

Month	2017	2018	1019	2020	2021
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Property tax Receipts

Jan		7,052.44	86,395.04		
Feb		2,993.42	83,171.96		
Mar		3,554.25	121,143.36		
Apr		4,377.04	170,401.90		
May		4,916.43	304,042.00		
Jun		3,768.25	136,541.22		
Jul		3,352.85	107,026.86		
Aug		13,659.59	106,200.66		
Sep		89,541.77	96,362.55		
Oct		79,238.80	181,744.92		
Nov 9		1,767,453.19			
14		464,008.28			
20		1,376,635.30			
29		3,843.121.77			
Dec 10		2,182,953.36			
11		740,767.20			
27		102,997.21			

Sales Tax Receipts

(Receipts thru Aug '17 while in MSD)

Jan		762,716.39	813,945.04	
Feb		992,280.98	1,054,005.53	
Mar		715,474.90	787,986.20	
Apr		738,508.66	750,407.38	
May	56,106.47	854,627.09	938,153.68	
Jun	660,462.85	820,013.03	819,739.30	
Jul	737,723.79	923,507.93	858,757.32	
Aug	929,346.38	953,214.59	1,043,949.52	
Sep	748,776.11	865,632.88		
Oct	843,589.65	854,927.21		
Nov	822,510.71	934,012.54		
Dec	723,610.34	782,942.29		

B&C Road funds

Jan 8		301,011.08	366,723.95
Feb		0	
Mar19		328,157.44	303,130.34
Apr	Funds to MSD	0	
May	funds to MSD	372,300.99	341.225.18
Jun	exited MSD	0	
Jul		0	
Aug	497,046.71	355,671.03	443,245.05
Sept	280,866.96	280,866.46	
Oct	0	0	
Nov	0	379,141.38	
Dec			

Month 2017	2018	2019	2020	2021
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Franchise Taxes (Comcast)		Feb 141,852.00		
June (deposited 9/4/18)	132,361.68			
Dec 3rd (received)	142,776.40			

Reinvestment income (interest on Sweep act)

Jan	9,279.31	36,215.30
Feb	11,616.63	35,513.07
Mar	15,079.87	39,800.37
Apr	17,305.91	39,795.63
May	15,516.73	38,235.28
Jun	15,202.51	33,402.88
Jul	21,323.70	38,578.37
Aug	26,479.77	35,289.75
Sep	26,873.87	
Oct	27,955.57	
Nov	30,091.86	
Dec	42,137.26	

Liquor		
Dec. 39,305.00	42,963.67	

Room Tax

Jan	26.28	53.22
Feb	99.10	271.31
Mar	43.85	72.96
Apr	61.93	92.13
May	292.84	338.07
Jun	35.07	153.43
Jul	176.67	79.53
Aug	703.22	349.60
Sep	76.61	
Oct	77.75	
Nov	635.32	
Dec	68.87	

Millcreek RD West MC CRA 3/25/19 \$490,748.00

****Notes**** May 1st 2017 we received a transfer from MSD of \$357,500 a one time credit, as project costs were under budget.

We received \$2,035,772 when we exited SLVLESA

We made a final payment to MSD of \$1,291,040 when we exited. (cleared 5/23/18, ck#1372)

iWorq	Energov
No automation capabilities. All manual.	Automation for emails, fees, submittals, approvals, reports, etc.
No built-in workflow. All manual.	Customizable workflow for our process.
Simple application process. Does not collect enough information. Not always correct.	Customizable application process to collect critical information. Must be correct. (location)
Unable to use inspection scheduling platform. All done through email and data entry.	Online scheduling platform through portal. Completely automated and customizable. No data entry.
Unable to use the portal due to privacy and copyright concerns. All through email.	Contractor portal is protected with a log in. No concerns with privacy and copyright.
Unable to collect plan review deposits.	Able to collect plan review deposits.
Unable to keep applications pending for more information. Accept or reject only.	Able to keep applications but not process them until correct information is given.
No link to Bluebeam. Using two separate software's. All manual.	Direct link to Bluebeam. Creates sessions automatically and deletes duplicate documents.
Applicants can make multiple payments, then we must process refunds.	More secure payment method. No chance of duplicate payments.
Payments do not communicate with finance software as efficient as they should.	Finance software is from Tyler Technologies, integrates with Energov.
Applicant communicates directly with the plan reviewer. Not very efficient. All manual. Multiple reviewers. Messages left in portal do not work.	Dedicated submittal portal for revisions. Automated. One point of contact for applicants. Leave messages in portal.
Reports are generated and emailed manually.	Reports are generated and emailed automatically.
Communication with applicants is done manually through email. Status, fees, payments, submittals, etc. No contractor portal.	Communication with applicants is done automatically through email. All information is posted on the contractor portal.
Emails are sent from iworq address and sometimes end up in junk folders.	Emails are sent using a Millcreek email. Always goes to inbox.
Same software that other municipalities use. Confusing for applicants.	Dedicated access for Millcreek only.
Each permit is built manually every time. More chance for errors and inconsistency.	Permits are pre-built based on type. Less chance for errors and maintains consistency.
Permits have no safety measures. Approvals, fees, CO, etc. can be sent in wrong order.	Permits have a build in workflow. Approvals, fees, CO, etc. must be in order.
Fees are added manually to each permit. Must be calculated multiple times to be correct.	Fees are built into each permit types and calculated automatically.
Simple mapping function. Not useful and confusing.	More robust mapping tools. Combined with code and licensing.
Applicant waits for emails to know status and process. No way for applicant to track.	Applicant can see status and process from portal. Applicant knows the process.
All approvals are tracked manually. No specific order.	Approvals are tracked automatically and in order.
Payment methods are through email or in person only.	Payment methods are through email, in person, and in portal.
Applicant receives stamped plans through email only.	Applicant can access stamped plans through portal.

Memo

To: Mayor & Council

From: Laurie Johnson – HR/Finance Director 

cc: John Geilmann – City Manager

Date: September 16, 2019

Re: FY 2019-20 Budget – Amendment #1

Attached you will find the first budget amendment for FY 2019-20. This amendment will be on the September 23, 2019 Council Agenda for adoption. The amendment increases the General Fund budget in the amount of \$677,568. Also reflected in this amendment is the department reorganization which was implemented shortly after the first of the fiscal year.

I have included a note of explanation with each budget, however, please note the following:

- Class C Road Fund revenues & expenses were increased due to updated information.
- The use of fund balance was increased to cover the actual UPD contract and to purchase software.
- Salt Lake County Contracts (Justice Court, UPD, and Legal) were increased based on updated contracts which were not available when the budget was created.
- The election budget line item was decreased since no Primary election was required.
- Building Services has its own budget since the creation of the Building Services Department.
- City Services is now the Legislative Policy Department and Community Development is now Planning & Zoning.

An updated fund balance schedule and organizational chart is also included.

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND REVENUE BUDGET			
	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100 GENERAL FUND			
31 TAXES			
3110 Property Tax			
12 Months of UPD Contract + costs of borrowing	10,448,910	10,448,910	-
3120 Sales & Use Tax			
General	10,400,000	10,400,000	-
3130 Franchise Tax			
Cable Tax	560,000	560,000	-
3140 Transient Room Tax	2,500	2,500	-
Total Taxes	\$ 21,411,410	\$ 21,411,410	\$ -
32 LICENSES & PERMITS			
3210 Business Licenses & Permits	500,000	500,000	-
3220 Building Permits	1,200,000	1,200,000	-
3230 Special Event Permits	2,500	2,500	-
3240 Engineering Permits	40,000	40,000	-
Total Licenses & Permits	\$ 1,742,500	\$ 1,742,500	\$ -
33 INTERGOVERNMENTAL			
3310 Local Grants	-	-	-
3320 State Grants	-	-	-
3330 Liquor Grants	45,000	45,000	-
Fund 111 Class C Road Funds	1,700,000	1,950,000	250,000
Total Intergovernmental	\$ 1,745,000	\$ 1,995,000	\$ 250,000
34 CHARGES FOR SERVICES			
3410 Planning Fees	60,000	60,000	-
3420 Engineering Fees	-	-	-
3430 Rents & Leases	-	-	-
Total Charges For Services	\$ 60,000	\$ 60,000	\$ -
35 FINES & FORFEITURES			
3510 Court Fines	-	-	-
Total Fines & Forfeitures	\$ -	\$ -	\$ -
36 MISCELLANEOUS			
3610 Interest Earnings	250,000	250,000	-
3620 Misc. Income	-	-	-
Total Miscellaneous	\$ 250,000	\$ 250,000	\$ -
38 CONTRIBUTIONS			
3810 Donations			
Promise Program Donations	-	826	826
3820 Use of Fund Balance	326,090	752,832	426,742
Use of Fund Balance for UPD Contract & Software			
Total Other Contributions	\$ 326,090	\$ 753,658	\$ 427,568
Total General Fund Revenues	\$ 25,535,000	\$ 26,212,568	\$ 677,568

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET			
Department Budget	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4100 LEGISLATIVE			
100-4110 Mayor & City Council			
10 Personnel Expenses			
110 Salaries & Wages	100,000	100,000	-
140 Employee Benefits	66,000	66,000	-
Total Personnel	166,000	166,000	-
20 Operating Expenses			
210 Books, Subscriptions, Memb.	120,000	120,000	-
Utah League of Cities & Towns			
Jordan River Commission			
Central Wasatch Commission			
230 Travel	2,000	2,000	-
Total Operating	122,000	122,000	-
30 Professional & Contracted Services			
310 Professional Services	60,000	60,000	-
Capstone Strategies			
Sustainability Coordinator			
Auditor			
330 Training	4,500	4,500	-
Total Professional & Contracted	64,500	64,500	-
60 Miscellaneous Expenses			
610 Misc. Expenses	500	500	-
Total Misc.	500	500	-
Notes: No change.			
Total Mayor & City Council	\$ 353,000	\$ 353,000	\$ -

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET				
Department Budget		FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4200	ADMINISTRATION			
100-4210	City Manager			
	10 Personnel Services			
	110 Salaries & Wages	147,504	148,000	496
	City Manager			
	120 Part-Time Wages	-	-	-
	140 Employee Benefits	50,000	50,000	-
	Total Personnel	\$ 197,504	\$ 198,000	\$ 496
	20 Operating Expenses			
	210 Books, Subscriptions, Memb.	1,600	1,600	-
	230 Travel	2,500	2,500	-
	240 Office Supplies	-	-	-
	Total Operating	\$ 4,100	\$ 4,100	\$ -
	30 Professional & Contracted Services			
	310 Professional Services	5,000	5,000	-
	LYRB			
	330 Training	3,500	3,500	-
	Total Professional & Contracted	8,500	8,500	-
	60 Miscellaneous Expenses			
	610 Misc. Expenses	4,000	4,000	-
	Total Misc.	4,000	4,000	-
	Total City Manager	214,104	214,600	496
Notes: Increase to cover personnel costs.				

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET			
Department Budget	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4220 Justice Court			
30 Professional & Contracted Services			
310 Professional Services	-	-	-
320 Contracted Services	170,000	210,000	40,000
Total Professional & Contracted	\$ 170,000	\$ 210,000	\$ 40,000
Total Justice Court	\$ 170,000	\$ 210,000	\$ 40,000
Notes: Increase to cover contract costs with SL County.			

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET			
Department Budget	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4230 Legal Services			
10 Personnel Services			
110 Salaries & Wages	74,124	-	(74,124)
Law Clerk			
120 Part-Time Wages	-	-	-
140 Employee Benefits	25,000	-	(25,000)
Total Personnel	\$ 99,124	\$ -	\$ (99,124)
20 Operating Expenses			
210 Books, Subscriptions, Memb.	4,000	-	(4,000)
230 Travel	1,500	-	(1,500)
Total Operating	\$ 5,500	\$ -	\$ (5,500)
30 Professional & Contracted Services			
310 Professional Services	140,000	140,000	-
John Brems			
330 Training	2,000	2,000	-
320 Contracted Services	323,800	335,000	11,200
SL County Indigent Defense			
SL County Prosecutorial Services			
Total Professional & Contracted	\$ 465,800	\$ 477,000	\$ 11,200
60 Misc. Expenses			
610 Misc. Expenses	250	250	-
Total Misc.	\$ 250	\$ 250	\$ -
Total Legal Services	\$ 570,674	\$ 477,250	\$ (93,424)
Notes: Decrease related to moving employee costs to Legislative Services budget. Increase to cover SL County contract costs.			

**FY 2019-20
Amendment #1 DRAFT**

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET				
Department Budget		FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4240	Public Safety			
	30 Professional & Contracted Services			
	320 Contracted Services			
	SLC Animal Control	552,944	552,944	-
12 Months of Contract	Unified Police	10,400,000	10,761,278	361,278
	UPD (Alcohol Tax Exp)	42,500	45,000	2,500
	Total Professional & Contracted	\$ 10,995,444	\$ 11,359,222	\$ 363,778
	Total Public Safety	\$ 10,995,444	\$ 11,359,222	\$ 363,778
Notes: Increase to cover cost of UPD contract and Alcohol tax increased to match revenue line item.				

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET				
Department Budget		FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4300	RECORDER			
100-4310	City Recorder			
	10 Personnel Services			
	110 Salaries & Wages	69,983	71,000	1,017
	City Recorder			
	120 Part-Time Wages	-	-	-
	140 Employee Benefits	30,000	32,000	2,000
	Total Personnel	99,983	103,000	3,017
	20 Operating Expenses			
	210 Books, Subscriptions, Memb.	600	600	-
	230 Travel	1,200	1,200	-
	240 Maintenance & Supplies	250	250	-
	280 Postage & Shipping	-	-	-
	Total Operating	2,050	2,050	-
	30 Professional & Contracted Services			
	310 Professional Services	1,000	1,000	-
	320 Contracted Services	130,000	65,000	(65,000)
	SL County Elections			
	330 Training	1,200	1,200	-
	340 Printing	-	-	-
	350 Advertising & Public Notices	10,000	10,000	-
	Total Professional & Contracted	142,200	77,200	(65,000)
	60 Miscellaneous Expenses			
	610 Misc. Expenses	500	500	-
	Total Misc.	500	500	-
	Total City Recorder	244,733	182,750	(61,983)
	Notes: Increase to cover updated personnel costs while election expenses were decreased since there was not a Primary election.			

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET			
Department Budget	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4400 BUILDING SERVICES			
100-4410 Building Services			
10 Personnel Services			
110 Salaries & Wages	-	450,000	450,000
Building Services Director /Building Off.			
Asst. Building Official			
Plans Examiner I			
Building Inspector III			
Building Inspector I			
Permit Technician II			
Permit Technician I			
120 Part-Time Wages	-	-	-
130 Over-Time Wages	-	2,000	2,000
140 Employee Benefits	-	210,000	210,000
Total Personnel	-	662,000	662,000
20 Operating Expenses			
210 Books, Subscriptions, Memb.	-	1,800	1,800
230 Travel	-	2,500	2,500
250 Equipment/Supplies	-	6,000	6,000
Total Operating	-	10,300	10,300
30 Professional & Contracted Services			
310 Professional Services	-	7,500	7,500
Building Inspection Services			
330 Training	-	7,500	7,500
340 Printing	-	-	-
Total Professional & Contracted	\$ -	\$ 15,000	\$ 15,000
60 Miscellaneous Expenses			
610 Misc. Expenses	-	2,500	2,500
Total Misc.	-	2,500	2,500
Total Building Services	-	689,800	689,800
Notes: Building Services is a new department which used to be part of City Services.			

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET			
Department Budget	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4500 COMMUNICATIONS & PROGRAMS			
100-4510 Communications & Programs			
10 Personnel Services			
110 Salaries & Wages	73,206	130,000	56,794
Communications & Programs Director			
Communications Outreach Specialist			
140 Employee Benefits	35,000	53,000	18,000
Total Personnel	\$ 108,206	\$ 183,000	\$ 74,794
20 Operating Expenses			
210 Books, Subscriptions, Memb.	500	500	-
230 Travel	500	750	250
250 Equipment/Supplies	10,000	10,000	-
280 Postage & Shipping	15,000	20,000	5,000
Total Operating	26,000	31,250	5,250
30 Professional & Contracted Services			
310 Professional Services	10,000	10,000	-
330 Training	2,000	2,000	-
340 Printing	75,000	70,000	(5,000)
Total Professional & Contracted	\$ 87,000	\$ 82,000	\$ (5,000)
60 Miscellaneous Expenses			
610 Misc. Expenses	2,500	2,500	-
Total Misc.	\$ 2,500	\$ 2,500	\$ -
80 Community Programs			
810 Community Councils	32,200	32,200	-
Canyon Rim	6,000	6,000	
East Millcreek	5,000	5,000	
Millcreek	15,000	15,000	
Mt. Olympus	3,000	3,000	
Insurance for CC	3,200	3,200	
820 Events	170,000	170,000	-
Utah Venture Out	125,000	125,000	
Event Coordinator	30,000	30,000	
Youth City Council	5,000	5,000	
Other	10,000	10,000	
830 Programs	5,000	5,000	-
Rain Barrel Program	5,000	5,000	-
Total Community Programs	207,200	207,200	-
Total Communications & Programs	\$ 430,906	\$ 505,950	\$ 75,044
Notes: Increase due to the Communications Specialist being moved from the Human Resources budget. Various operation accounts were revised.			

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET				
Department Budget		FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4520	Emergency Management			
	10 Personnel Services			
	110 Salaries & Wages	47,726	48,000	274
	Emergency Manager			
	120 Part-Time Wages	-	-	-
	130 Over-Time Wages	2,000	2,000	-
	140 Employee Benefits	20,000	20,000	-
	Total Personnel	\$ 69,726	\$ 70,000	\$ 274
	20 Operating Expenses			
	210 Books, Subscriptions, Memb.	1,000	1,000	-
	230 Travel	250	250	-
	240 Office Supplies	-	-	-
	250 Equipment/Supplies	10,000	10,000	-
	Total Operating	\$ 11,250	\$ 11,250	\$ -
	30 Professional & Contracted Services			
	310 Professional Services	-	-	-
	330 Training	7,500	7,500	-
	340 Printing	3,500	3,500	-
	Total Professional & Contracted	\$ 11,000	\$ 11,000	\$ -
	60 Miscellaneous Expenses			
	610 Misc. Expenses	2,500	2,500	-
	Total Misc.	\$ 2,500	\$ 2,500	\$ -
	Total Emergency/Risk Management	\$ 94,476	\$ 94,750	\$ 274
	Notes: Increase related to personnel costs.			

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET			
Department Budget	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4530 Information Center			
10 Personnel Services			
110 Salaries & Wages	130,000	150,000	20,000
Information Center/IT Manager			
Information Center Technician			
Information Center Technician			
120 Part-Time Wages	-	-	-
130 Over-Time Wages	1,000	1,000	-
140 Employee Benefits	65,000	80,000	15,000
Total Personnel	\$ 196,000	\$ 231,000	\$ 35,000
20 Operating Expenses			
210 Books, Subscriptions, Memb.	500	500	-
230 Travel	500	500	-
240 Office Supplies	25,000	25,000	-
250 Equipment/Supplies	5,000	5,000	-
280 Postage & Shipping	12,000	12,000	-
Total Operating	\$ 43,000	\$ 43,000	\$ -
30 Professional & Contracted Services			
310 Professional Services	1,000	1,000	-
330 Training	1,200	1,200	-
340 Printing	1,200	1,200	-
Total Professional & Contracted	\$ 3,400	\$ 3,400	\$ -
60 Miscellaneous Expenses			
610 Misc. Expenses	5,000	5,000	-
630 Meals	7,500	7,500	-
Total Misc.	\$ 12,500	\$ 12,500	\$ -
Total Information Center	\$ 254,900	\$ 289,900	\$ 35,000
Notes: Increase related to personnel cost increases.			

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET			
Department Budget	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4540 IT Management			
20 Operating Expenses			
250 Equipment/Supplies	155,000	405,000	250,000
25000 General Supplies & Microsoft Licensing			
75,000 Financial Management Software			
5,000 AutoCad			
23,000 CivicPlus			
5,000 Bluebeam			
2,000 Municipal Code Online			
238,000 EnerGov			
32,000 IWorks License Maintenance			
270 Utilities			
Telephone	45,000	45,000	-
Total Operating	\$ 200,000	\$ 450,000	\$ 250,000
30 Professional & Contracted Services			
310 Professional Services	65,000	40,000	(25,000)
Network Providers, Inc.			
330 Training	-	-	-
Total Professional & Contracted	\$ 65,000	\$ 40,000	\$ (25,000)
60 Miscellaneous Expenses			
610 Misc. Expenses	2,000	2,000	-
Total Misc.	\$ 2,000	\$ 2,000	\$ -
70 Capital			
740 Equipment (Computers, etc.)	50,000	40,000	(10,000)
	\$ 50,000	\$ 40,000	\$ (10,000)
Total IT Management	\$ 317,000	\$ 532,000	\$ 215,000
Notes: Increase due to increased software costs. Other line items decreased based on updated needs.			

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET			
Department Budget	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4600 ECONOMIC DEVELOPMENT			
100-4610 Economic Development			
10 Personnel Services			
110 Salaries & Wages	169,000	170,000	1,000
Economic Dev. Director			
Asst. to Economic Dev. Director			
120 Part-Time Wages	-	-	-
130 Over-Time Wages	-	-	-
140 Employee Benefits	60,000	60,000	-
Total Personnel	\$ 229,000	\$ 230,000	\$ 1,000
20 Operating Expenses			
210 Books, Subscriptions, Memb.	1,200	1,200	-
230 Travel	2,500	2,500	-
240 Office Supplies	-	-	-
250 Equipment/Supplies	500	500	-
280 Postage & Shipping	-	-	-
Total Operating	\$ 4,200	\$ 4,200	\$ -
30 Professional & Contracted Services			
310 Professional Services	-	-	-
330 Training	2,500	2,500	-
Total Professional & Contracted	\$ 2,500	\$ 2,500	\$ -
60 Miscellaneous Expenses			
610 Misc. Expenses	10,000	12,000	2,000
Total Misc.	\$ 10,000	\$ 12,000	\$ 2,000
Total Economic Development	\$ 245,700	\$ 248,700	\$ 3,000
Notes: Increase due to higher personnel costs and misc. expenses			

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET			
Department Budget	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4620 Business License Administration			
10 Personnel Services			
110 Salaries & Wages	97,105	96,000	(1,105)
Business License Administrator			
Business License Assistant			
120 Part-Time Wages	-	-	-
130 Over-Time Wages	3,000	3,000	-
140 Employee Benefits	40,000	40,000	-
Total Personnel	140,105	139,000	(1,105)
20 Operating Expenses			
210 Books, Subscriptions, Memb.	250	250	-
230 Travel	1,500	1,500	-
250 Equipment/Supplies	250	250	-
Total Operating	2,000	2,000	-
30 Professional & Contracted Services			
310 Professional Services	-	15,000	15,000
Business License Fee Study			
330 Training	1,200	1,200	-
Total Professional & Contracted	1,200	16,200	15,000
60 Miscellaneous Expenses			
610 Misc. Expenses	500	500	-
Total Misc.	500	500	-
Total Business License Administration	143,805	157,700	13,895
Notes: Increase due to Business License Fee study to be completed in this fiscal year.			

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET			
Department Budget	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4700 FINANCE			
100-4710 Finance			
10 Personnel Services			
110 Salaries & Wages	135,000	135,000	-
HR-Finance Director			
HR-Finance Asst.			
120 Part-Time Wages	-	-	-
140 Employee Benefits	62,000	62,000	-
Total Personnel	197,000	197,000	-
20 Operating Expenses			
210 Books, Subscriptions, Memb.	250	250	-
230 Travel	500	500	-
240 Office Supplies	250	250	-
250 Equipment/Supplies	-	-	-
Total Operating	\$ 1,000	\$ 1,000	\$ -
30 Professional & Contracted Services			
310 Professional Services	24,000	24,000	-
D&S Accounting			
330 Training	500	500	-
340 Printing	-	-	-
Total Professional & Contracted	\$ 24,500	\$ 24,500	\$ -
60 Miscellaneous Expenses			
610 Misc. Expenses	2,000	2,000	-
Total Misc.	\$ 2,000	\$ 2,000	\$ -
Total Finance	\$ 224,500	\$ 224,500	\$ -
Notes: No change.			

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET			
Department Budget	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4720 Human Resources			
10 Personnel Services			
110 Salaries & Wages	56,000	-	(56,000)
Communications Outreach/Risk Manager			
120 Part-Time Wages	-	-	-
130 Over-Time Wages	-	-	-
140 Employee Benefits	20,600	-	(20,600)
Total Personnel	\$ 76,600	\$ -	\$ (76,600)
20 Operating Expenses			
210 Books, Subscriptions, Memb.	500	250	(250)
230 Travel	500	-	(500)
240 Office Supplies	-	-	-
250 Equipment/Supplies	250	250	-
280 Postage & Shipping	250	250	-
Total Operating	\$ 1,500	\$ 750	\$ (750)
30 Professional & Contracted Services			
310 Professional Services	1,200	3,000	1,800
Employee Assistance Program			
Drug Testing			
330 Training	2,000	1,000	(1,000)
340 Printing	500	500	-
Total Professional & Contracted	\$ 3,700	\$ 4,500	\$ 800
40 Insurance			
420 Worker's Comp Insurance	35,000	40,000	5,000
Total Insurance	\$ 35,000	\$ 40,000	\$ 5,000
60 Miscellaneous Expenses			
610 Misc. Expenses	1,000	1,000	-
Total Misc.	\$ 1,000	\$ 1,000	\$ -
Total Human Resources	\$ 117,800	\$ 46,250	\$ (71,550)
Notes: Decrease due to employee being moved to the Communications budget.			

FY 2019-20
Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET			
Department Budget	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4730 Non-Departmental			
40 Insurance			
410 Liability Insurance			
Total Insurance	80,000	80,000	-
50 Debt Service	\$ 80,000	\$ 80,000	\$ -
510 Bond Principal Payments			
520 Debt Interest			
Bond Interest			
UPD Debt Interest	315,000	315,000	-
530 Fees			
Bond Fees			
UPD Debt Related Fees	60,000	60,000	-
Total Debt Service	\$ 375,000	\$ 375,000	\$ -
60 Miscellaneous Expenses			
610 Misc. Expenses	6,000	6,000	-
620 Bank Charges	42,750	42,750	-
Total Misc.	\$ 48,750	\$ 48,750	\$ -
90 Other Financing Uses			
910 Contribution to Fund Balance	204,588	-	(204,588)
920 Due Other Govt. Entity	-	-	-
930 Transfer to CIP Fund	1,750,000	1,750,000	-
Total Other Financing Uses	\$ 1,954,588	\$ 1,750,000	\$ (204,588)
Total Non-Departmental	\$ 2,458,338	\$ 2,253,750	\$ (204,588)
Notes: Decrease due to less being contributed to fund balance.			

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Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET			
Department Budget	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4800 LEGISLATIVE POLICY			
100-4810 Legislative Policy			
10 Personnel Services			
110 Salaries & Wages	715,000	335,000	(380,000)
Legislative Policy Director			
Legislative Policy Clerk			
Code Compliance Inspector II			
Code Compliance Inspector II			
Code Compliance Inspector I			
120 Part-Time Wages	-	-	-
130 Over-Time Wages	2,500	1,500	(1,000)
140 Employee Benefits	355,000	155,000	(200,000)
Total Personnel	1,072,500	491,500	(581,000)
20 Operating Expenses			
210 Books, Subscriptions, Memb.	3,000	1,500	(1,500)
230 Travel	3,500	1,500	(2,000)
250 Equipment/Supplies	12,000	7,500	(4,500)
Total Operating	18,500	10,500	(8,000)
30 Professional & Contracted Services			
310 Professional Services	40,000	40,000	-
Code Compliance Abatement			
Building Inspection Services			
320 Contracted Services	420,000	-	(420,000)
SL County Parks			
330 Training	10,000	5,000	(5,000)
340 Printing	1,500	1,500	-
Total Professional & Contracted	\$ 471,500	\$ 46,500	\$ (425,000)
4600 Miscellaneous Expenses			
4610 Misc. Expenses	2,500	2,500	-
Total Misc.	2,500	2,500	-
Total Legislative Policy	1,565,000	551,000	(1,014,000)
Notes: Formerly City Services, decreased since Building Dept. costs moved to Building Services budget and SL County Parks expenses moved to Public Works.			

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Amendment #1 DRAFT

MILLCREEK FY 2019-20 ADOPTED GENERAL FUND EXPENSE BUDGET			
Department Budget	FY 2019-20 Adopted Budget	FY 2019-20 Amendment #1	Amount of Change
100-4820 Facilities			
20 Operating Expenses			
250 Equipment/Supplies	30,000	30,000	-
260 Building Maintenance	50,000	50,000	-
270 Utilities	34,750	34,750	-
Electricity			
Natural Gas			
Waste & Disposal			
Water & Sewer			
Total Operating	\$ 114,750	\$ 114,750	\$ -
30 Professional & Contracted Services			
310 Professional Services	20,000	20,000	-
330 Training	-	-	-
Total Professional & Contracted	\$ 20,000	\$ 20,000	\$ -
50 Debt Service			
540 Leases	195,120	195,120	-
Total Leases	\$ 195,120	\$ 195,120	\$ -
60 Miscellaneous Expenses			
610 Misc. Expenses	12,000	12,000	-
Total Misc.	\$ 12,000	\$ 12,000	\$ -
Total Facilities	341,870	341,870	-
Notes: No change.			