

CITY OF MONTE SERENO

2015-2016 BUDGET



2014-2015 BUDGET TABLE OF CONTENTS

Budget Narrative	
a. Reserve Fund	Page 1
b. Budget Revenue	Page 2
c. Budget Expenditures	Page 5
 Budget Schedules	 Page 12
 Appendix	
d. Resolution 3597, Adopting budget	

Reserve funds

Fiscal Year 2015-2016

SUMMARY

The General Fund Reserve balance as of March 31, 2015 was \$6,150,290. The General Fund Reserve is comprised of the following designations: Undesignated Reserve \$1,950,290, 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, 2015 was \$6,327,661, which shows an increase of \$314,646 from the March 31, 2014 balance. These assets are invested in the State of California, Local Agency Investment Fund (LAIF).

Budget Revenues

Fiscal Year 2015-2016

GENERAL FUND UNRESTRICTED REVENUE

SUMMARY

For the 2015-16 fiscal year, total operating revenue is recommended at \$2,692,611, which amounts to an increase of 12.6% from the current year end projections. The major budget categories are described below.

A. Property Tax: \$1,268,967 The amount for FY 2015-16 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: \$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: \$ 467,000 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 a slightly higher rate than the current year end estimate. Subdivision fees are anticipated to be \$25,000 for FY 2015-16.

D. Franchise Tax: \$257,000 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: \$131,600 The total miscellaneous revenue is budgeted at an increased amount from the 2014-15 receipts. This increase is due solely to an anticipated transfer from the general reserve fund (\$100,000) for necessary building improvements. 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 (\$12,000). 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: \$15,000 This budget amount is slightly lower 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 \$711,574 (including Cal I.D.). The net expenditure from the General Fund in the amount of \$528,424 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: \$60,000 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: \$12,000 This accounts annual receipts are budgeted to stay essentially the same as the current year end projection.

D. State Gas Tax: \$95,150 The gas tax revenue accounts annual receipts are budgeted to stay essentially the same as the current year end projection.

E. Storm Drain Fees: \$43,010 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 (\$15,540). 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: \$15,000 The Post Office revenue is expected to increase from the year end projection for FY 2014-15. It should also be noted that for FY 2015-16, the net expenditure from the General Fund in the amount of \$20,891 is needed to support the existing level of service.

B. Loma Serena Lighting District: \$2,002 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 2015-2016

GENERAL OPERATING BUDGET

SUMMARY

The General Operating Budget represents all of the operating expenditures for City services. The fiscal year 2015-16 total operating expenses are proposed to increase by 12.6% from FY 2014-15 year end estimates. The total budget proposed for fiscal year 2015-16 is \$2,692,611, including law enforcement services (\$711,574).

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 slightly from the FY 2014-15 year end projections. The budget amount is \$139,849.

425 - Retainer: \$64,449 This amount is budgeted to stay the same as 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: \$400 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: \$29,000 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: \$500 This amount is recommended to pay the cost of various bank fees, including new check processing fees.

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 \$246,999. This amount is a decrease from current year end projections.

505 - Council Travel, Meetings and Protocol: \$20,000 Recommended to stay the same as FY2014-15 budgeted amount 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: \$0 There are no elections scheduled for FY 2015-16.

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: \$20,000 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: \$20,000 This budgeted amount allows for the IT consultant, newsletter editing services, and other various professional consultants.

540- Insurance: \$58,672 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: \$13,000 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: \$11,500 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 .

565 - Legal Ads: \$350 This account is used to pay the publication costs of all legal advertising and recording fees.

570 - General Plan Revision: \$50,000 This budgeted amount is for consultant services for implementing specific programs of the 2015-2023 Housing Element.

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: \$27,377 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 2015-16 is consistent with the Joint Powers Agreement for operating expenses.

D. PERSONNEL

Overall, personnel costs have increased by 2.6% over current year end projections. This draft budget allows for modest merit based increases at the discretion of the City Manager.

605 - Regular Full-time Employees: \$679,930 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: \$27,770 The amount recommended provides for the continuation of the part-time administrative clerk.

620 - Long Term Disability: \$8,268 The amount recommended provides for long term disability insurance for all permanent full-time employees.

625 & 627 - Retirement: \$166,586 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: \$102,530 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 2015-16.

642 - Workers Compensation: \$11,922 the workers compensation rate is recommended based upon the insurance carrier's actuarial study.

645 - Social Security \$40,339 and **Account 647 - Medicare:** \$10,844 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 \$266,500.

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: \$4,500 This is an account established to track all postage expenses.

715 - Office Equipment Maintenance: \$7,000 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: \$21,500 Telephone, internet access, cell phone and monthly charges for Website and public meeting access.

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: \$176,000 This account is utilized to provide engineering services, 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. Also, for the FY2015-16, this account will provide for a temporary contract Assistant Planner for three months.

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 FY2014-15 budgeted amount 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: \$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: \$10,000 This budget item allows for interior painting and miscellaneous building and security improvements.

LAW ENFORCEMENT BUDGET

The amount recommended for contract police services is, \$711,514. 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 \$711,574, which will require a \$528,424 contribution from the general fund.

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: \$18,000 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: \$100,000 The amount recommended is for building repairs and updates.

B. MAINTENANCE

845 - Street Maintenance: \$75,000 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: \$13,000 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 is available for FY2015-16 for any traffic safety improvements deemed necessary.

915 - Traffic Safety Projects: \$0 there are no traffic safety projects scheduled for FY 2015-16.

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: \$10,000 This budgeted amount allows for the Greenwood Rd. tree root removal project.

910 - Storm Drains: \$10,000 This budgeted amount allows for major storm drain repairs on Blanchard Dr. and Saratoga- Los Gatos Rd.

905 - Traffic Safety: \$0 there are no traffic safety construction projects scheduled for FY 2015-16.

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 \$20,891 will be required for FY2015-16 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: \$26,000 The Post Office is staffed with one part-time Postal Clerk position. The amount recommended in this account will cover employee wages.

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

626 - PERS: \$3,901 The amount budgeted for the retirement system is based upon rates established by the Public Employees Retirement System.

646 & 648 - Medicare and Social Security: \$1,990 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
2015/2016 FISCAL YEAR BUDGET**

OPERATING BUDGET

2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/2015 Year End Projection	2015/16 Budget
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REVENUES					
Property Tax	1,177,595	1,244,488	1,221,219	1,232,119	1,268,967
Real Property Trans.	59,694	74,378	45,000	60,000	50,000
License and Permits	426,235	501,728	480,000	411,000	467,000
Franchise Tax	259,307	277,456	259,215	256,924	257,000
Miscellaneous	69,913	39,640	31,780	37,810	131,600
State Collected Tax	19,287	9,131	15,500	16,502	15,000
Law Enforce. Tax (Rstrt)	281,467	281,467	283,150	289,150	283,150
Transfer from Reserve	47,058	29,395	115,688	87,892	219,894
TOTALS	2,340,556	2,457,683	2,451,552	2,391,397	2,692,611
EXPENSES					
City Attorney	158,720	174,386	139,949	139,599	139,849
City Audit	29,958	31,567	33,300	32,200	31,300
General Government	320,938	225,951	312,920	257,487	246,999
Personnel	981,125	1,001,477	1,044,832	1,021,480	1,048,189
Administrative	238,807	232,402	215,500	220,513	266,500
Equipment & Building Maintenance	30,305	38,688	41,220	34,550	148,200
Police Services	580,287	634,382	663,831	685,514	811,574
SUBTOTAL OPERATING EXPENSES	2,340,140	2,338,853	2,451,552	2,391,343	2,692,611
Add into General Fund Reserve	416	118,830	0	54	0
TOTALS	2,340,556	2,457,683	2,451,552	2,391,397	2,692,611

CAPITAL BUDGET

2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Year End Projection	2015/16 Budget
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REVENUES					
Traffic Safety+ Road Impact fees	100,480	519,816	98,000	72,000	72,000
Gas Tax + Interest + Transfer	91,889	116,545	340,150	272,075	95,150
Storm Drain + Transfer	35,389	39,615	43,610	40,610	43,010
Special Districts	40,721	24,799	18,954	15,986	17,986
TOTALS	268,479	700,775	500,714	400,671	228,146
EXPENSES					
Maintenance	87,170	89,899	104,000	76,997	132,000
Construction	0	433,641	300,000	229,740	20,000
Special Districts	39,568	37,614	40,611	35,248	39,491
SUBTOTAL	126,738	561,154	444,611	341,985	191,491
Add into Restrict Fund Reserve	141,741	139,621	56,103	58,686	36,655
TOTALS	268,479	700,775	500,714	400,671	228,146

**CITY OF MONTE SERENO
2015/2016 FISCAL YEAR BUDGET**

REVENUE SUMMARY

2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Year End Projection	2015/16 Budget
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I. Unrestricted Revenue and Interest	2,012,031	2,146,821	2,052,714	2,014,355	2,189,567
II. Restricted Revenue and Interest	509,225	957,443	764,910	673,835	493,310
III. Special District Funds Revenue	40,721	24,799	18,954	15,986	17,986
IV. Transfer from Restricted Reserve	0	0	0	0	0
V. Transfer from General Fund Reserve	47,058	29,395	115,688	87,892	219,894
SUBTOTAL	2,609,035	3,158,458	2,952,266	2,792,068	2,920,757
Deduct Alloc. to "Reserve"	142,157	258,451	56,103	58,740	36,655
TOTAL REVENUE AVAIL.	2,466,878	2,900,007	2,896,163	2,733,328	2,884,102

EXPENDITURE SUMMARY

2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Year End Projection	2015/16 Budget
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I. Operating	2,340,140	2,338,853	2,451,552	2,391,343	2,692,611
II. Addition to General Fund Reserve	416	118,830	0	54	0
III. Capital Improvements	87,170	523,540	404,000	306,737	152,000
IV. Special Districts	39,568	37,614	40,611	35,248	39,491
V. Addition to Restricted Fund Reserve	141,741	139,621	56,103	58,686	36,655
TOTAL	2,609,035	3,158,458	2,952,266	2,792,068	2,920,757

CITY OF MONTE SERENO
2015/2016 FISCAL YEAR BUDGET

I. GENERAL UNRESTRICTED

FUND ACCT	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Year End Projection	2015/16 Budget
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A. Property Tax						
Secured	01-202	1,092,406	1,150,397	1,136,765	1,136,765	1,170,867
Unsecured	01-204	64,601	63,135	64,000	65,000	66,950
Homeowners Exemption	01-210	5,455	5,992	5,454	5,354	5,400
Supplemental Prop Tax/SB813	01-214	15,133	24,964	15,000	25,000	25,750
TOTAL		1,177,595	1,244,488	1,221,219	1,232,119	1,268,967

B. Real Prop Trans	01-222	59,694	74,378	45,000	60,000	50,000
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C. License & Permits						
Business Lic.	01-232	36,565	40,595	38,000	38,000	38,000
Construction Tax	01-234	24,409	36,842	34,000	25,000	25,000
Construction Permits	01-236	240,024	318,466	295,000	250,000	275,000
Grading Permits	01-237	31,950	27,107	26,000	20,000	26,000
Subdivision Fee	01-240	0	0	15,000	0	25,000
Zoning Fees	01-242	65,305	63,758	60,000	68,000	68,000
Encroachments	01-244	27,982	14,960	12,000	10,000	10,000
TOTAL		426,235	501,728	480,000	411,000	467,000

D. Franchise Tax						
Gas	01-262	13,607	13,884	14,000	12,498	13,000
Electricity	01-263	41,575	42,876	43,215	41,017	41,000
Water	01-264	19,387	20,581	20,000	23,409	23,000
Solid Waste/Recycle	01-266	121,915	120,844	109,000	100,000	100,000
Recycle HHW& JPA fees	01-267	0	13,407	13,000	20,000	20,000
Cable TV	01-268	62,823	65,864	60,000	60,000	60,000
TOTAL		259,307	277,456	259,215	256,924	257,000

E. Miscellaneous						
Interest-General Fund	01-282	18,453	14,609	15,000	12,000	12,000
Horticultural/Arborist Service	01-284	0	0	500	0	500
Merchant Credit service fee	01-286	1,125	1,828	1,600	482	0
AB939 (recycle incentive)	01-287	2,933	2,189	1,645	1,600	1,600
AVASA Abandoned Vehicle	01-288	1,775	1,821	1,800	1,800	1,800
Council self paid benefit	01-289	7,615	0	0	0	0
Insurance rebates	01-290	3,682	1,917	2,000	2,000	2,000
Microfilm Fee	01-291	4,564	7,878	7,335	6,000	6,000
Miscellaneous	01-292	28,386	8,944	1,000	13,428	1,000
Alarm Soundings	01-293	1,100	200	400	0	200
Reimb. Publication	01-294	280	254	500	500	500
Debt Collection	01-295	0	0	0	0	6,000
Gen Fund Reserve Transfer	01-025	0	0	0	0	100,000
TOTAL		69,913	39,640	31,780	37,810	131,600

**CITY OF MONTE SERENO
2015/2016 FISCAL YEAR BUDGET**

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FUND ACCT	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Year End Projection	2015/16 Budget
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I. GENERAL UNRESTRICTED

F. State Subventions						
Sales/Use Tax	01-296	12,408	7,576	10,500	10,000	10,000
Motor Vehicle Lic fees	01-300	1,879	0	0	1,502	0
Off Highway	01-301	0	0	0	0	0
Miscellaneous State/County	01-305	5,000	1,555	5,000	5,000	5,000
TOTAL		19,287	9,131	15,500	16,502	15,000
GENERAL UNRESTR. TOTAL		2,012,031	2,146,821	2,052,714	2,014,355	2,189,567

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	106,000	100,000
TOTAL			281,467	281,467	283,150	289,150	283,150

B. Road Impact Fees		01-246	63,681	91,209	85,000	60,000	60,000
TOTAL			63,681	91,209	85,000	60,000	60,000

C. Traffic Safety Bails & Fines		05-322	17,977	17,957	13,000	12,000	12,000
Misc. (Safe routes state grant)		05-323	18,822	410,650	0	0	0
Traffic safety transfer		05-025	0	0	0	0	0
TOTAL			36,799	428,607	13,000	12,000	12,000

D. Gas Tax Revenue						
Gas Tax 2107/2106/2105	12-328	91,775	116,454	90,000	95,000	95,000
Gas Tax Eng	15-330	0	0	0	0	0
Gas Tax Interest	12-332	114	91	150	150	150
Misc. (Street rehab fed grant)	12-333	0	0	250,000	176,925	0
Gas Tax Reserve Transfer	12-025	0	0	0	0	0
TOTAL		91,889	116,545	340,150	272,075	95,150

E. Storm Drain						
Storm Drain Devel. Fees	25-352	8,550	15,490	8,000	5,000	5,000
Clean Water Program lease	25-353	4,140	4,140	13,140	13,140	15,540
Drain Maintenance/ Administration	25-354	22,699	19,985	22,470	22,470	22,470
Storm Drain Fund Transfer	25-025	0	0	0	0	0
TOTAL		35,389	39,615	43,610	40,610	43,010
RESTRICTED FUNDS TOTAL		509,225	957,443	764,910	673,835	493,310

**CITY OF MONTE SERENO
2015/2016 FISCAL YEAR BUDGET**

FUND ACCT	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Year End Projection	2015/16 Budget
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III. SPECIAL DISTRICT/ FUNDS						
A. Post Office						
Post Office Revenue	06-270	36,000	21,455	16,000	13,000	15,000
SUBTOTAL		36,000	21,455	16,000	13,000	15,000

B. Loma Serena						
Secured	40-366	1,770	1,857	1,800	1,800	1,800
Unsecured	40-368	151	142	140	140	140
Homeowners Exempt	40-370	16	47	15	12	12
BIPTR/SB813	40-378	24	0	15	50	50
SUBTOTAL		1,961	2,046	1,970	2,002	2,002

C. Rose/Andrews Lighting						
Secured	50-402	2,760	1,298	984	984	984
SUBTOTAL		2,760	1,298	984	984	984
SPECIAL DIST FUNDS TOTAL						
		40,721	24,799	18,954	15,986	17,986

**CITY OF MONTE SERENO
2015/2016 FISCAL YEAR BUDGET**

**I. GENERAL OPERATING
Budget**

FUND ACCT	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Year End Projection	2015/16 Budget
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A. City Attorney						
Retainer	01-425	61,524	62,652	64,449	64,449	64,449
Litigation	01-427	96,899	111,406	75,000	75,000	75,000
Special Projects	01-428	0	0	0	0	0
Mtg, Trv, Prot.	01-435	297	328	500	150	400
TOTAL		158,720	174,386	139,949	139,599	139,849

B. City Audit						
Audit	01-470	25,700	25,700	28,000	28,000	29,000
Accounting Asst.	01-472	0	0	0	0	0
Gas Tax Audit	12-472	1,526	1,428	1,800	1,800	1,800
Miscellaneous	01-480	2,732	4,439	3,500	2,400	500
TOTAL		29,958	31,567	33,300	32,200	31,300

C. General Government						
Council Trvl, Mtgs. & Protocol	01-505	10,780	10,876	20,000	12,000	20,000
Council compensation	01-508	6,948	0	0	0	0
Council self paid benefits	01-510	6,346	0	0	0	0
Council Membership	01-515	7,401	7,327	7,500	7,500	7,500
Elections	01-520	10,799	0	52,000	7,375	0
City Code Revisions/Updates	01-521	1,473	2,777	3,000	1,000	3,000
Environmental Svcs	01-522	9,925	8,860	15,000	20,911	20,000
Professional Services	01-535	22,431	22,932	45,000	45,000	20,000
Insurance	01-540	64,319	62,587	60,000	58,008	58,672
Code Enforcement	01-545	16,560	18,599	16,000	13,000	13,000
Community Assist.	01-550	12,000	12,000	15,000	12,000	15,000
Emergency Svcs	01-555	17,454	17,734	17,800	17,800	11,500
Newspaper Ads/Recorder fees	01-565	99	255	200	350	350
General Plan Revise	01-570	89,517	38,522	37,000	37,000	50,000
Misc/Refunds	01-575	20,000	55	200	1,400	500
Sales Tax	01-576	113	24	100	23	100
Animal Control	01-585	24,773	23,403	24,120	24,120	27,377
TOTAL		320,938	225,951	312,920	257,487	246,999

**CITY OF MONTE SERENO
2015/2016 FISCAL YEAR BUDGET**

FUND ACCT	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Year End Projection	2015/16 Budget
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D. Personnel						
Reg Full Time	01-605	651,670	661,802	684,864	669,594	679,930
Overtime	01-610	0	0	0	0	0
Part Time	01-615	27,002	27,135	27,095	27,292	27,770
Ltdi Lif Ins	01-620	9,923	10,926	10,740	8,452	8,268
Rtrmnt Employer	01-625	95,719	101,452	110,353	107,103	117,048
Rtrmnt Employee	01-627	47,507	48,225	49,837	48,711	49,538
Health Insurance	01-630	41,032	54,977	53,155	68,616	73,198
Dental Insurance	01-635	8,327	5,961	5,961	7,731	8,346
Workers Comp	01-642	16,693	9,418	12,856	9,001	11,922
Social Security	01-645	38,908	39,056	47,292	41,593	40,339
Medicare	01-647	10,682	10,728	11,060	10,693	10,844
Unemployment	01-650	0	0	0	0	0
Deferred Compensation	01-660	14,274	12,404	12,322	10,531	11,131
Benefits Allowance	01-665	19,388	19,393	19,297	12,163	9,855
TOTAL		981,125	1,001,477	1,044,832	1,021,480	1,048,189

E. Administration						
Office Utilities	01-705	7,380	8,281	8,000	8,000	8,000
Office Supplies	01-710	6,025	5,995	7,000	7,000	7,000
Postage	01-711	4,932	2,481	4,000	4,755	4,500
Office Equipment Maintenance	01-715	6,492	3,416	6,000	6,000	7,000
Communications	01-720	10,636	8,871	14,000	17,000	21,500
Reproduction/Printing	01-725	8,461	7,897	6,000	6,000	6,000
Mtgs/Travel/Mileage reimbursement	01-740	20,846	21,144	21,000	21,158	21,000
Pubs/Books/Memberships	01-745	7,225	8,185	7,000	7,000	7,000
Contract Services	01-765	163,304	162,242	134,000	140,000	176,000
Training	01-770	3,210	2,563	5,000	3,000	5,000
Miscellaneous	01-775	0	0	0	0	0
Horticultural/Arborist Services	01-885	0	582	500	0	500
City Manager Revolving Account	01-999	296	745	3,000	600	3,000
TOTAL		238,807	232,402	215,500	220,513	266,500

F. Equipment/Improvements						
Office	01-805	2,000	9,421	4,020	4,550	5,000
Field	01-810	122	0	200	0	200
Computers, Hard/Software	01-811	3,181	14,809	15,000	15,000	15,000
Building	01-815	7,715	2,223	7,000	0	10,000
TOTAL		13,018	26,453	26,220	19,550	30,200

G. Law Enforcement						
Police Services	03-545	480,230	534,382	563,771	579,514	711,514
Booking and CAL-ID	03-546	57	0	60	0	60
Equipment/ Special Services	03-547	0	0	0	0	0
Disburse COPS Grant	03-548	100,000	100,000	100,000	106,000	100,000
TOTAL		580,287	634,382	663,831	685,514	811,574
TOTAL OPERATING BUDGET		2,340,140	2,338,853	2,451,552	2,391,343	2,692,611

**CITY OF MONTE SERENO
2015/2016 FISCAL YEAR BUDGET**

**II. CAPITAL IMPROVEMENT
Budget**

FUND ACCT	2012/13 Actual	2013/14 Actual	2014/15 Budget	2014/15 Year End Projection	2015/16 Budget
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A. Facilities Maintenance						
Building and Grounds Maintenance	01-860	17,287	12,235	15,000	15,000	18,000
Building and Grounds Const	01-920	0	0	0	0	100,000
SUBTOTAL		17,287	12,235	15,000	15,000	118,000

B. Maintenance						
Streets Maint. & Repair	12-845	52,719	7,000	50,000	20,000	75,000
Storm Drain Maintenance	25-850	1,820	19,741	10,000	12,000	13,000
Clean Water program administration	25-805	20,749	23,594	25,000	25,000	25,000
Street Sweeping	12-865	4,335	5,115	7,000	5,000	7,000
Traffic Safety	05-870	5,550	11,244	10,000	13,000	10,000
Traffic Safety projects	05-915	0	21,208	0	0	0
Congestion Management	12-875	1,997	1,997	2,000	1,997	2,000
SUBTOTAL		87,170	89,899	104,000	76,997	132,000

C. Construction						
Road Project Eng/Design	01-901	0	0	0	0	0
Road Project	01-905	0	0	0	0	0
Road Project(Greenwood Rd tree roots)	12-905	0	31,645	300,000	229,740	10,000
Storm Drains(Blanchard & Hwy 9)	25-910	0	0	0	0	10,000
Traffic Safety	05-905	0	401,996	0	0	0
SUBTOTAL		0	433,641	300,000	229,740	20,000
TOTAL MAINT. & CONSTRUCT.		87,170	523,540	404,000	306,737	152,000

III. SPECIAL DISTRICTS ACCOUNTS

A. Post Office Expenses						
Post office wages	06-606	24,167	24,508	25,365	22,140	26,000
PERS	06-626	5,100	5,324	5,707	5,000	3,901
Soc Sec	06-646	1,608	1,519	1,572	1,360	1,612
Medicare	06-648	376	355	367	318	378
Ben Allow	06-666	0	0	0	0	0
SUBTOTAL		36,095	34,067	37,011	31,818	35,891

B. Loma Serena Ltg	40-935	2,309	2,357	2,300	2,230	2,300
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C. Rose/Andrews	50-945	1,164	1,190	1,300	1,200	1,300
TOTAL SPECIAL DISTRICTS		39,568	37,614	40,611	35,248	39,491

RESOLUTION NO. 3597
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 2015-2016 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 2015-16; 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 \$ 2,692,611 and the total amount of the capital budget for all funds is \$228,146 for a total Budget of \$2,920,757.

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 2015-16.

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 16th day of June 2015.

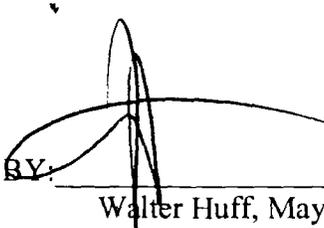
AYES: Council Members Anstandig, Allan, Craig, Garner and Mayor Huff

NOES: None

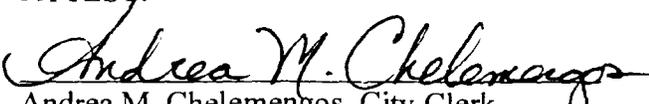
ABSTAIN: None

ABSENT: None

R.V.


Walter Huff, Mayor

ATTEST:


Andrea M. Chelemengos, City Clerk