

Proposed Budget FY 2021-2022



CLARKSBURG CITY COUNCIL

2020-2021

seated left to right - City Manager Harry Faulk, Vice Mayor Jimmy Marino, Mayor Ryan Kennedy, City Clerk Annette Wright
standing left to right - Councilmember Gary Keith, Councilmember Lillie Jenkins, Councilmember Frank Ferrari, Councilmember Jim Malfregost, Councilmember Marshall Goff

APR 25 2021

FEBRUARY 24, 2021

5:00p.m.

Council Chambers

COUNCIL APPROVED FUNDS

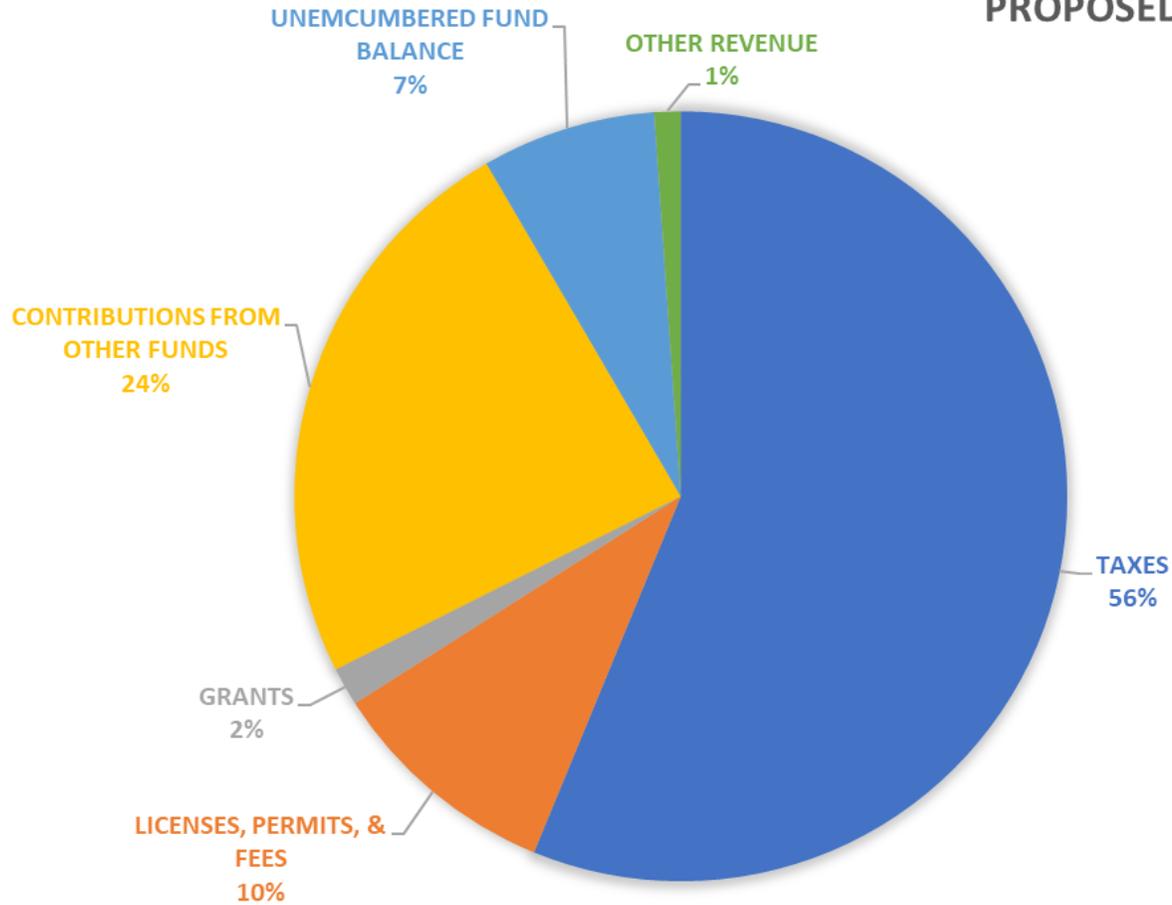
- **GENERAL FUND**
- **COAL SEVERANCE FUND**
- **RAINY DAY (SAVINGS) FUND**
- **ROBINSON GRAND PERFORMING ARTS CENTER FUND**
- **POLICE FINE ESCROW FUND**
- **EXCESS LEVY FUND**

CURRENT FUND BALANCES

- **GENERAL FUND - \$3,586,797**
- **COAL SEVERANCE FUND - \$24,068**
- **RAINY DAY (SAVINGS) FUND - \$466,821**
- **SALES USE TAX FUND (1%) - \$1,606,689**
- **ROBINSON GRAND PERFORMING ARTS CENTER FUND - \$116,861**
- **POLICE FINE ESCROW FUND - \$269,397**
- **EXCESS LEVY FUND - \$465,906**

GENERAL FUND

PROPOSED REVENUE



TAXES	\$ 11,571,800
LICENSES, PERMITS, & FEES	\$ 2,009,350
GRANTS	\$ 332,000
CONTRIBUTIONS FROM OTHER FUNDS	\$ 4,948,000
UNEMCUMBERED FUND BALANCE	\$ 1,500,000
OTHER REVENUE	\$ 227,210
TOTAL	\$ 20,588,360

-3%

From FY 2020-2021 Budget

REVENUE

TAXES

	2019-2020 ACTUAL	YTD 1/31/2021	PROPOSED
TOTAL PROPERTY	\$2,129,791	\$1,698,185	\$3,150,000
GAS & OIL	\$39,395	\$39,000	\$20,000
PUBLIC UTILITY	\$765,493	\$360,490	\$642,000
B & O	\$7,239,635	5,301,813	\$7,501,000
LIQUOR & WINE	\$127,866	\$93,112	\$110,000
ANIMAL CONTROL	\$4,672	\$4,026	\$4,800
HOTEL	\$270,517	\$83,181	\$144,000
TOTAL	\$10,938,992	\$7,567,273	\$11,571,800

REVENUE

CONTRIBUTIONS

	2019-2020 ACTUAL	YTD 1/31/2021	PROPOSED
POLICE PENSION	\$7,500	\$4,375	\$7,500
FIRE PENSION	\$7,500	\$4,375	\$7,500
SALES & USE TAX	\$3,060,023	\$1,500,000	\$4,000,000
URA	\$151,959	0	0
PARK LEVY	\$25,000	0	0
TIF	\$85,445	0	0
CLARKSBURG DEVELOPMENT AUTH.	\$200,000	0	0
SANITARY BOARD	\$300,000	\$200,000	\$300,000
OFF STREET PARKING	\$6,000	\$1,714	\$7,000
TOTAL	\$3,843,427	\$1,710,464	\$4,322,000

REVENUE

LICENSES, PERMITS & FEES

	2019-2020 ACTUAL	YTD 1/31/2021	PROPOSED
FINES, FEES & COURT	\$118,555	\$38,931	\$60,000
PARKING VIOLATIONS	\$3,001	\$830	\$1,000
LICENSES	\$155,869	\$66,672	\$68,500
BUILDING PERMITS	\$170,110	\$59,400	\$150,000
MISC PERMITS	\$20,115	\$43,220	\$75,000
FRANCHISE FEE	\$216,748	\$117,275	\$145,000
INSPECTION FEES	\$56	\$0	\$100
IRP TRUCK REG FEE	\$183,563	\$64,454	\$150,000
PRIVATE CLUB FEE	\$3,325	\$450	\$1,500
MUNICIPAL SERVICE	\$11,041	\$10,753	\$5,050
COLLECTIONS	\$55,821	\$23,546	\$26,000
RENT CONESSIONS	\$10,041	\$4,409	\$6,700
SPECIAL ASSESSMENTS	\$4,891	\$3,035	\$6,500
FIRE SERVICE FEES	\$1,203,738	\$821,288	\$1,200,000
PLANNING & ZONING	\$1,500	\$1,950	\$2,500
TOTAL	\$2,366,296	\$86,240	\$2,009,350

REVENUE

UNENCUMBERED FUND BALANCE

	2019-2020 ACTUAL	YTD 1/31/2021	PROPOSED
TOTAL	0	0	\$1,500,000

REVENUE

GRANTS

	2019-2020 ACTUAL	YTD 1/31/2021	PROPOSED
FEDERAL GRANTS	\$96,799	\$3,958,070	0
STATE GRANTS	\$321,433	\$214,456	\$330,000
LOCAL GRANTS	\$23,442	\$7,352	\$2,000
TOTAL	\$441,674	\$4,179,878	\$332,000

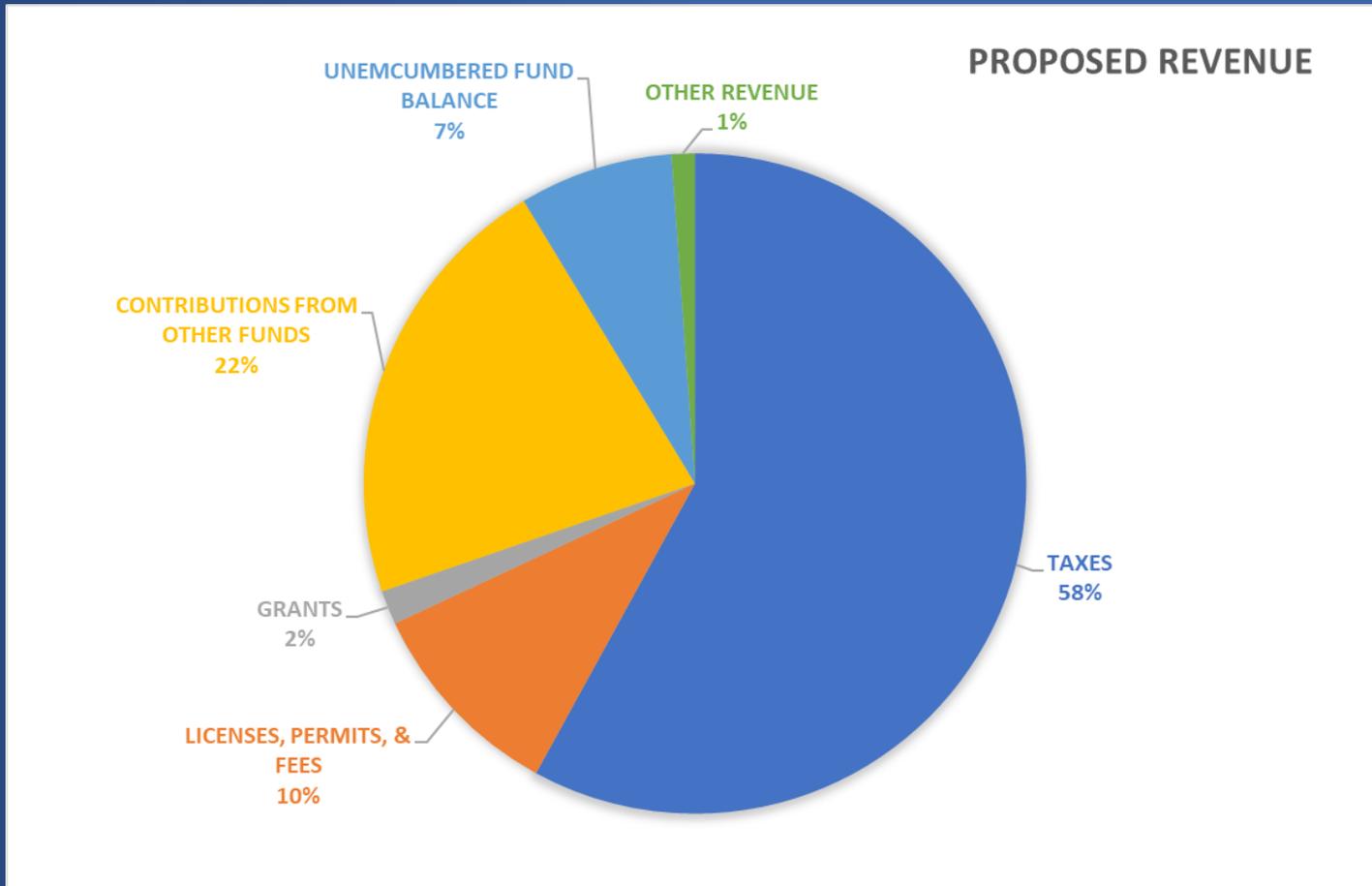
REVENUE

OTHER REVENUE

	2019-2020 ACTUAL	YTD 1/31/2021	PROPOSED
CHARGES TO OTHER ENTITIES	\$12,299	\$1,601	\$11,300
PYMT IN LIEU OF TAXES	\$25,238	0	\$30,000
TABLE GAMING REVENUES	\$8,996	4,513	\$6,500
INTEREST	\$3,769	22,868	\$1,000
REIMBURSEMENTS	\$54,015	\$1,442	\$22,900
REFUNDS	\$1,545	\$939	0
SALE OF ASSETS	\$11,862	\$1,000	\$2,500
SALE OF MATERIALS	\$0	\$4,700	\$2,500
INSURANCE CLAIMS	\$21,043	\$23,713	\$15,000
FILLING FEES	0	0	\$500
SALE OF ACCIDENT REPORTS	\$9,270	\$5,500	\$5,000
VIDEO LOTTERY	\$78,810	\$58,689	\$100,000
MISCELLANEOUS	\$74,929	\$30,578	\$30,210
TOTAL	\$301,776	\$155,543	\$227,410

REVENUE TOTAL

	2019-2020 ACTUAL	YTD 1/31/2021	PROPOSED
TOTAL	\$17,892,165	\$13,699,576	\$20,588,360



13%
Increase

Budgeting Fund Balance and Sales Tax

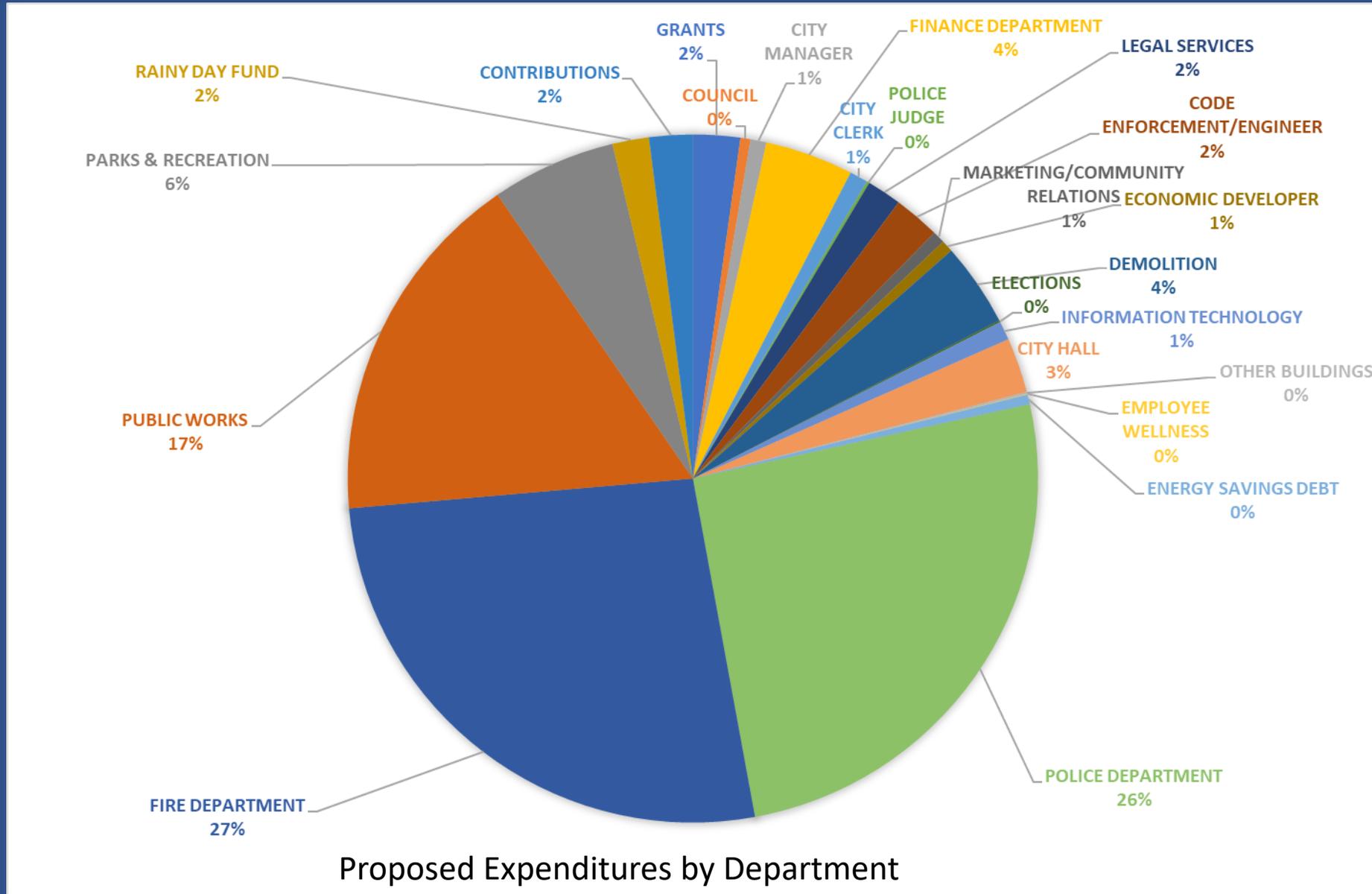
EXPENDITURES

GENERAL FUND

	2019-2020 ACTUAL	2020-2021 BUDGET	YTD	Proposed Budget	% Change
GRANTS	\$ 298,695	\$ 70,575	\$ 194,390	\$ 440,000	523%
COUNCIL	\$ 97,051	\$ 99,861	\$ 48,157	\$ 94,542	-5%
CITY MANAGER	\$ 294,449	\$ 183,025	\$ 74,619	\$ 148,444	-19%
FINANCE DEPARTMENT	\$ 997,335	\$ 905,973	\$ 584,154	\$ 826,650	-9%
CITY CLERK	\$ 122,978	\$ 194,437	\$ 104,970	\$ 169,463	-13%
POLICE JUDGE	\$ 25,975	\$ 25,783	\$ 14,660	\$ 26,183	2%
LEGAL SERVICES	\$ 237,276	\$ 71,500	\$ 99,029	\$ 325,000	355%
CODE ENFORCEMENT/ENGINEER	\$ 254,067	\$ 472,673	\$ 186,902	\$ 432,757	-8%
MARKETING/COMMUNITY RELATIONS	\$ 84,558	\$ 109,914	\$ 43,125	\$ 116,161	6%
ECONOMIC DEVELOPER	\$ 35,118	\$ 109,671	\$ 7,986	\$ 110,824	1%
DEMOLITION	\$ 655,664	\$ 483,304	\$ 233,565	\$ 783,304	62%
ELECTIONS	\$ 509	\$ 31,875	\$ 9,950	\$ 17,130	-46%
INFORMATION TECHNOLOGY	\$ 155,117	\$ 99,625	\$ 84,535	\$ 176,356	77%
CITY HALL	\$ 490,768	\$ 504,856	\$ 338,203	\$ 515,093	2%
OTHER BUILDINGS	\$ 69,534	\$ 64,893	\$ 59,525	\$ 20,500	-68%
EMPLOYEE WELLNESS	\$ -	\$ 5,000	\$ 5,000	\$ 5,000	0%
ENERGY SAVINGS DEBT	\$ 22,860	\$ 91,200	\$ 60,800	\$ 91,200	0%
POLICE DEPARTMENT	\$ 4,519,853	\$ 4,963,427	\$ 2,840,021	\$ 5,106,542	3%
FIRE DEPARTMENT	\$ 4,809,538	\$ 4,779,476	\$ 3,094,121	\$ 5,290,446	11%
PUBLIC WORKS	\$ 3,186,424	\$ 3,218,726	\$ 1,822,426	\$ 3,356,250	4%
PARKS & RECREATION	\$ 1,234,111	\$ 1,164,733	\$ 673,987	\$ 1,162,993	0%
RAINY DAY FUND	\$ 133,333	\$ 150,000	\$ 100,000	\$ 341,446	128%
CONTRIBUTIONS	\$ 453,707	\$ 469,076	\$ 246,831	\$ 406,076	-13%
	\$ 18,178,920	\$ 18,269,604	\$ 10,926,955	\$ 19,962,360	9%

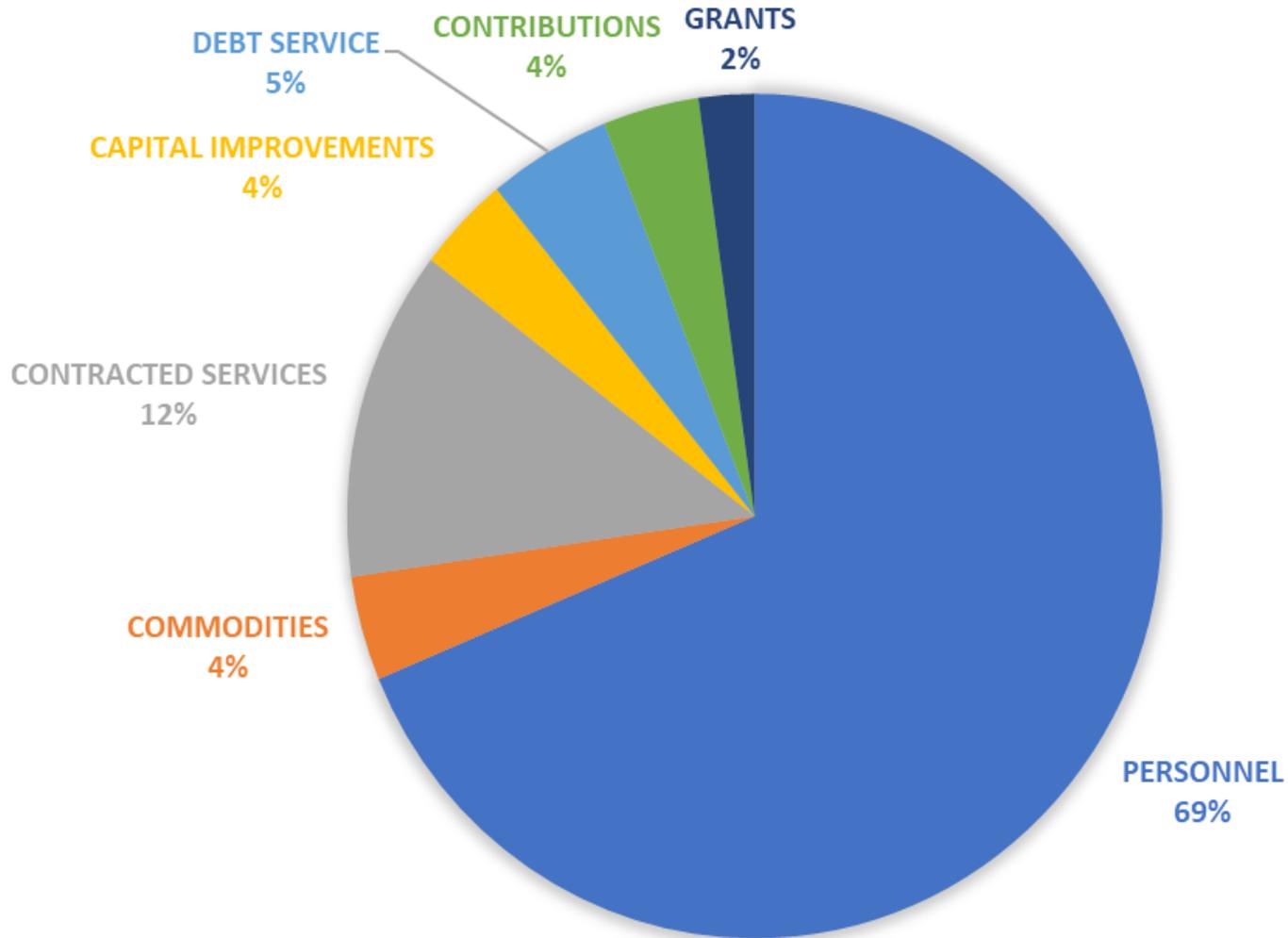
EXPENDITURES

GENERAL FUND



EXPENDITURES

GENERAL FUND



PERSONNEL	\$13,685,701
COMMODITIES	4,796,750
CONTRACTED SERVICES	\$2,526,915
DEBT SERVICE PAYMENTS	\$975,370
CONTRIBUTIONS	\$758,522
GRANTS	\$440,000
CAPITAL IMPROVEMENTS	\$797,400

EXPENDITURES

GENERAL FUND

Personnel Adjustments

	2017	2018	2019	2020	Current	Proposed
Police	42	41	38	40	42	45
Firefighters	42	42	42	42	40	45
Public Works	28	27	27	26	24	28
Economic Developer	0	0	0	0	0	1

EXPENDITURES

GENERAL FUND

Debt Service

	Original Amt	Annual Payment	Loan Date	Pay Off Date	Remaining Balance
Demo #1	\$400,000	\$90,860	10/8/17	4/23	\$192,732.06
Demo #2	\$400,000	\$92,444	11/1/18	6/24	\$279,472.98
City Hall Construction	\$1,088,003.26	\$250,440	7/1/01		\$1,088,033.26
Capital Improvements	\$1,141,000	\$81,226.89			\$814,226.89
YMCA Purchase	\$220,000				0
YMCA HVAC	\$154,000				\$95,893.12
Energy Savings	\$842,526				\$337,734.34
Central Fire Station	\$200,000				\$33,572.12
Street Flusher	\$125,000			8/26	\$65,099.88
Fire Truck/Dozer	\$635,000		8/22/14	10/29	407,095.16
Yard Waste Truck	\$175,000	\$15,167	5/18	4/25	\$133,141.23
Frank Loria Field	\$34,059	\$3,308	3/18	2/28	\$22,073.62
Children's Waterplay Pool	\$278,336	\$33,022	7/19	10/29	\$231,604.49

\$4,238,053.93

EXPENDITURES

GENERAL FUND

Capital Purchases

- Security Cameras – Public Locations: \$20,000
- Sutphen 100ft. Aerial Platform: \$1.2m (\$162,000 annually)
- Replace Dumps on Public Works Trucks: \$30,000
- Dump Truck for Public Works: \$55,000
- Replace Roof at Public Works Office: \$10,000
- Fuel Pump System: \$15,000



Community Improvements

- Sidewalk Improvement Program: \$20,000
- Beautification Committee: \$15,000
- Facade Grant Program: \$10,000
- Demolition: \$500,000

EXPENDITURES

GENERAL FUND

Contributions

- Clarksburg Visitors Bureau: \$72,000
- Harrison/Clarksburg Public Library: \$236,900
- Region IV Planning: \$10,776
- Harrison County Economic Development Corp: \$25,000
- Harrison/Clarksburg Health Department: \$25,000
- Health Access: \$3,000
- Cemetery Preservation: \$500
- Clarksburg History Museum: \$2,500
- Housing Authority After School Program: \$400
- Harrison County Senior Center: \$25,000
- United Way of Harrison County: \$5,000

SUSTAINABILITY

GENERAL FUND

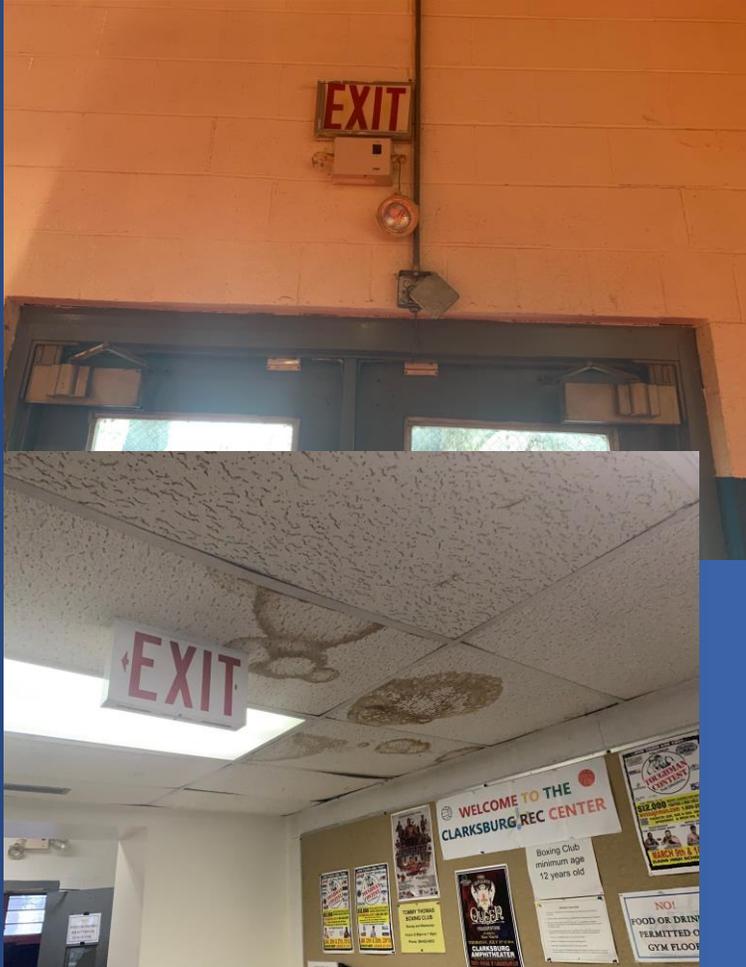
MONIES OWED TO THE CITY

TYPE	NUMBER	ITEM	DUE	
Fire Service Fee Liens	2393	Liens	\$747,368	2009-2020
Demo Program	138	Structures	\$1,348,525	Not including 2021
Promissory Notes	31	Notes	\$114,855.96	Everything
Vacant Property	170	Liens	\$78,503	2016 – Current
Grass & Weeds	513	Liens	\$190,984	2015 – Current
B&O Taxes	216	Liens	\$138,287	2017 – Current
Citations	2117	Citations	\$499,636.44	2014-2020 (Collections)
TOTAL			\$3,118,161	

SUSTAINABILITY

GENERAL FUND

RECREATION CENTER ON DUFF AVE



	2018	2019	2020
Revenues	\$8755	\$7,400	\$5109
Expenses	\$37,161	\$34,833	\$30,563
Total	-\$28,406	-\$27,433	-\$25,453

- Needs new roof: \$75,000
- Up to Code: \$15,000

Sell as is.

50% goes to Board of Education

SUSTAINABILITY

GENERAL FUND

Compost Department

Revenues: \$19,970 past four years

Expenditures: \$343,671 budgeted this year.

New Tub Grinder: \$300,000 - \$375,000



- Waste Management Picks up Yard Waste
- Special Pickup on Wednesdays by Public Works that is scheduled.
- Personnel moves to Street Department, then not replaced through attrition.
- Savings: Estimated Savings \$25,000 first year and more the following years.

COAL SEVERANCE FUND

Anticipated Revenues: \$56,100 (\$14,000 carryover)

Current Balance: \$24,559.16



- Finance Department: \$2,000
- City Clerk: \$3,000
- Human Resources: \$1,300
- City Hall: \$3,426
- Fire Department: \$22,524
- Street Department: \$4,000
- Street Lighting: \$4,000
- Compost Department: \$2,850
- Parks & Recreation: \$13,000

FINANCIAL STABILIZATION FUND

Current Balance:	\$466,820.84
FY 2020-2021 Remaining Transfers:	\$51,600
FY 2021-2022 Proposed Transfers:	\$500,000
Ending Balance:	\$1,018,420.84



SALES TAX FUND

Revenue: \$4,466,000

Carryover Balance: \$2,500,000

Total: \$6,966,000

❖ Debt Service – Robinson Grand	\$437,000
❖ Contribution to Police Pension Fund	\$500,000
❖ Contribution to Fire Pension Fund	\$500,000
❖ Bridge & Slip Repair	\$400,000
❖ Debt Service for Infrastructure & Slips Repair	\$503,000
❖ Contribution to General Fund	\$4,626,000

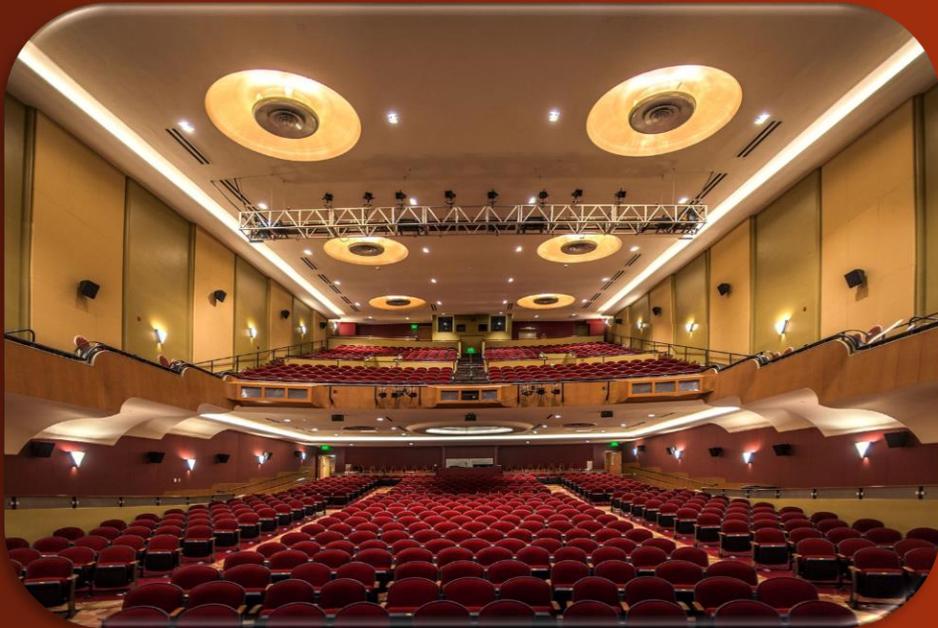


ROBINSON GRAND PERFORMING ARTS CENTER FUND

Current Balance: \$126,495.84

Revenue

- Sales: \$23,000
- Rentals & Events: \$498,500
- Grants, Donations, Sponsorships: \$180,000



Expenditures

- Personal Services: \$336,395
- Contractual Services: \$356,200
- Commodities: \$12,000

POLICE FINE ESCROW FUND

Current Balance: \$269,397

Revenue: \$69,000

Total: \$338,397



Expenditures

- Training
- Supplies
- Firing Range Improvements
- Equipment for Cruisers
- Portable Radios
- Body Cameras
- In Car Cameras
- Drone

Total Expenditures: \$231,750

EXCESS PROPERTY TAX FUND

PROJECTED REVENUES: \$1,289,513

Expenditures

Sidewalk repairs: \$5,000

Waldomore: \$7,000

Police Department

- 5 new police cars: \$172,900
- Uniforms: \$25,000
- Swat Equipment: \$7,600

Fire Department

- Turnout Gear: \$20,000
- Equipment: \$13,000
- AED's: \$7,000

Public Works

- Street Paving: \$425,000
- Neighborhood Sidewalk Program: \$10,000
- Blacktop, Stone, Concrete, Snowplows & Spreaders: \$84,500

Park Board: \$511,513

