

City of Winchester

Budget

FY 2025



City of Winchester




Office of the City Manager

Established 1793

MEMORANDUM

TO: Honorable Mayor and City of Winchester Board of Commissioners

FROM: Michael H. Flynn, City Manager (thru May 17, 2024) 
Bruce Manley, City Manager (beginning May 20, 2024)
Alicia Mayabb, Finance Director

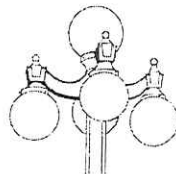
DATE: June 4, 2024

SUBJECT: **City of Winchester FY2024/2025 Operating and Capital Budgets**

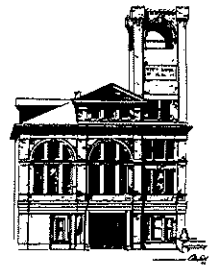
With conclusion of presentations by departmental staff and entities requesting transfers from the City including a budget review meeting on May 16, 2024 with the City Commission, staff formally submits the attached FY2024/2025 Operating and Capital budgets for consideration and approval. Much thoughtfulness and serious considerations have created the budget document that will guide the City in the coming fiscal year. Key elements of the budget are outlined below along with general comments regarding several of the items contained in the budget.

General Fund (Operations and Maintenance)

The current financial stability of the City of Winchester remains favorable. As mentioned in previous budget communications the infusion of federal monies over previous years has allowed the City to maintain positive balances in general fund accounts. Preparation of this budget required utilization of a significant amount of FY23/24 general fund surplus and cuts to important operational needs to meet the requirements of a balanced budget (approximately \$4M). Items of note in the general fund for this fiscal year include 1) adjustment of the payroll tax rate from 2% to 2.15% beginning October 1, 2024 (approximately \$750K-\$1M increase), 2) increase in EMS revenue from last fiscal year (approximately \$100K), 3) COLA for all employees (4%), 4) no transfer of 8% of operating revenue to the Capital fund for the current fiscal year from general fund revenues. The transfer will be assessed at next fiscal year budget time for reallocation, 5) MAPS funds will remain at current levels and be funded as needed with review to occur next fiscal year, 6) remaining ARPA funds (federal) will be placed in the Capital fund (approximately \$1.4M), 7) maintain the current employer/employee health benefit ratio of 95% City and 5% employee (impact of approximately \$256K), and 8) implementation of the Compensation Study in October 2024 (approximately \$274K) to fix compression issues in the current grade and step payroll plan. With these items including various departmental cuts, the City budget reflects a positive cash flow in the amount of \$350K.



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Total City departmental expenses are projected to be \$25,853,200 with operating budget transfers approved at \$1,531,713 totaling \$27,384,913 of general fund expenses. The O&M budget reflects a full compliment of employees in all departments, a 4% COLA adjustment for all employees and implementation of the Compensation Study recommendations in October of 2024.

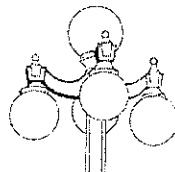
As mentioned in previous budgets and discussions, it can't be restated enough that receipt of the CARES and ARPA monies in the recent budget cycles masked critical needs that are on the immediate horizon. Inflation continues to rise; employee cost is escalating and essential services continue to be improved upon and expanded. Previous budgets were favorable to budget due to employee related expenses being down with the lack of filled positions in Fire, EMS, Police and Public Works. These vacant employee positions continue to be filled closing the gap as well as adding employee positions to improve services on all fronts.

The ultimate result of not reviewing tax adjustments during recent years can be summed up very simply, day-to-day operating expenses have outpaced revenues. This has been a reoccurring theme in the most recent budget preparations. Previous budget proposals and subsequent approvals were augmented by the CARES monies (FY22) ARPA (FY23) including general fund surplus. As noted above, to break this cycle adjustments to the payroll tax and insurance premium tax have been proposed in the current budget. Cost of Service Study recommendations concluded that incremental adjustments over the next three (3) years to these revenue streams will allow the City to increase revenues with the potential to provide approximately \$3M in surplus. Of course, many variables come in to play when calculating this dollar figure, which may cause a fluctuation up or down. It should be noted that the proposed insurance premium tax adjustment, if approved by the Commission, would not go into effect until July 1, 2025. As such, the most important variable with tax adjustment approvals is timing (implementation date). Staff recommends review of the revenue streams and expenses prior to the next proposed adjustment in 2028, so that proper decisions can be made.

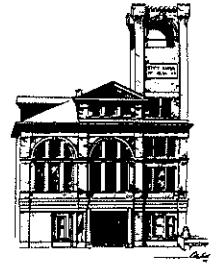
Capital

The capital needs of the City continue to grow as more construction projects are identified and the City continues to expand and improve services requiring capital expenditures. As outlined in the O&M section this budget includes no transfer of 8% of operating revenue to the Capital fund for the current fiscal year from general fund revenues. This is atypical and should be reimplemented with future budget preparations, if possible. To offset the loss of this revenue stream, staff allocated the remaining ARPA funds (approximately \$1.4M) to the capital portion of the budget.

The capital portion of the budget details departmental and specific construction projects. The departmental capital needs of the City total \$1,590,461. This is approximately \$2M less than the previous year. The capital



City of Winchester



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construction portion of the budget identifies \$11,136,000 in projects. This is significantly more than the previous year as projects have been added. Total capital expenses are reflected at \$12,866,468. These expenses are identified as funded, unfunded, financing required, grant funded and/or a combination of some or all of the aforementioned.

Capital revenue projections include \$185,000 in projected revenue, \$1,515,393 in ARPA monies and \$284,281 in surplus from the previous fiscal year. This brings total capital revenues to \$1,984,674. This is nearly \$4.8M less than the previous fiscal year. In order to maintain positive cash flow staff has identified multiple construction projects that will be unfunded or require financing to complete.

Debt service payments for the year total \$140,007.42. These payments include the last interest and principal payment for the street sweeper (2-28-25). The lone remaining debt payment is the College Park Aquatics Center interest and principal, totaling \$104,204.76.

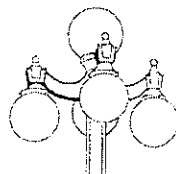
Overall capital needs remain at a deficit with the deficit expected to continue to grow in the coming years. As staff identifies stormwater construction project needs with the Asset Management Inventory Program, this number will multiply exponentially in upcoming budgets. While several of the proposed projects will not occur and be paid for in the coming fiscal year and potentially extend into multiple fiscal years, it is incumbent on management and the Commission to plan for these needs. Several of the unfunded construction projects currently identified include.

- Jackson Street Bridge Removal (\$1,000,000)
- North Main Street Stormwater Improvements (\$2,720,000)
- Wall/Maple Street Stormwater Improvements (\$1,800,000)
- Barlow/Holiday Hills Stormwater Improvements (\$600,000)
- Farmers Market (Depot Street), Phase II and III (\$500,000)
- Downtown Parking Structure (\$3,000,000)

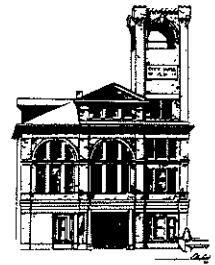
Highlights of the departmental capital budget include the following.

Departmental

- *City Hall Improvements – \$88,000
- *Police (vehicles) – \$280,000
- *Fire Staff vehicle replacement - \$62,000
- *EMS various improvements - \$731,921
- *Public Works various capital needs – \$289,500



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Management worked diligently with staff to remove all unnecessary capital purchases from the departmental budget for the current fiscal year in an effort to provide a balanced budget. The current budget year reflects a significant decrease in departmental capital projects from the previous budget proposal.

Highlights of the construction capital budget include the following current projects. These projects are under construction or anticipated to begin construction in the coming fiscal year.

Construction Projects

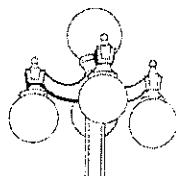
- *Main Street High Side – \$5,500,000 total project cost
- *Fulton Road Extension – \$1,600,000 total project cost
- *Seventh Street Project – \$5,000,000 total project cost
- *Eugene Gay Community Splash Pad – \$1,000,000 total project cost
- *Winn Avenue Stormwater Improvements – \$100,000 total project cost
- *Lincoln Street Redevelopment Project (Phase II) – \$110,000 total project administration fees

As previously stated, the capital needs of the City are great and will require much consideration moving forward. Staff anticipates discussions with financial advisors early in FY24/25 to determine a course of action for financing of critical projects that have been identified in the Capital plan.

Conclusion

The O&M and Capital budgets of the City of Winchester provide for a positive cash flow balance at the end of FY24/25. The Commission as well as departmental staff worked collectively in order that budgetary cuts could be made to provide a balanced budget. I would like to thank all staff who worked diligently, to help finalize the budget, specifically Alicia Mayabb and Tammy Butler.

Finally, it is crucial to re-emphasize, if revenue stream adjustments (taxes) are not made in the coming year for the next fiscal year budget process, City reserves will completely be depleted and essential services will suffer dramatically. Future budgets will need to reflect additional monies (revenue streams/financing) as proposed in order to maintain pace with the growing O&M and Capital needs of the City that should include a comprehensive review of all licensing fees collected by the City.



Implementation Option		Total Salary-Only Cost	Number of Employees Adjusted	Average Adjustment for Impacted Employees	Average Percentage Adjustment	Projected Implementation Date
Pre-Implementation COLA Cost Estimate		\$ 336,367.34	155	\$ 2,170.11	4.0%	7/1/2024
Bring to New Minimum		\$ 274,825.09	155	\$ 1,773.07	2.9%	10/1/2024



2024-25
City Budget

**CITY OF WINCHESTER, KENTUCKY
FISCAL YEAR 2025 BUDGET**

ACRONYMS/ABBREVIATIONS

501C(3)	IRS Non-Profit Status for Corporations
ACLS	Advanced Cardiac Life Support
AFG	Assistance to Firefighters Grant
AED	Automated Emergency Defibrillator
AICP	American Institute of Certified Planners
ALS	Advanced Life Support
AMLS	Advanced Medical Life Support
ASP	Application Service Provider
BDU	Basic Duty Uniform
BERT	Bluegrass Emergency Response Team
BGADD	Bluegrass Area Development District
BIO-HAZ	Biological Hazard
BIO-MED	Biological Medical
BMP	Best Management Practice
CAAK	Code Administrator Association of Kentucky
CALLYO	Cell Phone Investigation Tool
CAD	Computer-Aided Dispatch
CDBG	Community Development Block Grant
CDL	Commercial Drivers License
CDP	Carter Dixon Partnership
CELLIOTITE	Cell Phone Investigation Tool
CERS	County Employees Retirement System
CFDA	Catalog of Federal Direct Assistance
CID	Criminal Investigation Division
CM	City Manager
CMI	Civica Creative Microsystems Incorporated (Tax Client and Authority Tax software)
CMRS	Commercial Mobile Radio Service
CPA	Certified Public Accountant
CPI	Consumer Price Index
CPR	Cardiopulmonary Resuscitation
CPU	Central Processing Unit
CSEPP	Chemical Stockpile Emergency Preparedness Program
DES	Disaster Emergency Services
DGA	Dense Grade Aggregate (rock)
DNA	Deoxyribonucleic Acid
DOW	Division of Water
EC	Emergency Care
EMS	Emergency Medical Services
EMT	Emergency Medical Technician
FCC	Federal Communications Commission
FF/EMT	Firefighter/Emergency Medical Technician
GAAP	Generally Accepted Auditing Procedures
GIS	Geographic Information Systems
GPS	Global Positioning System
HAZ-MAT	Hazardous Material
HPC	Historic Preservation Commission
HR	Human Resources
HRA	Health Reimbursement Account

ICMA	International City Managers Association
IFSTA	International Fire Service Training Association
IIMC	International Institute of Municipal Clerks
IT	Information Technology
ITLS	International Trauma Life Support
KACP	KY Chiefs Association
KAPA	Kentucky American Planning Association
KENA	Dispatcher Association
KGFOA	Kentucky Governmental Finance Officers Association
KIA	Kentucky Infrastructure Authority
KLC	Kentucky League of Cities
KLEFPF	KY Law Enforcement Foundation Program Fund
KMCA	Kentucky Municipal City Clerk
KMESHA	KY Municipal Environmental Safety & Health Association
KSP	Kentucky State Police
LEEDS	Internet Investigation Software
LGEA	Local Government Economic Assistance
LINK	Law Enforcement Information Network Kentucky
LOCATE PLUS	Investigations People Locator
MAPS	Municipal Aid Program
MCI	Mass Casualty Incident
MDC	Mobile Data Computer
MDT	Mobile Data Terminal
MICR	Magnetic Ink Character Recognition
MS4	Municipal Small Separate Storm water System
NCIC	National Crime Information Center
NFPA	National Fire Prevention Association
NIBP	Non-Invasive Blood Pressure
NPDES	National Pollution Detection Elimination System
O/T	Overtime
OC	Oleoresin Capsicum (Pepper Spray)
OSHA	Occupational Safety & Health Administration
P & F	Policeman & Fireman Pension Fund
P & F	Policeman & Fireman Retirement Fund
P/T	Part/time
PALO ALTO	Internet Security Emails
PALS	Pediatric Advanced Life Support
PEPP	Pediatric Education for Pre-Hospital Providers
PFFIP	Professional Firefighter Incentive Program
PILOT	Payment in Lieu of Taxes
PMI	Internet Investigation Software
PPV	Positive Ventilation Fan
PVA	Property Valuation Administrator
RC&D	Resource Conservation & Development
ROCIC	Regional Office Crime Information Center
R-O-W	Right of Way
S&W	Salaries and Wages
SCBA	Self-Contained Breathing Apparatus
SSI	Software Solutions Inc.
TDD	Telecommunication Device for the Deaf
TEA-21	Transportation Enhancement Act
UFIR	Uniform Financial Information Report
VIP	Visual Intelligence Portfolio (finance software)

W/CC
WI FI
WMU

Winchester/Clark County
Wireless Devices
Winchester Municipal Utilities

**CITY OF WINCHESTER, KENTUCKY
FISCAL YEAR 2024-2025 BUDGET**

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City of Winchester
FY 2024-25 Operating Budget

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to date	2024-25 Budget Request	2024-25 CMI Recom	2024-25 Approved
Taxes								
01.00.4.101	Ad Valorem Tax	2,500,000	1,889,585	2,100,000	1,894,295	2,100,000	2,100,000	2,100,000
102	Vehicle Ad Valorem Tax	225,000	293,070	250,000	249,785	275,000	275,000	275,000
103	Delinquent Property Tax	32,000	16,782	25,000	21,198	25,000	25,000	25,000
104	Property Tax Penalty and Interest	35,000	16,117	20,000	25,806	20,000	20,000	20,000
105	Franchise Tax	90,000	77,180	100,000	997	100,000	100,000	100,000
107	Payroll Tax	9,500,000	9,740,270	9,250,000	7,822,855	11,050,000	11,050,000	11,050,000
108	Bank Shares	200,000	186,130	200,000	178,717	200,000	200,000	200,000
109	Pilot (Municipal Housing)	110,000	102,108	110,000	108,837	110,000	110,000	110,000
110	Pilot (Catalent)	44,000	43,397	44,000	319,434	320,000	320,000	320,000
111	Insurance Premium Tax	3,500,000	4,030,067	3,500,000	3,245,262	3,500,000	3,500,000	3,500,000
113	Omitted Tangible Tax	25,000	14,615	25,000	5,013	25,000	25,000	25,000
	Total Taxes	16,261,000	16,409,322	15,624,000	13,872,199	17,725,000	17,725,000	17,725,000
Licenses & Permits								
01.00.4.201	Occupational Licenses	375,000	373,732	375,000	125,424	375,000	375,000	375,000
203	Kentucky Utilities Franchise	500,000	872,052	560,000	541,640	560,000	560,000	560,000
205	Columbia Gas Franchise	180,000	248,099	180,000	139,679	180,000	180,000	180,000
206	Building Permits	130,000	115,819	110,000	66,654	110,000	110,000	110,000
	Total License and Permits	1,185,000	1,609,702	1,225,000	873,397	1,225,000	1,225,000	1,225,000
Non-Tax Revenue								
01.00.4.301	Parking Fines	100	140	100	35	50	50	50
401	Lien Payment Arrangement	500	0	500	0	500	500	500
402	Interest	40,000	246,759	160,000	162,014	160,000	160,000	160,000
403	Miscellaneous Income	85,000	41,624	50,000	494,004	50,000	50,000	50,000
404	Reimbursable Grant Income	0	6,000	3,000	26,100	3,000	3,000	3,000
405	Insurance Recoveries	52,000	73,867	52,000	71,894	50,000	50,000	50,000
406	Administrative Hearing Board Fees	0	200	200	100	200	200	200

	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
407 Gain on Sale of Assets	25,000	0	0	10,058	0	0	0
408 Credit Card Convenience Fees	1,000	1,211	1,000	881	1,000	1,000	1,000
409 Maintenance Liens	45,000	38,405	30,000	36,989	45,000	45,000	45,000
410 Garnishment Revenue	45,000	0	0	0	0	0	0
411 W/CC IDA Grant	0	0	0	0	2,000,000	2,000,000	2,000,000
412 Other Income State/Local	0	0	0	11,551	0	0	0
511 Telecommunications Excise Tax	125,000	122,187	125,000	91,640	125,000	125,000	125,000
512 CMRS E911 Reimbursement State	260,000	18,250	260,000	207,558	260,000	260,000	260,000
515 Member Health Insurance Premiums	0	82,919	0	0	0	0	0
518 Benefits to General	1,350,000	754,607	1,350,000	0	0	0	0
Total Non-Tax Revenue	2,028,600	1,386,169	1,998,600	1,112,824	2,694,750	2,694,750	2,694,750

Intergovernmental Transfers

01.10.4.300 Safe Haven Baby Box	0	0	0	20,000	5,000	5,000	5,000
421 Lights over Lykins 4th of July	0	8,840	5,000	1,950	5,000	5,000	5,000
205 Right of Way Revenue	500	1,265	500	0	500	500	500
207 Storm Water Permit/Fees	3,000	1,273	2,500	11,391	2,500	2,500	2,500
502 Planning & Zoning Citation Fees	4,500	150	1,000	2,157	1,000	1,000	1,000
521 Fiscal Court Planning & Zoning	0	0	0	123,000	20,500	20,500	20,500
408 Communications Tower Lease	6,000	12,000	6,000	6,000	6,000	6,000	6,000
506 911 Revenue/Fiscal Court	275,000	212,595	0	351,201	275,000	275,000	275,000
507 Dispatch Reimbursement from County	150,000	329,563	150,000	105,759	150,000	150,000	150,000
404 Police Federal Grant	0	54,208	0	3,261	0	0	0
503 Police Service Fees/County	6,000	6,770	6,000	6,976	7,000	7,000	7,000
504 KLEPPF Reimbursement	175,000	203,642	175,000	157,025	175,000	175,000	175,000
520 Federal Drug Task Force Reimbursement	40,000	92,927	45,000	44,099	50,000	50,000	50,000
505 PFFIP Reimbursement	285,000	282,864	285,000	204,327	285,000	285,000	285,000
508 Fire Reimb From County	2,350	2,879	2,350	7,889	3,000	3,000	3,000
405 EMS Revenue	1,200,000	1,473,275	1,400,000	1,191,814	1,500,000	1,500,000	1,500,000
508 EMS Reimbursement from County	500,000	462,491	450,000	521,056	550,000	550,000	550,000
503 PW Service Fees	0	10,689	10,000	9,303	10,000	10,000	10,000
Total Intergovernmental Transfers	2,647,350	3,155,431	2,538,350	2,767,208	3,045,500	3,045,500	3,045,500

2022-23	2022-23	2023-24	2023-24	2023-24	2024-25	2024-25	2024-25
Budget	Actual	Budget	Actual to date	Budget Request	CM Recom	Approved	
22,121,950	22,560,624	21,385,950	18,625,628	24,690,250	24,690,250	24,690,250	
General Fund Surplus (as of 4/30/24)	0	0	6,078,254	3,041,836	3,041,836	3,041,836	
American Recovery Act	2,500,000	2,500,000	0	0	0	0	
24,548,046	25,122,348	24,548,046	21,434,021	27,720,414	27,336,913	27,336,913	
73,904	(61,724)	2,916,158	3,269,861	11,672	395,173	395,173	
Excess of Revenue over Expenditures							

City of Winchester
FY 2024-25
Overall Operating Budget

General Fund Expenses	Commission	Legal	City Manager	Finance	Planning	Main Street	Engineering
Personnel	62,700	0	823,200	407,800	407,000	87,600	185,800
Contractual Services	24,600	81,000	40,200	198,000	0	20,200	235,520
Materials & Supplies	36,000	0	3,500	305,500	7,300	10,600	3,600
Other Expenses	2,575,000	1,000	2,000	4,500	3,600	600	50,000
Total Expenses	2,698,300	82,000	868,900	915,800	417,900	119,000	474,920

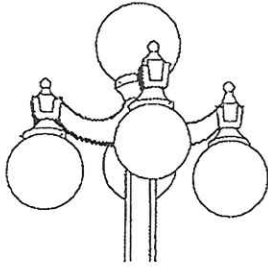
General Fund Expenses	Admin	Communications	Police	Fire	EMS	Public Works	Total
Personnel	50,000	1,418,600	5,172,000	4,967,580	3,203,000	1,455,400	18,240,680
Contractual Services	813,100	127,500	385,500	350,750	557,000	105,000	2,938,370
Materials & Supplies	15,750	13,000	334,700	440,500	371,500	190,900	1,732,850
Other Expenses	0	64,000	183,800	3,500	53,000	300	2,941,300
Total Expenses	878,850	1,623,100	6,076,000	5,762,330	4,184,500	1,751,600	25,853,200

City of Winchester
FY 2024-2025 Operating Budget
Transfers

Account	Description	FY 2023 Budget	FY 2023 Actual	FY2024 Budget	FY 2024 Actual to Date	FY 2025 Budget Request	FY 2025 CM Recom	FY 2025 Approved
01.43.5.001	W/CC Planning Commission	9,500	17,642	9,400	9,400	12,000	12,000	12,000
01.43.5.002	W/CC Parks & Rec	528,546	1,131,703	563,000	999,945	591,000	591,000	591,000
	W/CC Parks & Rec Capital	250,000	0	350,000	0	337,000	179,000	179,000
01.43.5.003	Fiscal Court - DES	11,900	11,900	11,900	11,900	11,925	11,925	11,925
01.43.5.004	KY River Foothills - Transportation	0	0	0	0	31,500	31,500	31,500
01.43.5.005	Fiscal Court Animal Shelter	10,000	10,000	18,500	18,500	20,000	20,000	18,500
	Fiscal Court Spay & Neuter	20,000	19,565	13,000	11,345	20,000	15,000	16,500
01.43.5.006	Bluegrass ADD	3,635	3,635	3,635	3,635	3,635	3,635	3,635
01.43.5.007	KY River Foothills - Aging	28,500	33,250	30,000	88,601	33,000	33,000	33,000
01.43.5.008	W/CC Board of Adjustments	3,000	3,000	3,000	3,000	3,000	3,000	3,000
01.43.5.009	W/CC IDA/Tourism/Chamber	165,000	176,410	199,206	149,405	190,278	190,278	190,278
01.43.5.010	Win Council For The Arts	32,600	0	0	0	0	0	0
01.43.5.011	Heritage Commission	18,000	18,000	18,000	18,000	18,000	18,000	18,000
01.43.5.013	W/CC Tourism - Beautification	7,000	7,332	5,000	5,000	7,000	7,000	7,000
01.43.5.014	Fiscal Court - Operation Pride	3,000	3,000	3,000	3,000	3,000	3,000	3,000
01.43.5.017	Winchester Tree Board	500	0	500	928	500	500	500
01.43.5.027	Clark County GIS	92,000	91,029	99,000	59,283	99,000	99,000	99,000
01.43.5.029	Nursing Home Ombudsman	7,500	7,500	7,500	7,500	7,500	7,500	7,500
	Youth & Elderly Projects							
01.43.5.031	KY Regional Cable Commission	2,500	0	0	0	0	0	0
01.43.5.032	Bluegrass Heritage Museum	53,000	53,000	48,000	36,000	48,000	48,000	48,000
	Museum and House Upkeep	0	0	0	0	6,000	0	0
01.43.5.035	Daniel Boone Pioneer Festival	5,000	5,000	5,000	5,000	0	0	0
01.43.5.038	W/CC Tourism Commission	10,000	10,000	0	0	0	0	0
01.43.5.039	W/CC Parks & Rec Recreation	57,000	52,250	57,000	47,500	57,000	57,000	67,000
01.43.5.043	Winchester Historic Preservation	500	0	500	0	0	0	0
01.43.5.054	Bluegrass Emergency Response	1,375	1,375	1,375	1,375	1,375	1,375	1,375
01.43.5.058	Farmers Market	5,000	5,000	5,000	1,289	5,000	2,500	2,500
01.43.5.059	Winchester Labor Day	12,000	12,000	12,000	12,000	14,000	12,000	12,000

Account	Description	FY 2023	FY 2023	FY2024	FY 2024	FY 2025	FY 2025	FY 2025
		Budget	Actual	Budget	Actual to Date	Budget Req	CM Rec	Approved
01.43.5.060	Winchester Council for the Arts	35,000	35,000	35,000	35,000	150,000	35,000	48,000
01.43.5.062	W/CC Unity MLK Celebration	2,500	2,500	2,500	2,500	2,500	2,500	2,500
01.43.5.063	Community Work Camps	10,000	10,000	10,000	10,000	10,000	10,000	10,000
01.43.5.064	BCTC Scholarship Program	50,000	50,000	50,000	50,000	50,000	25,000	50,000
01.43.5.065	W/CC Planning Comm Comp Plan Update	21,500	0	100	0	0	0	0
01.43.5.066	Halloween Mania	0	500	0	0	0	0	0
01.43.5.068	Winchester First	0	0	8,000	8,000	10,000	10,000	10,000
	Downtown Development Investment Fund	0	0	0	0	50,000	50,000	50,000
01.43.5.070	Bluegrass Alliance (WCC/IDA)	0	0	2,500	0	0	0	0
01.43.5.071	Walk-Bike Clark County	0	0	0	0	75,000	5,000	5,000

Total Transfers \$ 1,456,056 \$ 1,770,591 \$ 1,571,616 \$ 1,598,106 \$ 1,867,214 \$ 1,483,713 \$ 1,531,713



WINCHESTER/CLARK COUNTY PLANNING COMMISSION

Robert Jeffries

Director of Planning and Community Development

Phone: 859-744-7019 Fax: 859-744-6240

rjeffries@winchesterky.com

May 22, 2024

Mayor JoEllen Reed
Winchester City Hall
32 Wall Street
Winchester KY, 40391

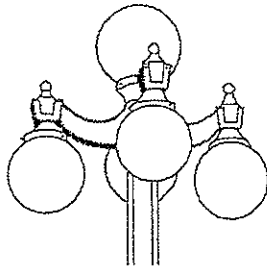
Re: FY25 Planning Commission Budget Request

The Winchester/Clark County Planning Commission request that the Winchester Board of Commissioners appropriate \$12,000 for the FY 2025 Budget.

Thank you for your assistance regarding this matter.

Sincerely,

Robert Jeffries
Director of Planning and Community Development



WINCHESTER/CLARK COUNTY PLANNING COMMISSION

Robert Jeffries

Director of Planning and Community Development

Phone: 859-744-7019 Fax: 859-744-6240

rjeffries@winchesterky.com

March 5, 2024

FY 7-1-24 to 6-30-25

ESTIMATED EXPENDITURES

Insurance	11,000
Commissioners	8,000
Attorney Retainer	9,120
Newspaper	2,500
Secretary	3,600
Audit	5,000
Engineering Review	2,600
Meeting Supplies	1,000
Training	1,200

TOTAL 44,020

Contingency 8,149

ESTIMATED REVENUES

City Appropriations	12,000
County Appropriations	9,400
Hearing Fees*	9,400
Plat Review Fees*	10,900
Maps/Books	14,600
Revenue on hand	20
	7,849

TOTAL 52,169

*Assumptions used to estimate revenue:

3 Preliminary Development Plan at \$300 each	900
5 Final Development Plan at \$400 each	2000
3 Preliminary Major Subdivision Plats at \$300 each	900
8 Final Major Subdivision Plats at \$300 each	2400
2 Zoning Map Amendments at \$550 each	1100
2 Zoning Map Preliminary Development Plans at \$300 each	600
6 Planned Dev Projects at \$500 each (Preliminary/Final)	3000
73 Minor Subdivision Plats at \$200 each	14600

TOTAL \$25,500

*This budget reflects \$100.00 compensation for 8 members attending 10 meetings per year.



Winchester-Clark Co. Parks and Recreation

*15 Wheeler Ave.
Winchester, Ky. 40391
(859)744-9554 fax: (859)737-3409*

March 28, 2024

Mr. Mike Flynn
City Manager
City of Winchester
P.O. Box 40
Winchester, KY 40391

Dear Mr. Flynn:

Enclosed is our proposed FY 2024-25 Operations, and Capital Construction budget requests for the City Commission. This request also includes the recreation budget that supports the programming portion of the department, which has been covered by the City.

We are projecting \$375,000-\$400,000 of our proposed budget will be derived from the sale of passes and facility usage. These numbers are now on par with our highest usage numbers pre-covid. As you are aware we could potentially have our splash park open at the end of this summer. There is a Lifeguard shortage statewide, and Lexington is offering up to \$18 dollars an hour for guards. We have a great work culture and have been able to retain the majority of our part-time staff with small hourly increases. We will continue to express interest in inmate labor for weed eater staff shortages.

We have received updated quotes for outsourcing park mowing, and custodial staff. The quotes for custodial are now exceeding \$28 per hour, far exceeding what we are currently paying. Our staff continue to do a fantastic job. The same applies for mowing, quotes exceed \$68 per acre, far more than we pay our maintenance staff, and that does not include trash pickup, and general building maintenance. We have included a four percent cost of living adjustment for our seven permanent employees.

We added an addendum for Capital Construction items from highest priority to least. The College Park roof replacement will be completed by the end of FY2023-24. New mulch for our play areas was added to last FY as well as this FY's budget. Last FY we received two surplus trucks. Our fleet is old (2-1998's, 1-2003, 04, 05 and 07), therefore we put in a request to replace a truck for our maintenance crew this FY. We were unable to find a used truck for the \$20,000 budgeted. We have added \$50,000 this year in the hope of finding a good newer used truck.

We are blessed to have the City's support and the amazing staff we have!

We look forward to discussing our proposed budget and needs at a work session with you and the Commission if applicable. We appreciate the continued support given to the Parks and Recreation Board by the Commission.

Respectfully submitted,

Jeff Lewis, Director
Winchester-Clark County
Parks & Recreation

Enclosure



Winchester-Clark County Parks and Recreation

15 Wheeler Ave.

Winchester, Ky. 40391

(859)744-9554 fax: (859)737-3409

March 26, 2024

Mr. Mike Flynn
City Manager
City of Winchester
P.O. Box 40
Winchester, KY 40932

Dear Mr. Flynn:

The Parks Board is requesting funding for capital construction items for our FY 2024-2025 budget. The Board would like to thank you and the Commission for the Capital Budget we have been afforded not only FY2023-24, but for the past several years.

Thanks to you and the City Commission's support our department has been able to complete several much needed projects this fiscal year. With the Splash Park project potentially coming online at the end of this summer we understand the City is already going above and beyond for our Department and the Community!

This list will be sent to the Fiscal Court as well; although we have been notified that the County will not be funding any Capital Projects due to their budget constraints. Included in this request are many of the capital items needed for the future of the department. As we have discussed in the past, we anticipate the majority of these projects will NOT be funded.

They are listed in order of necessity:

-Pool and shutdown maintenance
\$12,000 Pool Pump Impeller Replacement
\$8,000 Paint and Supplies

-Community Park Shelter Replacement
\$60,000

-Mulch
\$24,000

-Gym Floor Resurfacing Due to Moisture
\$20,000

-Pool Door Replacement
\$20,000

-Lighting
10,000

-Library Renovations
\$75,000

-Paving of College Parks lower gravel lot
\$40,000

-Maintenance Truck Replacement
\$50,000

-Level floors in both workout rooms
\$18,000

* Reflects Potential Long Term Project

*-Replacement Lights for Little League
Little League Concession stand and restroom replacement
\$500,000

*-Skate Park
\$75,000

*-BMX Course
\$50,000

*-WMU Lake Project
\$250,000

*-Dectron (Pool Air Handler) Replacement
\$500,000

*-Future Sports Complex
4-8 million Dollars

*-Fence at Soccer Complex
\$20-25,000

*-Walk Bike Clark County
\$75,000

Respectfully submitted,

Jeff Lewis
Winchester-Clark County
Parks & Recreation Board

WINCHESTER-CLARK CO. PARKS AND RECREATION



PROPOSED BUDGET 2024-2025

Revenues:

Income:

City of Winchester Income	\$	591,000.00
Clark County Fiscal Court Income	\$	286,000.00
Facilities Rental	\$	74,000.00
Daily Pass Fees & Memberships	\$	360,000.00
Silver Sneakers	\$	30,000.00
Renew Active	\$	12,000.00
Swim Lessons	\$	56,000.00
Personal Trainers	\$	40,000.00
Special Events	\$	14,200.00
Splash Park Pass	\$	25,000.00
TOTAL:	\$	1,488,200.00

Expenses: Salaries

Director	\$	59,360.00
Assistant Director/Program & Marketing Director	\$	55,544.00
Programs & Marketing Supervisor	\$	42,824.00
Memberships & Programming Assistant	\$	33,920.00
Fitness Instructor Staff	\$	14,300.00
Personal Trainers	\$	33,000.00
Aquatics Director	\$	48,972.00
Lifeguard Staff	\$	130,000.00
Splash Park Supervisor	\$	9,000.00
Splash Park Staff	\$	12,000.00
Maintenance Supervisor & Mechanic	\$	42,400.00
Maintenance Foreman	\$	40,800.00
Maintenance Staff	\$	102,526.00
Director of Finance & Administration	\$	43,672.00
Summer Camp Director	\$	4,960.00
Summer Camp Staff	\$	36,000.00
Child Watch Staff	\$	32,000.00
Front Desk Staff	\$	27,000.00
Custodial Staff	\$	65,560.00
SALARIES TOTAL:	\$	833,838.00

Health Insurance	\$	112,000.00
Dental/Vision Insurance	\$	6,350.00
Simple IRA	\$	4,250.00
Payroll Taxes	\$	66,137.00
Payroll Processing Fees	\$	2,000.00
Unemployment Taxes	\$	5,000.00
Taxes Penalties & Interest	\$	1,100.00
INSURANCE TOTAL:	\$	196,837.00

Operating Expenses:

Advertising	\$	500.00
Accounting Services	\$	30,000.00
Bank Fees	\$	13,000.00
Dues & Subscriptions	\$	5,000.00
Computer Software	\$	6,300.00
Merchant Fees	\$	7,000.00
Taxes & Licenses	\$	8,000.00
Insurance-Property & Gen. Liability	\$	40,000.00

Insurance-Workman's Comp	\$	20,000.00
Pool Chemicals & Supplies	\$	15,722.00
Pool Facility Depreciation	\$	5,000.00
Dectron	\$	6,000.00
Janitorial Supplies	\$	11,610.00
Porta Pot Rentals	\$	3,530.00
Parks Maintenance	\$	5,000.00
Building Maintenance	\$	12,500.00
Pool Repairs	\$	14,738.00
Splash Park Maintenance	\$	6,000.00
Splash Park Supplies/Utilities	\$	12,000.00
Supplies - Office/Programming	\$	4,725.00
Instructor Training	\$	500.00
Printing & Copying	\$	2,000.00
Copier Lease	\$	2,800.00
Fitness Equipment Rental	\$	35,000.00
Fitness Equipment Purchases	\$	3,000.00
Telephone/Media	\$	32,000.00
Travel & Training	\$	500.00
Utilities - Water	\$	37,000.00
Utilities - Electric	\$	69,000.00
Utilities - Natural Gas	\$	25,000.00
Vehicle & Equipment Fuel	\$	12,000.00
Vehicle & Equipment Repair/Maint.	\$	10,000.00
Special Events/Activities	\$	2,100.00
TOTAL:	\$	457,525.00

GRAND TOTAL - INCOME: **\$ 1,488,200.00**

\$ 833,838.00

\$ 196,837.00

\$ 457,525.00

GRAND TOTAL - EXPENSES: **\$ 1,488,200.00**

\$ -



CLARK COUNTY EMERGENCY MANAGEMENT

STEVE ASBURY DIRECTOR

200 MARYLAND AVE.

WINCHESTER KY 40391

TO: Alicia Mayabb

FROM: Steve Asbury

DATE: 4/02/2024

RE: Budget request for FY'25

Clark county emergency management request the amount of \$11,925 for FY25. Please see the following for the breakdown.

FUEL/ TRAVEL	Travel, Emergency Response, Overnight travel, ect.	\$2000
OFFICE COST	Office Supplies , Utilities , Phone , Cable, Internet ect.	\$4000
EQUIPMENT	Maintenance and replacement for radio, office equipment, ect.	\$500
SALARY	Compensation for Director	\$20700
STAFF SALARY	10 Hours Per Week	\$8000
VEHICLE	Maintenance/Parts/Labor/ect.	\$1500
Dues	KY emergency management association dues	\$50
	County\$11,925 City\$11,925 State\$12,900	\$36,750

Thank you,

STEVE ASBURY

EMERGENCY MANAGEMENT DIRECTOR

April 8, 2024

Mrs. JoEllen Reed, Mayor
City of Winchester
32 Wall Street
Winchester, KY 40392

**Kentucky River Foothills
Development Council, Inc.**



A Community Action Agency

Dear Mayor Reed,

Foothills Express, the transportation department of Kentucky River Foothills Development Council, Inc. (KRFDC), has partnered with the City of Winchester as its transit provider since 2012.

Since its inception, Winchester-Clark County Transit has diligently worked to maximize the city's investment for the betterment of the community, particularly through its singular remaining route. In the City of Winchester, where more than 20% of the population resides below the poverty line, the Winchester Transit plays a vital role in facilitating access to essential amenities such as medical appointments, employment opportunities, educational resources, shopping facilities, and recreational venues. Between FY-2018 and FY-2023, Winchester Transit successfully provided transportation services to a total of 40,276 riders, with projections indicating an additional 5,000 riders to be served in FY-2024.

For FY-2025, KRFDC respectfully requests that the City of Winchester maintain its financial commitment at the current level, totaling \$31,500 annually (\$2,625 per month). The modest rate increase implemented last year has proven instrumental in mitigating the impacts of inflation on fuel costs, maintenance expenses, and wages. The transit route not only fosters economic opportunities but also enables community members to actively participate in civic life by granting them affordable access to employment centers, medical facilities, government offices, educational institutions, retail establishments, and leisure destinations.

KRFDC values and appreciates the enduring partnership with the City of Winchester and pledges to utilize any additional investment in public transportation to enhance service delivery for all residents, regardless of socioeconomic status or background.

Sincerely,

Tyler G. Burris

Tyler G. Burris
Transportation Director
Kentucky River Foothills Development Council, Inc.
CC: City Manager, Mike Flynn

6021 Atwood Drive • Richmond, KY 40475

859) 624-2046 • TF: (877) 784-4391 • TTY: 711

FAX: (859) 624-2049 • www.foothillscap.org





5000 Ironworks Road
Winchester, KY 40391
(859)737-0053

April 2, 2024

Dear Members of the City Finance Department and City Commission,

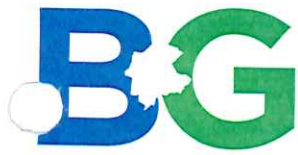
I am respectfully requesting \$40,000 from the City of Winchester in the 2024-2025 fiscal year be allocated for the Clark County Animal Shelter. \$20,000 of this would be used to assist the county with providing animal control services while \$20,000 would be allocated to continue the low cost spay and neuter program for cats within the city limits.

For general operations the request remains the same as recent years however, you will notice an increase in the request for the spay and neuter program. The demand for this program continues to grow as we see the cost in veterinary care increasing overall. When this program was started in 2019, our launching partner, The Joanie Bernard Foundation, had a five year funding plan for our area. As we reach the maximum funds allocated, they will begin phasing out their financial support with the hope that municipalities will see the value in continuing the program and will fill that gap. This is the reason for the increase in the amount requested. We will still continue to seek additional grants and funders as we always have.

I would be happy to schedule a time to talk in more detail about my request.

Sincerely,

Adreanna Wills
(859)749-6639



**Bluegrass Area
Development
District**

Address
699 Perimeter Drive
Lexington, Kentucky 40517

Contact
ph: 859.269.8021
fax: 859.269.7917

Web
www.bgadd.org

Anderson

June 6, 2024

Boyle

Bourbon

Clark

Estill

Fayette

Franklin

Garrard

Harrison

Jessamine

Lincoln

Madison

Mercer

Nicholas

Powell

Scott

Woodford

Mayor JoEllen Reed
City Hall
P.O. Box 40
32 Wall St.
Winchester, KY 40392-0040

Re: Local Contribution

Dear Mayor Reed:

Local contributions are assessed only to local governments that are members of the Bluegrass ADD. This is defined as each of our 17-counties, the county seats, and any other non-county seat with a population of greater than 10,000. Currently there is only one non-county seat city with a population of greater than 10,000 (Berea).

Winchester's local contribution to the Bluegrass Area Development District for FY25 is \$3,635.46. This amount is calculated based on your city's new 2020 Census population of 19,134 times a rate of 0.19¢ per capita. Your invoice is enclosed.

If you have any questions or concerns, please feel free to contact me at (859) 810-2484.

Very Respectfully,

Michael Buschmann
Chief Financial Officer

Enclosure



April 18, 2024

Mrs. JoEllen Reed, Mayor
City of Winchester
32 Wall Street
Winchester, KY 40392

RE: FY 25 Funding

Dear Mayor Reed:

Kentucky River Foothills Clark County Senior center is requesting funding for FY 2025. Center programs include congregate meals, trips, center services, and home-delivered meals. These programs are responsible for providing services to the community's frail elderly population and provides the exercise and social interaction they need to remain vibrant, and the nutritional assistance needed to remain healthy and be able to remain in their homes.

Foothills respectfully requests a slight increase in funding for a total of \$33,000. This financial support is essential to maintain the current level of services that the senior center can provide.

We appreciate your consideration of this request. Please contact me if additional information is needed.

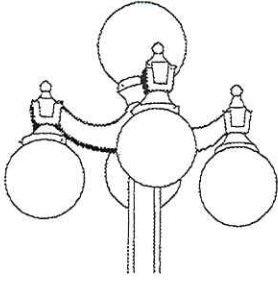
Sincerely,

A handwritten signature in blue ink that reads "Shelly Howard".

Shelly Howard
Director of Community Services

**CLARK COUNTY SENIOR CITIZENS CENTER
JAMES B ALLEN GENERATIONS CENTER
PROPOSED 2025 BUDGET**

Line Item Description	Fiscal Year 2025 Projected
Personnel	
Salary	\$ 96,936.51
Fringe	\$ 36,070.42
Indirect	\$ 17,000.00
<i>Subtotal</i>	<i>\$ 150,006.93</i>
Operating	
Program Costs	\$ 48,968.00
<i>Subtotal</i>	<i>\$ 48,968.00</i>
Revenue	
Federal	\$ 68,518.01
State	\$ 47,642.00
In-Kind Match	\$ -
City of Winchester	\$ 33,000.00
Clark County	\$ 40,000.00
Cash Match	\$ 6,000.00
<i>Subtotal</i>	<i>\$ 195,160.01</i>
TOTAL PROJECT BUDGET	\$ 195,160.01



WINCHESTER/CLARK COUNTY BOARD OF ADJUSTMENTS

Robert Jeffries

Director of Planning and Community Development

Phone: 859-744-7019 Fax: 859-744-6240

rjeffries@winchesterky.com

April 2, 2024

Mayor JoEllen Reed
Winchester City Hall
32 Wall Alley
Winchester, KY 40391

The Winchester/Clark Board of Adjustments request that the City appropriate \$3000.00 for FY 2025 by the City Commission.

Thank you for your assistance regarding this matter.

Sincerely,

Robert Jeffries
Director of Planning and Community Development



March 28, 2024

Mr. Mike Flynn, City Manager
City of Winchester
32 Wall Street
Winchester, KY 40391

Mr. Flynn:

Please accept this letter as our request for funding for the Winchester-Clark County Industrial Development Authority, Chamber of Commerce, and the Tourism Commission shared offices for Fiscal Year 2024-2025.

Per the Funding Agreement, please let this letter serve as a formal request on the Industrial Authority's behalf, that funds for \$190,278.18 be budgeted in FY 2024-2025 by the City in line-item fashion and appropriated to the Winchester-Clark County Industrial Development Authority. Disbursements are typically quarterly and would equate to \$47,569.55.

Our request this year is \$8,927.80 less than last year, primarily due to the reduced CERS percentage for State Retirement participation.

We appreciate your consideration, support, and investment in our organizations, which is ultimately an investment in our community.

Sincerely,

A handwritten signature in blue ink that reads 'Brad'.

Brad Sowden
Executive Director
Winchester-Clark County Industrial Development Authority

Fiscal Year 2024-2025 Operating Budget - Shared Offices of WCCIDA, Chamber & Tourism

Revenue	Chamber	Tourism	IDA	Executive Assistant	City	County	Total Revenue
*City Contributions (60%)	\$ -	\$ -	\$ -	\$ -	\$ 190,278.18		\$ 190,278.18
*County Contributions (40%)	\$ -	\$ -	\$ -	\$ -		\$ 126,852.12	\$ 126,852.12
Chamber of Commerce	\$ 89,834.91	\$ -	\$ -	\$ -			\$ 89,834.91
Industrial Authority	\$ -	\$ -	\$ -	\$ -			\$ 76,691.67
Tourism Commission	\$ -	\$ -	\$ 105,494.67	\$ -			\$ 105,494.67
Executive Assistant	\$ -	\$ -	\$ -	\$ -			\$ -
Total Revenue	\$ 89,834.91	\$ 105,494.67	\$ 76,691.67	\$ -	\$ 190,278.18	\$ 126,852.12	\$ 589,151.54

Administrative Expenses

Payroll	Chamber	Tourism	IDA	Executive Assistant	Payroll Expense
Executive Director	\$ 62,604.00	\$ 82,020.00	\$ 125,000.00	\$ -	\$ 269,624.00
Assistant Director	\$ -	\$ -	\$ 57,500.00	\$ -	\$ 57,500.00
Executive Assistant	\$ 4,283.00	\$ 4,283.00	\$ -	\$ 35,000.00	\$ 43,566.00
Total Payroll	\$ 66,887.00	\$ 86,303.00	\$ 182,500.00	\$ 35,000.00	\$ 370,690.00

Payroll Exp/Ben

	Chamber	Tourism	IDA	Executive Assistant	Payroll Benefits Expense
*Covered by City/County per shared agreement.					
*FICA (7.65%)	\$ 262.94	\$ 344.48	\$ 766.50	\$ 147.00	\$ 1,520.92
*Social Security (6.2%)	\$ 3,881.45	\$ 5,085.24	\$ 11,315.00	\$ 2,170.00	\$ 22,451.69
*Medicare (1.45%)	\$ 907.76	\$ 1,189.29	\$ 2,646.25	\$ 507.50	\$ 5,250.80
*Health & Dental Insurance	\$ 22,800.00	\$ 22,800.00	\$ 22,800.00	\$ -	\$ 68,400.00
*Health Reimbursement Account	\$ 2,250.00	\$ 2,250.00	\$ 2,250.00	\$ -	\$ 6,750.00
*Life Insurance	\$ 206.67	\$ 206.67	\$ 206.67	\$ -	\$ 620.00
*Retirement (KPPA 19.71%)	\$ -	\$ 16,166.14	\$ 35,970.75	\$ -	\$ 52,136.89
Chamber Retirement 6%	\$ 3,756.24	\$ -	\$ -	\$ -	\$ 3,756.24
Executive Assistant Retirement 6%	\$ -	\$ -	\$ -	\$ -	\$ -
*Total Exp/Benefits	\$ 34,065.05	\$ 48,041.82	\$ 75,955.17	\$ 2,824.50	\$ 160,886.54

Office Expenses

	Chamber	Tourism	IDA	Executive Assistant	Shared Expenses
Rent	\$ 7,800.00	\$ 7,800.00	\$ 7,800.00	\$ -	\$ 23,400.00
Cleaning & Windows	\$ 1,816.67	\$ 1,816.67	\$ 1,816.67	\$ -	\$ 5,450.00
Marketing/Promotions	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 3,000.00
Accounting	\$ 666.67	\$ 666.67	\$ 666.67	\$ -	\$ 2,000.00
Office Supplies (Highbridge, Amazon, Sun, Fire Ext.)	\$ 1,333.33	\$ 1,333.33	\$ 1,333.33	\$ -	\$ 4,000.00
Postage	\$ 66.67	\$ 66.67	\$ 66.67	\$ -	\$ 200.00
Payroll Solutions	\$ 375.00	\$ 375.00	\$ 375.00	\$ -	\$ 1,125.00
Equipment	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ -	\$ 3,000.00
Telephone	\$ 1,133.33	\$ 1,133.33	\$ 1,133.33	\$ -	\$ 3,400.00
AV/Tech (Spectrum, Microsoft, Security, DIBtech)	\$ 2,166.67	\$ 2,166.67	\$ 2,166.67	\$ -	\$ 6,500.00
Utilities (Electric & Gas)	\$ 1,833.33	\$ 1,833.33	\$ 1,833.33	\$ -	\$ 5,500.00
Total Office Expenses	\$ 19,191.67	\$ 19,191.67	\$ 19,191.67	\$ -	\$ 57,575.00

Total Expenses \$ 120,143.72 \$ 153,536.49 \$ 277,646.83 \$ 37,824.50

Total Benefits \$ 34,065.05 \$ 48,041.82 \$ 75,955.17 \$ 2,824.50

Total Less Benefits

Proposed FY24 Allocation \$ 89,834.91 \$ 105,494.67 \$ 201,691.67 \$ 35,000.00

ED & EA Salary paid by C&C \$ 89,834.91 \$ 105,494.67 \$ 125,000.00 \$ 35,000.00

Sub-total \$ 89,834.91 \$ 105,494.67 \$ 326,691.67 \$ 70,000.00

Per Quarter \$ 22,458.73 \$ 26,373.67 \$ 81,672.92 \$ -

Revenue minus Expenses \$0.00

Holly Rood
28 Beckner Street
Winchester, KY 40391



859-745-6664
Hollyroodevents.com

March 22, 2024
Alicia Mayabb
Finance Director
P.O. Box 4135
Winchester, Ky
40391

Dear Alicia:

Thank you for the reminder to submit a budget and request for funding. Holly Rood is doing well as the Good Giving Funds were more than expected. We are using all that amount on repairing the windows at Holly Rood. These are large double hung windows that will be re-glazed, repaired and painted. In addition, thanks to the Good Giving funds, we will be adding storm windows to the stained-glass panels on each side of the windows upstairs. This will cut down on the air entering the house and hopefully will result in savings on the heat and air.

We are also replacing the double storm doors at the back entry hall. These doors date to 1984 and the panels are loose and blow out on very windy days. Because the locks are worn out, we have seen attempts to enter the house through the back hall. Luckily the wooden doors are be locked and have a floor bolt.

Following our plans to work on the house with windows upgrading, protecting, and preserving the structure, we plan on next adding lights to the upstairs "Bride Room." This room is used by our brides and their friends to dress and get ready for their wedding. This will be a great help in renting the house for weddings as now the only light in that area is from table lamps.

The Friends of Holly Rood work hard on this building, to keep it in good shape for rentals which are so important to the revenue of the house. Our thrifty ways have enabled us to keep the house clean, comfortable and a welcoming presence for Winchester/ Clark County. We want to tackle issues before they become problems. A historic structure is saved everyday- not by waiting until it's too late.

The funding amount is now 18,000. Holly Rood receives 15,000 with 3,000 going to the Clark County / Winchester Heritage Commission. We hope to again receive this amount. Thank you for your time and consideration.

Debbie Barnes, Chair- FOHR



May 23, 2024

Alicia Mayabb
Finance Director
P.O. Box 40
32 Wall Street
Winchester, KY 40391

Dear Alicia –

Please accept this letter as a request for an allocated \$7,000 to the Winchester-Clark County Beautification Program. The Winchester-Clark County Chamber of Commerce administers this program to benefit our community and visitors. This wonderful program displays our pride and is a welcoming display to our residents and visitors each year.

We are very appreciative to our city in providing the funds to make this program a reality. A special thanks to the work crews who do all the physical work in planting, hanging, watering, and maintaining these beautiful attributes.

Please send check to our new address: 61 South Main Street, Winchester

Thanking you in advance for your continued support and cooperation!

Sincerely,

Cindy Banks, Executive Director
WCC Chamber of Commerce

Mission Statement:

The Winchester-Clark County Chamber of Commerce serves as an advocate for our members to promote and enhance our community through business, social, cultural and educational programs.

Allan W. Curtis

Clark County Solid Waste Coordinator

5 Hopkins Ln., Winchester, Ky 40391

acurtisclarkcoroaddept@clarkcoky.com

Office: (859)-745-0255

Fax: (859)-744-7269

Cell: (859)-513-0529



2024-2025 Operation Pride Budget Request

Litter/Trash & Special Events/ Clean ups/ Educational Public Outreach/ Advertising and Year-Round Tire Disposal

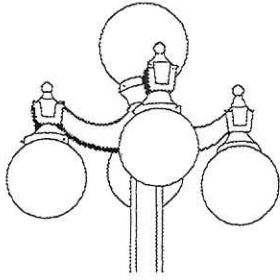
City Contribution	\$3000
County Contribution	\$3000
Tire Grant	<u>\$4000</u>
TOTAL	\$10,000

I am asking for a duplicate amount as last year due to the Waste Tire Disposal Grant being more restrictive and only covering the actual cost incurred of tire disposal to the contractor. The contributed funds are an essential mechanism that help fund river sweeps, advertising, bottled water, food etc. for any type of community events. Disposal costs have increased and the number of tires collected have increased as well. We have opened our shop and take in 50-100 tires per month on amnesty. We also fund the city garage collection with these funds. We want to continue the annual trash for cash program which allows charitable organizations, nonprofits, etc. This appears to be very restrictive and alienates several sports teams, private clubs and organizations. With the decline of volunteers to pick up roadside trash and public properties I want to be more aggressive and aid Clark County by presenting it in the cleanest form possible. By continuing this funding, we can supplement grant funds that otherwise do not allow these entities. These funds are also used in lieu of state grants for some local events such as 4th of July, Pioneer Fest, Beer Cheese Festival etc. when state funds are not allowed.

R/S Allan W. Curtis

Clark Co. Solid Waste Coordinator

A handwritten signature in black ink, appearing to read 'Allan W. Curtis', is written over the typed name and title.



WINCHESTER TREE BOARD

Robert Jeffries

Director of Planning and Community Development

Phone: 859-744-7019 Fax: 859-744-6240

rjeffries@winchesterky.com

April 2, 2024

Mayor JoEllen Reed
Winchester City Hall
32 Wall Alley
Winchester, KY 40391

The Planning and Community Development Department request that the City appropriate \$500.00 for FY 2025 by the City Commission.

Thank you for your assistance regarding this matter.

Sincerely,

Rob Jeffries
Director of Planning and Community Development



March 25, 2024

Mr. Michael H. Flynn
City Manager
City of Winchester
32 Wall Street
Winchester, KY 40391

Dear Mr. Flynn,

Please find attached the Budget Summary for Clark County Geographic Information System Consortium (CCGIS) for Fiscal Year 2024-2025. CCGIS requests that the City of Winchester consider a funding level of \$99,000. This funding level maintains the City of Winchester CCGIS expenses at 2023-2024 levels. This funding will maximize the benefits that all partners receive from CCGIS and will insure fair distribution of CCGIS services.

Thank you for being one of our valued partners in CCGIS and look forward to increased cooperation in the future.

Stephen M. Berry, GISP
Coordinator
Clark County GIS

CLARK COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

34 S. Main Street, Courthouse, Room 8 Winchester, Kentucky 40391
Telephone: Voice - (859) 737-9255; Fax - (859) 737-5546
E-mail: ccgis@ccgisonline.com

**Clark County GIS Consortium
2024-25 Operating and Capital Budgets
Summary**

	Budget 2023-24	Budget 2024-25
Operating Budget	312,850	329,329
Capital Budget	83,400	44,100
Payment to Capital Fund	53,000	32,000
Total Budget	<u>449,250</u>	<u>405,429</u>
 Funding From CCGIS Capital Fund	83,400	44,100
Funding From CCGIS O & M Cash	41,155	36,634
 Funding From School Board (O&M Cash)	32,000	32,000
 Balance of Funding from Members		
City Portion	99,000	99,000
WMU Portion	99,000	99,000
Clark County Fiscal Court (non-cash contribution of \$4,305)	94,695	94,695
Total Funding	449,250	405,429



Nursing Home Ombudsman Agency
of the Bluegrass

March 28, 2024

City of Winchester
Attn: Finance Department
P.O. Box 4135
Winchester, KY 40392

BOARD of DIRECTORS

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CARE OMBUDSMAN

Alice Rearick

BLUEGRASS DISTRICT
OMBUDSMAN

Denise Wells

EXECUTIVE DIRECTOR

3138 Custer Drive
Suite 110

Lexington, KY 40517

859.277.9215

877.787.0077 (toll free)

nhoa@ombuddy.org

www.ombuddy.org

Dear Mayor JoEllen Reed and City Commissioners,

I am writing to thank you for your continued support of the Nursing Home Ombudsman Agency of the Bluegrass (NHOA) and the 327 Winchester residents in long-term care. As you know, Winchester is home to two nursing homes serving 200 elderly and disabled Kentuckians as they seek short-term physical therapy or long-term care. The county is also home to a personal care home and assisted living community providing care for 127 individuals who need assistance with their activities of daily living.

Winchester Ombudsman Gene Layne visited those homes 291 times in 2023, spending more than 550 hours at the bedside of residents experiencing complex medical needs. During his visits, he meets residents and family members, explains the special rights they have, and answers questions about the complex long-term care industry. When residents have problems, he is a creative problem solver, authorized to investigate the issue and help the resident and facility find a resolution.

I am respectfully asking the City of Winchester to continue to support your most vulnerable citizens with a contribution of \$7,500 to provide Ombudsman services for the residents of Fountain Circle, Clark Regional Medical Center, Boonesboro Trail Senior Living, and Rose Mary C. Brooks Place for the State Fiscal Year of 2025. Thank you for protecting your long-term care residents!

Sincerely,



Denise Wells

Denise Wells
Executive Director

Enclosed: Budget for proposed services
2023 report of Ombudsman services in Winchester

Nursing Home Ombudsman Agency of the Bluegrass, Inc.			
FY 2025 Budget for Winchester Ombudsman Services			
NHOA serves 327 LTC residents in Winchester.			
Revenue	FY 2024		FY 2025
Clark County Fiscal Court	\$0		\$0
City of Winchester	\$7,500		\$7,500
United Way of the Bluegrass	\$609		\$609
Federal/state BGADD/ DAIL	\$8,615		\$13,038
Donations, grants, special events	\$2,436		\$1,868
Total	\$19,160		\$23,015
Expenses	FY 2024		FY 2025
Provision of advocacy services	\$16,286		\$19,563
Ombudsman support, agency management	\$2,874		\$3,452
Total	\$19,160		\$23,015

Services are planned and budgeted for based on the number of residents in the local long term care facilities in that county. Provision of services is dependent upon local funding available.



Nursing Home Ombudsman Agency
of the Bluegrass

Winchester Service Report Calendar Year 2023

The Nursing Home Ombudsman Agency of the Bluegrass, Inc. (NHOA) is an independent, nonprofit agency with the mission to improve the quality of care for residents of long-term care facilities. We accomplish our mission by implementing an award-winning model of service created at NHOA to ensure that we have an Ombudsman (advocate) in every long-term care facility on a regular basis.

In Winchester, Ombudsman Gene Layne advocates for the city's long-term care residents. Gene has been an Ombudsman since 2007. Gene is regularly at the bedside, checking on the daily care and well-being of our most isolated and vulnerable citizens.

NHOA's goals are to:

- Identify, investigate and work to resolve residents' concerns.
- Make regular visits to residents to monitor care.
- Recognize and stop abuse and neglect of residents.
- Protect the rights of nursing home residents.
- Provide individuals and families with unbiased information.
- Empower residents to make informed choices.
- Educate the community and long-term care providers about the importance of quality care.

Where are Winchester's long-term care residents?		
Facility	Beds/Units	Level of Care
Fountain Circle	179	Nursing Facility
Clark Regional Medical Center	25	Nursing Facility
Boonesboro Trace Senior Living	83	Personal Care Home
Rose Mary C. Brooks Place	44	Assisted Living Facility
	327 beds total	

Services Provided in Winchester

Resident Visits	291 visits and more than 550 hours
Consultation to Individuals	218 consultations
Work with Resident Councils	25 meetings
Complaint Investigation	8 complaints resolved

Bluegrass Heritage Museum

March 25, 2024

Winchester Board of Commissioners
City Hall, Wall Street
Winchester, Ky. 40391



Dear Mayor Reed and Commissioners:

Enclosed is the Bluegrass Heritage Museum's proposed budget for 2025 Fiscal Year. In January we gave the museum a thorough cleaning, rearranged some closets with new shelving for extra storage and added more exhibits to the military room. This past year we had the windows on the first floor repaired and painted. We received a \$5000.00 grant from the Clark County Fiscal Court to help pay for the repair and painting of the windows.

This year is special for the museum. **This is our 20th year.** Our doors opened on October 12, 2004. We have many activities planned throughout the year to celebrate our anniversary.

We are asking the city for continuation funding of \$48,000.00. These funds are critical to the museum's continued success. We are also asking for \$6000.00 for help in the upkeep of the museum and the house at 21 Valentine Court.

With the help of the city, we have realized our dream of finishing the entire building and being debt free. We now have an alternative heat source which has drastically reduced our electric bill. We have also worked with community people to increase the amount of information available on our website.

We continue to seek grants to develop programs for students and adults and for building maintenance. We are grateful for the city's past support which made possible much of the success we are enjoying today. We believe even greater success is just ahead for Winchester's only full-time tourist attraction. The city's continued financial support is critical to helping us achieve that success and your consideration of our budget request will be appreciated. If you need additional information, call me at 745-1358.

Sincerely,

Gardner Wagers

President, Bluegrass Heritage Museum

Encl: Bluegrass Heritage Museum proposed 2025 FY Budget

217 South Main Street
Winchester, KY 40391
859-745-1358
www.bgheritage.com

BLUEGRASS HERITAGE MUSEUM
Proposed Budget 2025FY

REVENUE

BRICK SALES	200
CITY FUNDING	48000
CITY BUILDING MAINTENANCE	6000
COUNTY FUNDING	5000
SPONSORS AND GRANTS	50000
MUSEUM ADMISSIONS	2240
MEMBERSHIP	5600
MUSEUM GIFTSHOP	5155
SPECIAL EVENTS MISCELLANEOUS	10000
Total Income	132195

BUILDING

BUILDING MAINTENANCE/REPAIR	10,500
CYCLICAL MAINTENANCE	2,735
SECURITY	900
SUPPLIES	2,000
GROUND	6,000
TOTAL BUILDING	22,135

CURATORIAL

EXHIBIT FABRICATION	2,500
SUPPLIES	2,000
TOTAL CURATORIAL	4,500

OFFICE

ACCOUNTING	1,200
POSTAGE	1,500
SUPPLIES	2,000
TOTAL OFFICE	4,700

MISCELLANEOUS

DUES & SUBSCRIPTIONS	300
BUILDING AND LIABILITY	9,000
OFFICER'S LIABILITY	1,000
EDUCATION	3,000
TOTAL MISCELLANEOUS	13,300

Museum Store

MERCHANDISE	3,500
STATE SALES TAX	800
TOTAL MUSEUM STORE	4,300

PERSONNEL

PAYROLL TAXES	14,082
SALARIES	39,484
TRAVEL & TRAINING	500
WORKER'S COMPENSATION	500
TOTAL PERSONNEL	54,566

PROMOTIONS

ADVERTISING	1,000
WEBSITE	500
BRICK PURCHASE	50
NEWSLETTER	1,000
TOTAL PROMOTIONS	2,550

UTILITIES

ELECTRIC	12,500
TELEPHONE/DSL	2,544
WMU	4,000
GAS	7,100
TOTAL UTILITIES	26,144

BUDGET SUMMARY

BUILDING	22,135
CURATORIAL	4,500
OFFICE	4,700
MISCELLANEOUS	13,300
MUSEUM STORE	4,300
PERSONNEL	54,566
PROMOTIONS	2,550
UTILITIES	26,144

TOTAL OPERATING EXPENSES	132,195
TOTAL INCOME	132,195



Winchester-Clark Co. Parks and Recreation

15 Wheeler Ave.
Winchester, Ky. 40391
(859)744-9554 or (859)745-0240

FY2024– 2025 Recreation Budget

Revenues:

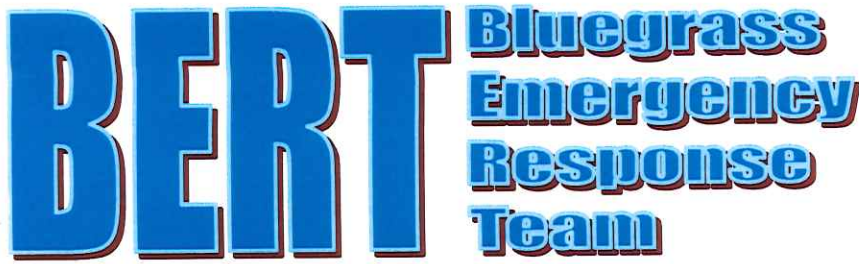
City of Winchester	\$ <u>57,000.00</u>
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Total:	\$ 57,000.00
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Expenses:

Swim Instructors	\$45,000.00
Supplies	\$ <u>12,000.00</u>
Total	\$57,000.00

Grand Total:	\$57,000.00
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ANDERSON, BOURBON, CLARK, ESTILL, GARRARD, FAYETTE, FRANKLIN, JESSAMINE, MADISON, NICHOLAS, POWELL, SCOTT AND WOODFORD

Budget Request FY 24/25

To: City Of Winchester
30 Wall Street
Winchester Ky 40391

From: Bluegrass Emergency Response Team
c/o Drew Chandler, Treasurer
PO Box 549
Nicholasville, KY 40340

Subject: Budget Request

Date: 03/25/2024

1. BERT Dues Request for FY2024/2025	\$1,375.00
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2. Additional balance of \$1,375.00 to be paid by Clark County



To :

City of Winchester
Finance Office
P.O. Box 40
Winchester, KY 40391

April 2, 2024

Greetings!

RE: WCCFM: Request of Funds City of Winchester FY2025 Budget

To Whom It May Concern,

The Winchester Clark County Farmers Market would like to request to be considered for \$5000 in funds from the City of Winchester FY2025 budget. These funds in the past have assisted the market with operating expenses and the market manager's salary.

Regards,

Olivia Sparks

WCCFM Manager

Winchester Labor Day Committee, Inc.

PO Box 859
Winchester, KY 40392-0859

March 26, 2024

Alicia Mayabb, Finance Director
P.O. Box 4135
Winchester, KY 40392-4135

RE: Fiscal Year 2025 Budget

Dear Ms. Mayabb:

The Winchester Labor Day Committee is submitting its 2024 budget request for the Fiscal Year 2025. The Committee is requesting **\$14,000.00** to be used toward activities planned for the Labor Day weekend celebration and parade, as well as activities planned throughout the year. We are a non-profit organization, became incorporated November 9, 1992 and in good standing in the State of Kentucky. We are exempt from Federal Income tax under section 501 (a) of the Internal Revenue Code. The following are our primary functions:

To conduct meetings and plan activities for the Labor Day weekend festivities and parade involving the community in wholesome and recreational activities.

To promote education, recruit, encourage and to achieve self-esteem with youth in the community, through writing, acting, songs, talent and (for those interested through religion).

To recruit members to join and assist our organization in fundraisers, professional entertainment, education, scholarships and planned activities.

Meet with city and county officials, law enforcement and local news media concerning the activities and safety for the community during the Labor Day weekend.

To help and work with other organizations, youth groups and parents whenever possible. To encourage and promote Drug awareness in our community especially with the youth and their parents.

The Winchester Labor Day Parade (a historic event since 1904) attracts many people from around the state of Kentucky and surrounding states. We will be celebrating our 120th year of parades this September 2, 2024.

If you have any questions, please call me Flora Shelby at 859-644-9074 or Sherry Hampton, Public Relations Director at (859-749-9782) or Ann Carter (859)749-5936.

Sincerely,
Flora L. Shelby

Flora Shelby



February 12, 2024

Tammy Butler
Finance Department
City Hall
32 Wall Alley
Winchester, Kentucky 40391

859-744-6437
contact@leedscenter.org
www.leedscenter.org
37 North Main Street
Winchester, KY 40391

**Winchester Council
for the Arts
Board of Directors**

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Vice President
Zachary Combs

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Cicely Dore
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Patrick Lee Lucas
Carlisle Mayer

Director of Operations
Elizabeth Massie

*Director of Marketing
and Outreach*
Ellie Miller

Director of Development
Bo List

Dear Mayor Reed and City Commission Members:

On behalf of the Leeds Center for the Arts, we respectfully submit a budget request for \$150,000, to be used in the coming year to help fund the salaries of our professional staff, care for our beautiful and historic building, and assist with the cost of operating a bustling cultural organization.

Leeds plays a leading role in the economic well-being and quality of life in our community. An investment in this will allow us to keep bringing hundreds of audience members to Main Street with every production. It will allow us to grow our education program, including our SPARK classes and our Youth Advisory Board, so that we can continue teaching and enriching the next generation of learners, artists, and leaders.

We continue to be very grateful for your support; without it we would not have been able to see the exponential growth we have seen over the last 10 years. We also understand that you have so many essential services that you have to fund. Leeds continues to be an economic asset as an arts destination that sees over 8,000 patrons per year. As a testament to our economic impact, we have attached letters of support from multiple downtown restaurants. These letters attest to the fact that these merchants see increased revenue when we have events. Additionally, our performers and families of our SPARK students spend money with our downtown merchants when they are here for rehearsals or classes, typically five nights per week throughout the year.

When this Board began in 2014, we were an all-volunteer organization and we ran the theater that way until 2022. Post-pandemic, our volunteer base has not recovered. We believe that the current economy has forced our volunteers to work more, leaving them with less time to offer their time and talents as volunteers. We currently have three paid staff members. I volunteer as our Executive Director, a yearly savings to the organization of over \$67,000 per year, based upon average Executive Director salaries for similar arts organizations. We typically all work over 50-60 hours per week providing services to our community. We can no longer operate Leeds

solely with volunteers. Therefore, we are asking for your support to help us with our operations budget. Without your support we are in danger of closing our doors.


Our continued goal is to be self-sustaining. We strive toward this goal daily through programming, donations, and grants. We are currently working through our 2024/2025 fundraising plan which will include multiple fundraising events, a sustaining donor campaign, Good Giving, request for support from the Fiscal Court, Kentucky Gives Day, applying for as many grants as possible, meetings with several potential legacy donors in hopes of increasing our endowment, and requests to several foundations for support.

Again, your support has been instrumental in our success. Your gifts over the past several years have helped us update aging systems and maintain our facilities. Last year's gift has been and will be used in the manner indicated on the provided spreadsheet from last year, with the exception of tuck pointing at the front of the building. This is due to the fact that it will cost over \$30,000 to complete; we hope to write a separate grant to facilitate that project. We are providing you with up-to-date information as to how we have spent last year's gift thus far. While we have not yet spent all of the allocated funding, we will by July 1st as we are waiting on contractor availability to complete the drywall repair at 33 North Main. If you have any questions regarding the attached document, please let us know.

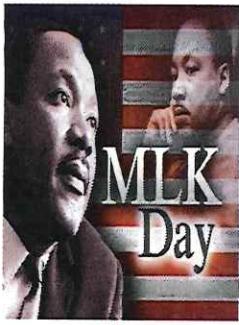
In 2025, Leeds will celebrate its 100th anniversary, as well as our 10th under its current, successful organizational structure. We have existed, in one form or another, in the hearts and minds of our community for almost a century. With your partnership, we can be even more entertaining, more innovative, and more vital for the *next* 100 years.

Thank you for your continued support and consideration,

Sincerely,

A handwritten signature in black ink that reads "Tracey J. Miller". The script is fluid and cursive, with the first name "Tracey" being more prominent than the last name "Miller".

Tracey Miller
Board President
Leeds Center for the Arts



Winchester/Clark County Unity Committee

The Winchester/Clark County Unity Committee
P.O. Box 345
Winchester, KY 40392

Friday, March 22, 2024

Dear Mayor and Commissioners,

On behalf of the Winchester/ Clark County Unity Committee, I am respectfully asking that the City of Winchester allocate \$2,500 to support the breakfast and activities for the 2025 Martin Luther King celebration on January 20, 2025.

Your financial support assists the committee in providing breakfast and table linens for the event. Attached you will find a budget for our financial request.

This event allows the community to celebrate the life and contributions of Dr. King. In addition to the single-day celebration, we have been able to involve the local school system in activities related to the principles Dr. King espoused.

Finally, as a service project, the Unity Committee supports the stocking of a blessing box throughout the year. The foodstuffs are acquired through donations from the community.

Again, we would appreciate your financial support.

Sincerely,

Rick Beach

Winchester/Clark County Unity Committee
Proposed Budget for 2025 FY

Revenue

City Funding	2500
County Funding	1500
Sponsors	1000

Total	5000
--------------	-------------

Expenditures

Breakfast	3000
Linens	750
Plates and cutlery	450
Rental	100
Media Promotions	500
Humanitarian Award	200

Total	5000
--------------	-------------

Winchester/ Clark County Unity Committee
P.O. Box 345
Winchester, KY 40392

Budget for 2025 Martin Luther King Breakfast

Food and Service items	\$2,250.00
Linens	\$250.00
	\$2,500.00

WINCHESTER COMMUNITY WORK GROUP

March 17, 2024

To Mike Flynn, Mayor Reed and the Winchester City Commission

I am requesting the Winchester City Commission include an allocation for Winchester Community Work Group of \$10000.00 in the 2025 Fiscal Budget.

You are all aware of the mission of WCWG and the impact and benefit to the community. The next camp will be July 7-12. We currently have 365 kids and 81 adults from 22 churches and 16 different states. Some will be in town a day early and a couple plan to stay to visit our area a couple days after camp. We currently have a list of 67 projects and may include more if we complete some early.

As you know, this is a great benefit to those in our community would need work done and can't afford the cost. But according to the formula of the parent organization, Group Mission Trips, the total economic impact of Camp Week is over \$500,000.

I hope you will consider our request and will make myself available for questions. I have included two years of financial statements, a fact sheet of WCWG and a brochure.

Thanks again for your consideration.



Shannon J Cox- chair

Winchester Community Work Group

In operation since 2018

EIN no 84-1157651

WCWG does home repair projects for elderly, disabled and veteran homeowners. We host a summer camp July 7-13 when numerous high school and college students will come from several states to complete approximately 70 projects.

WCWG will also complete or assist in 50(more or less) additional projects each year. Wheelchair ramps, porch and step repair, painting, basic home repair, etc. are completed by local churches and individuals.

According to the formula provided by Group Mission Trips, our parenting partner, we provide an economic impact in excess of \$500,000 annually.

All work done by WCWG is done at no cost to the homeowner. Labor is provided by volunteers and materials are purchased by WCWG. Since 2018, WCWG has completed more than 440 individual projects.

WCWG partners with Clark County Community Services, the Salvation Army and Habitat for Humanity. WCWG also receives support from the City of Winchester, the Clark County Fiscal Court, WMU, and Clark County Public Schools.

WCWG also led groups 6 weekends to Eastern Kentucky to assist with flood clean-up. All funds were provided by individuals outside of Winchester. We stand by to assist in similar endeavors if needed.



May 23, 2024

Alicia Mayabb
Finance Director
City of Winchester
PO Box 4135
Winchester, KY 40392

Dear Ms. Mayabb,

Bluegrass Community & Technical College (BCTC) Winchester-Clark County Campus has provided over 700 dual credit classes to GRC students in Fall 2023 and Spring 2024. With the establishment of the City of Winchester Dual Credit Scholarship, these students received their college credit TUITION FREE!

This year, BCTC is asking for \$25,000 to keep the scholarship funded for our Winchester students and \$25,000 for smart technology in our new BCTC building at 1919 Rolling Hills Lane for a total request of \$50,000.

Dual credit is becoming the fastest way for students to stay on track for a college degree. We increased our dual credit enrollment by over 16% this academic year and expect to grow again in the 2024-2025 academic year. This is why your support is critical for students in our community. The scholarship will cover the cost of over 180 courses, helping our students get a jump start on their college career and thus graduate and be a part of the workforce faster. It also helps fund the Bluegrass College Academy, where students take full-time dual credit and earn their associate degree BEFORE they graduate from GRC. This May, we had 14 GRC students graduating from the first Bluegrass College Academy cohort. These students are prepared to do great things!

Additionally, the BCTC Winchester-Clark County Campus is positioned to grow and expand academic and workforce offerings with the addition of the recently acquired building at 1919 Rollings Hills Lane. Your support of technology upgrades will help accelerate that growth.

I appreciate the City of Winchester's support for higher education in our community and making BCTC a priority in your grant funding process. Please reach out to me at michael.chambers@ketcs.edu if you have any other questions.

Sincerely,

Michael Chambers, Ed.D.
BCTC Winchester-Clark County Interim Campus Director

per Campus	Danville Campus	Georgetown - Scott County Campus	Lawrenceburg Campus	Leestown Campus	Newtown Campus	Winchester - Clark County Campus
470 Cooper Drive Lexington, KY 40506 (859) 246-6200	59 Corporate Drive Danville, KY 40422 (859) 239-7030	200 Technology Court Georgetown, KY 40324 (502) 570-0734	1500 Bypass North, US 127 Lawrenceburg, KY 40342 (502) 839-8488	164 Opportunity Way Lexington, KY 40511 (859) 246-6200	500 Newtown Pike Lexington, KY 40508 (859) 246-6200	2020 Rolling Hills Lane Winchester, KY 40391 (859) 737-3098



859-385-5950
winchesterfirst.org
32 Wall St, Winchester, KY

To :

Mayor JoEllen Reed
City Hall
PO Box 40
Winchester, KY 40391

April 11th, 2024

Dear Mayor Reed,

Winchester First expresses gratitude for the advancements achieved downtown, generously supported by the City Commission. This year, we aim to enhance stakeholder engagement by expanding networking opportunities for downtown professionals. Concurrently, efforts are underway to secure funding to replenish the Downtown Development Investment Fund, which has seen over \$500,000 invested in downtown since its inception in 2018.

Winchester First respectfully requests a financial contribution from the City of Winchester. This appeal marks the third solicitation, following the initial request in 2018 and a subsequent one in 2020. We take pride in the judicious allocation of funds over the past four years.

In light of the above, we seek a transfer of \$10,000 to the Winchester First Special Projects account and \$50,000 to the Downtown Development Investment Fund. These allocations are intended to support downtown events and facilitate the implementation of vital physical investments.

We extend our gratitude for your thoughtful consideration and continued support of downtown Winchester.

Regards,

Cameron Correll
MARKETING AND EVENTS
DIRECTOR
WINCHESTER FIRST



March 22, 2024

Mr. Michael H. Flynn
City Manager
City of Winchester
32 Wall Street
Winchester, KY 40391

Dear Mr. Flynn,

Walk-Clark County has identified multiple, local projects that would improve safety for pedestrians and bicyclists in Winchester and Clark County. Walk-Bike Clark County recognizes that grant funding may be required to develop these projects. Walk-Bike Clark County requests that the City of Winchester consider a funding level of \$75,000. This funding would be reserved to provide a cash match to any federal, state, or private grants that would apply to active transportation planning, design, and construction.

Thank you for being one of our valued partners in Walk-Bike Clark County and look forward to increased cooperation in the future.

A handwritten signature in black ink, appearing to read "Stephen M. Berry".

Stephen M. Berry, GISP
Group Lead
Walk-Bike Clark County

CLARK COUNTY GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM

34 S. Main Street, Courthouse, Room 8 Winchester, Kentucky 40391
Telephone: Voice - (859) 737-9255; Fax - (859) 737-5546
E-mail: ccgis@ccgisonline.com

City of Winchester
FY 2024-25 Operating Budget
COMMISSION

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
Commission								
110	Salary & Wages	50,218	51,663	53,582	44,701	56,000	56,000	56,000 *
140	Social Security	3,842	3,952	4,099	3,404	4,300	4,300	4,300
145	Worker's Compensation	2,060	3,035	170	231	200	200	200
146	Unemployment Insurance	22	0	45	0	0	0	0
147	CERS	0	13,260	0	1,968	2,200	2,200	2,200
Total Personnel Costs		56,142	71,910	57,896	50,304	62,700	62,700	62,700
210	Postage	100	40	100	165	200	200	200
211	Advertising	2,500	3,445	3,000	3,504	4,000	4,000	4,000
212	Duplicating & Printing	1,752	1,552	1,574	2,049	2,000	2,000	2,000
215	Training & Travel	5,301	2,988	3,301	3,201	4,000	4,000	4,000
220	Professional Fees	4,500	9,408	4,500	12,672	12,000	12,000	12,000
230	Communication Services	1,000	1,270	1,000	1,445	1,400	1,400	1,400
246	Hardware/Software Support	1,000	42	1,000	129	1,000	1,000	1,000
299	Other Contractual Services	0	0	0	0	0	0	0
Total Contractual Services		16,153	18,745	14,475	23,165	24,600	24,600	24,600
300	Safe Haven Baby Box	0	0	0	15,000	5,000	5,000	5,000
350	Equipment & Furniture	0	394	2,000	1,983	7,000	7,000	7,000
355	Christmas Employees	11,000	14,102	15,000	20,802	21,000	21,000	21,000
399	Other Materials & Supplies	5,000	3,915	3,000	3,297	3,000	3,000	3,000
Total Materials & Supplies		16,000	18,411	20,000	41,082	36,000	36,000	36,000

	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
	Budget	Actual To Date	Budget	Actual to Date	Budget Request	CM Recom	Approved
405 Dues & Subscriptions	11,000	9,352	11,000	7,740	8,000	8,000	8,000
415 Grant Match	0	0	0	0	0	0	0
420 Special Projects	17,000	8,540	17,000	510,823	12,000	12,000	12,000 **
421 Lights over Lykins 4th of July	0	17,650	0	10,100	10,000	10,000	10,000
641 Econ Dev Win Plaza	125,000	52,013	125,000	78,723	125,000	125,000	125,000
462 Econ Dev Hospital Drive	350,000	467,351	350,000	300,096	350,000	350,000	350,000
463 Econ Dev McCann Dr	10,000	6,613	10,000	4,639	10,000	10,000	10,000
503 Econ Tax Incentive - Taica	35,000	0	35,000	0	35,000	35,000	35,000
510 Econ Tax Incentive - Downtown	20,000	58,602	20,000	0	25,000	25,000	25,000
540 Grant Funds W/CC IDA	0	0	0	0	2,000,000	2,000,000	2,000,000
Total Other Expenses	568,000	620,121	568,000	912,121	2,575,000	2,575,000	2,575,000
Total Commission Expenses	656,295	729,187	660,371	1,026,672	2,698,300	2,698,300	2,698,300

Commission 110 account reflects a 4.0% increase

**420 Account Detail: **

2023-24 Actual to Date currently includes a pass-through grant to W/CC IDA of \$500,000.

10.641 Econ Dev Win Plaza	Per ordinance #1-2010 Tax Increment Financing Project (20 years) Pledge is 50% of incremental payroll tax revenue and 100% of incremental real estate tax revenue paid to developer on an annual basis.
10.462 Econ Dev Hospital Drive	Per order # 2012-9 Interlocal Agreement with Fiscal Court for sharing of revenue (15 years) Per ordinance # 4-2012. Pledge was 35% of payroll taxes and 50% of insurance premium taxes to Fiscal Court. Amended by Ordinance # 6-2014, pledge will be 37% of payroll taxes to Fiscal Court.
10.463 Econ Dev McCann Dr	Per Order # 2012-9 Interlocal Agreement with Fiscal Court for sharing of revenue (15 years). Old hospital area at McCann Drive; effective 4-1-2012. Pledge is 35% of payroll taxes and 50% of insurance premium taxes. Amended by Ordinance #6-2014, pledge will be 37% of payroll taxes to Fiscal Court.
10.503 Econ Tax Incentive - Taica	Per Resolution #R2012-10 granting inducement pursuant to KY Business Investment Act forgoing 0.5% of the occupation license fees collected. Activation date is 04-01-2015 effective for ten years.
10.540 Grant Funds W/CC IDA	Per Resolution #R2024-4 authorizing the Cabinet for Economic Development to disperse EDF funds of \$2M to the City for developing a build-ready site (Washington Penn Plastics). The City is a pass-through recipient of these funds for the Winchester/Clark County Industrial Development Authority.

City of Winchester
FY 2024-25 Operating Budget
LEGAL

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
Legal								
145	Worker's Compensation	100	0	0	0	0	0	0
Total Personnel Costs		100	0	0	0	0	0	0
215	Training & Travel	500	0	0	0	0	0	0
217	Retainer Fees	26,500	22,947	26,000	18,824	26,000	26,000	26,000
220	Professional Services	40,000	43,122	49,000	34,612	55,000	55,000	55,000
Total Contractual		67,000	66,069	75,000	53,436	81,000	81,000	81,000
311	Books Maps & Manuals	0	0	0	0	0	0	0
312	Uniforms	0	0	0	0	0	0	0
Total Materials		0	0	0	0	0	0	0
405	Dues & Subscription	4,500	1,486	1,000	855	1,000	1,000	1,000
Total Supplies		4,500	1,486	1,000	855	1,000	1,000	1,000
Total Legal Expenses		71,600	67,555	76,000	54,291	82,000	82,000	82,000

City of Winchester
FY 2024-25 Operating Budget
CITY MANAGER

(9 Approved Positions)

(Grant Writer position not included)

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
City Manager								
110	Salary & Wages	435,821	424,696	546,921	400,923	556,000	556,000	556,000
111	Salary & Wages P/T	0	0	0	0	0	0	0
112	Salaries & Wages O/T	0	4,863	0	4,316	4,000	4,000	4,000
135	Medical & Dental Insurance	92,932	106,267	99,880	79,875	100,000	100,000	100,000
136	Life Insurance	1,159	1,392	1,453	1,400	1,500	1,500	1,500
137	Health Reimbursement	6,393	2,772	4,968	0	0	0	0
140	Social Security	33,328	32,338	41,828	31,271	43,000	43,000	43,000
145	Worker's Compensation	4,100	4,419	3,700	3,485	3,700	3,700	3,700
146	Unemployment Insurance	183	0	459	0	0	0	0
147	CERS	116,715	124,144	127,615	98,526	115,000	115,000	115,000
Total Personnel Costs		690,631	700,891	826,824	619,796	823,200	823,200	823,200
210	Postage	900	546	600	429	600	600	600
211	Advertising	600	375	300	0	0	0	0
212	Duplicating & Printing	1,800	1,621	1,800	1,474	1,800	1,800	1,800
215	Training & Travel	15,479	8,556	12,479	8,752	12,500	12,500	12,500
216	Education Reimbursement	7,500	1,506	6,500	960	4,000	4,000	4,000
220	Professional Fees	2,000	3,016	4,000	4,495	4,000	4,000	4,000
227	Office Equipment Repair	1,000	153	3,000	0	1,000	1,000	1,000
228	Rents & Storage	2,200	2,227	3,600	2,515	3,600	3,600	3,600
230	Communication Services	10,000	7,901	10,000	9,548	10,000	10,000	10,000
246	Hardware/Software Support	11,700	203	11,700	1,719	2,700	2,700	2,700
299	Other Contractual Services	0	0	0	0	0	0	0
Total Contractual Services		53,179	26,104	53,979	29,892	40,200	40,200	40,200

	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
	Budget	Actual to Date	Budget	Actual to Date	Budget Request	CM Recom	Approved
310							
Office Supplies	37	144	25	0	0	0	0
311							
Books Maps & Manuals	0	125	0	0	0	0	0
312							
Uniforms	1,000	786	1,000	448	1,000	1,000	1,000
350							
Equipment & Furniture	500	82	1,000	0	1,000	1,000	1,000
399							
Other Materials & Supplies	1,500	616	1,500	285	1,500	1,500	1,500
Total Materials & Supplies	3,037	1,753	3,525	733	3,500	3,500	3,500
405							
Dues & Subscriptions	2,000	1,199	2,000	1,311	2,000	2,000	2,000
Total Other Expenses	2,000	1,199	2,000	1,311	2,000	2,000	2,000
Total City Manager Expenses	748,847	729,947	886,328	651,732	868,900	868,900	868,900

** All 110 accounts reflect a 4% COLA raise, Longevity raise and educational incentives per policy. **

City of Winchester
FY 2024-25 Operating Budget

FINANCE

(5 Approved Positions)

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
Finance								
110	Salary & Wages	244,633	227,591	271,535	229,475	300,000	300,000	300,000
111	Salary & Wages P/T	0	0	0	0	0	0	0
112	Salaries & Wages O/T	0	392	0	389	0	0	0
135	Medical & Dental Insurance	41,888	112,265	40,880	40,210	41,000	41,000	41,000
136	Life Insurance	654	718	728	808	1,000	1,000	1,000
137	Health Reimbursement	2,876	301	2,760	0	0	0	0
140	Social Security	18,703	17,198	20,761	18,623	2,800	2,800	2,800
145	Worker's Compensation	2,400	4,448	1,000	970	1,000	1,000	1,000
146	Unemployment Insurance	103	0	228	0	0	0	0
147	CERS	65,498	66,747	63,342	53,097	62,000	62,000	62,000
Total Personnel Costs		376,755	429,660	401,234	343,572	407,800	407,800	407,800
210	Postage	15,000	10,718	14,000	6,481	12,000	12,000	12,000
211	Advertising	3,000	0	1,500	0	1,500	0	0
212	Duplicating & Printing	6,005	8,046	6,996	5,137	8,000	8,000	8,000
215	Training & Travel	13,549	5,526	15,549	14,414	20,000	17,500	17,500
219	Credit Card Usage Fees	2,000	3,911	5,000	2,385	5,000	5,000	5,000
220	Professional Fees	50,000	62,739	70,000	51,173	60,000	60,000	60,000
221	Audit Services	40,000	22,170	35,000	30,756	30,000	30,000	30,000
227	Office Equipment Repair	800	404	1,000	0	1,000	1,000	1,000
228	Rents & Storage	5,500	4,700	12,000	3,749	7,500	7,500	7,500
230	Communication Services	0	5,548	6,000	6,598	6,000	6,000	6,000
246	Hardware/Software Support	73,100	52,966	129,540	52,553	50,000	50,000	50,000
299	Other Contractual Services	3,000	1,169	3,000	1,432	1,000	1,000	1,000
Total Contractual Services		211,954	177,897	299,585	174,678	202,000	198,000	198,000

	2022-23	2022-23	2023-24	2023-24	2023-24	2024-25	2024-25	2024-25
	Budget	Actual	Budget	Actual to Date	Budget Request	CM Recom	Approved	
310	79	(99)	85	0	0	0	0	0
311	1,000	0	1,000	0	2,500	2,500	2,500	2,500
312	900	434	900	0	500	500	500	500
350	500	1,099	1,200	200	2,000	2,000	2,000	2,000
360	0	0	0	18,233	20,000	20,000	20,000	20,000
370	0	0	0	276,038	280,000	280,000	280,000	280,000
399	517	601	517	211	500	500	500	500
Total Materials & Supplies	2,996	2,035	3,702	294,682	305,500	305,500	305,500	305,500
405	1,500	990	2,000	1,435	4,500	4,500	4,500	4,500
Total Other Expenses	1,500	990	2,000	1,435	4,500	4,500	4,500	4,500
Total Finance Expenses	593,205	610,582	706,521	814,367	919,800	915,800	915,800	915,800

All 110 accounts reflect a 4% COLA raise, Longevity raise and educational incentives per policy.

City of Winchester
FY 2024-25 Operating Budget

PLANNING

(4 Approved Positions)

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
Planning & Zoning								
110	Salary & Wages	308,740	279,256	297,779	238,486	275,000	275,000	275,000
112	Salaries & Wages O/T	0	238	0	701	0	0	0
135	Medical & Dental Insurance	78,672	98,688	44,680	46,769	45,000	45,000	45,000
136	Life Insurance	916	895	790	828	1,000	1,000	1,000
137	Health Reimbursement	5,424	751	2,208	0	0	0	0
140	Social Security	23,598	21,112	22,760	19,247	21,000	21,000	21,000
145	Worker's Compensation	12,339	5,848	7,900	47,274	8,000	8,000	8,000
146	Unemployment Insurance	130	0	250	0	0	0	0
147	CERS	8,265	80,818	69,440	52,155	57,000	57,000	57,000
Total Personnel Costs		438,084	487,606	445,807	405,460	407,000	407,000	407,000
210	Postage	850	1,512	1,100	525	0	1,100	1,100
211	Advertising	500	495	500	0	500	500	500
212	Duplicating & Printing	500	881	915	749	0	1,000	1,000
215	Training & Travel	3,000	2,460	3,000	4,891	4,000	4,000	4,000
220	Professional Fees	167,813	21,890	165,813	223	16,000	16,000	16,000
226	Vehicle Maintenance	1,500	885	1,500	266	1,500	1,500	1,500
227	Office Equipment Repair	200	153	200	0	200	200	200
228	Rents & Storage	450	223	600	489	600	600	600
230	Communication Services	10,500	9,695	10,500	9,416	20,260	10,500	10,500
246	Hardware/Software Support	20,500	16,819	20,260	2,303	23,010	23,010	23,010
299	Other Contractual Services	40,000	24,741	30,000	15,380	25,000	25,000	25,000
Total Contractual Services		245,813	79,754	234,388	34,242	91,070	83,410	0

	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
	Budget	Actual	Budget	Actual to Date	Budget Request	CM Recom	Approved
311 Books Maps & Manuals	300	380	425	70	400	400	400
312 Uniforms	1,500	174	1,200	0	1,200	1,200	1,200
322 Promotion/Education Material	300	410	300	(8)	500	500	500
326 Motor Fuel & Lubricants	3,000	2,245	3,000	1,432	3,000	3,000	3,000
330 Tools & Hardware	200	0	200	0	200	200	200
350 Equipment & Furniture	1,000	0	1,000	770	1,000	1,000	1,000
399 Other Materials & Supplies	600	1,681	1,000	711	1,000	1,000	1,000
Total Materials & Supplies	6,900	4,890	7,125	2,975	7,300	7,300	7,300
405 Dues & Subscriptions	3,600	663	2,650	15,745	3,600	3,600	3,600
420 **Special Projects**	3,000	0	3,000	0	0	0	0
Total Other Expenses	6,600	663	5,650	15,745	3,600	3,600	3,600
Total Planning Expenses	697,397	572,913	692,970	458,422	508,970	501,310	0

All 110 accounts reflect a 4% COLA raise, Longevity raise and educational incentives per policy.

City of Winchester
FY 2024-25 Operating Budget
MAIN STREET

(1 Approved Position)

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
Main St								
110	Salary & Wages	40,720	29,847	52,000	40,900	55,000	55,000	55,000
111	Salary & Wages P/T	0	0	0	0	0	0	0
112	Salaries & Wages O/T	0	198	0	47	0	0	0
135	Medical & Dental Insurance	23,076	40,397	24,540	11,607	16,000	16,000	16,000
136	Life Insurance	110	102	140	157	200	200	200
137	Health Reimbursement	1,594	717	552	0	0	0	0
140	Social Security	3,115	2,232	3,978	3,312	4,200	4,200	4,200
145	Worker's Compensation	2,100	3,100	200	182	200	200	200
146	Unemployment Insurance	17	0	44	0	0	0	0
147	CERS	10,909	8,494	12,137	10,359	12,000	12,000	12,000
Total Personnel Costs		81,641	85,087	93,591	66,564	87,600	87,600	87,600
210	Postage	150	16	200	67	200	200	200
211	Advertising	8,012	2,292	8,512	2,340	10,000	10,000	10,000
212	Duplicating & Printing	1,500	71	1,500	470	1,000	1,000	1,000
215	Training & Travel	4,500	75	500	500	1,000	1,000	1,000
220	Professional Fees	1,000	1,003	5,500	0	5,500	5,500	5,500
230	Communication Services	2,000	1,963	2,000	1,921	2,000	2,000	2,000
246	Hardware/Software Support	1,500	308	500	359	500	500	500
Total Contractual Services		18,662	5,728	18,712	5,657	20,200	20,200	20,200

	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
	Budget	Actual	Budget	Actual to Date	Budget Request	CM Recom	Approved
312	Uniforms	100	47	100	0	100	100
322	Promotion/Education Materials	7,500	0	8,000	553	8,000	8,000
324	Photographic Supplies	0	0	500	0	500	500
350	Small Equipment & Furniture	2,000	302	721	148	500	500
399	Other Materials & Supplies	1,000	481	1,500	383	1,500	1,500
	Total Materials & Supplies	10,600	830	10,821	1,084	10,600	10,600
405	Dues & Subscriptions	850	150	600	0	600	600
420	**Special Projects**	6,900	5,015	0	338	0	0
	Total Other Expenses	7,750	5,165	600	338	600	600
	Total Main Street Expenses	118,653	96,810	123,724	73,643	119,000	119,000

** All 110 accounts reflect a 4% COLA raise, Longevity raise and educational incentives per policy.**

420 account moved to Transfers

City of Winchester
FY 2024-25 Operating Budget
ENGINEERING

(2 Approved Positions)
(1 position is hybrid)

Account #	Description	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
		Budget	Actual	Budget	Actual to Date	Budget Request	CM Recom	Approved
Engineering								
110	Salary & Wages	48,131	53,133	99,816	74,081	105,000	105,000	105,000
111	Salary & Wages P/T	0	0	0	0	0	0	0
112	Salaries & Wages O/T	0	0	0	295	0	0	0
135	Medical & Dental Insurance	23,076	21,837	49,080	31,150	46,000	46,000	46,000
136	Life Insurance	129	162	268	282	300	300	300
137	Health Reimbursement	1,594	(69)	1,104	0	0	0	0
140	Social Security	3,682	3,916	7,636	6,032	8,000	8,000	8,000
145	Worker's Compensation	3,100	3,187	4,500	4,106	4,500	4,500	4,500
146	Unemployment Insurance	20	0	84	0	0	0	0
147	CERS	12,894	15,606	23,297	18,751	22,000	22,000	22,000
Total Personnel Costs		92,626	97,772	185,785	134,697	185,800	185,800	185,800
210	Postage	100	1	100	0	100	0	0
211	Advertising	0	0	1,000	0	1,000	0	0
212	Duplicating & Printing	100	0	100	0	100	0	0
215	Training & Travel	1,500	0	4,000	0	4,000	4,000	4,000
220	Professional Fees	125,000	19,434	200,000	45,878	220,000	220,000	220,000
226	Vehicle Maintenance	600	22	1,200	61	1,500	1,500	1,500
230	Communication Services	1,600	1,163	3,200	2,033	3,680	3,500	3,500
246	Hardware/Software Support	2,200	115	2,200	2,229	6,520	6,520	6,520
Total Contractual Services		131,100	20,735	211,800	50,201	236,900	235,520	235,520

	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
	Budget	Actual	Budget	Actual to Date	Budget Request	CM Recom	Approved
312	Uniforms & Incidentals	200	0	400	0	400	500
326	Motor Fuel & Lubricants	1,200	2,106	3,000	1,139	3,000	2,500
330	Small Tools & Hardware	200	0	300	0	300	300
350	Small Equipment & Furniture	0	0	500	0	0	0
399	Other Materials & Supplies	500	456	0	0	500	300
	Total Materials & Supplies	2,100	2,562	4,200	1,139	4,200	3,600
420	**Special Projects**	85,300	29,967	50,000	25,173	50,000	50,000
	Total Other Expenses	85,300	29,967	50,000	25,173	50,000	50,000
	Total Engineering Expenses	311,126	151,036	451,785	211,210	476,900	474,920

All 110 accounts reflect a 4% COLA raise, Longevity raise and educational incentives per policy.

** 220 Account Detail**

Stormwater Engineering Services

Stormwater Asset Inventory

** 420 Account Detail**

Local Road Safety Plan

City of Winchester
FY 2024-25 Operating Budget
ADMINISTRATION

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
Administration								
130	P & F Pension Fund	50,000	75,000	50,000	0	50,000	50,000	50,000
137	Health Reimbursement	7,500	157,727	0	0	0	0	0
Total Personnel Costs		57,500	232,727	50,000	0	50,000	50,000	50,000
205	Urban Renewal Board	3,000	3,000	3,000	150	3,000	3,000	3,000
207	Administrative Hearing Board	3,000	4,900	3,000	4,100	4,800	4,800	4,800
218	Appeals Board	500	0	500	0	0	0	0
219	Licensing Board	1,800	1,800	1,800	450	900	900	900
220	Professional Fees	10,700	904	40,500	46,631	30,000	30,000	30,000
224	Equipment Maintenance Repairs	8,000	1,845	2,400	1,971	2,400	2,400	2,400
225	Bldg Maintenance Repairs	14,317	19,554	19,030	13,799	20,000	20,000	20,000
226	Vehicle Maintenance	3	0	3	0	0	0	0
228	Rents & Storage	3,600	3,710	3,600	3,184	3,600	3,600	3,600
230	Communications Services	1,500	1,362	1,400	955	1,400	1,400	1,400
231	Natural Gas Services	27,000	28,898	27,000	23,575	27,000	27,000	27,000
232	Electric Services	100,009	125,246	100,009	78,284	100,000	100,000	100,000
233	Street Lights	340,000	320,872	320,000	286,737	300,000	300,000	300,000
234	Traffic Lights	19,000	10,833	6,005	5,979	6,000	6,000	6,000
235	Water & Sanitation	25,000	30,298	31,000	17,710	25,000	25,000	25,000
240	Performance/Security Bonds	5,000	3,005	2,500	4,557	5,000	5,000	5,000
241	Auto Insurance	125,000	124,224	150,000	138,305	150,000	150,000	150,000
242	Liability Insurance	120,000	98,311	75,000	78,578	75,000	75,000	75,000
243	Building Content Insurance	100,000	47,008	46,000	53,293	50,000	50,000	50,000
244	Self-Insured Liability	12,000	955	10,000	0	1,000	1,000	1,000
246	Hardware/Software Support	26,000	17,241	17,700	4,690	10,000	8,000	8,000
Total Contractual Services		945,429	843,966	860,447	762,948	815,100	813,100	813,100

	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
	Budget	Actual	Budget	Actual to Date	Budget Request	CM Recom	Approved
309	3,000	2,121	3,000	352	1,000	500	500
310	18,000	10,581	4,000	6,819	10,000	10,000	10,000 *
330	200	0	200	0	0	0	0
340	4,008	2,666	3,013	2,456	3,000	3,000	3,000
351	3,000	1,828	3,000	1,281	1,000	2,000	2,000
352	500	1,125	500	0	0	250	250
Total Materials & Supplies	28,708	18,321	13,713	10,908	15,000	15,750	15,750
Total Administrative Expenditures	1,031,637	1,095,014	924,160	773,856	880,100	878,850	878,850

All 110 accounts reflect a 4% COLA raise, Longevity raise and educational incentives per policy.

All City Hall Departments account # 310 have been move to 19.5.310

City of Winchester

FY 2024-25 Operating Budget

(17 Approved Positions)

COMMUNICATIONS

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
Communications								
110	Salary & Wages	616,785	599,757	757,961	577,277	800,000	800,000	800,000
112	Salaries & Wages O/T	100,000	143,037	151,000	127,473	151,000	151,000	151,000
135	Medical & Dental Insurance	184,792	231,591	243,000	146,015	197,000	197,000	197,000
136	Life Insurance	1,652	1,846	2,027	2,014	2,200	2,200	2,200
137	Health Reimbursement	12,697	2,106	8,832	0	0	0	0
140	Social Security	54,793	55,909	69,494	56,829	72,000	72,000	72,000
145	Worker's Compensation	3,400	5,218	2,400	2,395	2,400	2,400	2,400
146	Unemployment Insurance	301	0	763	0	0	0	0
147	CERS	191,881	235,087	212,025	178,683	194,000	194,000	194,000
Total Personnel Costs		1,166,301	1,274,551	1,447,502	1,090,686	1,418,600	1,418,600	1,418,600
210	Postage	100	0	100	0	100	0	0
211	Advertising	900	0	500	0	0	0	0
212	Duplicating & Printing	2,200	1,325	2,000	1,412	2,000	2,000	2,000
215	Training & Travel	5,000	4,367	10,000	7,242	10,000	10,000	10,000
220	Professional Fees	10,000	28,325	25,000	16,153	35,000	35,000	35,000
225	Building Repairs	1,500	385	1,000	258	2,000	1,000	1,000
227	Office Equipment Repair	3,500	0	3,500	3,223	3,500	3,500	3,500
228	Rents & Storage	5,000	4,400	5,000	4,794	5,000	5,000	5,000
229	Radio Install & Repair	6,000	1,000	4,000	0	4,000	4,000	4,000
230	Communication Services	70,000	39,140	45,000	35,306	45,000	45,000	45,000
242	Liability Insurance	12,000	10,000	12,000	10,909	12,000	12,000	12,000
246	Hardware/Software Support	65,000	35,210	11,392	2,201	10,000	10,000	10,000
Total Contractual Services		181,200	124,152	119,492	81,498	128,600	127,500	127,500

	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
	Budget	Actual	Budget	Actual to Date	Budget Request	CM Recom	Approved
310 Office Supplies	2,000	1,846	2,001	855	2,000	2,000	2,000
311 Books Maps & Manuals	0	0	0	0	0	0	0
312 Uniforms	3,056	2,911	6,055	4,579	6,000	6,000	6,000
322 Promotional Materials	350	489	500	500	2,000	2,000	2,000
350 Small Equipment & Furniture	1,000	241	500	511	1,500	1,500	1,500
399 Other Materials & Supplies	1,500	1,074	1,500	566	1,500	1,500	1,500
Total Materials & Supplies	7,906	6,561	10,556	7,011	13,000	13,000	13,000
405 Dues & Subscriptions	0	0	50,300	49,355	64,000	64,000	64,000
Total Other Expenses	0	0	50,300	49,355	64,000	64,000	64,000
Total Communications Expenses	1,355,407	1,405,264	1,627,850	1,228,550	1,624,200	1,623,100	1,623,100

** All 110 accounts reflect a 4% COLA raise, Longevity raise and educational incentives per policy.**

City of Winchester
FY 2024-25 Operating Budget

(42 Approved Positions)
(39 sworn officers and 3 administrative)

POLICE

2022-23	2022-23	2023-24	2023-24	2023-24	2024-25	2024-25	2024-25
Budget	Actual	Budget	Budget	Actual to Date	Budget Request	CM Recom	Approved

Account # Description

Police

110	Salary & Wages	1,934,634	2,162,402	2,287,351	1,884,557	2,300,000	2,300,000	2,300,000
111	Salaries & Wages, P/T	70,000	89,888	88,000	76,726	88,000	88,000	88,000
112	Salaries & Wages O/T	470,000	603,897	615,000	522,200	615,000	615,000	615,000
113	KLEFPF Salaries	140,000	0	174,800	0	0	0	0
135	Medical & Dental Insurance	495,972	596,785	662,820	463,403	580,000	580,000	580,000
136	Life Insurance	5,086	6,112	6,012	6,161	6,000	6,000	6,000
137	Health Reimbursement	34,088	3,809	22,632	0	0	0	0
140	Social Security	199,678	215,068	241,792	199,932	244,000	244,000	244,000
145	Worker's Compensation	107,000	115,392	113,120	79,101	113,000	113,000	113,000
146	Unemployment Insurance	1,096	0	2,655	0	0	0	0
147	CERS - Non-Hazardous	30,058	100,930	34,794	33,442	31,000	31,000	31,000
148	CERS - Hazardous	1,229,609	1,165,855	1,231,290	1,260,983	1,125,000	1,125,000	1,125,000
149	CERS - KLEFPF	69,426	186,191	76,370	173,966	70,000	70,000	70,000
	Total Personnel Costs	4,786,647	5,246,329	5,556,636	4,700,471	5,172,000	5,172,000	5,172,000
210	Postage	500	928	500	527	1,000	1,000	1,000
211	Advertising	1,000	0	500	0	0	0	0
212	Duplicating & Printing	3,000	2,266	3,206	2,185	3,500	3,500	3,500
215	Training & Travel	20,000	19,511	30,000	25,427	40,000	40,000	40,000
220	Professional Fees	3,000	3,175	3,000	2,614	3,000	3,000	3,000
222	Narcotics Investigation	71,000	43,000	68,000	31,000	40,000	40,000	40,000
225	Building Repairs	40,000	17,603	20,101	13,417	50,000	50,000	50,000

	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
	Budget	Actual	Budget	Actual to Date	Budget Request	CM Recom	Approved
226	60,742	45,211	56,023	59,863	65,000	65,000	65,000
228	5,000	4,210	5,000	3,848	5,000	5,000	5,000
229	11,000	2,499	5,000	0	13,000	13,000	13,000
230	70,000	74,070	70,000	57,088	70,000	70,000	70,000
242	33,000	42,817	33,000	43,110	50,000	50,000	50,000
246	78,110	58,182	44,502	17,854	30,000	30,000	30,000
299	35,000	26,624	20,000	1,129	15,000	15,000	15,000
Total Contractual Services	431,352	340,096	358,832	258,062	385,500	385,500	385,500
310	5,189	3,940	5,264	2,504	5,000	5,000	5,000
312	42,850	35,051	56,972	37,213	52,900	52,900	52,900
316	800	465	800	0	800	800	800
317	55,044	48,733	54,837	59,393	75,000	75,000	75,000
322	1,500	0	2,000	1,043	4,000	4,000	4,000
326	160,000	146,306	180,000	129,149	180,000	180,000	180,000
340	3,101	2,731	4,326	2,529	5,000	5,000	5,000
350	2,000	1,855	5,000	2,215	5,000	5,000	5,000
351	1,500	1,515	1,500	1,384	2,000	2,000	2,000
399	4,001	3,731	4,001	6,506	5,000	5,000	5,000
Total Materials & Supplies	275,985	244,327	314,700	241,936	334,700	334,700	334,700
405	55,000	40,412	108,450	104,125	183,800	183,800	183,800
Total Other Expenses	55,000	40,412	108,450	104,125	183,800	183,800	183,800
Total Police Expenses	5,548,984	5,871,164	6,338,618	5,304,594	6,076,000	6,076,000	6,076,000

All 110 accounts reflect a 4% COLA raise, longevity raise and educational incentives per policy.

City of Winchester
FY 2024-25 Operating Budget

(48 Approved Positions)
 (47 Fire Fighters and 1 administrative)
 (4 new positions deferred to FY 2026)

FIRE

2022-23	2022-23	2023-24	2023-24	2023-24	2024-25	2024-25	2024-25
Budget	Actual	Budget	Actual to Date	Budget Request	CM Recom	Approved	

Account # Description

Fire							
110	2,654,844	1,406,445	2,702,818	1,085,318	1,360,000	1,360,000	1,360,000
112	663,035	1,345,379	1,302,500	1,284,628	1,300,000	1,300,000	1,300,000
113	224,000	0	216,200	0	0	0	0
120	40,880	0	12,000	0	0	0	0
135	1,113,700	761,845	866,400	555,213	720,000	720,000	720,000
136	7,999	5,467	7,152	6,483	7,500	7,500	7,500
137	76,944	23,420	26,496	0	0	0	0
140	273,874	206,552	323,657	197,007	221,000	221,000	221,000
145	143,202	135,704	126,380	91,125	126,380	126,000	126,000
146	1,504	0	3,554	0	0	0	0
147	16,074	99,627	15,813	14,317	7,080	7,080	7,080
148	693,214	1,138,192	1,738,172	886,716	1,046,000	1,046,000	1,046,000
149	172,000	98,938	94,458	154,918	180,000	180,000	180,000
Total Personnel Costs	6,081,270	5,221,569	7,435,600	4,275,725	4,967,960	4,967,580	4,967,580
210	545	251	750	112	750	750	750
211	3,000	1,264	4,000	338	4,000	2,000	2,000
212	1,340	247	2,000	1,582	2,000	2,000	2,000
215	18,951	15,534	20,401	11,414	25,000	25,000	25,000
216	0	50	0	150	0	0	0
220	36,261	24,029	41,261	15,818	30,000	25,000	25,000

	2022-23		2022-23		2023-24		2023-24		2024-25		2024-25	
	Budget		Actual		Budget	Actual to Date	Budget Request	CM Recom	Approved			
224	Equipment Maintenance & Repair											
225	5,000		6,741	7,500	7,500	7,852	7,500	7,500	7,500	7,500	7,500	
226	52,165		31,609	45,991	45,991	37,473	50,000	50,000	50,000	50,000	50,000	
228	114,778		94,117	194,327	194,327	112,830	125,000	125,000	125,000	125,000	125,000	
229	5,000		3,714	6,500	6,500	3,201	6,500	5,000	5,000	5,000	5,000	
230	6,470		1,763	9,980	9,980	2,952	15,000	10,000	10,000	10,000	10,000	
246	27,500		27,154	30,345	30,345	17,648	35,000	30,000	30,000	30,000	30,000	
299	56,000		19,194	88,451	88,451	65,510	65,000	65,000	65,000	65,000	65,000	
Total Contractual Services	328,382		226,486	454,678	454,678	277,816	369,250	350,750	350,750	350,750	350,750	
310	Office Supplies											
311	2,000		2,068	3,016	3,016	5,442	3,000	3,000	3,000	3,000	3,000	
312	1,500		0	1,500	1,500	0	2,000	2,000	2,000	2,000	2,000	
313	50,031		36,966	55,346	55,346	37,780	45,000	45,000	45,000	45,000	45,000	
314	145,782		11,901	233,696	233,696	166,716	150,000	150,000	150,000	150,000	150,000	
315	91,680		58,217	83,109	83,109	42,343	55,000	55,000	55,000	55,000	55,000	
318	13,805		8,347	18,579	18,579	6,766	18,000	18,000	18,000	18,000	18,000	
322	25,745		2,940	36,537	36,537	29,190	20,000	20,000	20,000	20,000	20,000	
323	10,220		6,306	13,242	13,242	5,243	14,000	14,000	14,000	14,000	14,000	
324	8,054		1,952	17,544	17,544	9,950	18,000	18,000	18,000	18,000	18,000	
325	3,652		0	1,152	1,152	0	0	0	0	0	0	
326	6,547		935	8,839	8,839	3,241	10,000	5,000	5,000	5,000	5,000	
327	40,000		53,406	60,000	60,000	37,932	60,000	60,000	60,000	60,000	60,000	
330	12,730		8,078	20,472	20,472	18,881	20,000	20,000	20,000	20,000	20,000	
331	2,000		1,676	2,500	2,500	355	2,500	2,500	2,500	2,500	2,500	
340	1,500		81	2,000	2,000	21	1,000	1,000	1,000	1,000	1,000	
350	6,000		5,626	7,000	7,000	8,732	8,000	8,000	8,000	8,000	8,000	
351	4,000		1,531	7,350	7,350	5,350	7,000	7,000	7,000	7,000	7,000	
352	3,000		4,517	3,549	3,549	4,924	4,000	4,000	4,000	4,000	4,000	
399	5,000		3,120	6,177	6,177	2,134	6,000	4,000	4,000	4,000	4,000	
Total Materials & Supplies	7,000		2,247	7,224	7,224	2,306	7,000	4,000	4,000	4,000	4,000	
	440,246		209,914	588,832	588,832	387,306	450,500	440,500	440,500	440,500	440,500	

	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
	Budget	Actual	Budget	Actual to Date	Budget Request	CM Recom	Approved
405 Dues & Subscriptions	3,000	3,843	3,500	2,092	3,500	3,500	3,500
Total Other Expenses	3,000	3,843	3,500	2,092	3,500	3,500	3,500
Total Fire Expenses	6,852,898	5,661,812	8,482,610	4,942,939	5,791,210	5,762,330	5,762,330

All 110 accounts reflect a 4% COLA raise, longevity raise and educational incentives per policy.

City of Winchester
FY 2024-25 Operating Budget

(21 Approved Positions)

(1 new position deferred to FY 2026)

EMS

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
EMS								
110	Salary & Wages	1,101,436	854,843	1,044,248	909,499	1,100,000	1,100,000	1,100,000
111	Salaries & Wages, P/T	165,000	267,828	350,000	160,273	350,000	350,000	350,000
112	Salaries & Wages O/T	276,220	328,477	456,900	231,881	457,000	457,000	457,000
113	PFFIP Salaries	80,000	0	36,800	0	0	0	0
120	Salaries & Wages Adj	16,790	0	5,200	0	0	0	0
135	Medical & Dental Insurance	385,200	376,837	338,560	281,483	450,000	450,000	450,000
136	Life Insurance	3,370	2,419	2,805	2,886	3,000	3,000	3,000
137	Health Reimbursement	26,544	(1,459)	11,592	0	0	0	0
140	Social Security	119,561	109,471	144,810	106,909	150,000	150,000	150,000
145	Worker's Compensation	62,517	41,392	63,500	33,642	64,000	64,000	64,000
146	Unemployment Insurance	656	0	1,590	0	0	0	0
147	CERS - Non-Hazardous	0	154,578	0	60,453	50,000	50,000	50,000
148	CERS - Hazardous	693,214	447,686	658,036	519,855	564,000	564,000	564,000
149	CERS - PFFIP	39,672	5,904	16,078	22,857	15,000	15,000	15,000
Total Personnel Costs		2,970,180	2,587,976	3,130,119	2,329,738	3,203,000	3,203,000	3,203,000
210	Postage	0	5	0	100	500	0	0
211	Advertising	4,000	500	4,000	0	4,000	2,000	2,000
212	Duplicating & Printing	1,140	608	2,000	2,240	2,500	2,500	2,500
213	EMT/Paramedic Certification	53,000	6,682	60,960	27,876	60,000	40,000	40,000
215	Training & Travel	10,000	7,584	20,000	13,498	25,000	25,000	25,000
220	Professional Fees	50,335	25,752	58,335	47,420	60,000	60,000	60,000
224	Equipment Maintenance & Repair	41,250	38,241	41,074	25,731	45,000	45,000	45,000
225	Building Repairs	20,000	5,691	29,689	25,217	45,000	45,000	45,000
226	Vehicle Maintenance	84,830	91,608	124,966	73,934	125,000	110,000	110,000

	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
	Budget	Actual	Budget	Actual to Date	Budget Request	CM Recom	Approved
228 Rents & Storage	3,000	2,018	3,000	1,526	3,000	3,000	3,000
229 Radio Install & Repair	3,473	3,519	3,980	0	7,500	7,500	7,500
230 Communication Services	18,500	19,845	25,000	10,249	25,000	20,000	20,000
241 Auto Insurance	32,000	40,946	35,000	46,578	40,000	40,000	40,000
242 Liability Insurance	27,000	15,000	30,000	27,273	30,000	30,000	30,000
246 Hardware/Software Support	45,000	30,032	63,778	58,630	65,000	65,000	65,000
250 Billing Collection Fees	40,000	31,808	35,000	8,230	60,000	60,000	60,000
299 Other Contractual Services	2,000	0	2,000	936	3,500	2,000	2,000
Total Contractual Services	435,528	319,839	538,782	369,438	601,000	557,000	557,000
310 Office Supplies	500	226	3,000	604	3,000	1,000	1,000
311 Books Maps & Manuals	2,000	1,834	4,087	0	4,000	4,000	4,000
312 Uniforms & Incidentals	40,064	18,164	50,703	30,700	35,000	35,000	35,000
313 Protective Clothing	48,227	16,617	50,311	33,758	50,000	40,000	40,000
315 EMS Supplies	180,421	177,755	196,330	161,022	200,000	200,000	200,000
322 Promotional Materials	0	128	2,000	0	3,000	2,000	2,000
323 Training Materials	9,000	909	16,847	12,589	12,000	12,000	12,000
325 Equipment Parts	3,000	510	3,000	1,844	4,000	4,000	4,000
326 Motor Fuels & Lubricants	45,500	51,317	59,772	38,020	60,000	60,000	60,000
340 Janitorial Supplies	2,500	2,369	3,000	74	4,000	4,000	4,000
350 Small Equipment & Furniture	3,000	287	5,000	3,502	5,000	4,000	4,000
351 Household Supplies	1,500	1,429	1,549	372	15,000	1,500	1,500
352 Household Appliances	1,000	950	4,000	0	4,000	4,000	4,000
399 Other Materials & Supplies	0	0	0	0	0	0	0
Total Materials & Supplies	336,712	272,495	399,599	282,485	399,000	371,500	371,500
405 Dues & Subscriptions	600	46,944	399,600	282,486	1,000	1,000	1,000
500 HB 8 Healthcare Provider Tax	0	0	0	52,443	52,000	52,000	52,000
Total Other Expenses	600	46,944	399,600	334,929	53,000	53,000	53,000
Total EMS Expenses		3,227,254	4,468,100	3,316,590	4,256,000	4,184,500	4,184,500

All 110 accounts reflect a 4% COLA raise, Longevity raise and educational incentives per policy.

City of Winchester
FY 2024-25 Operating Budget
PUBLIC WORKS

(16 Approved Positions)

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
Public Works								
110	Salary & Wages	705,218	727,116	757,925	635,224	865,000	865,000	865,000
111	Salaries & Wages, P/T	0	0	0	0	0	0	0
112	Salaries & Wages O/T	25,000	20,545	25,000	27,336	25,000	25,000	25,000
135	Medical & Dental Insurance	223,172	226,967	294,000	189,383	276,000	276,000	276,000
136	Life Insurance	1,863	2,052	2,011	2,245	2,400	2,400	2,400
137	Health Reimbursement	15,377	68,381	8,832	0	0	0	0
140	Social Security	55,794	55,943	59,826	53,213	55,000	55,000	55,000
145	Worker's Compensation	33,000	36,218	47,500	19,066	48,000	48,000	48,000
146	Unemployment Insurance	306	0	657	0	0	0	0
147	CERS - Non-Hazardous	195,390	213,062	182,529	165,940	184,000	184,000	184,000
Total Personnel Costs		1,255,120	1,350,284	1,378,280	1,092,407	1,455,400	1,455,400	1,455,400
210	Postage	20	(189)	20	0	20	0	0
211	Advertising	1,400	1,020	1,200	429	700	700	700
212	Duplicating & Printing	300	340	300	102	300	300	300
215	Training & Travel	27,790	14,768	20,900	15,441	4,500	4,500	4,500
220	Professional Fees	7,967	3,089	2,467	3,265	3,000	3,000	3,000
224	Equipment Maintenance & Repair	2,428	1,974	2,400	748	2,400	2,400	2,400
225	Building Maintenance	12,593	8,447	11,550	3,277	10,500	10,500	10,500
226	Vehicle Maintenance	62,923	29,463	67,762	44,886	60,000	60,000	60,000
227	Office Equipment Repair	120	153	100	0	100	100	100
228	Rents & Storage	2,000	1,511	2,583	1,395	2,500	2,500	2,500
229	Radio Install & Repair	350	0	350	0	0	0	0
230	Communication Services	11,000	10,066	8,000	5,543	8,000	8,000	8,000
246	Hardware/Software Support	1,200	473	1,200	1,645	2,000	2,000	2,000
299	Other Contractual Services	10,400	565	11,200	5,600	11,000	11,000	11,000
Total Contractual Services		140,491	71,680	130,032	82,331	105,020	105,000	105,000

2022-23	2022-23	2023-24	2024-25	2024-25	2024-25
Budget	Actual	Budget	Budget Request	CM Recom	Approved
310 Office Supplies	2,400	2,424	2,400	2,400	2,400
311 Books Maps & Manuals	40	0	40	40	0
312 Uniforms	14,357	14,288	15,254	15,500	15,500
320 Storm Sewer Repair	15,560	12,820	20,671	20,000	20,000
325 Equipment Parts	10,024	9,440	15,434	15,000	12,000
326 Motor Fuels & Lubricants	55,000	52,830	55,000	57,000	57,000
330 Small Tools & Hardware	4,000	3,463	5,022	3,000	3,000
331 Maintenance Equipment	3,700	1,186	3,500	3,500	3,500
332 Garage Tools/Hardware	0	0	0	2,500	2,500
335 Road/R O W Repair	4,205	3,630	3,598	1,654	3,000
340 Janitorial Supplies	1,200	1,632	2,000	571	2,000
345 Chemicals	4,840	7,132	5,207	4,818	5,500
350 Small Equipment & Furniture	500	0	600	34	2,000
351 Household Supplies	3,200	3,628	3,500	2,471	3,500
360 Shop Supplies	6,073	5,582	6,079	7,310	7,500
365 Safety Equipment	2,582	3,001	3,082	2,186	3,000
370 Curb & Sidewalk Replacement	0	0	15,000	45,000	45,000
399 Other Materials & Supplies	1,869	2,339	2,264	3,713	3,500
Total Materials & Supplies	129,550	123,395	158,651	193,940	190,900
405 Dues & Subscriptions	150	272	300	257	300
420 **Special Projects**	25,000	17,967	2	0	0
Total Other Expenses	25,150	18,239	302	257	300
Total Public Works Expenses	1,550,311	1,563,598	1,667,265	1,754,660	1,751,600

**All 110 accounts reflect a 4% COLA raise, Longevity raise and educational incentives per policy. **

** 420 Account Detail**

0.00 in account due to projects moved to Engineering and Capital



2024-25
City Capital
Budget

City of Winchester
FY 2024-25
Capital Revenue Budget

	2022-23 Budget	2022-23 Actual to date	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
Capital Equipment Fund Revenue	1,250,000	1,285,033	1,250,000	1,118,727	0	0	0
Reimbursable Grant Income	0	0	0	0	0	0	0
Gain on Sale of Assets	0	0	0	0	0	0	0
Transfer In	0	550,085	0	0	0	0	0
Capital Equipment Interest Income	18,000	112,275	30,000	58,278	60,000	60,000	60,000
Other Capital Income	10,000	9,602	10,000	353,028	0	0	0
Loan Proceeds	0	0	0	0	0	0	0
Fiscal Court Aquatic Center	25,000	35,582	25,000	27,490	25,000	25,000	25,000
Other Income State/Local	0	0	0	0	0	0	0
Dispatch Reimbursement from County	0	49,464	0	49,864	50,000	50,000	50,000
State Grant Fire	0	0	0	0	0	0	0
EMS Reimbursement from County	50,000	30,123	50,000	24,714	50,000	50,000	50,000
EMS State Grant	10,000	0	10,000	0	0	0	0
Total Revenues	1,363,000	2,072,164	1,375,000	1,632,101	185,000	185,000	185,000
Capital Debt Services					140,007	140,007	140,007
Capital Item Departmental Purchases					1,560,461	1,560,461	1,560,461
Total Expenditures	9,289,681	0	9,860,374	9,860,374	1,700,468	1,700,468	1,700,468
ARPA Funding Utilized	2,303,000	2,303,000	3,367,770	3,367,770	1,515,393	1,515,393	1,515,393
Capital Equipment Surplus - as of 4/30/24			2,044,766	2,044,766	284,281	284,281	284,281
Excess Revenue over Expenditures	(5,623,681)	4,375,164	(3,072,838)	(2,815,737)	284,206	284,206	284,206

City of Winchester
FY 2024-25
Capital Expense Budget

	2022-23	2022-23	2023-24	2023-24	2023-24	2023-24	2024-25	2024-25
	Budget	Actual	Budget	Actual to Date	Budget Request	CM Recom	Approved	Approved
Capital Fund Expenses								
Commission	5,000	0	8,100	8,100	0	0	0	0
Legal	0	0	0	0	0	0	0	0
City Manager	1,000	0	1,000	1,000	0	0	0	0
Finance	5,000	0	5,000	5,000	0	0	0	0
Planning	0	0	0	0	0	0	0	0
Winchester First	1,500	0	0	0	0	0	0	0
Engineering	75,450	681,377	0	0	0	0	0	0
Administration	134,000	162,205	206,000	206,000	88,000	88,000	88,000	88,000
Communications	148,000	148,576	51,000	51,000	28,000	28,000	28,000	28,000
Police	340,525	242,390	485,900	485,900	345,790	345,790	345,790	345,790
Fire	1,121,281	846,812	1,284,795	1,284,795	107,250	107,250	107,250	107,250
EMS	182,570	106,330	1,003,941	1,003,941	701,921	701,921	731,921	731,921
Public Works	813,000	237,582	816,000	816,000	289,500	289,500	289,500	289,500
Total Capital Item Expenses	2,827,326	2,425,272	3,861,736	3,861,736	1,560,461	1,560,461	1,590,461	1,590,461
Capital Debt Service	208,355	160,560	149,626	149,626	140,007	140,007	140,007	140,007
Capital Construction (<i>Unfunded</i>)	5,374,000	0	5,849,012	5,849,012	8,371,000	8,371,000	8,371,000	8,371,000
Total Overall Capital Expenses	8,409,681	2,585,832	9,860,374	9,860,374	10,071,468	10,071,468	10,101,468	10,101,468

City of Winchester
FY 2024-25 Capital Debt Service

Street Sweeper -Interest	434.14 last payment 02/28/25
Street Sweeper - Principal	35,368.52 last payment 02/28/25
College Park Aquatics Center - interest	2,649.92 last payment 11/1/2029
College Park Aquatics Center - Principal	101,554.84 last payment 11/1/2029
Total Financing	140,007.42

****Street Sweeper will be retired in February 2025****

City of Winchester
FY 2024-24 Debt Service Detail

Name of item:	Principal & Interest/Fees for College Park Natatorium
Department:	Capital Financing
Category:	605
Funding Source:	Budget

Description:

Principal and Interest expense /service fees on financing (20 years) for Aquatic Center

Justification:

The lease ends 11/01/2029

Original Lease with KLC was \$1.8 million

Fiscal court to be billed 23% of interest and service fees

Estimate of Total Cost (\$):	<u>Principal</u>	<u>Interest</u>
	101,554.84	2,649.92
Total Estimated Cost:	101,554.84	2,649.92

Budget Allocation by Year (\$)			
		<u>Principal</u>	<u>Interest</u>
2021-2022 (Year 1)	\$	93,850.72	3,674.07
2022-2023 (Year 2)	\$	109,482.78	3,339.90
2023-2024 (Year 3)	\$	98,888.13	3,001.53
2024-2025 (Year 4)	\$	101,554.84	2,649.92
2025-2026 (Year 5)	\$	104,240.31	2,290.21
Total included in Plan \$		508,016.78	14,955.63

Operating Cost Impact:

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Name of item:	Street Sweeper - Principal & Interest
Department:	Public Works
Category:	601 & 602
Funding Source:	Budget

Description: 2020 Elgin Whirlwing Street Sweeper
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Description: 2020 Elgin Whirlwing Street Sweeper
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Justification:
To replace non working street sweeper
2.45% on 5 years at Truist Bank (formerly BB&T)
Final Payment 2-28-2025
Financed Amount \$224,000

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2.45% on 5 years at Truist Bank (formerly BB&T)
Final Payment 2-28-2025
Financed Amount \$224,000

Estimate of Total Cost (\$):	<u>Principal</u>	<u>Interest</u>
	35,368.52	434.14
Total Estimated Cost:	35,368.52	434.14

Budget Allocation by Year (\$)			
		Principal	Interest
2021-2022 (Year 1)	\$	43,960.56	3,776.36
2022-2023 (Year 2)	\$	45,047.52	2,689.38
2023-2024 (Year 3)	\$	46,161.36	1,575.53
2024-2025 (Year 4)	\$	35,368.52	434.14
Total included in Plan	\$	170,537.96	8,475.41

Operating Cost Impact:	
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City of Winchester
FY 2024-25
Summary of Capital Items by Department

<u>Department</u>	<u>Item</u>	<u>Page</u>	<u>Approved Total</u>
Administration	City Hall Improvements - 3rd Floor Focus		88,000
	Total		88,000
Communications	Eventide Recording System		28,000
	Total		28,000
Police	Computer Equipment		26,400
	Motor Vehicles		280,000
	Handheld Radars		8,400
	Portable Radios		12,000
	Accident Reconstruction Drone		13,000
	Accident Reconstruction Software		5,990
	Total		345,790
Fire	LDH Fire Hose		26,250
	Parking Lot Maintenance		19,000
	Staff Vehicle		62,000
	Total		107,250
EMS	Parking Lot Maintenance		19,000
	Staff Vehicle		62,000
	Ambulance Seat Belt Upgrades		71,250
	Replacement Stretchers		252,004
	Zoll Ventilator		60,000
	Video Laryngoscopes		22,667
	Cardiac Monitors		215,000
	Total		701,921
Public Works	1/2 ton pickup		55,000
	Zero Turn Mower		17,000
	Wheel Balancer		10,000
	Hosty Pressure Washer		18,000
	John Deere Tractor with Flail Mower		57,500
	Compact Track Loader		50,000
	Automatic Gate Opener		7,000
	3/4 Ton Pickup Snow Equipment		75,000
	Total		289,500
Total of Capital Purchases Approved by Commission			1,560,461

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	City Hall Improvements
Department:	Administrative
Category:	651
Funding Source:	Budget

Description: City Hall Improvements

Justification: Kitchen renovation, upstairs flooring, stairwell runners, gutters, and 3rd floor sprinklers.

Estimate of Total Cost (\$):	\$ 88,000
Total Estimated Cost:	\$ 88,000

Budget Allocation by Year (\$)		
Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	88,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan	\$	88,000

Operating Cost Impact:

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Eventide Recording Systems
Department:	Communications
Category:	611
Funding Source:	Budget

Description:

Eventide Recording System records all incoming phone calls including 911 and administrative lines. Also records all radio traffic between dispatch and the units in the fields.

Justification:

Current system is at the end of life. A grant application has been applied for. If received, the city will have to match at 10% -\$2,800

Estimate of Total Cost (\$):	\$ 28,000
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Total Estimated Cost: \$ 28,000

Budget Allocation by Year (\$)	
2020	100000
2021	120000
2022	150000
2023	180000
2024	200000
2025	220000
2026	250000
2027	280000
2028	300000
2029	320000
2030	350000

Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	28,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	

Total included in Plan	\$ 28,000
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Operating Cost Impact:

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Computer Equipment
Department:	Police
Category:	610
Funding Source:	Budget

Description:

5 MDT's as needed for new officers or end of life equipment.

Justification:

Computers are used by officers to perform daily duties including writing reports, issuing citations and communication between officers and dispatch.

Estimate of Total Cost (\$): \$ 26,400

Total Estimated Cost: \$ 26,400

Budget Allocation by Year (\$)

Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	26,400
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	

Total included in Plan \$ 26,400

Operating Cost Impact:

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Motor Vehicles
Department:	Police
Category:	615
Funding Source:	Budget

Description:
Motor Vehicles

Justification:
Adding 4 patrol vehicles (Dodge Durango) and 3 CID/Administrative vehicles (Dodge Durango).
All equipment needed for operation including Emergency lights/Sirens, Prisoner Transport
System, printer, MDT mount, radio mount, graphic package, etc.

5 new vehicles approved - distribute to departments as necessary

Estimate of Total Cost (\$): \$ 280,000

Total Estimated Cost: \$ 280,000

Budget Allocation by Year (\$)

Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	280,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	

Total included in Plan \$ 280,000

Operating Cost Impact:

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Handheld Radars
Department:	Police
Category:	623
Funding Source:	Budget

Description:
5 Handheld Radars

Justification:
Devices will replace outdated radar equipment and be used in enforcing speed laws to ensure safety within the community.

Estimate of Total Cost (\$): \$ 8,400

Total Estimated Cost: \$ 8,400

Budget Allocation by Year (\$)

Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	8,400
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	

Total included in Plan \$ 8,400

Operating Cost Impact:

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Portable Radios
Department:	Police
Category:	621
Funding Source:	Budget

Description:

8 portable radios

Justification:

Addition of 8 portable radios plus needed radio accessories. Portable radios are carried by all officers during their daily shifts. Proper working radios are a safety necessity to provide communication between officers and dispatch.

Estimate of Total Cost (\$): \$ 12,000

Total Estimated Cost: \$ 12,000

Budget Allocation by Year (\$)

Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	12,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	

Total included in Plan \$ 12,000

Operating Cost Impact:

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Accident Reconstruction Drone
Department:	Police
Category:	623
Funding Source:	Budget

Description: Accident Reconstruction Drone
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Justification: Device is necessary to complete in depth reconstruction of accidents involving serious physical injuries or fatalities. Device provides ariel view of scene as well as documents the scene through photographs and video. Device provides additional measurements needed for a detailed reconstruction of events.
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Estimate of Total Cost (\$):	\$ 13,000
Total Estimated Cost:	\$ 13,000

Budget Allocation by Year (\$)		
Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	13,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan	\$	13,000

Operating Cost Impact: N/A

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Accident Reconstruction Software
Department:	Police
Category:	611
Funding Source:	Budget

Description: Accident reconstruction software.
--

Justification: Software needed to link Reconstruction Drone with ground reconstruction equipment already in department use. This software will provide data necessary for computing measurements that will enhance the reconstruction of any accident scene where serious injuries or fatalities have occurred.

Estimate of Total Cost (\$):	\$ 5,990
Total Estimated Cost:	\$ 5,990

Budget Allocation by Year (\$)		
Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	5,990
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan	\$	5,990

Operating Cost Impact:

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	LDH Fire Hose
Department:	Fire
Category:	Firefighting Equipment
Funding Source:	Budget

Description:

This project proposal is to purchase new large diameter fire hose for our fire engines. Each fire engine carries approximately 1000 feet of LDH fire hose. We would be replacing approximately 5,000 feet of fire hose over a three year period.

Justification:

The majority of our LDH fire hose is greater than 20 years old and past its useful life span. We have had several failures over the past 2-3 years while on fire scenes. We take meticulous pride in the cleaning and maintaining of our fire hose, this a major reason we get so many years of life, often times many more than recommended by NFPA and manufacturer.

Estimate of Total Cost (\$):

The total cost of this project is \$78,750 and will be divided over a three year period. This would be year 2 of three year implantation.

Total Estimated Cost	78,750
Already Completed:	26,250
Remaining:	52,500
Total Estimated Cost:	\$ 78,750

Budget Allocation by Year (\$)

Carryover prior year plan:	\$	26,250
2024-2025 (Year 1)	\$	26,250
2025-2026 (Year 2)	\$	26,250
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan	\$	78,750

Operating Cost Impact:

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Parking Lot Maintenance
Department:	Fire
Category:	
Funding Source:	Capital

Description:

This request is for reseal all blacktop areas within the department. The lower driveway and employee parking at Station 3, parking and side drive at Station 1 and parking at Station 2. We also in need of replacement of the parking back stops at all parking locations.

Justification:

The sealant has completely worn off in many area of our blacktop. At Station 3 on the lower driveway, we are starting to see signs of the blacktop starting to sink because of this lack of water barrier. All three stations were done at the same time when last completed and we need to keep them on same schedule.

Estimate of Total Cost (\$):

Total cost \$38,000. Requesting \$19,000 from 26 budget and remaining \$19,000 from 28 budget.

Total Estimated Cost: \$ 19,000

Budget Allocation by Year (\$)

Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	19,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan	\$	19,000

Operating Cost Impact:

Increased O&M

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Staff Vehicle
Department:	26-Fire
Category:	615
Funding Source:	Capital

Description:

This request is for the addition of two staff vehicles for the division of Fire within the Fire department.

Justification:

The addition of Assistant Fire Chief and Fire Inspector positions both require the use of a vehicle. Currently, the assistant chief utilizes a vehicle that would have been a spare vehicle for departmental use, and currently we do not have any spare vehicles for an Inspector to use upon filling this position. The fulfillment of this capital item request would put us back in a decent standing with passenger vehicles.

Estimate of Total Cost (\$):

Based Vehicle Price:	48,500
Up fit and graphics:	13,500

Total Estimated Cost:	\$	62,000
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Budget Allocation by Year (\$)

Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	62,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	\$ 62,000
Total included in Plan		

Operating Cost Impact:

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Parking Lot Maintenance
Department:	28-EMS
Category:	
Funding Source:	Capital

Description:

This request is for reseal all blacktop areas within the department. The lower driveway and employee parking at Station 3, parking and side drive at Station 1 and parking at Station 2 . We also in need of replacement of the parking back stops at all parking locations.

Justification:

The sealant has completely worn off in many area of our blacktop. At Station 3 on the lower driveway, we are starting to see signs of the blacktop starting to sink because of this lack of water barrier. All three stations were done at the same time when last completed and we need to keep them on same schedule.

Estimate of Total Cost (\$):

Total cost \$38,000. Requesting \$19,000 from 26 budget and remaining \$19,000 from 28 budget.

Total Estimated Cost: \$ 19,000

Budget Allocation by Year (\$)

Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	19,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan	\$	19,000

Operating Cost Impact:

Increased O&M

City of Winchester
FY 2024-2025
Capital Item Detail Information

Just one approved

Name of item:	Staff Vehicle	
Department:	28-EMS	
Category:	615	
Funding Source:	Capital	

Description:

This request is for the addition of two staff vehicles for the division of Fire within the Fire department.

Justification:

The addition of Assistant Fire Chief and Fire Inspector positions both require the use of a vehicle. Currently, the assistant chief utilizes a vehicle that would have been a spare vehicle for departmental use, and currently we do not have any spare vehicles for an Inspector to use upon filling this position. The fulfillment of this capital item request would put us back in a decent standing with passenger vehicles.

Estimate of Total Cost (\$):

Based Vehicle Price: 48,500
Up fit and graphics: 13,500

1/2 on 26 budget and other half on 28 budget.

Total Estimated Cost: \$ 62,000

Budget Allocation by Year (\$)

Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	62,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	\$ 62,000
Total included in Plan		

Operating Cost Impact:

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Ambulance Seat Belt Upgrades
Department:	EMS
Category:	615
Funding Source:	Capital

Description:

This request is for the upfit of seatbelts in our front-line ambulances.

Justification:

We currently operate 4 remounted ambulance bodies and two new construction boxes. The new construction boxes are 2010 and 2013 models. The remount bodies date back as far as 2003. In the past 5 years new ambulance standards have upgraded the rear box to have four-point seatbelts in the rear module for providers. Currently none of our trucks meet these new standards. We want to proactively upgrade our trucks to meet the most current safety standards for our crew members. The process of making these upgrades will require manufacturer and having these seat belts installed. The process should take about 2 weeks per truck, which will be completed one at a time. We need to upfit a total of 6 trucks.

Estimate of Total Cost (\$):

Upfit per truck is estimated at \$23,750.
2 year plan

Total Estimated Cost: \$ 142,500

Budget Allocation by Year (\$)

Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	71,250
2025-2026 (Year 2)	\$	71,250
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan	\$	142,500

Operating Cost Impact:

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Replacement Stretchers
Department:	EMS
Category:	
Funding Source:	Capital (28)

Description:
7 new stretchers for EC Units.

Justification:
Our current stretchers are 8 years old. They have multiple repeat problems and crews have had many issues with failures at critical times. They can be operated manually, however, due to their weight, they require 5 personnel to operate safely in manual mode while a patient is secured to them. 6 or 7 current stretchers have had to go the factory in Ohio for cracked frames. The frames were simply replaced and will likely occur again due to design flaw.

Estimate of Total Cost (\$):

Total Estimated Cost: \$ 504,008

Budget Allocation by Year (\$)		
Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	252,004
2025-2026 (Year 2)	\$	252,004
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan	\$	504,008

Operating Cost Impact:
Increased O&M

City of Winchester
FY 2024-2025
Capital Item Detail Information

Defer

Name of item:	Zoll Ventilators
Department:	EMS
Category:	
Funding Source:	Capital

Description:

5 additional Zoll ventilators

Justification:

At the beginning of this project, we had one advanced ventilator that stayed as Station 1 and was retrieved when necessary for certain critical out of town transfers. This prevented it's use on emergency runs where its advanced options increased our level of care. These should be standard equipment on any ambulances labeled ALS.

Estimate of Total Cost (\$):

This has been split into two sections, 2 ventilators were purchased last year (FY 2024), this is for the 3 this year.

Total Estimated Cost: \$ 100,000

Budget Allocation by Year (\$)

Carryover prior year plan:	\$	40,000
2024-2025 (Year 1)	\$	60,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	

Total included in Plan \$ 100,000

Operating Cost Impact:

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Video Laryngoscopes
Department:	EMS
Category:	
Funding Source:	

Description:

Upgrade Video Laryngoscopes. Targeting a device that has default on recording. Multiple blade sizes and shapes including infant sizing and both Mac and Miller shapes. The device should have traditional Geometry to better utilize our existing skill set.

Justification:

The King Vision, our current device for VL is proving to be inadequate. The device does not provide crews with the confidence to preform VL and most providers are electing to not even use this device. In addition, the King Vision does not provided capabilities for pediatric/infant intubation. A better VL device could improve intubation success in difficult in difficult airways, improve cardiac arrest survivability for our citizens, and by choosing a device with recording capabilities we could improve post run QA and provide more high-quality training opportunities for providers. Since the original writing of this proposal, support for the consumables for the King Vision has been discontinued, making this device obsolete.

Estimate of Total Cost (\$):

UESCOPE VL460 plan to get 7(one for each EC unit and one for Medic One)@\$2,250.99 each x7 total \$15,756.93. With Rigid Stylets Adult and Pediatric (\$35x10 \$56x10 \$560 7 for units 3 for stockroom) and an assortment of blades for each adult and pediatric sizes. And resupply for the stockroom. Price range from \$51.99 to \$60.99 each. Cost \$6,905.67. Finally, Ridgid stylets for use with the device \$51.99 for peditrics and \$35.00 for adult. 18 of each 2 for each ambulance and additional for supply room initial stock. Cost of \$1,481.04.

Total Estimated Cost: \$ 22,667

Budget Allocation by Year (\$)

Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	22,667
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	

Total included in Plan \$ 22,667

Operating Cost Impact:

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Cardiac Monitors
Department:	EMS
Category:	
Funding Source:	Capital

Description:
7 replacement cardiac monitors

Justification:
Our current cardiac monitors are now 10 years old. Unfortunately the previous years saving for this replacement project, we have requested to divert to replacing stretchers. However, we are still in need of replacing the cardiac monitors. We are just having to restart the funding process for them.

Estimate of Total Cost (\$):

Total Estimated Cost: \$ 430,000

Budget Allocation by Year (\$)		
Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	215,000
2025-2026 (Year 2)	\$	215,000
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan	\$	430,000

Operating Cost Impact:
Increased O&M

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	1/2 Ton Pickup
Department:	Public Works
Category:	615 Motor Vehicles
Funding Source:	

Description:

Replacing of 2008 Chevrolet 1/2 ton pickup.

Justification:

Truck is currently 16 years old with 130,000 miles. Consistently burns oil and engine is starting to show signs of severe internal wear. Frame is showing severe rust and risk of cracking. Truck is used daily by Street Foreman for all functions of the department.

Estimate of Total Cost (\$):

\$ 55,000

Total Estimated Cost:

Budget Allocation by Year (\$)

Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	55,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	\$ 55,000

Total included in Plan

Operating Cost Impact:

Decrease in maintenance costs.

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Zero Turn Mower
Department:	Public Works
Category:	690 Other Equipment
Funding Source:	

Description:

Replacing 2009 Toro Z Master Mower
for all City-owned vehicles.

Justification:

Mower is nearing its end of useful life and maintenance costs are increasing. Mower is necessary to mow some city lots and Daniel Grove Cemetery.

Estimate of Total Cost (\$):

Total Estimated Cost: \$ 17,000

Budget Allocation by Year (\$)

Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	17,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan		\$ 17,000

Operating Cost Impact:

Lower maintenance.

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Wheel Balancer
Department:	Public Works
Category:	660 Garage Equipment
Funding Source:	

Description: Replace 11 year old tire balancer
--

Justification: Current tire balancer is nearing the end of its usable lifespan. Fully functional tire balancer is necessary to perform daily maintenance on all city vehicles.
--

Estimate of Total Cost (\$):
Total Estimated Cost: \$ 10,000

Budget Allocation by Year (\$)		
Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	10,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan	\$	10,000

Operating Cost Impact: Necessary equipment. No surprise purchases.
--

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Hotsy Pressure Washer
Department:	Public Works
Category:	660 Garage Equipment
Funding Source:	

Description:

Replacing 15 year old Jenny pressure washer.

Justification:

Current pressure washer is nearing the end of its usable life. Pressure has been declining in recent years as well as frequent break downs. Serves both Public Works and Police departments.

Estimate of Total Cost (\$):

Total Estimated Cost: \$ 18,000

Budget Allocation by Year (\$)

Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	18,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan		\$ 18,000

Operating Cost Impact:

N/A

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	John Deere Tractor with Flail Mower
Department:	Public Works
Category:	620 Heavy Equipment
Funding Source:	

Description:
Replace current 2009 New Holland T5040 tractor and Tiger Flail Mower.

Justification:
Tractor is currently 15 years old with 3,363 hours of use. Mowers is in poor condition and is nearing the point past reasonable repairs. Tractor has intermittent steering problems that cannot be diagnosed by staff or manufacturer. Lead times on Tractor and mover is 1 year plus. Tractor is also nearing point of needing major/costly repairs.

Estimate of Total Cost (\$):		
John Deere 5095M Utility Tractor		80,000
Tiger Side Flail Mower		35,000
Total Estimated Cost:	\$	115,000

Budget Allocation by Year (\$)		
Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	57,500
2025-2026 (Year 2)	\$	57,500
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan	\$	115,000

Operating Cost Impact:
Lower maintenance Costs

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Compact Track Loader
Department:	Public Works
Category:	620
Funding Source:	

Description: Add a 10,000lb compact truck loader (CTL) to our operations. Price would include pavement breaker and cold planer.

Justification: CTL opens up opportunities for increased efficiency in road, storm sewer, and sidewalk repairs/replacements. Increase ability to work in storm sewer easements that are in the rear of properties. Cold planer allows for more efficient ways to repair roadways. Lessen physical labor required to do these functions.
--

Estimate of Total Cost (\$):	Compact Track Loader	82,000
	Cold Planer	23,000
	Hydraulic Hammer and Chisel	20,000
	Total Estimated Cost:	\$ 125,000

Budget Allocation by Year (\$)		
Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	50,000
2025-2026 (Year 2)	\$	50,000
2026-2027 (Year 3)	\$	25,000
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan		\$ 125,000

Operating Cost Impact: Increased efficiency, less Worker's Comp Claims.

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	Automatic Gate Opener
Department:	Public Works
Category:	650
Funding Source:	

Description: Installation of an automatic gate opener at 98 Pendleton Street main gate.

Justification: Increased security, faster response times during overnight operations. Allows for overnight drop offs of PD and Fire Departments without tracking down a key.
--

Estimate of Total Cost (\$): <div style="text-align: right;">Total Estimated Cost: \$ 7,000</div>

Budget Allocation by Year (\$)		
Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	7,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan	\$	7,000

Operating Cost Impact: Less chance of injury upon opening/closing gate. Increased security.

City of Winchester
FY 2024-2025
Capital Item Detail Information

Name of item:	3/4 Ton Pickup Snow Equipped
Department:	Public Works
Category:	615 Motor Vehicles
Funding Source:	

Description:
Replaces 2011 Chevrolet pickup with salt spreader and plow.

Justification:
Truck currently has severe rusting due to work performed in salt operations. Frequent electrical issues and body has considerable damage due to rust. Current age is 13 years.

Estimate of Total Cost (\$):	3/4 Ton Pickup	55,000
	Salt Spreader/Plow	20,000
	with installation	
	Total Estimated Cost:	\$ 75,000

Budget Allocation by Year (\$)		
Carryover prior year plan:	\$	
2024-2025 (Year 1)	\$	75,000
2025-2026 (Year 2)	\$	
2026-2027 (Year 3)	\$	
2027-2028 (Year 4)	\$	
2028-2029 (Year 5)	\$	
Total included in Plan	\$	75,000

Operating Cost Impact:
Lower Maintenance costs.

City of Winchester
FY 2024-25 Small Funds

Hotel/Motel Transient Room Tax
FUND 06

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
	REVENUE							
00.4.120	Room Tax Revenue	155,000	210,869	155,000	143,709	155,000	155,000	
00.4.104	Delinquent Penalty and Interest	1,200	64	1,200	599	1,200	1,200	
00.4.402	Interest on Checking Account	100	1,077	1,000	784	1,000	1,000	
	Total Revenue	156,300	212,010	157,200	145,092	157,200	157,200	0
	EXPENSES							
50.5.050	Room Tax Transfer	155,000	137,751	155,000	145,228	157,200	157,200	
	Total Expenses	155,000	137,751	155,000	145,228	157,200	157,200	0
	Total Revenue	156,300	212,010	157,200	145,092	157,200	157,200	
	Total Expenses	155,000	137,751	155,000	145,228	157,200	157,200	
	Excess of Revenue over Expenses	1,300	74,259	2,200	(136)	0	0	0

Reserve/Cash Balance as of 4/30/24: \$38.94

Police Department Special Fund
FUND 07

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
	REVENUE							
00.4.402	Interest Income	150	1,392	1,500	2,905	1,500	1,500	
00.4.403	Miscellaneous Income	1,000	0	0	800	0	0	
00.4.404	911 for Kids Calendar Advertising	3,000	0	0	2,375	0	0	
00.4.421	Calendar Proceeds	2,000	0	0	0	0	0	
00.4.425	Auction Proceeds	5,000	0	0	0	0	0	
00.4.445	Private Grant Revenue	0	0	0	0	0	0	
00.4.450	Donation Revenue	0	0	0	0	0	0	
25.4.501	K-9 Program	1,500	0	0	0	0	0	
25.4.502	Police Citation Fees/State	500	0	0	0	0	0	
00.4.519	State & Local Forfeiture Money	2,000	52,999	0	4,450	0	0	
	Total Revenue	15,150	54,391	1,500	10,530	1,500	1,500	0
	EXPENSES							
00.5.700	Transfer to Grant Funds	0	0	0	0	0	0	
23.5.220	Professional Services	0	0	0	0	0	0	
23.5.322	Promotion/Education Materials	0	0	1,500	2,856	1,500	1,500	
23.5.399	Other Materials/Supplies	200	0	7,500	0	0	0	
25.5.215	Training & Travel	3,000	3,352	6,000	4,231	7,500	7,500	
25.5.220	Professional Services	0	0	0	0	0	0	
25.5.222	Narcotics Investigation	0	0	0	0	0	0	
25.5.299	Other Contractual Services	0	0	0	10,150	0	0	
25.5.315	Police Supplies	0	0	0	0	0	0	
25.5.322	Promotion /Education Materials	3,000	1,874	0	0	0	0	
25.5.399	Other Materials/Supplies	0	0	5,000	8,204	5,000	5,000	
25.5.420	Special Projects	0	0	0	0	0	0	
25.5.615	Motor Vehicles	0	0	31,000	16,668	0	0	
	Total	6,200	5,226	51,000	42,109	14,000	14,000	0
	Police Department Surplus Revenue	0	0	79,458	51,577	46,010	46,010	
	Total Revenue	15,150	54,391	1,500	10,530	1,500	1,500	
	Total Expenses	6,200	5,226	51,000	42,109	14,000	14,000	
	Excess of Revenue over Expenses	8,950	49,165	29,958	19,998	33,510	33,510	0

Reserve/Cash Balance as of 4/30/24: \$46,010.23

Police Department Federal Forfeiture
FUND 08

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
	REVENUE							
00.4.402	Interest Income	500	246	500	0	0	0	0
00.4.403	Miscellaneous Income	5,000	0	5,000	0	0	0	0
00.4.425	Auction Proceeds	0	0	0	0	0	0	0
00.4.520	Federal Forfeiture Revenue	0	0	0	0	0	0	0
	Total Revenue	5,500	246	5,500	0	0	0	0
	EXPENSES							
25.5.215	Training/Travel	0	0	0	0	0	0	0
25.5.222	Informant & Buy Money	5,000	5,000	5,000	0	0	0	0
25.5.246	Communications/Computers	0	0	0	0	0	0	0
25.5.312	Body Armor	0	0	0	0	0	0	0
25.5.317	Firearms & Weapons	0	0	0	0	0	0	0
25.5.399	Other	0	0	0	0	0	0	0
	Total Expenses	5,000	5,000	5,000	0	0	0	0
	Total Revenue	5,500	246	5,500	0	0	0	0
	Total Expenses	5,000	5,000	5,000	0	0	0	0
	Excess of Revenue over Expenses	500	(4,754)	500	0	0	0	0

Reserve/Cash Balance as of 4/30/24: \$73,518.42

Fire Department Special Fund
FUND 10

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
REVENUE								
00.4.402	Interest Income	150	1,803	1,500	2,090	1,500	1,500	
00.4.403	Miscellaneous Income	0	0	0	0	0	0	
00.4.405	Hazmat Reimbursements	0	0	0	0	0	0	
00.4.420	CPR/AED Revenue	1,000	0	1,000	0	0	0	
00.4.422	Smoke Detector Revenue	0	0	0	0	0	0	
00.4.425	Fireworks/Fire Code Enforcement	5,000	5,850	5,000	6,500	5,000	5,000	
00.4.445	Private Grant Revenue	0	0	0	0	0	0	
00.4.450	Donation Revenue	0	0	0	0	0	0	
	Total Revenue	6,150	7,653	6,150	7,653	6,500	6,500	0
EXPENSES								
26.5.215	Training/Travel	0	0	0	0	0	0	
26.5.220	Professional Services	0	0	0	0	0	0	
26.5.299	Other Contractual Services	1,400	0	0	0	0	0	
26.5.310	Office Supplies	0	0	0	0	0	0	
26.5.315	Fire Supplies	600	0	0	0	0	0	
26.5.322	Promotion/Education Materials	0	159	0	0	2,000	2,000	
26.5.399	Other Materials & Supplies	1,000	0	1,500	1,500	1,500	1,500	
28.5.224	Community CPR/AED	500	0	0	0	3,700	3,700	
	Total Expenses	3,500	159	1,500	1,500	7,200	7,200	0
	Fire Department Surplus				0	49,512	49,512	0
	Total Revenue	6,150	7,653	6,150	7,653	6,500	6,500	
	Total Expenses	3,500	159	1,500	1,500	7,200	7,200	
	Excess of Revenue over Expenses	2,650	7,494	4,650	6,153	48,812	48,812	0

Reserve/Cash Balance as of 4/30/24: \$49,512.11

Main Street Project

FUND 12

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
REVENUE								
00.4.402	Interest	500	5,775	5,500	9,377	7,000	7,000	
00.4.403	Miscellaneous Income	1,500	500	1,500	0	0	0	
00.4.404	PayPal Revenue	1,500	0	1,500	0	1,500	1,500	
00.4.407	Reimbursable Grant Income	20,000	5,288	0	0	0	0	
16.4.403	Rock the Block Revenue	0	0	0	2,000	0	0	
16.4.404	Beer Cheese Festival Revenue	75,000	20,659	75,000	15,600	30,000	30,000	
16.4.405	DDIF Grant Fund	0	26,808	0	66,540	0	0	
16.4.406	Miscellaneous Income	0	500	0	8,050	0	0	
16.4.408	Subscription Box Revenue	0	0	0	0	0	0	
16.4.409	BTB Grant Revenue	0	0	0	20,000	0	0	
	Total Revenue	98,500	59,530	83,500	121,567	38,500	38,500	0
EXPENSES								
16.5.210	Postage	0	0	0	0	0	0	
16.5.211	Advertising	0	0	0	0	0	0	
16.5.212	Duplicating & Printing	0	0	0	0	0	0	
16.5.215	Training/Travel	0	0	0	0	0	0	
16.5.220	Professional & Technical Fees	0	0	0	0	0	0	
16.5.230	Communication Services	0	0	0	0	0	0	
16.5.250	Beer Cheese Expense	0	40,750	0	7,759	30,000	30,000	
16.5.255	DDIF Expense	0	61,333	0	75,045	0	0	
16.5.299	Other Contractual Services	0	0	0	0	0	0	
16.5.310	Office Supplies	0	0	0	0	0	0	
16.5.322	Promotional Materials	0	0	0	0	0	0	
16.5.399	Other Materials/Supplies	0	0	0	0	0	0	
16.5.405	Dues & Subscriptions	0	0	0	150	0	0	
16.5.420	Special Projects	46,825	49,979	34,900	71,328	19,000	19,000	
16.5.509	Transfers In / Out	0	0	0	0	0	0	
	Total Expenses	46,825	152,062	34,900	154,282	49,000	49,000	0
	Main St. Surplus				250,677	225,930	225,930	
	Total Revenue	98,500	59,530	83,500	121,567	38,500	38,500	
	Total Expenses	46,825	152,062	34,900	154,282	49,000	49,000	
	Excess of Revenue over Expenses	51,675	(92,532)	48,600	217,962	215,430	215,430	0

Reserve/Cash Balance as of 4/30/24: \$225,929.93

Administration Special Fund FUND 13

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
REVENUE								
00.4.103	Delinquent Ad Valorum Tax	500	0	500	0	0	0	0
00.4.402	Interest	1,000	1,469	1,000	1,467	1,500	1,500	1,500
00.4.403	Miscellaneous Income	0	0	0	0	0	0	0
00.4.445	Private Grant Revenue	0	0	0	0	0	0	0
00.4.450	Donation Revenue	1,000	0	1,000	0	1,000	1,000	1,000
00.4.552	Christmas Parade Revenue	0	0	0	0	0	0	0
00.4.553	HPC Appropriation	0	0	0	0	0	0	0
00.4.554	Winchester Tree Board Allocation	0	700	0	0	500	500	500
Total Revenue		2,500	2,169	2,500	1,467	3,000	3,000	0
EXPENSES								
01.5.299	Other Contractual Services	1,000	0	1,000	0	0	0	0
01.5.399	Other Materials & Supplies	0	0	0	0	0	0	0
01.5.420	Special Projects	0	0	0	0	0	0	0
15.5.206	Historic Preservation Board Fees	1,800	550	1,800	325	0	0	0
15.5.211	Advertising	200	0	200	0	0	0	0
15.5.215	Training/Travel	3,500	0	3,500	0	0	0	0
15.5.220	Professional Services	7,000	0	7,000	0	0	0	0
15.5.230	Communications Services	0	0	0	0	0	0	0
15.5.299	Other Contractual Services	1,000	0	1,000	0	0	0	0
15.5.322	Promotion/Education Materials	1,250	0	1,250	0	0	0	0
15.5.323	Training Materials	250	0	250	0	0	0	0
15.5.399	Other Materials & Supplies	350	0	350	0	0	0	0
15.5.405	Dues & Subscriptions	200	0	200	0	0	0	0
16.5.215	Training & Travel	200	0	200	0	0	0	0
16.5.220	Professional Services	700	0	700	0	0	0	0
16.5.299	Other Contractual Services	700	0	700	0	0	0	0
16.5.399	Other Materials & Supplies	0	0	0	0	0	0	0
16.5.420	Special Projects	500	0	500	0	0	0	0
31.5.299	Other Contractual Services	0	0	0	0	0	0	0
31.5.399	Other Materials & Supplies	2,000	0	2,000	0	0	0	0
Total Expenses		20,650	550	20,650	325	0	0	0

Administration Special Fund
FUND 13

	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	2024-25
	Budget	Actual	Budget	Actual to Date	Budget Request	CM Recom	Approved
Administrative Special Fund Surplus							
Total Revenue	2,500	2,169	2,500	1,467	3,000	3,000	
Total Expenses	20,650	550	20,650	325	0	0	
Excess of Revenue over Expenses	(18,150)	1,619	(18,150)	1,142	3,000	3,000	0.00

Reserve/Cash Balance as of 4/30/24: \$34,501.71

**Municipal Aid Program
FUND 03**

Account #	Description	2022-23 Budget	2022-23 Actual	2023-24 Budget	2023-24 Actual to Date	2024-25 Budget Request	2024-25 CM Recom	2024-25 Approved
	REVENUE							
00.4.402	Interest	3,000	14,720	12,000	11,785	12,000	12,000	
00.4.403	Miscellaneous Revenue	0	0	0	2,262	0	0	
00.4.404	Reimbursable Grant Income	0	0	0	0	0	0	
00.4.515	Municipal Road Bond Funds (Discretionary)	375,000	383,709	375,000	365,648	380,000	380,000	
00.4.516	Municipal Aid Road Funds	0	0	0	0	0	0	
	Total Revenues	378,000	398,429	387,000	379,695	392,000	392,000	0
	EXPENSES							
31.5.701	Paving	450,000	519,716	510,000	459,628	550,000	525,000	
31.5.702	Pavement Repair	35,000	33,574	35,000	4,999	20,000	20,000	
31.5.703	Advertising	400	0	400	437	500	500	
31.5.704	Construction Materials	35,000	15,357	40,000	12,823	15,000	15,000	
31.5.705	Salt	90,000	30,713	100,000	44,698	90,000	80,000	
31.5.707	Special Projects	0	0	0	0	0	0	
31.5.708	Miscellaneous Expenses	3,000	2,942	3,000	1,546	4,000	4,000	
31.5.709	Traffic signs, Paint, Miscellaneous	30,000	30,165	30,000	24,788	35,000	35,000	
31.5.710	Engineering Services	0	0	0	0	0	0	
31.5.720	MAPS Transfers Out	0	0	0	0	0	0	
	Total Expenses	643,400	632,467	718,400	548,919	714,500	679,500	0
	MAPS surplus					108,492	108,492	
	Transfer from General Fund	0	0	0	0	0	0	
	Total Revenue	378,000	398,429	387,000	379,695	392,000	392,000	
	Total Expenses	643,400	632,467	718,400	548,919	714,500	679,500	
	Excess of Revenue over Expenses	(265,400)	(234,038)	(331,400)	(169,224)	-214,008	-179,008	0

Reserve/Cash Balance as of 4/30/2024: \$108,492.48