

CENCOM EXECUTIVE COMMITTEE (CEC)
October 28, 2015 ~ 1:30 PM to 3:30 PM
Mayor Lent's Conference Room- Norm Dicks Government Center

A G E N D A

1. Call to Order (Chair)
2. Approval of Minutes (Chair)
3. Additions to Agenda? (Chair)
4. Public Comment (limited to 2 minutes per speaker) (Chair)
5. Governance (Kirton)
 - a. ILA
 - b. Risk Insurance
 - c. HR
6. Possible Executive Session to discuss labor negotiations (Kirton)
7. 2015 Budget Report (King)
8. 2015 Goals and Tech Project Updates (Kirton)
9. Additional Agenda Items *(If any)*
 - a. _____
 - b. _____
 - c. _____
 - d. _____
10. Good of the Order

Information Paper

CENCOM Policy Board

Subject: Budget Report (actuals as of September 30, 2015)

Summary: For the period of January through September 2015, revenues were above budget and expenses were below budget, with no significant outliers.

Revenues: We have received 77.6% (\$6.7M) of budgeted revenues through September 2015, with a goal of 74.6%.

Our sales tax revenue is above projection for 2015, with our YTD total 11% above the YTD budget. We have received 82.3% of the total budgeted sales tax revenue (goal is 74.2%).

Our telephone excise tax revenues are below budget with 71.4% received of the 74.9% expected.

State Grants are above projection for the year with 134% received.

All other revenues are tracking above projection with 76.3% received of the 75% expected.

Expenditures: We have expended 65.3% (\$6.7M of \$10.3M) of our **total** appropriation with a goal of 73.9%. We have expended 68.8% (\$5.9M of \$8.6M) of our **operating** appropriation with a goal of 73.7% through September 2015.

Within the operating expenditures, Salaries and Benefits are 6.46% below the YTD budget. We have expended 68.1% of the total Salaries and Benefits budget (\$4.2M of \$6.2M) with a goal of 72.8%. Supplies and Services are 23.7% below the YTD budget. We have expended 70.5% of the total Supplies and Services budget (\$1.7K of \$2.4M) with a goal of 76.1%.

Technical System Enhancements: We have expended 47% (\$772k of \$1.6M) through September 2015, with a goal of 75.0%.

Reserves: We have not had to use any of our reserve funds so far this year.

Risks: None identified. Economic data from the Kitsap Economic Development Alliance indicates many areas have improved. Building permits are up 15.11% for the first three quarters of 2015 compared to 2014. New business licenses have increased 37.96% from the 2nd quarter of 2014 to the 2nd quarter of 2015. Unemployment is down 1.75% from last June 2014 to this June 2015, and Residential sales were up 4.89%. Taxable retail sales were up 7.86% for the 1st quarter of 2015 compared the 1st quarter of 2014.

Summary

(As of 09/30/2015)

Description	Goal	Adopted 2015 Budget	Year-To-Date Actuals 2015	Delta	
Total Revenues	74.6%	\$ 8,652,029.00	\$ 6,710,628.79	\$ (1,941,400.21)	77.6%
Operating Salaries and Benefits	72.8%	\$ 6,239,484.30	\$ 4,247,897.40	\$ 1,991,586.90	68.1%
Operating Supplies, Services and Interfund	76.1%	\$ 2,405,877.32	\$ 1,695,913.14	\$ 709,964.18	70.5%
Total Operating Expenses	73.7%	\$ 8,645,361.62	\$ 5,943,810.54	\$ 2,701,551.08	68.8%
Misc Technical Improvements	75.0%	\$ 182,014.00	\$ 235,294.74	\$ (53,280.74)	129.3%
Backup Center	75.0%	\$ 80,000.00	\$ 12,413.96	\$ 67,586.04	15.5%
ACOM Replacement	75.0%	\$ 500,000.00			
NG911	75.0%	\$ 881,596.00	\$ 524,084.83	\$ 357,511.17	59.4%
Total Tech Improvements	75.0%	\$ 1,643,610.00	\$ 771,793.53	\$ 871,816.47	47.0%
Total Expenditures	73.9%	\$ 10,288,971.62	\$ 6,715,604.07	\$ 3,573,367.55	65.3%

Revenues

(As of 09/30/2015)

Description	Goal	Adopted 2015 Budget	Year-To-Date Actuals 2015	Delta	
Sales Tax	74.2%	\$ 3,511,404.00	\$ 2,890,633.46	\$ (620,770.54)	82.3%
Telephone Excise Tax	74.9%	\$ 2,527,074.00	\$ 1,805,495.32	\$ (721,578.68)	71.4%
State Grants	75.0%	\$ 36,000.00	\$ 48,246.29	\$ 12,246.29	134.0%
Other Revenues	75.0%	\$ 2,577,551.00	\$ 1,966,253.72	\$ (611,297.28)	76.3%
Total Revenues	74.6%	\$ 8,652,029.00	\$ 6,710,628.79	\$ (1,941,400.21)	77.6%

Salaries & Benefits

(As of 09/30/2015)

Object Account	Account Description	Adopted 2015 Budget	Year-To-Date Actuals 2015	Delta	
5101	REGULAR SALARIES	\$ 4,345,243.00	\$ 2,632,089.80	\$ 1,713,153.20	60.6%
5102	OVERTIME PAY	\$ 228,349.44	\$ 280,163.72	\$ (51,814.28)	122.7%
5103	LONGEVITY PAY	\$ 50,114.00	\$ 39,069.96	\$ 11,044.04	78.0%
5104	SICK LEAVE PAYOUT	\$ -	\$ -	\$ -	0.0%
5106	ANNUAL LEAVE PAYOUT	\$ 12,720.00	\$ 21,083.19	\$ (8,363.19)	165.7%
5108	SHIFT DIFFERENTIAL PAY	\$ 7,716.00	\$ 933.83	\$ 6,782.17	12.1%
5109	EXTRA HELP	\$ 10,220.40	\$ 32,358.97	\$ (22,138.57)	316.6%
5110	OUT OF CLASS PAY	\$ 21,800.00	\$ 47,334.64	\$ (25,534.64)	217.1%
5190	MISCELLANEOUS PAY	\$ 52,000.00	\$ 39,351.50	\$ 12,648.50	75.7%
5201	INDUSTRIAL INSURANCE	\$ 86,974.76	\$ 52,328.42	\$ 34,646.34	60.2%
5202	SOCIAL SECURITY	\$ 354,530.59	\$ 230,758.38	\$ 123,772.21	65.1%
5203	PERS RETIREMENT	\$ 475,378.11	\$ 296,492.79	\$ 178,885.32	62.4%
5216	DEPENDENT BENEFITS	\$ -	\$ -	\$ -	
5220	UNEMPLOYMENT COMPENSATION	\$ 29,680.00	\$ 8,932.20	\$ 20,747.80	30.1%
5229	BENEFITS BUCKET	\$ 756,000.00	\$ 567,000.00	\$ 189,000.00	75.0%
5299	Budgeted Attrition	\$ (191,242.00)		\$ (191,242.00)	
72.8%	Salaries and Benefits	\$ 6,239,484.30	\$ 4,247,897.40	\$ 1,991,586.90	68.1%

Operating Expenditures (As of 09/30/2015)

Object Account	Account Description	Adopted 2015 Budget	Year-To-Date Actuals 2015	Delta	
6971	LTGO Bond 2005 Refd	\$ 503,500.00	\$ 503,500.00	\$ -	100.0%
5311	OFFICE/OPERATING SUPPLIES	\$ 36,424.28	\$ 18,914.89	\$ 17,509.39	51.9%
5321	FUEL CONSUMED	\$ 13,248.00	\$ 5,472.81	\$ 7,775.19	41.3%
5351	SMALL TOOLS & EQUIPMENT	\$ 9,587.30	\$ 10,218.64	\$ (631.34)	106.6%
5352	COMPUTER SOFTWARE	\$ 19,977.97	\$ 15,714.78	\$ 4,263.19	78.7%
5353	SMALL COMPUTER EQUIPMENT	\$ 27,272.83	\$ 8,270.00	\$ 19,002.83	30.3%
5354	TELEPHONE EQUIPMENT	\$ 1,087.00	\$ -	\$ 1,087.00	0.0%
5412	ENGINEERING & ARCHITECTURAL	\$ -	\$ -	\$ -	
5413	PRE-EMPLOYMENT SCREENING	\$ 3,700.00	\$ 1,843.00	\$ 1,857.00	
5415	MANAGEMENT CONSULTING	\$ 19,000.00	\$ 14,062.50	\$ 4,937.50	74.0%
5416	COURT REPORTERS/legal svcs	\$ -	\$ -	\$ -	
5419	OTHER PROFESSIONAL SERVICES	\$ 9,400.00	\$ 18,169.07	\$ (8,769.07)	193.3%
5421	TELEPHONE	\$ 31,523.00	\$ 20,473.30	\$ 11,049.70	64.9%
5422	CELLULAR TELEPHONES	\$ 10,400.00	\$ 6,755.98	\$ 3,644.02	65.0%
5425	POSTAGE	\$ 3,500.00	\$ 1,612.08	\$ 1,887.92	46.1%
5431	MILEAGE	\$ 4,833.00	\$ 3,685.32	\$ 1,147.68	76.3%
5432	TRAVEL	\$ 22,880.00	\$ 18,051.80	\$ 4,828.20	78.9%
5433	PER DIEM	\$ 8,346.00	\$ 6,358.54	\$ 1,987.46	76.2%
5438	NON-EMPLOYEE MILEAGE	\$ -	\$ 319.09	\$ (319.09)	
5439	NON-EMPLOYEE TRAVEL	\$ 400.00	\$ 754.70	\$ (354.70)	188.7%
5441	ADVERTISING	\$ 2,000.00	\$ 1,196.17	\$ 803.83	59.8%
5451	OPERATING RENTAL/LEASES	\$ 200,944.35	\$ 75,636.88	\$ 125,307.47	37.6%
5472	WATER	\$ 1,962.00	\$ 1,441.73	\$ 520.27	73.5%
5473	SEWER	\$ 3,527.00	\$ 2,402.03	\$ 1,124.97	68.1%
5474	ELECTRICITY	\$ 117,500.00	\$ 71,695.72	\$ 45,804.28	61.0%
5475	WASTE DISPOSAL	\$ 3,216.00	\$ 2,122.24	\$ 1,093.76	66.0%
5476	CABLE TV	\$ -	\$ -	\$ -	
5481	REPAIRS & MAINT-BUILDINGS	\$ 89,388.18	\$ 35,731.98	\$ 53,656.20	40.0%
5482	REPAIRS & MAINT-IMPROVEMENTS	\$ 31,376.26	\$ 3,191.44	\$ 28,184.82	10.2%
5483	REPAIRS & MAINT-EQUIPMENT	\$ 45,442.04	\$ 17,878.02	\$ 27,564.02	39.3%
5484	REPAIRS & MAINT-COMPUTER EQUIP	\$ 288,856.12	\$ 225,689.69	\$ 63,166.43	78.1%
5492	DUES/SUBSCRIPTIONS/MEMBERSHIPS	\$ 7,617.80	\$ 1,888.92	\$ 5,728.88	24.8%
5493	BANK & CREDIT CARD SVC	\$ -	\$ 5.00	\$ (5.00)	
5496	PRINTING & BINDING	\$ -	\$ -	\$ -	
5497	REGISTRATION & TUITION	\$ 15,291.00	\$ 9,823.76	\$ 5,467.24	64.2%
5499	OTHER	\$ 5,199.06	\$ 7,119.88	\$ (1,920.82)	136.9%
5840	DEBT ISSUE COSTS	\$ -	\$ -	\$ -	
5912	I/F I.S. SERVICE CHARGES	\$ 19,736.00	\$ 14,276.25	\$ 5,459.75	72.3%
5913	I/F I.S. PROG MAINT & DEV CHGS	\$ -	\$ -	\$ -	
5918	I/F GIS MAPPING SVS.	\$ 45,873.00	\$ 47,174.66	\$ (1,301.66)	102.8%
5921	I/F COMMUNICATION	\$ 1,252.00	\$ -	\$ 1,252.00	0.0%
5922	I/F I.S. PROJECTS	\$ -	\$ 511.47	\$ -	
5931	I/F SUPPLIES	\$ -	\$ 216.01	\$ (216.01)	
5951	I/F OPER RENTAL & LEASES	\$ 7,320.00	\$ 4,880.00	\$ 2,440.00	66.7%
5961	I/F INSURANCE SERVICES	\$ 21,176.00	\$ 10,588.00	\$ 10,588.00	50.0%
5981	I/F REPAIRS & MAINTENANCE	\$ -	\$ 1,694.06	\$ (1,694.06)	
5993	I/F TRAINING	\$ 250.00	\$ -	\$ 250.00	
5996	INDIRECT COST ALLOCATIONS	\$ 186,971.00	\$ 140,228.25	\$ 46,742.75	75.0%
1033					
5311	OFFICE SUPPLIES	\$ -	\$ -	\$ -	
5351	OFFICE EQUIPMENT	\$ 3,261.00	\$ 447.69	\$ 2,813.31	13.7%
5352	COMPUTER SOFTWARE	\$ 1,655.49	\$ 922.85	\$ 732.64	55.7%
5353	COMPUTER EQUIPMENT	\$ 35,000.00	\$ 5,824.17	\$ 29,175.83	16.6%
5354	TELEPHONE EQUIPMENT	\$ 2,000.00	\$ -	\$ 2,000.00	0.0%
5422	CELLULAR TELEPHONES	\$ 160,000.00	\$ 113,907.20	\$ 46,092.80	71.2%
5483	REPAIRS & MAINT-EQUIPMENT	\$ 32,610.00	\$ -	\$ 32,610.00	0.0%
5484	REPAIRS & MAINT-COMPUTER EQUIP	\$ 122,626.64	\$ 84,495.56	\$ 38,131.08	68.9%
5913	I/F I.S. PROG MAINT & DEV CHGS	\$ 80,432.00	\$ 60,323.94	\$ 20,108.06	75.0%
5915	I/F MANAGEMENT CONSULTING	\$ 128,656.00	\$ 96,491.97	\$ 32,164.03	75.0%
5918	I/F GIS MAPPING SVS.	\$ 19,659.00	\$ 3,931.10	\$ 15,727.90	20.0%
76.1%	Op. Supplies and Svcs (1031-1033)	\$ 2,405,877.32	\$ 1,695,913.14	\$ 709,964.18	70.5%

Tech Expenditures (As of 09/30/2015)

Object Account	Account Description	Adopted 2015 Budget	Year-To-Date Actuals 2015	Delta	
5311	OFFICE SUPPLIES	\$ 380.00	\$ 605.88	\$ (225.88)	159.4%
5351	OFFICE EQUIPMENT	\$ -	\$ 6,075.28	\$ (6,075.28)	
5352	COMPUTER SOFTWARE	\$ 15,000.00			
5353	COMPUTER EQUIPMENT	\$ 10,000.00	\$ 19,822.41	\$ (9,822.41)	198.2%
5412	ENGINEERING & ARCHITECTURAL		\$ 3,715.14	\$ (3,715.14)	
5415	MANAGEMENT CONSULTING		\$ 1,741.65	\$ (1,741.65)	
5419	OTHER PROFESSIONAL SERVICES	\$ 15,000.00	\$ 3,698.32	\$ 11,301.68	24.7%
5432	TRAVEL	\$ -	\$ 1,206.40		
5433	PER DIEM		\$ 673.44		
	OPERATING RENTAL/LEASES				
5481	REPAIRS & MAINT-BUILDINGS	\$ 48,398.00	\$ 14,571.37	\$ 33,826.63	30.1%
5483	REPAIRS & MAINT-EQUIPMENT	\$ 33,233.00	\$ 6,812.97	\$ 26,420.03	
5484	REPAIRS & MAINT-COMPUTER EQUIP	\$ -	\$ -	\$ -	
5499	OTHER	\$ 30,000.00	\$ -	\$ 30,000.00	0.0%
5641	COMPUTER EQUIPMENT	\$ 1,957.00		\$ 1,957.00	0.0%
5642	OTHER MACHINERY & EQUIPMENT	\$ -	\$ 175,564.64	\$ (175,564.64)	
5918	W/ GIS MAPPING SVS.	\$ 28,046.00	\$ 807.26	\$ 27,238.74	2.9%
	Misc Tech Improvements (1034)	\$ 182,014.00	\$ 235,294.74	\$ (53,280.74)	129.3%
5412	ENGINEERING & ARCHITECTURAL	\$ -	\$ 5,381.25	\$ (5,381.25)	
5419	OTHER PROFESSIONAL SERVICES	\$ -	\$ 6,682.71	\$ (6,682.71)	
5642	OTHER MACHINERY & EQUIPMENT	\$ 80,000.00	\$ -	\$ 80,000.00	0.0%
5919	OTHER W/ PROFESSIONAL SERVICE		\$ 350.00	\$ (350.00)	
	Backup Center (1035)	\$ 80,000.00	\$ 12,413.96	\$ 67,586.04	15.5%
5641	COMPUTER EQUIPMENT	\$ 500,000.00	\$ -		
	Acom Replacement (1036)	\$ 500,000.00	\$ -	\$ 500,000.00	0.0%
5101	REGULAR SALARIES		27,305.60		
5102	OVERTIME PAY		337.24		
5190	MISC PAY		2,280.00		
5201	INDUSTRIAL INSURANCE		423.76		
5202	SOCIAL SECURITY		2,226.29		
5203	PERS RETIREMENT		3,051.81		
5351	SMALL TOOLS & EQUIPMENT		2,450.06		
5352	COMPUTER SOFTWARE	0.00	5,359.91	\$ (5,359.91)	
5353	SMALL COMPUTER EQUIPMENT		65,371.97		
5415	MANAGEMENT CONSULTING	84,612.00	4,450.00		
5419	OTHER PROFESSIONAL SERVICES	25,000.00	-	\$ 25,000.00	0.0%
5641	COMPUTER EQUIPMENT	771,984.00	410,828.19	\$ 361,155.81	53.2%
				\$ -	
	Next Generation 911 (1037)	\$ 881,596.00	\$ 524,084.83	\$ 357,511.17	59.4%



FINANCIALS

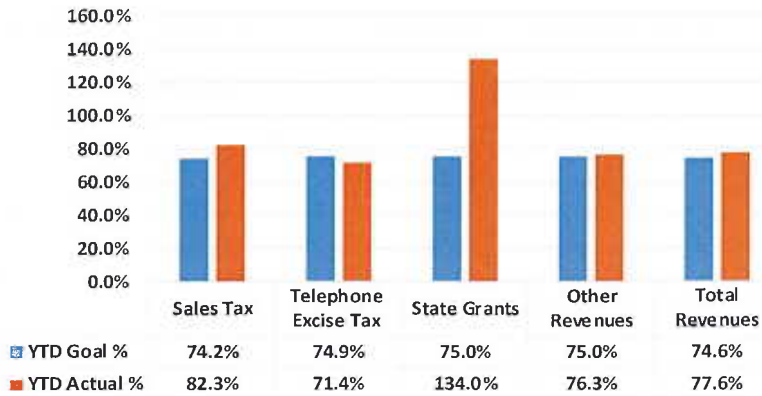
September 2015



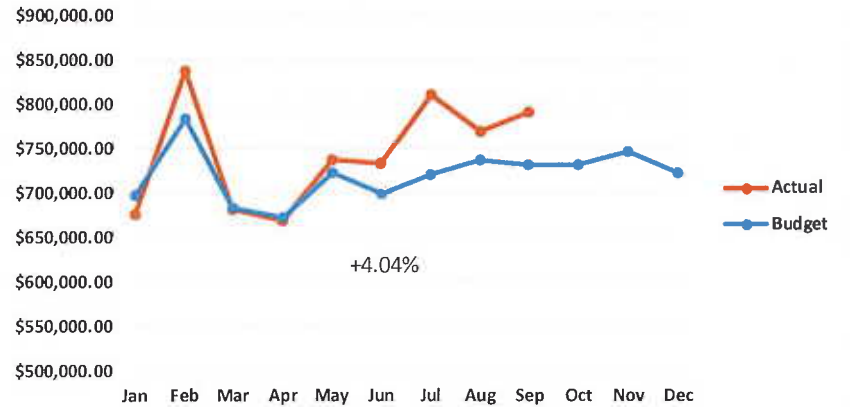
REVENUES

September 2015

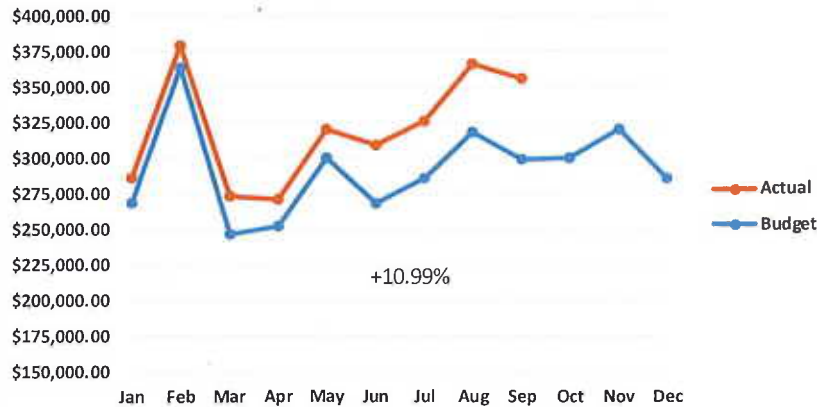
YTD REVENUE TO YTD BUDGET %



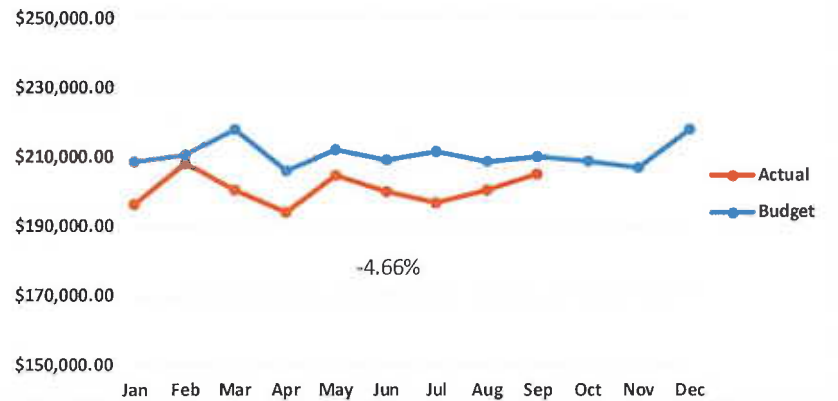
CENCOM BUDGETED REVENUE 2015



CENCOM SALES TAX REVENUE 2015



CENCOM TELEPHONE EXCISE TAX 2015

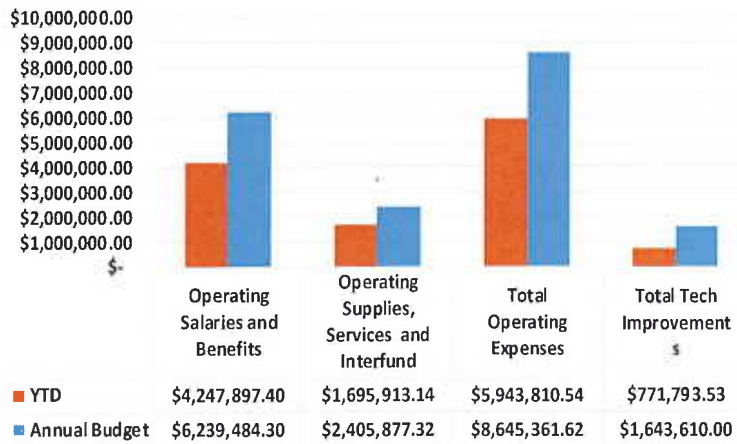




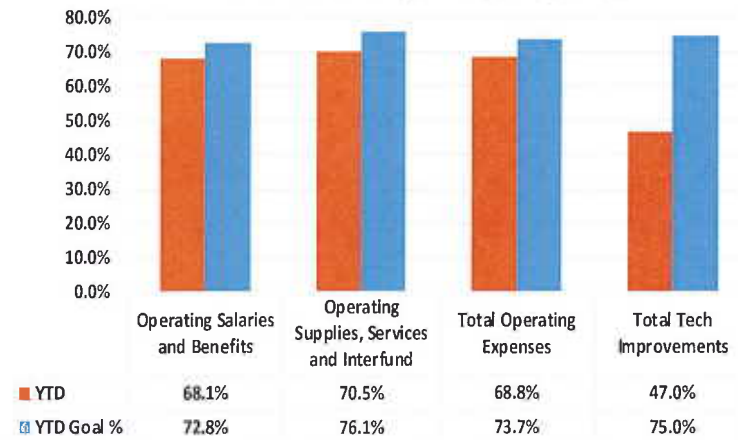
EXPENDITURES

September 2015

YTD ACTUAL TO ANNUAL BUDGET \$



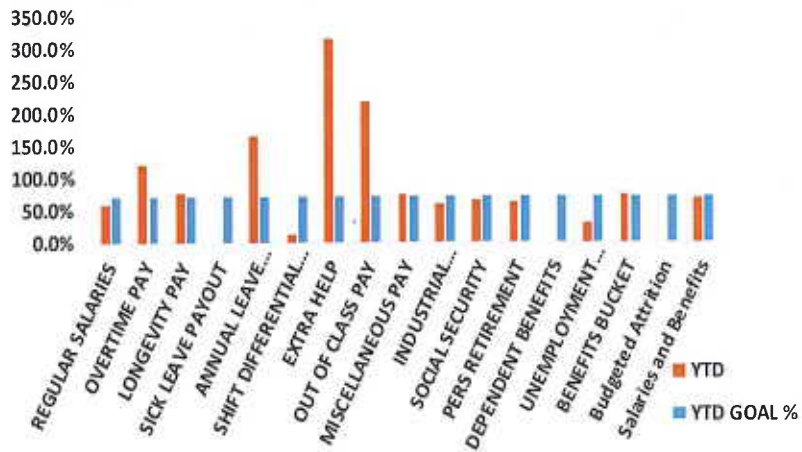
YTD ACTUAL TO YTD GOAL %



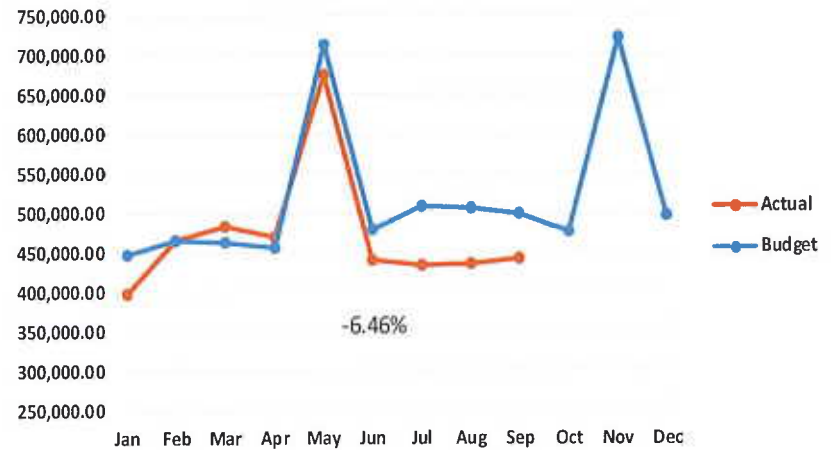


SALARIES & BENEFITS September 2015

YTD ACTUAL TO YTD GOAL %



CENCOM SALARIES & BENEFITS 2015

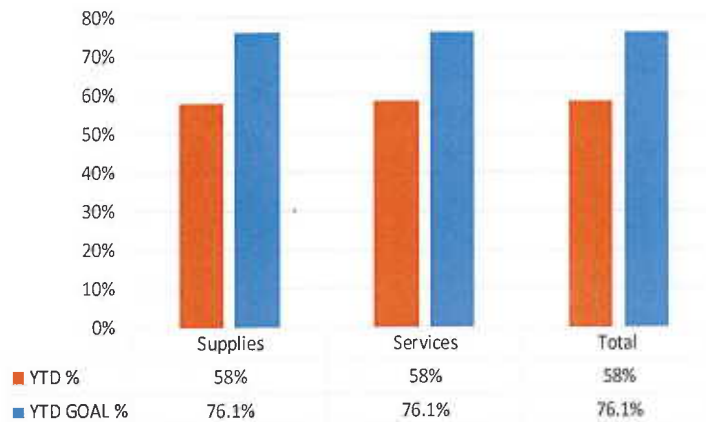




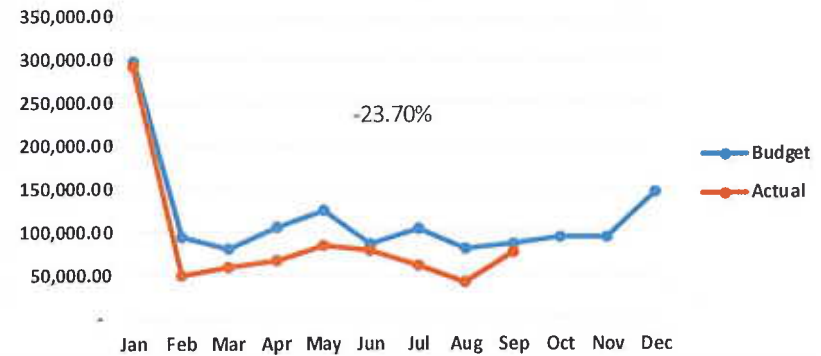
OPERATING SUPPLIES & SERVICES

September 2015

YTD ACTUAL TO YTD GOAL %



CENCOM OPERATING SUPPLIES & SERVICES
2015
1032, 1033





TECHNICAL EXPENSES September 2015

YTD ACTUAL TO ANNUAL BUDGET \$



YTD ACTUAL TO YTD GOAL %

