

CITY OF SAN JUAN BAUTISTA BUDGET FY 2017-2018



Mayor	Chris Martorana
Vice Mayor	Jim West
Councilperson	John Freeman
Councilperson	Tony Boch
Councilperson	Dan Devries
City Clerk	Mackenzie Quaid
City Treasurer	Charles Geiger

**CITY OF SAN JUAN BAUTISTA
FISCAL BUDGET 2017-2018**

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CAPITAL IMPROVEMENT PROJECTS FY2017/2018

- 16-800 MUSEUM REROOF AND ADA DISEWALK PROJECT
- 20-800 EMERGENCY GENERATOR FIRE STATION/CITY HALL
- 40-800 STREET OVERLAY AND STIPING PROJECTS
- 40-801 MUCKELEMI STREET RECONSTRUCTION 4TH TO SAN ANTONIO ST.
- 44-800 VERUTTI PARK RESTROOM PROJECT
- 44-801 CITY HALL REROOF & TERMITE ABATMENT PROJECT
- 44-802 MAINTENANCE CENTER REROOF PROJECT
- 46-800 WATER TREATMENT PLANT PROJECT
- 46-801 WATER WELL PROJECT- WELL NO. 6A
- 46-802 WATER WELL PROJECT- WELL NO. 5
- 46-803 WATER MAIN PROJECT FIFTH ST- MISSION TO FRANKLIN STREET
- 48-800 SANITARY SEWER MAIN EXTENSION LANG COURT TO THE ALAMEDA

CAPITAL IMPROVEMENTS

FY2017/2018

Capital Improvement Projects

16-800	Museum Reroof and ADA Sidewalk Project	\$ 11,000	(a) ✓
20-800	Emergency Generator Fire Station/City Hall	\$ 12,000	(b)
40-800	Street Overlay and Striping Projects	\$140,000	(a)
40-801	Muckelemi St. Reconstruction 4 th to San Antonio	\$ 175,000	(a,b)
44-800	Verutti Park Restroom Project	\$ 39,000	(b,g)
44-801	City Hall Reroof and Termite Abatement	\$ 40,000	(b,i)
44-802	Maintenance Center Reroof Project	\$ 21,000	(b,i)
46-800	Water Softener Treatment Plant (Pellet Plant)	\$ 875,000	(c,f,e)
46-801	Water Well No. 6 A	\$ 180,000	(c,b,e)
46-802	Water Well No. 5	\$ 160,000	(c,b,e)
46-802	Water Main Fifth St.(Mission to Franklin St.)	\$ 65,000	(b,c)
48-800	Sewer Line Lang Street Phase I(The Alameda to 260'west)	\$ 95,000	(b,d,e)

Total \$ 1,814,000

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
- i. Asset Capital Recovery Reserves

ASSET CAPITAL RECOVERY RESERVE

(Revenues set-a-side each year in Asset Reserve Accounts)		FY17/18
Asset Reserve Fire Department (Type 1 Engine 15yr)	-	\$ 31,000
Asset Reserve Police Department (Vehicle Replacement 3yr)	-	\$ 13,000
Asset Reserve Library (Roof 25yr)	-	\$ 1,000
Asset Reserve Public Works (Truck, Sweeper Dump truck 8 yr)	-	\$ 12,000
Asset Reserve City Hall Roof (3 yr)	-	\$ 27,000
Asset Reserve Community Center Roof, Floor (5 yr)	-	\$ 10,000
Asset Reserve Maintenance Center Roof (4 yr)	-	\$ 6,000
Asset Reserve Water Storage Reservoir (55 yr)	-	\$ 12,000
Asset Reserve Abbe Park Lighting System (12 yr)	-	\$ 5,000
Subtotal	FY 17/18	\$ 117,000

ENTERPRISE ACCOUNTS EXPENDITURES

Enterprise Accounts

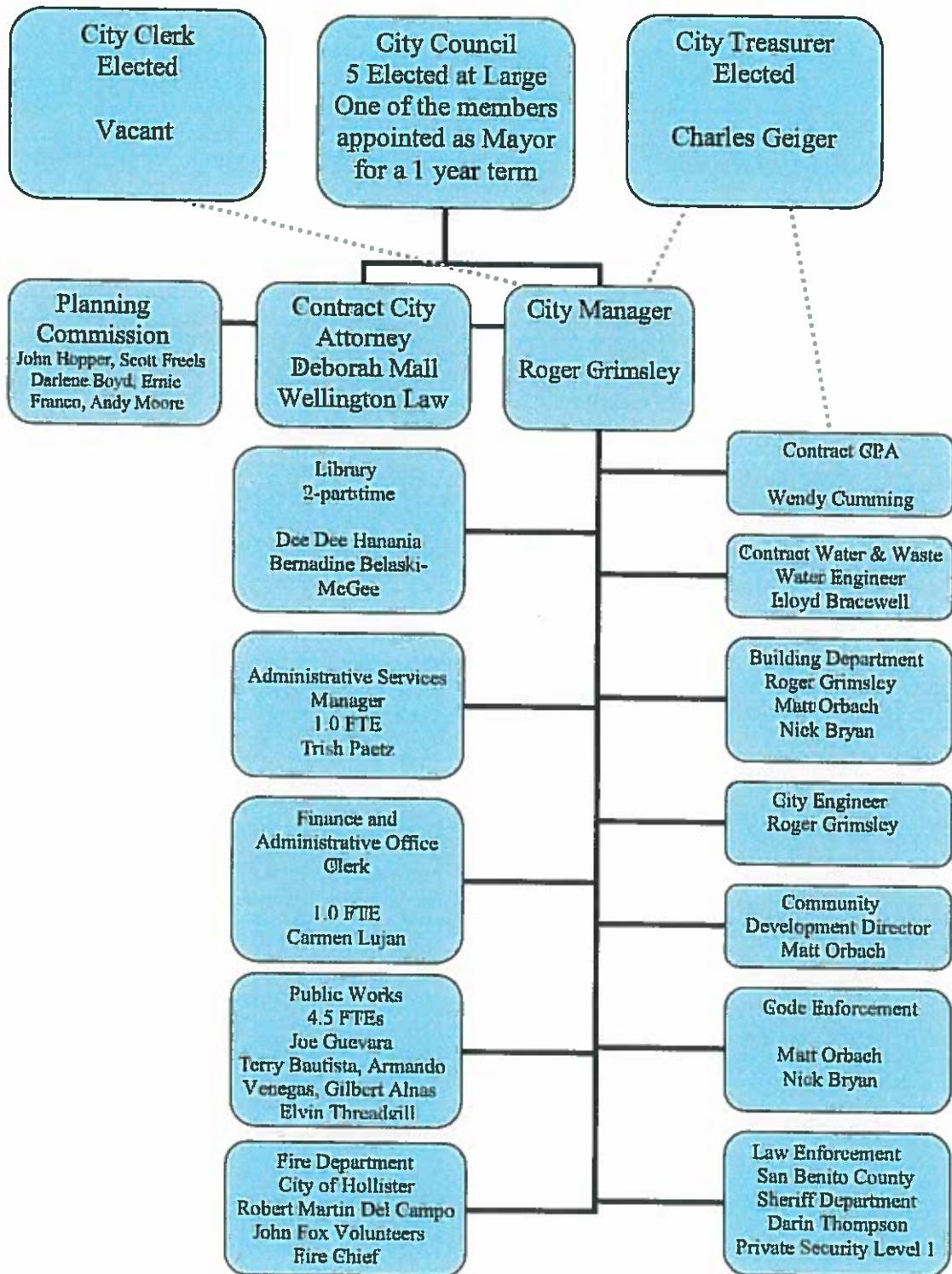
No.	<u>Department</u>	<u>FY 2016/2017</u>	<u>FY 2017/2018</u>
46	Water	\$ 808,899	\$ 1,030,202
48	Sewer	\$ 750,961	<u>\$ 773,066</u>
Enterprise Expenditures		\$1,559,860	\$ 1,803,268
Enterprise Revenues		\$1,647,160	(W) \$ 1,268,020 + \$ 237,818
		+\$87,300	(S) <u>\$ 857,000</u> + \$ 83,934
		Total	\$ 2,125,020 + \$ 321,752

SPECIAL DISTRICT

		FY 2017/2018	
Special District		<u>FY16/17</u>	<u>FY17/18</u>
50	COP	\$100,000	\$100,000
60	Valle Vista L&L Dist	\$ 21,574	\$ 20,024
62	Rancho Vista L&L Dist.	\$ 1,500	\$ 5,000
64	Rancho Vista Maint. Dist.	\$ 1,500	\$ 5,000
66	Hillside Vistas	\$ 1,500	\$ 5,000
68	Copperleaf L&L Dist.	\$ 1,500	\$ 5,000
70	Copperleaf Maint. Dist.	\$ 1,500	\$ 5,000
74	Restroom & Parking Dist,	\$ 4,500 (TOT	\$, 3,500

City of San Juan Bautista, Ca. Organizational Chart

2017-2018



COST ALLOCATION FY 2017/2018

UTILITY AND PRINTING

ELECTRICAL CITY HALL

City Council	10%
City Manager	15%
City Clerk	15%
Treasurer	5%
Finance & Accounting	30%
Planning	20%
Fire	<u>5%</u>
	100%

PRINTING & COPYING CITY HALL

City Council	10%
City Manager	10%
City Clerk	5%
Finance & Accounting	10%
Planning	25%
Water Department	20%
Sewer Department	<u>20%</u>
	100%

CITY MANAGER ALLOCATION

BUDGET FY 2017/2018

	<u>DEPARTMENT</u>	<u>PERCENTAGE</u>
10	CITY COUNCIL	10%
12	CITY MANAGER	25%
15	FINANCE	5%
17	PLANNING	15%
18	BUILDING & CODE	5%
19	ENGINEERING	5%
40	PW STREETS	5%
44	PW BLDG & GRD.	5%
46	WATER	15%
48	SEWER	10%
		<hr/> 100%

PLANNING DEPARTMENT ALLOCATION

BUDGET FY 2017/2018

<u>Department</u>	<u>Matt</u>	<u>Nick</u>	<u>Roger</u>
Budget 17 Planning & Code Enforcement	90%	10%	15%
Subtotal	90%	10%	15%

BUILDING DEPARTMENT ALLOCATION

BUDGET FY 2017/2018

<u>Department</u>	<u>Matt</u>	<u>Nick</u>	<u>Roger</u>
Budget 18 Building	10%	60%	5%
Subtotal	10%	60%	5%

ENGINEERING DEPARTMENT ALLOCATION

BUDGET FY 2017/2018

<u>Department</u>	<u>Roger</u>	<u>Nick</u>
Budget 19 Engineering	5%	10%
Subtotal	5%	10%

PUBLIC WORKS PERSONNEL ALLOCATION

BUDGET FY 2017/2018

<u>Department</u>	<u>Personnel</u>					
	<u>Joe</u>	<u>Terry</u>	<u>Armando</u>	<u>Gil</u>	<u>Alvin</u>	<u>Nick</u>
Street	40%	40%	25%	20%	5%	5%
Build & Gd.	15%	15%	30%	20%	35%	5%
Water	25%	25%	25%	35%	5%	5%
Sewer	20%	20%	20%	25%	5%	5%
Subtotal	<u>100%</u>	<u>100%</u>	<u>100%</u>	<u>100%</u>	<u>50%</u>	<u>20%</u>

FINANCE-ACCOUNT CLERK ALLOCATION

BUDGET FY 2017/2018

<u>DEPARTMENT</u>	<u>PERCENTAGE</u>
15 FINANCE- RECEPTION	50%
46 WATER DEPARTMENT	30%
48 SEWER DEPARTMENT	20%
	<hr/>
	100%

FISCAL BUDGET 2017/2018
SUMMARY
GENERAL FUND EXPENDITURES

<u>No.</u>	<u>Department</u>	<u>FY 16/17</u>	<u>FY 17/18</u>
10	City Council	\$ 68,995	\$ 82,636
12	City Manager	\$ 25,720	\$ 39,806
13	City Clerk	\$108,978	\$111,448
14	City Treasurer	\$ 2,600	\$ 2,600
15	Finance-Accounting	\$ 145,635	\$160,474
16	Library	\$ 67,827	\$ 75,248
17	Planning	\$ 122,131	\$129,812
18	Building	\$ 16,057	\$ 48,142
19	Engineering	\$ 34,331	\$ 55,289
20	Fire	\$227,610	\$243,510
30	Law Enforcement	\$277,100	\$282,260
36	Animal Control	\$ 10,000	\$ 10,000
40	PW Street & Storm	\$198,446	\$248,487
44	PW Bldg & Grd.	\$136,630	\$125,523
45	General Expenditures	\$ 36,420	\$ 94,140
80	Asset Reserve Funds	\$ 98,500	\$117,000
	Total	\$ 1,578,510	\$1,826,375

GENERAL FUND REVENUES

	<u>FY16/17</u>	<u>FY 17/18</u>
Property taxes	\$ 428,000	449,000 ✓
Sales and other Taxes	\$ 580,000	615,000 ✓
Grant Funds	\$ 25,000	15,000 ✓
Franchise Fees	\$ 53,500	56,000 ✓
Transient Occupancy Tax	\$ 31,000	65,000 ✓
Business & Misc.Lic./Permits	\$ 31,300	35,000 ✓
Planning, Bldg. Engr. Permits	\$ 75,000	125,000 ✓
Plan/Bldg./Engr. Services	\$ 35,000	39,000 ✓
Charges Misc. Services	\$ 1,500	2,500 ✓
Fines and Penalties	\$ 1,500	1,800 ✓
Use of Money & Property	\$ 78,000	75,000 ✓
Miscellaneous Revenue	\$ 19,000	22,000 ✓
Gas Tax	\$ 42,000	57,000 ✓
COP Grant Fund	\$ 100,000	100,000 ✓
Impact Fees	\$ 18,850	69,820 ✓
General Fund Reserves	0	35,000 ✓
Interfund Repayment Fund	\$ 86,794	81,104 ✓
Grand Total	\$1,605,444	1,843,224 + \$16,849

City of San Juan Bautista
General Fund Budget for Fiscal Year 2017/2018

City Council Expenditures (Department 10)

Account Number	Account Description	Budget FY16/17	Budget FY17/18
<u>Employee Salary, Wages, Benefits</u>			
502	Salaries Wages FT	\$ 3,450	\$ 8,745
508	FICA	264	573
510	Workers Comp.	197	366
512	Unemployment	35	75
514	Health Insurance	124	242
519	Elected Official Stipend	500	500
518	457k Retirement	-	-
Total Employee Salary, Wages, Benefits		4,570	10,501
<u>Other Personnel Expenses</u>			
526.000	Education & Training	750	1,000
530.000	Dues and Subscriptions	1,800	2,000
528.000	Travel, Per Diem, Car Allow	500	800
Total Other Personnel Expenses		3,050	3,800
<u>Utility and Supplies</u>			
540.000	Electric	750	800
543.000	Telephone	225	250
544.000	Computer Software Svc.	100	125
545.000	Computer Hardware Svc.	500	500
634.000	Copier lease	50	60
558.000	Printing and copies	1,250	1,350
548.000	Advertisement	300	300
562.000	Food & Beverage	100	200
550.000	Office supplies	300	350
551.000	Postage & Shipping	100	400
		3,675	4,335
<u>Contractual and other Services</u>			
602.000	Legal - City Attorney	47,000	48,000
612.001	CMAAP	-	1,500
659.000	Election Expenses	3,000	-
Total Contractual and Other Services		50,000	49,500
<u>Capital Improvements</u>			
800.000	Computer Graphic Display	5,000	11,000
800.000	Audio System	1,500	3,500
Total Capital Improvements		6,500	14,500
<u>Total City Council Expenditures</u>		\$ 67,795	\$ 82,636

*City of San Juan Bautista
General Fund Budget Fiscal Year 2017/2018*

*City Manager Expenditures
(Department 12)*

Account Number	Account Description	Budget FY16/17	Budget FY17/18
<u>Employee Salary, Wages, Benefits</u>			
502	Salaries Wages FT	\$ 13,800	\$ 27,250
508	FICA	1,060	2,085
514	Health Insurance	490	624
510	Workers Comp.	790	925
512	Unemployment	140	272
Total Employee Salary, Wages, Benefits		16,280	31,156
<u>Other Personnel Expenses</u>			
526	Education & Training	200	300
528	Travel, Per Diem, Car Allow.	1,440	1,440
530	Dues & Subscriptions	150	160
Total Other Personnel Expenses		1,790	1,900
<u>Utility and Supplies</u>			
540.000	PG&E	1,000	1,100
543.000	Telephone	1,000	1,000
544.000	Computer Software Svc.	500	400
545.000	Computer Hardware Svc.	600	600
558.000	Printing and copies	400	600
634.000	Security	100	100
548.000	Advertisement	100	250
562.000	Food & Beverage	100	100
550.000	Office supplies	800	800
551.000	Postage & Shipping	900	800
		5,500	5,750
<u>Maintenance & Operations Supplies</u>			
566.000	Janitorial supplies	50	50
Total Maint. & Operations supplies		50	50
<u>Capital Improvements</u>			
800	File Cabinets	1,300	-
800	Dual Pane Windows	-	950
800	Book Case & Shelves	800	-
Total Contractual and Other Services		2,100	950
Total Mgmt. & Admin. Expenditures		\$ 25,720	\$ 39,806

*City of San Juan Bautista
General Fund Budget Fiscal Year 2017/2018*

*City Clerk Expenditures
(Department 13)*

Account Number	Account Description	Budget FY16/17	Budget FY17/18
<u>Employee Salary, Wages, Benefits</u>			
502	Salaries Wages FT	\$ 67,056	67,390
508	FICA	5,616	7,583
510	Workers Comp.	1,082	1,149
512	Unemployment	735	991
514	Health Insurance	10,836	13,320
518	457k Retirement	7,043	7,155
519	City Clerk Stipend	1,200	1,200
Total Employee Salary, Wages, Benefits		93,568	98,788
<u>Other Personnel Expenses</u>			
526	Education & Training	1,500	1,800
528	Travel, Per Diem, Car Allow.	1,000	1,800
530	Dues & Subscriptions	400	400
Total Other Personnel Expenses		2,900	4,000
<u>Utility and Supplies</u>			
540.000	Electric	1,500	1,600
543.000	Telephone	1,100	1,200
516.000	Insurance	360	360
545.000	Computer Hardware Svc.	350	350
546.000	Communications-Radios	300	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	1,100	1,100
551.000	Postage & Shipping	1,100	1,200
		8,310	8,610
<u>Maintenance & Operations Supplies</u>			
566.000	Janitorial	50	50
Total Maint. & Operations supplies		50	50
<u>Capital Improvements</u>			
800.000	Office divider, desk	2,400	-
801.000	File Cabinet	500	-
Total Capital Improvements		2,900	-
Total City Clerk Expenditures		\$ 107,728	\$ 111,448

City of San Juan Bautista
General Fund Budget for Fiscal Year 2017/2018

City Treasurer Expenditures (Department 14)

Account Number	Account Description	Budget FY16/17	Budget FY17/18
<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	100	100
550.000	Office supplies	50	50
551.000	Postage & Shipping	50	50
		200	200
<u>Contractual and other Services</u>			
602.000	Legal - City Attorney	300	300
659.000	Hdl Consultants/WH	-	-
Total Contractual and Other Services		300	300
<u>Total Treasurer Expenditures</u>		\$ 2,600	\$ 2,600

City of San Juan Bautista
General Fund Budget Fiscal Year 2017/2018

Finance Department Expenditures
(Department 15)

Account Number	Account Description	Budget FY16/17	Budget FY17/18
<u>Employee Salary, Wages, Benefits</u>			
502	Salaries Wages FT	\$ 29,654	\$ 37,838
508	FICA	2,269	2,891
510	Workers Comp.	636	471
512	Unemployment	297	378
514	Health Insurance	6,201	8,668
518	457k Retirement	228	378
Total Employee Salary, Wages, Benefits		39,285	50,624
<u>Other Personnel Expenses</u>			
526.000	Education & Training	1,000	1,800
530.000	Dues and Subscriptions	500	500
Total Other Personnel Expenses		1,500	2,300
<u>Utility and Supplies</u>			
540.000	PG&E	2,500	2,700
516.000	Liability Insurance	9,000	9,300
543.000	Telephone	1,600	1,800
544.000	Computer Software Svc.	4,000	2,500
545.000	Computer Hardware Svc.	800	1,000
546.000	Reader	2,000	500
558.000	Printing and copies	4,000	3,000
634.000	Copier	400	400
548.000	Advertisement	250	250
562.000	Food & Beverage	500	500
550.000	Office supplies	3,800	3,800
551.000	Postage & Shipping	3,600	2,000
		32,450	27,750
<u>Maintenance & Operations Supplies</u>			
566.000	Janitorial Supplies	300	200
Total Maint. & Operations supplies		300	200
<u>Contractual and other Services</u>			
602.000	Accounting	35,000	37,000
638.000	Bank Charges	2,500	2,500
659.000	Audit	25,000	27,000
Total Contractual and Other Services		62,500	66,500
<u>Contractual and other Services</u>			
634	Copier Service & Lease	3,000	3,000
632	Equipment rental	500	500
639	Merchant Processing Fees	1,600	1,600
Total Contractual and Other Services		5,100	5,100
<u>Capital Improvements</u>			
800.000	Entry Improvements	4,500	8,000
Total Capital Improvements		4,500	8,000
Total Utility Billing and Collection Services		\$ 145,635	\$ 160,474

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	Budget FY16/17	Proposed Budget FY17/18
<u>Personal Services</u>				
502	Salaries & Wages	\$ 24,876	\$ 37,962	38,992
508	Fica	1,903	2,900	2,982
510	Workers Compensation	382	435	584
512	Unemployment Insurance	249	380	390
525	Volunteer Stipend	500	400	400
Total Personnel Services		27,910	42,077	43,348
<u>Other Personnel Expenses</u>				
526	Education & Training	1,000	1,000	1,500
Total Other Personnel Expenses		1,000	1,000	1,500
<u>Consumable Supplies</u>				
550	Office Supplies	700	800	800
558	Printing and copies	400	500	500
562	Food Services	300	250	300
Total Consumable Supplies		1,400	1,550	1,600
<u>Contractual Services</u>				
612	Security	400	300	300
624	Janitorial Supplies	500	500	500
628	Computer Hardware Services	2,000	1,600	2,000
630	Computer Software Services	2,500	2,000	2,500
530	Dues and subscriptions	1,500	1,500	1,500
640	Telephone	800	900	900
642	Electricity	2,000	2,100	2,100
645	Education & Summer Programs	4,080	4,000	9,000
Total Contractual Services		13,780	12,900	18,800
<u>Equipment and Parts</u>				
703	Books and Periodicals	2,300	2,300	2,500
Total Books and Periodicals		2,300	2,300	2,500
<u>Maintenance and Repairs</u>				
757	Bldg. Maint. - Inside	800	600	1,000
758	Bldg. Maint. - Outside	500	500	600
760	Grounds Maint. - Outside	750	400	400
764	Water Maint.- Outside	2,000	1,000	1,000
Total Maintenance and Repairs		4,050	2,500	3,000
<u>Capital Expenditures</u>				
800	Computer/chairs/printer	2,800	4,000	4,000
800	Sprinkler System	3,200	1,500	500
Total Capital Expenditures		6,000	5,500	4,500
Total Library Expenditures		\$ 56,440	\$ 67,827	75,248

City of San Juan Bautista
General Fund Budget for the Fiscal Year 2017/2018

Community Development
Planning (Dept. 17)

Account Number	Account Description	Budget FY15/16	Budget FY16/17	Proposed Budget FY17/18
<u>Employee Salary, Wages, Benefits</u>				
502	Salaries Wages FT	\$ 92,723	\$ 80,253	\$ 86,639
508	FICA	7,093	6,140	6,348
510	Workers Comp.	1,854	1,711	3,638
512	Unemployment	927	803	830
514	Health Insurance	6,575	11,439	2,880
518	457K Contribution	755	630	727
526	Education & Training	800	500	3,000
518	Mileage & Per Diem	500	500	900
Total Employee Salary, Wages, Benefits		111,227	101,976	104,962
<u>Consumable Supplies</u>				
550	Office Supplies	\$ 750	\$ 750	\$ 1,500
558	Printing & Copies	1,900	2,000	1,400
560	Advertising	700	700	500
636	Postage & Shipping	750	800	600
562.000	Food & Beverage	100	100	400
	Gen. Plan Map Publication	3,000	1,500	-
530	Dues and Subscription	1,000	1,200	1,200
Total Consumable Supplies		8,200	7,050	5,600
<u>Utility and Supplies</u>				
	CMAP	1,200	1,200	900
642.000	Electric	500	550	550
640.000	Telephone	500	550	550
545.000	Computer Hardware Svc.	350	400	600
544.000	Computer Software Svc.	400	400	600
703.000	Books/periodicals	500	300	300
Total Utility and Supplies		3,450	3,400	3,500
<u>Maintenance & Operations Supplies</u>				
566.000	Janitorial	50	50	50
757.000	Maint. & Repairs	-	-	500
Total Maint. & Operations supplies		50	50	550
<u>Contractual and other Services</u>				
600.000	Consultant Contracts	1,000	1,000	4,500
600.000	Engineering	-	-	500
	Web Maintenance			6,300
600.000	GIS	8,100	3,305	-
604.000	EIR	4,000	1,000	-
602.000	Legal - City Attorney	200	500	400
Total Contractual and Other Services		13,300	5,805	11,700
<u>Capital Improvements</u>				
800.000	Desk/Foryer Floor	-	-	3,500
Total Capital Improvements		-	-	3,500
Contract		\$ 136,227	\$ 118,281	\$ 129,812

City of San Juan Bautista
General Fund Budget for the Fiscal Year 2017/2018

Building (Dept. 18)

Account Number	Account Description	Budget FY15/16	Budget FY16/17	Budget FY17/18
<u>Employee Salary, Wages, Benefits</u>				
502	Salaries Wages FT	\$ 38,836	\$ 11,700	\$ 32,461
508	FICA	2,971	895	2,483
510	Workers Comp.	636	324	1,772
512	Unemployment	388	117	324
514	Health Insurance	2,993	1,445	5,590
518	457K Contribution	347	76	287
Total Employee Salary, Wages, Benefits		46,171	14,557	42,917
<u>Other Personnel Expenses</u>				
526.000	Education & Training			800
528.000	Travel, Per Diem, Car Allow.			600
530.000	Dues and Subscriptions			250
Total Other Personnel Expenses		-	-	1,650
<u>Utility and Supplies</u>				
522.000	Small equipment			200
540.000	Electric			200
543.000	Telephone			200
545.000	Computer Hardware Svc.			150
546.000	Communications-Radios			75
558.000	Printing and copies			200
		-	-	1,025
<u>Contractual and other Services</u>				
609.000	Building Inspection Servic	1,000	1,000	1,500
Total Contractual and Other Services		1,000	1,000	1,500
<u>Capital Improvements</u>				
800.000	File cabinet/Book case/Map file	-	-	1,050
Total Capital Improvements		-	-	1,050
Total Building Expenditures		\$ 47,171	\$ 15,557	\$ 48,142

City of San Juan Bautista
General Fund Budget for the Fiscal Year 2017/2018

Engineering (Dept. 19)

Account Number	Account Description	Budget FY15/16	Budget FY16/17	Budget FY17/18
<u>Employee Salary, Wages, Benefits</u>				
502	Salaries Wages FT	\$ 8,937	\$ 9,180	\$ 21,935
508	FICA	684	703	1,678
510	Workers Comp.	292	295	1,485
512	Unemployment	89	91	219
514	Health Insurance	513	1,012	1,460
518	457K Contribution	47	50	112
Total Employee Salary, Wages, Benefits		10,562	11,331	26,889
<u>Other Personnel Expenses</u>				
526.000	Education & Training			500
	Safety Equipment			200
530.000	Dues and Subscriptions			500
Total Other Personnel Expenses		-	-	1,200
<u>Utility and Supplies</u>				
550.000	Office Supplies			100
540.000	Electric			150
543.000	Telephone			300
544.000	Computer Software Svc.			200
545.000	Computer Hardware Svc.			150
636.000	Postage			100
558.000	Printing and copies			100
		-	-	1,100
<u>Contractual and other Services</u>				
604.000	Engineering	23,000	23,000	25,000
Total Contractual and Other Services		23,000	23,000	25,000
800.000	File cabinet/Book case/Map file	-	-	1,100
Total Capital Improvements		-	-	1,100
Total Engineering Expenditures		\$ 33,562	\$ 34,331	\$ 55,289

City of San Juan Bautista
General Fund Budget for the Fiscal Year 2017/2018

Fire Department Expenditures (Department 20)

Account Number	Account Description	Budget FY16/17	Budget FY17/18
<u>Other Personnel Expenses</u>			
524	Physical Exams, Drug Testing, Etc.	\$ 500	\$ 500
510	Workers Comp.	2,500	2,500
525	Fire Fighter Stipends	3,600	3,600
522	Uniforms	500	500
526	Education, Training, Mileage	1,000	1,000
530	Dues and Subscriptions	200	200
Total Other Personnel Expenses		8,300	8,300
<u>Consumable Supplies</u>			
550	Office Supplies	100	100
554	Gasoline and Diesel Fuel	500	500
558	Printing and Copies	200	200
562	Food and Beverage	500	800
Total Consumable Supplies		1,300	1,600
<u>Contractual and other Services</u>			
618	County Communications	28,000	29,000
613	Outside Service Contract	172,000	181,000
640	Telephone/Radios	450	850
642	Electricity	2,100	2,400
656	Licenses and Permits	360	360
Total Contractual and Other Services		202,910	213,610
<u>Equipment and Parts</u>			
716	Parts City Repair Vehicles	1,500	3,000
718	Parts City Repair Equipment	1,200	1,500
Total Equipment and Parts		2,700	4,500
<u>Maintenance and Repair Services</u>			
754	Building Maintenance Outside	1,500	2,500
760	Grounds Maintenance	500	1,000
Total Maintenance and Repair Services		2,000	3,500
<u>Capital Expenditures</u>			
800	Diesel tank	-	-
800	Improvements - Comm. tower	2,900	-
801	Emergency Generator	7,500	12,000
Total Capital Expenditures		10,400	12,000
Total Fire Department Expenditures		\$ 227,610	\$ 243,510

*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2017/2018*

Law Enforcement Service Expenditures (Department 30)

Account Number	Account Description	Budget FY16/17	Budget FY17/18
Contractual and other Services			
<u>615</u>	Level One Security Patrol	81,100	85,260
614	Law Enforcement Sheriff	\$ 161,000	\$ 166,000
618	County Communications	28,000	29,000
640	Telecom	2,000	2,000
Total Contractual and Other Services		<u>272,100</u>	<u>282,260</u>
Capital Expenses			
800	Substation Improvements	\$ 1,500	\$ -
801	Antenna Extension	3,500	-
Total Capital Expenditures		<u>5,000</u>	<u>-</u>
Total Law Enforcement Expenditures:		<u>\$ 277,100</u>	<u>\$ 282,260</u>

City of San Juan Bautista
General Fund Budget for the Fiscal Year 2017/2018

Animal Control Expenditures (Department 36)

Account Number	Account Description	Budget FY16/17	Budget FY17/18
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Contractual and other Services

614	Animal Control Services	\$ 10,000	\$ 10,000
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	Total Animal Control Services	\$ 10,000	\$ 10,000
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*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2017/2018
City Management and Administration*

Public Works Street Department Expenditures (Dept. 40)

Account Number	Account Description	Budget FY16/17	Budget FY17/18
<u>Employee Salary, Wages, Benefits</u>			
502	Salaries Wages FT	\$ 67,876	\$ 102,561
506	Overtime	1,378	1,802
508	FICA	5,192	4,751
510	Workers Comp.	12,160	12,955
512	Unemployment	679	740
514	Health Insurance	10,517	10,625
518	457k Retirement	644	603
Total Employee Salary, Wages, Benefits		98,446	134,037
<u>Other Personnel Expenses</u>			
524	Physical Exams/tests	300	300
526	Education & Training	1,000	1,000
528	Travel/per diem/auto allow	500	500
522	Uniforms	1,600	1,800
Total Other Personnel Expenses		3,400	3,600
<u>Consumable Supplies</u>			
554	Fuel	11,500	13,000
550	Office Supplies	200	400
516	Bonds, Liability, Auto Ins	800	800
656	Licenses & Permits	700	850
562	Food and Beverage	200	200
624	Janitorial Supplies	2,200	2,500
530	Dues and Subscription	350	400
Total Consumable Supplies		15,950	18,150
<u>Utilities and Misc Expense</u>			
640	Telephone	950	1,000
647	Electrical	3,200	3,500
648	Materials	4,000	7,000
649	Diesel Fuel	2,500	2,800
650	Asphalt Base Material	14,000	16,000
Total Utilities and Misc. Expense		24,650	30,300
<u>Equipment and Parts</u>			
718	Truck Maint	8,000	9,000
720	Parts & Material	15,000	17,000
Total Equipment and Parts		23,000	26,000
<u>Capital Expenditures</u>			
801	Utility Lt. Truck	11,000	8,400
801	Striping	5,000	5,500
801	Portable asphalt oiler	9,800	17,000
800	Sidewalk repair	5,000	5,500
Total Capital Expenditures		30,800	36,400
Total Public Works Department		\$ 196,246	\$ 248,487

*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2017/2018*

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

Account Number	Account Description	Budget FY16/17	Budget FY17/18		
<u>Employee Salary, Wages, Benefits</u>					
502	Salaries Wages FT	\$ 61,686	\$ 53,100		
506	Overtime	1,990	3,007		
508	FICA	4,870	4,135		
510	Workers Comp.	11,392	10,837		
512	Unemployment	637	540		
514	Health Insurance	8,275	6,921		
518	457k Retirement	430	483		
Total Employee Salary, Wages, Benefits		89,280	79,023		
<u>Consumable Supplies</u>					
550	Office supplies	200	200		
522	Uniforms	200	400		
526	Education and training	500	400		
552	Chemicals	1,000	1,300		
554	Fuel	2,800	3,100		
562	Food and beverage	200	200		
Total Consumable Supplies		4,900	5,600		
<u>Contractual and other Services</u>					
600	Operational contracts	1,500	1,500		
624	Janitorial	2,500	2,500		
626	Landscape Supplies/Equipment	3,000	2,500		
632	Bldg/Equipment Rental	2,500	2,500		
516	Bonds, Liability, Auto Ins	1,800	1,800		
612	Security	150	200		
640	Telephone	300	200		
642	Electricity	2,700	3,000		
Total Contractual and Other Services		14,450	14,200		
<u>Equipment and Parts</u>					
718	Parts City Rep. Equipment	3,000	3,000		
720	Small Tools	2,800	2,800		
726	Parts City Rep. Community Center	2,500	3,500		
726	Parts City Rep. Parks	3,400	5,000		
Total Equipment and Parts		11,700	14,300		
<u>Maintenance and Repair Services</u>					
758	Building Maintenance Outside	2,500	3,500		
760	Grounds Maintenance Outside	2,500	2,500		
Total Maintenance and Repair Services		5,000	6,000		
<u>Capital Expenditures</u>					
800	Recycle Irrigation Sy	1,500	1,500		
800	35% Lt Utility Truck	9,800	4,900		
Total Capital Expenditures		11,300	6,400		
Total Parks, Recreation & Community Facilities		\$ 136,630	\$ 125,523		

*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2017/18*

General Fund Miscellaneous Expenditures (Department 45)

Account Number	Account Description	Budget FY 15/16	Approved Budget FY16/17	Budget FY17/18
<u>Dues and Subscriptions</u>				
45-102	ACWA Membership	\$ 4,528	\$ 4,630	\$ 4,730
45-104	MBAPCD (Air District)	2,050	2,100	2,300
45-106	Integrated Waste	11,280	11,400	11,900
45-108	Mosquito Abatement District	310	330	330
45-109	San Juan Committee	6,000	6,000	20,000
45-110	LAFCO	5,180	1,650	1,900
45-112	USA North	160	160	180
45-113	AMBAG Due	850	900	1,000
45-114	SJB Youth Commission	500	500	500
45-115	Community Food Bank	2,500	2,500	5,000
45-116	San Benito Co, Chamber	2,500	5,000	2,500
45-117	League Calif. Cities	-	1,250	1,300
45-118	Grant Writer Consultant	-	-	35,000
45-119	SJB Historic Walking Tour	-	-	7,500
	Total	\$35,858	\$36,420	\$94,140

*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2017-2018 Budget 50*

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

Budget 50

Account Number	Account Description	Budget FY16/17	Budget FY17/18
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Fund - Citizens Option for Public Safety

(Expense)			
50-614	COPS - State Funds	100,000	100,000
Total Citizen Option for Public Safety		100,000	100,000
(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		100,000	
Carryover			-

Budget 55

Account Number	Account Description	Budget FY16/17	Approved Budget FY17/18
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Fund - Public Restroom and Parking

55-408	TOT Taxes allocated	2,500	16,500
Fund Balance Forward (unexpended prior year funds)			30,000
			13,500

City of San Juan Bautista
 General Fund Budget for the Fiscal Year 2017-2018

Special Revenues Fund
Gasoline Tax and Transportation Fund Revenue

Account Number	Account Description	Budget FY16/17	Budget FY17/18
Fund 200 -Gas Tax			
436	Gas Tax 2103	12,000	7,455
431	Gas Tax 2105	9,000	10,822
432	Gas Tax 2106	9,000	11,366
433	Gas Tax 2107	11,000	13,981
434	Gas Tax 2107.5	1,000	1,000
435	Road Rehab Acct & Loan Payment		12,888
Total Gasoline Taxes		<u>42,000</u>	<u>57,512</u>
City of San Juan Bautista RSTP Fund			
	Gas Tax Fund Balance June 2017	200,802	421,450
	Gas Tax Expencse Budget June 2017	38,500	<u>42,000</u>
	Remaining Fund Balance July 2017	221,802	<u>\$ 379,450</u>

*City of San Juan Bautista
General Fund Budget for the Fiscal Year 2017-2018*

*Public Works and Utilities
Gas Tax Fund*

Account Number	Account Description	Budget FY16/17	Approved Budget FY17/18
<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.	20,000	23,500
Total Equipment and Parts		<u>20,000</u>	<u>23,500</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>\$ 38,500</u></u>	<u><u>\$ 42,000</u></u>

City of San Juan Bautista

Valle Vista Landscape and Lighting District (Dept. 60)
Budget for Fiscal Year 2017/2018

Revenue

Account Number	Account Description	Budget FY16/17	Approved Budget FY17/18
<u>Revenue</u>			
60-415	Special Assessment	21,574	20,074
Total Funds - All Sources		21,574	20,074
Prior year's unexpended funds			61,000
Current year reserve			300
Total Funds for Operational and Capital Improvement Ex			81,374
Budgeted Operating Expenses			20,074
Projected Reserves Fund Balance			55,812

Expenditures

Account Number	Account Description	Budget FY16/17	Budget FY17/18
60-485	Utility Fees - Water	2,400	2,400
60-485A	City Water usage	1,000	750
60-560	Advertising	100	100
60-580	Printing	100	100
60-602	Legal	100	100
60-604	Engineering	400	150
60-657	Admin. Fees	1,050	830
60-642	PG&E - Street Lights	2,100	2,200
60-760	Grounds Maintenance	12,624	12,944
60-760A	Contingency	700	200
60-760B	Reserves	1,000	300
Estimated Operating Expense		21,574	20,074

City of San Juan Bautista

Water Enterprise Fund Budget for the Fiscal Year 2017-2018
Expenses (Department 46)

Account Number	Account Description	Budget FY16/17	Budget FY17/18
<u>Employee Salary, Wages, Benefits</u>			
502	Salaries Wages FT	\$ 44,263	\$ 50,118
506	Overtime	970	1,000
508	FICA	3,460	3,835
510	Workers Comp.	7,235	9,145
512	Unemployment	453	501
514	Health Insurance	6,250	8,660
518	457k Retirement	360	501
Total Employee Salary, Wages, Benefits		62,991	73,760
<u>Consumable Supplies</u>			
552	Chemicals & Gasses	7,000	7,000
554	Fuel/Oil	1,000	1,000
551	Stamps and Postage	3,000	3,000
Total Consumable Supplies		11,000	11,000
<u>Contractual and other Services</u>			
600	Operational Contracts	41,000	68,000
602	Legal	100	100
604	Engineering	2,500	2,500
612	Security	800	800
640	Telephone	1,200	1,200
642	Electricity	30,000	31,000
530	Dues - Ground water charge	7,000	7,000
656	Permits/Licenses	11,300	11,300
656A	Co. Health	1,200	1,200
Total Contractual and Other Services		95,100	123,100
<u>Equipment and Parts</u>			
718	Parts City Rep. Equipment	8,000	7,000
720	Parts- City Rep. Water	22,000	22,000
Total Equipment and Parts		30,000	29,000
<u>Maintenance and Repair Services</u>			
751	Maint. & Repair Wells	10,000	8,000
754	Equipment Maint. Outside	5,000	4,000
764	Water Maint. Outside	3,000	3,000
Total Maintenance and Repair Services		18,000	15,000
<u>Capital Expenditures</u>			
801	Well 6A		180,000
802	Well 5		160,000
Total Capital Expenditures		-	340,000
<u>Debt Service & Defrayment</u>			
850	Debit Svc. Water Meters	69,816	69,820
850	Debt Svc. Principal (COP)	134,750	135,026
858	Interest (COP)	233,042	233,496
Total GF Debt Service and Defrayment		437,608	438,342
Total Water Enterprise Fund Expenditures		\$ 808,899	\$ 1,030,202

City of San Juan Bautista

Water Enterprise Fund Budget for the Fiscal Year 2017-2018

Water Enterprise Revenue

Account Number	Account Description	Budget FY16/17	Budget FY17/18
483.000	Water Connection Fee	\$ 45,000	\$ 44,000
484.000	Interest Penalties	6,200	6,800
485.000	Water Sales Commercial	157,500	162,800
485.000	Water Sales Residential	546,500	566,000
493.000	Water Meter Maint. Fees	16,000	18,600
	Water Impact Fees	69,816	69,820
	Total Water System Revenues	841,016	868,020
	COP Refinance Bond Proceeds		400,000
	Total Revenue		1,268,020

City of San Juan Bautista

Sewer Enterprise Fund Budget for the Fiscal Year 2017-2018
Expenditures (Department 48)

Account Number	Account Description	Budget FY16/17	Budget FY17/18
<u>Employee Salary, Wages, Benefits</u>			
502	Salaries Wages FT	\$ 39,679	\$ 51,219
506	Overtime	766	892
508	FICA	3,094	3,900
510	Workers Comp.	6,460	9,160
512	Unemployment	404	512
514	Health Insurance	5,809	8,255
518	457k Retirement	328	391
Total Employee Salary, Wages, Benefits		<u>56,540</u>	<u>74,329</u>
<u>Consumable Supplies</u>			
526	Education and Training	500	500
558	Printing and copies	3,000	3,000
554	Fuel	1,500	1,800
552	Chemical	6,000	7,000
530	Dues and subscriptions	500	500
Total Consumable Supplies		<u>11,500</u>	<u>12,800</u>
<u>Contractual and other Services</u>			
600	Operational Contracts	135,000	135,000
602	Legal	100	100
604	Engineering	500	500
604	Reclamation	500	500
612	Debt processing charges	500	400
612	Security	500	500
640	Telephone	1,600	1,700
642	Electricity	72,000	72,000
643	SBC Water District- Health Dept.	800	1,200
656	Licenses & Permits	4,800	5,000
Total Contractual and Other Services		<u>216,300</u>	<u>216,900</u>
<u>Equipment and Parts</u>			
718	Parts City Rep. Equipment	5,000	5,000
722	Parts City Rep. Sewer	10,000	14,000
Total Equipment and Parts		<u>15,000</u>	<u>19,000</u>
<u>Maintenance and Repair Services</u>			
751	Claims	500	500
754	Equipment Maint. Outside	5,500	6,000
762	Streets Maint/Paving	3,500	4,000
766	Sewer Maint. Plant	10,000	10,000
Total Maintenance and Repair Services		<u>19,500</u>	<u>20,500</u>
<u>Capital Expenditures</u>			
800	5HP Aerators	4,200	9,000
808	Pumps Lift & Plant	16,000	8,000
808	Sluge Removal & Sludge Pump	75,000	75,000
Total Capital Expenditures		<u>95,200</u>	<u>92,000</u>
859	Fines - RWQC	36,000	36,000
850	Debt Svc. Principal (Pavex)	-	-
850	Debt Svc. Principal (COP)	110,250	110,476
858	Interest (COP)	190,671	191,061
Total GF Debt Service and Defrayment		<u>336,921</u>	<u>337,537</u>
Total Sewer Enterprise Expenditures		<u>\$ 750,961</u>	<u>\$ 773,066</u>

Consolidated Budget 48 Sewer Exp Sewer

City of San Juan Bautista

Sewer Enterprise Fund Budget for the Fiscal Year 2017-2018
Revenue

Account Number	Account Number	Budget FY16/17	Budget FY17/18
Fund Sewer System			
485.000	Res. Coll/Trmnt Charges	\$ 551,500	\$ 596,500
	Interest	5,000	5,000
	Industrial/Comm Charges	<u>248,600</u>	<u>255,500</u>
Total Sewer System Revenues		<u>\$ 805,100</u>	<u>\$ 857,000</u>