

CITY OF SAN JUAN BAUTISTA
BUDGET FY 2016-2017



CITY OF HISTORY

Mayor	Rick Edge
Vice Mayor	Chris Martorana
Councilperson	Jim West
Councilperson	Robert Lund
Councilperson	Tony Boch
City Clerk	Connie Schobert
City Treasurer	Charles Geiger

**CITY OF SAN JUAN BAUTISTA
FISCAL BUDGET 2016-2017
INDEX**

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14	CITY TREASURER
15	CITY FINANCE & ACCOUNTING
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20	FIRE DEPARTMENT
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20-800	FIRE STATION IMPROVEMENTS
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48-801	SANITARY SEWER MAIN EXTENSION LANG COURT PHASE 2
48-802	SANITARY SEWER MAIN EXTENSION WWTP TO NORTH LIMITS

FISCAL BUDGET 2016/2017
SUMMARY
GENERAL FUND EXPENDITURES

<u>No.</u>	<u>Department</u>	<u>FY 15/16</u>	<u>FY 16/17</u>
10	City Council	\$ 60,865	\$ 68,995
12	City Manager	\$ 25,015	\$ 25,720
13	City Clerk	\$109,152	\$108,978
14	City Treasurer	\$ 2,500	\$ 2,600
15	Finance-Accounting	\$147,699	\$ 145,635
16	Library	\$ 56,440	\$ 67,827
17	Planning	\$138,227	\$122,131
18	Building	\$ 47,671	\$ 16,057
19	Engineering	\$ 33,562	\$ 34,331
20	Fire	\$205,130	\$227,610
30	Law Enforcement	\$184,500	\$277,100
36	Animal Control	\$ 10,000	\$ 10,000
40	PW Street & Storm	\$175,898	\$198,446
44	PW Bldg & Grd.	\$127,757	\$136,630
45	General Expenditures	\$ 35,858	\$ 37,950
80	Asset Reserve Funds	\$ 74,200	\$ 98,500
	Total		\$ 1,578,510

GENERAL FUND REVENUES

	<u>FY 15/16</u>	<u>FY16/17</u>
Property taxes	\$ 422,600	\$ 428,000
Sales and other Taxes	\$ 473,300	\$ 600,000
Grant Funds	\$ 50,350	\$ 25,000
Franchise Fees	\$ 46,900	\$ 53,500
Business & Misc.Lic./Permits	\$ 28,500	\$ 31,300
Planning, Bldg. Engr. Permits	\$ 85,500	\$ 75,000
Plan/Bldg./Engr. Services	\$ 34,600	\$ 35,000
Charges Misc. Services	\$ 1,750	\$ 1,500
Fines and Penalties	\$ 1,750	\$ 1,500
Use of Money & Property	\$ 113,000	\$ 78,000
Miscellaneous Revenue	\$ 29,000	\$ 29,000
Gas Tax	\$ 45,800	\$ 42,000
COP Grant Fund	\$ 100,000	\$ 100,000
Impact Fees	\$ 37,995	\$ 18,850
Interfund Repayment Plan	\$ -	\$ 86,794
Grand Total	\$1,471,045	\$1,605,444

ASSET CAPITAL RECOVERY RESERVE

(Revenues set-a-side each year in Asset Reserve Accounts)

Asset Reserve Fire Department (Type 1 Engine 15yr)	- \$ 24,250
Asset Reserve Police Department (Vehicle Replacement 3yr)	- \$ 11,950
Asset Reserve Library (Roof 25yr)	- \$ 500
Asset Reserve Public Works (Truck, Sweeper Dump truck 8 yr)	- \$ 9,500
Asset Reserve City Hall Roof (3 yr)	- \$ 18,000
Asset Reserve Community Center Roof, Floor (3 yr)	- \$ 12,000
Asset Reserve Maintenance Yard Roof (4 yr)	- \$ 6,000
Asset Reserve Water Storage Reservoir (55 yr)	- \$ 11,500
Asset Reserve Abbe Park Lighting System (12 yr)	<u>- \$ 4,800</u>
Subtotal	FY 16/17 \$ 98,500

ENTERPRISE ACCOUNTS EXPENDITURES

Enterprise Accounts

<u>No.</u>	<u>Department</u>	<u>FY 15/16</u>	<u>FY 2016/2017</u>
46	Water	\$797,810	\$ 808,899
48	Sewer	\$781,144	\$ 750,961
Enterprise Expenditures		\$1,578,954	\$1,559,860
Enterprise Revenues		\$1,732,800	\$1,647,160 +\$87,300

SPECIAL DISTRICT

FY 2016/2017

Special District	<u>FY15/16</u>	<u>FY16/17</u>
50 COP	\$100,000	\$100,000
60 Valle Vista L&L Dist	\$ 21,374	\$ 21,574
62 Rancho Vista L&L Dist.	\$ 0	\$ 1,500
64 Rancho Vista Maint. Dist.	\$ 0	\$ 1 500
66 D'Ambrosio Vistas	\$ 0	\$ 1,500
70 Restroom & Parking Dist,	\$ 4,500	\$ 4,500 (TOT)

**SUMMARY
CAPITAL IMPROVEMENTS**

FY2016/2017

Capital Improvement Projects		
20-800	Fire Station Improvements	\$ 11,400 (b)
40-800	Street Overlay and Striping Projects	\$185,000 (a)
40-801	Storm Drain Project (Third St. Tahualami/Jefferson)	\$ 47,000 (b,e)
40-802	Storm Drain Project (City Wide Streets & Lots)	\$ 15,000 (b)
44-800	Verutti Park Improvement Project (Restroom)	\$ 32,000 (g,h)
44-801	Abbe Park Bus Cover Improvements	\$ 46,500 (h)
46-800	Water Softener Treatment Plant (Pellet Plant)	\$ 855,000 (c,f,e)
46-801	Water Well No. 4	\$ 155,000 (c,b,e)
46-802	Water Main Replacement Fifth St.(Mission to Franklin St.)	\$ 22,000 (b,c)
48-800	Sewer Line Lang Street Phase 1 (The Alameda to 260' west)	\$ 39,000 (b,d,e)
48-801	Sewer Line Lang Street Phase 2 (Lang Ct. to The Alameda)	\$ 56,000 (b,d,e)
48-802	Sewer Main Extension (WWTP to North City Limits)	\$ 45,000 (b,d,e)

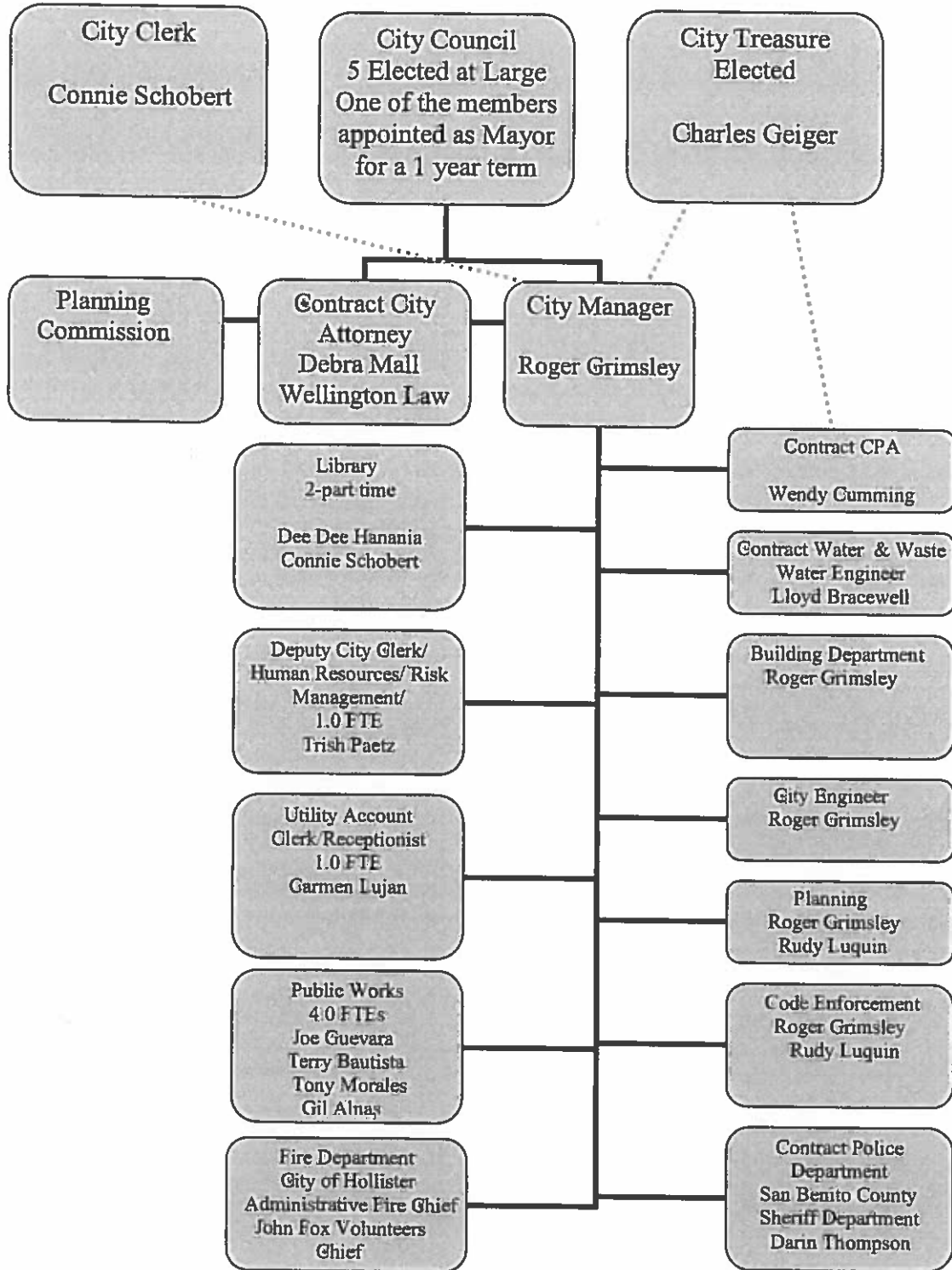
Total \$ 1,508,900

Capital Improvements funding Sources

- a. Gas Tax & RTF Funds
- b. Impact fees
- c. Water Fund Reserves
- d. Sewer Fund Reserves
- e. Developer Contribution
- f. Bond Funding
- g. TOT Fund Reserves
- h. Grants

City of San Juan Bautista, Ca. Organizational Chart

2016-2017



COST ALLOCATION FY 2016/2017

UTILITY AND PRINTING

ELECTRICAL CITY HALL

City Council	5%
City Manager	15%
City Clerk	15%
Treasurer	5%
Finance & Accounting	30%
Planning	15%
Fire	<u>15%</u>
	100%

PRINTING & COPYING CITY HALL

City Council	5%
City Manager	5%
City Clerk	10%
Treasurer	3%
Finance & Accounting	12%
Planning	15%
Water Department	25%
Sewer Department	<u>25%</u>
	100%

CITY MANAGER ALLOCATION

BUDGET FY 2016/2017

	<u>DEPARTMENT</u>	<u>PERCENTAGE</u>	<u>FTE</u>
10	CITY COUNCIL	5%	0.05
12	CITY MANAGER	20%	0.20
15	FINANCE	10%	0.10
17	PLANNING	25%	0.25
18	BUILDING & CODE	3%	0.03
18	ENGINEERING	5%	0.05
40	PW STREETS	3%	0.03
44	PW BLDG & GRD.	3%	0.03
46	WATER	13%	0.13
48	SEWER	13%	0.13
		<u>100%</u>	<u>1.00</u>

PUBLIC WORKS PERSONNEL ALLOCATION

BUDGET FY 2016/2017

<u>Department</u>	<u>Joe</u>	<u>Terry</u>	<u>Personnel Tony</u>	<u>Gil</u>	<u>Alvin</u>	<u>FTE Total</u>
STREET DEPARTMENT	40%	40%	25%	10%	5%	1.20
BUILDING & GROUNDS	20%	20%	40%	10%	25%	1.15
WATER DEPARTMENT	25%	20%	25%	35%	10%	1.15
SEWER DEPARTMENT	15%	20%	10%	45%	10%	1.00
Subtotal	<u>100%</u>	<u>100%</u>	<u>100%</u>	<u>100%</u>	<u>50%</u>	<u>4.50</u>

FTE (Full Time Employee)

FINANCE-ACCOUNT CLERK ALLOCATION

BUDGET FY 2016/2017

	<u>DEPARTMENT</u>	<u>PERCENTAGE</u>	<u>FTE</u>
15	FINANCE- RECEPTION	55%	0.55
46	WATER DEPARTMENT	30%	0.30
48	SEWER DEPARTMENT	15%	0.15
		<hr/> 100%	1.00

City of San Juan Bautista
General Fund Budget for Fiscal Year 2016/2017

City Council Expenditures (Department 10)

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
<u>Employee Salary, Wages, Benefits</u>			
502	Salaries Wages FT	\$ 6,094	\$ 3,450
508	FICA	466	264
510	Workers Comp.	237	197
512	Unemployment	62	35
514	Health Insurance	121	124
519	Elected Official Stipend	500	500
518	457k Retirement	-	-
Total Employee Salary, Wages, Benefits		7,480	4,570
<u>Other Personnel Expenses</u>			
526.000	Education & Training	400	750
530.000	Dues and Subscriptions	1,800	1,800
528.000	Travel, Per Diem, Car Allow	400	500
Total Other Personnel Expenses		2,600	3,050
<u>Utility and Supplies</u>			
540.000	Electric	650	750
543.000	Telephone	200	225
544.000	Computer Software Svc.	100	100
545.000	Computer Hardware Svc.	500	500
634.000	Copier lease	50	50
558.000	Printing and copies	1,200	1,250
548.000	Advertisement	300	300
562.000	Food & Beverage	100	100
550.000	Office supplies	300	300
551.000	Postage & Shipping	85	100
		3,485	3,675
<u>Contractual and other Services</u>			
602.000	Legal - City Attorney	45,100	47,000
612.001	CMAP	1,200	1,200
659.000	Election Expenses	-	3,000
Total Contractual and Other Services		46,300	51,200
<u>Capital Improvements</u>			
800.000	Computer Graphic Display	1,000	5,000
800.000	Audio System	-	1,500
Total Capital Improvements		1,000	6,500
<u>Total City Council Expenditures</u>		\$ 60,865	\$ 68,995

*City of San Juan Bautista
General Fund Budget Fiscal Year 2016/2017*

*City Manager Expenditures
(Department 12)*

Account Number	Account Description	Budget FY15/16	Approved Budget FY 16/17
<u>Employee Salary, Wages, Benefits</u>			
502	Salaries Wages FT	\$ 13,800	\$ 13,800
508	FICA	1,056	1,060
514	Health Insurance	482	490
510	Workers Comp.	789	790
512	Unemployment	138	140
Total Employee Salary, Wages, Benefits		16,265	16,280
<u>Other Personnel Expenses</u>			
526	Education & Training	200	200
528	Travel, Per Diem, Car Allow.	1,450	1,440
530	Dues & Subscriptions	150	150
Total Other Personnel Expenses		1,800	1,790
<u>Utility and Supplies</u>			
540.000	PG&E Building & Grounds	1,200	1,000
543.000	Telephone	1,000	1,000
544.000	Computer Software Svc.	300	500
545.000	Computer Hardware Svc.	300	600
558.000	Printing and copies	300	400
634.000	Security	100	100
548.000	Advertisement	100	100
562.000	Food & Beverage	100	100
550.000	Office supplies	800	800
551.000	Postage & Shipping	900	900
		5,100	5,500
<u>Maintenance & Operations Supplies</u>			
566.000	Janitorial	50	50
Total Maint. & Operations supplies		50	50
<u>Capital Improvements</u>			
800	File Cabinets	400	1,300
800	Windows	500	-
800	Book Case & Shelves	900	800
Total Contractual and Other Services		1,800	2,100
Total Mgmt. & Admin. Expenditures		\$ 25,015	\$ 25,720

City of San Juan Bautista
General Fund Budget Fiscal Year 2016/2017

City Clerk Expenditures
(Department 13)

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
<u>Employee Salary, Wages, Benefits</u>			
502	Salaries Wages FT	\$ 70,672	67,056
508	FICA	5,406	5,616
510	Workers Comp.	1,056	1,082
512	Unemployment	707	735
514	Health Insurance	10,230	10,836
518	457k Retirement	3,726	7,043
519	City Clerk Stipend	700	1,200
Total Employee Salary, Wages, Benefits		92,497	93,568
<u>Other Personnel Expenses</u>			
526	Education & Training	2,500	1,500
528	Travel, Per Diem, Car Allow.	1,700	1,000
530	Dues & Subscriptions	380	400
Total Other Personnel Expenses		4,580	2,900
<u>Utility and Supplies</u>			
600.000	Web & Code Publication	3,000	1,250
540.000	Electric	1,400	1,500
543.000	Telephone	1,000	1,100
516.000	Insurance	300	360
545.000	Computer Hardware Svc.	350	350
546.000	Communications-Radios	350	300
558.000	Printing and copies	1,600	1,600
548.000	Advertisement	500	500
562.000	Food & Beverage	400	400
550.000	Office supplies	1,000	1,100
551.000	Postage & Shipping	1,100	1,100
		11,000	9,560
<u>Maintenance & Operations Supplies</u>			
566.000	Janitorial	75	50
Total Maint. & Operations supplies		75	50
<u>Capital Improvements</u>			
800.000	Office divider, desk	3,000	2,400
801.000	File Cabinet		500
Total Capital Improvements		3,000	2,900
Total City Clerk Expenditures		\$ 111,152	\$ 108,978

\$ 5488 = Connie
 $5488 \div 16.74 = 328$
 $\div 26$
12,62 hrs. / pp

City of San Juan Bautista
General Fund Budget for Fiscal Year 2016/2017

City Treasurer Expenditures (Department 14)

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
<u>Employee Salary, Wages, Benefits</u>			
519	Elected Official Stipend	1,200	1,200
Total Employee Salary, Wages, Benefits		1,200	1,200
<u>Other Personnel Expenses</u>			
526.000	Education & Training	300	300
530.000	Dues and Subscriptions	300	300
528.000	Travel, Per Diem, Car Allow	300	300
Total Other Personnel Expenses		900	900
558.000	Printing and copies	50	100
550.000	Office supplies	50	50
551.000	Postage & Shipping	50	50
		150	200
<u>Contractual and other Services</u>			
602.000	Legal - City Attorney	150	300
659.000	Hdl Consultants	100	
Total Contractual and Other Services		250	300
<u>Total Treasurer Expenditures</u>		\$ 2,500	\$ 2,600

*City of San Juan Bautista
General Fund Budget Fiscal Year 2016/2017*

*Finance Department Expenditures
(Department 15)*

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
<u>Employee Salary, Waqes. Benefits</u>			
502	Salaries Wages FT	\$ 35,936	\$ 29,654
508	FICA	2,749	2,269
510	Workers Comp.	714	636
512	Unemployment	359	297
514	Health Insurance	5,207	6,201
518	457k Retirement	264	228
Total Employee Salary, Wages, Benefits		45,229	39,285
<u>Other Personnel Expenses</u>			
526.000	Education & Training	750	1,000
530.000	Dues and Subscriptions	500	500
Total Other Personnel Expenses		1,250	1,500
<u>Utility and Supplies</u>			
540.000	PG&E	2,300	2,500
516.000	Liability Insurace	9,000	9,000
543.000	Telephone	1,500	1,600
544.000	Computer Software Svc.	3,900	4,000
545.000	Computer Hardware Svc.	300	800
546.000	Reader	2,000	2,000
558.000	Printing and copies	3,500	4,000
634.000	Copier	300	400
548.000	Advertisement	250	250
562.000	Food & Beverage	500	500
550.000	Office supplies	3,500	3,800
551.000	Postage & Shipping	3,000	3,600
		30,050	32,450
<u>Maintenance & Operations Supplies</u>			
566.000	Janitorial Supplies	300	300
Total Maint. & Operations supplies		300	300
<u>Contractual and other Services</u>			
602.000	Accounting	32,000	35,000
638.000	Bank Charges	2,500	2,500
659.000	Audit	24,000	25,000
Total Contractual and Other Services		58,500	62,500
<u>Contractual and other Services</u>			
634	Copier Service & Lease	3,000	3,000
632	Equipment rental	500	500
639	Merchant Processing Fees	1,500	1,600
Total Contractual and Other Services		5,000	5,100
<u>Capital Improvements</u>			
800.000	Entry Improvements	3,500	4,500
Total Capital Improvements		3,500	4,500
Total Utility Billing and Collection Services		\$ 143,829	\$ 145,635

*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2016/2017*

*Carl Martin Luck Library Expenditures
(Department 16)*

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
<u>Personal Services</u>			
502	Salaries & Wages	\$ 24,876	\$ 37,962
508	Fica	1,903	2,900
510	Workers Compensation	382	435
512	Unemployment Insurance	249	380
525	Volunteer Stipend	500	400
Total Personnel Services		27,910	42,077
<u>Other Personnel Expenses</u>			
526	Education & Training	1,000	1,000
Total Other Personnel Expenses		1,000	1,000
<u>Consumable Supplies</u>			
550	Office Supplies	700	800
558	Printing and copies	400	500
562	Food Services	300	250
Total Consumable Supplies		1,400	1,550
<u>Contractual Services</u>			
612	Security	400	300
624	Janitorial Supplies	500	500
628	Computer Hardware Services	2,000	1,600
630	Computer Software Services	2,500	2,000
530	Dues and subscriptions	1,500	1,500
640	Telephone	800	900
642	Electricity	2,000	2,100
645	Summer Program	4,080	4,000
Total Contractual Services		13,780	12,900
<u>Equipment and Parts</u>			
703	Books and Periodicals	2,300	2,300
Total Books and Periodicals		2,300	2,300
<u>Maintenance and Repairs</u>			
757	Bldg. Maint. - Inside	800	600
758	Bldg. Maint. - Outside	500	500
760	Grounds Maint. - Outside	750	400
764	Water Maint.- Outside	2,000	1,000
Total Maintenance and Repairs		4,050	2,500
<u>Capital Expenditures</u>			
800	Computer/chairs/printer	2,800	4,000
800	Sprinkler System	3,200	1,500
Total Capital Expenditures		6,000	5,500
Total Library Expenditures		\$ 56,440	\$ 67,827

*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2016/2017*

*Community Development
Planning (Dept. 17)*

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
<u>Employee Salary, Wages, Benefits</u>			
502	Salaries Wages FT	\$ 92,723	\$ 80,253
508	FICA	7,093	6,140
510	Workers Comp.	1,854	1,711
512	Unemployment	927	803
514	Health Insurance	6,575	11,439
518	457K Contribution	755	630
526	Education & Training	800	500
518	Mileage & Per Diem	500	500
Total Employee Salary, Wages, Benefits		111,227	101,976
<u>Consumable Supplies</u>			
550	Office Supplies	\$ 750	\$ 750
558	Printing & Copies	1,900	2,000
560	Advertising	700	700
636	Postage & Shipping	750	800
562.000	Food & Beverage	100	100
	Gen. Plan Map Publication	3,000	1,500
530	Dues and Subscription	1,000	1,200
Total Consumable Supplies		8,200	7,050
<u>Utility and Supplies</u>			
	CMAP	1,200	1,200
642.000	Electric	500	550
640.000	Telephone	500	550
545.000	Computer Hardware Svc.	350	400
544.000	Computer Software Svc.	400	400
703.000	Books/periodicals	500	300
Total Utility and Supplies		3,450	3,400
<u>Maintenance & Operations Supplies</u>			
566.000	Janitorial	50	50
Total Maint. & Operations supplies		50	50
<u>Contractual and other Services</u>			
600.000	Consultant Contracts	1,000	1,000
600.000	GIS	8,100	3,305
604.000	EIR	4,000	1,000
602.000	Legal - City Attorney	200	500
Total Contractual and Other Services		13,300	5,805
<u>Capital Improvements</u>			
800.000	Video Display Screen	1,900	3,850
Total Capital Improvements		1,900	3,850
Contract		\$ 138,127	\$ 122,131

*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2016/2017*

Building (Dept. 18), Engineering (Dept. 19)

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
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Building Department (18)

Employee Salary, Wages, Benefits

502	Salaries Wages FT	\$ 38,836	\$ 11,700
508	FICA	2,971	895
510	Workers Comp.	636	324
512	Unemployment	388	117
514	Health Insurance	2,993	1,445
518	457K Contribution	347	76
526	Education & Training	500	500
Total Employee Salary, Wages, Benefits		46,671	15,057

Contractual and other Services

609.000	Building Inspection Servic	1,000	1,000
Total Contractual and Other Services		1,000	1,000

Total Building Expenditures	\$ 47,671	\$ 16,057
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Engineering Department (19)

Employee Salary, Wages, Benefits

502	Salaries Wages FT	\$ 8,937	\$ 9,180
508	FICA	684	703
510	Workers Comp.	292	295
512	Unemployment	89	91
514	Health Insurance	513	1,012
518	457K Contribution	47	50
Total Employee Salary, Wages, Benefits		10,562	11,331

Contractual and other Services

604.000	Engineering	23,000	23,000
Total Contractual and Other Services		23,000	23,000

Total Engineering Expenditures	\$ 33,562	\$ 34,331
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*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2016/2017*

Fire Department Expenditures (Department 20)

Account Number	Account Description	Budget FY15/16	Proposed Budget FY16/17
<u>Other Personnel Expenses</u>			
524	Physical Exams, Drug Testing, Etc.	\$ 630	\$ 500
510	Workers Comp.	650	2,500
525	Fire Fighter Stipends	3,600	3,600
522	Uniforms	200	500
526	Education, Training, Mileage	600	1,000
530	Dues and Subscriptions	100	200
Total Other Personnel Expenses		5,780	8,300
<u>Consumable Supplies</u>			
550	Office Supplies	100	100
554	Gasoline and Diesel Fuel	500	500
558	Printing and Copies	100	200
562	Food and Beverage	500	500
Total Consumable Supplies		1,200	1,300
<u>Contractual and other Services</u>			
618	County Communications	26,000	28,000
613	Outside Service Contract	158,000	172,000
640	Telephone/Radios	300	450
642	Electricity	1,500	2,100
656	Licenses and Permits	350	360
Total Contractual and Other Services		186,150	202,910
<u>Equipment and Parts</u>			
716	Parts City Repair Vehicles	800	1,500
718	Parts City Repair Equipment	200	1,200
Total Equipment and Parts		1,000	2,700
<u>Maintenance and Repair Services</u>			
754	Building Maintenance Outside	1,500	1,500
760	Grounds Maintenance	500	500
Total Maintenance and Repair Services		2,000	2,000
<u>Capital Expenditures</u>			
800	Diesel tank	4,000	
800	Improvements - Comm. tower	-	2,900
801	Emergency Generator	5,000	7,500
Total Capital Expenditures		9,000	10,400
Total Fire Department Expenditures		\$ 205,130	\$ 227,610

*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2016/2017*

Law Enforcement Service Expenditures (Department 30)

Account Number	Account Description	Budget FY15/16	Proposed Budget FY16/17
Contractual and other Services			
615	Level One Security Patrol	-	81,100
614	Law Enforcement Sheriff	\$ 156,000	\$ 161,000
618	County Communications	26,000	28,000
640	Telecom	1,500	2,000
	Total Contractual and Other Services	<u>183,500</u>	<u>272,100</u>
Capital Expenses			
800	Substation Improvements	\$ 1,000	\$ 1,500
801	Antenna Extension	-	3,500
	Total Capital Expenditures	<u>1,000</u>	<u>5,000</u>
	Total Law Enforcement Expenditures:	<u>\$ 183,500</u>	<u>\$ 277,100</u>

*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2016/2017*

Animal Control Expenditures (Department 36)

Account Number	Account Description	Budget FY 15/16	Approved Budget FY16/17
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Contractual and other Services

614	Animal Control Services	\$ 10,000	\$ 10,000
	Total Animal Control Services	\$ 10,000	\$ 10,000

City of San Juan Bautista
General Fund Budget for the Fiscal Year 2015/2016
City Management and Administration

Public Works Street Department Expenditures (Dept. 40)

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
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Employee Salary, Wages, Benefits

502	Salaries Wages FT	\$ 57,662	\$ 67,876
506	Overtime	1,500	1,378
508	FICA	4,511	5,192
510	Workers Comp.	10,826	12,160
512	Unemployment	593	679
514	Health Insurance	12,681	10,517
518	457k Retirement	510	644
Total Employee Salary, Wages, Benefits		88,283	98,446

Other Personnel Expenses

524	Physical Exams/tests	300	300
526	Education & Training	1,000	1,000
528	Travel/per diem/auto allow	500	500
522	Uniforms	1,200	1,600
Total Other Personnel Expenses		3,000	3,400

Consumable Supplies

554	Fuel	9,800	11,500
550	Office Supplies	500	200
516	Bonds, Liability, Auto Ins	600	800
656	Licenses & Permits	630	700
562	Food and Beverage	200	200
624	Janitorial Supplies	1,800	2,400
530	Dues and Subscription	250	350
Total Consumable Supplies		13,780	16,150

Utilities and Misc Expense

640	Telephone	900	950
647	Electrical	3,000	3,200
648	Materials		5,000
649	Diesel Fuel	3,700	2,500
650	Asphalt Base Material	11,635	14,000
Total Utilities and Misc. Expense		19,235	25,650

Equipment and Parts

718	Truck Maint	8,600	8,000
720	Parts & Material	16,500	16,000
Total Equipment and Parts		25,100	24,000

Capital Expenditures

801	Utility Lt. Truck	10,000	11,000
801	Striping	6,000	5,000
801	3/4 Ton Truck 35%	5,500	9,800
800	Sidewalk repair	5,000	5,000
Total Capital Expenditures		26,500	30,800

Total Public Works Department	\$ 175,898	\$ 198,446
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Consolidated Budget Second Draft 16-17 PW Streets

*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2016/2017*

Public Works Bldg. and Ground Expenditures (Dept. 44)

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17		
<u>Employee Salary, Wages, Benefits</u>					
502	Salaries Wages FT	\$ 58,504	\$ 61,686		
506	Overtime	2,500	1,990		
508	FICA	4,667	4,870		
510	Workers Comp.	11,167	11,392		
512	Unemployment	610	637		
514	Health Insurance	10,508	8,275		
518	457k Retirement	401	430		
Total Employee Salary, Wages, Benefits		88,357	89,280		
<u>Consumable Supplies</u>					
550	Office supplies	200	200		
522	Uniforms	200	200		
526	Education and training	800	500		
552	Chemicals	1,000	1,000		
554	Fuel	2,500	2,800		
562	Food and beverage	300	200		
Total Consumable Supplies		5,000	4,900		
<u>Contractual and other Services</u>					
600	Operational contracts		1,500		
624	Janitorial	1,800	2,500		
626	Landscape Supplies/Equipment	2,000	3,000		
632	Bldg/Equipment Rental	2,300	2,500		
516	Bonds, Liability, Auto Ins	2,000	1,800		
612	Security	100	150		
640	Telephone	300	300		
642	Electricity	2,500	2,700		
Total Contractual and Other Services		11,000	14,450		
<u>Equipment and Parts</u>					
718	Parts City Rep. Equipment	2,000	3,000		
720	Small Tools	2,400	2,800		
726	Parts City Rep. Community Center	4,500	2,500		
726	Parts City Rep. Parks	2,500	3,400		
Total Equipment and Parts		11,400	11,700		
<u>Maintenance and Repair Services</u>					
758	Building Maintenance Outside	2,000	2,500		
760	Grounds Maintenance Outside	2,500	2,500		
Total Maintenance and Repair Services		4,500	5,000		
<u>Capital Expenditures</u>					
800	Recycle Irrigation Sy	1,500	1,500		
800	3/4 ton Truck 35%	6,000	9,800		
Total Capital Expenditures		7,500	11,300		
Total Parks, Recreation & Community Facilities		\$ 127,757	\$ 136,630		

*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2016/17*

General Fund Miscellaneous Expenditures (Department 45)

Account Number	Account Description	Budget FY 15/16	Approved Budget FY16/17
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Dues and Subscriptions

45-102	ACWA Membership	\$ 4,528	\$ 4,630
45-104	MBAPCD (Air District)	2,050	2,100
45-106	Integrated Waste	11,280	11,400
45-108	Mosquito Abatement District	310	330
45-109	San Juan Committee	6,000	6,000 *
45-110	LAFCO	5,180	4,180
45-112	USA North	160	160
45-113	AMBAG Due	850	900
45-114	SJB Youth Commission	500	500
45-115	Community Food Bank	2,500	1,500
45-116	San Benito Co, Chamber	2,500	5,000 *
45-117	League Calif. Cities	-	1,250
	Total	<u>\$ 35,858</u>	<u>\$ 37,950</u>

City of San Juan Bautista

Water Enterprise Fund Budget for the Fiscal Year 2016/2017
Expenses (Department 46)

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
<u>Employee Salary, Wages, Benefits</u>			
502	Salaries Wages FT	\$ 55,949	\$ 44,263
506	Overtime	982	970
508	FICA	4,355	3,460
510	Workers Comp.	6,895	7,235
512	Unemployment	569	453
514	Health Insurance	9,302	6,250
518	457k Retirement	409	360
Total Employee Salary, Wages, Benefits		78,461	62,991
<u>Consumable Supplies</u>			
552	Chemicals & Gasses	7,000	7,000
554	Fuel/Oil	850	1,000
551	Stamps and Postage	3,000	3,000
Total Consumable Supplies		10,850	11,000
<u>Contractual and other Services</u>			
600	Operational Contracts	40,000	41,000
602	Legal	100	100
604	Engineering	2,500	2,500
612	Security	800	800
640	Telephone	1,200	1,200
642	Electricity	28,000	30,000
530	Dues - Ground water charge	8,500	7,000
656	Permits/Licenses	4,500	11,300
656A	Co. Health	1,500	1,200
Total Contractual and Other Services		87,100	95,100
<u>Equipment and Parts</u>			
718	Parts City Rep. Equipment	7,725	8,000
720	Parts- City Rep. Water	20,000	22,000
Total Equipment and Parts		27,725	30,000
<u>Maintenance and Repair Services</u>			
751	Maint. & Repair Wells	13,000	10,000
754	Equipment Maint. Outside	5,000	5,000
764	Water Maint. Outside	3,000	3,000
Total Maintenance and Repair Services		21,000	18,000
<u>Capital Expenditures</u>			
801	3/4 Ton Util. Truck 15%		4,200
802	Well # 4		150,000
Total Capital Expenditures		-	154,200
<u>Debt Service & Defrayment</u>			
850	Debit Svc. Water Meters		69,816
850	Debt Svc. Principal (COP)	77,000	134,750
858	Interest (COP)	349,649	233,042
Total GF Debt Service and Defrayment		-	437,608
Total Water Enterprise Fund Expenditures		\$ 797,810	\$ 808,899

City of San Juan Bautista

Sewer Enterprise Fund Budget for the Fiscal Year 2016/2017
Expenditures (Department 48)

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
<u>Employee Salary, Wages, Benefits</u>			
502	Salaries Wages FT	\$ 41,985	\$ 39,679
506	Overtime	748	766
508	FICA	3,269	3,094
510	Workers Comp.	5,635	6,460
512	Unemployment	427	404
514	Health Insurance	6,324	5,809
518	457k Retirement	266	328
Total Employee Salary, Wages, Benefits		<u>58,654</u>	<u>56,540</u>
<u>Consumable Supplies</u>			
526	Education and Training	500	500
558	Printing and copies	3,500	3,000
554	Fuel	1,000	1,500
552	Chemical	5,000	6,000
530	Dues and subscriptions	500	500
Total Consumable Supplies		<u>10,500</u>	<u>11,500</u>
<u>Contractual and other Services</u>			
600	Operational Contracts	138,000	135,000
602	Legal	100	100
604	Engineering	500	500
604	Reclamation	500	500
612	Debt processing charges	500	500
612	Security	500	500
640	Telephone	1,800	1,600
642	Electricity	72,000	72,000
643	SBC Water District- Health Dept.	500	800
656	Licenses & Permits	4,800	4,800
Total Contractual and Other Services		<u>219,200</u>	<u>216,300</u>
<u>Equipment and Parts</u>			
718	Parts City Rep. Equipment	2,000	5,000
722	Parts City Rep. Sewer	8,000	10,000
Total Equipment and Parts		<u>10,000</u>	<u>15,000</u>
<u>Maintenance and Repair Services</u>			
751	Claims	500	500
754	Equipment Maint. Outside	5,500	5,500
762	Streets Maint/Paving	1,000	3,500
766	Sewer Maint. Plant	10,000	10,000
Total Maintenance and Repair Services		<u>17,000</u>	<u>19,500</u>
<u>Capital Expenditures</u>			
800	Port. Gen 35% & Truck15%	22,500	4,200
808	Pumps Lift & Plant	5,200	16,000
808	Sluge Removal & Sludge Pump	12,900	75,000
Total Capital Expenditures		<u>40,600</u>	<u>95,200</u>
859	Fines - RWQC	36,000	36,000
850	Debt Svc. Principal (Pavex)	41,750	
850	Debt Svc. Principal (COP)	63,000	110,250
858	Interest (COP)	284,440	190,671
Total GF Debt Service and Defrayment		<u>425,190</u>	<u>336,921</u>
Total Sewer Enterprise Expenditures		<u>\$ 781,144</u>	<u>\$ 750,961</u>

City of San Juan Bautista
General Fund Budget for the Fiscal Year 2016/2017 Budget 50

Special District Fund
Citizens Option for Public Safety (COPS) and Public Restroom Revenue

Budget 50

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
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Fund - Citizens Option for Public Safety

(Expense)			
50-614	COPS - State Funds	<u>100,000</u>	<u>100,000</u>
Total Citizen Option for Public Safety		<u>100,000</u>	<u>100,000</u>
(Revenues)			
50-422	Annual COPS Funding	100,000	100,000
Fund balance forward (unexpended prior year funds)			
Total COPS funding available for Law Enforcement opt			<u>100,000</u>
Carryover			<u><u>-</u></u>

Budget 55

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
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Fund - Public Restroom and Parking

55-408	TOT Taxes allocated	<u>4,500</u>	<u>2,500</u>
Fund Balance Forward (unexpended prior year funds)			<u>30,000</u>
			<u><u>32,500</u></u>

City of San Juan Bautista

Valle Vista Landscape and Lighting District (Dept. 60) Budget for Fiscal Year 2016/2017

Revenue

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
<u>Revenue</u>			
60-415	Special Assessment	21,374	21,574
Total Funds - All Sources		21,374	21,574
Prior year's unexpended funds			60,000
Current year reserve			1,000
Total Funds for Operational and Capital Improvement Ex			82,574
Budgeted Operating Expenses			21,574
Projected Reserves Fund Balance			55,065

Expenditures

Account Number	Account Description	Budget FY 16/16	Approved Budget FY16/17
60-485	Utility Fees - Water	2,400	2,400
60-485A	City Water usage	1,000	1,000
60-560	Advertising	150	100
60-580	Printing	100	100
60-602	Legal	150	100
60-604	Engineering	400	400
60-657	Admin. Fees	1,100	1,050
60-642	PG&E - Street Lights	2,000	2,100
60-760	Grounds Maintenance	12,274	12,624
60-760A	Contingency	800	700
60-760B	Reserves	1,000	1,000
Estimated Operating Expense		21,374	21,574

*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2016/2017*

*Special Revenues Fund
Gasoline Tax and Transportation Fund Revenue*

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
Fund 200 -Gas Tax			
436	Gas Tax 2103	8,629	12,000
431	Gas Tax 2105	10,884	9,000
432	Gas Tax 2106	10,411	9,000
433	Gas Tax 2107	14,880	11,000
434	Gas Tax 2107.5	1,000	1,000
Total Gasoline Taxes		<u><u>45,804</u></u>	<u><u>42,000</u></u>
City of San Juan Bautista RSTP Fund			
	Gas Tax Fund balance June 30, 2015	200,802	200,802
	Gas Tax Expense Budget June 30, 2016	21,000	<u>38,500</u>
	Budgeted remaining fund balance at June 30, 2016	221,802	<u><u>\$ 221,802</u></u>

*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2016/2017*

*Public Works and Utilities
Gas Tax Fund*

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
<u>Contractual and other Services</u>			
646	Street Lighting	16,000	16,000
Total Contractual and Other Services		<u>16,000</u>	<u>16,000</u>
<u>Equipment and Parts</u>			
724	Parts City Repair Streets.	2,500	20,000
Total Equipment and Parts		<u>2,500</u>	<u>20,000</u>
<u>Maintenance and Repair Services</u>			
762	Street Sign Maint. & Rep Street Maint. & Paving	2,500	2,500
Total Maintenance and Repair Services		<u>2,500</u>	<u>2,500</u>
Total Street & Public ROW Maint - Expense		<u><u>\$ 21,000</u></u>	<u><u>\$ 38,500</u></u>

City of San Juan Bautista

Water Enterprise Fund Budget for the Fiscal Year 2016/2017

Water Enterprise Revenue

Account Number	Account Description	Budget FY15/16	Approved Budget FY16/17
483.000	Water Connection Fee	\$ 8,500	\$ 45,000
484.000	Interest Penalties	27,500	6,200
485.000	Water Sales Commercial	150,000	157,500
485.000	Water Sales Residential	565,800	546,500
493.000	Water Meter Maint. Fees	15,000	16,000
	Water Impact Fees		69,816
Total Water System Revenues		766,800	841,016

City of San Juan Bautista

Sewer Enterprise Fund Budget for the Fiscal Year 2016/2017
Revenue

Account Number	Account Number	Budget FY15/16	Approved Budget FY16/17
Fund Sewer System			
485.000	Res. Coll/Trmnt Charges	\$ 544,380	\$ 551,500
	Interest	27,500	5,000
	Industrial/Comm Charges	<u>240,800</u>	<u>248,600</u>
Total Sewer System Revenues		<u>\$ 812,680</u>	<u>\$ 805,100</u>