



CITY OF BUELLTON

CITY COUNCIL AGENDA

**Regular Meeting of June 13, 2013 – 6:00 p.m.
City Council Chambers, 140 West Highway 246
Buellton, California**

Materials related to an item on this agenda, as well as materials submitted to the City Council after distribution of the agenda packet, are available for public inspection in the Office of the City Clerk, located at 107 West Highway 246, during normal business hours.

CALL TO ORDER

Mayor Judith Dale

PLEDGE OF ALLEGIANCE

Council Member Holly Sierra

ROLL CALL

Council Members Ed Andrisek, Leo Elovitz, Holly Sierra, Vice Mayor John Connolly, and Mayor Judith Dale

REORDERING OF AGENDA

PUBLIC COMMENTS

Speaker Slip to be completed and turned in to the City Clerk prior to commencement of meeting. Limited to matters not otherwise appearing on the agenda. Limited to three (3) minutes per speaker. No action will be taken at this meeting.

CONSENT CALENDAR

(ACTION)

The following items are scheduled for consideration as a group. Any Council Member, the City Attorney, or the City Manager may request that an item be withdrawn from the Consent Agenda to allow for full discussion.

- 1. Minutes of May 23, 2013 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2012-13**

- 3. **Resolution No. 13-09 – “A Resolution of the City Council of the City of Buellton, California, Acknowledging the Receipt of and Ordering the Filing of the Annual Statement of Investment Policy for Fiscal Year 2013-14 with the City Council”**
❖ *(Staff Contact: Finance Director Muñoz)*
- 4. **Resolution No. 13-10 – “A Resolution of the City Council of the City of Buellton, California, Establishing an Appropriation Limit for Fiscal Year 2013-14 Pursuant to Article XIII-B of the California Constitution”**
❖ *(Staff Contact: Finance Director Muñoz)*

PRESENTATIONS

PUBLIC HEARINGS

(POSSIBLE ACTION)

- 5. **Resolution No. 13-07 – “A Resolution of the City Council of the City of Buellton, California, Regarding the Commitments and Publishing the Report Required by Central Coast Water Authority Resolution Nos. 92-02 and 92-11”**
❖ *(Staff Contact: Public Works Director Hess)*

COUNCIL MEMBER COMMENTS

COUNCIL ITEMS

WRITTEN COMMUNICATIONS

COMMITTEE REPORTS

BUSINESS ITEMS

(POSSIBLE ACTION)

- 6. **Second Review of Fiscal Year 2013-14 Preliminary City Budget**
❖ *(Staff Contact: Finance Director Muñoz and Interim City Manager Bierdzinski)*

CITY MANAGER’S REPORT

ADJOURNMENT

The next meeting of the City Council will be held on Thursday, June 27, 2013 at 6:00 p.m.

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES

Regular Meeting of May 23, 2013

**City Council Chambers, 140 West Highway 246
Buellton, California**

CALL TO ORDER

Mayor Judith Dale called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Council Member Leo Elovitz led the Pledge of Allegiance

ROLL CALL

Present: Council Members Ed Andrisek, Leo Elovitz, Holly Sierra, Vice Mayor John Connolly and Mayor Judith Dale

Staff: Interim City Manager Bierdzinski, City Attorney Ralph Hanson, Public Works Director Rose Hess, Finance Director Annette Muñoz, Station Commander Lt. Brad McVay, and City Clerk Linda Reid

REORDERING OF AGENDA

None

PUBLIC COMMENTS

None

CONSENT CALENDAR

- 1. Minutes of May 9, 2013 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2012-13**
- 3. Memorandum of Understanding with the City of Solvang - Cooperation in the Area of Recreation**
- 4. Resolution No. 13-08 – “A Resolution of the City Council of the City of Buellton, California, Approving a 2% Cost of Living Adjustment (COLA) for all Regular Full-Time Employees, Effective, July 1, 2013”**

5. Award of Contract for the Headworks Improvement Project

RECOMMENDATION:

That the City Council approve the Consent Calendar as listed.

MOTION:

Motion by Council Member Sierra, seconded by Council Member Andrisek approving consent calendar items 1 through 5.

VOTE:

Motion passed by a roll call vote of 5-0.

PRESENTATIONS

None

PUBLIC HEARINGS

None

COUNCIL MEMBER COMMENTS

Council Member Sierra announced the Buellton Brew Fest was well attended and was a very successful event.

COUNCIL ITEMS

None

WRITTEN COMMUNICATIONS

None

COMMITTEE REPORTS

Council Member Sierra announced that she attended the Santa Barbara County Association of Governments (SBCAG) board meeting and provided an oral report regarding the meeting.

Council Member Andrisek announced that he attended the Central Coast Water Authority Board Meeting and provided an oral report regarding the meeting.

BUSINESS ITEMS**6. Discussion and Consideration of an Amendment to the Chamber of Commerce Service Contract Regarding Allocation of Transient Occupancy Tax****RECOMMENDATION:**

That the City Council consider adopting the amendment set forth in Attachment 2 to reflect a 20.83% allocation of the total Transient Occupancy Tax (TOT) collected by the City.

STAFF REPORT:

Interim City Manager Bierdzinski presented the staff report.

DOCUMENTS:

Staff Report with attachments (TOT Calculations from the Chamber of Commerce, Amended Contract with 20.83%, and Amended Contract with 11.5%) Also added to the record are the following documents: Service Contract between the City of Buellton and the Buellton Business Association/Chamber of Commerce for Operation of a Visitor's Bureau and Service Contract Amendments 1 through 5.

SPEAKERS/DISCUSSION:

Kathy Vreeland, Executive Director of the Buellton Chamber and Visitor's Bureau, requested the Council adopt the amended contract which reflects a 20.83% allocation of the total TOT collected by the City. Ms. Vreeland provided a handout for the record.

Ron Anderson, President of the Buellton Chamber of Commerce, asked when the City will disburse the TOT allocation.

The City Council discussed the following issues:

- Approving the contract amendment and identifying new provisions for the contract
- Working with the Economic Development Task Force to draft new provisions to the service contract and bringing that revised contract back for Council approval in July

MOTION:

Motion by Council Member Sierra, seconded by Council Member Andrisek adopting the amended contract with the corrections submitted by the Buellton Chamber of Commerce, which reflects a 20.83% allocation of the total TOT collected by the City, with direction to staff to return in July 2013, with a revised contract that creates goals, which will be developed by the Economic Development Task Force and the Buellton Chamber of Commerce and Visitor's Bureau.

VOTE:

Motion passed by a roll call vote of 5-0.

7. Status and Direction Regarding the McMurray Road Widening and Traffic Signal Improvement Project

RECOMMENDATION:

That the City Council provide direction regarding the continuation of site acquisition for the McMurray Road Widening and Traffic Signal Improvement Project so that staff can budget accordingly.

STAFF REPORT:

Public Works Director Hess presented the staff report.

DOCUMENTS:

Staff Report with attachment (Site Plan)

SPEAKERS/DISCUSSION:

Ron Anderson, Buellton, questioned the size of the property acquisition.

The City Council discussed the following issues:

- Not moving forward with this project at this time
- Establishing a cooperative agreement with the property owner

DIRECTON:

The City Council agreed by consensus to direct staff to continue to negotiate with the property owner at the corner of McMurray Road and Highway 246 regarding the site acquisition for the McMurray Road Widening and Traffic Signal Improvement Project.

8. Consideration of Contract Approval for Temporary Financial Consultant and Authorization for the Preparation of a Comprehensive Annual Financial Report (CAFR)

RECOMMENDATION:

That the City Council authorize the Interim City Manager to execute a contract for a temporary financial consultant to assist with the upcoming budget process and the preparation of a Comprehensive Annual Financial Report, with not-to-exceed parameters of \$12,000 for FY 2012-13 and \$37,500 for FY 2013-14.

STAFF REPORT:

Interim City Manager Bierdzinski presented the staff report.

MOTION:

Motion by Council Member Elovitz, seconded by Vice Mayor Connolly directing Interim City Manager Bierdzinski to execute a contract for a temporary financial consultant with not-to-exceed parameters of \$12,000 for FY 2012-13 and \$37,500 for FY 2013-14.

VOTE:

Motion passed by a roll call vote of 5-0.

9. First Review of Fiscal Year 2013-14 Preliminary City Budget**RECOMMENDATION:**

That the City Council review the Fiscal Year 2013-14 Preliminary City Budget and provide direction to staff as to any potential changes, including funding for the Criterium, PAWS Park, and the Botanic Garden.

STAFF REPORT:

Finance Director Munoz and Interim City Manager Bierdzinski presented the staff report.

DOCUMENTS:

Staff Report with attachments (Proposed Fiscal Year 2013-14 Preliminary City Budget and List of Capital Improvement Projects)

SPEAKERS/DISCUSSION – SANTA YNEZ VALLEY BOTANIC GARDEN:

Puck Erickson and Eva Powers, representing the Santa Ynez Valley Botanic Garden, spoke about what's happening with the Botanic Garden and requested funding in the amount of \$5,000 for a tool shed at the Botanic Garden.

MOTION:

Motion by Council Member Andrisek, seconded by Vice Mayor Connolly approving the allocation of \$5,000 to help build the tool shed at the Botanic Garden and that the allocation be made after the Botanic Garden Foundation has raised the additional money for the shed.

VOTE:

Motion passed by a roll call vote of 5-0.

SPEAKERS/DISCUSSION – PAWS PARK:

Darin Biamonte, Interim Director of PAWS Park, discussed his request for funding for PAWS Park.

Matt Snyder, Buellton, suggested a maintenance contract be drafted that outlines a certain amount of work to be performed each year until all the work is completed. Mr. Snyder also suggested using different ground cover surfaces besides grass.

MOTION:

Motion by Council Member Sierra, seconded by Council Member Elovitz approving the allocation of \$10,000 for PAWS Park and that the Parks & Recreation Commission provide analysis regarding whether to install grass at the Park and look into potential grants for the Park.

VOTE:

Motion passed by a roll call vote of 4-1, with Vice Mayor Connolly voting no.

SPEAKERS/DISCUSSION – CRITERIUM:

Craig Adams, Buellton, discussed funding for the 2014 Criterium race.

DIRECTION:

The City Council agreed by consensus to bring this item back for further discussion at the June 13 Council meeting, with regard to funding for the 2014 Criterium race.

SPEAKERS/DISCUSSION – SHERIFF’S OFFICE:

Lt. Brad McVay, discussed keeping the Sheriff’s office open five days a week.

DIRECTION:

The City Council agreed by consensus to continue to keep the Sheriff’s office open two days per week (Tuesday and Thursday).

The City Council discussed the following issues regarding the preliminary City budget:

- Providing Council Members with copies of monthly attorney bills regarding the Redevelopment Agency lawsuit
- Providing a half-year or quarterly budget review

DIRECTION:

The Council discussed the Fiscal Year 2013-14 preliminary City budget and directed staff to bring this item back for a second review at the regular City Council meeting scheduled for June 13 and that Council would look at each department.

CITY MANAGER’S REPORT

Interim City Manager Bierdzinski provided an informational report for the record.

ADJOURNMENT

Mayor Dale adjourned the regular meeting at 8:00 p.m. The next regular meeting of the City Council will be held on Thursday, June 13, 2013 at 6:00 p.m.

Judith Dale
Mayor

ATTEST:

Linda Reid
City Clerk

BACK-UP/SUPPORT DATA IS AVAILABLE FOR COUNCIL REVIEW IN CITY HALL

The following is a list of claims to be ratified and approved for payment by the City Council at the
June 13, 2013 Council Meeting.

Listed below is a brief summary of the attached claims:

EXHIBIT A		<u>\$ 1,147,733.28</u>
EXHIBIT B		<u>\$ 855.63</u>
Council Pay	5/24/13	\$ 2,311.70
Staff Payroll	5/31/13	<u>\$ 36,474.35</u>

TOTAL AMOUNT OF CLAIMS: \$ 1,187,374.96

	<u>FY 2011-12</u>	<u>FY 2012-13</u>
The total amount of claims and demands paid by the City for the Fiscal Year through May 31, 2013	\$ 8,866,327.93	\$ 10,456,400.03

AUTHORIZATION IS HEREBY GIVEN TO THE CITY TREASURER TO PAY ALL CLAIMS AS REVENUES BECOME AVAILABLE.

Check-Run	Seq#	Date	Vendor Name	Checking #	Obls	Discount	Net amount	Status	
27957-	563	1	5/22/2013	28	ARAMARK UNIFORM SERVICES	1	.00	370.48	Logged
27958-	563	2	5/22/2013	43	BARBARA KNECHT	1	.00	78.03	Logged
27959-	563	3	5/22/2013	60	BUELLTON CHAMBER OF COMMERCE	1	.00	500.00	Logged
27960-	563	4	5/22/2013	62	BUELLTON MEDICAL CENTER	2	.00	250.00	Logged
27961-	563	5	5/22/2013	65	BURKE, WILLIAMS & SORENSEN, LL	6	.00	34,227.00	Logged
27962-	563	6	5/22/2013	77	CAL-COAST MACHINERY, INC	1	.00	3,709.42	Logged
27963-	563	7	5/22/2013	88	CCI CENTRAL, INC.	1	.00	95.26	Logged
27964-	563	8	5/22/2013	90	CaIPERS LONG-TERM CARE PROGRAM	1	.00	84.25	Logged
27965-	563	9	5/22/2013	91	CENTRAL COAST WATER AUTHORITY	1	.00	908,613.99	Logged
27966-	563	10	5/22/2013	107	CITY OF LOMPOC	1	.00	1,666.66	Logged
27967-	563	11	5/22/2013	119	CRAIG ADAMS	1	.00	100.00	Logged
27968-	563	12	5/22/2013	121	COC/BBA/VISITORS INFORMATION	1	.00	7,933.07	Logged
27969-	563	13	5/22/2013	132	SB CO ANIMAL SVCS, HEALTH & RE	1	.00	7,867.25	Logged
27970-	563	14	5/22/2013	161	STATE OF CALIFORNIA - DOJ	1	.00	32.00	Logged
27971-	563	15	5/22/2013	193	FIRST NATIONAL BANK OF OMAHA	8	.00	5,042.13	Logged
27972-	563	16	5/22/2013	199	FOSTER D. REIF	1	.00	50.00	Logged
27973-	563	17	5/22/2013	242	JASON L. FUSSEL	1	.00	100.00	Logged
27974-	563	18	5/22/2013	268	KEVIN WOLFFALE	1	.00	100.00	Logged
27975-	563	19	5/22/2013	280	LEE CENTRAL COAST NEWSPAPERS	1	.00	716.00	Logged
27976-	563	20	5/22/2013	285	SANTA MARIA TIMES dba	1	.00	131.26	Logged
27977-	563	21	5/22/2013	303	ART MERCADO	1	.00	100.00	Logged
27978-	563	22	5/22/2013	310	MARBORG INDUSTRIES	1	.00	216.60	Logged
27979-	563	23	5/22/2013	326	MNS ENGINEERS, INC.	14	.00	58,422.50	Logged
27980-	563	24	5/22/2013	350	OLIVERA'S REPAIR, INC	1	.00	214.26	Logged
27981-	563	25	5/22/2013	352	P G & E	1	.00	19,939.38	Logged
27982-	563	26	5/22/2013	357	MARK F. POLLORENA III dba	1	.00	276.25	Logged
27983-	563	27	5/22/2013	365	PEOPLE HELPING PEOPLE	1	.00	2,343.57	Logged
27984-	563	28	5/22/2013	395	JOSE RAFAEL RUIZ dba	2	.00	3,755.00	Logged
27985-	563	29	5/22/2013	396	RAY OCHOA	1	.00	140.00	Logged
27986-	563	30	5/22/2013	448	SB CO FIRE DEPARTMENT	1	.00	48,203.00	Logged
27987-	563	31	5/22/2013	469	STAPLES CONTRACT & COMMERCIAL,	3	.00	299.78	Logged
27988-	563	32	5/22/2013	486	STEVE HARPER dba	1	.00	130.00	Logged
27989-	563	33	5/22/2013	489	STEVE'S WHEEL & TIRE	1	.00	133.98	Logged
27990-	563	34	5/22/2013	507	THE GAS COMPANY	1	.00	30.71	Logged
27991-	563	35	5/22/2013	543	USA BLUEBOOK	1	.00	189.30	Logged
27992-	563	36	5/22/2013	556	VERIZON WIRELESS	1	.00	345.19	Logged
27993-	563	37	5/22/2013	563	VORTEX INDUSTRIES, INC.	1	.00	612.00	Logged
27994-	563	38	5/22/2013	570	WAYNE KREPS, JR. dba	1	.00	69.10	Logged
27995-	563	39	5/22/2013	582	VINTAGE WALK, LLC OWNERS ASSOC	1	.00	104.00	Logged
27996-	563	40	5/22/2013	598	ENGEL & GRAY, INC.	1	.00	4,122.84	Logged
27997-	563	41	5/22/2013	649	FLUID RESOURCE MANAGEMENT, INC	1	.00	685.69	Logged
27998-	563	42	5/22/2013	655	COAST NETWORKX, INC.	1	.00	237.50	Logged
27999-	563	43	5/22/2013	669	HYDREX PEST CONTROL	1	.00	105.00	Logged
28000-	563	44	5/22/2013	677	WALLACE GROUP	1	.00	5,339.75	Logged
28001-	563	45	5/22/2013	706	SATCOM GLOBAL, INC.	1	.00	42.85	Logged
28002-	563	46	5/22/2013	713	COASTAL COPY, LP	1	.00	484.92	Logged
28003-	563	47	5/22/2013	718	AUTOSYS, INC.	2	.00	905.00	Logged
28004-	563	48	5/22/2013	739	HANLY GENERAL ENGINEERING CORP	1	.00	17,737.50	Logged
28005-	563	49	5/22/2013	744	GE CAPITAL INFO TECH SOLUTIONS	1	.00	896.90	Logged
28006-	563	50	5/22/2013	781	VALLEY CREST LANDSCAPE MAINT,	1	.00	7,395.00	Logged
28007-	563	51	5/22/2013	782	WAGE WORKS	1	.00	98.00	Logged
28008-	563	52	5/22/2013	787	LISA FIGUEROA	1	.00	100.00	Logged
28009-	563	53	5/22/2013	796	ROSE HESS	1	.00	52.03	Logged

Run date: 05/31/2013 @ 18:22
Bus date: 05/31/2013

City of Buellton
Check Summary Report

EXHIBIT A
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Check-Run	Seq#	Date	Vendor Name	Checking	# Obls	Discount	Net amount	Status	
28010-	563	54	5/22/2013	797	ESLY O. GUZMAN HERRERA dba	1	.00	179.28	Logged
28011-	563	55	5/22/2013	11105	ADRIENNE WALTER	1	.00	18.00	Logged
28012-	563	56	5/22/2013	11142	CHRISTOPHE MILLNER	1	.00	253.40	Logged
28013-	563	57	5/22/2013	11144	COURTNEY R. BOWMAN	1	.00	262.50	Logged
28014-	563	58	5/22/2013	11170	DONELLE MARTIN	1	.00	400.00	Logged
28015-	563	59	5/22/2013	11244	HERMILA SANCHEZ	1	.00	448.00	Logged
28016-	563	60	5/22/2013	11292	JOSHUA A. GRANT	1	.00	91.00	Logged
28017-	563	61	5/22/2013	11300	KAREN PALMER	1	.00	59.50	Logged
28018-	563	62	5/22/2013	11304	KEITH MARSHALL	1	.00	81.20	Logged
28019-	563	63	5/22/2013	11321	LAURA COGAN	1	.00	120.00	Logged
28020-	563	64	5/22/2013	11343	MARIANNE MADSEN	1	.00	216.00	Logged
28021-	563	65	5/22/2013	11476	STEPHEN F. DUNLAP	1	.00	210.00	Logged
						.00			
** Total check discount **						.00			
** Total check amount **						1,147,733.28			
						.00			

Payments via Electronic Fund Transfer (EFT):

FSA - Staff	5/15/13	755.63
FSA - Council	5/24/13	100.00
Total		<hr/> \$ 855.63

FISCAL YEAR 2012-13 REVENUE AND EXPENDITURE RECAP

As of April 30, 2013
83.3%
of the year elapsed

<u>GENERAL FUND</u>	<u>Budgeted</u>	<u>Year to Date</u>	<u>% of Budget YTD</u>	<u>Cash Balance at 4/30/13</u>
Total Revenues (1)	\$4,296,365.00	\$4,127,497.92	96%	\$2,743,284.38
Total Expenditures (1)	\$5,017,791.00	\$4,111,729.40	82%	
<u>SPECIAL REVENUE FUND</u>	<u>Budgeted</u>	<u>Year to Date</u>	<u>% of Budget YTD</u>	<u>Cash Balance at 4/30/13</u>
Total Revenues	\$501,419.00	\$556,711.07	111%	\$2,032,013.47
Total Expenditures	\$1,164,304.00	\$520,983.30	45%	
<u>WATER/SEWER</u>	<u>Budgeted</u>	<u>Year to Date</u>	<u>% of Budget YTD</u>	<u>Cash Balance at 4/30/13</u>
Total Revenues	\$2,051,250.00	\$1,710,574.85	83%	\$5,153,398.45
Total Expenditures	\$2,698,458.00	\$1,786,305.77	66%	
<u>SUCCESSOR AGENCY</u>	<u>Budgeted</u>	<u>Year to Date</u>	<u>% of Budget YTD</u>	<u>Cash Balance at 4/30/13</u>
Total Revenues	\$0.00	\$64,912.96	N/A	\$5,772.84
Total Expenditures	\$0.00	\$1,818,423.65	N/A	

The Revenue Status Report and Expenditure Status Report are available for your review.

The Cash Balances as of May 31, 2013 are as follows:

	Balance as of:	<u>FY 2011-12</u>	<u>FY 2012-13</u>
Checking			
Rabobank	5/31/13	<u>169,286.71</u>	<u>395,858.66</u>
Total Checking		<u>169,286.71</u>	<u>395,858.66</u>
Savings/Investments			
LAIIF-savings	4/30/13	13,291,976.14	13,032,759.25
Rabobank-money mkt	4/30/13	202,811.09	203,572.10
Morgan Stanley-bonds	4/30/13	375,000.00	126,832.46
Great Pacific-treasuries	4/30/13	0.00	0.00
First Empire-bonds	4/30/13	<u>3,235,000.00</u>	<u>2,258,537.61</u>
Total Savings/Investments		<u>17,104,787.23</u>	<u>15,621,701.42</u>
% of cash invested		22.07%	16.16%
Total Cash		<u><u>17,274,073.94</u></u>	<u><u>16,017,560.08</u></u>

- 1.) General Fund revenues and expenditures include Storm Water, Parks and Rec and Landscape Maintenance
- 2.)*Restricted cash of \$6,168,625.54 not included in general fund cash balance at 4/30/13

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: MPB
Council Agenda Item No.: 3

To: The Honorable Mayor and City Council

From: Annette Muñoz, Finance Director

Meeting Date: June 13, 2013

Subject: Resolution No. 13-09 – “A Resolution of the City Council of the City of Buellton, California, Acknowledging the Receipt of and Ordering the Filing of the Annual Statement of Investment Policy for Fiscal Year 2013-14 with the City Council”

BACKGROUND

California Government Code Section 53646(a)(2) previously required the annual filing of a Statement of Investment Policy with the State Controller’s Office. The law has now been revised to state that the policy “may” be filed annually.

Staff is of the opinion that it would be appropriate to continue the practice of filing a Statement of Investment Policy with the City Council even though not required to be filed with the State Controller’s Office. Accordingly, Resolution No. 13-09 and its Exhibit “A”, setting forth the City’s Investment Policy, are provided for your review and recommended approval.

The objective of this Policy is designed to accurately monitor and forecast expenditures and revenues, thus enabling the City to invest funds to the fullest extent possible. The City strives to maintain the level of investment of all funds as near 100% as possible, through daily and projected cash flow determinations.

The basic premise underlying the City’s investment philosophy is, and will continue to be, to insure that money is always safe and available when needed.

FISCAL IMPACT

The listing of the agenda item will not have any fiscal impact on the City.

RECOMMENDATION

That the City Council consider the adoption of Resolution No. 13-09 - “A Resolution of the City Council of the City of Buellton, California, Acknowledging the Receipt of and Ordering the Filing of the Annual Statement of Investment Policy for Fiscal Year 2013-14 with the City Council”

ATTACHMENT

Resolution No. 13-09

RESOLUTION NO. 13-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, ACKNOWLEDGING THE RECEIPT OF AND ORDERING THE FILING OF THE ANNUAL STATEMENT OF INVESTMENT POLICY FOR FISCAL YEAR 2013-14 WITH THE CITY COUNCIL

I. THE CITY COUNCIL OF THE CITY OF BUELLTON DOES HEREBY FIND AND DETERMINE AS FOLLOWS:

- A. **WHEREAS**, Section 53646(a)(2) of the California Government Code states that an annual Statement of Investment Policy may be filed by local agencies; and,
- B. **WHEREAS**, the Finance Director of the City of Buellton declares the annual Statement of Investment Policy to be as set forth in Exhibit "A" attached hereto.

II. NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUELLTON DOES HEREBY RESOLVE AS FOLLOWS:

- A. The annual Statement of Investment Policy for the City of Buellton has been prepared and filed by the City Finance Director and presented to the City Council for the Fiscal Year 2013-14 in compliance with Section 53646(a)(2) of the California Government Code.
- B. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED and ADOPTED this 13th day of June, 2013.

Judith Dale
Mayor

ATTEST:

Linda Reid
City Clerk

CITY OF BUELLTON

STATEMENT OF INVESTMENT POLICY

PURPOSE

This Statement is intended to provide guidelines for the prudent investment of the City's temporary idle cash, and outlines the policies for maximizing the efficiency of the City's cash management system. The ultimate goal is to enhance the economic status of the City while protecting its pooled cash.

OBJECTIVE

The City's cash management system is designed to accurately monitor and forecast expenditures and revenues, thus enabling the City to invest funds to the fullest extent possible. The City attempts to obtain the highest yield obtainable as long as investments meet the criteria established for safety and liquidity. Yield shall become a consideration only after the basic requirements of safety and liquidity have been met.

POLICY

The City of Buellton operates its temporary pooled idle cash investments under the "Prudent Investor Standard" (Government Code Section 53600.3). The Prudent Investor Standard states, in essence, that in investing or managing property for the benefit of another, a trustee shall exercise the judgment and care, under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency. This affords the City a broad spectrum of investment opportunities as long as the investment is deemed prudent and permissible under applicable law including Government Code Section 53600 et seq.

Investments may be made in the following media:

- Securities of the United States Government, or its agencies

- Certificate of Deposit (or time deposits) placed with commercial banks and/or savings and loan companies

- Negotiable Certificates of Deposit

- Commercial Paper

- Money Market funds rated “AAAm” or AAAM-G” or better by Standard & Poor’s Corporation
- Local Agency Investment Fund (State Pool) Demand and Deposits
- Repurchase Agreements (Repos)

Criteria for selecting investments and the order of priority are:

1. **Safety:** The safety and risk associated with an investment refer to the potential loss of principal, interest or a combination of these amounts. The City only operates in those investments that are considered very safe.
2. **Liquidity:** This refers to the ability to “cash in” at any moment in time with a minimal chance of losing some portion of principal or interest. Liquidity is an important investment quality especially when the unexpected need for funds occurs.
3. **Yield:** Yield is the potential dollar earnings an investment can provide, and sometimes is described as the rate of return.

SAFEKEEPING

Securities purchased from brokers/dealers will be held in third party safekeeping by the trust department of Valley Oaks Bank or other designated third party trust, in the name of the City of Buellton.

INVESTMENT OBJECTIVE

The cash management system of the City of Buellton is designed to accurately monitor and forecast expenditures and revenues, thus insuring the investment of monies to the fullest extent possible. Attempts are made to obtain the highest interest yields possible as long as investments meet the criteria required for safety and liquidity.

MONTHLY REPORTS

The City Finance Director, as the investment officer, is to submit monthly reports to the local governing body to demonstrate that sufficient cash flow liquidity is available to meet the succeeding month’s estimated expenditures. In addition, a monthly report of investments with a maturity greater than one year from the date of purchase will be submitted to the local governing body.

CITY CONSTRAINTS

Buellton strives to maintain the level of investment of all idle funds, as near 100 percent as possible, through daily and projected cash flow determinations. Idle cash management and investment transactions are the responsibility of the City Finance Director. The basic premise underlying the City's investment philosophy is, and will continue to be, to insure that money is always safe and available when needed.

DEPOSITORIES

The Finance Director will establish selection criteria for pre-approval of institutions with which to do business. To qualify for selection, an institution must have an office in California. A written listing of approved institutions will be maintained by the Finance Director.

BROKER/DEALERS

To provide for the optimum yield in the investment of the City's funds, the City's investment procedures shall be designed to encourage competitive bidding on transactions from approved brokers/dealers. In order to be approved by the City, the dealer must be a primary dealer reporting to the New York Federal Reserve, unless a comprehensive credit and capitalization analysis reveals that the firm is adequately financed to conduct public business; the dealer must be experienced in institutional trading practices and familiar with the California Government Code as related to investments; and other criteria as may be established in the investment procedures.

The Finance Director will periodically conduct a credit analysis of each financial institution and securities broker/dealer to determine the financial condition of such agency and reduce the risk of default.

LIMIT ON TERM TO MATURITY

The City Finance Director or his/her representative is not to invest any City monies in investments allowed under this policy that have a term remaining to maturity in excess of five years from the date of investment, unless the City Council has granted express authority to make such investment. The City Finance Director must request authority from the legislative body three months prior to the date of investment.

SAFEKEEPING AND CUSTODY

To protect against potential fraud and embezzlement, the assets of the City shall be secured through third-party custody and safekeeping procedures. The Finance Director shall be bonded to protect the public against possible embezzlement and malfeasance. Safekeeping procedures shall be reviewed annually by the independent auditor and any irregularities noted should be reported promptly to the City Manager and the City Council.

PERFORMANCE EVALUATION AND OPERATIONS AUDIT

The monthly investment reports submitted to the City Council shall contain sufficient information to permit an independent organization to evaluate the performance of the investment program.

ETHICS

All persons authorized to place or approve investments shall report annually on Form 721 of the Fair Political Practices Commission all required economic interests for that year.

ANNUAL REVIEW

This Statement of Investment Policy is to be submitted to the City Council annually for review and approval. It is to continue to serve as the basis for the responsibilities and actions taken by the City Finance Director relative to the investment of the City's idle funds.

(End)

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: MPB
Council Agenda Item No.: 4

To: The Honorable Mayor and City Council

From: Annette Muñoz, Finance Director

Meeting Date: June 13, 2013

Subject: Resolution No. 13-10 – “A Resolution of the City Council of the City of Buellton, California, Establishing an Appropriation Limit for Fiscal Year 2013-14 Pursuant to Article XIII-B of the California Constitution”

BACKGROUND

In 1979, the voters of the State of California passed Proposition 4, the “Gann Initiative”, which added Article XIII-B to the State Constitution. This Article provides that the total annual appropriation of California cities shall be limited based upon budgeted appropriations for Fiscal Year 1978-79 adjusted annually for changes in population and cost of living or personal income.

For the Fiscal Year 2013-14 appropriation limit, the 2012-13 limit was factored with the allowable increase in the California per capita income and the fiscal year-to-date change in the City population, i.e., 5.12% was used as the inflation adjustment and .33% for the change in population. Using these values, the appropriation limit for Fiscal Year 2013-14 was determined to be \$9,313,415.

The proposed Fiscal Year 2013-14 revenue was allocated to “proceeds of taxes” and “non-proceeds of taxes” and then compared to the appropriation limit noted above as required by Proposition 4. Using the aforementioned appropriation limit, the City of Buellton is below its maximum limit for Fiscal Year 2013-14 by \$6,104,015.

Per Government Code 7910 documentation used in the determination of the appropriations limit is available to the public upon request.

FISCAL IMPACT

The listing of this agenda item in itself will not have any fiscal impact to the City.

RECOMMENDATION

That the City Council consider the adoption of Resolution No. 13-10 – “A Resolution of the City Council of the City of Buellton, California, Establishing an Appropriation Limit for Fiscal Year 2013-14 Pursuant to Article XIII-B of the California Constitution”

ATTACHMENTS

Resolution No. 13-10

Attachment 1 - Proposition 4 Limitations for Fiscal Year 2013-14

Attachment 2 - Revenue Recap for Proposition 4 Limitations Based on Fiscal Year 2013-14 Budget

Attachment 3 - Letter dated May 2013 from California Department of Finance

RESOLUTION NO. 13-10

**A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF BUELLTON, CALIFORNIA,
ESTABLISHING AN APPROPRIATION LIMIT
FOR FISCAL YEAR 2013-14 PURSUANT TO
ARTICLE XIII-B OF THE CALIFORNIA
CONSTITUTION**

**I. THE CITY COUNCIL OF THE CITY OF BUELLTON DOES HEREBY FIND
AND DETERMINE AS FOLLOWS:**

- A. Article XIII-B of the California Constitution provides that the total annual appropriations limit of this City shall not exceed the appropriations limit for the prior year, except as adjusted for changes in the cost of living or personal income and population, or as otherwise provided for in said Article XIII-B and implementing State statutes; and,
- B. Pursuant to said Article XIII-B of said California Constitution, the City is required to set its appropriation limit for each fiscal year, and has made available to the public the documentation used in the determination of said appropriation limit.

**II. NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUELLTON
DOES HEREBY RESOLVE AS FOLLOWS:**

- A. The appropriation limit is amended for Fiscal Year 2013-14 and is set in the amount of \$9,313,415.
- B. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED and ADOPTED this 13th day of June, 2013.

Judith Dale
Mayor

ATTEST:

Linda Reid
City Clerk

CITY OF BUELLTON PROPOSITION 4 LIMITATIONS FISCAL YEAR 2013-14

	Proceeds of Taxes	Non-Proceeds of Taxes	Total
<u>TAXES</u>			
Property Tax - Secured	950,000		
Property Tax - Unsecured	41,000		
Sales Tax	1,700,000		
Property Transfer Tax	14,000		
Education-ERAF	0		
Sub-total:	2,705,000		2,705,000
 <u>STATE OF CALIFORNIA REVENUES</u>			
Homeowners Exemption	7,000		
Motor Vehicle in Lieu	365,400		
Off Highway License Fee	0		
Surface Transportation Program	0		
State Transportation Act (STA)	25,000		
CalTrans STIP Funding	70,000		
Traffic Congestion Relief	0		
Gas Tax 2105		22,788	
Gas Tax 2106		19,906	
Gas Tax 2107		33,927	
Gas Tax 2107.5		1,000	
CA Proposition 1B Funding		5,000	
Rev & Tax 7360		69,043	
CA Indian Gaming Grant		0	
Sub-total:	467,400	151,664	619,064
 <u>OTHER REVENUES</u>			
Transient Occupancy Tax		1,500,000	
Franchises		203,000	
Law Enforcement Recovery Fees		350	
Rent		68,865	
Planning Fees		1,200	
Special Event Fees		1,000	
Miscellaneous Permits		0	
Engineering Fees		3,000	
Miscellaneous Income		6,250	
Miscellaneous Fines		42,500	
Housing Fees		0	
Traffic Mitigation Fees		0	
Measure D		0	
TDA Grant		3,718	
Recreation Program Revenue		130,000	
Park Reservation Fees		3,500	
Parks/Recreation Miscellaneous		0	
Measure A		326,250	
Interests - General Fund	42,000	33,000	
Interests - Storm Water Fund		0	
Interests - Housing Fund		5,000	
Interests - Traffic Mitigation		25	
Interests - Gas Tax		2,000	
Interests - Measure D		0	
Interests - TDA Grant		200	
Interests - Parks/Recreation		0	
Interests - Measure A		350	
Interests - Landscape Maintenance Fund		0	
Sub-total:	42,000	2,330,208	2,372,208
GRAND TOTAL:	3,214,400	2,481,872	5,696,272

**CITY OF BUELLTON
REVENUE RECAP FOR PROPOSITION 4 LIMITATIONS
BASED ON FISCAL YEAR 2013-14 BUDGET**

Appropriations Limit - LAFCO Amount per condition No. 18 - Case No. 90 R-1	3,147,324
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Adjustments (1992-1993)	157,366
Adjustments (1993-1994)	165,235
Adjustments (1994-1995)	156,494
Adjustments (1995-1996)	26,473
Adjustments (1996-1997)	288,213
Adjustments (1997-1998)	301,100
Adjustments (1998-1999)	256,229
Adjustments (1999-2000)	282,052
Adjustments (2000-2001)	321,249
Adjustments (2001-2002)	498,518
Adjustments (2002-2003)	25,084
Adjustments (2003-2004)	227,264
Adjustments (2004-2005)	558,870
Adjustments (2005-2006)	475,090
Adjustments (2006-2007)	287,170
Adjustments (2007-2008)	544,050
Adjustments (2008-2009)	412,386
Adjustments (2009-2010)	143,091
Adjustments (2010-2011)	(33,093)
Adjustments (2011-2012)	262,861
Adjustments (2012-2013)	327,367
Balance 6/30/12	8,830,393

Adjustments (2013-14)	
California per capita personal income growth factor	5.12%
Population Increase (Actual)	0.33%
1.0512 x 1.0033 = 1.0547	
\$8,830,393 (Bal 6/30/12) x 1.0547 = Current Yr. Limit (6/30/13)	9,313,415

Total Revenue:	
Proceeds of Taxes - Schedule I	3,214,400
Exclusions:	
Employee Retirement Fund - Prior Year Service Cost Expenditures (Estimate)	(5,000) 3,209,400
Under Limit 2013-14	6,104,015



May 2013

Dear Fiscal Officer:

Subject: Price and Population Information

Appropriations Limit

The California Revenue and Taxation Code, section 2227, mandates the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2013, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2013-14. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2013-14 appropriations limit. Attachment B provides city and unincorporated county population percentage change. Attachment C provides population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. Consult the Revenue and Taxation Code section 2228 for further information regarding the appropriations limit. Article XIII B, section 9(C), of the State Constitution exempts certain special districts from the appropriations limit calculation mandate. The Code and the California Constitution can be accessed at the following website:
<http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this issue should be referred to their respective county for clarification, or to their legal representation, or to the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2013.**

Please Note: Prior year's city population estimates may be revised.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

ANA J. MATOSANTOS
Director
By:

MICHAEL COHEN
Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2013-14 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2013-14	5.12

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2013-14 appropriation limit.

2013-14:

Per Capita Cost of Living Change = 5.12 percent
 Population Change = 0.79 percent

Per Capita Cost of Living converted to a ratio: $\frac{5.12 + 100}{100} = 1.0512$

Population converted to a ratio: $\frac{0.79 + 100}{100} = 1.0079$

Calculation of factor for FY 2013-14: $1.0512 \times 1.0079 = 1.0595$

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2012 to January 1, 2013 and Total Population, January 1, 2013

County City	<u>Percent Change</u> 2012-2013	--- <u>Population Minus Exclusions</u> --- 1-1-12	1-1-13	<u>Total</u> <u>Population</u> 1-1-2013
Santa Barbara				
Buellton	0.33	4,847	4,863	4,863
Carpinteria	0.37	13,051	13,099	13,099
Goleta	0.33	29,863	29,962	29,962
Guadalupe	0.27	7,081	7,100	7,100
Lompoc	0.68	39,064	39,328	42,730
Santa Barbara	0.89	88,866	89,661	89,681
Santa Maria	0.33	99,976	100,306	100,306
Solvang	0.42	5,270	5,292	5,292
Unincorporated	1.07	131,202	132,604	136,167
County Total	0.71	419,220	422,215	429,200

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: MPB
Council Agenda Item No.: 5

To: The Honorable Mayor and City Council

From: Rose Hess, Public Works Director

Meeting Date: June 13, 2013

Subject: Resolution No. 13-07 – “A Resolution of the City Council of the City of Buellton, California, Regarding the Commitments and Publishing the Report Required by Central Coast Water Authority Resolution Nos. 92-02 and 92-11”

BACKGROUND

On January 23, 1992, the Central Coast Water Authority (CCWA) Board of Directors approved CCWA Resolution No. 92-2, which formally approved construction of the Mission Hills and Santa Ynez Extensions and associated facilities. Resolution No. 92-2 included the following:

“CCWA adopts the following conditions of approval for the project. With the adoption of these conditions, CCWA finds that the environmental impacts of the project associated with the potential for growth inducement are insignificant:

1. The Santa Ynez Extension and Mission Hills Extension Mitigation Monitoring Program shall be implemented and enforced throughout the project construction and operation, unless modified after appropriate California Environmental Quality Act (CEQA) review and approval by CCWA.
2. The Santa Maria Valley Water Treatment Plant Mitigation Monitoring Program shall be implemented and enforced through the project construction and operation, unless modified after appropriate CEQA review and approval by CCWA.
3. CCWA shall require each Water Supply Agreement contractor to commit, prior to the contractor’s use of project water, that the water supplied to the contractor by the project will be used first to offset the contractor’s proportionate share of groundwater basin overdraft, if any, and to improve water quality for its customers, if appropriate, before being made available for other purposes. Such a commitment can be manifested in a number of different ways, including but not limited to adoption of an ordinance or resolution or adoption of a water management plan or program which brings groundwater supply and demand into balance.”

On February 27, 1992, the CCWA Board of Directors adopted Resolution No. 92-11, which complied with the terms of a Settlement Agreement between CCWA and two local organizations, which had threatened to institute litigation concerning the CCWA's compliance with CEQA in connection with the project. Resolution No. 92-11 added a new Condition #4 to the above-stated three conditions of approval:

4. "Each contractor shall commit to prepare and shall publish a report on its annual and long term water supply, beginning in the year that State Water Project (SWP) water first is delivered and annually thereafter for so long as the contractor continues to receive SWP water. This report shall include a calculation which quantifies, over the time period of the contractor's water management plan or the report, whichever is longer: (1) the obligation to offset groundwater overdraft and improve water quality, if any, set forth in the prior condition; and (2) reasonable estimates of total supplies available to the contractor, including but not limited to local supplies and the contractor's prediction regarding SWP urban delivery capacity, determined from State Department of Water Resources (DWR) operations studies. The report shall also include a calculation of the available water supply for the ensuing year and the amount of SWP water necessary to fulfill the contractor's obligations as set forth in Condition 3. The report shall contain sufficient information to monitor compliance with Condition No. 3 above. This report shall be presented for adoption to the contractor's Board of Directors at a public hearing. The report shall be distributed at local libraries and at each contractor's office and shall be available for public review at least 30 days prior to the Board hearing".

Condition No. 3 requires that a commitment be made with regard to use of SWP water. Condition No. 4 requires that annual reports be prepared concerning certain matters relating to water supply and demand, beginning with the year that SWP water first is delivered and thereafter for so long as SWP water is received.

In view of the above requirements, we have prepared the appropriate Resolution, which complies with the requirements of said Condition Nos. 3 and No. 4. The proposed Resolution adopts the annual report, attached hereto as Exhibit "A" regarding the City's long term water supply.

FISCAL IMPACT

The fiscal impact to the City will be the publication costs of the annual report and the staff time required to prepare said report.

RECOMMENDATION

That the City Council conduct a public hearing and consider the adoption of Resolution No. 13-07 - "A Resolution of the City Council of the City of Buellton, California, Regarding the Commitments and Publishing the Report Required by Central Coast Water Authority Resolution Nos. 92-02 and 92-11"

ATTACHMENT

Resolution No. 13-07

RESOLUTION NO. 13-07

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
BUELLTON, CALIFORNIA, REGARDING THE
COMMITMENTS AND PUBLISHING THE REPORT
REQUIRED BY CENTRAL COAST WATER AUTHORITY
RESOLUTION NOS. 92-02 AND 92-11**

I. THE CITY COUNCIL OF THE CITY OF BUELLTON DOES HEREBY FIND AND DETERMINE AS FOLLOWS:

- A. The City of Buellton (“City”) has a Water Supply Agreement with the Central Coast Water Authority (“Authority”); and
- B. One of the conditions of approval of the Santa Ynez and Mission Hills Extensions to the Coastal Branch Phase II of the State Water Project as found in Central Coast Water Authority Resolutions 92-2 and 92-11 requires the following commitments:
 - 1. Prior to the City’s use of State Water Project water, the City will commit that the use of that water will be used first to offset the contractor’s proportionate share of groundwater basin overdraft, if any, and to improve water quality for its customers, if appropriate, before being made available for other purposes.
 - 2. Beginning in the year that State Water Project water is first delivered and annually thereafter, the City will commit to prepare and publish an annual report on its long-term water supply. This report shall include a calculation which quantifies:
 - (a) the obligation to offset groundwater overdraft and improve water quality, if any, set forth in the prior condition; and
 - (b) reasonable estimates of total supplies available to the City, including but not limited to local supplies and the contractor’s prediction regarding State Water Project urban delivery capacity, determined from State Department of Water Resources (DWR) operations studies; and
 - (c) the available water supply for the ensuing year and the amount of State Water Project water necessary to fulfill the contractor’s obligations; and
 - (d) sufficient information to monitor compliance; and

- C. This resolution has been presented for adoption to the City Council of the City of Buellton at a public hearing and the Annual Long-Term Water Supply Report (“Report”) attached as Exhibit “A” to this Resolution has been distributed to local libraries and City Hall for public review for a period of time in excess of 30 days prior to the hearing.

II. NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUELLTON DOES HEREBY RESOLVE AS FOLLOWS:

- A. The City Council of the City of Buellton (“City”) hereby commits to using State Water Project water, which it receives to first offset the City’s proportionate share of groundwater basin overdraft, if any, and to improve water quality for its consumers, if appropriate, before making such water available for other purposes.
- B. The City Council of the City hereby adopts the Annual Long-Term Water Supply Report (“Report”) attached as Exhibit “A” to this Resolution.
- C. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED, and ADOPTED this 13th day of June 2013.

Judith Dale
Mayor

ATTEST:

Linda Reid
City Clerk

EXHIBIT “A”

**CITY OF BUELLTON
ANNUAL LONG-TERM WATER SUPPLY REPORT**

The City’s proportionate share of groundwater basin overdraft is zero based on its calculation of the City’s existing prescriptive right to appropriate and use Santa Ynez River Underflow water.

If a determination was made that the City has no existing prescriptive rights, the City’s proportionate share of the Santa Ynez River Underflow overdraft would be 695 acre feet per year based on:

- A. The proportionate amount of the City’s pumping estimated to be 321 acre feet in 2013, compared with
- B. The estimated total gross pumping of 374 acre feet, and
- C. The estimated annual overdraft in the basin is 0 (zero) acre feet.

The use of State Water Project water within the City in lieu of pumping by the City from the Santa Ynez River will result in current conditions that are essentially in supply/demand balance and the amount of reduced pumping as a result of using State Water Project water will equal or exceed the amount set forth in B or C above.

Based upon authority reports, there is no evidence at this time of any need to improve water quality for the benefit of City consumers. However, utilization of up to 578 acre feet of treated State Water Project water within the City in any given year will have a positive effect on both the City’s consumers given the higher quality of State Water Project water and the groundwater basin users as a result of return flow of significantly higher quality.

The water supplies reasonably available to the City during Fiscal Year 2013 and for the cumulative long term (five years) is estimated to be (in acre feet):

	<u>2013</u>	<u>Long Term</u>
1. Buellton Uplands Basin	1,000	5,000
2. Santa Ynez River Underflow <i>(based on water rights permit)</i>	1,385	6,925
3. State Water Project <i>(based on contract)</i>	<u>578</u>	<u>2,890</u>
Total Available Supplies	2,963	14,815

The amount of water estimated to be required to meet demands within the City during fiscal year 2013 and over the cumulative long term (five years) is estimated to be (in acre feet):

	<u>2013</u>	<u>Long Term</u>
1. Estimated water demand Santa Ynez River	611	3,055
2. Estimated water demand Groundwater Basin	<u>611</u>	<u>3,055</u>
Total Demand	1,222	6,110

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: MPB
Council Agenda Item No.: 6

To: The Honorable Mayor and City Council

From: Annette Muñoz, Finance Director
Marc Bierdzinski, Interim City Manager

Meeting Date: June 13, 2013

Subject: Second Review of Fiscal Year 2013-14 Preliminary City Budget

BACKGROUND

The Finance Department has prepared the Fiscal Year 2013-14 2nd Preliminary City Budget for your review and comments (Attachment 1). The 2nd Preliminary Budget will also be presented for further review and possible revision at the regular City Council meeting of June 27, 2013. Prior to the adoption of the Budget at the June 27, 2013, Council meeting, the Council may make any additions, changes, or deletions as desired.

A revised summary of expenditures and anticipated revenues are noted in the following table and includes direction from the City Council on May 25. Please note the following information with these 2nd preliminary numbers:

1. These estimates will change based on decisions the Council will make at this and the June 27 meeting.
2. The expenditure for the Visitors Bureau reflects 20.83% of the estimated \$1,500,000 of TOT revenue projected for FY 2013-14
3. Contract services for the finance department have been increased by \$37,500 to fund the temporary financial consultant position.
4. The general fund public works improvement account reflects the Council approved budget of \$68,500 for the way-finding signs.
5. Contract services for the planning department reflect the Council approved budget increase of \$60,000 for economic development services.
6. Property tax secured revenue has been decreased by \$150,000 to be in line with the Hinderliter De Llamas property tax consultant estimate for FY 2013-14.
7. Property tax unsecured revenue has been increased by \$1,000 to reflect historical activity.
8. Sales Tax & Use Tax revenue has been increased by \$200,000 to be in line with the Hinderliter De Llamas sales tax consultant estimate for FY 2013-14.

General Fund Summary

The general fund revenues and expenditures are projected as follows:

- Expenditures - \$5,572,870
- Revenues - \$5,117,065
- Net changes to reserves - (\$455,805)

The following is a summary of the net general fund changes from the 1st draft Budget based on revised Property, Sales & Use Tax projections and City Council direction from the May 23rd meeting:

Net change to general fund reserves 1 st preliminary budget	(\$157,317)
Visitors Bureau TOT expenditure increase	(\$188,488)
Financial consultant	(\$ 37,500)
Way-finding signs	(\$ 68,500)
Economic development services	(\$ 55,000)
Property tax secured revenue decrease	(\$150,000)
Property tax unsecured revenue increase	\$1,000
Sales & Use tax revenue increase	<u>\$200,000</u>
Net change to general fund reserves 2 nd preliminary budget	(\$455,805)

Approximately 16% of the current general fund cash reserves would be needed to cover services (reserve funds do not include the 6 million that the State may take from us and is the subject of the lawsuit we have filed). This has increased from 5.5% due to the added programs and services requested and authorized by the City Council. However, it should be noted that last year we also forecasted using reserve funds, but added revenue sources came in during the budget year and we are not anticipating using any general fund reserves for this Fiscal Year 2012-2013.

In order for a City to provide desired services and programs to its citizens, the use of reserve funds is sometimes necessary in times of a recession. That is the primary purpose of the reserve funds. A municipal budget is a best guess projection of the revenues and expenditures for the upcoming year and we have been conservative in our projections. As noted previously, by being conservative, we do not anticipate using any general fund reserves this budget year (FY 12-13). While additional revenue sources may not completely eliminate the use of reserves for Fiscal Year 2013-14, staff does not see this as an increasing or continuing trend and there are current sound fiscal reasons to expect that Buellton will see an increase in revenues.

The City has seen the economy improving by virtue of several major projects working their way through the Planning Commission along with new businesses moving into existing spaces. New projects equal additional property and sales tax revenues and staff anticipates an upward spiral in revenues in the upcoming years. However, to be conservative, we have not factored these revenues in the FY 13-14 budget.

Sewer Fund

The sewer fund revenues and expenditures are projected as follows:

- Expenditures - \$946,915
- Revenues - \$620,950
- Net changes to reserves - (\$325,965)

Approximately 12% of the current sewer fund cash reserves (these are separate funds and not part of general fund reserves) would be used to cover the sewer fund expenditures. Although we have raised the sewer rates with the ultimate goal of making the fund self-sufficient, we have not achieved that goal. It has been City Council policy to have these funds be self-sufficient over time through phased sewer rate increases so as not to unduly burden the citizens with large rate increases. The sewer fund is not considered a deficit to the City's budget. Again, general fund reserves will not be used to cover this fund.

Water Fund

The water fund revenues and expenditures are projected as follows:

- Expenditures - \$1,790,720
- Revenues - \$1,423,000
- Net changes to reserves - (\$367,720)

Approximately 14% of the current water fund cash reserves (these are separate funds and not part of general fund reserves) would be used to cover the water fund expenditures. Although we have raised the water rates with the ultimate goal of making the fund self-sufficient, we have not achieved that goal. It has been City Council policy, as with the sewer fund, to have these funds be self-sufficient over time through phased water rate increases so as not to unduly burden the citizens with large rate increases. The sewer fund is not considered a deficit to the City's budget. Again, general fund reserves will not be used to cover this fund.

Special Funds

The special fund revenues and expenditures are projected as follows:

- Expenditures - \$740,350
- Revenues - \$579,207
- Net changes to reserves - (\$161,143)

Approximately 8% of the current special fund cash reserves (these are separate funds and not part of general fund reserves) will be used to cover the special fund expenditures. Special funds include Measure A transportation projects, traffic mitigation funds, housing fees, gas tax projects, and transportation planning. Again, general fund reserves will not be used to cover this fund.

Items for City Council Consideration

The City Council should also review and make a determination on the funding request for the Criterium (\$5,000 cash stipend and/or the cost of Sheriff's officers).

FISCAL IMPACT

The fiscal impact will be determined as a result of any additions, changes, or deletions to the Budget made by the Council.

RECOMMENDATION

That the City Council review the Fiscal Year 2013-14 2nd Preliminary City Budget and provide direction to staff as to any desired changes, including funding for the Criterium.

ATTACHMENT

Attachment 1 – Proposed Fiscal Year 2013-14 2nd Preliminary City Budget

City of Buellton

**Fiscal Year 2013-14
Preliminary Budget**

REVENUE PROJECTIONS
Fiscal Year 2013-14

Account Number	Description	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
<u>GENERAL FUND</u>						
<u>TAXES</u>						
001-301-4001-000	Property Taxes - Secured	890,325	891,993	1,009,788	800,000	950,000
001-302-4002-000	Property Taxes - Unsecured	42,981	38,069	40,142	40,000	41,000
001-309-4007-000	Homeowners Exemption	7,523	7,701	7,451	6,500	7,000
001-310-4101-000	Franchise Fees	131,659	209,220	202,981	205,000	203,000
001-311-4102-000	Sales & Use Tax	1,109,051	1,149,460	1,241,759	1,100,000	1,300,000
001-311-4115-000	Sales Tax Compensation	304,998	403,292	370,030	400,000	400,000
001-312-4103-000	Transient Occupancy Tax	1,164,409	1,193,216	1,239,617	1,100,000	1,500,000
001-321-4106-000	Property Transfer Tax	16,143	15,703	13,681	11,000	14,000
	TOTAL:	3,667,089	3,908,655	4,125,447	3,662,500	4,415,000
<u>FEES & PERMITS</u>						
001-357-4802-000	Zoning Clearance	1,440	1,080	1,485	1,000	1,200
001-378-4205-000	Engineering Fees	6,640	3,628	1,587	3,000	3,000
	TOTAL:	8,080	4,708	3,072	4,000	4,200
<u>FINES & PENALTIES</u>						
001-340-4401-000	Criminal Fines and Penalties	34,980	45,077	45,753	26,000	40,000
001-342-4402-000	Fines & Fees	9,829	3,265	2,526	5,000	2,500
	TOTAL:	44,809	48,342	48,279	31,000	42,500
<u>USE OF MONEY & PROPERTY</u>						
001-345-4904-000	Interest Income	59,896	69,087	98,860	50,000	75,000
001-346-4905-000	Rent	59,850	62,568	56,965	66,365	68,865
	TOTAL:	119,746	131,655	155,825	116,365	143,865

REVENUE PROJECTIONS
Fiscal Year 2013-14

Account Number	Description	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
<u>GENERAL FUND</u>						
<u>REVENUES FROM OTHER AGENCIES</u>						
001-322-4107-000	Motor Vehicle In-Lieu	13,971	21,917	2,413	5,000	2,400
001-322-4116-000	MV License Fee Compensation	366,110	366,193	367,510	350,000	363,000
001-333-4506-000	CA Indian Gaming Grant	0	165,000	117,876	0	0
001-333-4510-000	CA Bikeways and Trails Grant	0	48,061	51,939	0	0
001-365-4907-000	CalTrans STIP Funding	0	0	0	0	0
001-376-4908-000	CA Proposition 1B Funding	0	0	0	0	5,000
	TOTAL:	380,081	601,171	539,738	355,000	370,400
<u>CHARGES FOR CURRENT SERVICES</u>						
001-348-4403-000	Special Event Fees	865	645	945	500	1,000
001-390-4917-000	Miscellaneous	59,103	18,032	12,703	3,500	6,600
	TOTAL:	59,968	18,677	13,648	4,000	7,600
<u>STORM WATER FUND</u>						
015-345-4904-000	Interest	0	0	0	0	0
	TOTAL:	0	0	0	0	0
<u>PARKS/RECREATION FUND</u>						
028-319-4301-000	Park Quimby Act Fees	66,190	20,684	0	0	0
028-320-5801-000	Buellton Recreation Program	75,897	100,313	91,434	85,000	85,000
028-320-5801-001	Recreation Program 50/50	808	17,528	28,509	15,000	25,000
028-320-5802-000	Buellton Recreation Program-Trips	27,817	21,373	32,586	20,000	20,000
028-320-5814-000	Park Reservation Fees	4,990	3,650	5,030	3,000	3,500
028-345-4904-000	Interest	0	0	0	0	0
028-390-4917-000	Miscellaneous	0	0	500	250	0
028-398-4923-000	Transfer from General Fund	0	0	0	0	0
	TOTAL:	175,701	163,548	158,059	123,250	133,500
<u>LANDSCAPE MAINTENANCE FUND</u>						
072-345-4904-000	Interest	1,358	540	135	250	0
	TOTAL:	1,358	540	135	250	0
GENERAL FUND REVENUE		4,456,833	4,877,296	5,044,204	4,296,365	5,117,065

REVENUE PROJECTIONS
Fiscal Year 2013-14

Account Number	Description	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
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SPECIAL REVENUE FUNDS

WASTEWATER ENTERPRISE FUND

005-345-4904-000	Interest	21,857	12,472	7,061	5,000	6,000
005-350-4602-000	Sewer Revenue	569,344	572,545	592,182	610,000	610,000
005-354-4605-000	Connection Fees	36,520	36,975	500	5,000	0
005-355-4606-000	Setup Fees	1,095	915	905	500	900
005-358-4607-000	Late Charges	4,312	4,413	4,376	4,000	4,000
005-390-4917-000	Miscellaneous	2,928	56	0	50	50
	TOTAL:	636,056	627,376	605,024	624,550	620,950

WATER ENTERPRISE FUND

020-345-4904-000	Interest	18,062	11,300	7,458	4,000	5,000
020-349-4601-000	Bulk Water	11,567	10,787	5,378	4,000	4,000
020-350-4602-000	Water Sales	1,456,364	1,376,863	1,363,427	1,400,000	1,400,000
020-351-4603-000	Water Service Installation	1,450	1,515	110	500	500
020-354-4605-000	Connection Fees	19,240	41,600	5,200	5,000	0
020-355-4606-000	Setup Fees	1,095	915	905	600	900
020-358-4607-000	Late Charges	11,885	11,277	10,866	10,000	10,000
020-359-4608-000	Reinstatement Fee	2,778	3,189	2,577	2,100	2,100
020-389-4810-000	Infrastructure Contributions	53,200	36,000	34,720	0	0
020-390-4917-000	Miscellaneous	3,700	860	812	500	500
	TOTAL:	1,579,341	1,494,307	1,431,453	1,426,700	1,423,000

HOUSING FUND

023-345-4904-000	Interest	7,711	7,165	6,792	500	5,000
023-388-4915-000	Housing Fees	42,818	160,854	0	0	0
	TOTAL:	50,529	168,019	6,792	500	5,000

REVENUE PROJECTIONS
Fiscal Year 2013-14

Account Number	Description	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
<u>SPECIAL REVENUE FUNDS</u>						
<u>TRAFFIC MITIGATION FUND</u>						
024-345-4904-000	Interest	0	25	49	0	25
024-384-4914-000	Traffic Mitigation Fees	12,807	17,856	5,200	0	0
	TOTAL:	12,807	17,881	5,249	0	25
<u>GAS TAX FUND</u>						
025-345-4904-000	Interest	9,613	6,344	18,853	2,000	2,000
025-376-4908-000	Surface Transportation Program	67,089	74,841	71,416	65,000	70,000
025-379-4909-000	Traffic Congestion Relief	43,097	0	0	0	0
025-380-4108-000	2105 Funds	23,593	24,859	22,195	23,360	22,788
025-380-4109-000	2106 Funds	17,260	17,944	17,450	20,424	19,906
025-380-4110-000	2107 Funds	31,409	33,182	31,857	33,525	33,927
025-380-4111-000	2107.5 Funds	0	1,000	1,000	1,000	1,000
025-380-4113-000	R & T 7360	0	38,645	65,595	52,460	69,043
025-383-4913-000	CalTrans Street Sweeping	0	0	0	0	0
	TOTAL:	192,061	196,815	228,367	197,769	218,664
<u>MEASURE D</u>						
026-345-4904-000	Interest	1,000	555	0	0	0
026-382-4113-000	Measure D	397,839	27	0	0	0
	TOTAL:	398,839	582	0	0	0
<u>LOCAL TRANSPORTATION FUND</u>						
027-345-4904-000	Interest	1,689	920	415	200	200
027-381-4910-000	SB 325 (LTF/TDA) - Bikeways	2,749	2,669	3,234	2,500	3,718
027-381-4911-000	SB 325 (LTF/TDA) - Roads	199	0	0	0	0
027-381-4913-000	SYVT Dial-A-Ride Subsidy	0	0	1,100	0	0
027-398-4923-000	Transfer from General Fund	0	0	0	0	0
	TOTAL:	4,637	3,589	4,749	2,700	3,918

REVENUE PROJECTIONS
Fiscal Year 2013-14

Account Number	Description	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
<u>SPECIAL REVENUE FUNDS</u>						
<u>TRANSPORTATION PLANNING</u>						
029-345-4904-000	Interest	0	6	0	0	0
029-381-4912-000	STA Funding	0	25,160	0	0	25,000
029-398-4923-000	Transfer from General Fund	0	0	0	0	0
	TOTAL:	0	25,165	0	0	25,000
 <u>MEASURE A</u>						
031-345-4904-000	Interest	0	333	740	450	350
031-382-4113-000	Measure A	0	280,710	328,814	300,000	326,250
	TOTAL:	0	281,043	329,554	300,450	326,600
 TOTAL SPECIAL REVENUES		2,874,270	2,814,778	2,611,189	2,552,669	2,623,157
TOTAL GENERAL FUND		4,456,833	4,877,296	5,044,204	4,296,365	5,117,065
TOTAL REVENUES		7,331,102	7,692,075	7,655,392	6,849,034	7,740,222

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ 83,733	\$ 85,271	\$ 98,047	\$ 103,843	\$ 119,103
Operating & Maintenance	\$ 11,915	\$ 19,429	\$ 17,534	\$ 18,500	\$ 17,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 95,648	\$ 104,700	\$ 115,581	\$ 122,343	\$ 136,103

DEPARTMENT DESCRIPTION

This Department represents the costs related to supporting the legislative body of the City. The City Council consists of five members and is the City's policy-making legislative body approving and adopting all ordinances, resolutions, contracts and other matters requiring overall policy decisions and leadership.

DEPARTMENT EXPENDITURES

CITY COUNCIL
001-401

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed	Change From 2012-13 Budget	% Change From 2012-13 Budget
<u>EMPLOYEE SERVICES</u>							
5001 Staff Salaries	29,099	35,648	40,729	41,088	43,778	2,690	6.5%
5003 Council Salaries	26,400	20,768	21,120	21,120	26,400	5,280	25.0%
5004 Council Car Expense Allowance	4,500	3,540	3,600	3,600	4,500	900	25.0%
5100 Benefits	23,734	25,315	32,599	38,035	44,425	6,390	16.8%
EMPLOYEE SERVICES SUBTOTAL:	83,733	85,271	98,047	103,843	119,103	15,260	14.7%
<u>OPERATING & MAINTENANCE</u>							
5301 Office Supplies	415	347	568	500	500	0	0.0%
5402 Travel & Training	7,759	11,522	15,309	15,000	12,000	(3,000)	-20.0%
5603 Computer Maintenance & Software	745	1,845	592	2,000	2,000	0	0.0%
5809 Election Expense	0	0	0	0	1,500	1,500	N/A
6301 Miscellaneous	2,996	5,714	1,065	1,000	1,000	0	0.0%
OPERATING & MAINTENANCE SUBTOTAL:	11,915	19,429	17,534	18,500	17,000	(1,500)	-8.1%
<u>CAPITAL</u>							
6504 Office Furniture	0	0	0	0	0	0	N/A
6505 Computer Equipment	0	0	0	0	0	0	N/A
CAPITAL SUBTOTAL:	0	0	0	0	0	0	N/A
CITY COUNCIL TOTAL:	95,648	104,700	115,581	122,343	136,103	13,760	11.2%

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

<u>Employee Services</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
Council Members (5)	5.00	5.00	5.00
City Clerk	<u>0.40</u>	<u>0.40</u>	<u>0.40</u>
Total	5.40	5.40	5.40

5001 Staff Salaries \$43,778
40% of City Clerk salary

5003 Council Salaries \$26,400

5004 Council Car Expense Allowance \$4,500

5100 Benefits \$44,425

Operating & Maintenance

5301 Office Supplies \$500

5402 Travel & Training \$12,000
Attendance at League of California Cities (LOCC) conferences, Channel Counties Division (LOCC) meetings, Council of Government meetings and miscellaneous seminars for the Mayor and Council Members.

5603 Computer Maintenance & Software \$2,000

6301 Miscellaneous \$1,000

Capital

6504 Office Furniture \$0

6505 Computer Equip \$0

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ 108,696	\$ 156,258	\$ 162,406	\$ 161,113	\$ 203,525
Operating & Maintenance	\$ 27,702	\$ 4,566	\$ 5,122	\$ 5,300	\$ 5,050
Capital	\$ 6,207	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 142,605	\$ 160,824	\$ 167,527	\$ 166,413	\$ 208,575

DEPARTMENT DESCRIPTION

This Department's primary purpose is to oversee the daily and routine operations of the City; to implement the goals, work programs and policies of the City Council by providing long-term planning coordination and administrative direction to City departments; and to inform and advise the City Council on issues, requirements and problems, both existing and anticipated.

DEPARTMENT EXPENDITURES

CITY MANAGER
001-402

		2009-10	2010-11	2011-12	2012-13	2013-14	Change From	% Change
		Actual	Actual	Actual	Budget	Proposed	2012-13	From 2012-13
							Budget	Budget
<u>EMPLOYEE SERVICES</u>								
5001	Salaries	83,528	117,385	122,892	118,883	143,400	24,517	20.6%
5100	Benefits	25,168	38,873	39,514	42,230	60,125	17,895	42.4%
	<u>EMPLOYEE SERVICES SUBTOTAL:</u>	108,696	156,258	162,406	161,113	203,525	42,412	26.3%
<u>OPERATING & MAINTENANCE</u>								
5301	Office Supplies	305	441	80	300	250	(50)	-16.7%
5401	Membership & Publications	0	660	810	1,000	800	(200)	-20.0%
5402	Travel & Training	3,301	2,443	4,232	3,000	3,000	0	0.0%
5603	Computer Maintenance & Software	992	570	0	500	500	0	0.0%
6005	Recruitment Expense	21,688	0	0	0	0	0	N/A
6301	Miscellaneous	1,416	452	0	500	500	0	0.0%
	<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	27,702	4,566	5,122	5,300	5,050	(250)	-4.7%
<u>CAPITAL</u>								
6504	Office Furniture	6,207	0	0	0	0	0	N/A
6505	Computer Equipment	0	0	0	0	0	0	N/A
	<u>CAPITAL SUBTOTAL:</u>	6,207	0	0	0	0	0	N/A
CITY MANAGER TOTAL:		142,605	160,824	167,527	166,413	208,575	42,162	25.3%

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

<u>Employee Services</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
City Manager	<u>0.80</u>	<u>0.80</u>	<u>1.00</u>
Total	0.80	0.80	1.00

5001 Salaries \$143,400

5100 Benefits \$60,125

Operating & Maintenance

5301 Office Supplies \$250

5401 Membership & Publications \$800

5402 Travel & Training \$3,000

5603 Computer Maintenance & Software \$500

6301 Miscellaneous \$500

Capital

6504 Office Furniture \$0

6505 Computer Equipment \$0

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ 52,085	\$ 63,125	\$ 70,812	\$ 74,345	\$ 95,313
Operating & Maintenance	\$ 15,456	\$ 23,829	\$ 12,477	\$ 18,300	\$ 14,300
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 67,541	\$ 86,953	\$ 83,289	\$ 92,645	\$ 109,613

DEPARTMENT DESCRIPTION

This Department's primary purpose is to preserve and maintain the official documents of the City and to ensure that they are readily accessible to the public. The department is also responsible for the City's files, agendas, minutes, resolutions and ordinances, including non-land use permits and licenses, and maintains laws, codes and statutes.

DEPARTMENT EXPENDITURES

CITY CLERK
001-403

		2009-10	2010-11	2011-12	2012-13	2013-14	Change From	% Change
		Actual	Actual	Actual	Budget	Proposed	2012-13	From 2012-13
							Budget	Budget
<u>EMPLOYEE SERVICES</u>								
5001	Salaries	36,373	44,560	49,947	51,360	65,668	14,308	27.9%
5100	Benefits	15,712	18,564	20,865	22,985	29,645	6,660	29.0%
<u>EMPLOYEE SERVICES SUBTOTAL:</u>		52,085	63,125	70,812	74,345	95,313	20,968	28.2%

<u>OPERATING & MAINTENANCE</u>								
5301	Office Supplies	1,006	664	732	1,000	1,000	0	0.0%
5304	Code Updates	5,372	12,009	2,110	3,000	3,000	0	0.0%
5306	Advertising - Legal	4,641	3,152	3,153	3,500	3,500	0	0.0%
5401	Membership & Publications	575	401	525	800	800	0	0.0%
5402	Travel & Training	505	1,112	2,322	2,000	4,000	2,000	100.0%
5603	Computer Maintenance & Software	254	1,514	1,388	1,000	1,000	0	0.0%
5809	Election Expense	553	2,775	553	5,000	0	(5,000)	-100.0%
6301	Miscellaneous	2,551	2,202	1,693	2,000	1,000	(1,000)	-50.0%
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>		15,456	23,829	12,477	18,300	14,300	(4,000)	-32.1%

<u>CAPITAL</u>								
6504	Office Furniture	0	0	0	0	0	0	N/A
6505	Computer Equipment	0	0	0	0	0	0	N/A
6506	Office Equipment	0	0	0	0	0	0	N/A
<u>CAPITAL SUBTOTAL:</u>		0	0	0	0	0	0	N/A

CITY CLERK TOTAL:		67,541	86,953	83,289	92,645	109,613	16,968	18.3%
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EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

<u>Employee Services</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
City Clerk	<u>0.50</u>	<u>0.50</u>	<u>0.60</u>
Total	0.50	0.50	0.60

5001 Salaries \$65,668

5100 Benefits \$29,645

Operating & Maintenance

5301 Office Supplies \$1,000

5304 Code Updates \$3,000
 Buellton Municipal Code and Santa Barbara County Code updates.

5306 Advertising - Legal \$3,500

5401 Membership & Publications \$800
 Dues for the City Clerk for the International Institute of Municipal Clerks Association;
 Calif City Clerks Association dues; miscellaneous books and publications.

5402 Travel & Training \$4,000
 Attendance at conferences and seminars.

5603 Computer Maintenance & Software \$1,000

5809 Election Expense \$0

6301 Miscellaneous \$1,000

FISCAL YEAR 2013-14

Capital

6504 Office Furniture \$0

6505 Computer Equipment \$0

6506 Office Equipment \$0

Preliminary 6-13-13

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 143,004	\$ 132,112	\$ 174,043	\$ 125,050	\$ 125,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 143,004	\$ 132,112	\$ 174,043	\$ 125,050	\$ 125,000

DEPARTMENT DESCRIPTION

This Department's primary purpose is to advise the City Council and City Staff regarding legal matters and procedures, to act as the City prosecutor, to achieve compliance with City ordinances and to assure that legislative and administrative decisions are consistent with the law.

DEPARTMENT EXPENDITURES

CITY ATTORNEY
001-404

		2009-10	2010-11	2011-12	2012-13	2013-14	Change From	% Change
		Actual	Actual	Actual	Budget	Proposed	2012-13	From 2012-13
							Budget	Budget
<u>EMPLOYEE SERVICES</u>								
5001	Salaries	0	0	0	0	0	0	N/A
5100	Benefits	0	0	0	0	0	0	N/A
<u>EMPLOYEE SERVICES SUBTOTAL:</u>		0	0	0	0	0	0	N/A
 <u>OPERATING & MAINTENANCE</u>								
5301	Office Supplies	0	0	0	0	0	0	N/A
5401	Membership & Publications	23	23	0	50	0	(50)	-100.0%
5402	Travel & Training	0	0	0	0	0	0	N/A
5603	Computer Maintenance & Software	0	0	0	0	0	0	N/A
5701	Telephone	0	0	0	0	0	0	N/A
6204	Contract Services	142,971	132,089	174,043	125,000	125,000	0	0.0%
6301	Miscellaneous	9	0	0	0	0	0	N/A
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>		143,004	132,112	174,043	125,050	125,000	(50)	0.0%
 CITY ATTORNEY TOTAL:		143,004	132,112	174,043	125,050	125,000	(50)	0.0%

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

<u>Employee Services</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
City Attorney	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total	0.00	0.00	0.00

5001 Salaries \$0

5100 Benefits \$0

Operating & Maintenance

5301 Office Supplies \$0

5401 Membership & Publications \$0
 Santa Ynez Valley News

5402 Travel & Training \$0

5603 Computer Maintenance & Software \$0

5701 Telephone \$0

6204 Contract Services \$125,000
 City Attorney contract services.

6301 Miscellaneous \$0

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ 32,095	\$ 46,885	\$ 50,512	\$ 54,050	\$ 51,000
Operating & Maintenance	\$ 343,668	\$ 333,832	\$ 335,650	\$ 348,298	\$ 533,681
Capital	\$ 3,677	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 379,440	\$ 380,718	\$ 386,162	\$ 402,348	\$ 584,681

DEPARTMENT DESCRIPTION

The Non-Departmental budget provides for those services and functions neither included nor attributed to the operation of any single department and which benefit more than one departmental operation.

DEPARTMENT EXPENDITURES

NON-DEPARTMENTAL
001-410

		2009-10	2010-11	2011-12	2012-13	2013-14	Change From	% Change
		Actual	Actual	Actual	Budget	Proposed	2012-13	From 2012-13
							Budget	Budget
<u>EMPLOYEE SERVICES</u>								
5100	Benefits	32,095	46,885	50,512	54,050	51,000	(3,050)	-5.6%
EMPLOYEE SERVICES SUBTOTAL:		32,095	46,885	50,512	54,050	51,000	(3,050)	-5.6%

OPERATING & MAINTENANCE

5201	Insurance - Liability	44,666	51,119	43,070	40,000	35,000	(5,000)	-12.5%
5202	Insurance - Property	6,165	3,681	4,599	5,206	5,200	(6)	-0.1%
5203	Insurance - Bond	1,391	0	0	1,000	0	(1,000)	-100.0%
5301	Office Supplies	9,729	10,388	8,303	6,300	6,300	0	0.0%
5303	Postage	5,439	2,492	2,039	3,000	3,000	0	0.0%
5305	Equipment Rental	11,456	12,417	10,522	12,000	12,000	0	0.0%
5307	Office Equipment	0	0	1,076	0	0	0	N/A
5401	Membership & Publications	5,330	4,743	3,382	5,500	4,000	(1,500)	-27.3%
5402	Travel & Training	368	702	896	800	800	0	0.0%
5601	Data Processing Contract Maintenance	0	0	0	0	0	0	N/A
5602	Internet Access / Website Maintenance	9,996	1,330	5,965	7,000	8,000	1,000	14.3%
5603	Computer Maintenance & Software	4,374	12,013	5,532	10,000	9,000	(1,000)	-10.0%
5701	Telephone	3,780	4,078	3,696	3,800	3,800	0	0.0%
5702	Utilities - Gas	666	697	841	800	900	100	12.5%
5703	Utilities - Electric	8,218	9,042	8,280	9,000	9,000	0	0.0%
5704	Utilities - Water	1,530	1,212	1,088	1,800	1,800	0	0.0%
5705	Utilities - Sewer	858	858	858	900	900	0	0.0%
5804	Animal Control	29,097	29,097	29,970	31,500	32,306	806	2.6%
5805	Visitors Bureau	135,365	115,167	114,888	123,962	312,450	188,488	152.1%
5806	Newsletter	7,473	4,513	5,236	0	0	0	N/A
5807	Community Organization Support	33,666	42,862	65,264	55,000	70,000	15,000	27.3%
5807	Undesignated Miscellaneous Support	0	0	0	15,000	2,000	(13,000)	N/A
5808	Miscellaneous Recognition Items	7,334	8,333	5,790	3,500	3,500	0	0.0%
5812	SB Co Mental Health Assessment Team (MHAT)	2,169	2,169	2,337	2,430	2,525	95	3.9%
6005	Recruitment Expense	2,773	2,472	4,666	2,500	2,500	0	0.0%
6009	LAFCO Contribution	1,567	1,646	1,340	1,700	1,700	0	0.0%
6012	Transfer to Other Funds	0	0	0	0	0	0	N/A
6017	Emergency Operations	6,975	4,600	1,651	2,000	2,000	0	0.0%
6301	Miscellaneous	3,282	8,200	4,359	3,600	5,000	1,400	38.9%
OPERATING & MAINTENANCE SUBTOTAL:		343,668	333,832	335,650	348,298	533,681	185,383	55.2%

CAPITAL

6503	Vehicle Replacement	0	0	0	0	0	0	N/A
6505	Office Furniture	0	0	0	0	0	0	N/A
6505	Computer Equipment	3,677	0	0	0	0	0	N/A
6507	Improvements	0	0	0	0	0	0	N/A
CAPITAL SUBTOTAL:		3,677	0	0	0	0	0	N/A

Preliminary 8-15-15 **NON-DEPARTMENTAL TOTAL:**

379,440	380,718	386,162	402,348	584,681	182,333	45.3%
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DEPARTMENT EXPENDITURES

(1) This incorporates the grant to the SYV Senior Citizens' Foundation (\$47,500 - program support), People Helping People (\$11,000 - for program support and ADCAP, Foodbank of Santa Barbara County (\$7,500) and SYV Fruit and Vegetable Rescue (4,000).

EXPENDITURE DETAIL NARRATIVEFISCAL YEAR 2013-14Employee Services

5100 Benefits \$51,000
Medical Benefits for retired employees

Operating & Maintenance

5201 Insurance - Liability \$35,000
80% of the City's liability insurance; 10% is charged to the Wastewater and Water funds respectively.

5202 Insurance - Property \$5,200
20% of the City's fire insurance costs; 40% is charged to the Wastewater and Water funds respectively. Includes earthquake and flood insurance on City property.

5203 Insurance - Bond \$0

5301 Office Supplies \$6,300
Copier expense for all departments.

5303 Postage \$3,000

5305 Equipment Rental \$12,000
Lease cost of a copier and postage meter.

5401 Membership & Publications \$4,000
League of California Cities dues, miscellaneous dues and various publications.

5402 Travel & Training \$800

5601 Data Processing Contract Maintenance \$0

5602 Internet Access / Website Maintenance \$8,000
Includes \$1,000 annual maintenance for Buellton App and \$7,000 website update and maintenance.

**FUND: 001-GENERAL
FISCAL YEAR 2013-14**

DEPARTMENT: 410/NON-DEPARTMENTAL

- 5603 Computer Maintenance & Software \$9,000
Update Office product
- 5701 Telephone \$3,800
- 5702 Utilities - Gas \$900
- 5703 Utilities - Electric \$9,000
- 5704 Utilities - Water \$1,800
50% of water used at 140 W. Highway 246.
- 5705 Utilities - Sewer \$900
- 5804 Animal Control \$32,306
Contract for services with County Animal Control.
- 5805 Visitors Bureau \$312,450
Contract for advertising services based on 20.83% of \$1,500,000 budgeted Transient
Occupancy Tax revenue.
- 5806 Newsletter \$0
Cost of printing the Buellton Banner.
- 5807 Community Organization Support \$70,000
Senior Center, People Helping People, Foodbank, and SYV Fruit & Vegetable Rescue
- 5807 Undesignated Misc Support \$2,000
- 5808 Miscellaneous Recognition Items \$3,500
Miscellaneous award items for various organizations and employee recognition
- 5812 Mental Health Assessment Team (MHAT) Services \$2,525
Santa Barbara County Mental Health Assessment Team (MHAT) Services.
- 6005 Recruitment Expense \$2,500
Expenses related to new employee recruitment.
- 6009 LAFCO Contribution \$1,700
City's share of LAFCO's operating costs.

FISCAL YEAR 2013-14

6012 Transfer to Other Funds \$0

6017 Emergency Operations \$2,000

One CERT class and miscellaneous emergency preparedness tasks.

6301 Miscellaneous \$5,000

Capital

6503 Vehicle Replacement \$0

6504 Office Furniture \$0

6505 Computer Equipment \$0

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ 134,550	\$ 114,440	\$ 127,491	\$ 155,089	\$ 176,540
Operating & Maintenance	\$ 29,904	\$ 30,110	\$ 27,206	\$ 31,350	\$ 68,600
Capital	\$ -	\$ -	\$ 1,047	\$ -	\$ -
Department Total	\$ 164,453	\$ 144,550	\$ 155,744	\$ 186,439	\$ 245,140

DEPARTMENT DESCRIPTION

The Finance Department provides for the overall financial management of the City and includes Personnel and Data Processing. Major activities include projecting and collecting revenues, preparing the annual budget, controlling and disbursing all expenditures, purchasing equipment and supplies, investing City monies, and personnel, risk management and data processing functions. The department is responsible for the billing of all utility customers for the services of water and wastewater collection.

DEPARTMENT EXPENDITURES

FINANCE
001-420

		2009-10	2010-11	2011-12	2012-13	2013-14	Change From	% Change
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Proposed</u>	2012-13	From 2012-13
							<u>Budget</u>	<u>Budget</u>
<u>EMPLOYEE SERVICES</u>								
5001	Salaries	92,101	77,586	86,378	101,579	116,840	15,261	15.0%
5100	Benefits	42,449	36,854	41,113	53,510	59,700	6,190	11.6%
<u>EMPLOYEE SERVICES SUBTOTAL:</u>		134,550	114,440	127,491	155,089	176,540	21,451	13.8%
<u>OPERATING & MAINTENANCE</u>								
5301	Office Supplies	1,973	968	1,040	1,500	1,500	0	0.0%
5302	Printing	0	0	0	0	0	0	N/A
5401	Membership & Publications	434	680	701	800	800	0	0.0%
5402	Travel & Training	1,557	3,289	1,519	2,000	2,000	0	0.0%
5601	Data Processing Contract Maintenance	4,273	4,273	4,233	5,000	5,000	0	0.0%
5603	Computer Maintenance & Software	1,254	2,058	815	2,500	2,500	0	0.0%
6004	Audit	6,167	7,222	5,440	7,350	7,100	(250)	-3.4%
6201	Contract Services	14,240	11,486	12,979	12,000	49,500	37,500	312.5%
6301	Miscellaneous	7	135	479	200	200	0	0.0%
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>		29,904	30,110	27,206	31,350	68,600	37,250	136.9%
<u>CAPITAL</u>								
6504	Office Furniture	0	0	0	0	0	0	N/A
6505	Computer Equipment	0	0	1,047	0	0	0	N/A
6506	Office Equipment	0	0	0	0	0	0	N/A
<u>CAPITAL SUBTOTAL:</u>		0	0	1,047	0	0	0	N/A
FINANCE TOTAL:		164,453	144,550	155,744	186,439	245,140	58,701	31.5%

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

<u>Employee Services</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
Finance Director	0.50	0.50	0.60
Accounting Technicians (2)	0.70	0.70	0.70
Staff Assistant	<u>0.00</u>	<u>0.00</u>	<u>0.25</u>
Total	1.20	1.20	1.55

5001 Salaries \$116,840

5100 Benefits \$59,700

Operating & Maintenance

5301 Office Supplies \$1,500

5302 Printing \$0

5401 Membership & Publications \$800

Membership dues for the California Society of Municipal Finance Officers (CSMFO) and the Government Finance Officers Association (GFOA); miscellaneous publications.

5402 Travel & Training \$2,000

Attendance at conferences and seminars

5601 Data Processing Contract Maintenance \$5,000

Contract support for accounting programs.

5603 Computer Maintenance & Software \$2,500

6004 Audit \$7,100

33 1/3% of the cost.

6201 Contract Services \$49,500

Hinderliter De Llamas, HDL Coren & Cone \$12,000, Temp Fin Consult \$37,500

6301 Miscellaneous \$200

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 1,741,416	\$ 1,804,188	\$ 1,350,472	\$ 1,787,656	\$ 1,883,174
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 1,741,416	\$ 1,804,188	\$ 1,350,472	\$ 1,787,656	\$ 1,883,174

DEPARTMENT DESCRIPTION

The City of Buellton contracts with the Santa Barbara County Sheriff's Department for law enforcement services within the City, including patrol, criminal investigations, traffic safety and accident investigations, crime prevention and crime suppression. The primary purpose of the organization is to protect life and property.

The Santa Barbara County Fire Department provides staffing at County Fire Station 31 in Buellton. The City subsidizes staffing at County Fire Station 31 through funding for a full-time Firefighter/Paramedic position in order to meet National Fire Protection Association minimum staffing standards and the California Occupational Safety and Health Association's "2-in/2-out" requirement.

DEPARTMENT EXPENDITURES

PUBLIC SAFETY - POLICE & FIRE
 001-501

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed	Change From 2012-13 Budget	% Change From 2012-13 Budget
<u>OPERATING & MAINTENANCE</u>							
5703 Utilities - Electric	3,962	4,441	3,694	4,000	4,000	0	0.0%
6201 Contract Services - Police	1,577,179	1,625,211	1,152,887	1,582,656	1,697,174	114,518	7.2%
6208 Contract Services - Fire	160,276	174,536	193,892	201,000	182,000	(19,000)	-9.5%
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	1,741,416	1,804,188	1,350,472	1,787,656	1,883,174	95,518	5.3%
PUBLIC SAFETY TOTAL:	1,741,416	1,804,188	1,350,472	1,787,656	1,883,174	95,518	5.3%

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

Operating & Maintenance

5703 Utilities - Electric \$4,000

6201 Contract Services \$1,697,174

Contract with the County of Santa Barbara Sheriff's Department for public safety services and traffic enforcement. Includes \$10,000 for estimated overtime pay.

6208 Contract Services \$182,000

Contract with the County of Santa Barbara's Fire Department for 33% of the salary for a Firefighter/Paramedic.

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 77,134	\$ 81,504	\$ 81,378	\$ 86,378	\$ 86,378
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 77,134	\$ 81,504	\$ 81,378	\$ 86,378	\$ 86,378

DEPARTMENT DESCRIPTION

This Department provides a building and utilities for the Buellton Branch of the County Library, operated by contract with the City of Lompoc Library System.

DEPARTMENT EXPENDITURES

LEISURE SERVICES - LIBRARY
001-510

		2009-10	2010-11	2011-12	2012-13	2013-14	Change From	% Change
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Proposed</u>	2012-13	From 2012-13
<u>OPERATING & MAINTENANCE</u>							<u>Budget</u>	<u>Budget</u>
5702	Utilities - Gas	1,710	2,952	2,651	2,800	2,800	0	0.0%
5703	Utilities - Electric	2,895	2,790	3,088	3,500	3,500	0	0.0%
5704	Utilities - Water	1,530	1,212	1,088	1,800	1,800	0	0.0%
6201	Contract Services	71,000	74,550	74,550	78,278	78,278	0	0.0%
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>		77,134	81,504	81,378	86,378	86,378	0	0.0%
LIBRARY TOTAL:		77,134	81,504	81,378	86,378	86,378	0	0.0%

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

Operating & Maintenance

5702 Utilities - Gas \$2,800

5703 Utilities - Electric \$3,500

5704 Utilities - Water \$1,800
50% of water used at 140 W. Highway 246.

6201 Contract Services \$78,278
Contract with the Lompoc Library System to manage the Buellton Library.

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 44,843	\$ 49,545	\$ 49,852	\$ 55,000	\$ 55,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 44,843	\$ 49,545	\$ 49,852	\$ 55,000	\$ 55,000

DEPARTMENT DESCRIPTION

This Fund provides funding for the power for general street lighting.

DEPARTMENT EXPENDITURES

PUBLIC WORKS - STREET LIGHTS
001-550

		2009-10	2010-11	2011-12	2012-13	2013-14	Change From	% Change
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Proposed</u>	2012-13	From 2012-13
							<u>Budget</u>	<u>Budget</u>
<u>OPERATING & MAINTENANCE</u>								
5703	Utilities - Electric	44,843	49,545	49,852	55,000	55,000	0	0.0%
	<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	<u>44,843</u>	<u>49,545</u>	<u>49,852</u>	<u>55,000</u>	<u>55,000</u>	<u>0</u>	<u>0.0%</u>
 STREET LIGHTS TOTAL:		44,843	49,545	49,852	55,000	55,000	0	0.0%

FUND: 001-GENERAL

DEPARTMENT: 550/PUBLIC WORKS
STREET LIGHTS

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

Operating & Maintenance

5703 Utilities - Electric \$55,000

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 139,344	\$ 73,801	\$ 87,143	\$ 64,000	\$ 64,000
Capital	\$ -	\$ -	\$ 90,131	\$ 70,575	\$ 75,000
Department Total	\$ 139,344	\$ 73,801	\$ 177,274	\$ 134,575	\$ 139,000

DEPARTMENT DESCRIPTION

This Department provides for the engineering and public works requirements of the City. The City Engineer administers the City's street capital improvement and traffic engineering programs and provides engineering support and administration of various public works projects.

DEPARTMENT EXPENDITURES

PUBLIC WORKS - ENGINEERING
001-557

		2009-10	2010-11	2011-12	2012-13	2013-14	Change From	% Change
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Proposed</u>	2012-13	From 2012-13
							<u>Budget</u>	<u>Budget</u>
<u>OPERATING & MAINTENANCE</u>								
6101	Development Permit Processing	4,205	4,355	1,753	4,000	4,000	0	0.0%
6201	Contract Services	83,660	69,446	74,865	60,000	60,000	0	0.0%
6202	Engineering Services	51,420	0	0	0	0	0	N/A
6202	Engineering Services - Prop1B	60	0	10,525	0	0	0	N/A
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>		139,344	73,801	87,143	64,000	64,000	0	0.0%
<u>CAPITAL</u>								
6507	Improvements	0	0	65,000	65,000	70,000	5,000	7.7%
6507	Improvements - Prop 1B	0	0	25,131	5,575	5,000	(575)	-10.3%
<u>CAPITAL SUBTOTAL:</u>		0	0	90,131	70,575	75,000	4,425	6.3%
ENGINEERING TOTAL:		139,344	73,801	177,274	134,575	139,000	4,425	3.3%

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

Operating & Maintenance

6101 Development Permit Processing \$4,000

6201 Contract Services \$60,000

6202 Engineering Services \$0

Capital

6507 Improvements \$70,000

6507 Improvements \$5,000
Prop 1B - Local Streets and Roads Improvement

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ 274,983	\$ 274,655	\$ 286,079	\$ 336,631	\$ 333,387
Operating & Maintenance	\$ 115,632	\$ 128,907	\$ 115,874	\$ 152,125	\$ 162,375
Capital	\$ -	\$ 2,214	\$ 18,300	\$ 39,628	\$ 85,500
Department Total	\$ 390,615	\$ 405,776	\$ 420,253	\$ 528,384	\$ 581,262

DEPARTMENT DESCRIPTION

The Public Works Department maintains, repairs and rebuilds, as required, all streets, curbs, gutters and sidewalks; maintains street signs, all warning and informational signs and street surface painting. The Department is also responsible for the overall maintenance for City Hall and City facilities as well as landscaping City-owned medians and property.

DEPARTMENT EXPENDITURES

PUBLIC WORKS - GENERAL

001-558

		2009-10	2010-11	2011-12	2012-13	2013-14	Change From	% Change
<u>EMPLOYEE SERVICES</u>		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Proposed</u>	2012-13	From 2012-13
							<u>Budget</u>	<u>Budget</u>
5001	Salaries	187,612	185,976	188,619	219,416	205,730	(13,686)	-6.2%
5005	Hourly	0	0	0	0	12,192	12,192	N/A
5100	Benefits	87,371	88,679	97,460	117,215	115,465	(1,750)	-1.5%
EMPLOYEE SERVICES SUBTOTAL:		274,983	274,655	286,079	336,631	333,387	(3,244)	-1.0%

OPERATING & MAINTENANCE

5301	Office Supplies	62	220	1,126	200	200	0	0.0%
5401	License,Membership & Publications	0	0	0	1,000	1,200	200	20.0%
5402	Travel & Training	451	494	335	2,000	3,500	1,500	75.0%
5501	Operational Supplies	0	0	0	0	1,500	1,500	N/A
5503	Tools	264	844	1,216	4,500	4,000	(500)	-11.1%
5504	Laundry - Uniforms	832	703	609	750	750	0	0.0%
5506	Fuel - Vehicles	4,863	4,898	7,416	9,000	9,000	0	0.0%
5507	Maintenance - Vehicles	4,426	2,362	3,535	4,000	6,000	2,000	50.0%
5508	Landscape Maintenance Program	0	0	68	0	0	0	N/A
5509	Maintenance / Repair	37,480	40,947	32,574	50,000	50,000	0	0.0%
5510	Safety Equipment	1,031	882	868	950	1,500	550	57.9%
5511	Signs	0	645	1,978	2,000	2,000	0	0.0%
5603	Computer Maintenance & Software	0	0	1,616	475	475	0	0.0%
5701	Telephone	1,140	1,258	1,335	2,300	2,300	0	0.0%
5703	Utilities - Electric	0	0	2,000	950	950	0	0.0%
5704	Utilities - Water	39,067	25,116	18,589	32,000	32,000	0	0.0%
6201	Contract Services	26,014	50,537	42,609	42,000	47,000	5,000	11.9%
OPERATING & MAINTENANCE SUBTOTAL:		115,632	128,907	115,874	152,125	162,375	10,250	6.7%

CAPITAL

6503	Vehicle Replacement	0	0	18,300	32,628	0	(32,628)	-100.0%
6507	Improvements	0	2,214	0	0	78,500	78,500	N/A
6508	Equipment	0	0	0	7,000	7,000	0	N/A
CAPITAL SUBTOTAL:		0	2,214	18,300	39,628	85,500	45,872	115.8%

PUBLIC WORKS - GENERAL TOTAL:

390,615	405,776	420,253	528,384	581,262	52,878	10.0%
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EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

<u>Employee Services</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
Public Works Director	0.40	0.40	0.40
Fieldmen (6)	2.00	2.00	2.40
Groundskeeper	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Total	3.40	3.40	3.80

5001 Salaries \$205,730

5100 Benefits \$115,465

Operating & Maintenance

5301 Office Supplies \$200

5401 License, Membership & Publications \$1,200

5402 Travel & Training \$3,500

5501 Operational Supplies \$1,500

5503 Tools \$4,000

5504 Laundry - Uniforms \$750

33 1/3% of laundry and uniform service for Public Works employees; 100% for Groundskeeper.

5506 Fuel - Vehicles \$9,000

5507 Maintenance - Vehicles \$6,000

5508 Landscape Maintenance Program \$0

5509 Maintenance / Repair \$50,000

City buildings, facilities, infrastructure and equipment maintenance and repair.

5510 Safety Equipment \$1,500

33 1/3% of cost for Public Works employees; 100% for Groundskeeper.

5511 Building Maintenance/Signs \$2,000

Preliminary 6-13-13

FISCAL YEAR 2013-14

5603 Computer Maintenance & Software \$475

5701 Telephone \$2,300

5703 Utilities - Electric \$950

5704 Utilities - Water \$32,000

Irrigation water use on Avenue of Flags medians.

6201 Contract Services \$47,000

Contract services for miscellaneous tree trimming, 33 1/3% of mapping services, 33 1/3% of answering service, 60% of janitorial service, fire extinguisher servicing and monthly service agreement for security system at City Hall.

Capital

6503 Vehicle Replacement \$0

6507 Improvements \$78,500

Painting of buildings \$10,000, Wayfinding signs \$68,500

6508 Equipment \$7,000

Radar feedback sign

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ 270,439	\$ 267,269	\$ 302,951	\$ 285,054	\$ 306,036
Operating & Maintenance	\$ 138,430	\$ 74,460	\$ 86,937	\$ 54,600	\$ 97,600
Capital	\$ -	\$ -	\$ 1,067	\$ -	\$ -
Department Total	\$ 408,869	\$ 341,729	\$ 390,954	\$ 339,654	\$ 403,636

DEPARTMENT DESCRIPTION

The Planning Department encompasses current planning, long range planning, economic development, and code enforcement functions. Current planning is the processing of development applications, providing staff support for the Planning Commission, and providing planning information to the public at the counter and over the telephone. Long range planning consists of updates to the General Plan, and Zoning Ordinance amendments. Economic development activities include implementing the policies and programs of the Economic Development Element of the General Plan and being a member of the Economic Development Task Force. Code enforcement is the investigation of violations of the Municipal Code and associated abatement actions.

DEPARTMENT EXPENDITURES

COMMUNITY DEVELOPMENT - PLANNING

001-565

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed	Change From 2012-13 Budget	% Change From 2012-13 Budget
<u>EMPLOYEE SERVICES</u>							
5001 Staff Salaries	182,427	173,945	196,784	180,718	194,180	13,462	7.4%
5002 Planning Commission Salaries	6,000	6,000	6,000	6,000	6,000	0	0.0%
5005 Intern Program	1,210	6,251	0	0	0	0	N/A
5005 Code Enforcement	0	0	9,039	7,176	7,176	0	0.0%
5100 Benefits	80,802	81,073	91,127	91,160	98,680	7,520	8.2%
<u>EMPLOYEE SERVICES SUBTOTAL:</u>	270,439	267,269	302,951	285,054	306,036	20,982	7.4%
<u>OPERATING & MAINTENANCE</u>							
5301 Office Supplies	1,770	1,743	2,852	2,000	2,000	0	0.0%
5305 Equipment Rental	4,659	5,187	6,583	5,000	5,000	0	0.0%
5306 Advertising - Legal	971	1,079	930	3,500	3,000	(500)	-14.3%
5401 Membership & Publications	1,848	1,761	2,259	1,500	2,000	500	33.3%
5402 Travel & Training	7,299	4,823	4,332	5,000	5,000	0	0.0%
5509 Maintenance / Repair	74	51	42	1,000	1,000	0	0.0%
5603 Computer Maintenance & Software	1,936	1,468	2,457	3,500	3,500	0	0.0%
5701 Telephone	3,641	3,911	4,128	3,600	3,600	0	0.0%
5703 Utilities - Electric	1,923	2,062	2,473	2,500	2,500	0	0.0%
6016 Code Enforcement Expense	58	2,539	46	1,000	1,000	0	0.0%
6102 Bev Container Recycle Program	0	0	5,042	0	0	0	N/A
6201 Contract Services	81,439	31,771	44,976	15,000	60,000 (1)	45,000	300.0%
6202 Contract Services - Engineering	30,070	15,123	10,160	10,000	8,000	(2,000)	-20.0%
6301 Miscellaneous	2,741	2,942	658	1,000	1,000	0	0.0%
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	138,430	74,460	86,937	54,600	97,600	43,000	78.8%
<u>CAPITAL</u>							
6504 Office Furniture	0	0	0	0	0	0	N/A
6505 Computer Equipment	0	0	1,067	0	0	0	N/A
6506 Office Equipment	0	0	0	0	0	0	N/A
<u>CAPITAL SUBTOTAL:</u>	0	0	1,067	0	0	0	N/A
PLANNING TOTAL:	408,869	341,729	390,954	339,654	403,636	63,982	18.8%

(1) Economic Development Consultant

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

<u>Employee Services</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
Planning Director	0.90	0.90	1.00
Planning Commissioners (5)	5.00	5.00	5.00
Assistant Planner	1.00	1.00	1.00
Staff Assistant/ Planning Tech	<u>0.70</u>	<u>0.70</u>	<u>0.45</u>
Total	7.60	7.60	7.45

5001 Salaries \$194,180

5002 Planning Commission Salaries \$6,000
 \$100 per month each for five Planning Commissioners

5005 Intern Program \$0

5005 Code Enforcement \$7,176
 Part-Time Code Enforcement Officer

5100 Benefits \$98,680

Operating & Maintenance

5301 Office Supplies \$2,000

5305 Equipment Rental \$5,000
 Monthly leasing expense for copier.

5306 Advertising - Legal \$3,000

5401 Membership & Publications \$2,000
 Professional and organization dues.

5402 Travel & Training \$5,000
 Attendance at conferences and seminars for Planning Commission and staff.

FISCAL YEAR 2013-14

- 5509 Maintenance / Repair \$1,000
Copier and miscellaneous maintenance and repairs.
- 5603 Computer Maintenance & Software \$3,500
Maintenance and updates of existing computer software programs.
- 5701 Telephone \$3,600
- 5703 Utilities - Electric \$2,500
- 6016 Code Enforcement Expense \$1,000
- 6201 Contract Services \$60,000
Economic Development consultant \$60,000
- 6202 Contract Services - Engineering \$8,000
GIS, CADD and mapping services.
- 6301 Miscellaneous \$1,000
- Capital
- 6504 Office Furniture \$0
Miscellaneous office furniture.
- 6505 Computer Equipment \$0
Miscellaneous computer equipment and upgrades.
- 6506 Office Equipment \$0

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ 242,877	\$ 233,436	\$ 245,595	\$ 278,634	\$ 272,515
Operating & Maintenance	\$ 643,484	\$ 586,223	\$ 526,346	\$ 634,550	\$ 674,400
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 886,361	\$ 819,659	\$ 771,941	\$ 913,184	\$ 946,915

DEPARTMENT DESCRIPTION

The Wastewater Fund is an enterprise fund that is used to account for all the financial activity associated with the operation of the City's sewer utility. The Wastewater Department is responsible for operating, maintaining, cleaning and repairing the sanitary sewer system and treatment plant, including lift stations and mains. The Department provides biological and chemical analysis required to evaluate and manage domestic and industrial waste. It also maintains plant process control and provides the database for performance reports required by regulatory agencies.

In accordance with Generally Accepted Accounting Principles, capital purchases are not budgeted as expenditures within this fund; rather, depreciation expense is recorded over each asset's useful life.

DEPARTMENT EXPENDITURES

WASTEWATER
005-701

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed	Change From 2012-13 Budget	% Change From 2012-13 Budget
<u>EMPLOYEE SERVICES</u>							
5001 Salaries	166,992	158,192	163,386	182,184	177,630	(4,554)	-2.5%
5100 Benefits	75,886	75,244	82,209	96,450	94,885	(1,565)	-1.6%
EMPLOYEE SERVICES SUBTOTAL:	242,877	233,436	245,595	278,634	272,515	(6,119)	-2.2%

<u>OPERATING & MAINTENANCE</u>							
5201 Insurance - Liability	5,517	6,257	5,363	5,000	5,000	0	0.0%
5202 Insurance - Property	12,330	7,363	9,197	10,500	10,500	0	0.0%
5203 Insurance - Bond	140	0	0	0	0	0	N/A
5301 Office Supplies	1,790	3,455	1,888	2,300	2,300	0	0.0%
5303 Postage	3,333	4,275	4,685	4,500	5,000	500	11.1%
5401 Membership & Publications	256	256	269	400	400	0	0.0%
5402 Travel & Training	946	395	1,244	2,000	5,000	3,000	150.0%
5501 Operational Supplies	0	0	876	450	2,600	2,150	477.8%
5502 Chemicals / Analysis	51,954	55,082	46,688	50,000	50,000	0	0.0%
5503 Tools	107	78	230	900	2,000	1,100	122.2%
5504 Laundry - Uniforms	629	501	236	700	700	0	0.0%
5506 Fuel - Vehicles	4,863	4,898	7,352	7,000	7,000	0	0.0%
5507 Maintenance - Vehicles	900	1,210	2,984	2,000	2,000	0	0.0%
5509 Maintenance / Repair	48,492	32,735	39,416	45,000	45,000	0	0.0%
5510 Safety Equipment	445	481	750	950	2,000	1,050	110.5%
5601 Data Processing Contract Maintenance	799	900	900	1,300	1,300	0	0.0%
5603 Computer Maintenance & Software	0	86	223	1,000	1,000	0	0.0%
5701 Telephone	6,592	7,300	7,654	6,500	6,500	0	0.0%
5703 Utilities - Electric	82,088	93,254	99,364	95,000	95,000	0	0.0%
5704 Utilities - Water	11,882	14,724	11,253	13,000	13,000	0	0.0%
6004 Audit	6,169	7,219	5,438	7,350	7,100	(250)	-3.4%
6007 Depreciation	170,608	164,434	174,089	175,000	175,000	0	0.0%
6011 Regulatory Compliance	12,006	10,860	13,163	19,500	20,000	500	2.6%
6201 Contract Services	200,607	163,782	87,134	158,000	180,000	22,000	13.9%
6202 Contract Services - Engineering	19,578	4,435	3,565	25,000	35,000	10,000	40.0%
6301 Miscellaneous	1,455	2,244	2,386	1,200	1,000	(200)	-16.7%
OPERATING & MAINTENANCE SUBTOTAL:	643,484	586,223	526,346	634,550	674,400	39,850	6.3%

WASTEWATER TOTAL:	+	886,361	819,659	771,941	913,184	946,915	33,731	3.7%
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DEPARTMENT EXPENDITURES

WASTEWATER
005-701

BUDGET NOTE: Capital Items are included in the Depreciation Category

	2009-10 <u>Actual</u>	2010-11 <u>Actual</u>	2011-12 <u>Actual</u>	2012-13 <u>Budget</u>	2013-14 <u>Proposed</u>	Change From 2012-13 <u>Budget</u>	% Change From 2012-13 <u>Budget</u>
<u>CAPITAL</u>							
6503 Vehicle Replacement	0	0	0	14,678	0	(14,678)	-100.0%
6507 Improvements	0	732,060	0	275,000	150,000	(125,000)	-45.5%
6508 Equipment	0	0	0	0	15,000	15,000	N/A
<u>CAPITAL TOTAL:</u>	<u>0</u>	<u>732,060</u>	<u>0</u>	<u>289,678</u>	<u>165,000</u>	<u>(124,678)</u>	<u>-43.0%</u>

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

<u>Employee Services</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
Finance Director	0.20	0.20	0.20
Accounting Technicians (2)	0.65	0.65	0.65
Public Works Director	0.30	0.30	0.30
Fieldmen (5)	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>
Total	2.65	2.65	2.65

5001 Salaries \$177,630

5100 Benefits \$94,885

Operating & Maintenance

5201 Insurance - Liability \$5,000

10% of the City's liability insurance; 80% is charged to the General Fund and 10% is charged to the Water Fund.

5202 Insurance - Property \$10,500

40% of the City's fire insurance costs; 20% is charged to the General Fund and 40% is charged to the Water Fund. Includes earthquake and flood insurance on City

5203 Insurance - Bond \$0

5301 Office Supplies \$2,300

5303 Postage \$5,000

5401 Membership & Publications \$400

Membership dues for the Association of California Water Agencies (ACWA), American Water Works Association (AWWA), Sanitation Agency Managers Association (SAMA) and Underground Service Alert (USA).

FISCAL YEAR 2013-14

- 5402 Travel & Training \$5,000
Attendance at seminars and reimbursement for certification and license renewal fees.
- 5501 Operational Supplies \$2,600
- 5502 Chemical Analysis \$50,000
- 5503 Tools \$2,000
- 5504 Laundry - Uniforms \$700
33 1/3% of laundry and uniform service for the Wastewater Plant operators.
- 5506 Fuel - Vehicles \$7,000
- 5507 Maintenance - Vehicles \$2,000
- 5509 Maintenance / Repair \$45,000
- 5510 Safety Equipment \$2,000
33 1/3 % of the cost for the Wastewater Plant operators.
- 5601 Data Processing Contract Maintenance \$1,300
50% of contract support for utility billing software.
- 5603 Computer Maintenance & Software \$1,000
- 5701 Telephone \$6,500
- 5703 Utilities - Electric \$95,000
- 5704 Utilities - Water \$13,000
- 6004 Audit \$7,100
33 1/3% of the cost.
- 6007 Depreciation \$175,000
Estimate for Fiscal Year 2013-14; includes the amortization of buildings, underground lines, automotive equipment and other equipment listed in the utility plant; excludes land.
- 6011 Regulatory Compliance \$20,000
Assembly Bill 2588, Santa Barbara Air Pollution Control Board and miscellaneous compliance costs.

FISCAL YEAR 2013-14

6201 Contract Services \$180,000
Trash hauling, 33 1/3% of answering service, 33 1/3% of mapping service, 20% of janitorial services, engineering services and sludge removal.

6202 Contract Services - Engineering \$35,000
Engineering work related to state mandated industrial waste discharge program, wastewater treatment plant upgrades and Regional Water Quality Control Board (RWQCB) compliance and permitting.

6301 Miscellaneous \$1,000

Memo Items Only: (Paid from line item 6007 on previous page)

Capital

6503 Vehicle Replacement \$0

6507 Improvements \$150,000
Generator upgrade/lift station generator

6508 Equipment \$15,000
Wastewater treatment plant equipment.

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 173,182	\$ 138,371	\$ 146,743	\$ 151,000	\$ 156,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 173,182	\$ 138,371	\$ 146,743	\$ 151,000	\$ 156,000

DEPARTMENT DESCRIPTION

The Storm Water Department addresses all issues related to the operation and maintenance of the City's storm drain system, flood control, FEMA and floodplain issues and regulatory compliance and permitting for the National Pollutant Discharge Elimination System (NPDES) general discharge requirements for municipal discharges.

DEPARTMENT EXPENDITURES

STORM WATER
015-545

	2009-10 <u>Actual</u>	2010-11 <u>Actual</u>	2011-12 <u>Actual</u>	2012-13 <u>Budget</u>	2013-14 <u>Proposed</u>	Change From 2012-13 <u>Budget</u>	% Change From 2012-13 <u>Budget</u>
<u>OPERATING & MAINTENANCE</u>							
5509 Maintenance/Repair	0	0	0	15,000	15,000	0	0.0%
6011 Regulatory Compliance	0	600	4,852	1,000	6,000	5,000	500.0%
6201 Contract Services	173,182	137,771	141,891	135,000	135,000	0	0.0%
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	173,182	138,371	146,743	151,000	156,000	5,000	3.3%
STORM WATER TOTAL:	173,182	138,371	146,743	151,000	156,000	5,000	3.3%

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

Operating & Maintenance

5509 Repair/Maintenance \$15,000

6011 Regulatory Compliance \$6,000

6201 Contract Services \$135,000

Engineering work related to FEMA mapping and regulatory issues, Storm Water Management Plan (SWMP) permitting and implementation, and storm drain system evaluation.

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ 242,871	\$ 233,430	\$ 246,421	\$ 285,224	\$ 281,370
Operating & Maintenance	\$ 1,367,790	\$ 1,368,414	\$ 1,453,036	\$ 1,500,050	\$ 1,509,350
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 1,610,661	\$ 1,601,843	\$ 1,699,456	\$ 1,785,274	\$ 1,790,720

DEPARTMENT DESCRIPTION

The Water Fund is an enterprise fund that is used to account for all the financial activity associated with the operation of the City's water utility. The Water Department is responsible for providing production, treatment and distribution of potable domestic water to all residential, commercial and industrial customers within the City as well as providing water for fire suppression. The Department maintains water quality control to meet all Health Department standards and regulation.

In accordance with Generally Accepted Accounting Principles, capital purchases are not budgeted as expenditures within this fund; rather, depreciation expense is recorded over each asset's useful life.

DEPARTMENT EXPENDITURES

WATER
020-601

		2009-10	2010-11	2011-12	2012-13	2013-14	Change From	% Change
		Actual	Actual	Actual	Budget	Proposed	2012-13	From 2012-13
							Budget	Budget
<u>EMPLOYEE SERVICES</u>								
5001	Salaries	166,992	158,192	164,130	187,584	177,630	(9,954)	-5.3%
5005	Hourly	0	0	0	0	7,200	7,200	N/A
5100	Benefits	75,879	75,238	82,291	97,640	96,540	(1,100)	-1.1%
<u>EMPLOYEE SERVICES SUBTOTAL:</u>		242,871	233,430	246,421	285,224	281,370	(3,854)	-1.4%
<u>OPERATING & MAINTENANCE</u>								
5201	Insurance - Liability	5,517	6,257	5,363	5,000	5,000	0	0.0%
5202	Insurance - Property	12,330	7,363	9,197	10,500	10,500	0	0.0%
5203	Insurance - Bond	140	0	0	0	0	0	N/A
5301	Office Supplies	1,630	3,574	1,827	3,300	3,300	0	0.0%
5302	Printing	966	956	1,018	900	900	0	0.0%
5303	Postage	3,333	4,275	4,694	4,500	5,000	500	11.1%
5401	Membership & Publications	5,482	5,037	5,329	7,000	7,000	0	0.0%
5402	Travel & Training	531	4,382	2,046	3,000	6,000	3,000	100.0%
5501	Operational Supplies	0	0	524	450	450	0	0.0%
5502	Chemicals / Analysis	32,693	38,387	31,158	35,000	35,000	0	0.0%
5503	Tools	260	109	561	900	900	0	0.0%
5504	Laundry - Uniforms	662	501	236	700	700	0	0.0%
5505	Meter Expense	6,041	1,385	7,776	5,700	5,700	0	0.0%
5506	Fuel - Vehicles	4,863	4,898	7,352	7,000	7,000	0	0.0%
5507	Maintenance - Vehicles	900	1,210	1,573	2,000	2,000	0	0.0%
5509	Maintenance / Repair	18,634	11,853	106,738	50,000	50,000	0	0.0%
5510	Safety Equipment	445	481	750	950	2,000	1,050	110.5%
5601	Data Processing Contract Maintenance	799	900	900	1,300	1,300	0	0.0%
5603	Computer Maintenance & Software	0	505	318	1,000	2,000	1,000	100.0%
5701	Telephone	10,142	10,614	10,844	10,000	10,000	0	0.0%
5703	Utilities - Electric	96,918	107,682	95,451	110,000	110,000	0	0.0%
6004	Audit	6,169	7,219	5,438	7,350	7,100	(250)	-3.4%
6007	Depreciation	166,943	168,832	154,097	167,000	167,000	0	0.0%
6011	Regulatory Compliance	10,365	9,396	22,663	22,000	22,000	0	0.0%
6013	State Water Project	901,424	946,204	947,268	1,000,000	1,000,000	0	0.0%
6014	Santa Ynez River Appropriations	7,929	4,980	4,356	6,300	6,300	0	0.0%
6201	Contract Services	39,929	16,877	18,696	26,000	30,000	4,000	15.4%
6202	Contract Services - Engineering	29,938	1,350	2,148	10,000	10,000	0	0.0%
6301	Miscellaneous	2,807	3,188	4,716	2,200	2,200	0	0.0%
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>		1,367,790	1,368,414	1,453,036	1,500,050	1,509,350	9,300	0.6%
WATER TOTAL:		1,610,661	1,601,843	1,699,456	1,785,274	1,790,720	5,446	0.3%

DEPARTMENT EXPENDITURES

WATER
020-601

BUDGET NOTE: Capital Items are included in the Depreciation Category

<u>CAPITAL</u>	2009-10 <u>Actual</u>	2010-11 <u>Actual</u>	2011-12 <u>Actual</u>	2012-13 <u>Budget</u>	2013-14 <u>Proposed</u>	Change From 2012-13 <u>Budget</u>	% Change From 2012-13 <u>Budget</u>
6503 Vehicle Replacement	0	0	0	14,678	0	(14,678)	-100.0%
6507 Improvements	0	0	2	200,000	160,000 (1)	(40,000)	-20.0%
6508 Equipment	53,699	0	0	50,000	75,000 (2)	25,000	50.0%
<u>CAPITAL TOTAL:</u>	53,699	0	2	264,678	235,000	(29,678)	-11.2%

(1) Improvements includes water treatment plant improvements, buildings, filters, booster station and Clearscada software.

(2) Equipment includes sampling, sounding and generators.

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

<u>Employee Services</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
Finance Director	0.20	0.20	0.20
Accounting Technicians (2)	0.65	0.65	0.65
Public Works Director	0.30	0.30	0.30
Fieldmen (5)	<u>1.50</u>	<u>1.50</u>	<u>1.50</u>
Total	2.65	2.65	2.65

5001 Salaries \$177,630

5005 Hourly \$7,200

5100 Benefits \$96,540

Operating & Maintenance

5201 Insurance - Liability \$5,000

10% of the City's liability insurance; 80% is charged to the General Fund and 10% is charged to the Wastewater Fund.

5202 Insurance - Property \$10,500

40% of the City's fire insurance costs; 20% is charged to the General Fund and 40% is charged to the Wastewater Fund. Includes earthquake and flood insurance on City property.

5203 Insurance - Bond \$0

5301 Office Supplies \$3,300

5302 Printing \$900

5303 Postage \$5,000

FISCAL YEAR 2013-14

- 5401 Membership & Publications \$7,000
Membership dues for the Association of California Water Agencies (ACWA), American Water Works Association (AWWA), Cross Connection, Santa Barbara Water Purveyors Association and Underground Service Alert (USA).
- 5402 Travel & Training \$6,000
Attendance at seminars and reimbursement for Certification and License renewal fees.
- 5501 Operational Supplies \$450
- 5502 Chemical Analysis \$35,000
- 5503 Tools \$900
- 5504 Laundry - Uniforms \$700
33 1/3% of laundry and uniform service for the Water Department employees.
- 5505 Meter Expense \$5,700
New and replacement meters. New meter expense is offset by meter installation revenue.
- 5506 Fuel - Vehicles \$7,000
- 5507 Maintenance - Vehicles \$2,000
- 5509 Maintenance / Repair \$50,000
- 5510 Safety Equipment \$2,000
33 1/3 % of the cost for the Water Department employees.
- 5601 Data Processing Contract Maintenance \$1,300
50% of contract support for utility billing software.
- 5603 Computer Maintenance & Software \$2,000
- 5701 Telephone \$10,000
- 5703 Utilities - Electric \$110,000
- 6004 Audit \$7,100
33 1/3% of the cost.

FUND: 020-WATER
FISCAL YEAR 2013-14

DEPARTMENT: 601/WATER

6007 Depreciation \$167,000

Estimate for Fiscal Year 2013-14; includes the amortization of buildings, underground lines, automotive equipment and other equipment listed in the utility plant; excludes

6011

Regulatory Compliance \$22,000

Cost of State mandated programs and regulatory compliance.

6013

State Water Project \$1,000,000

Covers both Central Coast Water Authority (CCWA) and Department of Water Resources (DWR) charges.

6014

Santa Ynez River Appropriations \$6,300

Annual groundwater charges.

6201

Contract Services \$30,000

Trash hauling, 33 1/3% of answering service, 33 1/3% of mapping service, 20% of janitorial services, engineering services, valve replacement and repainting of water treatment plant.

6202

Contract Services - Engineering \$10,000

Rate and connection fee studies, water system modeling and atlas mapping.

6301

Miscellaneous \$2,200

Memo Items Only:

(Paid from line item 6007)

Capital

6503 Vehicle Replacement \$0

6507 Improvements \$160,000

Water treatment plant improvements, buildings, filters, booster station & Clearscada

6508

Equipment \$75,000

Sampling, sounding and generators

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 3,624	\$ 604	\$ -	\$ 3,450	\$ 3,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 3,624	\$ 604	\$ -	\$ 3,450	\$ 3,000

DEPARTMENT DESCRIPTION

The funds received from this program may be used for anything associated with site development and development of low cost housing.

DEPARTMENT EXPENDITURES

HOUSING
023-580

		2009-10	2010-11	2011-12	2012-13	2013-14	Change From	% Change
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Proposed</u>	2012-13	From 2012-13
							<u>Budget</u>	<u>Budget</u>
<u>OPERATING & MAINTENANCE</u>								
5818	Housing Assistance	3,624	604	0	0	0	0	N/A
5818	Mobile Home Repair	0	0	0	3,450	3,000	(450)	-13.0%
6201	Contract Services	0	0	0	0	0	0	N/A
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>		3,624	604	0	3,450	3,000	(450)	-13.0%
 HOUSING TOTAL:		 3,624	 604	 0	 3,450	 3,000	 (450)	 -13.0%

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

Operating & Maintenance

5818 Housing Assistance \$0

5818 Mobile Home Repair \$3,000
 Mobile Home Repair \$3,000 thru Senior Center.

6201 Contract Services \$0

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 5,715	\$ -	\$ -	\$ -	\$ -
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 5,715	\$ -	\$ -	\$ -	\$ -

DEPARTMENT DESCRIPTION

This Fund collects off-site road improvement fees to be used for road widening and intersection improvements.

DEPARTMENT EXPENDITURES

TRAFFIC MITIGATION
024-557

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed	Change From 2012-13 Budget	% Change From 2012-13 Budget
<u>OPERATING & MAINTENANCE</u>							
6201 Contract Services	5,715	0	0	0	0	0	N/A
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	5,715	0	0	0	0	0	N/A
<u>CAPITAL</u>							
6507 Improvements	0	0	0	0	0	0	N/A
<u>CAPITAL SUBTOTAL:</u>	0	0	0	0	0	0	N/A
TRAFFIC MITIGATION TOTAL:	5,715	0	0	0	0	0	N/A

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

Operating & Maintenance

6201 Contract Services \$0

Capital

6507 Improvements \$0

FUND: 025-GAS TAX**DEPARTMENT: 553/STREET MAINTENANCE
554/TRAFFIC SAFETY
555/STREET CLEANING
557/ENGINEERING**

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 281,212	\$ 49,530	\$ 83,482	\$ 116,974	\$ 86,000
Capital	\$ 59,092	\$ 89,085	\$ 988,584	\$ 351,555	\$ 250,000
Department Total	\$ 340,304	\$ 138,615	\$ 1,072,066	\$ 468,529	\$ 336,000

DEPARTMENT DESCRIPTION

The Gas Tax Fund is monies collected from gas taxes that are to be used for street construction, repair, maintenance, traffic signals and street cleaning.

DEPARTMENT EXPENDITURES

**GAS TAX
025-55X**

			2009-10	2010-11	2011-12	2012-13	2013-14	Change From	% Change
			<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Proposed</u>	2012-13	From 2012-13
								<u>Budget</u>	<u>Budget</u>
<u>OPERATING & MAINTENANCE</u>									
553	6008	TCRF Audit	101,102	0	0	0	0	0	N/A
553	6201	Contract Services	100,000	0	0	0	0	0	N/A
554	6201	Contract Services	44,460	23,793	23,218	38,991	26,000	(12,991)	-33.3%
555	6201	Contract Services	25,885	25,342	28,643	35,000	35,000	0	0.0%
557	6201	Contract Services	9,765	395	31,622	42,983	25,000	(17,983)	-41.8%
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>			281,212	49,530	83,482	116,974	86,000	(30,974)	-26.5%
 <u>CAPITAL</u>									
553	6507	Improvements	0	0	899,224	100,000	100,000	0	0.0%
557	6507	Improvements	59,092	89,085	89,361	251,555	150,000	(101,555)	-40.4%
<u>CAPITAL SUBTOTAL:</u>			59,092	89,085	988,584	351,555	250,000	(101,555)	-28.9%
 GAS TAX TOTAL:			340,304	138,615	1,072,066	468,529	336,000	(132,529)	-28.3%

025-555-6201-000 = Street Sweeping

FUND: 025-GAS TAX

DEPARTMENT: 553/STREET MAINTENANCE
554/TRAFFIC SAFETY
555/STREET CLEANING
557/ENGINEERING

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

Operating & Maintenance

554 6201 Contract Services \$26,000
Traffic safety studies.

555 6201 Contract Services \$35,000
Street cleaning expenditures.

557 6201 Contract Services \$25,000
Engineering services for street operational improvements.

Capital

553 6507 Improvements \$100,000
Annual street maintenance

557 6507 Improvements \$150,000
Annual street maintenance

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 24,037	\$ 71,373	\$ 76,575	\$ 90,750	\$ 85,750
Capital	\$ -	\$ -	\$ -	\$ 6,500	\$ -
Department Total	\$ 24,037	\$ 71,373	\$ 76,575	\$ 97,250	\$ 85,750

DEPARTMENT DESCRIPTION

Local Transportation Funds are used for transportation services for the citizens of Buellton. After all unmet needs are satisfied, the funds may be used for street construction, repair and maintenance.

DEPARTMENT EXPENDITURES

LOCAL TRANSPORTATION
027-559

	2009-10 <u>Actual</u>	2010-11 <u>Actual</u>	2011-12 <u>Actual</u>	2012-13 <u>Budget</u>	2013-14 <u>Proposed</u>	Change From 2012-13 <u>Budget</u>	% Change From 2012-13 <u>Budget</u>
<u>OPERATING & MAINTENANCE</u>							
6201 Contract Services	0	0	15,759	15,000	15,000	0	0
6202 Contract Services - Eng	4,038	51,373	39,716	30,000	25,000	(5,000)	-16.7%
6212 Lompoc-Wine Country Express	20,000	20,000	20,000	20,000	20,000	0	0.0%
6212 SYVT Dial-A-Ride Subsidy	0	0	1,100	1,650	1,650	0	0.0%
6212 Breeze Extension Pilot	0	0	0	24,100	24,100	0	0.0%
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	24,037	71,373	76,575	90,750	85,750	(5,000)	-5.5%
<u>CAPITAL</u>							
6507 Improvements	0	0	0	6,500	0	(6,500)	-100.0%
<u>CAPITAL SUBTOTAL:</u>	0	0	0	6,500	0	(6,500)	-100.0%
LOCAL TRANSPORTATION TOTAL:	24,037	71,373	76,575	97,250	85,750	(11,500)	-11.8%

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

Operating & Maintenance

- 6201 Contract Services \$15,000
 North Park & Ride design/permitting

- 6202 Contract Svc-Eng \$25,000
 Phase 3 for Hwy 246 and Sycamore crossing concept

- 6212 Lompoc-SYV Transit Project \$20,000
 Wine Country Express

- 6212 SYVT Dial-A-Ride Subsidy \$1,650

- 6212 Breeze Extension Pilot \$24,100

Capital

- 6507 Improvements \$0

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ 205,647	\$ 232,534	\$ 303,256	\$ 297,506	\$ 320,408
Operating & Maintenance	\$ 355,875	\$ 311,236	\$ 381,729	\$ 428,000	\$ 399,500
Capital	\$ 14,491	\$ 528,963	\$ 42,124	\$ -	\$ 25,000
Department Total	\$ 576,013	\$ 1,072,732	\$ 727,109	\$ 725,506	\$ 744,908

DEPARTMENT DESCRIPTION

Park and Recreation funds are to be used for park development, repair and maintenance purposes and recreation programs.

DEPARTMENT EXPENDITURES

PARKS / RECREATION
028-511

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed	Change From 2012-13 Budget	% Change From 2012-13 Budget
<u>EMPLOYEE SERVICES</u>							
5001 Salaries	112,658	117,176	135,381	165,961	175,818	9,857	5.9%
5005 Hourly Employees	35,317	49,643	83,448	30,000	38,000	8,000	26.7%
5100 Benefits	57,673	65,716	84,427	101,545	106,590	5,045	5.0%
	205,647	232,534	303,256	297,506	320,408	22,902	7.7%
<u>OPERATING & MAINTENANCE</u>							
5301 Office Supplies	2,643	3,778	3,496	3,000	3,000	0	0.0%
5305 Equipment Rental	0	0	0	0	5,000	5,000	N/A
5305 Small Equipment	0	0	0	2,600	3,000	400	15.4%
5501 Operational Supplies	0	0	0	0	8,800	8,800	N/A
5502 Chemicals	0	0	0	0	5,000	5,000	N/A
5506 Fuel- Vehicles	0	3,462	5,312	5,000	7,000	2,000	40.0%
5507 Maintenance - Vehicles	0	533	2,645	3,000	2,000	(1,000)	-33.3%
5509 Maintenance / Repair - Park	0	14,439	15,736	80,000	80,000	0	0.0%
5509 Maintenance / Repair - Rec Dept	29,884	12,282	9,271	13,000	12,000	(1,000)	-7.7%
5509 Maintenance / Repair - Joint Use	0	2,248	3,120	3,300	3,300 (1)	0	0.0%
5701 Telephone/Internet	2,155	2,988	2,836	3,600	3,400	(200)	-5.6%
5703 Utilities - Electric-Park	6,496	7,523	7,815	7,500	7,500	0	0.0%
5704 Utilities - Water (Oak Park and River View)	45,500	38,861	34,552	46,000	46,000	0	0.0%
5801 Buellton Recreation Program	108,503	72,118	51,763	75,000	67,000	(8,000)	-10.7%
5801 Buellton Recreation Program 50/50	933	12,958	25,369	15,000	35,000	20,000	133.3%
5802 Buellton Rec Programs Trips	28,890	19,487	19,708	20,000	20,000	0	0.0%
5820 Zaca Creek-Park	0	4,310	46,637	0	0	0	N/A
5820 Golf Course Renovation-Park	0	0	14,076	25,000	0	(25,000)	-100.0%
6201 Contract Services-Park	114,100	99,176	136,883	125,000	90,000	(35,000)	-28.0%
6202 Contract Services - Engineering	885	0	0	0	0	0	N/A
6207 Recreation Coordinator/Admin Overhead	15,000	15,000	0	0	0	0	N/A
6301 Miscellaneous	886	2,073	2,511	1,000	1,500	500	50.0%
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	355,875	311,236	381,729	428,000	399,500	(28,500)	-7.5%
<u>CAPITAL</u>							
6503 Vehicles	0	0	0	0	0	0	N/A
6507 Improvements	14,491	528,963	42,124	0	0	0	N/A
6508 Equipment	0	0	0	0	25,000 (2)	25,000	N/A
<u>CAPITAL SUBTOTAL:</u>	14,491	528,963	42,124	0	25,000	25,000	N/A
PARKS / RECREATION TOTAL:	576,013	1,072,732	727,109	725,506	744,908	19,402	2.7%

Recreation
Parks

(1) Budgeted amount is based on 1/3 of the total Rec Center rental revenue from the previous year.

(2) New mower purchase

Preliminary 6-13-13

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

<u>Employee Services</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>
Recreation Coordinator	1.00	1.00	1.00
Staff Assistant/Planning Tech	0.30	0.30	0.30
Recreation Center Programmer	1.00	0.00	0.00
Recreation Center Coordinator	0.00	1.00	1.00
Recreation Technician	<u>0.00</u>	<u>1.00</u>	<u>1.00</u>
Total	2.30	3.30	3.30

5001 Salaries \$175,818

5005 Hourly Employees \$38,000
 Currently employ five part-time employees

5100 Benefits \$106,590

Operating & Maintenance

5301 Office Supplies \$3,000

5305 Equipment Rental \$5,000

5305 Small Equipment \$3,000

5501 Operational Supplies \$8,800
 Trash bags/dog pot bags, soaps, toilet paper, cleaning supplies

5502 Chemicals \$5,000
 Pesticides, herbicides, graffiti remover

5506 Fuel - Vehicles \$7,000

5507 Maint - Vehicles \$2,000

5509 Maintenance / Repair \$80,000
 Irrigation, sidewalks, plants, restrooms, buildings, electrical etc. Botanic Garden
 \$5,000, Paws Park \$10,000

5509 Maintenance / Repair \$12,000
 Buellton Rec dept repairs and maintenance - office, Zone

Preliminary 6-13-13

FUND: 028-PARKS/RECREATION**DEPARTMENT: 511/PARKS/RECREATION**5509 Maint/Repair-Joint Use \$3,300

Joint facility repairs - gym, kitchen, weight room, restroom,courtyard

Amount based on 1/3 of the total Rec Center rental revenue from the previous year

5701 Telephone/Internet \$3,4005703 Utilities - Electric \$7,500

River View Park and Oak Park

5704 Utilities - Water \$46,000

Irrigation water for Oak Park and River View Park.

5801 Buellton Recreation Program \$67,000

Seasonal personnel, Oak Valley afterschool program, supplies, flyers and equipment.

5801 Buellton Recreation Program \$35,000

Shared recreations programs with the City of Solvang

5802 Buellton Recreation Program-Trips \$20,000

Trips organized for children and adults through Buellton Recreation

5820 Zaca Creek \$05820 Golf Course Renovation \$06201 Contract Services \$90,000

Valley Crest (36k), Rafael Ruiz (24k), park maintenance support

FISCAL YEAR 2013-146202 Contract Services - Engineering \$06207 Recreation Coordinator/ Admin Overhead \$06301 Miscellaneous \$1,500**Capital**6503 Vehicles \$06507 Improvements \$25,000

John Deere mower

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 49,400	\$ 45,213	\$ 41,655	\$ 25,000	\$ 35,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 49,400	\$ 45,213	\$ 41,655	\$ 25,000	\$ 35,000

DEPARTMENT DESCRIPTION

Transportation Planning funds are to be used for services related to compliance with annual reporting requirements of Santa Barbara County Association of Governments and the California Department of Transportation.

DEPARTMENT EXPENDITURES

TRANSPORTATION PLANNING
029-557

		2009-10 <u>Actual</u>	2010-11 <u>Actual</u>	2011-12 <u>Actual</u>	2012-13 <u>Budget</u>	2013-14 <u>Proposed</u>	Change From 2012-13 <u>Budget</u>	% Change From 2012-13 <u>Budget</u>
<u>OPERATING & MAINTENANCE</u>								
6201	Contract Services	49,400	45,213	41,655	25,000	35,000	10,000	40.0%
	<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	49,400	45,213	41,655	25,000	35,000	10,000	40.0%
 TRANSPORTATION PLANNING TOTAL:		49,400	45,213	41,655	25,000	35,000	10,000	40.0%

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

Operating & Maintenance

6201 Contract Services \$35,000

Transportation and transit coordination/planning/Caltrans

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ -	\$ 3,087	\$ 55,700	\$ 91,213	\$ 50,000
Capital	\$ -	\$ -	\$ 248,647	\$ 478,862	\$ 230,600
Department Total	\$ -	\$ 3,087	\$ 304,347	\$ 570,075	\$ 280,600

DEPARTMENT DESCRIPTION

In November 2008, the voters of Santa Barbara County passed Measure A, which will continue the 1/2 cent sales tax authorized by Measure D. Measure A will become effective on April 1, 2010, remaining in effect for 30 years, with an expiration date of March 31, 2040.

DEPARTMENT EXPENDITURES

MEASURE A
031-560

	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed	Change From 2012-13 Budget	% Change From 2012-13 Budget
<u>OPERATING & MAINTENANCE</u>							
6201 Contract Services/Ballot Initiative	0	3,087	55,700	91,213	50,000	(41,213)	-45.2%
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	0	3,087	55,700	91,213	50,000	(41,213)	-45.2%
<u>CAPITAL</u>							
6507 Improvements	0	0	248,647	478,862	230,600	(248,262)	-51.8%
<u>CAPITAL SUBTOTAL:</u>	0	0	248,647	478,862	230,600	(248,262)	-51.8%
MEASURE A TOTAL:	0	3,087	304,347	570,075	280,600	(289,475)	-50.8%

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

Operating & Maintenance

6201 Contract Services \$50,000
2013-14 Road Maintenance Project.

Capital

6507 Improvements \$230,600
2013-14 Road Maintenance Project.

DEPARTMENT SUMMARY	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 110,360	\$ 91,384	\$ 103,045	\$ 114,400	\$ 114,400
Capital	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 110,360	\$ 91,384	\$ 103,045	\$ 114,400	\$ 114,400

DEPARTMENT DESCRIPTION

This fund is for the maintenance of street frontage landscaping and other common areas under the jurisdiction of the City.

DEPARTMENT EXPENDITURES

LANDSCAPE MAINTENANCE
072-558

<u>OPERATING & MAINTENANCE</u>		2009-10	2010-11	2011-12	2012-13	2013-14	Change From	% Change
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Proposed</u>	2012-13	From 2012-13
							<u>Budget</u>	<u>Budget</u>
5509	Maintenance / Repair	674	1,500	4,977	2,500	2,500	0	0.0%
5703	Utilities - Electric	816	881	935	900	900	0	0.0%
5704	Utilities - Water	19,306	17,876	14,921	22,000	22,000	0	0.0%
6201	Contract Services	74,182	71,128	82,213	89,000	89,000	0	0.0%
6202	Contract Services - Engineering	15,382	0	0	0	0	0	N/A
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>		110,360	91,384	103,045	114,400	114,400	0	0.0%
 LANDSCAPE MAINTENANCE TOTAL:		110,360	91,384	103,045	114,400	114,400	0	0.0%

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2013-14

Operating & Maintenance

5509 Maintenance / Repair \$2,500

5703 Utilities - Electric \$900

5704 Utilities - Water \$22,000

6201 Contract Services \$89,000

Valley Crest maintenance contract for common landscaped areas of the City. Ave of
Flags medians and Highway 246.

6202 Contract Services - Engineering \$0

Summary of Change in Expenditures From the Fiscal Year 2012-13 Budget

	2012-13 <u>Budget</u>	2013-14 <u>Proposed</u>	Change From FY 2012-13 <u>Budget</u>	Percent Increase/ Decrease	
	<u>General Fund</u>				
001 401	\$122,343	\$136,103	\$13,760	11.2%	
402	166,413	208,575	42,162	25.3%	
403	92,645	109,613	16,968	18.3%	
404	125,050	125,000	(50)	0.0%	
410	402,348	584,681	182,333	45.3%	
411	0	0	0	N/A	
420	186,439	245,140	58,701	31.5%	
501	1,787,656	1,883,174	95,518	5.3%	
510	86,378	86,378	0	0.0%	
550	55,000	55,000	0	0.0%	
557	134,575	139,000	4,425	3.3%	
558	528,384	581,262	52,878	10.0%	
565	339,654	403,636	63,982	18.8%	
015	<u>Storm Water</u>	151,000	156,000	5,000	3.3%
028	<u>Parks & Rec</u>	725,506	744,908	19,402	2.7%
072	<u>Landscape Maintenance</u>	\$114,400	\$114,400	\$0	0.0%
	<u>General Fund Total</u>	\$5,017,791	\$5,572,870	\$555,079	11.1%
005	<u>Wastewater</u>	\$913,184	\$946,915	\$33,731	3.7%
020	<u>Water</u>	\$1,785,274	\$1,790,720	\$5,446	0.3%
023	<u>Housing</u>	\$3,450	\$3,000	(\$450)	-13.0%
024	<u>Traffic Mitigation</u>	\$0	\$0	\$0	N/A
025	<u>Gas Tax</u>	\$468,529	\$336,000	(\$132,529)	-28.3%
026	<u>Measure D</u>	\$0	\$0	\$0	N/A
027	<u>Local Transportation Fund</u>	\$97,250	\$85,750	(\$11,500)	-11.8%
029	<u>Transportation Planning</u>	\$25,000	\$35,000	\$0	0.0%
031	<u>Measure A</u>	\$570,075	\$280,600	(\$289,475)	-50.8%
	<u>Special Funds Total</u>	\$3,862,762	\$3,477,985	(\$394,777)	-10.2%
	Total - All Funds	\$8,880,553	\$9,050,855	\$160,302	1.8%

**EXPENDITURE SUMMARY
BY FUND/CATEGORY**

Fiscal Year 2013-14 Budgeted Amounts

FUND	EMPLOYEE SERVICES	OPERATING & MAINTENANCE	CAPITAL	TOTAL
001 General	1,284,904	3,112,158	160,500	4,557,562
005 Wastewater	272,515	674,400	0	946,915
015 Storm Water	0	156,000	0	156,000
020 Water	281,370	1,509,350	0	1,790,720
023 Housing	0	3,000	0	3,000
024 Traffic Mitigation	0	0	0	0
025 Gas Tax	0	86,000	250,000	336,000
026 Measure D	0	0	0	0
027 Local Transportation	0	85,750	0	85,750
028 Parks/Recreation	320,408	399,500	25,000	744,908
029 Transportation Planning	0	35,000	0	35,000
031 Measure A	0	50,000	230,600	280,600
072 Landscape Maintenance	0	114,400	0	114,400
TOTAL	\$2,159,197	\$6,225,558	\$666,100	\$9,050,855
Percent of Total	23.9%	68.8%	7.4%	

Fiscal Year 2011-12 Budgeted Amounts

FUND	EMPLOYEE SERVICES	OPERATING & MAINTENANCE	CAPITAL	TOTAL
001 General	1,170,125	2,746,557	110,203	4,026,885
005 Wastewater	278,634	634,550	0	913,184
015 Storm Water	0	151,000	0	151,000
020 Water	285,224	1,500,050	0	1,785,274
023 Housing	0	3,450	0	3,450
024 Traffic Mitigation	0	0	0	0
025 Gas Tax	0	116,974	351,555	468,529
026 Measure D	0	0	0	0
027 Local Transportation	0	90,750	6,500	97,250
028 Parks/Recreation	297,506	428,000	0	725,506
029 Transportation Planning	0	25,000	0	25,000
031 Measure A	0	91,213	478,862	570,075
072 Landscape Maintenance	0	114,400	0	114,400
TOTAL	\$2,031,489	\$5,901,944	\$947,120	\$8,880,553
Percent of Total	22.9%	66.5%	10.7%	

ACCOUNT TOTALS

DEPT	ACCT	DESCRIPTION	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
401	5001	Salaries	29,099	35,648	40,729	41,088	43,778
402	5001	Salaries	83,528	117,385	122,892	118,883	143,400
403	5001	Salaries	36,373	44,560	49,947	51,360	65,668
404	5001	Salaries	0	0	0	0	0
420	5001	Salaries	92,101	77,586	86,378	101,579	116,840
511	5001	Salaries	112,658	117,176	135,381	165,961	175,818
558	5001	Salaries	187,612	185,976	188,619	219,416	205,730
565	5001	Salaries	182,427	173,945	196,784	180,718	194,180
701	5001	Salaries	166,992	158,192	163,386	182,184	177,630
601	5001	Salaries	166,992	158,192	164,130	187,584	177,630
		TOTAL	1,057,781	1,068,661	1,148,247	1,248,773	1,300,674
565	5002	Planning Commission Salaries	6,000	6,000	6,000	6,000	6,000
		TOTAL	6,000	6,000	6,000	6,000	6,000
401	5003	Council Salaries	26,400	20,768	21,120	21,120	26,400
		TOTAL	26,400	20,768	21,120	21,120	26,400
401	5004	Council Car Expense Allowance	4,500	3,540	3,600	3,600	4,500
		TOTAL	4,500	3,540	3,600	3,600	4,500
511	5005	Hourly Employees	35,317	49,643	83,448	30,000	38,000
558	5005	Hourly Employees	0	0	0	0	12,192
565	5005	Intern Program	1,210	6,251	9,039	7,176	7,176
601	5005	Hourly Employees	0	0	0	0	7,200
		TOTAL	36,527	55,894	92,487	37,176	64,568
401	5100	Benefits	23,734	25,315	32,599	38,035	44,425
402	5100	Benefits	25,168	38,873	39,514	42,230	60,125
403	5100	Benefits	15,712	18,564	20,865	22,985	29,645
404	5100	Benefits	0	0	0	0	0
410	5100	Benefits	32,095	46,885	50,512	54,050	51,000
420	5100	Benefits	42,449	36,854	41,113	53,510	59,700
511	5100	Benefits	57,673	65,716	84,427	101,545	106,590
558	5100	Benefits	87,371	88,679	97,460	117,215	115,465
565	5100	Benefits	80,802	81,073	91,127	91,160	98,680
701	5100	Benefits	75,886	75,244	82,209	96,450	94,885
601	5100	Benefits	75,879	75,238	82,291	97,640	96,540
		TOTAL	516,768	552,441	622,115	714,820	757,055
410	5201	Insurance - Liability	44,666	51,119	43,070	40,000	35,000
701	5201	Insurance - Liability	5,517	6,257	5,363	5,000	5,000
601	5201	Insurance - Liability	5,517	6,257	5,363	5,000	5,000
		TOTAL	55,701	63,633	53,796	50,000	45,000
410	5202	Insurance - Property	6,165	3,681	4,599	5,206	5,200
701	5202	Insurance - Property	12,330	7,363	9,197	10,500	10,500
601	5202	Insurance - Property	12,330	7,363	9,197	10,500	10,500
		TOTAL	30,824	18,407	22,993	26,206	26,200
410	5203	Bond Insurance	1,391	0	0	1,000	0
701	5203	Bond Insurance	140	0	0	0	0
601	5203	Bond Insurance	140	0	0	0	0
		TOTAL	1,671	0	0	1,000	0

ACCOUNT TOTALS

DEPT	ACCT	DESCRIPTION	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
401	5301	Office Supplies	415	347	568	500	500
402	5301	Office Supplies	305	441	80	300	250
403	5301	Office Supplies	1,006	664	732	1,000	1,000
404	5301	Office Supplies	0	0	0	0	0
410	5301	Office Supplies	9,729	10,388	8,303	6,300	6,300
420	5301	Office Supplies	1,973	968	1,040	1,500	1,500
511	5301	Office Supplies	2,643	3,778	3,496	3,000	3,000
558	5301	Office Supplies	62	220	1,126	200	200
565	5301	Office Supplies	1,770	1,743	2,852	2,000	2,000
701	5301	Office Supplies	1,790	3,455	1,888	2,300	2,300
601	5301	Office Supplies	1,630	3,574	1,827	3,300	3,300
		TOTAL	21,322	25,579	21,911	20,400	20,350
420	5302	Printing	0	0	0	0	0
601	5302	Printing	966	956	1,018	900	900
		TOTAL	966	956	1,018	900	900
410	5303	Postage	5,439	2,492	2,039	3,000	3,000
701	5303	Postage	3,333	4,275	4,685	4,500	5,000
601	5303	Postage	3,333	4,275	4,694	4,500	5,000
		TOTAL	12,105	11,043	11,417	12,000	13,000
403	5304	Code Updates	5,372	12,009	2,110	3,000	3,000
		TOTAL	5,372	12,009	2,110	3,000	3,000
410	5305	Equipment Rental	11,456	12,417	10,522	12,000	12,000
511	5305	Equipment Rental	0	0	0	0	5,000
565	5305	Equipment Rental	4,659	5,187	6,583	5,000	5,000
		TOTAL	16,115	17,604	17,106	17,000	22,000
511	5305	Small Equipment	0	0	0	2,600	3,000
		TOTAL	0	0	0	2,600	3,000
403	5306	Advertising - Legal	4,641	3,152	3,153	3,500	3,500
565	5306	Advertising - Legal	971	1,079	930	3,500	3,000
		TOTAL	5,612	4,230	4,082	7,000	6,500
410	5307	Office Equipment	0	0	1,076	0	0
		TOTAL	0	0	1,076	0	0
402	5401	Membership & Publications	0	660	810	1,000	800
403	5401	Membership & Publications	575	401	525	800	800
404	5401	Membership & Publications	23	23	0	50	0
410	5401	Membership & Publications	5,330	4,743	3,382	5,500	4,000
420	5401	Membership & Publications	434	680	701	800	800
558	5401	Membership & Publications	0	0	0	1,000	1,200
565	5401	Membership & Publications	1,848	1,761	2,259	1,500	2,000
701	5401	Membership & Publications	256	256	269	400	400
601	5401	Membership & Publications	5,482	5,037	5,329	7,000	7,000
		TOTAL	13,947	13,561	13,275	18,050	17,000
401	5402	Travel & Training	7,759	11,522	15,309	15,000	12,000
402	5402	Travel & Training	3,301	2,443	4,232	3,000	3,000
403	5402	Travel & Training	505	1,112	2,322	2,000	4,000
404	5402	Travel & Training	0	0	0	0	0
410	5402	Travel & Training	368	702	896	800	800
420	5402	Travel & Training	1,557	3,289	1,519	2,000	2,000
558	5402	Travel & Training	451	494	335	2,000	3,500
565	5402	Travel & Training	7,299	4,823	4,332	5,000	5,000
701	5402	Travel & Training	946	395	1,244	2,000	5,000
601	5402	Travel & Training	531	4,382	2,046	3,000	6,000
		TOTAL	22,716	29,163	32,235	34,800	41,300
		Preliminary 6-13-13					

ACCOUNT TOTALS

DEPT	ACCT	DESCRIPTION	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
511	5501	Operational Supplies	0	0	0	0	8,800
558	5501	Operational Supplies	0	0	0	0	1,500
701	5501	Operational Supplies	0	0	876	450	2,600
601	5501	Operational Supplies	0	0	524	450	450
		TOTAL	0	0	1,400	900	13,350
511	5502	Chemicals / Analysis	0	0	0	0	5,000
701	5502	Chemicals / Analysis	51,954	55,082	46,688	50,000	50,000
601	5502	Chemicals / Analysis	32,693	38,387	31,158	35,000	35,000
		TOTAL	84,647	93,469	77,847	85,000	90,000
558	5503	Tools	264	844	1,216	4,500	4,000
701	5503	Tools	107	78	230	900	2,000
601	5503	Tools	260	109	561	900	900
		TOTAL	631	1,031	2,007	6,300	6,900
558	5504	Laundry / Uniforms	832	703	609	750	750
701	5504	Laundry / Uniforms	629	501	236	700	700
601	5504	Laundry / Uniforms	662	501	236	700	700
		TOTAL	2,124	1,704	1,082	2,150	2,150
601	5505	Meter Expense	6,041	1,385	7,776	5,700	5,700
		TOTAL	6,041	1,385	7,776	5,700	5,700
511	5506	Fuel - Vehicles	0	3,462	5,312	5,000	7,000
558	5506	Fuel - Vehicles	4,863	4,898	7,416	9,000	9,000
701	5506	Fuel - Vehicles	4,863	4,898	7,352	7,000	7,000
601	5506	Fuel - Vehicles	4,863	4,898	7,352	7,000	7,000
		TOTAL	14,590	18,157	27,432	28,000	30,000
511	5507	Maintenance - Vehicles	0	533	2,645	3,000	2,000
558	5507	Maintenance - Vehicles	4,426	2,362	3,535	4,000	6,000
701	5507	Maintenance - Vehicles	900	1,210	2,984	2,000	2,000
601	5507	Maintenance - Vehicles	900	1,210	1,573	2,000	2,000
		TOTAL	6,227	5,315	10,737	11,000	12,000
558	5508	Landscape Maintenance Program	0	0	68	0	0
		TOTAL	0	0	68	0	0
511	5509	Maintenance / Repair	0	14,439	15,736	80,000	80,000
511	5509	Maintenance / Repair	29,884	12,282	9,271	13,000	12,000
511	5509	Maintenance / Repair	0	2,248	3,120	3,300	3,300
545	5509	Maintenance / Repair	0	0	0	15,000	15,000
558	5509	Maintenance / Repair	37,480	40,947	32,574	50,000	50,000
558	5509	Maintenance / Repair	674	1,500	4,977	2,500	2,500
565	5509	Maintenance / Repair	74	51	42	1,000	1,000
701	5509	Maintenance / Repair	48,492	32,735	39,416	45,000	45,000
601	5509	Maintenance / Repair	18,634	11,853	106,738	50,000	50,000
		TOTAL	135,240	116,054	211,873	259,800	258,800
558	5510	Safety Equipment	1,031	882	868	950	1,500
701	5510	Safety Equipment	445	481	750	950	2,000
601	5510	Safety Equipment	445	481	750	950	2,000
		TOTAL	1,920	1,843	2,368	2,850	5,500

ACCOUNT TOTALS

DEPT	ACCT	DESCRIPTION	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
558	5511	Building Maintenance/Signs	0	645	1,978	2,000	2,000
		TOTAL	0	645	1,978	2,000	2,000
410	5601	Data Processing Contract Maintenance	0	0	0	0	0
420	5601	Data Processing Contract Maintenance	4,273	4,273	4,233	5,000	5,000
701	5601	Data Processing Contract Maintenance	799	900	900	1,300	1,300
601	5601	Data Processing Contract Maintenance	799	900	900	1,300	1,300
		TOTAL	5,871	6,072	6,032	7,600	7,600
410	5602	Internet Access / Website Maintenance	9,996	1,330	5,965	7,000	8,000
		TOTAL	9,996	1,330	5,965	7,000	8,000
401	5603	Computer Maintenance & Software	745	1,845	592	2,000	2,000
402	5603	Computer Maintenance & Software	992	570	0	500	500
403	5603	Computer Maintenance & Software	254	1,514	1,388	1,000	1,000
404	5603	Computer Maintenance & Software	0	0	0	0	0
410	5603	Computer Maintenance & Software	4,374	12,013	5,532	10,000	9,000
420	5603	Computer Maintenance & Software	1,254	2,058	815	2,500	2,500
558	5603	Computer Maintenance & Software	0	0	1,616	475	475
565	5603	Computer Maintenance & Software	1,936	1,468	2,457	3,500	3,500
701	5603	Computer Maintenance & Software	0	86	223	1,000	1,000
601	5603	Computer Maintenance & Software	0	505	318	1,000	2,000
		TOTAL	9,555	20,059	12,940	21,975	21,975
404	5701	Telephone	0	0	0	0	0
410	5701	Telephone	3,780	4,078	3,696	3,800	3,800
511	5701	Telephone	2,155	2,988	2,836	3,600	3,400
558	5701	Telephone	1,140	1,258	1,335	2,300	2,300
565	5701	Telephone	3,641	3,911	4,128	3,600	3,600
701	5701	Telephone	6,592	7,300	7,654	6,500	6,500
601	5701	Telephone	10,142	10,614	10,844	10,000	10,000
		TOTAL	27,451	30,148	30,493	29,800	29,600
410	5702	Utilities - Gas	666	697	841	800	900
510	5702	Utilities - Gas	1,710	2,952	2,651	2,800	2,800
		TOTAL	2,376	3,649	3,492	3,600	3,700
410	5703	Utilities - Electric	8,218	9,042	8,280	9,000	9,000
501	5703	Utilities - Electric	3,962	4,441	3,694	4,000	4,000
510	5703	Utilities - Electric	2,895	2,790	3,088	3,500	3,500
511	5703	Utilities - Electric	6,496	7,523	7,815	7,500	7,500
550	5703	Utilities - Electric	44,843	49,545	49,852	55,000	55,000
558	5703	Utilities - Electric	0	0	2,000	950	950
558	5703	Utilities - Electric	816	881	935	900	900
565	5703	Utilities - Electric	1,923	2,062	2,473	2,500	2,500
701	5703	Utilities - Electric	82,088	93,254	99,364	95,000	95,000
601	5703	Utilities - Electric	96,918	107,682	95,451	110,000	110,000
		TOTAL	248,159	277,220	272,951	288,350	288,350
410	5704	Utilities - Water	1,530	1,212	1,088	1,800	1,800
510	5704	Utilities - Water	1,530	1,212	1,088	1,800	1,800
511	5704	Utilities - Water	45,500	38,861	34,552	46,000	46,000
558	5704	Utilities - Water	39,067	25,116	18,589	32,000	32,000
558	5704	Utilities - Water	19,306	17,876	14,921	22,000	22,000
701	5704	Utilities - Water	11,882	14,724	11,253	13,000	13,000
		TOTAL	118,813	99,001	81,491	116,600	116,600
410	5705	Utilities - Sewer	858	858	858	900	900
		TOTAL	858	858	858	900	900

ACCOUNT TOTALS

DEPT	ACCT	DESCRIPTION	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
511	5801	Buelltton Recreation Program	108,503	72,118	51,763	75,000	67,000
511	5801	Buelltton Recreation Program	933	12,958	25,369	15,000	35,000
		TOTAL	109,436	85,077	77,132	90,000	102,000
511	5802	Buelltton Rec Program Trips	28,890	19,487	19,708	20,000	20,000
		TOTAL	28,890	19,487	19,708	20,000	20,000
410	5804	Animal Control	29,097	29,097	29,970	31,500	32,306
		TOTAL	29,097	29,097	29,970	31,500	32,306
410	5805	Visitors Bureau	135,365	115,167	114,888	123,962	312,450
		TOTAL	135,365	115,167	114,888	123,962	312,450
410	5806	Newsletter	7,473	4,513	5,236	0	0
		TOTAL	7,473	4,513	5,236	0	0
410	5807	Community Organization Support	33,666	42,862	65,264	55,000	70,000
410	5807	Undesignated Miscellaneous Support	0	0	0	15,000	2,000
		TOTAL	33,666	42,862	65,264	70,000	72,000
410	5808	Miscellaneous Recognition Items	7,334	8,333	5,790	3,500	3,500
		TOTAL	7,334	8,333	5,790	3,500	3,500
401	5809	Election Expense	553	2,775	553	5,000	0
403	5809	Election Expense	0	0	0	0	1,500
		TOTAL	553	2,775	553	5,000	1,500
410	5812	SB Co Mental Health Mobile Crisis Svcs.	2,169	2,169	2,337	2,430	2,525
		TOTAL	2,169	2,169	2,337	2,430	2,525
580	5818	Housing Assistance	3,624	604	0	0	0
580	5818	Mobile Home Repair	0	0	0	3,450	3,000
		TOTAL	3,624	604	0	3,450	3,000
511	5820	Zaca Creek	0	4,310	46,637	0	0
		TOTAL	0	4,310	46,637	0	0
511	5820	Golf Course Renovation	0	0	14,076	25,000	0
		TOTAL	0	0	14,076	25,000	0
411	6002	Property Acquisition Fees	450	0	0	0	0
		TOTAL	450	0	0	0	0
420	6004	Audit	6,167	7,222	5,440	7,350	7,100
701	6004	Audit	6,169	7,219	5,438	7,350	7,100
601	6004	Audit	6,169	7,219	5,438	7,350	7,100
		TOTAL	18,505	21,660	16,315	22,050	21,300
402	6005	Recruitment Expense	21,688	0	0	0	0
410	6005	Recruitment Expense	2,773	2,472	4,666	2,500	2,500
		TOTAL	24,461	2,472	4,666	2,500	2,500

ACCOUNT TOTALS

DEPT	ACCT	DESCRIPTION	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
701	6007	Depreciation	170,608	164,434	174,089	175,000	175,000
601	6007	Depreciation	166,943	168,832	154,097	167,000	167,000
		TOTAL	337,551	333,265	328,186	342,000	342,000
553	6008	TCRF Audit	101,102	0	0	0	0
		TOTAL	101,102	0	0	0	0
410	6009	LAFCO Contribution	1,567	1,646	1,340	1,700	1,700
		TOTAL	1,567	1,646	1,340	1,700	1,700
545	6011	Regulatory Compliance	0	600	4,852	1,000	6,000
701	6011	Regulatory Compliance	12,006	10,860	13,163	19,500	20,000
601	6011	Regulatory Compliance	10,365	9,396	22,663	22,000	22,000
		TOTAL	22,372	20,856	40,678	42,500	48,000
410	6012	Transfer to Other Funds	0	0	0	0	0
		TOTAL	0	0	0	0	0
601	6013	State Water Project	901,424	946,204	947,268	1,000,000	1,000,000
		TOTAL	901,424	946,204	947,268	1,000,000	1,000,000
601	6014	Santa Ynez River Appropriations	7,929	4,980	4,356	6,300	6,300
		TOTAL	7,929	4,980	4,356	6,300	6,300
565	6016	Code Enforcement Expense	58	2,539	46	1,000	1,000
		TOTAL	58	2,539	46	1,000	1,000
410	6017	Emergency Operations	6,975	4,600	1,651	2,000	2,000
		TOTAL	6,975	4,600	1,651	2,000	2,000
557	6101	Development Permit Processing	4,205	4,355	1,753	4,000	4,000
		TOTAL	4,205	4,355	1,753	4,000	4,000
565	6102	Bev Container Recycle Program	0	0	5,042	0	0
		TOTAL	0	0	5,042	0	0
404	6204	Contract Services	142,971	132,089	174,043	125,000	125,000
411	6201	Contract Services	0	0	0	0	0
420	6201	Contract Services	14,240	11,486	12,979	12,000	49,500
501	6201	Contract Services	1,577,179	1,625,211	1,152,887	1,582,656	1,697,174
510	6201	Contract Services	71,000	74,550	74,550	78,278	78,278
511	6201	Contract Services	114,100	99,176	136,883	125,000	90,000
545	6201	Contract Services	173,182	137,771	141,891	135,000	135,000
553	6201	Contract Services	100,000	0	0	0	0
554	6201	Contract Services	44,460	23,793	23,218	38,991	26,000
555	6201	Contract Services	25,885	25,342	28,643	35,000	35,000
557	6201	Contract Services	83,660	69,446	74,865	60,000	60,000
557	6201	Contract Services	5,715	0	0	0	0
557	6201	Contract Services	9,765	395	31,622	42,983	25,000
557	6201	Contract Services	49,400	45,213	41,655	25,000	35,000
558	6201	Contract Services	26,014	50,537	42,609	42,000	47,000
558	6201	Contract Services	74,182	71,128	82,213	89,000	89,000
559	6201	Contract Services	0	0	15,759	15,000	15,000
560	6201	Contract Services	495,114	0	0	0	0
560	6201	Contract Services	0	3,087	55,700	91,213	50,000
565	6201	Contract Services	81,439	31,771	44,976	15,000	60,000
580	6201	Contract Services	0	0	0	0	0
701	6201	Contract Services	200,607	163,782	87,134	158,000	180,000
601	6201	Contract Services	39,929	16,877	18,696	26,000	30,000
		TOTAL	3,328,842	2,581,654	2,240,322	2,696,121	2,826,952

Preliminary 6-13-13

ACCOUNT TOTALS

DEPT	ACCT	DESCRIPTION	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
511	6202	Contract Services - Engineering	885	0	0	0	0
557	6202	Contract Services - Engineering	51,480	0	10,525	0	0
558	6202	Contract Services - Engineering	15,382	0	0	0	0
559	6202	Contract Services - Engineering	4,038	51,373	39,716	30,000	25,000
565	6202	Contract Services - Engineering	30,070	15,123	10,160	10,000	8,000
701	6202	Contract Services - Engineering	19,578	4,435	3,565	25,000	35,000
601	6202	Contract Services - Engineering	29,938	1,350	2,148	10,000	10,000
		TOTAL	151,369	72,281	66,114	75,000	78,000
511	6207	Administrative Overhead	15,000	15,000	0	0	0
		TOTAL	15,000	15,000	0	0	0
501	6208	Fire Department Contract	160,276	174,536	193,892	201,000	182,000
		TOTAL	160,276	174,536	193,892	201,000	182,000
559	6212	Lompoc-SYV Transit Project	20,000	20,000	20,000	20,000	20,000
559	6212	SYVT Dial-A-Ride Subsidy	0	0	1,100	1,650	1,650
559	6212	Breeze Extension Pilot	0	0	0	24,100	24,100
		TOTAL	20,000	20,000	21,100	45,750	45,750
401	6301	Miscellaneous	2,996	5,714	1,065	1,000	1,000
402	6301	Miscellaneous	1,416	452	0	500	500
403	6301	Miscellaneous	2,551	2,202	1,693	2,000	1,000
404	6301	Miscellaneous	9	0	0	0	0
410	6301	Miscellaneous	3,282	8,200	4,359	3,600	5,000
420	6301	Miscellaneous	7	135	479	200	200
511	6301	Miscellaneous	886	2,073	2,511	1,000	1,500
565	6301	Miscellaneous	2,741	2,942	658	1,000	1,000
701	6301	Miscellaneous	1,455	2,244	2,386	1,200	1,000
601	6301	Miscellaneous	2,807	3,188	4,716	2,200	2,200
		TOTAL	18,150	27,151	17,867	12,700	13,400
410	6503	Vehicles	0	0	0	0	0
511	6503	Vehicles	0	0	0	0	0
558	6503	Vehicles	0	0	18,300	32,628	0
		TOTAL	0	0	18,300	32,628	0
402	6504	Office Furniture	6,207	0	0	0	0
403	6504	Office Furniture	0	0	0	0	0
420	6504	Office Furniture	0	0	0	0	0
565	6504	Office Furniture	0	0	0	0	0
		TOTAL	6,207	0	0	0	0
401	6505	Computer Equipment	0	0	0	0	0
402	6505	Computer Equipment	0	0	0	0	0
403	6505	Computer Equipment	0	0	0	0	0
410	6505	Computer Equipment	3,677	0	0	0	0
420	6505	Computer Equipment	0	0	1,047	0	0
565	6505	Computer Equipment	0	0	1,067	0	0
		TOTAL	3,677	0	2,114	0	0
403	6506	Office Equipment	0	0	0	0	0
420	6506	Office Equipment	0	0	0	0	0
565	6506	Office Equipment	0	0	0	0	0
		TOTAL	0	0	0	0	0

ACCOUNT TOTALS

DEPT	ACCT	DESCRIPTION	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget	2013-14 Proposed
410	6507	Improvements	0	0	0	0	0
511	6507	Improvements	14,491	528,963	42,124	0	0
553	6507	Improvements	0	0	899,224	100,000	100,000
557	6507	Improvements	0	0	90,131	70,575	75,000
557	6507	Improvements	0	0	0	0	0
557	6507	Improvements	59,092	89,085	89,361	251,555	150,000
558	6507	Improvements	0	2,214	0	0	78,500
559	6507	Improvements	0	0	0	6,500	0
560	6507	Improvements	0	0	133,109	0	0
560	6507	Improvements	0	0	248,647	478,862	230,600
		TOTAL	73,583	620,262	1,502,595	907,492	634,100
511	6508	Equipment	0	0	0	0	25,000
558	6508	Equipment	0	0	0	7,000	7,000
		TOTAL	0	0	0	7,000	32,000
TOTAL EXPENDITURES			8,070,135	7,749,282	8,628,576	8,880,553	9,050,855