

CITY OF MONTE SERENO

2014-2015 BUDGET



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Reserve funds

Fiscal Year 2014-2015

SUMMARY

The General Fund Reserve balance as of March 31, 2014 was \$5,935,691. The General Fund Reserve is comprised of the following designations. Undesignated Reserve \$1,735,691, Economic Fluctuation Reserve \$3,500,000, Capital Improvement Program Reserve \$500,000 and Property Improvement Reserve \$200,000. The total amount in the General Fund reserve is the equivalent to over two years of City operating costs. This indicates that the City is in sound financial condition.

The total reserve balance including the General Fund, restricted Gas Tax accounts, and restricted special districts as of March 31, 2014 was \$6,013,015, which shows an increase of \$15,576 from the March 31, 2013 balance. These assets are invested in the State of California, Local Agency Investment Fund (LAIF).

Budget Revenues

Fiscal Year 2014-2015

GENERAL FUND UNRESTRICTED REVENUE

SUMMARY

For the 2014-15 fiscal year, total operating revenue is recommended at \$2,451,552, which amounts to an increase of 2% from the current year end projections. The major budget categories are described below.

A. Property Tax: \$1,221,219 The amount for FY 2014-15 is estimated at a 3% increase over the current year end projection. These amounts are determined based upon estimates received from the County Controllers office along with the revenue from both the VLF (vehicle license fee) backfill exchange for property taxes and Tax Equity Allocation.

B. Real Property Transfer Tax: \$45,000 The real property transfer tax revenue bears a direct relationship to the amount of real estate sales activity occurring in the City.

C. Licenses and Permits: \$ 480,000 Business license fee projections are adjusted based upon current year actual receipts, this amount is highly dependent upon the volume of construction activity occurring in the City. Building permit activities are projected at the same rate as the current year end estimate. Subdivision fees are anticipated to be \$15,000 for FY 2014-15.

D. Franchise Tax: \$259,215 The total franchise tax revenue is projected to remain essentially the same as current year end projection. All franchise fees projections are based upon current year receipts.

E. Miscellaneous Revenue: \$31,780 The total miscellaneous revenue is budgeted at a decrease from the 2013-14 receipts. The merchant credit service fees and abandoned vehicle program revenue is projected based upon actual receipts in 2013-14. The insurance refund varies year-to-year and is influenced by claim experience. The microfilm fee is a surcharge upon building permits, the proceeds of which must be used to digitize building and planning records into computer disk storage. Reimbursement for publications is budgeted based on current year collection experience. Also included in this category is the General fund interest account (\$15,000) Interest earned is a direct result of the City's unappropriated General Fund balance in LAIF (local agency investment fund) and the local money market account.

F. State Subventions: \$15,500 This budget amount is slightly higher than the current year end projection. State sales and use tax, distributed on a per capita basis, is budgeted at the same level as the current year budgeted amount.

RESTRICTED REVENUE

A. Law Enforcement Tax: \$183,150 This amount represents the current Police Tax Assessment of \$150 per parcel. The City's cost for law enforcement services is \$563,831 (including Cal I.D.). The net expenditure from the General Fund in the amount of \$380,681 is needed to support this service. COPS Grant disbursement of \$100,000 is merely a pass through expense received from the State and paid to the Los Gatos/Monte Sereno Police Department.

B. Road Impact Fees: \$85,000 This fee bears a direct relationship with the building activity in the City. These collected fees are used to maintain City streets worn or damaged from construction activity.

C. Traffic Safety: \$13,000, this accounts annual receipts are budgeted to stay essentially the same as the current year end projection.

D. State Gas Tax: \$340,150 The gas tax revenue accounts annual receipts are budgeted to stay essentially the same as the current year end projection. This amount also includes a federal grant for street rehabilitation (\$250,000). The interest earnings, road impact fees and federal grant money will make up the difference between the annual State gas tax revenue received and the cost of the recommended street projects.

E. Storm Drain Fees: \$43,610 Storm drain fee revenue is derived from several sources. The City collects a storm drain development fee on new construction that is estimated at \$1,200 per parcel. The Nonpoint Source Program leases the City Hall annex building from the City (\$13,140). West Valley Sanitation District distributes the storm drain assessment money it collects to the City to cover administrative and storm drain maintenance costs. That amount is anticipated to be \$22,470.

SPECIAL DISTRICTS/ FUNDS

A. Post Office: \$16,000 The Post Office revenue is expected to decrease from the year end projection for FY 2013-14. It should be noted that for FY 2014-15, the net expenditure from the General Fund in the amount of \$21,011 is needed to support the existing level of service.

B. Loma Serena Lighting District: \$1,970 The budgeted amount is based upon current year end projections.

C. Rose/ Andrews Lighting District: \$984 The budgeted amount is based upon estimated costs calculated by the City Engineer.

Budget Expenditures

Fiscal Year 2014-2015

GENERAL OPERATING BUDGET

SUMMARY

The General Operating Budget represents all of the operating expenditures for City services. The fiscal year 2014-15 total operating expenses are proposed to increase by 2% from FY 2013-14 year end estimates. The total budget proposed for fiscal year 2014-15 is \$2,451,552 including law enforcement services.

Each operating budget account is described in the following discussion. The numbers in the left margin correspond to the account numbers contained in the budget schedules.

A. CITY ATTORNEY

The City Attorney operating unit is recommended to increase from the FY 2013-14 year end projections to \$139,949.

425 - Retainer: \$64,449 This budgeted amount allows for a 2.7% adjustment for FY2014-15

427 - Code Enforcement/Litigation: \$75,000 This budgeted amount is used for litigation activity.

428 - Special Projects: \$0 There are no special project services anticipated.

435 - Meetings & Travel: \$500 This expense is allocated for the annual League of California Cities City Attorney conference.

B. CITY AUDIT

The total is recommended at \$33,300 in FY 2014-15.

470 - Audit: \$28,000 Recommended budgeted amount for independent audit services provided by the City's Auditor. The amount also provides for the legally required Annual State Controllers Report preparation.

472 - Accounting Assistance: \$0.

480 - Miscellaneous: \$3,500 This amount is recommended to pay the cost of various bank fees including new check processing fees and credit card activity.

472 - Gas Tax Audit: \$1,800 Recommended for the costs of State review and audit of Gas Tax accounting records.

C. GENERAL GOVERNMENT

The total recommended for general government services and supplies is \$312,920. This amount is an increase of \$80,396 from current year end projections. A few Council approved projects contribute to this increase including the consultant to review the Civic Facility Peer Review (\$25,000) and web site design and improvements (\$10,000). There will also be an election (\$52,000) during FY 2014-15.

505 - Council Travel, Meetings and Protocol: \$20,000 Recommended at slightly less than the current fiscal year end projection to allow for various City Council and various Committee activities. This budget amount includes \$10,000 for a City community picnic.

508 – Councilmember compensation: \$0 is budgeted. This benefit expired December 2012.

515 - Council Memberships: \$7,500 This account is used to pay the City's membership in the Association of Bay Area Governments (ABAG), the League of California Cities (LCC) and the Santa Clara County Cities Association (SCCCA).

520 - Elections: \$52,000 is budgeted for the November 2014 election, including a term limit ballot measure per the Registrar of Voters estimates.

521 – Municipal Code Revisions: \$3,000 This a nominal amount to cover the codification of municipal code changes during the fiscal year.

522 - Environmental Services: \$15,000 This account is used to pay the cost of resident's participation in the Household Hazardous Waste (HHW) Program operated by Santa Clara County. Currently this program is used by only 6% of the Monte Sereno households. This budget amount also accounts for the expenses for the West Valley Solid Waste Management Program.

535 - Professional Services: \$45,000 This budgeted amount allows for the IT consultant, newsletter editing services, the civic facility peer review consultants (\$25,000), Webb site design and improvements (\$10,000) and other various professional consultants.

540- Insurance: \$60,000 The budget amount is recommended based upon actuarial estimates provided by the insurance authority and covers the cost of fire, casualty and liability insurance coverage.

545 – Code Enforcement: \$16,000 This account provides for code enforcement contract services.

550 - Community Assistance: \$15,000 This anticipates City provided support to the Jazz on the Plazz (\$10,000), Los Gatos Community Concert Association (\$1,000) and Art Docents of Los Gatos (\$1,000).

555 - Emergency Services: \$17,800 This amount is budgeted to cover the costs of the City's share of the Silicon Valley Radio Interoperability Project (\$11,245). This countywide project

will link law enforcement CAD to CAD systems, establish the Silicon Valley Regional Communication System (SVRCS), E-Comm-microwave network connecting dispatch centers county-wide and Data Interoperability Project-RMS, which will link local law enforcement records managements systems to allow exchange of public safety information between network participants . This amount also allows for participation in the BAYRICS JPA (\$6,300).

565 - Legal Ads: \$200 This account is used to pay the publication costs of all legal advertising and recording fees.

570 - General Plan Revision: \$37,000 This budgeted amount is for consultant services for the 2015-2023 Housing Element.

575 - Miscellaneous: \$200 This account is used to refund fees approved by the City Council.

576 - Sales Tax: \$100 This account is used to pay sales tax to the State of California on the amount collected for reproducing documents.

585 - Animal Control: \$24,120 Animal control, animal shelter and licensing services are provided to the City under the Silicon Valley Animal Control Joint Powers Authority. The amount recommended for 2014-15 is consistent with the Joint Powers Agreement for operating expenses.

D. PERSONNEL

Overall, personnel costs have increased by 3% over current year end projections. This draft budget proposes a 2.7% cost of living adjustment to salaries in FY2014-15.

605 - Regular Full-time Employees: \$684,864 The budgeted amount is recommended to cover the costs of employee salaries.

610 - Overtime: \$0 No amount for overtime is recommended based upon the practice of requiring employees to take compensatory leave in lieu of payment.

615 - Part-time Employees: \$27,095 The amount recommended provides for the continuation of the part-time administrative clerk.

620 - Long Term Disability: \$10,740 The amount recommended provides for long term disability insurance for all permanent full-time employees.

625 & 627 - Retirement: \$160,190 The Public Employees Retirement System sets the City's rate based upon an actuarial study.

630 - Health; Account 635 - Dental; Account 660 - Deferred Compensation; and Account 665 - Benefits Allowance: \$90,735 The sum of these four accounts represents the total approved for employee health insurance and optional benefits. The amount included in each account represents a forecast of the election to be made by each employee for use of the benefits. Insurance costs are expected to continue to increase for fiscal year 2014-15.

642 - Workers Compensation: \$12,856 The workers compensation rate is recommended based upon the insurance carrier's actuarial study.

645 - Social Security \$47,292 and **Account 647 - Medicare:** \$11,060 Both of these accounts fund mandatory payment based upon percentage formulas defined by the Federal government.

655 - Tuition Reimbursement: \$0 Most training and improvement courses are covered under line item # 01-770 Training.

E. ADMINISTRATION

The Administration expense for services and supplies is budgeted at \$215,500.

705 - Office Utilities: \$8,000 This amount is based upon continuation of current services.

710 - Office Supplies: \$7,000 This account is used to purchase all consumable supplies and small equipment items. The largest single expense category is for paper products.

711 - Postage: \$4,000 This is an account established to track all postage expenses.

715 - Office Equipment Maintenance: \$6,000 Maintenance of the copier machine and phone system, the annual maintenance of the computer storage of City permits and other records. This account is also used for repair of all other office equipment such as the computer printer and fax machine.

720 - Communications: \$14,000 Telephone, internet access and cell phone charges are paid from this account. Also included for FY 2014-15 is a paperless agenda, cloud based archive system and on-demand audio streaming online service through Granicus.

725 - Reproduction and Printing: \$6,000. This account is used to pay the production costs of the City newsletter, reproduction costs of plans, and the printing of forms.

740 - Meetings, Travel and Mileage Reimbursement: \$21,000. This account is used to compensate employees for use of their private vehicles for City business and to pay the costs of meeting attendance.

745 - Publications, Books and Memberships: \$7,000 This account is used to purchase updates to the State Code volumes used by staff. The amount also covers the expense of memberships in professional organizations such as the International Conference of Building Officials. Other memberships include the Santa Clara County City Manager's Association, International Institute of City Clerks, the City Clerk's Association of California and the American Planning Association.

765 - Contract Services: \$134,000 This account is utilized to provide engineering services for structural plan checks of building plans, and for the contract City Engineer. The amount budgeted and the need for contract services is directly correlated to construction activity. The budgeted amount is based upon the existing volume of construction activity this current fiscal year. All costs for engineering plan checks are directly passed on to the applicants. Refer to the plan check and building permit account #01-236. This revenue account also includes revenues received from applicants for engineering plan checks.

770 - Training: \$5,000 The recommended amount is an increase from the current fiscal year end projections for employee training. This account is used to pay for conference registration and course fees.

885 - Horticultural/Arborist Services: \$500 This account is used to disburse money collected from applicants to pay arborists directly for reports and services provided to the City Council.

999 - City Manager Revolving Account: \$3,000 The amount recommended is the same as the FY2013-14 budgeted amount and is used at the discretion of the City Manager.

F. EQUIPMENT AND IMPROVEMENTS

805 - Office: \$4,020 This budget recommendation allows for the replacement of office furniture and equipment.

810 - Field: \$200 Miscellaneous field supplies.

811 - Computer/Software: \$15,000 This budget amount will cover the costs to purchase iPads for paperless meeting packets and any other necessary computer equipment and accessories including software updates.

815 - Building: \$7,000 This budget item allows for interior painting and miscellaneous building and security improvements.

LAW ENFORCEMENT BUDGET

The amount recommended for contract police services, \$563,771. The payment to the County of Santa Clara for jail booking charges and the automated CAL-ID system is recommended in the amount of \$60. The total amount for Law Enforcement Services including CAL-ID is \$563,831, which will require a \$380,681 contribution from the general fund. No change to the current level of service is recommended.

This budget also allows for the distribution of the COPS Grant money received from the State and passed on to the Los Gatos–Monte Sereno Police Department (\$100,000).

CAPITAL IMPROVEMENT BUDGET

A. FACILITIES MAINTENANCE

The two accounts which are used for City Hall buildings and grounds maintenance, repair and construction are grouped together.

860 - Buildings and Grounds Maintenance: \$15,000 This account is used to pay the costs of janitorial service for the City Hall buildings and carpet and floor cleaning as well as the

grounds landscaping maintenance. Also included is an amount for emergency repair or service such as plumbing or pest control.

920 - Building and Grounds Construction: \$0 There are no building or grounds construction scheduled for FY 2014-15.

B. MAINTENANCE

845 - Street Maintenance: \$50,000 This budget amount allows for street maintenance work deemed necessary by the City Engineers and miscellaneous and unanticipated street repairs (i.e. pot holes and other road damage).

805 - WV Clean Water Program Administration: \$25,000 This budgeted amount provides for the continuation of the City's participation in the West Valley Clean Water Program.

850 - Storm Drain Maintenance: \$10,000 This amount allows for annual and emergency maintenance to the storm drains.

865 - Street Sweeping: \$7,000 This amount is budgeted at the same level as current year end projection and allows for the continuation of all City streets being swept, quarterly.

870 - Traffic Safety: \$10,000 The cost for street lighting on Winchester Blvd., Saratoga-Los Gatos Road, and one light on Daves Avenue total an estimated \$3,000. \$7,000 for any traffic safety improvements deemed necessary.

915 - Traffic Safety Projects: \$0 there are no traffic safety projects scheduled for FY 2014-15.

875 - Congestion Management: \$2,000 Under terms of State law each county must have a traffic congestion management planning agency. City participation is necessary to maintain eligibility for certain gas tax revenues. The \$2,000 expenditure recommendation represents the City's designated share of costs for participation in the Santa Clara County Congestion Management agency.

C. CONSTRUCTION

905 - Gas Tax Fund Road Project: \$300,000 This budgeted amount allows for the expenditure of Federal Street Rehabilitation Grant monies to resurface streets (\$250,000) and for the Highway 9 Safety project Phase 4 matching funds (\$50,000).

910 - Storm Drains: \$0 there are no storm drain construction projects scheduled for FY 2014-15.

905 - Traffic Safety: \$0 there are no traffic safety construction projects scheduled for FY 2014-15.

SPECIAL DISTRICT AND ENTERPRISE FUNDS

A. POST OFFICE CONTRACT STATION

Monte Sereno is one of only two cities in the greater Bay Area to operate a Post Office contract station within the City Hall, utilizing City staff. The Post Office operation is intended to be self-funding, however, in the FY2013-14 the US Postal Service implemented a performance based contract, which pays the City a percentage of revenue. As a result of this new contract a significant decrease is anticipated in the City's revenue from this source. A contribution from the General Fund in the amount of \$21,011 will be required for FY2014-15 to fund the Post office operation.

580 - Post Office Expenses: \$4,000 The amount for Post Office operating expenses such as postage meter rental and supplies based on the current expenses.

606 - Payroll: \$25,365 The Post Office is staffed with one part-time Postal Clerk position. The amount recommended in this account will cover employee wages including any cola adjustment provided to all other employees.

615 - Payroll seasonal: \$0 This position will be filled with the existing City staff when assistance is necessary.

626 - PERS: \$5,707 The amount budgeted for the retirement system is based upon rates established by the Public Employees Retirement System.

646 & 648 - Medicare and Social Security: \$1,939 The amounts recommended for Medicare and Social Security are defined by federal law.

B. LOMA SERENA LIGHTING DISTRICT

935 - The amount of \$2,300 is budgeted at the same level as the current year end estimate to pay the electric charges for the operation of street lights within the district boundaries.

C. ROSE/ ANDREWS LIGHTING DISTRICT

945 - \$1,300. This account is used to pay the electric charges for the operation of street lights within the district boundaries and the administrative charges for complying with State law in establishing the annual fee.

**CITY OF MONTE SERENO
2014/2015 FISCAL YEAR BUDGET**

OPERATING BUDGET

2011/12 Actual	2012/13 Actual	2013/14 Budget	2013/14 Year End Projection	2014/15 Budget
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REVENUES					
Property Tax	1,102,271	1,177,595	1,185,136	1,188,110	1,221,219
Real Property Trans.	33,330	59,694	40,000	48,000	45,000
License and Permits	405,542	426,235	479,000	466,000	480,000
Franchise Tax	234,252	259,307	227,200	259,215	259,215
Miscellaneous	53,435	69,913	36,300	39,025	31,780
State Collected Tax	49,917	19,287	15,500	14,555	15,500
Law Enforce. Tax (Rstrt)	281,467	281,467	283,150	283,150	283,150
Transfer from Reserve	59,399	47,058	29,395	116,796	115,688
TOTALS	2,219,613	2,340,556	2,295,681	2,414,851	2,451,552
EXPENSES					
City Attorney	100,390	158,720	113,255	167,083	139,949
City Audit	31,418	29,958	32,700	33,200	33,300
General Government	290,228	320,938	208,017	232,524	312,920
Personnel	953,414	981,125	1,011,379	1,013,260	1,044,832
Administrative	247,810	238,807	205,600	208,796	215,500
Equipment & Building Maintenance	16,076	30,305	99,200	53,421	41,220
Police Services	580,277	580,287	625,530	634,441	663,831
SUBTOTAL OPERATING EXPENSES	2,219,613	2,340,140	2,295,681	2,342,725	2,451,552
Add into General Fund Reserve	0	416	0	72,126	0
TOTALS	2,219,613	2,340,556	2,295,681	2,414,851	2,451,552

CAPITAL BUDGET

2011/12 Actual	2012/13 Actual	2013/14 Budget	2013/14 Year End Projection	2014/15 Budget
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REVENUES					
Traffic Safety+ Road Impact fees	83,694	100,480	578,570	566,570	98,000
Gas Tax + Interest + Transfer	108,348	91,889	335,150	95,100	340,150
Storm Drain + Transfer	6,590	35,389	32,610	40,480	43,610
Special Districts	38,836	40,721	19,282	23,932	18,954
TOTALS	237,468	268,479	965,612	726,082	500,714
EXPENSES					
Maintenance	112,802	87,170	147,947	99,500	104,000
Construction	0	0	772,000	500,000	300,000
Special Districts	37,127	39,568	39,465	38,953	40,611
SUBTOTAL	149,929	126,738	959,412	638,453	444,611
Add into Restrict Fund Reserve	87,539	141,741	6,200	87,629	56,103
TOTALS	237,468	268,479	965,612	726,082	500,714

**CITY OF MONTE SERENO
2014/2015 FISCAL YEAR BUDGET**

REVENUE SUMMARY

	2011/12 Actual	2012/13 Actual	2013/14 Budget	2013/14 Year End Projection	2014/15 Budget
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I. Unrestricted Revenue and Interest	1,878,747	2,012,031	1,983,136	2,014,905	2,052,714
II. Restricted Revenue and Interest	480,099	509,225	1,229,480	985,300	764,910
III. Special District Funds Revenue	38,836	40,721	19,282	23,932	18,954
IV. Transfer from Restricted Reserve	0	0	0	0	0
V. Transfer from General Fund Reserve	59,399	47,058	29,395	116,796	115,688
SUBTOTAL	2,457,081	2,609,035	3,261,293	3,140,933	2,952,266
Deduct Alloc. to "Reserve"	87,539	142,157	6,200	159,755	56,103
TOTAL REVENUE AVAIL.	2,369,542	2,466,878	3,255,093	2,981,178	2,896,163

EXPENDITURE SUMMARY

	2011/12 Actual	2012/13 Actual	2013/14 Budget	2014/13 Year End Projection	2014/15 Budget
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I. Operating	2,219,613	2,340,140	2,245,681	2,342,725	2,451,552
II. Addition to General Fund Reserve	0	416	0	72,126	0
III. Capital Improvements	112,802	87,170	969,947	599,500	404,000
IV. Special Districts	37,127	39,568	39,465	38,953	40,611
V. Addition to Restricted Fund Reserve	87,539	141,741	6,200	87,629	56,103
TOTAL	2,457,081	2,609,035	3,261,293	3,140,933	2,952,266

**CITY OF MONTE SERENO
2014/2015 FISCAL YEAR BUDGET**

I. GENERAL UNRESTRICTED

FUND ACCT	2011/12 Actual	2012/13 Actual	2013/14 Budget	2013/14 Year End Projection	2014/15 Budget
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A. Property Tax						
Secured	01-202	1,025,764	1,092,406	1,103,656	1,103,656	1,136,765
Unsecured	01-204	55,583	64,601	64,026	64,000	64,000
Homeowners Exemption	01-210	5,506	5,455	5,454	5,454	5,454
Supplemental Prop Tax/SB813	01-214	15,418	15,133	12,000	15,000	15,000
TOTAL		1,102,271	1,177,595	1,185,136	1,188,110	1,221,219

B. Real Prop Trans	01-222	33,330	59,694	40,000	48,000	45,000
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C. License & Permits						
Business Lic.	01-232	31,487	36,565	37,000	38,000	38,000
Construction Tax	01-234	23,300	24,409	22,000	34,000	34,000
Construction Permits	01-236	248,165	240,024	260,000	295,000	295,000
Grading Permits	01-237	34,999	31,950	30,000	26,000	26,000
Subdivision Fee	01-240	0	0	53,000	0	15,000
Zoning Fees	01-242	58,940	65,305	65,000	60,000	60,000
Encroachments	01-244	8,651	27,982	12,000	13,000	12,000
TOTAL		405,542	426,235	479,000	466,000	480,000

D. Franchise Tax						
Gas	01-262	15,304	13,607	14,000	13,884	14,000
Electricity	01-263	43,612	41,575	42,000	42,750	43,215
Water	01-264	17,984	19,387	19,000	20,581	20,000
Solid Waste/Recycle	01-266	98,634	121,915	80,000	109,000	109,000
Recycle HHW& JPA fees	01-267	0	0	13,200	13,000	13,000
Cable TV	01-268	58,718	62,823	59,000	60,000	60,000
TOTAL		234,252	259,307	227,200	259,215	259,215

E. Miscellaneous						
Interest-General Fund	01-282	22,819	18,453	20,000	15,000	15,000
Horticultural/Arborist Service	01-284	0	0	500	0	500
Merchant Credit service fee	01-286	1,350	1,125	1,500	1,600	1,600
AB939 (recycle incentive)	01-287	1,159	2,933	1,200	1,645	1,645
AVASA Abandoned Vehicle	01-288	2,509	1,775	1,600	1,800	1,800
Council self paid benefit	01-289	15,347	7,615	0	0	0
Insurance rebates	01-290	2,966	3,682	3,700	2,000	2,000
Microfilm Fee	01-291	4,592	4,564	5,000	7,335	7,335
Miscellaneous	01-292	652	28,386	1,000	8,945	1,000
Alarm Soundings	01-293	700	1,100	800	400	400
Reimb. Publication	01-294	1,341	280	1,000	300	500
Debt Collection	01-295	0	0	0	0	0
TOTAL		53,435	69,913	36,300	39,025	31,780

**CITY OF MONTE SERENO
2014/2015 FISCAL YEAR BUDGET**

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FUND ACCT	2011/12 Actual	2012/13 Actual	2013/14 Budget	2013/14 Year End Projection	2014/15 Budget
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I. GENERAL UNRESTRICTED

F. State Subventions						
Sales/Use Tax	01-296	10,496	12,408	10,500	8,000	10,500
Motor Vehicle Lic fees	01-300	9,421	1,879	0	0	0
Off Highway	01-301	0	0	0	0	0
Miscellaneous State/County	01-305	30,000	5,000	5,000	6,555	5,000
TOTAL		49,917	19,287	15,500	14,555	15,500
GENERAL UNRESTR. TOTAL		1,878,747	2,012,031	1,983,136	2,014,905	2,052,714

II. RESTRICTED REVENUES

A. Law Enforcement Tax		03-316	181,467	181,467	183,150	183,150	183,150
COPS Grant		03-318	100,000	100,000	100,000	100,000	100,000
TOTAL			281,467	281,467	283,150	283,150	283,150

B. Road Impact Fees		01-246	66,147	63,681	50,000	85,000	85,000
TOTAL			66,147	63,681	50,000	85,000	85,000

C. Traffic Safety Bails & Fines		05-322	17,547	17,977	13,000	13,000	13,000
Misc. (Safe routes state grant)		05-323	0	18,822	447,000	400,000	0
Traffic safety transfer		05-025	0	0	68,570	68,570	0
TOTAL			17,547	36,799	528,570	481,570	13,000

D. Gas Tax Revenue							
Gas Tax 2107/2106/2105	12-328	108,235	91,775	85,000	95,000	90,000	
Gas Tax Eng	15-330	0	0	0	0	0	
Gas Tax Interest	12-332	113	114	150	100	150	
Misc. (Street rehab fed grant)	12-333	0	0	250,000	0	250,000	
Gas Tax Reserve Transfer	12-025	0	0	0	0	0	
TOTAL		108,348	91,889	335,150	95,100	340,150	

E. Storm Drain							
Storm Drain Devel. Fees	25-352	2,450	8,550	6,000	13,870	8,000	
Clean Water Program lease	25-353	4,140	4,140	4,140	4,140	13,140	
Drain Maintenance/ Administration	25-354	0	22,699	22,470	22,470	22,470	
Storm Drain Fund Transfer	25-025	0	0	0	0	0	
TOTAL		6,590	35,389	32,610	40,480	43,610	
RESTRICTED FUNDS TOTAL		480,099	509,225	1,229,480	985,300	764,910	

**CITY OF MONTE SERENO
2014/2015 FISCAL YEAR BUDGET**

FUND ACCT	2011/12 Actual	2012/13 Actual	2013/14 Budget	2013/14 Year End Projection	2014/15 Budget
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III. SPECIAL DISTRICT/ FUNDS						
A. Post Office						
Post Office Revenue	06-270	36,000	36,000	16,000	20,662	16,000
SUBTOTAL		36,000	36,000	16,000	20,662	16,000

B. Loma Serena						
Secured	40-366	1,725	1,770	1,800	1,800	1,800
Unsecured	40-368	133	151	140	140	140
Homeowners Exempt	40-370	37	16	15	15	15
BIPTR/SB813	40-378	0	24	15	15	15
SUBTOTAL		1,895	1,961	1,970	1,970	1,970

C. Rose/Andrews Lighting						
Secured	50-402	941	2,760	1,312	1,300	984
SUBTOTAL		941	2,760	1,312	1,300	984
SPECIAL DIST FUNDS TOTAL		38,836	40,721	19,282	23,932	18,954

**CITY OF MONTE SERENO
2014/2015 FISCAL YEAR BUDGET**

**I. GENERAL OPERATING
Budget**

FUND ACCT	2011/12 Actual	2012/13 Actual	2013/14 Budget	2013/14 Year End Projection	2014/15 Budget
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A. City Attorney						
Retainer	01-425	59,444	61,524	62,755	62,755	64,449
Litigation	01-427	40,946	96,899	50,000	104,000	75,000
Special Projects	01-428	0	0	0	0	0
Mtg, Trv, Prot.	01-435	0	297	500	328	500
TOTAL		100,390	158,720	113,255	167,083	139,949

B. City Audit						
Audit	01-470	25,700	25,700	28,000	28,000	28,000
Accounting Asst.	01-472	0	0	0	0	0
Gas Tax Audit	12-472	1,700	1,526	1,700	1,700	1,800
Miscellaneous	01-480	4,018	2,732	3,000	3,500	3,500
TOTAL		31,418	29,958	32,700	33,200	33,300

C. General Government						
Council Trvl, Mtgs. & Protocol	01-505	5,133	10,780	22,000	22,000	20,000
Council compensation	01-508	14,126	6,948	0	0	0
Council self paid benefits	01-510	15,324	6,346	0	0	0
Council Membership	01-515	7,268	7,401	7,500	7,500	7,500
Elections	01-520	0	10,799	0	0	52,000
City Code Revisions/Updates	01-521	1,722	1,473	2,000	3,000	3,000
Environmental Svcs	01-522	14,545	9,925	15,000	15,000	15,000
Professional Services	01-535	49,080	22,431	19,000	19,000	45,000
Insurance	01-540	54,554	64,319	65,000	62,000	60,000
Code Enforcement	01-545	15,249	16,560	16,000	16,000	16,000
Community Assist.	01-550	11,000	12,000	15,000	12,000	15,000
Emergency Svcs	01-555	16,607	17,454	17,600	17,800	17,800
Newspaper Ads/Recorder fees	01-565	0	99	200	200	200
General Plan Revise	01-570	4,303	89,517	5,000	34,500	37,000
Misc/Refunds	01-575	55,550	20,000	200	100	200
Sales Tax	01-576	25	113	114	24	100
Animal Control	01-585	25,742	24,773	23,403	23,400	24,120
TOTAL		290,228	320,938	208,017	232,524	312,920

**CITY OF MONTE SERENO
2014/2015 FISCAL YEAR BUDGET**

FUND ACCT	2011/12 Actual	2012/13 Actual	2013/14 Budget	2013/14 Year End Projection	2014/15 Budget
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D. Personnel						
Reg Full Time	01-605	631,895	651,670	666,858	666,858	684,864
Overtime	01-610	0	0	0	0	0
Part Time	01-615	27,911	27,002	26,386	26,386	27,095
Ltdi Lif Ins	01-620	9,814	9,923	9,912	10,750	10,740
Rtrmnt Employer	01-625	91,185	95,719	99,134	101,393	110,353
Rtrmnt Employee	01-627	46,186	47,507	48,527	48,527	49,837
Health Insurance	01-630	31,022	41,032	45,921	50,000	53,155
Dental Insurance	01-635	8,549	8,327	8,542	5,961	5,961
Workers Comp	01-642	20,232	16,693	16,714	14,000	12,856
Social Security	01-645	38,189	38,908	46,180	46,180	47,292
Medicare	01-647	10,602	10,682	10,800	10,800	11,060
Unemployment	01-650	0	0	0	0	0
Deferred Compensation	01-660	17,058	14,274	13,847	13,847	12,322
Benefits Allowance	01-665	20,771	19,388	18,558	18,558	19,297
TOTAL		953,414	981,125	1,011,379	1,013,260	1,044,832

E. Administration						
Office Utilities	01-705	8,085	7,380	8,000	8,000	8,000
Office Supplies	01-710	5,448	6,025	7,000	7,000	7,000
Postage	01-711	4,099	4,932	5,000	4,000	4,000
Office Equipment Maintenance	01-715	4,928	6,492	5,000	5,000	6,000
Communications	01-720	7,745	10,636	8,000	9,000	14,000
Reproduction/Printing	01-725	11,092	8,461	7,000	6,000	6,000
Mtgs/Travel/Mileage reimbursement	01-740	21,691	20,846	21,000	21,000	21,000
Pubs/Books/Memberships	01-745	6,363	7,225	7,100	11,000	7,000
Contract Services	01-765	152,884	163,304	129,000	132,000	134,000
Training	01-770	3,084	3,210	5,000	5,000	5,000
Miscellaneous	01-775	20,000	0	0	0	0
Horticultural/Arborist Services	01-885	0	0	500	500	500
City Manager Revolving Account	01-999	2,391	296	3,000	296	3,000
TOTAL		247,810	238,807	205,600	208,796	215,500

F. Equipment/Improvements						
Office	01-805	468	2,000	2,000	9,421	4,020
Field	01-810	0	122	200	0	200
Computers, Hard/Software	01-811	4,133	3,181	25,000	25,000	15,000
Building	01-815	0	7,715	7,000	4,000	7,000
TOTAL		4,601	13,018	34,200	38,421	26,220

G. Law Enforcement						
Police Services	03-545	480,230	480,230	525,470	534,381	563,771
Booking and CAL-ID	03-546	47	57	60	60	60
Equipment/ Special Services	03-547	0	0	0	0	0
Disburse COPS Grant	03-548	100,000	100,000	100,000	100,000	100,000
TOTAL		580,277	580,287	625,530	634,441	663,831
TOTAL OPERATING BUDGET		2,219,613	2,340,140	2,245,681	2,342,725	2,451,552

**CITY OF MONTE SERENO
2014/2015 FISCAL YEAR BUDGET**

**II. CAPITAL IMPROVEMENT
Budget**

FUND ACCT	2011/2012 Actual	2012/13 Actual	2013/14 Budget	2013/14 Year End Projection	2014/15 Budget
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A. Facilities Maintenance					
Building and Grounds Maintenance	01-860	11,475	17,287	15,000	15,000
Building and Grounds Const	01-920	0	0	0	0
SUBTOTAL		11,475	17,287	15,000	15,000

B. Maintenance					
Streets Maint. & Repair	12-845	89,910	52,719	50,000	20,000
Storm Drain Maintenance	25-850	5,436	1,820	5,000	10,500
Clean Water program administration	25-805	0	20,749	24,447	25,000
Street Sweeping	12-865	5,413	4,335	6,500	6,000
Traffic Safety	05-870	10,046	5,550	10,000	11,000
Traffic Safety projects (signs)	05-915	0	0	50,000	25,000
Congestion Management	12-875	1,997	1,997	2,000	2,000
SUBTOTAL		112,802	87,170	147,947	99,500

C. Construction					
Road Project Eng/Design	01-901	0	0	0	0
Road Project	01-905	0	0	50,000	0
Road Project(Street rehab & Hwy 9)	12-905	0	0	250,000	0
Storm Drains	25-910	0	0	0	0
Traffic Safety (Safe routes to school)	05-905	0	0	522,000	500,000
SUBTOTAL		0	0	822,000	500,000
TOTAL MAINT. & CONSTRUCT.		112,802	87,170	969,947	599,500

III. SPECIAL DISTRICTS ACCOUNTS

A.					
Post Office Expenses	06-580	3,157	4,844	4,000	3,500
Post office wages	06-606	23,330	24,167	24,703	24,703
PERS	06-626	4,857	5,100	5,261	5,261
Soc Sec	06-646	1,673	1,608	1,531	1,531
Medicare	06-648	338	376	358	358
Ben Allow	06-666	0	0	0	0
SUBTOTAL		33,355	36,095	35,853	35,353

B. Loma Serena Ltg	40-935	2,478	2,309	2,300	2,300
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C. Rose/Andrews	50-945	1,294	1,164	1,312	1,300
TOTAL SPECIAL DISTRICTS		37,127	39,568	39,465	38,953

RESOLUTION NO. 3563
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTE SERENO
ADOPTING THE BUDGET FOR THE CITY OF MONTE SERENO FOR THE FISCAL
YEAR 2014-2015 AND MAKING APPROPRIATIONS THEREFORE

WHEREAS, there has been presented to this Council for its consideration and adoption an annual budget ("Budget") for the City of Monte Sereno for the fiscal year 2014-15; and

WHEREAS, the City Council has considered the Budget; and

WHEREAS, the City Council has approved the Budget, the total amount of operating expenditures for all funds is \$ 2,451,552 and the total amount of the capital budget for all funds is \$500,714 for a total Budget of \$2,952,266.

BE IT RESOLVED by the City Council of the City of Monte Sereno that the Budget is hereby adopted as the Budget for the City of Monte Sereno for the fiscal year 2014-15.

BE IT FURTHER RESOLVED that amounts set out as expenses in the Budget for the purposes expressed therein are hereby appropriated.

REGULARLY passed and adopted this 10th day of June 2014.

AYES: Council Memebers Anstandig, Allan, Huff, Rogers and Mayor Craig
NOES: None
ABSTAIN: None
ABSENT: None

BY: 
Burton Craig, Mayor

ATTEST:


Andrea M. Chelemengos, City Clerk