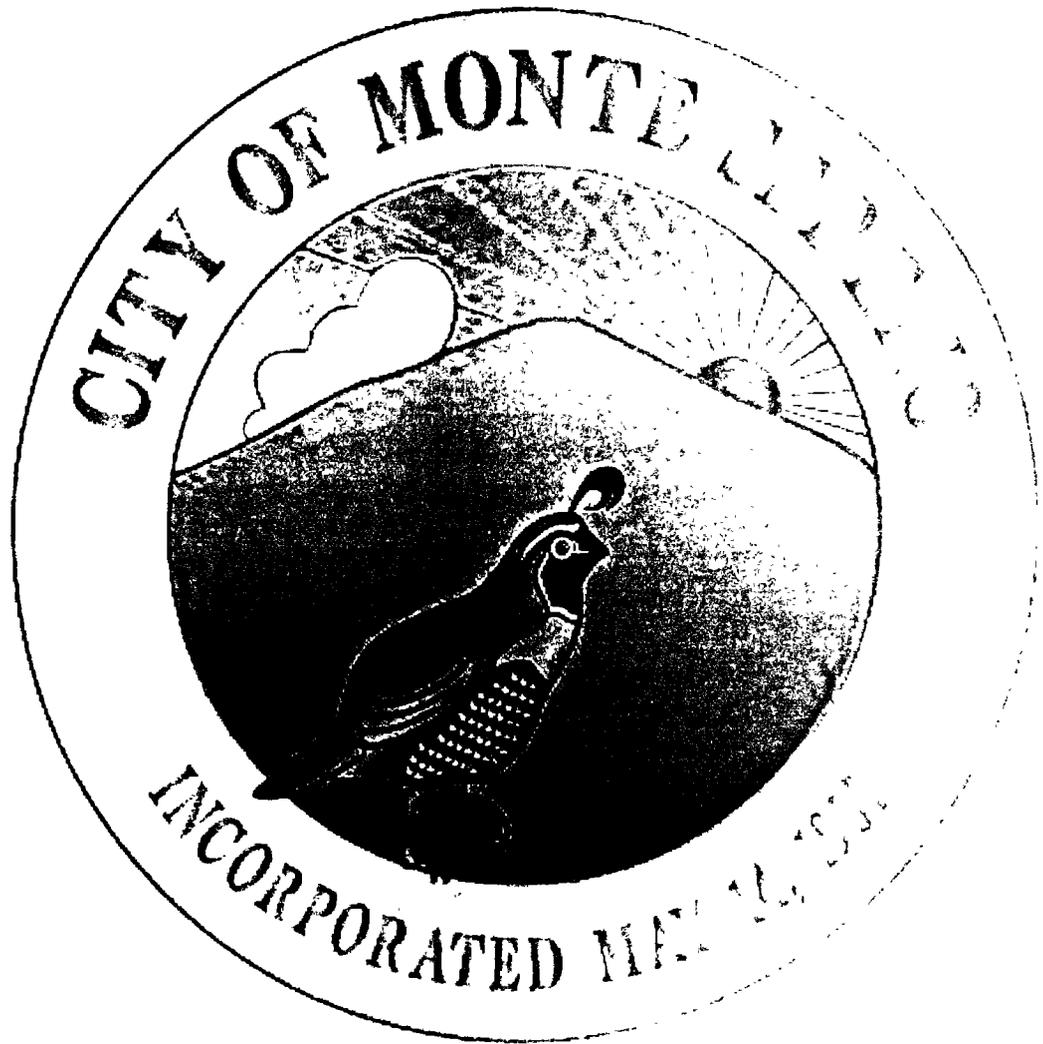


# CITY OF MONTE SERENO

## 2007-2008 BUDGET



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## **Reserve funds**

*Fiscal Year 2007-2008*

### **SUMMARY**

The General Fund Reserve balance as of March 31, 2007 was \$5,024,461. The total amount in the General Fund reserve is the equivalent to over two and a half years of City operating costs. This indicates that the City is in sound financial condition.

The total unappropriated reserve balance including the General Fund, restricted Gas Tax accounts, and restricted special districts as of March 31, 2007 was \$5,379,633. These assets are invested in the State of California, Local Agency Investment Fund (LAIF). In the 2007-08 fiscal year it is estimated that the invested reserve funds will generate \$207,000 of interest income. The earned interest is a significant revenue source to the City. The 2007-08 fiscal year budget contemplates a June 30, 2007 year-end fund balance of \$429,000 (equal to a 8.5% contribution) that will be added to the unappropriated reserve balance.

# Budget Revenues

Fiscal Year 2007-2008

## GENERAL FUND UNRESTRICTED REVENUE

### SUMMARY

For the 2007-08 fiscal year, total *operating* revenue is recommended at \$2,185,150, which amounts to an *increase* (24%) from the prior year budget. The increase is largely attributed to return and increase of the VLF and Triple flip dollars being redistributed in the form of property tax and the increase in TEA funds. The major budget categories are described below.

**A. Property Tax:** \$933,000 The recommended amount for FY 2007-08 is an estimated increase of nearly 66%. These amounts are determined based upon estimates received from the County Controllers office along with the increased revenue from both the VLF backfill exchange for property taxes and Tax Equity Allocation. In the FY 2007/08, Monte Sereno will receive the full amount of the new property tax (\$253,000) in exchange for the VLF backfill, and it is expected to grow as property tax grows in the future. Additionally, the Tax Equity Allocation (TEA) was restored by AB117 in the amount of \$300,000 annually.

**B. Real Property Transfer Tax:** \$50,000 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:** \$ 552,000 Business License fee projections are adjusted based upon current year actual receipts; the amount is highly dependent upon the volume of construction activity occurring in the City. The total budget is projected to decrease 5% from the previous fiscal year. Zoning fee revenues are expected to remain stable.

**D. Franchise Tax:** \$169,000 The total recommended franchise tax revenue is increased from last fiscal year. This increase is due solely to the new solid waste franchise fee increase. All other franchise fees projections are based upon current year receipts.

**E. Miscellaneous Revenue:** \$53,800 The total miscellaneous revenue is a slight increase from the 2006-07 receipts. The AB 939 (recycling incentive) revenue is expected to remain approximately the same. The abandoned vehicle program revenue is projected based upon actual receipts in 2006-07. 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. Debt Collection is an account to allow for monies owed to the City to be accounted for separately.

**F. State Subventions:** \$44,200 This budget amount is a 48% reduction from fiscal year 2006-07. State sales and use tax, distributed on a per capita basis, is budgeted at the lower level than last fiscal year. The no/low property tax subvention is shown with a \$0 budget because this line item has been combined with Motor Vehicle Licensing Fee. This combination is due to how the funds are distributed by the State Controller's Office. The VLF amount has been adjusted to reflect the Governor's budget of a permanent reduction of the VLF rate from 2% to .065% (its current effective rate).

**G. Interest Earnings:** \$200,000 The interest earned is a direct result of the City's unappropriated General Fund balance in LAIF and the savings account at Wells Fargo Bank.

## 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 \$431,009 (including Cal I.D.). The net expenditure from the general fund in the amount of \$247,859 is needed to support this service.

**B. Traffic Safety:** \$4,000 The amount recommended is based upon current year estimated receipts in traffic fine revenue. **Misc. Traffic Safety:** \$400,000 is Proposition 1B, passed in November 2006 and contains almost \$20 billion for various transportation projects in California. Of this amount each City is guaranteed at least \$400,000 for local street and road improvement projects. **Traffic Safety Reserve:** The traffic safety Reserve has been totally depleted by large safety improvements completed over the last four fiscal years.

**C. State Gas Tax:** \$80,000 The several gas tax revenue accounts annual receipts have remained nearly unchanged since fiscal year 1991-92. **State Gas Tax Reserve Transfer and Interest Income:** The recommended street maintenance totaling \$800,000 will require a transfer of \$285,840 from the Gas Tax unappropriated reserve. Interest earned on the Gas Tax reserve balance is projected at \$7,000. The interest earnings and transfer from gas tax reserves will make up the difference between the annual State gas tax revenue received and the cost of the recommended street projects.

**D. Storm Drain Fees:** \$15,935 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 pays the City rent for use of the City Hall annex building. West Valley Sanitation District reimburses the City for the cost of storm drain maintenance.

### **SPECIAL DISTRICTS/ FUNDS**

**A. Post Office:** \$36,000 The Post Office is operated under contract with the U.S. Postal Service.

**B. Loma Serena Lighting District:** \$1,780 The budgeted amount is based upon estimates received from the County Controllers office.

**C. Lexington Drive Maintenance District:** \$0 This district was dissolved in 2004.

**D. Rose/ Andrews Lighting District:** \$1,215 The budgeted amount is based upon the annual levy set by the City Engineer.

# Budget Expenditures

*Fiscal Year 2007-2008*

## GENERAL OPERATING BUDGET

### SUMMARY

The General Operating Budget represents all of the operating expenditures for City services. The total budget proposed for fiscal year 2007-08 is \$1,981,384 including Law Enforcement Services. This amount is an increase (14%) over fiscal year 2006-07 operating budget. Additionally, the City anticipates a \$203,766 contribution to the General Fund Reserve, amounting in total Operating Expenses of \$2,185,150.

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 decrease slightly from the FY 2006-07 to \$88,136.

**425 - Retainer:** \$57,136 This represent a 3.1% COLA increase over last year.

**427 - Code Enforcement/Litigation:** \$30,000 This budgeted amount is used for litigation activity.

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

**435 - Meetings & Travel:** \$1,000 This expense is allocated for the annual League of California Cities City Attorney conference.

#### B. CITY AUDIT

The total is recommended at \$24,100 in FY 2007-08.

**470 - Audit:** \$22,000 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:** \$600 This amount is recommended to pay the cost of various bank fees including new check processing fees.

**472 - Gas Tax Audit:** \$1,500 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 \$247,133. This amount allows for the General Plan revision (\$50,000) scheduled for FY 2007-08.

**505 - Council Travel, Meetings and Protocol:** \$25,000 Recommended to increase to allow for various Council and Commission activities.

**510 - Council Self Paid Benefit:** \$10,800 this amount represents no cost to the City and allows Councilmembers to purchase health or vision insurance through the City's programs at the Councilmember's expense. The revenue to cover this cost is shown in revenue account 01-289.

**515 - Council Memberships:** \$7,000 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:** \$0 There will be no election during FY 2007-08.

**521 - Municipal Code Revisions:** \$2,000 This a nominal amount to cover the codification of municipal code changes during the fiscal year.

**522 - Environmental Services:** \$11,000 This account is used to pay the cost of resident's participation in the Household Hazardous Waste (HHW) Program operated by Santa Clara County and the West Valley Solid Waste Management Program JPA.

**535 - Professional Services:** \$6,000 This account is recommended to provide the accounting mechanism should the City Council determine to retain professional expert services anytime during the year.

**545 - Code Enforcement:** \$35,000 This account provides for Code enforcement services.

**540- Insurance:** \$52,000 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.

**550 - Community Assistance:** \$15,000 This anticipates City provided support to the Housing Trust of Santa Clara County (\$5,000), Los Gatos Community Concert Association (\$1,000), A Place for Teens (\$1,000), Joint Venture Silicon Valley (\$1,000) and the community garage sale (\$1,400). The amount recommended would allow for continuing funding of those programs and the opportunity to honor new requests that arise during the year.

**555 - Emergency Services:** \$500 This account is used to pay the cost of the City's emergency radio frequency licensing and costs associated with public education for emergency preparedness.

**565 - Legal Ads:** \$400 This account is used to pay the publication costs of all legal advertising and recording fees.

**570 - General Plan Revision:** \$50,000 This amount is budgeted for consultant services to assist staff with the comprehensive review of the General Plan.

**575 - Miscellaneous:** \$500 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:** \$31,833 Animal control, animal shelter and licensing services are provided to the City under the Silicon Valley Animal Control Authority. The amount recommended for 2007-08 is consistent with the JPA Agreement for operating expenses.

#### **D. PERSONNEL**

Overall, personnel costs have increased by 8%. The proposed budget allows for a 3.1% COLA and appropriate step increases within the approved ranges as authorized by the City Manager. It should also be noted that the City added a full-time position (Associate Planner).

**605 - Regular Full-time Employees:** \$567,851 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:** \$22,517 The amount recommended provides for the continuation of the part-time administrative clerk and allows for a 3.1% CPI increase.

**620 - Long Term Disability:** \$6,444 The amount recommended provides for long term disability insurance for all permanent full-time officers.

**625 & 627 - Retirement:** \$116,090 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:** \$77,288 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 continue to sharply increase for fiscal year 2007-08.

**642 - Workers Compensation:** \$24,690 The workers compensation rate is recommended based upon the insurance carrier's actuarial study.

**645 - Social Security** \$40,462 and **Account 647 - Medicare:** \$9,463 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 expenses for services and supplies have increased slightly from FY 2006/07.

**705 - Office Utilities:** \$7,000 This budgeted amount is the same as last FY. The amount is based upon continuation of current services.

**710 - Office Supplies:** \$9,000 This account is used to purchase all consumable supplies and small equipment items. The largest single expense category is for paper products.

**711 - Postage:** \$6,000 This is an account established to better track postage expense. The amount budgeted is the slightly more than last year.

**715 - Office Equipment Maintenance:** \$5,000 Maintenance of the new computer networking system, the copier machine and phone system maintenance, the annual maintenance of the computer storage of City permits and other records and the annual maintenance on the City Hall alarm system. This account is also used for repair of all other office equipment such as the computer printer and fax machine.

**720 - Communications:** \$7,000 In addition to telephone charges, Internet access charges, alarm monitoring charges, and cell phone charges are paid from this account.

**725 - Reproduction and Printing:** \$15,000. This account is also 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:** \$19,000. 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:** \$4,000 This account is recommended to increase slightly from current level. It is also 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:** \$150,000 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 includes revenues received from applicants for engineering plan checks).

**770 - Training:** \$5,000 The recommended amount is higher than the current fiscal year based on projected employee training. This account is used to pay for conference registration and course fees. Each staff person attends at least one professional training course during the year.

**999 - City Manager Revolving Account:** \$5,000 The amount recommended is the same as the current fiscal year and is used at the discretion of the City Manager.

## F. EQUIPMENT AND IMPROVEMENTS

**805 - Office:** \$5,000 This budget recommendation allows for the replacement of office furniture and equipment.

**810 - Field:** \$200 Miscellaneous field supplies.

**811 - Computer/Software:** \$20,000 This budget amount will cover the costs of replacing office desktop computers and other necessary computer equipment and accessories including software updates.

**815 - Building:** \$5,000 This budget item allows for miscellaneous building and security improvements.

## LAW ENFORCEMENT BUDGET

The amount recommended for contract police services, \$426,909, represents a \$31,622 increase (8%) over the current year. This amount for Law Enforcement including CAL-ID will require a \$247,859 contribution from the general fund. No change to the current level of service is recommended. The payment to the County of Santa Clara for jail booking charges and the automated CAL-ID system is recommended at a slight increase over the last fiscal year. in the amount of \$4,100.

## CAPITAL IMPROVEMENT BUDGET

### A. BUILDING 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:** \$14,000 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:** \$50,000 This amount will be used to make various improvements to City Hall, including a modest remodel to add an additional office and conference room.

## **B. MAINTENANCE**

**845 - Street Maintenance:** \$400,000 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).

**850 - Storm Drain Maintenance:** \$9,000 This amount allows for annual and emergency maintenance to the storm drains.

**865 - Street Sweeping:** \$5,320 This budgeted amount is increase in line with the new contract and allows for the continuation of all City streets being swept, quarterly.

**870 - Traffic Safety:** \$20,000 The cost for street lighting on Winchester Blvd., Saratoga-Los Gatos Road, and one light on Daves Avenue total an estimated \$3,000. Also included in this account are the costs for the Daves Avenue School crossing guard \$7,000, and routine replacement of street name signs and repainting of worn pavement markings. \$10,000 for any traffic safety improvements deemed necessary.

**875 - Congestion Management:** \$1,900 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 \$1,900 expenditure recommendation represents the City's designated share of costs for participation in the Santa Clara County Congestion Management agency.

## **C. CONSTRUCTION**

**905 - Road Project:** \$400,000 is budgeted for road projects and improvements per the City Engineers proposal.

**910 - Storm Drains:** \$0 There are no major storm drain construction projects for this fiscal year.

**915 - Traffic Safety:** \$0.

## **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; the US Postal Service contract should reimburse the City for

- the cost of personnel and supplies. To limit general fund subsidy this budget proposes continuation of the modified hours of 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:** \$18,100 The Post Office is staffed with one part-time Postal Clerk position. The amount recommended in this account will cover employee salary and the same salary adjustment recommended for other hourly employees.

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

**626 - PERS:** \$3,559 The amount budgeted for the retirement system is based upon rates established by the Public Employees Retirement System.

**646 & 648 - Medicare and Social Security:** \$1,384 The amounts recommended for Medicare and Social Security are defined by federal law.

#### **B. LOMA SERENA LIGHTING DISTRICT**

**935** - The amount of \$2,000 is budgeted to remain at the same level as last fiscal year to pay the electric charges for the operation of street lights within the district boundaries.

#### **C. LEXINGTON DRIVE MAINTENANCE DISTRICT**

**940** - \$0 Lexington Drive Maintenance District was dissolved in 2004.

#### **D. ROSE/ ANDREWS LIGHTING DISTRICT**

**945** - \$1,200 No change is recommended in the amount budgeted 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  
2007/2008 FISCAL YEAR BUDGET**

OPERATING BUDGET	2004/05 Actual	2005/06 Actual	2006/07 Budget	2006/07 Year End Projection	2007/08 Proposed
<b>REVENUES</b>					
Property Tax	610,421	712,764	563,000	929,379	933,000
Real Property Trans.	71,318	66,996	65,000	47,000	50,000
License and Permits	593,952	643,060	573,000	511,000	552,000
Franchise Tax	121,757	124,021	126,000	143,098	169,000
Miscellaneous	72,448	149,207	50,800	157,600	53,800
State Collected Tax	64,106	115,235	65,200	48,535	44,200
Law Enforce. Tax (Rstrt)	152,307	181,318	183,150	183,150	183,150
Interest from the Gen Fund Reserve	101,096	177,245	140,000	250,000	200,000
<b>TOTALS</b>	<b>1,787,405</b>	<b>2,169,846</b>	<b>1,766,150</b>	<b>2,269,762</b>	<b>2,185,150</b>
<b>EXPENSES</b>					
City Attorney	268,516	113,890	91,418	90,418	88,136
City Audit	18,384	23,430	22,000	22,000	24,100
General Government	177,153	240,208	181,569	297,144	247,133
Personnel	634,619	669,502	798,248	762,222	864,806
Administrative	246,347	274,845	214,200	223,200	232,000
Equipment & Building Maintenance	27,776	49,867	35,700	46,100	94,200
Police Services	331,907	357,833	399,287	399,287	431,009
<b>SUBTOTAL OPERATING EXPENSES</b>	<b>1,704,702</b>	<b>1,729,575</b>	<b>1,742,422</b>	<b>1,840,371</b>	<b>1,981,384</b>
Add into General Fund Reserve	82,703	440,271	23,728	429,391	203,766
<b>TOTALS</b>	<b>1,787,405</b>	<b>2,169,846</b>	<b>1,766,150</b>	<b>2,269,762</b>	<b>2,185,150</b>

CAPITAL BUDGET	2004/05 Actual	2005/06 Actual	2006/07 Budget	2006/07 Year End Projection	2007/08 Proposed
<b>REVENUES</b>					
Traffic Safety+ Road Impact fees	7,288	12,632	4,000	12,000	518,160
Gas Tax + Interest + Transfer	228,758	81,051	431,500	99,000	372,840
Storm Drain + Transfer	14,239	16,676	12,885	16,690	15,935
Special Districts	38,827	38,913	38,995	38,977	38,995
<b>TOTALS</b>	<b>289,112</b>	<b>149,272</b>	<b>487,380</b>	<b>166,667</b>	<b>945,930</b>
<b>EXPENSES</b>					
Maintenance	139,249	117,720	232,530	40,696	436,220
Construction	0	0	200,000	80,000	400,000
Special Districts	133,392	57,901	30,572	28,572	30,244
<b>SUBTOTAL</b>	<b>272,641</b>	<b>175,621</b>	<b>463,102</b>	<b>149,268</b>	<b>866,464</b>
Interest allocation to Restrict Fund	16,471	-26,349	24,278	17,399	79,466
<b>TOTALS</b>	<b>289,112</b>	<b>149,272</b>	<b>487,380</b>	<b>166,667</b>	<b>945,930</b>

**CITY OF MONTE SERENO  
2007/2008 FISCAL YEAR BUDGET**

**REVENUE SUMMARY**

	2004/05 Actual	2005/06 Actual	2006/07 Budget	2006/07 Year End Projection	2007/08 Proposed
I. Unrestricted Revenue and Interest	1,635,098	1,988,528	1,583,000	2,086,612	2,002,000
III. Restricted Revenue and Interest	252,592	291,677	281,535	310,840	804,245
III. Special District Funds Revenue	38,827	38,913	38,995	38,977	38,995
VI. Transfer from Restricted Reserve	150,000	0	350,000	0	285,840
<b>SUBTOTAL</b>	<b>2,076,517</b>	<b>2,319,118</b>	<b>2,253,530</b>	<b>2,436,429</b>	<b>3,131,080</b>
Deduct Alloc. to "Reserve"	99,174	413,922	48,006	446,790	283,232
<b>TOTAL REVENUE AVAIL.</b>	<b>1,977,343</b>	<b>1,905,196</b>	<b>2,205,524</b>	<b>1,989,639</b>	<b>2,847,848</b>

**EXPENDITURE SUMMARY**

	2004/05 Actual	2005/06 Actual	2006/07 Budget	2006/07 Year End Projection	2007/08 Proposed
I. Operating	1,704,702	1,729,575	1,742,422	1,840,371	1,981,384
II. Addition to General Fund Reserve	82,703	440,271	23,728	429,391	203,766
III. Capital Improvements	139,249	117,720	432,530	120,696	836,220
IV. Special Districts	133,392	57,901	30,572	28,572	30,244
V. Addition to Restricted Fund Reserve	16,471	-26,349	24,278	17,399	79,466
<b>TOTAL</b>	<b>2,076,517</b>	<b>2,319,118</b>	<b>2,253,530</b>	<b>2,436,429</b>	<b>3,131,080</b>

## 2007/2008 FISCAL YEAR BUDGET

## I. GENERAL UNRESTRICTED

FUND		2004/05	2005/06	2006/07	2006/07	2007/08
ACCT		Actual	Actual	Budget	Year End Projection	Proposed
<b>A. Property Tax</b>						
Secured	01-202	546,173	635,962	500,000	845,858	845,000
Unsecured	01-204	36,894	36,087	40,000	52,721	60,000
Homeowners Exemption	01-210	3,790	3,899	3,000	4,800	3,000
T.E.A.	01-212	0	0	0	0	0
Supplemental Prop Tax/SB813	01-214	23,564	36,816	20,000	26,000	25,000
TOTAL		610,421	712,764	563,000	929,379	933,000
<b>B. Real Prop Trans</b>						
	01-222	71,318	66,996	65,000	47,000	50,000
<b>C. License &amp; Permits</b>						
Business Lic.	01-232	37,715	43,457	42,000	42,000	42,000
Construction Tax	01-234	37,504	39,210	30,000	25,000	30,000
Construction Permits	01-236	433,743	430,043	390,000	350,000	390,000
Grading Permits	01-237	4,657	15,033	10,000	17,000	13,000
Subdivision Fee	01-240	0	13,770	15,000	0	0
Zoning Fees	01-242	77,128	89,820	79,000	70,000	70,000
Encroachments	01-244	3,205	11,727	7,000	7,000	7,000
TOTAL		593,952	643,060	573,000	511,000	552,000
<b>D. Franchise Tax</b>						
Gas	01-262	13,569	15,127	15,000	16,753	15,000
Electricity	01-263	27,087	27,468	27,000	38,146	27,000
Water	01-264	13,774	14,639	14,000	15,199	15,000
Refuse	01-266	39,024	36,373	40,000	40,000	82,000
Cable TV	01-268	28,303	30,414	30,000	33,000	30,000
TOTAL		121,757	124,021	126,000	143,098	169,000
<b>Interest-General Fund</b>						
	01-282	101,096	177,245	140,000	250,000	200,000
<b>E. Miscellaneous</b>						
AB939/HHW	01-287	13,222	13,537	11,000	11,000	11,000
AVASA Abandoned Vehicle	01-288	1,651	2,200	2,000	2,000	2,000
Council self paid benefit	01-289	7,944	8,533	9,800	9,800	10,800
Insurance rebates	01-290	29,933	8,646	8,000	5,000	8,000
Microfilm Fee	01-291	6,558	6,013	6,000	6,000	6,000
Miscellaneous	01-292	10,634	107,756	4,000	112,000	4,000
Alarm Soundings	01-293	650	0	1,000	100	1,000
Reimb. Publication	01-294	1,856	1,097	1,000	1,000	1,000
Debt Collection	01-295	0	1,425	8,000	10,700	10,000
TOTAL		72,448	149,207	50,800	157,600	53,800

## 2007/2008 FISCAL YEAR BUDGET

(CONT.)

FUND ACCT	2004/05 Actual	2005/06 Actual	2006/07 Budget	2006/07 Year End Projection	2007/08 Proposed
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## I. GENERAL UNRESTRICTED

F. State Subventions						
Sales/Use Tax incl 1/2%	01-296	16,388	22,248	15,000	15,000	14,000
No/Low Prop Tax	01-299	0	0	0	0	0
Motor Veh Lic	01-300	47,597	80,705	50,000	25,000	30,000
Off Highway	01-301	121	132	200	200	200
Miscellaneous State/County	01-305	0	12,150	0	8,335	0
<b>TOTAL</b>		<b>64,106</b>	<b>115,235</b>	<b>65,200</b>	<b>48,535</b>	<b>44,200</b>
<b>GENRL. UNRESTR. TOTAL</b>		<b>1,635,098</b>	<b>1,988,528</b>	<b>1,583,000</b>	<b>2,086,612</b>	<b>2,002,000</b>

## II. RESTRICTED REVENUES

A. Law Enforcement Tax						
	03-316	152,307	181,318	183,150	183,150	183,150
<b>TOTAL</b>		<b>152,307</b>	<b>181,318</b>	<b>183,150</b>	<b>183,150</b>	<b>183,150</b>
B. Road Impact Fees						
	01-246	0	0	0	8,000	114,160
<b>TOTAL</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>8,000</b>	<b>114,160</b>
C. Traffic Safety Bails & Fines						
	05-322	7,288	4,116	4,000	4,000	4,000
Misc Traffic Safety(Prop1B)	05-323	0	8,516	0	0	400,000
Traffic safety transfer	05-025	0	0	0	0	0
<b>TOTAL</b>		<b>7,288</b>	<b>12,632</b>	<b>4,000</b>	<b>4,000</b>	<b>404,000</b>
D. Gas Tax Revenue						
Gas Tax 2106	11-326	0	0	0	0	0
Gas Tax 2107	12-328	71,252	69,724	75,000	83,000	80,000
Gas Tax Eng	15-330	0	0	0	0	0
Gas Tax Interest	12-332	7,506	11,327	6,500	16,000	7,000
Gas Tax Reserve Transfer	12-025	150,000	0	350,000	0	285,840
Section 2105	13-335	0	0	0	0	0
<b>TOTAL</b>		<b>228,758</b>	<b>81,051</b>	<b>431,500</b>	<b>99,000</b>	<b>372,840</b>

E. Storm Drain						
Storm Drain Devel. Fees	25-352	1,225	3,675	2,400	2,860	2,450
Nonpoint Source Prog Rent	25-353	4,485	4,485	4,485	4,830	4,485
Drain maintenance reimbursement	25-354	8,529	8,516	6,000	9,000	9,000
Storm Drain Fund Transfer	25-025	0	0	0	0	0
<b>TOTAL</b>		<b>14,239</b>	<b>16,676</b>	<b>12,885</b>	<b>16,690</b>	<b>15,935</b>
<b>RESTRICTED FUNDS TOTAL</b>		<b>402,592</b>	<b>291,677</b>	<b>631,535</b>	<b>310,840</b>	<b>1,090,085</b>

**CITY OF MONTE SERENO  
2007/2008 FISCAL YEAR BUDGET**

FUND ACCT	2004/05 Actual	2005/06 Actual	2006/07 Budget	2006/07 Year End Projection	2007/08 Proposed
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<b>III. SPECIAL DISTRICT/ FUNDS</b>						
<b>A. Post Office</b>						
Post Office Revenue	06-270	36,001	36,000	36,000	36,000	36,000
SUBTOTAL		36,001	36,000	36,000	36,000	36,000

<b>B. Loma Serena</b>						
Secured	40-366	1,392	1,456	1,500	1,512	1,500
Unsecured	40-368	153	143	200	170	200
Homeowners Exempt	40-370	0	0	0	0	0
BIPTR/SB813	40-378	79	112	80	80	80
SUBTOTAL		1,624	1,711	1,780	1,762	1,780

<b>C. Lexington Maintenance</b>						
Secured	45-382	0	0	0	0	0
unsecured	45-384	0	0	0	0	0
Homeowners Exempt	45-386	0	0	0	0	0
BIPTR/SB813	45-394	0	0	0	0	0
SUBTOTAL		0	0	0	0	0

<b>D. Rose/Andrews Lighting</b>						
Secured	50-402	1,202	1,202	1,215	1,215	1,215
Delinquent	50-405	0	0	0	0	0
SUBTOTAL		1,202	1,202	1,215	1,215	1,215

<b>SPEC DIST FUNDS TOTAL</b>		<b>38,827</b>	<b>38,913</b>	<b>38,995</b>	<b>38,977</b>	<b>38,995</b>
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**CITY OF MONTE SERENO  
2007/2008 FISCAL YEAR BUDGET**

**I. GENERAL OPERATING  
Budget**

FUND ACCT	2004/05 Actual	2005/06 Actual	2006/07 Budget	2006/07 Year End Projection	2007/08 Proposed
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A. City Attorney						
Retainer	01-425	54,118	54,119	55,418	55,418	57,136
Code Enforce/Litigation	01-427	214,398	59,771	35,000	35,000	30,000
Special Projects	01-428	0	0		0	0
Mtg, Trv, Prot.	01-435	0	0	1,000	0	1,000
Refuse Litigation	01-450	0	0	0	0	0
TOTAL		268,516	113,890	91,418	90,418	88,136

B. City Audit						
Audit	01-470	12,000	23,045	20,000	20,000	22,000
Accounting Asst.	01-472	4,500	0	0	0	0
Gas Tax Audit	12-472	1,601	0	1,400	1,400	1,500
Miscellaneous	01-480	283	385	600	600	600
TOTAL		18,384	23,430	22,000	22,000	24,100

C. General Government						
Council Trvl, Mtgs. & Protocol	01-505	10,479	12,931	12,000	26,000	25,000
Council self paid benefits	01-510	8,725	9,413	9,800	9,800	10,800
Council Membership	01-515	6,138	6,399	7,000	6,900	7,000
Elections	01-520	3,016	0	7,990	9,844	0
City Code Revisions/Updates	01-521	1,340	1,513	2,000	1,100	2,000
Environmental Svcs	01-522	8,124	11,328	11,000	8,000	11,000
Professional Services	01-535	6,046	6,600	6,000	6,000	6,000
Insurance	01-540	62,493	55,857	51,000	51,000	52,000
Code Enforcement	01-545	0	3,433	35,000	35,000	35,000
Community Assist.	01-550	7,389	10,000	9,000	7,800	15,000
Emergency Svcs	01-555	132	0	500	500	500
Newspaper Ads/Recorder fees	01-565	25	25	400	887	400
General Plan Revise	01-570	0	0	2,000	2,000	50,000
Misc/Refunds	01-575	4,640	100,461	500	105,000	500
Sales Tax	01-576	57	141	150	84	100
Animal Control	01-585	58,549	22,107	27,229	27,229	31,833
TOTAL		177,153	240,208	181,569	297,144	247,133

**CITY OF MONTE SERENO  
2007/2008 FISCAL YEAR BUDGET**

	FUND ACCT	2004/05 Actual	2005/06 Actual	2006/07 Budget	2006/07 Year End Projection	2007/08 Proposed
<b>D. Personnel</b>						
Reg Full Time	01-605	423,037	438,127	526,068	500,000	567,851
Overtime	01-610	0	0	0	0	0
Part Time	01-615	22,033	27,738	21,633	25,000	22,517
Ltdi Lif Ins	01-620	5,284	5,809	5,800	6,000	6,444
Rtrmnt Employer	01-625	37,991	57,344	66,616	66,616	74,765
Rtrmnt Employee	01-627	31,154	32,400	37,640	37,640	41,325
Health Insurance	01-630	13,065	13,235	14,422	20,000	27,471
Dental Insurance	01-635	3,916	5,195	5,422	5,422	6,777
Workers Comp	01-642	33,954	26,693	40,086	20,000	24,690
Social Security	01-645	25,799	26,697	36,441	36,441	40,462
Medicare	01-647	7,064	7,382	8,523	8,523	9,463
Unemployment	01-650	0	0	0	0	0
Tuition Reimb	01-655	0	0	0	0	0
Deferred Compensation	01-660	11,700	14,252	14,017	15,000	18,659
Benefits Allowance	01-665	19,622	14,630	21,580	21,580	24,381
TOTAL		634,619	669,502	798,248	762,222	864,806
<b>E. Administration</b>						
Office Utilities	01-705	6,448	6,836	7,000	7,000	7,000
Office Supplies	01-710	7,722	9,669	8,000	9,000	9,000
Postage	01-711	4,698	5,397	5,000	6,000	6,000
Office Equipment Maintenance	01-715	5,341	5,205	5,000	4,000	5,000
Communications	01-720	7,366	8,028	7,700	7,700	7,000
Reproduction/Printing	01-725	9,057	11,376	9,000	13,000	15,000
Mtgs/Travel/Mileage reimburse	01-740	14,862	20,291	18,000	18,000	19,000
Pubs/Books/Memberships	01-745	2,934	4,055	4,500	4,500	4,000
Contract Services	01-765	185,208	200,127	140,000	150,000	150,000
Training	01-770	2,711	3,861	5,000	4,000	5,000
Miscellaneous	01-775	0	0	0	0	0
City Manager Revolving Accou	01-999	0	0	5,000	0	5,000
TOTAL		246,347	274,845	214,200	223,200	232,000
<b>F. Equipment/Improvements</b>						
Office	01-805	3,936	5,087	4,000	2,600	5,000
Field	01-810	203	0	200	0	200
Computers, Hard/Software	01-811	11,840	12,669	10,000	10,000	20,000
Building	01-815	0	1,000	4,000	4,000	5,000
TOTAL		15,979	18,756	18,200	16,600	30,200
<b>G. Police Services</b>						
Police Services	03-545	328,240	354,498	395,287	395,287	426,909
Booking and CAL-ID	03-546	3,667	3,335	4,000	4,000	4,100
TOTAL Law Enforcement		331,907	357,833	399,287	399,287	431,009
<b>TOTAL OPERATING BUDGET</b>		<b>1,704,702</b>	<b>1,729,575</b>	<b>1,742,422</b>	<b>1,840,371</b>	<b>1,981,384</b>

**RESOLUTION NO. 3256**

**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 2007 - 2008 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 2007-08; 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, 185,150 and the total amount of the capital budget for all funds is \$945,930 for a total Budget of \$3,131,080.

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 2007-08.

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

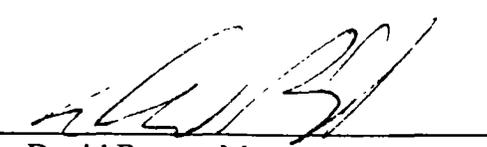
REGULARLY passed and adopted this 19<sup>th</sup> day of June 2007.

AYES: Councilmembers Aerts, Garner, Perry, Wright and Mayor Baxter

NOES: None

ABSTAIN: None

ABSENT: None

BY: 

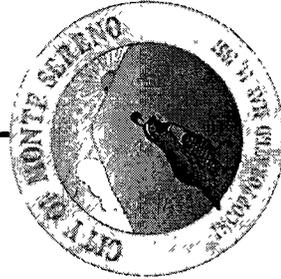
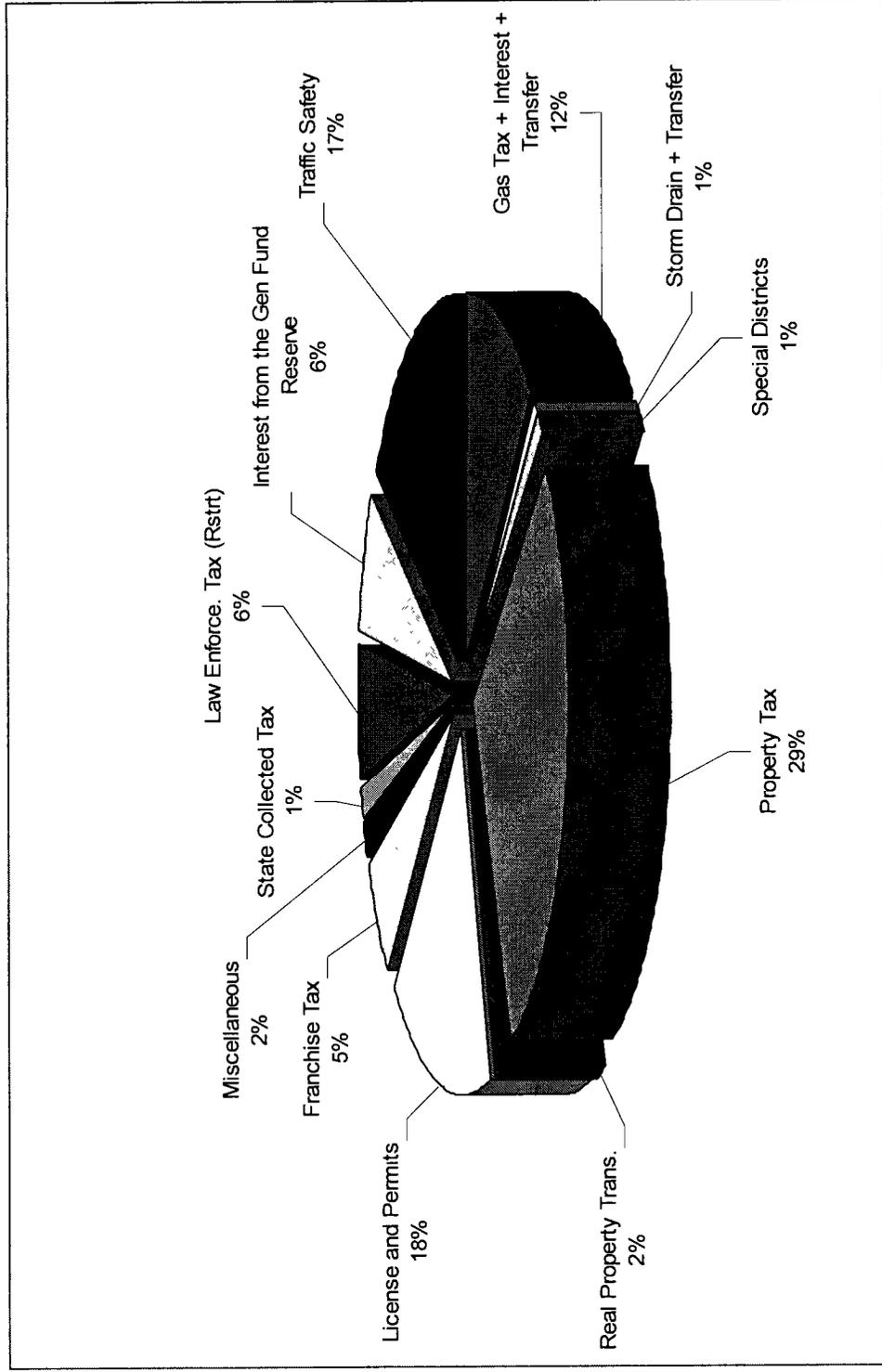
David Baxter, Mayor

ATTEST:

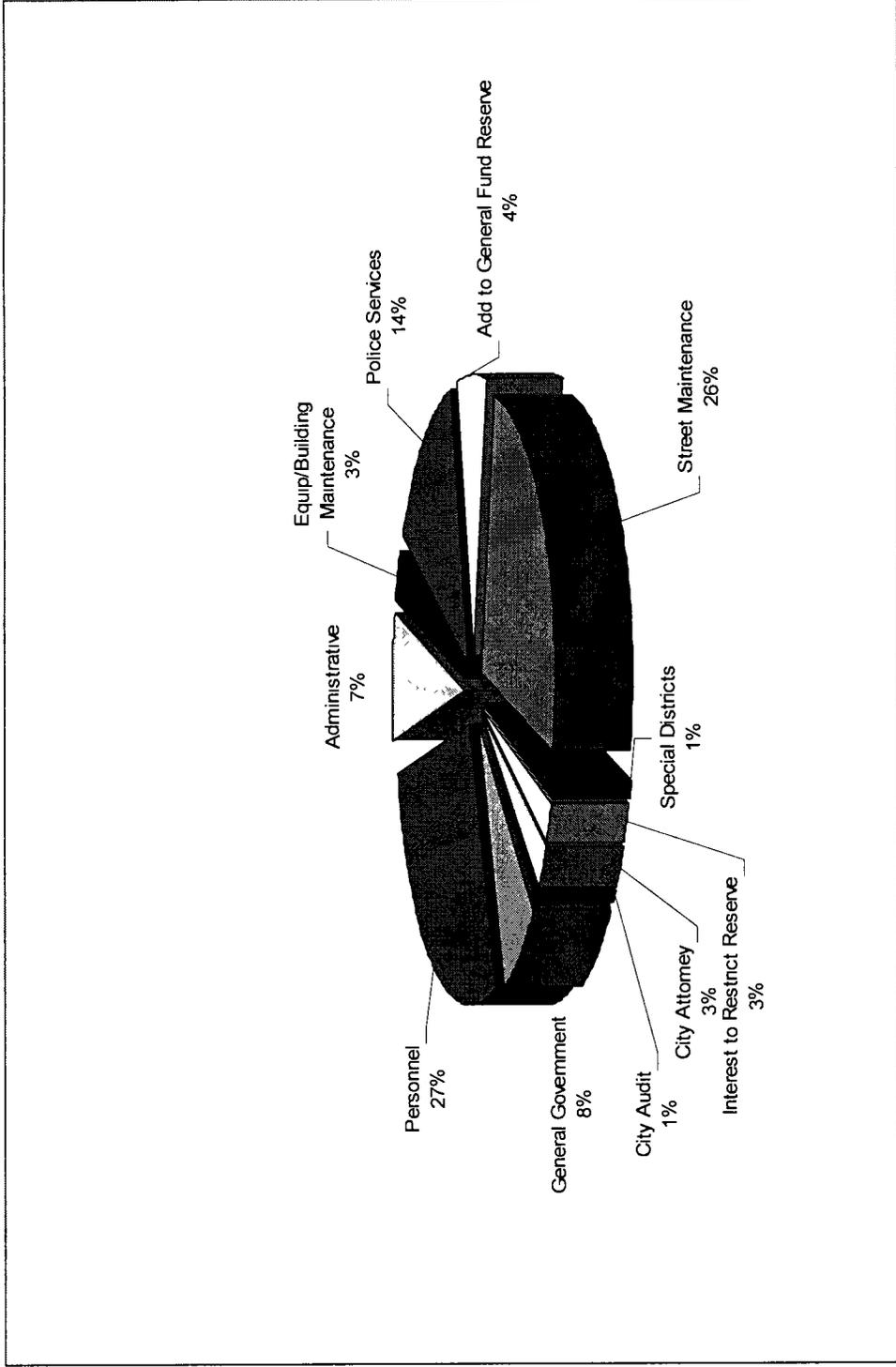
  
Andrea M. Chelemengos, City Clerk

# FY2007/08

## Revenues by Category



# FY 2007/08 Expenditure by Category



# Highlights of FY 07/08 Budget

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- **Operating revenues increased by 24%**
- **General Fund Reserve Projected to Increase by 8.5%**
- **Property Tax Revenue increased by 66% (due to Tax Equity Restoration AB 117 and VLF backfill)**

