.0%
4264	Professional Services - Bald Lodge	43,479	0	0	0	0	0.0%
4265	Professional Services - River Run	163,485	12,426	0	0	0	0.0%
4266	Professional Services - Econ Dev	0	44,859	25,000	25,000	25,000	0.0%
4267	Professional Services - Comp Plan	0	0	90,000	75,000	55,000	0.0%
4400	Advertising & Public Notices	2,984	4,288	10,000	6,500	7,500	-25.0%
4460	Advertising & Public Notices-Hotels	0	0	0	0	0	0.0%
4500	Graphic Information System	14,312	11,249	15,000	15,000	15,000	0.0%
4800	Dues, Subscriptions, Memberships	804	1,660	3,000	3,000	3,000	0.0%
4900	Travel, Training and Meetings	4,867	18,721	16,850	10,000	9,000	-46.6%
4970	Travel, Training and Meetings-P&Z	0	0	5,000	0	1,000	0.0%
6910	Other Purchased Services	1,468	2,585	2,000	700	1,000	-50.0%
	TOTAL	328,466	168,162	217,350	175,900	175,500	-19.3%
CAPITAL OUTLAY							
7400	Office Furniture & Equipment	0	0	0	537	4,000	0.0%
	TOTAL	0	0	0	537	4,000	0.0%
TOTAL COMMUNITY & ECONOMIC DEVELOP.		**770,923**	**648,419**	**769,618**	**699,666**	**647,769**	**-15.8%**

Law Enforcement Division

Law Enforcement Division

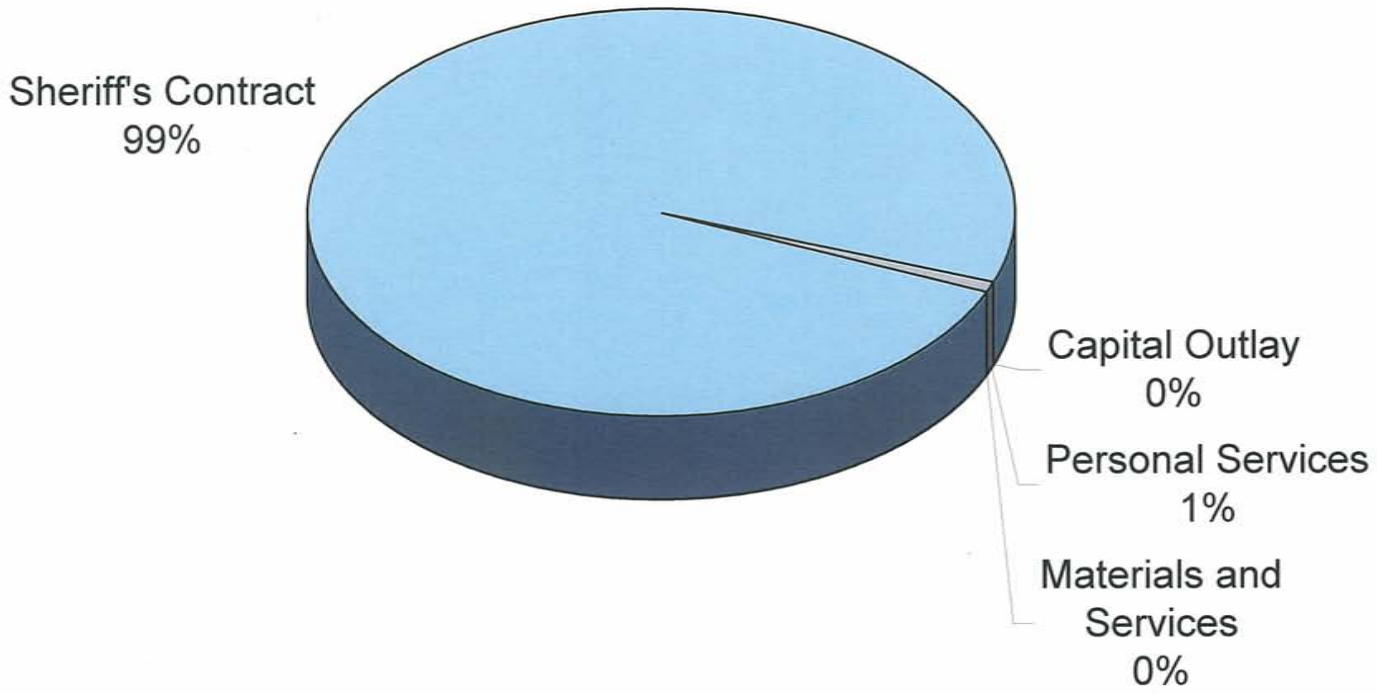
Purpose

The Law Enforcement Division provides the primary financial support for the provision of police services in the City. Police services are provided to the City by the Blaine County Sheriff's Office (BCSO) through a contract for services. The BCSO provides policing services to the Ketchum community through a staff of ten (10) sworn officers (including the Chief of Police), two (2) community service officers, and two (2) administrative support positions. The BCSO Police Services Contract for FY2012-2013 will expire on September 30, 2013.

FY2012-2013 Objective

The objective of the Law Enforcement Division for Fiscal Year 2012-2013 is to provide budget authority to support the BCSO contract and other costs related to the Ketchum Police Department.

Law Enforcement Requirements



GENERAL FUND 01-4210 **LAW ENFORCEMENT APPROPRIATIONS**

		ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
PERSONAL SERVICES							
1000	Salaries	15,464	8,987	8,365	8,365	8,331	-0.4%
1500	Part-Time Wages	0	0	0	0	0	0.0%
1800	Differential Wages	8,723	6,215	0	0	0	0.0%
1900	Overtime	0	0	0	0	0	0.0%
2000	Special Event Overtime	0	0	0	0	0	0.0%
2700	Vacation/Sick Accrual	0	0	277	0	357	0.0%
2750	Ins Equalization-BCSO Contract	35,396	28,643	0	0	0	0.0%
2760	Housing Allowance	4,200	0	0	0	0	0.0%
2800	Employer Paid Taxes and Benefits	89,829	13,685	2,196	2,196	2,163	-1.5%
	TOTAL	153,612	57,530	10,838	10,561	10,851	0.1%
MATERIALS AND SERVICES							
3100	Office Supplies and Postage	2,326	915	0	1,500	1,500	0.0%
3200	Operating Supplies	0	0	0	0	0	0.0%
3500	Motor Fuels and Lubricants	0	0	0	0	0	0.0%
3600	Computer Software	0	0	0	0	0	0.0%
4200	Professional Services	770	1,053	0	0	0	0.0%
4210	Professional Services-Snow Tows	0	0	0	0	0	0.0%
4250	Professional Svcs-BCSO Contract	1,245,166	1,267,144	1,244,300	1,244,300	1,267,250	1.8%
4800	Dues, Subscriptions, Memberships	0	0	0	0	0	0.0%
4900	Travel, Training and Meetings	0	0	0	0	0	0.0%
5100	Telephone and Communications	0	0	0	0	0	0.0%
6000	Repair & Maintenance-Automotive	0	0	0	0	0	0.0%
6910	Other Purchased Services	0	0	0	0	0	0.0%
	TOTAL	1,248,262	1,269,112	1,244,300	1,245,800	1,268,750	2.0%
CAPITAL OUTLAY							
7400	Office Furniture & Equipment	0	0	0	0	0	0.0%
7500	Automotive Equipment	0	0	0	0	0	0.0%
	TOTAL	0	0	0	0	0	0.0%
TOTAL LAW ENFORCEMENT		**1,401,874**	**1,326,642**	**1,255,138**	**1,256,361**	**1,279,601**	**1.9%**

General Fund
Fire and Rescue
Division

General Fund
Fire and Rescue Division

Purpose

The Fire and Rescue Division is defunct. Expenditures previously budgeted in this division have been reallocated to the Fire and Rescue Fund.

FY2012-2013 Objectives

There are no objectives for the Fire and Rescue Division for Fiscal Year 2012-2013.

GENERAL FUND 01-4230 **FIRE AND RESCUE APPROPRIATIONS**

		ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
PERSONAL SERVICES							
1000	Salaries	286,589	0	0	0	0	0.0%
1500	On-Call Wages	62,785	0	0	0	0	0.0%
1900	Overtime	6,079	0	0	0	0	0.0%
2310	Deferred Comp/Pd On-call/PT EMP	5,000	0	0	0	0	0.0%
2700	Vacation/Sick Accrual	0	0	0	0	0	0.0%
2900	Performance Awards	1,960	0	0	0	0	0.0%
2800	Employer Paid Taxes and Benefits	177,923	0	0	0	0	0.0%
	TOTAL	540,336	0	0	0	0	0.0%
MATERIALS AND SERVICES							
3200	Operating Supplies	29,757	0	0	0	0	0.0%
3500	Motor Fuels and Lubricants	5,790	0	0	0	0	0.0%
3600	Computer Software	0	0	0	0	0	0.0%
4200	Professional Services	4,245	0	0	0	0	0.0%
4900	Travel, Training and Meetings	3,310	0	0	0	0	0.0%
4902	Training-Fire Chief	0	0	0	0	0	0.0%
4903	Training-Asst. Fire Chief	0	0	0	0	0	0.0%
4950	Tuition Reimbursement	0	0	0	0	0	0.0%
5100	Telephone and Communications	3,042	0	0	0	0	0.0%
6000	Repair & Maintenance-Automotive	17,490	0	0	0	0	0.0%
6100	Repair & Maintenance-Equipment	4,366	0	0	0	0	0.0%
6910	Other Purchased Services	1,130	0	0	0	0	0.0%
	TOTAL	69,130	0	0	0	0	0.0%
CAPITAL OUTLAY							
7500	Automotive Equipment	0	0	0	0	0	0.0%
7600	Other Machinery & Equipment	0	0	0	0	0	0.0%
7700	Leases	55,859	0	0	0	0	0.0%
	TOTAL	55,859	0	0	0	0	0.0%
TOTAL FIRE AND RESCUE		**665,325**	**0**	**0**	**0**	**0**	**0.0%**

General Fund
Ambulance Services Division

General Fund
Ambulance Services Division

Purpose

The Ambulance Services Division is defunct. Expenditures previously budgeted in this division have been reallocated to the Ambulance Services Fund.

FY2012-2013 Objectives

There are no objectives for the Ambulance Services Division for Fiscal Year 2012-2013.

GENERAL FUND 01-4260 **AMBULANCE SERVICES APPROPRIATIONS**

		ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
PERSONAL SERVICES							
1000	Salaries	424,812	0	0	0	0	0.0%
1500	On-Call Wages	59,672	0	0	0	0	0.0%
1800	Differential Wages-Paramedics	32,160	0	0	0	0	0.0%
1900	Overtime	9,119	0	0	0	0	0.0%
2310	Deferred Comp/Pd On-call/PT EMP	5,000	0	0	0	0	0.0%
2700	Vacation/Sick Accrual	0	0	0	0	0	0.0%
2900	Performance Awards	1,793	0	0	0	0	0.0%
2800	Employer Paid Taxes and Benefits	270,363	0	0	0	0	0.0%
	TOTAL	802,919	0	0	0	0	0.0%
MATERIALS AND SERVICES							
3200	Operating Supplies	28,271	0	0	0	0	0.0%
3500	Motor Fuels and Lubricants	7,415	0	0	0	0	0.0%
3600	Computer Software	0	0	0	0	0	0.0%
4200	Professional Services	4,361	0	0	0	0	0.0%
4900	Travel, Training and Meetings	8,001	0	0	0	0	0.0%
4902	Training-Fire Chief	0	0	0	0	0	0.0%
4903	Training-Asst. Fire Chief	0	0	0	0	0	0.0%
4910	Training-Avalanche	3,000	0	0	0	0	0.0%
4950	Tuition Reimbursement	0	0	0	0	0	0.0%
5100	Telephone and Communications	3,858	0	0	0	0	0.0%
6000	Repair & Maintenance-Automotive	7,213	0	0	0	0	0.0%
6100	Repair & Maintenance-Equipment	3,570	0	0	0	0	0.0%
6910	Other Purchased Services	1,130	0	0	0	0	0.0%
	TOTAL	66,819	0	0	0	0	0.0%
CAPITAL OUTLAY							
7600	Other Machinery & Equipment	0	0	0	0	0	0.0%
	TOTAL	0	0	0	0	0	0.0%
TOTAL AMBULANCE SERVICES		**869,738**	**0**	**0**	**0**	**0**	**0.0%**

General Fund
Building Codes
Division

General Fund
Building Codes Division

Purpose

The Building Codes Division, which is a division of the Community Planning and Development Department, provides financial support for the provision of building safety services in the City. Building Safety services are provided to the City by the Idaho Division of Building Safety (IDBS) through a contract for services. The IDBS provides building safety services to the Ketchum community through an assigned building inspector who works out of Ketchum City Hall. The IDBS inspector is backed-up by the technology capabilities, specialized staff and general resources of the IDBS. The City provides support to the IDBS inspector with part-time clerical support. The IDBS Contract is open-ended with termination available to either party after a provision of notice.

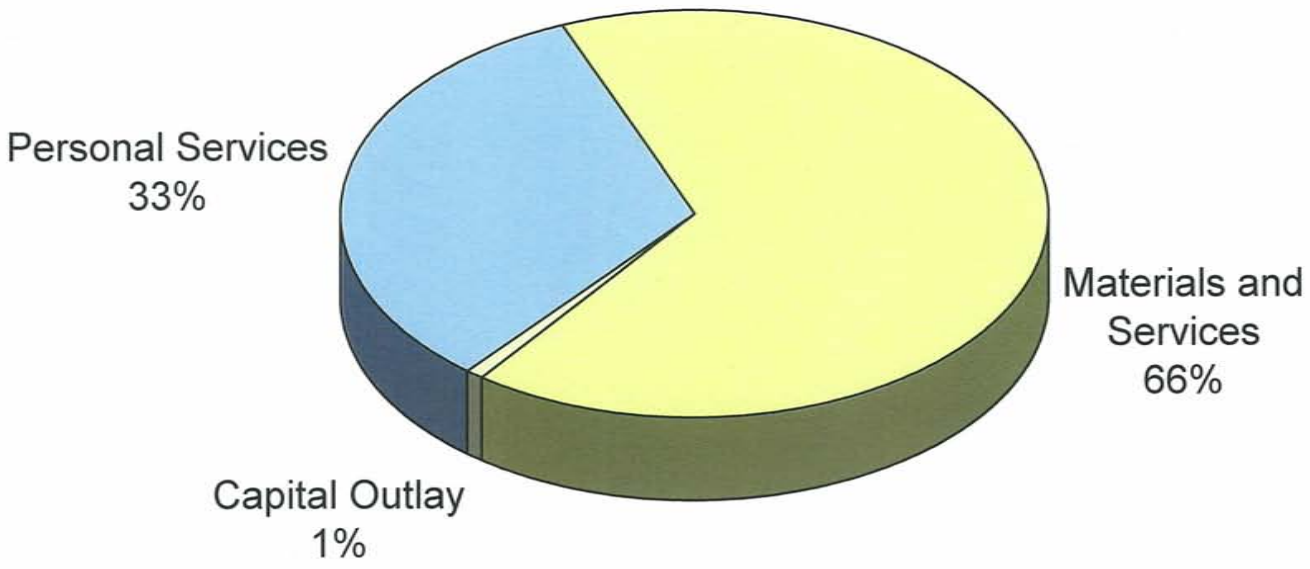
FY2012-2013 Objective

The objective of the Building Codes Division for Fiscal Year 2012-2013 is to provide budget authority to support the IDBS contract and other related costs,

FY2012-2013 Staffing

The Building Codes Division is supported by a cumulative total of 0.6 FTE. The amounts budgeted in Personal Services reflect this total.

Building Codes Requirements



GENERAL FUND 01-4240 **BUILDING CODE SERVICES APPROPRIATIONS**

		ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
PERSONAL SERVICES							
1000	Salaries	112,625	43,877	26,807	26,807	27,219	1.5%
1300	Board of Appeals	0	0	0	0	0	0.0%
2700	Vacation/Sick Accrual	0	6,187	1,856	0	1,744	-6.0%
2800	Employer Paid Taxes and Benefits	49,807	27,300	16,415	16,415	17,102	4.2%
	TOTAL	162,432	77,364	45,078	43,222	46,065	2.2%
MATERIALS AND SERVICES							
3200	Operating Supplies	2,306	3,166	1,500	2,500	2,000	33.3%
3500	Motor Fuels and Lubricants	737	65	750	0	0	-100.0%
3600	Computer Software	0	0	0	0	0	0.0%
4200	Professional Services	2,652	2,469	2,200	500	2,000	-9.1%
4210	Professional Services-IDBS	0	59,829	40,000	80,000	90,000	0.0%
4800	Dues, Subscriptions, Memberships	1,246	286	0	143	0	0.0%
4900	Travel, Training and Meetings	1,136	430	0	0	0	0.0%
5100	Telephone and Communications	373	227	500	0	0	-100.0%
6000	Repair & Maintenance-Automotive	107	0	0	0	0	0.0%
	TOTAL	8,557	66,472	44,950	83,143	94,000	109.1%
CAPITAL OUTLAY							
7400	Office Furniture & Equipment	0	1,750	0	0	1,000	0.0%
7500	Automotive Equipment	0	0	0	0	0	0.0%
7600	Other Machinery & Equipment	0	0	0	0	0	0.0%
	TOTAL	0	1,750	0	0	1,000	0.0%
TOTAL BUILDING CODE SERVICES		**170,989**	**145,586**	**90,028**	**126,365**	**141,065**	**56.7%**

General Fund
Parks and Recreation Division

General Fund
Parks and Recreation Division

Purpose

The Parks and Recreation Division is defunct. Expenditures previously budgeted in this division have been reallocated to the Parks and Recreation Fund.

FY2012-2013 Objectives

There are no objectives for the Parks and Recreation Division for Fiscal Year 2012-2013.

GENERAL FUND 01-4510 **PARKS AND RECREATION APPROPRIATIONS**

		ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
PERSONAL SERVICES							
1000	Salaries	250,378	0	0	0	0	0.0%
1500	On-Call Wages	53,885	0	0	0	0	0.0%
1600	Seasonal Wages	116,882	0	0	0	0	0.0%
1900	Overtime	200	0	0	0	0	0.0%
2700	Vacation/Sick Accrual	0	0	0	0	0	0.0%
2800	Employer Paid Taxes and Benefits	148,556	0	0	0	0	0.0%
	TOTAL	569,901	0	0	0	0	0.0%
MATERIALS AND SERVICES							
3100	Office Supplies and Postage	1,439	0	0	0	0	0.0%
3200	Operating Supplies	9,024	0	0	0	0	0.0%
3210	Special Events Supplies	272	0	0	0	0	0.0%
3250	Recreation Supplies	8,228	0	0	0	0	0.0%
3260	Halloween Supplies	0	0	0	0	0	0.0%
3280	Youth Golf	1,000	0	0	0	0	0.0%
3300	Concession Supplies	8,328	0	0	0	0	0.0%
3500	Motor Fuels and Lubricants	6,293	0	0	0	0	0.0%
3600	Computer Software	1,700	0	0	0	0	0.0%
4200	Professional Services	27,086	0	0	0	0	0.0%
4210	Professional Services-City Trees	21,696	0	0	0	0	0.0%
4220	Professional Services-Beautification	31,005	0	0	0	0	0.0%
4230	Professional Services-Weed Abate	0	0	0	0	0	0.0%
4410	Advertising and Publications	3,239	0	0	0	0	0.0%
4800	Dues, Subscriptions, Memberships	774	0	0	0	0	0.0%
4900	Travel, Training and Meetings	422	0	0	0	0	0.0%
5000	Cleaning Service	0	0	0	0	0	0.0%
5010	Cleaning Service - Forest Svc Park	0	0	0	0	0	0.0%
5100	Telephone and Communications	2,614	0	0	0	0	0.0%
5200	Utilities	22,075	0	0	0	0	0.0%
6000	Repair & Maintenance-Automotive	1,520	0	0	0	0	0.0%
6100	Repair & Maintenance-Equipment	4,550	0	0	0	0	0.0%
6950	Maintenance	23,097	0	0	0	0	0.0%
6990	Skate Park	2,210	0	0	0	0	0.0%
	TOTAL	176,572	0	0	0	0	0.0%

GENERAL FUND 01-4510 **PARKS AND RECREATION APPROPRIATIONS - Continued**

		ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
CAPITAL OUTLAY							
7300	Capital Maintenance	0	0	0	0	0	0.0%
7400	Office Furniture & Equipment	0	0	0	0	0	0.0%
7500	Automotive Equipment	0	0	0	0	0	0.0%
7600	Other Machinery & Equipment	0	0	0	0	0	0.0%
7700	Leases	0	0	0	0	0	0.0%
7702	Transfer to Internal Service Fund	0	0	0	0	0	0.0%
7800	Pump Park Construction	24,497	0	0	0	0	0.0%
	TOTAL	24,497	0	0	0	0	0.0%
TOTAL PARKS AND RECREATION		**770,970**	**0**	**0**	**0**	**0**	**0.0%**

General Fund
Non-Departmental Division

General Fund
Non-Departmental Division

Purpose

The Non-Departmental Division provides budget authority for specific financial considerations. These considerations include transfer payments to the Street Maintenance, Fire and Rescue, Ambulance Services, and Parks and Recreation Funds and provision of an operating contingency for the General Fund. This division is also used to show the total of all General Fund requirements (appropriations), the projected ending fund balance, and the fund total.

FY2012-2013 Objectives

The objectives of the Non-Departmental Division for Fiscal Year 2012-2013 is to provide budget authority for budget transfers to support the Street Maintenance Fund, Fire and Rescue, Ambulance Services, and Parks and Recreation Funds and provision of a General Fund contingency and to plan the ending fund balance.

GENERAL FUND 01-4193/4197/4198 **NON-DEPARTMENTAL APPROPRIATIONS & ENDING CASH BALANCE**

		ACTUAL 2009-10	ACTUAL 2010-11	ADOPTED 2011-12	ESTIMATED 2011-12	PROPOSED 2012-13	% CHANGE FY13/FY12
MATERIALS AND SERVICES							
6400	URA Rent Refund (Budget Amend)	0	83,200	0	0	0	0.0%
6512	Professional Services - BLM/WWP	0	0	35,000	35,000	0	0.0%
6500	CDC Initiatives (Budget Amend)	32,000	25,000	0	0	0	0.0%
7600	Emergency Generator	60,260	0	0	0	0	0.0%
7850	KCDC Walkability Project	0	0	0	0	100,000	0.0%
	TOTAL	92,260	108,200	35,000	35,000	100,000	185.7%
TRANSFERS TO OTHER FUNDS							
8802	Transfer to Wagon Days Fund	0	0	0	0	0	0.0%
8804	Transfer to Streets Fund	976,212	1,123,476	923,484	923,484	923,484	0.0%
8810	Transfer to Fire and Rescue Fund	0	472,932	471,708	471,708	471,708	0.0%
8814	Transfer to Ambulance Fund	0	93,460	44,664	44,664	44,664	0.0%
8818	Transfer to Parks & Rec Fund	0	703,920	795,744	795,744	795,744	0.0%
8822	Transfer to LOT Fund	720	0	0	0	0	0.0%
8822	Transfer to LOT Fund Reserve	65,400	0	0	0	0	0.0%
8850	Transfer to CIP Fund	160,000	0	0	0	0	0.0%
8863	Transfer to Water Fund	5,106	0	0	0	0	0.0%
8865	Transfer to Wastewater Fund	6,510	0	0	0	0	0.0%
	TOTAL	1,213,948	2,393,788	2,235,600	2,235,600	2,235,600	0.0%
CONTINGENCY							
9930	Operating Contingency	3,582	93,823	250,000	200,000	250,000	0.0%
	TOTAL	3,582	93,823	250,000	200,000	250,000	0.0%
TOTAL NON-DEPARTMENTAL		**1,309,790**	**2,595,811**	**2,520,600**	**2,470,600**	**2,585,600**	**2.6%**
TOTAL GENERAL FUND APPROPRIATIONS		**6,411,788**	**5,190,298**	**5,233,210**	**5,121,970**	**5,348,835**	**2.2%**
ENDING CASH BALANCE (RESERVES)		**1,559,914**	**1,523,006**	**985,493**	**1,282,283**	**930,513**	**-5.6%**
TOTAL GENERAL FUND REQUIREMENTS		**7,971,702**	**6,713,304**	**6,218,703**	**6,404,253**	**6,279,348**	**1.0%**