



CITY OF BUELLTON

CITY COUNCIL AGENDA

**Regular Meeting of May 25, 2017 – 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 Holly Sierra

PLEDGE OF ALLEGIANCE

ROLL CALL

Council Members John Connolly, Dave King, Foster Reif, Vice Mayor Ed Andrisek, and Mayor Holly Sierra

REORDERING OF AGENDA

PUBLIC COMMENTS

Speaker Slip to be completed and turned in to the City Clerk prior to commencement of meeting. Any person may address the Council on any subject pertaining to City business, including all items on the agenda not listed as a Public Hearing, including the Consent Agenda and Closed Session. Limited to three (3) minutes per speaker. By law, no action may be taken at this meeting on matters raised during Public Comments not included on this agenda.

CONSENT CALENDAR

(ACTION)

The following items are considered routine and non-controversial and 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 Any Council Member, the City Attorney, or the City Manager may request that an item be withdrawn from the Consent Agenda to allow for full discussion. Members of the Public may speak on Consent Agenda items during the Public Comment period.

- 1. Minutes of May 11, 2017 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2016-17**
- 3. Revenue and Expenditure Reports through April 30, 2017**
❖ (Staff Contact: Finance Director Carolyn Galloway-Cooper)

PRESENTATIONS

PUBLIC HEARINGS

COUNCIL MEMBER COMMENTS/ITEMS

WRITTEN COMMUNICATIONS

Written communications are included in the agenda packets. Any Council Member, the City Manager, or City Attorney may request that a written communication be read into the record.

COMMITTEE REPORTS

This Agenda listing is the opportunity for Council Members to give verbal Committee Reports on any meetings recently held for which the Council Members are the City representatives thereto.

BUSINESS ITEMS

(POSSIBLE ACTION)

- 4. Resolution No. 17-07 – "A Resolution of the City Council of the City of Buellton, California, Adopting the Biennial Fiscal Year 2017-18 and 2018-19 Budget"**
❖ (Staff Contact: Finance Director Carolyn Galloway-Cooper)
- 5. Resolution No. 17-06 – "A Resolution of the City Council of the City of Buellton, California, Approving the CalPERS Exception to the 180-Day Wait Period Pursuant to Government Code Sections 7522.56 and 21224"**
❖ (Staff Contact: H.R. Director Linda Reid)

CITY MANAGER’S REPORT

CLOSED SESSION ITEMS

(POSSIBLE ACTION)

- 6. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Initiation of litigation pursuant to Government Code Section 54956.9, subdivision (d)(4) (one case)

ADJOURNMENT

The next meeting of the City Council will be held on Thursday, June 8, 2017 at 6:00 p.m.

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES

Regular Meeting of May 11, 2017

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

CALL TO ORDER

Mayor Holly Sierra called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Council Members John Connolly, Dave King, and Foster Reif, Vice Mayor Ed Andrisek, and Mayor Holly Sierra

Staff: City Manager Marc Bierzinski, Finance Director Carolyn Galloway-Cooper, Public Works Director Rose Hess, City Attorney Steve McEwen, Revenue Specialist Shannel Zamora, Lt. Shawn O'Grady, and City Clerk Linda Reid

PUBLIC COMMENTS

Sue Schwartz, Buellton Senior Center, announced a Senior Center fundraiser on May 20 at Mendenhall's Museum and provided a flyer for the record.

Kevin McConnell, Buellton, requested a 15 minute parking zone along Park Street in front of the building he owns at 85 West Highway 246.

Therese Kokorowski, Buellton, discussed the amplified music events at Flying Flags RV Resort and requested the Council limit the use of amplified music at the RV Resort. Ms. Kokorowski provided a handout for the record.

Larry Rankin, Buellton, discussed the RV ordinance.

CONSENT CALENDAR

Council Member King requested that Item 4 be pulled for discussion.

- 1. Minutes of April 27, 2017 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2016-17**

3. Contract Amendment and Extension with Kosmont Companies for Economic Development Services

MOTION:

Motion by Vice Mayor Andrisek, seconded by Council Member Connolly approving Consent Calendar Items 1 through 3 as listed.

VOTE:

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

Council Member Connolly – Yes

Council Member King – Yes

Council Member Reif – Yes

Vice Mayor Andrisek - Yes

Mayor Sierra – Yes

4. Acceptance of Bid and Award of Contract for the 2016/17 Road Maintenance Project

The Council discussed funding allocations for the 2016/17 Road Maintenance Project.

MOTION:

Motion by Council Member Reif, seconded by Council Member King approving Consent Calendar Item 4 as listed.

VOTE:

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

Council Member Connolly – Yes

Council Member King – Yes

Council Member Reif – Yes

Vice Mayor Andrisek - Yes

Mayor Sierra – Yes

PRESENTATIONS

None

PUBLIC HEARINGS

None

COUNCIL MEMBER COMMENTS/ITEMS

Vice Mayor Andrisek noted the additional barriers in front of the fire hydrant at the Shell Station.

Vice Mayor Andrisek requested that the Caltrans slurry seal project map be placed in the kiosk on Avenue of Flags.

Vice Mayor Andrisek corrected the Santa Ynez Valley News article regarding the Williams Scholarship names and amounts.

Mayor Sierra acknowledged the Library Ice Cream Social and thanked everyone who participated in the event.

Council Member Reif requested and there was Council consensus to place a condition on the Flying Flags RV Resort permit prohibiting amplified music. City Manager Bierdzinski announced he will process this modification through the Planning Commission.

Council Member Reif requested Council's consensus regarding goal setting and strategic planning. The Council agreed by consensus to agendize this item at a future Council meeting.

Mayor Sierra requested Council consensus to agendize a 15 minute parking zone along Park Street adjacent to 85 West Highway 246. The Council agreed by consensus to agendize this item at a future Council meeting.

WRITTEN COMMUNICATIONS

None

COMMITTEE REPORTS

Vice Mayor Andrisek announced that he, Council Member Connolly, Mayor Sierra and City Manager Bierdzinski attended the Channel Counties League of California Cities dinner in Morro Bay on April 28.

Vice Mayor Andrisek announced that he attended the Quarterly Awards at Vandenberg Air Force Base on May 4.

Mayor Sierra announced that she attended the Library Advisory Board meeting and provided an oral report regarding the meeting.

Mayor Sierra announced that she attended a meeting of the Central Coast Collaborative on Homelessness and provided an oral report for the record.

BUSINESS ITEMS

5. Discussion Regarding Potential Parking Time Limits on Portions of Avenue of Flags

RECOMMENDATION:

That the City Council discuss and consider parking time limits on portions of the Avenue of Flags.

STAFF REPORT:

Public Works Director Hess presented the staff report.

SPEAKERS/DISCUSSION:

Correspondence regarding this item was received, distributed to the Council, and made part of the record from Jon McDermott and Doniece Parson from Mother Hubbard.

Finn Runge, Buellton, stated that parking on the Avenue of Flags should be restricted to allow patrons to park in front of businesses.

The City Council discussed the following issues:

- Limiting parking on the Avenue of Flags
- Adding a sign that says “no commuter parking”
- Painting the curb and indicating a time limit

DOCUMENTS:

Staff report with attachments as listed in the staff report.

DIRECTION:

The City Council agreed by consensus to bring back a resolution imposing a two-hour parking limit in front of Ellen’s Pancake House by painting the curb.

6. Budget Study Session for Fiscal Years 2017-18 and 2018-19 Biennial Budget**RECOMMENDATION:**

That the City Council review the Fiscal Year 2017-18 and 2018-19 City Budget and provide direction to staff as to any desired changes.

STAFF REPORT:

Finance Director Galloway-Cooper presented the staff report.

DOCUMENTS:

Staff Report with attachments as listed in the staff report.

SPEAKERS/DISCUSSION:

The City Council discussed the preliminary City budget and provided requested changes.

Recreation Coordinator Abello discussed the revenue amounts in Recreation.

Commander Bonner discussed the level of service provided by the Santa Barbara County Sheriff’s Department in relation to the contract.

DIRECTION:

The City Council directed staff to implement the budget changes as discussed and bring it back for consideration of adoption at the regular Council meeting scheduled for May 25, 2017.

CITY MANAGER’S REPORT

City Manager Bierdzinski provided an informational report to the City Council.

CLOSED SESSION ITEMS

- 7. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of litigation pursuant to Government Code Section 54956.9, subdivision
(d)(4) (two cases)**

The City Council met in Closed Session to discuss anticipated litigation. No reportable action was taken.

ADJOURNMENT

Mayor Sierra adjourned the regular meeting at 9:05 p.m. The next regular meeting of the City Council will be held on Thursday, May 25, 2017 at 6:00 p.m.

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk

Payments via Electronic Fund Transfer (EFT):
From 05/04/2017 through 05/15/2017

Postage - Hasler	5/4/2017	900.00
The Hartford	5/4/2017	447.93
Payroll Tax - IRS	5/15/2017	9,387.45
Payroll Tax - EDD	5/15/2017	2,571.91

Total		<u><u>13,307.29</u></u>
--------------	--	-------------------------



City of Buellton, CA

Detailed Check Register

Packet: APPKT00496 - 2017-05-25 City Council - PAYMENTS

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Vendor: ABALONE COAST ANALYTICAL, INC.							
Fund: 005 - Sewer Fund							
ABALONE COAST ANALYTIC	34554	05/16/2017	3119	April 2017 WWTP Chemical	005-701-61111		1,171.65
							<u>1,171.65</u>
						Fund 005 - Sewer Fund Total:	1,171.65
Fund: 020 - Water Fund							
ABALONE COAST ANALYTIC	34554	05/16/2017	3118	April 2017 DWTP Chemical	020-601-61111		384.30
							<u>384.30</u>
						Fund 020 - Water Fund Total:	384.30
						Vendor ABALONE COAST ANALYTICAL, INC. Total:	1,555.95
Vendor: ADRIENNE WALTER							
Fund: 001 - General Fund							
ADRIENNE WALTER	34555	05/16/2017	INV0006946	4/12-5/10/2017 Cycle Train	001-511-67140		36.00
							<u>36.00</u>
						Fund 001 - General Fund Total:	36.00
						Vendor ADRIENNE WALTER Total:	36.00
Vendor: AQUA-METRIC SALES, CO.							
Fund: 020 - Water Fund							
AQUA-METRIC SALES, CO.	34556	05/16/2017	0065282-IN	5/9/2017 Ord#0051174 M	020-601-61240		6,955.73
							<u>6,955.73</u>
						Fund 020 - Water Fund Total:	6,955.73
						Vendor AQUA-METRIC SALES, CO. Total:	6,955.73
Vendor: ARAMARK UNIFORM SERVICES INC							
Fund: 001 - General Fund							
ARAMARK UNIFORM SERVI	34557	05/16/2017	INV0006937	April 2017 Mats/Towels Ser	001-558-60800		330.53
							<u>330.53</u>
						Fund 001 - General Fund Total:	330.53
Fund: 005 - Sewer Fund							
ARAMARK UNIFORM SERVI	34557	05/16/2017	INV0006937	April 2017 Mats/Towels Ser	005-701-60800		82.63
							<u>82.63</u>
						Fund 005 - Sewer Fund Total:	82.63
						Vendor ARAMARK UNIFORM SERVICES INC Total:	413.16

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Vendor: CELI RIBET							
Fund: 001 - General Fund							
CELI RIBET	34558	05/16/2017	INV0006949	3/15-5/10/2017 Junior Chef	001-511-67140		119.00
							<u>119.00</u>
						Fund 001 - General Fund Total:	<u>119.00</u>
						Vendor CELI RIBET Total:	<u>119.00</u>
Vendor: ECO PROMOTIONAL PRODUCTS INC							
Fund: 001 - General Fund							
ECO PROMOTIONAL PROD	34559	05/16/2017	16526	5/4/2017 Earth Day Promot	001-551-60800		1,096.16
							<u>1,096.16</u>
						Fund 001 - General Fund Total:	<u>1,096.16</u>
						Vendor ECO PROMOTIONAL PRODUCTS INC Total:	<u>1,096.16</u>
Vendor: Geonine D Scott							
Fund: 001 - General Fund							
AccountCode: 22416 - Developer Deposit							
Geonine D Scott	34560	05/16/2017	INV0006933	5/11/2017 Refund - PP#900	001-22416	90035001	11,810.00
							<u>11,810.00</u>
						AccountCode 22416 - Developer Deposit Total:	<u>11,810.00</u>
						Fund 001 - General Fund Total:	<u>11,810.00</u>
						Vendor Geonine D Scott Total:	<u>11,810.00</u>
Vendor: GINA SIGMAN							
Fund: 001 - General Fund							
GINA SIGMAN	34561	05/16/2017	INV0006947	3/15-4/11/2017 Flow Yo-Yo	001-511-67140		72.00
							<u>72.00</u>
						Fund 001 - General Fund Total:	<u>72.00</u>
						Vendor GINA SIGMAN Total:	<u>72.00</u>
Vendor: HERMILA SANCHEZ							
Fund: 001 - General Fund							
HERMILA SANCHEZ	34562	05/16/2017	INV0006940	4/12-5/10/2017 Zumba	001-511-67140		70.00
							<u>70.00</u>
						Fund 001 - General Fund Total:	<u>70.00</u>
						Vendor HERMILA SANCHEZ Total:	<u>70.00</u>
Vendor: HOLLY SIERRA							
Fund: 001 - General Fund							
HOLLY SIERRA	34563	05/16/2017	INV0006925	2017-January Mtng & Event	001-401-60710		91.27
HOLLY SIERRA	34563	05/16/2017	INV0006926	2017-Feb Committee Meeti	001-401-60710		111.60

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
HOLLY SIERRA	34563	05/16/2017	INV0006927	2017-April Mtngs/LOCC Din	001-401-60710		146.38
							<u>349.25</u>
						Fund 001 - General Fund Total:	<u>349.25</u>
						Vendor HOLLY SIERRA Total:	<u>349.25</u>
Vendor: KAREN PALMER							
Fund: 001 - General Fund							
KAREN PALMER	34564	05/16/2017	INV0006945	4/12-5/10/2017 Kundalini Y	001-511-67140		56.00
							<u>56.00</u>
						Fund 001 - General Fund Total:	<u>56.00</u>
						Vendor KAREN PALMER Total:	<u>56.00</u>
Vendor: LAURA GARCIA dba							
Fund: 001 - General Fund							
LAURA GARCIA dba	34565	05/16/2017	INV0006943	4/12-5/10/2017 Flamenco	001-511-67140		126.00
							<u>126.00</u>
						Fund 001 - General Fund Total:	<u>126.00</u>
						Vendor LAURA GARCIA dba Total:	<u>126.00</u>
Vendor: MAILE INEMAN							
Fund: 001 - General Fund							
MAILE INEMAN	34566	05/16/2017	INV0006941	4/12-5/10/2017 Pilates	001-511-67140		51.20
							<u>51.20</u>
						Fund 001 - General Fund Total:	<u>51.20</u>
						Vendor MAILE INEMAN Total:	<u>51.20</u>
Vendor: MARIANNE MADSEN							
Fund: 001 - General Fund							
MARIANNE MADSEN	34567	05/16/2017	INV0006942	4/12-5/10/2017 Yoga	001-511-67140		288.00
							<u>288.00</u>
						Fund 001 - General Fund Total:	<u>288.00</u>
						Vendor MARIANNE MADSEN Total:	<u>288.00</u>
Vendor: SANDEE KESSLER							
Fund: 001 - General Fund							
SANDEE KESSLER	34568	05/16/2017	INV0006939	4/12-5/10/2017 Yoga - Viny	001-511-67140		207.00
							<u>207.00</u>
						Fund 001 - General Fund Total:	<u>207.00</u>
						Vendor SANDEE KESSLER Total:	<u>207.00</u>

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Vendor: SATCOM GLOBAL, INC.							
Fund: 001 - General Fund							
SATCOM GLOBAL, INC.	34569	05/16/2017	AI0570070	->4/30/17 Satellite SIM Car	001-410-60014		50.19
							<u>50.19</u>
						Fund 001 - General Fund Total:	<u>50.19</u>
						Vendor SATCOM GLOBAL, INC. Total:	<u>50.19</u>
Vendor: Shannel Zamora							
Fund: 001 - General Fund							
Shannel Zamora	34570	05/16/2017	INV0006932	5/11/2017 CSMFO Chapter	001-420-60710		40.61
							<u>40.61</u>
						Fund 001 - General Fund Total:	<u>40.61</u>
						Vendor Shannel Zamora Total:	<u>40.61</u>
Vendor: THADDEUS JECKELL							
Fund: 001 - General Fund							
THADDEUS JECKELL	34571	05/16/2017	INV0006944	4/12-5/10/2017 Wrestling	001-511-67140		84.00
							<u>84.00</u>
						Fund 001 - General Fund Total:	<u>84.00</u>
						Vendor THADDEUS JECKELL Total:	<u>84.00</u>
Vendor: THOMAS CHAMBERLAIN							
Fund: 001 - General Fund							
THOMAS CHAMBERLAIN	34572	05/16/2017	INV0006948	1/25-5/10/2017 Archery	001-511-67140		455.00
							<u>455.00</u>
						Fund 001 - General Fund Total:	<u>455.00</u>
						Vendor THOMAS CHAMBERLAIN Total:	<u>455.00</u>
Vendor: WALLACE GROUP							
Fund: 005 - Sewer Fund							
WALLACE GROUP	34573	05/16/2017	43713	-> 4/30/2017 Services FY16-	005-701-60800		6,937.70
							<u>6,937.70</u>
						Fund 005 - Sewer Fund Total:	<u>6,937.70</u>
						Vendor WALLACE GROUP Total:	<u>6,937.70</u>
						Grand Total:	<u><u>30,772.95</u></u>

Fund Summary

Fund	Expense Amount
001 - General Fund	15,240.94
005 - Sewer Fund	8,191.98
020 - Water Fund	7,340.03
Grand Total:	30,772.95

Account Summary

Account Number	Account Name	Expense Amount
001-22416	Developer Deposit	11,810.00
001-401-60710	Travel & Training	349.25
001-410-60014	Emergency Operations	50.19
001-420-60710	Travel & Training	40.61
001-511-67140	Buellton Recreation Pro	1,564.20
001-551-60800	Contract Services	1,096.16
001-558-60800	Contract Services	330.53
005-701-60800	Contract Services	7,020.33
005-701-61111	Chemicals / Analysis	1,171.65
020-601-61111	Chemicals / Analysis	384.30
020-601-61240	Meter Expense	6,955.73
Grand Total:	30,772.95	

Project Account Summary

Project Account Key	Expense Amount
None	18,962.95
90035001	11,810.00
Grand Total:	30,772.95



City of Buellton, CA

Detailed Check Register

Packet: APPKT00492 - 2017-05-10 Special Run - PAYMENTS

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Vendor: ACWA/JPIA							
Fund: 001 - General Fund							
ACWA/JPIA	34533	05/10/2017	0481994	June 2017 Dental Vision & E	001-401-50400		267.46
ACWA/JPIA	34533	05/10/2017	0481994	June 2017 Dental Vision & E	001-402-50400		90.00
ACWA/JPIA	34533	05/10/2017	0481994	June 2017 Dental Vision & E	001-403-50400		54.00
ACWA/JPIA	34533	05/10/2017	0481994	June 2017 Dental Vision & E	001-420-50400		158.44
ACWA/JPIA	34533	05/10/2017	0481994	June 2017 Dental Vision & E	001-511-50400		337.47
ACWA/JPIA	34533	05/10/2017	0481994	June 2017 Dental Vision & E	001-558-50400		441.64
ACWA/JPIA	34533	05/10/2017	0481994	June 2017 Dental Vision & E	001-565-50400		144.63
							<u>1,493.64</u>
						Fund 001 - General Fund Total:	1,493.64
Fund: 005 - Sewer Fund							
ACWA/JPIA	34533	05/10/2017	0481994	June 2017 Dental Vision & E	005-701-50400		349.97
							<u>349.97</u>
						Fund 005 - Sewer Fund Total:	349.97
Fund: 020 - Water Fund							
ACWA/JPIA	34533	05/10/2017	0481994	June 2017 Dental Vision & E	020-601-50400		349.97
							<u>349.97</u>
						Fund 020 - Water Fund Total:	349.97
						Vendor ACWA/JPIA Total:	2,193.58
Vendor: BUELLTON MEDICAL CENTER							
Fund: 001 - General Fund							
BUELLTON MEDICAL CENTE	34534	05/10/2017	INV0006911	April 2017 Pre-Emp Drug Sc	001-410-60022		185.00
BUELLTON MEDICAL CENTE	34534	05/10/2017	INV0006911	April 2017 Pre-Emp Drug Sc	001-410-60022		185.00
							<u>370.00</u>
						Fund 001 - General Fund Total:	370.00
						Vendor BUELLTON MEDICAL CENTER Total:	370.00

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Vendor: CalPERS LONG-TERM CARE PROGRAM							
Fund: 001 - General Fund							
AccountCode: 22166 - Long-Term Care Deduction							
CalPERS LONG-TERM CARE	34535	05/10/2017	11728815	05/01-05/15/17 Long Term	001-22166		84.25
AccountCode 22166 - Long-Term Care Deduction Total:							84.25
Fund 001 - General Fund Total:							84.25
Vendor CalPERS LONG-TERM CARE PROGRAM Total:							84.25
Vendor: CCI CENTRAL, INC.							
Fund: 001 - General Fund							
CCI CENTRAL, INC.	34536	05/10/2017	26261	5/2/2017 Postage meter su	001-410-61130		96.91
							96.91
Fund 001 - General Fund Total:							96.91
Vendor CCI CENTRAL, INC. Total:							96.91
Vendor: COASTAL COPY, INC.							
Fund: 001 - General Fund							
COASTAL COPY, INC.	34537	05/10/2017	728044	4/1-4/30/17 REC Overage c	001-511-61130		134.34
							134.34
Fund 001 - General Fund Total:							134.34
Vendor COASTAL COPY, INC. Total:							134.34
Vendor: ED ANDRISEK							
Fund: 001 - General Fund							
ED ANDRISEK	34538	05/10/2017	INV0006900	4/28&29/17 Channel Cities	001-401-60710		82.93
							82.93
Fund 001 - General Fund Total:							82.93
Vendor ED ANDRISEK Total:							82.93
Vendor: GENUINE PARTS COMPANY INC							
Fund: 001 - General Fund							
GENUINE PARTS COMPANY	34539	05/10/2017	INV0006916	April 2017 Misc Maint/Repa	001-558-60270		20.24
							20.24
Fund 001 - General Fund Total:							20.24
Fund: 005 - Sewer Fund							
GENUINE PARTS COMPANY	34539	05/10/2017	INV0006916	April 2017 Misc Maint/Repa	005-701-61140		14.20
							14.20
Fund 005 - Sewer Fund Total:							14.20
Vendor GENUINE PARTS COMPANY INC Total:							34.44

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Vendor: IRON MOUNTAIN							
Fund: 001 - General Fund							
IRON MOUNTAIN	34540	05/10/2017	NUZ0343	3/29-4/25/2017 Onsite Shr	001-410-60900		50.68
							<u>50.68</u>
Fund 001 - General Fund Total:							50.68
Vendor IRON MOUNTAIN Total:							50.68
Vendor: LEE CENTRAL COAST NEWSPAPERS							
Fund: 001 - General Fund							
LEE CENTRAL COAST NEWS	34541	05/10/2017	INV0006910	3/27-4/30/2017 REC Advert	001-511-60510		79.92
LEE CENTRAL COAST NEWS	34541	05/10/2017	INV0006910	3/27-4/30/2017 REC Advert	001-511-60510		129.84
LEE CENTRAL COAST NEWS	34541	05/10/2017	INV0006910	3/27-4/30/2017 REC Advert	001-511-60510		129.84
LEE CENTRAL COAST NEWS	34541	05/10/2017	INV0006910	3/27-4/30/2017 REC Advert	001-511-60510		129.84
LEE CENTRAL COAST NEWS	34541	05/10/2017	INV0006910	3/27-4/30/2017 REC Advert	001-511-60510		79.92
							<u>549.36</u>
Fund 001 - General Fund Total:							549.36
Vendor LEE CENTRAL COAST NEWSPAPERS Total:							549.36
Vendor: METRO VENTURES LTD							
Fund: 001 - General Fund							
METRO VENTURES LTD	34542	05/10/2017	2017-0502-buel	04/2017 City Planner - Prof	001-565-60800		2,400.00
							<u>2,400.00</u>
AccountCode: 22416 - Developer Deposit							
METRO VENTURES LTD	34542	05/10/2017	2017-0502-buel	04/2017 City Planner - Prof	001-22416	90041-070	1,280.00
							<u>1,280.00</u>
AccountCode 22416 - Developer Deposit Total:							1,280.00
Fund 001 - General Fund Total:							3,680.00
Vendor METRO VENTURES LTD Total:							3,680.00
Vendor: MOTOR PRODUCTS INC. dba							
Fund: 001 - General Fund							
MOTOR PRODUCTS INC. db	34543	05/10/2017	INV0006921	April 2017 - Misc Maint/Re	001-558-60270		17.01
MOTOR PRODUCTS INC. db	34543	05/10/2017	INV0006921	April 2017 - Misc Maint/Re	001-558-61140		11.08
							<u>28.09</u>
Fund 001 - General Fund Total:							28.09
Vendor MOTOR PRODUCTS INC. dba Total:							28.09
Vendor: NIELSEN BUILDING MATERIALS,INC							
Fund: 001 - General Fund							
NIELSEN BUILDING MATERI	34544	05/10/2017	INV0006920	04/2017 Misc Maint/Repair	001-552-61140		93.99
							<u>93.99</u>
Fund 001 - General Fund Total:							93.99
Vendor NIELSEN BUILDING MATERIALS,INC Total:							93.99

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Vendor: O'REILLY AUTOMOTIVE STORES, INC.							
Fund: 001 - General Fund							
O'REILLY AUTOMOTIVE STO	34545	05/10/2017	INV0006918	April 2017 Misc Maint/Repa	001-511-60270		43.09
O'REILLY AUTOMOTIVE STO	34545	05/10/2017	INV0006918	April 2017 Misc Maint/Repa	001-552-61140		12.38
O'REILLY AUTOMOTIVE STO	34545	05/10/2017	INV0006918	April 2017 Misc Maint/Repa	001-558-60270		11.30
O'REILLY AUTOMOTIVE STO	34545	05/10/2017	INV0006918	April 2017 Misc Maint/Repa	001-558-61140		6.45
							73.22
Fund 001 - General Fund Total:							73.22
Vendor O'REILLY AUTOMOTIVE STORES, INC. Total:							73.22
Vendor: PETTY CASH							
Fund: 020 - Water Fund							
AccountCode: 11190 - Petty Cash							
PETTY CASH	34546	05/10/2017	INV0006919	5/3/17 To Balance Cash Reg	020-11190		86.98
							86.98
AccountCode 11190 - Petty Cash Total:							86.98
Fund 020 - Water Fund Total:							86.98
Vendor PETTY CASH Total:							86.98
Vendor: READY REFRESH BY NESTLE							
Fund: 001 - General Fund							
READY REFRESH BY NESTLE	34547	05/10/2017	07D0029022365	3/27-4/26/2017 Water Serv	001-558-60800		69.11
READY REFRESH BY NESTLE	34547	05/10/2017	07D0029022381	3/27-4/26/17 CC/LIB Water	001-558-60800		27.46
READY REFRESH BY NESTLE	34547	05/10/2017	07D0029154614	3/27-4/26/17 Planning Wat	001-558-60800		19.93
							116.50
Fund 001 - General Fund Total:							116.50
Vendor READY REFRESH BY NESTLE Total:							116.50
Vendor: RINCON CONSULTANTS, INC.							
Fund: 001 - General Fund							
AccountCode: 22416 - Developer Deposit							
RINCON CONSULTANTS, IN	34548	05/10/2017	29508	1/1-1/29/17 Commons - AQ	001-22416	90041-070	712.00
RINCON CONSULTANTS, IN	34548	05/10/2017	29875	1/30-3/7/17 Commons -Bio	001-22416	90041-070	221.45
							933.45
AccountCode 22416 - Developer Deposit Total:							933.45
Fund 001 - General Fund Total:							933.45
Vendor RINCON CONSULTANTS, INC. Total:							933.45
Vendor: SANTA YNEZ VALLEY HARDWARE							
Fund: 001 - General Fund							
SANTA YNEZ VALLEY HARD	34549	05/10/2017	INV0006922	April 2017 Misc Repair Mai	001-410-60014		25.85
SANTA YNEZ VALLEY HARD	34549	05/10/2017	INV0006922	April 2017 Misc Repair Mai	001-511-60250		55.96
SANTA YNEZ VALLEY HARD	34549	05/10/2017	INV0006922	April 2017 Misc Repair Mai	001-558-60250		38.78
SANTA YNEZ VALLEY HARD	34549	05/10/2017	INV0006922	April 2017 Misc Repair Mai	001-558-60900		11.80

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
SANTA YNEZ VALLEY HARD	34549	05/10/2017	INV0006922	April 2017 Misc Repair Mai	001-558-61140		264.20
							<u>396.59</u>
						Fund 001 - General Fund Total:	396.59
Fund: 005 - Sewer Fund							
SANTA YNEZ VALLEY HARD	34549	05/10/2017	INV0006922	April 2017 Misc Repair Mai	005-701-61140		55.99
							<u>55.99</u>
						Fund 005 - Sewer Fund Total:	55.99
Fund: 020 - Water Fund							
SANTA YNEZ VALLEY HARD	34549	05/10/2017	INV0006922	April 2017 Misc Repair Mai	020-601-61111		145.45
SANTA YNEZ VALLEY HARD	34549	05/10/2017	INV0006922	April 2017 Misc Repair Mai	020-601-61140		55.99
							<u>201.44</u>
						Fund 020 - Water Fund Total:	201.44
						Vendor SANTA YNEZ VALLEY HARDWARE Total:	654.02
Vendor: SB CO SHERIFF'S DEPARTMENT							
Fund: 001 - General Fund							
SB CO SHERIFF'S DEPARTM	34550	05/10/2017	17-261	April 2017 Motorcycle (Vehi	001-501-60800		709.63
							<u>709.63</u>
						Fund 001 - General Fund Total:	709.63
						Vendor SB CO SHERIFF'S DEPARTMENT Total:	709.63
Vendor: STATE OF CALIFORNIA - DOJ							
Fund: 001 - General Fund							
STATE OF CALIFORNIA - DOJ	34551	05/10/2017	232908	April 2017 - DOJ Screening	001-410-60022		96.00
							<u>96.00</u>
						Fund 001 - General Fund Total:	96.00
						Vendor STATE OF CALIFORNIA - DOJ Total:	96.00
Vendor: TETRA TECH, INC.							
Fund: 001 - General Fund							
AccountCode: 22416 - Developer Deposit							
TETRA TECH, INC.	34552	05/10/2017	51175578	Engineering Services thru 3	001-22416	90010070	4,367.50
TETRA TECH, INC.	34552	05/10/2017	51175579	Engineering Services thru 3	001-22416	90021070	6,617.50
						AccountCode 22416 - Developer Deposit Total:	10,985.00
						Fund 001 - General Fund Total:	10,985.00
						Vendor TETRA TECH, INC. Total:	10,985.00
Vendor: WEX BANK							
Fund: 001 - General Fund							
WEX BANK	34553	05/10/2017	49600485	April 2017 Fuel Charges	001-511-61280		539.71

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
WEX BANK	34553	05/10/2017	49600485	April 2017 Fuel Charges	001-558-61280		456.04
							<u>995.75</u>
						Fund 001 - General Fund Total:	995.75
Fund: 005 - Sewer Fund							
WEX BANK	34553	05/10/2017	49600485	April 2017 Fuel Charges	005-701-61280		456.04
							<u>456.04</u>
						Fund 005 - Sewer Fund Total:	456.04
Fund: 020 - Water Fund							
WEX BANK	34553	05/10/2017	49600485	April 2017 Fuel Charges	020-601-61280		456.04
							<u>456.04</u>
						Fund 020 - Water Fund Total:	456.04
						Vendor WEX BANK Total:	<u>1,907.83</u>
						Grand Total:	<u>22,961.20</u>

Fund Summary

Fund	Expense Amount
001 - General Fund	20,990.57
005 - Sewer Fund	876.20
020 - Water Fund	1,094.43
Grand Total:	22,961.20

Account Summary

Account Number	Account Name	Expense Amount
001-22166	Long-Term Care Deducti	84.25
001-22416	Developer Deposit	13,198.45
001-401-50400	Medical Benefit	267.46
001-401-60710	Travel & Training	82.93
001-402-50400	Medical Benefit	90.00
001-403-50400	Medical Benefit	54.00
001-410-60014	Emergency Operations	25.85
001-410-60022	Recruitment Expense	466.00
001-410-60900	Miscellaneous	50.68
001-410-61130	Office Supplies	96.91
001-420-50400	Medical Benefit	158.44
001-501-60800	Contract Services	709.63
001-511-50400	Medical Benefit	337.47
001-511-60250	Maintenance/Repair	55.96
001-511-60270	Maintenance-Vehicles	43.09
001-511-60510	Advertising	549.36
001-511-61130	Office Supplies	134.34
001-511-61280	Fuel-Vehicles	539.71
001-552-61140	Operational Supplies	106.37
001-558-50400	Medical Benefit	441.64
001-558-60250	Maintenance / Repair	38.78
001-558-60270	Maintenance - Vehicles	48.55
001-558-60800	Contract Services	116.50
001-558-60900	Miscellaneous	11.80
001-558-61140	Operational Supplies	281.73
001-558-61280	Fuel - Vehicles	456.04
001-565-50400	Medical Benefit	144.63
001-565-60800	Contract Services	2,400.00
005-701-50400	Medical Benefit	349.97
005-701-61140	Operational Supplies	70.19
005-701-61280	Fuel - Vehicles	456.04
020-11190	Petty Cash	86.98
020-601-50400	Medical Benefit	349.97
020-601-61111	Chemicals / Analysis	145.45
020-601-61140	Operational Supplies	55.99

Account Summary

Account Number	Account Name	Expense Amount
020-601-61280	Fuel - Vehicles	456.04
	Grand Total:	22,961.20

Project Account Summary

Project Account Key	Expense Amount
None	9,762.75
90010070	4,367.50
90021070	6,617.50
90041-070	2,213.45
	Grand Total:
	22,961.20



City of Buellton, CA

Detailed Check Register

Packet: APPKT00488 - 2017-05-04 Special Run - PAYMENTS

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Vendor: ALBERTSONS, LLC.							
Fund: 001 - General Fund							
ALBERTSONS, LLC.	34500	05/04/2017	INV0006788	April 2017 Misc Supplies	001-410-61130		45.67
							<u>45.67</u>
						Fund 001 - General Fund Total:	45.67
						Vendor ALBERTSONS, LLC. Total:	45.67
Vendor: ALTHOUSE AND MEADE INC							
Fund: 001 - General Fund							
ALTHOUSE AND MEADE INC	34501	05/04/2017	9014	March 2017 Entomology In	001-410-60800		720.00
							<u>720.00</u>
						Fund 001 - General Fund Total:	720.00
						Vendor ALTHOUSE AND MEADE INC Total:	720.00
Vendor: ASSOC TRANSPORTATION ENGINEERS							
Fund: 001 - General Fund							
ASSOC TRANSPORTATION E	34502	05/04/2017	17026.00-0000002	3/16-4/15/2017 Prof Srvc	001-565-60830		10,795.62
							<u>10,795.62</u>
						Fund 001 - General Fund Total:	10,795.62
						Vendor ASSOC TRANSPORTATION ENGINEERS Total:	10,795.62
Vendor: CACEO							
Fund: 001 - General Fund							
CACEO	34503	05/04/2017	INV0006786	2017 Membership Fee - BH	001-565-60650		85.00
							<u>85.00</u>
						Fund 001 - General Fund Total:	85.00
						Vendor CACEO Total:	85.00
Vendor: CAL-COAST IRRIGATION, INC.							
Fund: 001 - General Fund							
CAL-COAST IRRIGATION, IN	34504	05/04/2017	772431	4/26/2017 Misc Maint/Rep	001-552-60258		8.35
							<u>8.35</u>
						Fund 001 - General Fund Total:	8.35

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Fund: 005 - Sewer Fund							
CAL-COAST IRRIGATION, IN	34504	05/04/2017	772435	4/26/2017 Misc Maint/Rep	005-701-60250		103.97
							<u>103.97</u>
Fund 005 - Sewer Fund Total:							103.97
Fund: 020 - Water Fund							
CAL-COAST IRRIGATION, IN	34504	05/04/2017	772455	4/26/2017 Misc Maint/Rep	020-601-60250		53.32
CAL-COAST IRRIGATION, IN	34504	05/04/2017	772521	4/28/2017 Misc Maint Repa	020-601-61140		3.25
							<u>56.57</u>
Fund 020 - Water Fund Total:							56.57
Vendor CAL-COAST IRRIGATION, INC. Total:							168.89
Vendor: CalPERS LONG-TERM CARE PROGRAM							
Fund: 001 - General Fund							
AccountCode: 22166 - Long-Term Care Deduction							
CalPERS LONG-TERM CARE	34505	05/04/2017	11720342	4/16-4/30/2017 Long Term	001-22166		84.25
							<u>84.25</u>
AccountCode 22166 - Long-Term Care Deduction Total:							84.25
Fund 001 - General Fund Total:							84.25
Vendor CalPERS LONG-TERM CARE PROGRAM Total:							84.25
Vendor: COAST NETWORKX, INC.							
Fund: 001 - General Fund							
COAST NETWORKX, INC.	34506	05/04/2017	19137	4/21/2017 600 Gig SAS Har	001-410-60210		214.42
							<u>214.42</u>
Fund 001 - General Fund Total:							214.42
Vendor COAST NETWORKX, INC. Total:							214.42
Vendor: COMCAST CABLE							
Fund: 001 - General Fund							
COMCAST CABLE	34508	05/04/2017	INV0006798	4/25-5/24/2017 REC Phone	001-511-61290		219.75
COMCAST CABLE	34509	05/04/2017	INV0006797	4/26-5/25/17 CH Internet	001-410-61292		233.61
							<u>453.36</u>
Fund 001 - General Fund Total:							453.36
Fund: 005 - Sewer Fund							
COMCAST CABLE	34507	05/04/2017	INV0006817	4/29-5/28/17 WW Business	005-701-60210		236.01
							<u>236.01</u>
Fund 005 - Sewer Fund Total:							236.01
Vendor COMCAST CABLE Total:							689.37

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Vendor: DANIEL FITZGERALD dba							
Fund: 001 - General Fund							
DANIEL FITZGERALD dba	34510	05/04/2017	INV0006835	April 2017 Monthly Janitori	001-558-60800		1,200.00
							<u>1,200.00</u>
						Fund 001 - General Fund Total:	1,200.00
						Vendor DANIEL FITZGERALD dba Total:	1,200.00
Vendor: DELUXE							
Fund: 001 - General Fund							
DELUXE	34511	05/04/2017	2039612156	4/18/2017 FinDept - Checks	001-410-61130		311.01
							<u>311.01</u>
						Fund 001 - General Fund Total:	311.01
Fund: 005 - Sewer Fund							
DELUXE	34511	05/04/2017	2039612156	4/18/2017 FinDept - Checks	005-701-61130		311.02
							<u>311.02</u>
						Fund 005 - Sewer Fund Total:	311.02
Fund: 020 - Water Fund							
DELUXE	34511	05/04/2017	2039612156	4/18/2017 FinDept - Checks	020-601-61130		311.02
							<u>311.02</u>
						Fund 020 - Water Fund Total:	311.02
						Vendor DELUXE Total:	933.05
Vendor: ECHO COMMUNICATIONS							
Fund: 001 - General Fund							
ECHO COMMUNICATIONS	34512	05/04/2017	INV0006814	5/2017 Msg Srvcs & 4/2017	001-558-60800		24.96
							<u>24.96</u>
						Fund 001 - General Fund Total:	24.96
Fund: 005 - Sewer Fund							
ECHO COMMUNICATIONS	34512	05/04/2017	INV0006814	5/2017 Msg Srvcs & 4/2017	005-701-60800		24.97
							<u>24.97</u>
						Fund 005 - Sewer Fund Total:	24.97
Fund: 020 - Water Fund							
ECHO COMMUNICATIONS	34512	05/04/2017	INV0006814	5/2017 Msg Srvcs & 4/2017	020-601-60800		24.97
							<u>24.97</u>
						Fund 020 - Water Fund Total:	24.97
						Vendor ECHO COMMUNICATIONS Total:	74.90
Vendor: FARM SUPPLY COMPANY							
Fund: 001 - General Fund							
FARM SUPPLY COMPANY	34513	05/04/2017	23981	4/11/2017 Misc Maint/Rep	001-558-60270		49.54

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
FARM SUPPLY COMPANY	34513	05/04/2017	24197	4/21/2017 Misc Maint/Rep	001-552-61140		14.00
							<u>63.54</u>
						Fund 001 - General Fund Total:	63.54
Fund: 005 - Sewer Fund							
FARM SUPPLY COMPANY	34513	05/04/2017	24246	4/25/2017 Misc Maint/Rep	005-701-61111		18.31
							<u>18.31</u>
						Fund 005 - Sewer Fund Total:	18.31
						Vendor FARM SUPPLY COMPANY Total:	81.85
Vendor: FIRST NATIONAL BANK OF OMAHA							
Fund: 001 - General Fund							
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006805	KAbello - CC thru 4/17/201	001-410-67370		75.00
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006805	KAbello - CC thru 4/17/201	001-511-60250		3,917.68
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006805	KAbello - CC thru 4/17/201	001-511-60800		50.81
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006805	KAbello - CC thru 4/17/201	001-511-61130		13.24
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006805	KAbello - CC thru 4/17/201	001-511-67140		911.34
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006805	KAbello - CC thru 4/17/201	001-511-67570		849.99
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006806	EAndrisek - CC thru 4/17/20	001-401-60710		375.00
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006807	MBierdzinski - CC thru 4/17	001-401-61130		8.79
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006808	RHess - CC thru 4/17/2017	001-551-60650		290.00
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006808	RHess - CC thru 4/17/2017	001-551-60800		415.25
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006808	RHess - CC thru 4/17/2017	001-558-73500		504.83
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006809	LReid - CC thru 4/17/2017	001-401-60900		136.51
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006809	LReid - CC thru 4/17/2017	001-401-61130		105.86
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006809	LReid - CC thru 4/17/2017	001-403-60710		340.59
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006809	LReid - CC thru 4/17/2017	001-403-60900		123.60
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006809	LReid - CC thru 4/17/2017	001-410-61130		39.85
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006810	PSmith - CC thru 4/17/2017	001-410-67370		75.00
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006810	PSmith - CC thru 4/17/2017	001-511-67140		866.87
							<u>9,100.21</u>
						Fund 001 - General Fund Total:	9,100.21
Fund: 005 - Sewer Fund							
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006808	RHess - CC thru 4/17/2017	005-701-60710		311.43
							<u>311.43</u>
						Fund 005 - Sewer Fund Total:	311.43
Fund: 020 - Water Fund							
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006808	RHess - CC thru 4/17/2017	020-601-60710		332.54
FIRST NATIONAL BANK OF	34514	05/04/2017	INV0006808	RHess - CC thru 4/17/2017	020-601-61140		52.71
							<u>385.25</u>
						Fund 020 - Water Fund Total:	385.25
						Vendor FIRST NATIONAL BANK OF OMAHA Total:	9,796.89

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Vendor: FRONTIER COMMUNICATIONS							
Fund: 001 - General Fund							
FRONTIER COMMUNICATIO	34516	05/04/2017	INV0006799	4/19-5/18/2017 Phone Sum	001-410-67705		340.99
FRONTIER COMMUNICATIO	34516	05/04/2017	INV0006799	4/19-5/18/2017 Phone Sum	001-565-67705		406.11
							<u>747.10</u>
Fund 001 - General Fund Total:							747.10
Fund: 005 - Sewer Fund							
FRONTIER COMMUNICATIO	34516	05/04/2017	INV0006799	4/19-5/18/2017 Phone Sum	005-701-67705		568.80
							<u>568.80</u>
Fund 005 - Sewer Fund Total:							568.80
Fund: 020 - Water Fund							
FRONTIER COMMUNICATIO	34516	05/04/2017	INV0006799	4/19-5/18/2017 Phone Sum	020-601-67705		511.48
							<u>511.48</u>
Fund 020 - Water Fund Total:							511.48
Vendor FRONTIER COMMUNICATIONS Total:							1,827.38
Vendor: HdL Coren & Cone							
Fund: 001 - General Fund							
HdL Coren & Cone	34517	05/04/2017	0023991-IN	4/01-9/30/2017 Contract S	001-420-60800		875.00
							<u>875.00</u>
AccountCode: 15000 - Pre-Paid Expense							
HdL Coren & Cone	34517	05/04/2017	0023991-IN	4/01-9/30/2017 Contract S	001-15000		875.00
							<u>875.00</u>
AccountCode 15000 - Pre-Paid Expense Total:							875.00
Fund 001 - General Fund Total:							1,750.00
Vendor HdL Coren & Cone Total:							1,750.00
Vendor: JIM VREELAND FORD							
Fund: 001 - General Fund							
JIM VREELAND FORD	34518	05/04/2017	C08210	3/10/2017 Vehicle Maint/1	001-558-73500		764.25
							<u>764.25</u>
Fund 001 - General Fund Total:							764.25
Vendor JIM VREELAND FORD Total:							764.25
Vendor: Kerry Morgantini							
Fund: 001 - General Fund							
Kerry Morgantini	34519	05/04/2017	INV0006791	4/28/17 REFUND - Canceled	001-511-67140		60.00
							<u>60.00</u>
Fund 001 - General Fund Total:							60.00
Vendor Kerry Morgantini Total:							60.00

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Vendor: LEE CENTRAL COAST NEWSPAPERS							
Fund: 092 - Capital Improvement Proj Fund							
LEE CENTRAL COAST NEWS	34520	05/04/2017	102464	4/6/17 Notice - Sealed Bids	092-313-74100		226.50
							<u>226.50</u>
Fund 092 - Capital Improvement Proj Fund Total:							226.50
Vendor LEE CENTRAL COAST NEWSPAPERS Total:							226.50
Vendor: Linda and David Kinman							
Fund: 001 - General Fund							
AccountCode: 22510 - Park/Damage Charge							
Linda and David Kinman	34521	05/04/2017	INV0006796	4/30/2017 REFUND - RVP -	001-22510		200.00
							<u>200.00</u>
AccountCode 22510 - Park/Damage Charge Total:							200.00
Fund 001 - General Fund Total:							200.00
Vendor Linda and David Kinman Total:							200.00
Vendor: MICHAEL PAUL DI MILO dba							
Fund: 001 - General Fund							
MICHAEL PAUL DI MILO db	34522	05/04/2017	906BUELL	3/21&23/2017 Class Prsnta	001-551-60800		2,076.89
							<u>2,076.89</u>
Fund 001 - General Fund Total:							2,076.89
Vendor MICHAEL PAUL DI MILO dba Total:							2,076.89
Vendor: MOTOR PRODUCTS INC. dba							
Fund: 001 - General Fund							
MOTOR PRODUCTS INC. db	34523	05/04/2017	INV0006803	March 2017 Misc Maint/Re	001-558-61140		40.48
							<u>40.48</u>
Fund 001 - General Fund Total:							40.48
Fund: 005 - Sewer Fund							
MOTOR PRODUCTS INC. db	34523	05/04/2017	INV0006803	March 2017 Misc Maint/Re	005-701-61140		13.58
							<u>13.58</u>
Fund 005 - Sewer Fund Total:							13.58
Vendor MOTOR PRODUCTS INC. dba Total:							54.06
Vendor: NIELSEN BUILDING MATERIALS,INC							
Fund: 001 - General Fund							
NIELSEN BUILDING MATERI	34524	05/04/2017	INV0006845	Misc Maint/Repair Items	001-552-60258		142.83
NIELSEN BUILDING MATERI	34524	05/04/2017	INV0006845	Misc Maint/Repair Items	001-552-61140		24.53
							<u>167.36</u>
Fund 001 - General Fund Total:							167.36
Vendor NIELSEN BUILDING MATERIALS,INC Total:							167.36

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Vendor: POSTMASTER							
Fund: 005 - Sewer Fund							
POSTMASTER	34525	05/04/2017	INV0006790	May 2017 Postage - Water/	005-701-61131		100.00
							<u>100.00</u>
						Fund 005 - Sewer Fund Total:	100.00
Fund: 020 - Water Fund							
POSTMASTER	34525	05/04/2017	INV0006790	May 2017 Postage - Water/	020-601-61131		100.00
							<u>100.00</u>
						Fund 020 - Water Fund Total:	100.00
						Vendor POSTMASTER Total:	200.00
Vendor: RIO VISTA CHEVROLET, INC.							
Fund: 001 - General Fund							
RIO VISTA CHEVROLET, INC.	34526	05/04/2017	71519	3/22/2017 Vehicle Maint -	001-558-60270		78.18
							<u>78.18</u>
						Fund 001 - General Fund Total:	78.18
Fund: 005 - Sewer Fund							
RIO VISTA CHEVROLET, INC.	34526	05/04/2017	71519	3/22/2017 Vehicle Maint -	005-701-60270		78.19
							<u>78.19</u>
						Fund 005 - Sewer Fund Total:	78.19
Fund: 020 - Water Fund							
RIO VISTA CHEVROLET, INC.	34526	05/04/2017	71519	3/22/2017 Vehicle Maint -	020-601-60270		78.19
							<u>78.19</u>
						Fund 020 - Water Fund Total:	78.19
						Vendor RIO VISTA CHEVROLET, INC. Total:	234.56
Vendor: SANTA YNEZ VALLEY HARDWARE							
Fund: 001 - General Fund							
SANTA YNEZ VALLEY HARD	34527	05/04/2017	INV0006832	March 2017 Misc Repair/M	001-511-67135		21.50
SANTA YNEZ VALLEY HARD	34527	05/04/2017	INV0006832	March 2017 Misc Repair/M	001-552-61140		20.42
SANTA YNEZ VALLEY HARD	34527	05/04/2017	INV0006832	March 2017 Misc Repair/M	001-558-60250		21.53
							<u>63.45</u>
						Fund 001 - General Fund Total:	63.45
Fund: 005 - Sewer Fund							
SANTA YNEZ VALLEY HARD	34527	05/04/2017	INV0006832	March 2017 Misc Repair/M	005-701-60250		17.75
SANTA YNEZ VALLEY HARD	34527	05/04/2017	INV0006832	March 2017 Misc Repair/M	005-701-61140		374.63
							<u>392.38</u>
						Fund 005 - Sewer Fund Total:	392.38

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Fund: 020 - Water Fund							
SANTA YNEZ VALLEY HARD	34527	05/04/2017	INV0006832	March 2017 Misc Repair/M	020-601-61140		330.98
							<u>330.98</u>
Fund 020 - Water Fund Total:							330.98
Vendor SANTA YNEZ VALLEY HARDWARE Total:							786.81
Vendor: SB CO ANIMAL SVCS, HEALTH & REG							
Fund: 001 - General Fund							
SB CO ANIMAL SVCS, HEALT	34528	05/04/2017	INV0006792	FY16-17 3rd Qtr - 1/1-3/31/	001-410-60015		9,159.25
							<u>9,159.25</u>
Fund 001 - General Fund Total:							9,159.25
Vendor SB CO ANIMAL SVCS, HEALTH & REG Total:							9,159.25
Vendor: THE GAS COMPANY							
Fund: 001 - General Fund							
THE GAS COMPANY	34529	05/04/2017	INV0006812	3/24-4/24/2017 COC Gas S	001-410-61230		15.10
							<u>15.10</u>
Fund 001 - General Fund Total:							15.10
Vendor THE GAS COMPANY Total:							15.10
Vendor: TODD PIPE & SUPPLY							
Fund: 001 - General Fund							
TODD PIPE & SUPPLY	34530	05/04/2017	INV0006847	April 2017 Misc Maint/Repa	001-558-60250		60.55
TODD PIPE & SUPPLY	34530	05/04/2017	INV0006847	April 2017 Misc Maint/Repa	001-558-61140		13.66
							<u>74.21</u>
Fund 001 - General Fund Total:							74.21
Fund: 005 - Sewer Fund							
TODD PIPE & SUPPLY	34530	05/04/2017	INV0006847	April 2017 Misc Maint/Repa	005-701-60250		286.58
							<u>286.58</u>
Fund 005 - Sewer Fund Total:							286.58
Fund: 020 - Water Fund							
TODD PIPE & SUPPLY	34530	05/04/2017	INV0006847	April 2017 Misc Maint/Repa	020-601-60250		107.52
							<u>107.52</u>
Fund 020 - Water Fund Total:							107.52
Vendor TODD PIPE & SUPPLY Total:							468.31

Detailed Check Register

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Payable)	Account Number	Project Account Key	Amount
Vendor: USA BLUEBOOK INC							
Fund: 005 - Sewer Fund							
USA BLUEBOOK INC	34531	05/04/2017	239060	4/21/2017 Misc Maint Supp	005-701-61140		258.82
							<u>258.82</u>
						Fund 005 - Sewer Fund Total:	258.82
						Vendor USA BLUEBOOK INC Total:	258.82
Vendor: WEX BANK							
Fund: 001 - General Fund							
WEX BANK	34532	05/04/2017	49227739	March 2017 Fuel Charges	001-511-61280		381.97
WEX BANK	34532	05/04/2017	49227739	March 2017 Fuel Charges	001-558-61280		443.48
							<u>825.45</u>
						Fund 001 - General Fund Total:	825.45
Fund: 005 - Sewer Fund							
WEX BANK	34532	05/04/2017	49227739	March 2017 Fuel Charges	005-701-61280		443.47
							<u>443.47</u>
						Fund 005 - Sewer Fund Total:	443.47
Fund: 020 - Water Fund							
WEX BANK	34532	05/04/2017	49227739	March 2017 Fuel Charges	020-601-61280		443.47
							<u>443.47</u>
						Fund 020 - Water Fund Total:	443.47
						Vendor WEX BANK Total:	1,712.39
						Grand Total:	44,851.59

Fund Summary

Fund	Expense Amount
001 - General Fund	39,128.11
005 - Sewer Fund	3,147.53
020 - Water Fund	2,349.45
092 - Capital Improvement Proj Fund	226.50
Grand Total:	44,851.59

Account Summary

Account Number	Account Name	Expense Amount
001-15000	Pre-Paid Expense	875.00
001-22166	Long-Term Care Deducti	84.25
001-22510	Park/Damage Charge	200.00
001-401-60710	Travel & Training	375.00
001-401-60900	Miscellaneous	136.51
001-401-61130	Office Supplies	114.65
001-403-60710	Travel & Training	340.59
001-403-60900	Miscellaneous	123.60
001-410-60015	Animal Control	9,159.25
001-410-60210	Computer Maintenance	214.42
001-410-60800	Contract Services	720.00
001-410-61130	Office Supplies	396.53
001-410-61230	Utilities - Gas	15.10
001-410-61292	Internet Access/ Websit	233.61
001-410-67370	H/R Expense	150.00
001-410-67705	Telephone	340.99
001-420-60800	Contract Services	875.00
001-511-60250	Maintenance/Repair	3,917.68
001-511-60800	Contract Services	50.81
001-511-61130	Office Supplies	13.24
001-511-61280	Fuel-Vehicles	381.97
001-511-61290	Telephone/Internet	219.75
001-511-67135	Buellton Rec Program Tr	21.50
001-511-67140	Buellton Recreation Pro	1,838.21
001-511-67570	Recreation Program 50/	849.99
001-551-60650	Memberships & Pbs	290.00
001-551-60800	Contract Services	2,492.14
001-552-60258	Maintenance/Repair-Riv	151.18
001-552-61140	Operational Supplies	58.95
001-558-60250	Maintenance / Repair	82.08
001-558-60270	Maintenance - Vehicles	127.72
001-558-60800	Contract Services	1,224.96
001-558-61140	Operational Supplies	54.14
001-558-61280	Fuel - Vehicles	443.48

Account Summary

Account Number	Account Name	Expense Amount
001-558-73500	Equipment	1,269.08
001-565-60650	Membership & Publicati	85.00
001-565-60830	Contract Services-Engine	10,795.62
001-565-67705	Telephone	406.11
005-701-60210	Computer Maintenance	236.01
005-701-60250	Maintenance / Repair	408.30
005-701-60270	Maintenance - Vehicles	78.19
005-701-60710	Travel & Training	311.43
005-701-60800	Contract Services	24.97
005-701-61111	Chemicals / Analysis	18.31
005-701-61130	Office Supplies	311.02
005-701-61131	Postage	100.00
005-701-61140	Operational Supplies	647.03
005-701-61280	Fuel - Vehicles	443.47
005-701-67705	Telephone	568.80
020-601-60250	Maintenance / Repair	160.84
020-601-60270	Maintenance - Vehicles	78.19
020-601-60710	Travel & Training	332.54
020-601-60800	Contract Services	24.97
020-601-61130	Office Supplies	311.02
020-601-61131	Postage	100.00
020-601-61140	Operational Supplies	386.94
020-601-61280	Fuel - Vehicles	443.47
020-601-67705	Telephone	511.48
092-313-74100	Road Maintenance Proje	226.50
	Grand Total:	44,851.59

Project Account Summary

Project Account Key	Expense Amount
None	44,851.59
Grand Total:	44,851.59

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: Carolyn Galloway-Cooper, Finance Director

Meeting Date: May 25, 2017

Subject: Revenue and Expenditure Reports through April 30, 2017

BACKGROUND

The attached reports compare month-to-month data covering the period July 1, 2016 through April 30, 2017. The reports are prepared monthly and submitted to Council on the second meeting of each month. Monthly reports are posted to the City's website. Upon monthly review, adjustments may be necessary and staff will update the website.

The expenditures are under budget for the 2016-17 Fiscal Year. Revenue is below target due to timing differences and expected to meet budget by year end.

FISCAL IMPACT

The Revenue and Expenditure Reports provide the community with an understanding of the financial activity of the City's funds on a monthly basis.

RECOMMENDATION

That the City Council receive and file the attached reports.

ATTACHMENT

Attachment 1 - Revenue and Expenditure Reports through April 30, 2017

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: Carolyn Galloway-Cooper, Finance Director
Shannel Zamora, Revenue Specialist
Marc Bierdzinski, City Manager

Meeting Date: May 25, 2017

Subject: Resolution No. 17-07– “A Resolution of the City Council of the City of Buellton, California, Adopting the Biennial Fiscal Year 2017-18 and 2018-19 Budget”

BACKGROUND

After the Budget Study Session on May 11th, staff made changes based on recommendations from the City Council, the public and further staff review. The final Biennial Budget, which includes the Operating budget and Capital Improvement Projects (CIP) for the City of Buellton, is submitted for adoption. Additions, changes and deletions may still be made at this meeting and will be reflected in the final printed budget.

The following information has been changed:

- 1) Revenue for Buellton Recreation Program decreased by \$15,000 and revenue for Buellton Recreation Trips increased by \$23,000
- 2) Reserve Transfer to CIP increased by \$45,000 after analysis of CIP transfers
- 3) Non-Departmental – (001-410) decreased expenses by \$1,000 by removing Travel & Training expenses
- 4) Public Safety – Police & Fire (001-501) decrease by \$14,240 after Sheriff contract indicated a 9.2% increase instead of a 10% projected increase
- 5) Recreation (001-511) – increase in Hourly Employees by \$10,000 to reflect additional staff during Summer Camp
- 6) Parks (001-552) – park maintenance decreased by \$10,000 for FY 17/18 and decreased by \$21,000 for FY 18/19
- 7) Public Works – Engineering (001-557) decreased Engineering Services by \$10,000
- 8) Wastewater Operating (005-701) decreased by \$15,000
- 9) Wastewater Capital (006-702) increased by \$50,000
- 10) Water Operating (020-601) decreased by \$25,000

- 11) Water Capital (021-602) increased by \$25,000
- 12) Updated “Transfers from Reserves” to balance each fund

In addition, detail sheets for the CIP portion of the budget have been added that describe each project, where the funds are coming from, and the originator of each project.

FISCAL IMPACT

The final fiscal impact reflects all funds have sufficient revenue or reserves to meet budgeted expenditures. The General fund is expected to have an operating surplus of over \$122,000. Council will be updated quarterly on changes in fiscal impacts.

RECOMMENDATION

That the City Council consider adoption of Resolution No. 17-07 – “A Resolution of the City Council of the City of Buellton, California, Adopting the Biennial Fiscal Year 2017-18 and 2018-19 Budget”

ATTACHMENTS

Resolution No. 17-07
Attachment 1 – Biennial Fiscal Year 2017-18 and 2018-19 City and CIP Budget

RESOLUTION NO. 17-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, ADOPTING THE BIENNIAL FISCAL YEAR 2017-18 AND 2018-19 BUDGET

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

- A. City staff has presented a budget to the City Council which recognizes those known sources of City income and the expenses anticipated during Fiscal Years 2017-18 and 2018-19.
- B. The City Council has reviewed and studied the Preliminary Budget for Fiscal Years 2017-18 and 2018-19.

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

- A. The City Council hereby adopts the final Biennial Fiscal Year 2017-18 and 2018-19 Budget for the City of Buellton in those amounts which are hereby appropriated for the purposes as described therein.
- B. That a true and correct copy of the final Biennial Fiscal Year 2017-18 and 2018-19 Budget will be on file in the Office of the City Clerk.
- C. That the City Manager can approve budget transfers within funds, providing it has no impact on fund balance and the Council can amend this Budget at any time. In addition, the City Council will review the Budget mid-year at the second meeting in January 2018.
- D. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED and ADOPTED this 25th day of May, 2017.

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk

CITY OF BUELLTON
BIENNIAL OPERATING BUDGET
JULY 1, 2017 – JUNE 30, 2019



CITY HALL
107 WEST HIGHWAY 246
BUELLTON, CA 93427
805-686-0137
www.cityofbuellton.com

City Council Members/City Manager

Fiscal Years 2017-18 and 2018-19

Holly Sierra, Mayor

Ed Andrisek, Vice Mayor

John Connolly, Council Member

Dave King, Council Member

Foster Reif, Council Member

Marc Bierdzinski, City Manager



BUDGET MESSAGE

May 25, 2017

To: Honorable Mayor and City Council

From: Marc P. Bierdzinski, City Manager

INTRODUCTION

I am pleased to present the first biennial City of Buellton Municipal Budget for Fiscal Year 2017-18 and 2018-19. City Council approved the biennial budget on January 12, 2017. The Budget guides the City in planning budget priorities, capital improvements and important operational objectives during the next fiscal year. This overview highlights a financial plan that considers a strategic investment and fiscal stability. The budget estimates the General Fund Operating Revenues at \$6,612,645 (increase of 2 percent over the prior year) and Operating Expenditures at \$6,490,405 (increase of 2 percent over the prior year). An operating surplus of over \$122,000 exists for Capital Improvement Projects (CIPs). Reserves will be used to fund CIPs after offsetting the excess surplus.

The proposed budget reflects two budget years, but the Budget Message will focus on fiscal year 2017-18, the first year of the two-year budget. The second year is developed from the first year's funding and revenue levels. A two percent increase is generally applied, or an exact amount if it is known to be more accurate.

Revenues include the following major components: increases in Transient Occupancy Tax, Sales Tax, Motor Vehicle License fee and various charges for current services. These increases are partially offset by savings realized from the use of reserves that had been established for Capital Improvement Projects. The details of the operating budgets and CIP budgets for all funds including revenues, expenditures, fund balance and service level enhancements are discussed below:

BUDGET SUMMARY

- 1) Delivering essential services using consistent resources available on an ongoing basis along while recognizing economic growth;
- 2) Targeting Capital Improvement investments to maintain, rehabilitate and rejuvenate a wide array of public infrastructure and significant upgrades to major projects;
- 3) Maintain General Fund and other operating fund balances within policy reserve levels;
- 4) Prioritizing programs such as Recreation, Library services and other options important to the community;
- 5) An awareness of Council’s vision for the City of Buellton and refining actions to carry out the vision for the future.

The City’s Budget is aligned to meet or exceed the considerations from several sources. Sources include City Council Members, input from the community and information from staff. It carries out Council’s objectives and continues to move forward in an economically sound manner to maintain financial stability now and in the future.

Capital Improvement Plan

The Capital Improvement Plan includes completion of current projects, new investments and important reinvestments in critical infrastructure projects. Funds allocated for capital projects will be spent or will be rolled forward for specific projects in future years. The CIP Budget includes line item details explaining expenditures, funding source and summaries projects by category and funding source. Capital Improvements are explained in detail following the funding summary below:

1)	General Fund	\$ 1,028,500
2)	Sewer Capital Fund	\$ 700,000
3)	Water Capital Fund	\$ 705,000
4)	Measure A	\$ 625,000
5)	Gas Tax	\$ 500,000
6)	Local Transportation Fund (LTF)	\$ <u>95,000</u>
	Total CIP in 2017-18:	\$ 3,653,500
	Total CIP in 2018-19:	\$ 3,585,000 (Fund allocations determined at Mid-Year Review)

- General Fund
Funding is through a General Fund operating surplus of about \$122,000 and the use of reserves. It covers Public Works, City Hall, Storm Water and Parks. Costs are recorded under Budget Unit “Non-Departmental” for all CIPs except Storm Water, which is recorded in Budget Unit, “Storm Water”. Projects include facilities maintenance and painting, Fleet Purchases, Industrial Way Streetlights, Village Park Improvements, City Hall Emergency Generator/Electrical Replacement and Road Maintenance. (\$1,028,500)

- Enterprise Funds (Water and Sewer – Capital)
Funding is provided by the Enterprise funds’ Connection fees and use of reserves. Reserves in the Capital Funds amount to \$50,000 (Water) and \$15,000 (Wastewater). Connection Fees amount to \$400,000 (Water) and \$200,000 (Wastewater). A reserve transfer from the Operating Fund is required in the amount of \$255,000 (Water) and \$485,000 (Wastewater). The Water and Sewer projects include Water Treatment Facilities, Water Meter Upgrades, Water Treatment Plant/Booster Reliability, Water Distribution System, Recycled Water Concept/Feasibility, Sewer Collection System Clean (CCTV), Sewer Line Replacement and Wastewater Treatment Facilities. (Water: \$705,000 and Wastewater: \$700,000)

- Measure A
Funding is from the State of California and includes Avenue of Flags Pedestrian Paths Improvements, Phase II Highway 246 Improvements, Highway 246 Sidewalks, Avenue of Flags Pedestrian Pedestrian/Drainage Improvements and Road maintenance at various locations. Allocations come from SBCAG and General Fund. (\$625,000)

- Gas Tax
Funding is from the State of California and includes Avenue of Flags Pedestrian Paths Improvements, McMurray Road Widening and Road Maintenance at various locations. Allocations come from the State of California and General Fund. (\$500,000)

- Local Transportation Fund (LTF) - Transportation Development Act (TDA)
Funding is from the State of California and includes Santa Ynez River Trail Conceptual Plan and Feasibility Study and North Avenue of Flags Park and Ride. Allocations come from SBCAG and General Fund. (\$95,000)

General Fund Operating Budget

Staff submits monthly and quarterly reports to Council to review the status of the City budget. This approach provides a method of finding budget gaps and making necessary adjustments on a regular basis. As a result, a sustainable strategy was developed to guide budgeting efforts. This strategy allows Council to control costs, while identifying financial requirements and initiating budget adjustments prior to the close of the fiscal year. The 2017-18 Budget identifies ongoing revenue sources and seeks to reduce operating costs.

Revenue and Expenditures Summary

- Currently, no General Fund reserves will be used for Operating Expenditures.
- The Planning Director position is funded in the proposed budget but remains unfilled.
- Conservative estimates based on information from prior year and other external data have been used in projecting revenue.

General Fund Revenue

- Transient Occupancy Tax
The Hampton Inn adds an additional hotel and is expected to increase revenues. An increase of about 3 percent is expected overall.
- Sales Tax
The Habit, Chipotle Mexican Restaurant and various commercial establishments at the City's Crossroads location are in operating. The approved Commons at Zaca Creek Project, with an anticipated completion date of summer 2018, the project has a public market consisting of retail, restaurant and wine-tasting spaces. Live Oak Lanes is expected to open during the same period. These businesses will bring additional sales tax to the City. Staff estimates a net increase of about 10 percent.
- Property Tax
Growth is anticipated in this category with the approved Village Townhomes and senior citizen apartment complex. Phase 1 and 2 of the Townhomes has been completed with 19 homes in place. Phase 3 and 4 are underway with a construction of 25 additional units. In addition, The Commons and Live Oak Lanes are

expected to add a property tax component. A conservative 2 percent increase is expected until future property sales take place.

- Other Revenue

Based on prior year activity, an increase is expected in Motor Vehicle License Fees, Rental of Property and Franchise Fees. Estimates are based on maintaining prior year trends.

General Fund Expenditures

- Finance

The retirement of the current Finance Director will be as of June 30, 2017. Fiscal year 2017-18 will include a new Finance Director who will start at an entry level salary and related PEPRA retirement benefits. Salary savings will be experienced as a result. The internal promotion will leave a vacant Revenue Specialist position which will remain unfilled for about three months of the fiscal year, until the recruitment and hiring is finalized. The retired Finance Director will remain a contract employee during the fiscal year, with Council approval. The estimated hours are expected to be about 500 hours and are not included in the Finance budget unit until approval of the contract which will be discussed on May 25th. It is estimated that additional costs of approximately \$27,000 related to the contract will be offset by salary savings overall.

- Non-Departmental

1. CalPERS Unfunded Accrued Liability (UAL) is paid from this department. In addition to this amount, cost sharing charges related to Employer Contributions based on a percentage of payroll are allocated for each employee in various departments. This UAL is split and budgeted in the General Fund (Non-Departmental) and the Enterprise Funds. The amount is expected to be slightly less than \$100,000 in 2017-18. The UAL is a function of prior year payrolls and with the City's small staff of "Miscellaneous" employees and no public safety, equates to a lesser UAL than most cities. Larger jurisdictions have been severely impacted by the UAL and the CalPERS pension plan.
2. Contributions to non-profit agencies are recorded in this budget unit for Senior Center, People Helping People, Food bank of Santa Barbara County, SYV Fruit and Vegetable Rescue, Nature Track, Zaca Center Preschool and various donations to help our schools and community activities.
3. General Liability Insurance through California Joint Powers Insurance Corporation (CJPIA) is recorded in this department. Staff estimated the amount which will be verified upon receipt of the actual billing, prior to finalizing the budget.

4. Transfers out included the following:

- ✓ CIP Transfers: \$1,028,500 +
Storm Drain Cleaning/Outfall repairs, Facilities Maintenance Painting, Fleet Purchases, Village Park Improvements, Post Office Fire Alarm, Industrial Way Streetlights, City Hall Emergency Generator/Electrical Replacement and Road Maintenance (MOE – Measure A Maintenance of Effort requirement).
- ✓ Operating Transfers:
Local Transportation Fund (LTF) \$75,000 - to cover Road CIPs, Transportation Planning \$25,000 - to cover Operations.

- Public Safety

The budget for the Sheriff's Department reflects 9.2 percent increase from prior year. Representatives from the Sheriff's Department met with City staff and discussed the percentage increase.

- Public Works: General; Landscape Maintenance; Engineering; Parks

Public Works also covers operations and maintenance of building facilities such as City Hall, Library, Council Chambers, Post Office, Sheriff's Office, Park and Ride and multiple parks facilities and asset maintenance of the City's fleet and heavy equipment. Contract costs for Valley Gardener are included in Landscape Maintenance Budget Unit. Parks Budget Unit includes contract services for Rafael Ruiz and Valley Gardener. Salaries are recorded in Public Works – General Budget Unit.

- Planning Department

The Planning Director is funded although currently remains unfilled. Increased development within the City requires contract services to increase. Funds from salaries will be transferred to contract services on an as-needed basis to fund the approved contract Planner position.

- Library

The budgeted amount for the library services is \$141,641. The City of Santa Barbara increased their administrative fee to \$43,477 for Fiscal Year 2017/18. The administrative fee for Buellton will increase about \$25,000 for Fiscal Year 2018/19 compared to the current budget year. The City will increase the total budget for library services to \$166,641 next year to cover the administrative fee increase. However, this increase may be lower due to cost savings this fiscal year and if the City of Santa Barbara phases the increase over two-three years.

The chart below summarizes Operating revenues and expenditures to show a net surplus exists in the General Fund for 2017-18.

Summary – General Fund Revenues versus Expenditures

	2017-18
General Fund Operating Revenues	\$ 6,612,645
(Excludes Transfer-in from Reserves for CIP)	
General Fund Operating Expenditures	6,490,405
(Excludes Transfer-out to fund 92 for CIP)	
Excess Surplus:	<hr/> \$ 122,240 <hr/>

There is a net surplus and no need to transfer from reserves for Operating Expenditures

Enterprise Funds

The Enterprise Funds are self-sufficient and currently utilize reserves for operations and CIPs. The funds enacted rate increases in 2016-17 to balance revenues against operating costs and CIPs in future years. The 2017-18 budget will experience one full year of rate increases with approval occurring in November 2016. Planning efforts provide a prioritized approach to infrastructure improvements and expansion while maintaining sufficient operating revenue to cover costs. The State Water payment is expected to be almost \$1.4 Million this fiscal year. Staff provides quarterly reports on the Enterprise Funds throughout the year to monitor the status of the budgeted revenue and expenditures.

Special Revenue Funds

CIPs are the major category for expenditures. Special funds include Measure A, Transportation Development Act (TDA) – referred to in the budget as Local Transportation Fund (LTF), Transportation Planning and Gas Tax. TDA operating expenditures include transit operations throughout the City. For example, the Breeze, Lompoc Wine Country Express and Dial-a-Ride serve the transportation needs of our residents. The General Fund and Measure A will execute interfund transfers to the TDA fund to cover these operating costs. The revenue received from TDA is redirected to the City of Solvang for transit except for a portion which amounts to almost \$4,000 per year. Revenue directed to Bikes and Pedestrian purposes continues to be reserved in the fund to assist with current and future Bike and Pedestrian projects such as walking trails (See CIP Budget – Attachment 2)). The General Fund will fund Transportation Planning Fund to pay for transit planning and coordination with CalTrans.

Fund Balance

- General Fund Reserves - Current General Fund revenue is sufficient to cover operating expenditures. Cash reserves are at over \$6 Million. Reserves are available to cover CIPs totaling \$1,028,500:

Operating Revenue:	\$6,612,645
Operating Expenditures:	<u>\$6,490,405</u>
Surplus:	\$ 122,240 (Apply to Reserves)

- Sewer Fund Reserves – Current sewer fund cash reserves are at over \$1.4 Million. CIP expenditures and Connection fees are recorded separately in a Capital Projects Fund. Connection fee revenue is not sufficient to cover 2017-18 CIPs and will require a transfer from Operating reserves of \$485,000 (Sewer Operating fund transfer to Capital Projects).

Sewer fund Operating Revenues are less than Operating Expenditures and will require a transfer from reserves:

Operating Revenue:	\$ 888,500	
Operating Expense:	<u>\$1,188,808</u>	
Deficit:	-\$ 300,308	(See Sewer Fund Revenue line item: “Transfer from Reserves – Operating Costs)

The goal of making the Sewer Enterprise funds (Operating and Capital) self-sufficient required a rate increase, effective in November 2016. The funds have not absorbed the many years of deficit in the eight months following the rate increase. The funds expect to reduce the deficit and increase reserves over the next two fiscal years.

- Water Fund Reserves – Current water fund cash reserves are at over \$1.15 Million. CIP expenditures and Connection fees are recorded separately in a Capital Projects Fund. Connection fee revenue is not sufficient to cover 2017-18 CIPs and will require a transfer from reserves of \$255,000.

Water fund Operating Revenues are less than Operating Expenditures and will require a transfer from reserves:

Operating Revenue:	\$1,818,000	
Operating Expense:	<u>\$2,518,255</u>	
Deficit:	- 700,255	(See Water Fund Revenue line item: “Transfer from Reserves – Operating Costs)

The goal of making the Water Enterprise funds (Operating and Capital) self-sufficient required a rate increase, effective in November 2016. The operating fund has not absorbed the many years of deficit in the eight months following the rate increase. The funds expect to reduce the deficit and increase reserves over the next two fiscal years.

- Special Fund Reserves – CIPs are the major category for expenditures. Special funds include Measure A, Transportation Development Act (TDA) – referred in the budget as the Local Transportation Fund (LTF), Transportation Planning and Gas Tax. Gas Tax and Measure A have sufficient revenue and reserves to fund CIPs. TDA funds will require interfund transfers from the Measure A and General Fund for operating (Breeze, Dial-a-Ride, other rapid transit), funding transportation planning and CIP expenditures as follows:

LTF CIPs:	\$95,000
LTF Operations:	44,000
Transportation Planning Operations:	<u>45,000</u>
Total Expenditures:	\$184,000

Transfer from Measure A:	\$ 39,100
Transfer from General Fund:	100,000
LTF/Trans Planning Revenue:	29,854
LTF Reserve for Bikes and Pedestrians	<u>20,000</u>
Total Revenue:	\$188,954

Capital Improvement Projects

- **General Fund**
Covers Public Works, City Hall, Storm Water and Parks and is recorded under Budget Unit “Non-Departmental” for all CIPs except Storm Water, which is recorded in Budget Unit “Storm Water”. Projects include facilities maintenance and painting, Fleet Purchases, Industrial Way Streetlights and Village Park improvements, City Hall Emergency Generator/Electrical Replacement and Road Maintenance and Post Office Fire Alarm Replacement.
- **Gas Tax**
Funding is the State of California (Highway Users Tax and SB-1) and includes Avenue of Flags Pedestrian Path Improvements, McMurray Road Widening and Road maintenance at various locations.
- **Transportation Development Act (TDA)**
Funding is the State of California and includes Santa Ynez River Trail Conceptual Plan and Feasibility Study and North Avenue of Flags Park and Ride. Allocations come from SBCAG and General Fund.

- **Measure A**
Funding is the State of California and includes Ave of Flags Pedestrian Paths Improvements, Phase II Highway 246 Improvements, Highway 246 Sidewalks, Avenue of Flags Pedestrian/Drainage Improvements and Road maintenance at various locations. Allocations come from SBCAG and General Fund.
- **Enterprise Funds**
Funding is provided by the Enterprise funds and includes Water Treatment Facilities, Water Meter Upgrades, Water Treatment Plant/Booster Reliability, Water Distribution System, Recycled Water Concept/Feasibility, Sewer Collection System Clean (CCTV), Sewer line replacement and Wastewater Treatment Facilities Improvements. Water and Sewer Connection Fees fund CIPs which are expected to enhance capacity. When Connection Fee revenue is insufficient, reserves are used. Reserves are expected to increase with the recent rate increase but may take two fiscal years to realize the impact.

City-Wide Budget Highlights

The chart below compares the 2017-18 City-wide and CIP Budgets for all funds against prior year totals. It reflects a City-wide operating budget of over \$11 Million, an increase from prior year of almost \$600,000. The increase in operating expenditures is largely due to increased operating costs related to salaries and benefits, property insurance, state water expense and Public Safety increases.

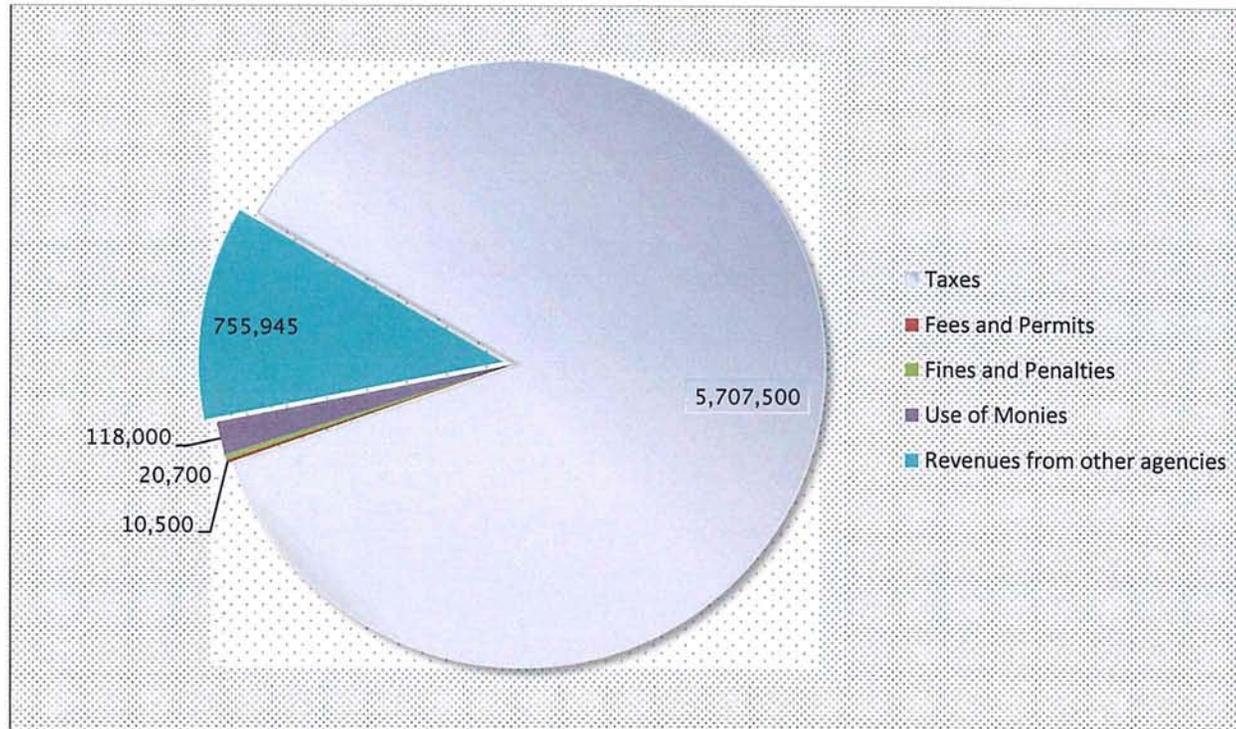
Capital Improvement Projects were less in prior year by over \$1 Million. Carryforwards exist because the amount budgeted was not fully spent in the prior year and the unspent funds are carried forward to the next fiscal year. Total expenditures (Operating and CIP) increased almost \$2 Million in 2017-18. Ongoing CIPs include Road Maintenance and various Water and Wastewater facilities improvements.

Description	Fiscal Year 2017-18	Fiscal Year 2016-17	Increase / (Decrease)
City Wide Budget (Total Expenditures net of CIP)	\$11,070,567	\$10,478,723	\$ 591,844
Capital Improvement Budget (CIP Expenditures)	\$ 3,653,500	\$ 2,386,000	\$1,267,500
Total:	\$14,724,067	\$ 12,864,723	\$ 1,859,344

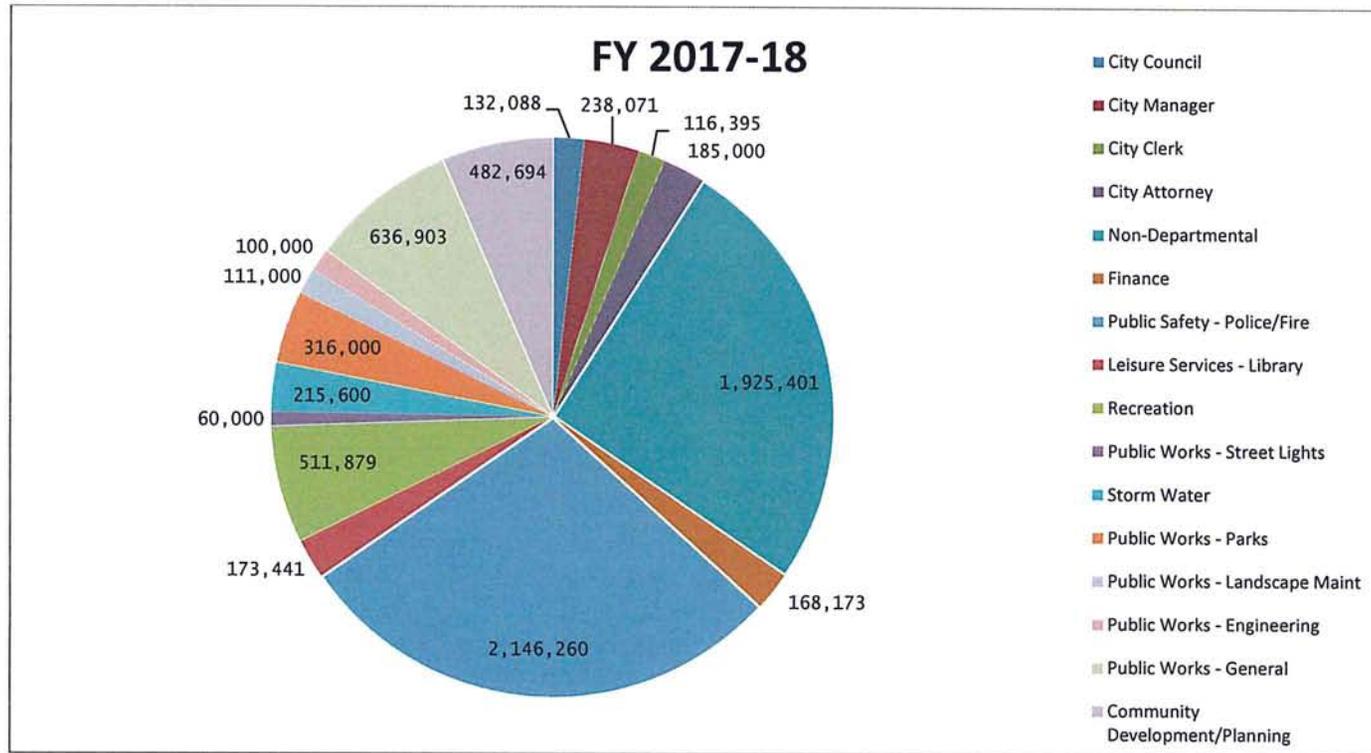
CONCLUSION

The following charts show City revenues in relation to spending patterns in the General Fund during fiscal year 2017-18. Although the City operates in an economic environment with strong TOT and Sales Tax revenue, the goal each year is to maintain long-term and short-term fiscal health through conservative and prudent spending decisions. This is a short and long-term effort intended to be undertaken while planning current and future revenues against expenditures. The top five revenues include Sales Tax, TOT, Property Tax, Motor Vehicle License fees and Franchise Fees. The City operates within the budget constraints and will continue to stay on a course of action that reflects watchful fiscal actions now and in the future.

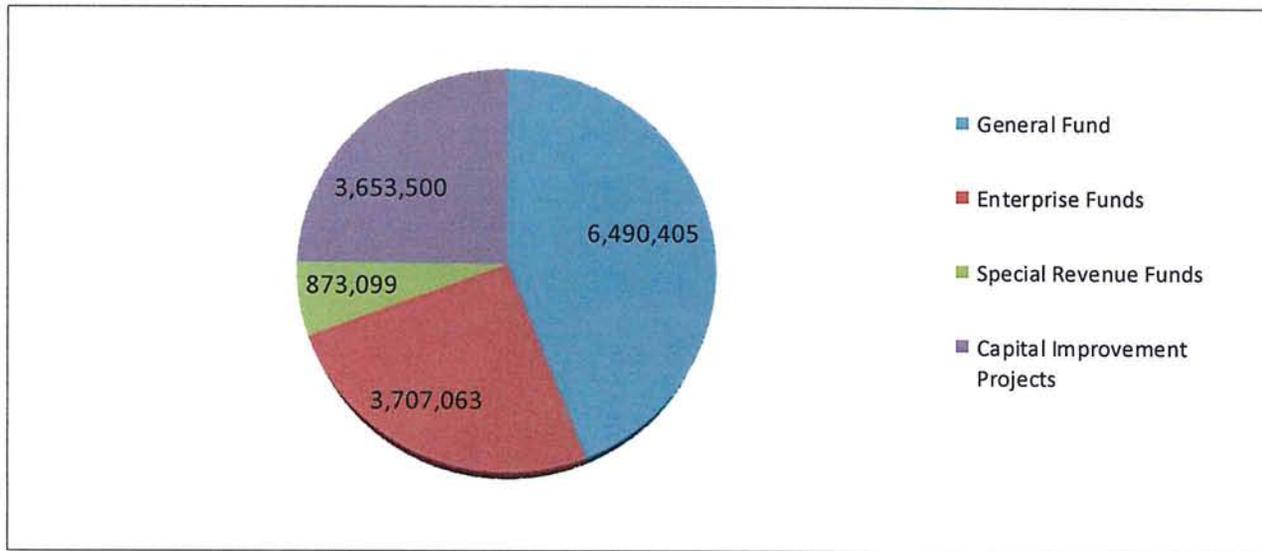
TOTAL REVENUES – GENERAL FUND



TOTAL DEPARTMENT EXPENDITURES - GENERAL FUND



All Funds By Category – 2017-18 Adopted Budget:



FUND BALANCE

CITY OF BUELLTON, CALIFORNIA
 Analysis of Fund Balance
 For Fiscal Year Beginning 7/1/17 and Ending 6/30/18

Fund No.	Description	Est. 6/30/17 Fund Balance	FY 2017-18 Revenue	FY 2017-18 Expenditures	FY 2017-18 Transfers In	FY 2017-18 Transfers Out	Est. 6/30/18 Fund Equity
1	General Fund	6,000,000	6,612,645 (1)	6,490,405		1,028,500	5,093,740
5	Wastewater Operating Fund	4,000,000	888,500 (2)	1,188,808		485,000	3,214,692
6	Wastewater Capital Fund	15,000	200,000	700,000	485,000		-
20	Water Operating Fund	6,000,000	1,818,000 (3)	2,518,255	-	255,000	5,044,745
21	Water Capital Fund	50,000	400,000	705,000	255,000	-	-
23	Housing Fees Fund	475,000	2,400	3,000	-	-	474,400
24	Traffic Mitigation Fund	-	20,150	-	-	-	20,150
25	Gas Tax Fund	409,000	93,000	502,000	-	-	-
27	Local Transportation Fund	15,500	9,854	139,000	114,100	-	454
29	Transportation Planning Fund	-	20,000	45,000	25,000	-	-
31	Measure A Fund	330,000	340,093	664,100	-	-	5,993
75	Trust and Agency Fund	200,000	-	-	-	-	200,000
92	City-wide CIP Fund (Transfers-in = Transfers-out)	-	-	-	-	-	-
TOTAL FUND BALANCE "ESTIMATED AVAILABLE":		17,494,500	10,404,642	12,955,568	879,100	1,768,500	14,054,174
Reserve Transfers							

Notes:

(1) General Fund Revenue/Reserve Transfers:

Operating	6,612,645
Transfer from Reserves (CIP)	1,028,500
	<u>7,641,145</u>

General Fund Expenditures:

Operating	6,490,405
CIPs	1,028,500
	<u>7,518,905</u>

(2) Wastewater Fund Revenues:

Operating	888,500
Reserves (Operating)	300,308
	<u>1,188,808</u>

Wastewater Fund Expenses:

Operating	1,238,808
CIPs	485,000
	<u>1,723,808</u>

(3) Water Fund Revenues:

Operating	1,818,000
Reserves (Operating)	700,255
	<u>2,518,255</u>

Water Fund Expenses:

REVENUE PROJECTIONS

BY FUND

SCHEDULE OF REVENUES
Fiscal Year 2017-18 and Fiscal Year 2018-19

Account Number	Description	2014-15 Actual	2015-16 Actual	2016-17 Estimate	2016-2017 Budget	2017-18 Proposed	2018-19 Proposed
<u>GENERAL FUND</u>							
<u>TAXES</u>							
001-41005	Property Taxes - Secured	1,106,375	2,352,308	1,163,573	1,150,000	1,186,000	1,209,720
001-41010	Property Taxes - Unsecured	39,914	44,225	52,023	41,000	53,000	54,060
001-41015	Homeowners Exemption	6,651	6,620	6,592	7,000	6,700	6,834
001-41020	Franchise Fees	220,140	223,303	228,628	220,000	225,000	229,500
001-41025	Sales & Use Tax	1,426,554	1,911,233	2,120,755	2,250,000	2,300,000	2,346,000
001-41030	Sales Tax Compensation	517,169	132,834	-	-	-	-
001-41035	Transient Occupancy Tax	1,830,275	1,783,807	1,802,009	1,850,000	1,900,000	1,938,000
001-41040	Property Transfer Tax	38,986	32,119	36,151	25,000	36,800	37,536
	TOTAL:	5,186,064	6,486,449	5,409,731	5,543,000	5,707,500	5,821,650
<u>FEES & PERMITS</u>							
001-42005	Park Quimby Act Fees	-	-	-	-	-	-
001-42010	Zoning Clearance	1,759	1,620	2,340	1,700	2,000	2,040
001-42015	Engineering Fees	8,945	9,750	7,500	15,000	8,500	8,670
	TOTAL:	10,704	11,370	9,840	16,700	10,500	10,710
<u>FINES & PENALTIES</u>							
001-45005	Criminal Fines and Penalties	15,694	1,050	735	2,000	700	714
001-45010	Fines & Fees	21,814	38,825	22,065	40,000	20,000	20,400
	TOTAL:	37,508	39,875	22,800	42,000	20,700	21,114
<u>USE OF MONEY & PROPERTY</u>							
001-44105	Interest Income	38,948	24,816	38,466	10,000	38,000	38,760
001-49010	Rent	65,615	74,236	80,929	75,000	80,000	81,600
	TOTAL:	104,563	99,052	119,394	85,000	118,000	120,360

SCHEDULE OF REVENUES
Fiscal Year 2017-18 and Fiscal Year 2018-19

Account Number	Description	2014-15 Actual	2015-16 Actual	2016-17 Estimate	2016-2017 Budget	2017-18 Proposed	2018-19 Proposed
GENERAL FUND							
REVENUES FROM OTHER AGENCIES							
001-43005	Motor Vehicle In-Lieu	2,005	-	2,221	2,400	2,200	2,244
001-43010	MV License Fee Compensation	377,595	402,748	420,606	420,000	425,000	430,000
001-43015	COPS	100,000	100,000	100,000	100,000	100,000	102,000
001-43020	CA Indian Gaming Grant	-	-	-	-	-	-
001-43025	CA Bikeways and Trails Grant	-	-	-	-	-	-
001-43040	Beverage Container Grant	-	5,000	5,000	5,000	5,000	5,100
001-43035	CA Proposition 1B Funding	-	-	-	-	-	-
	TOTAL:	479,600	507,748	527,827	527,400	532,200	539,344
CHARGES FOR CURRENT SERVICES/RESERVES FOR CIP							
001-44005	Buellton Recreation Program	139,507	173,080	126,832	90,000	110,000	112,200
001-44010	Recreation Program 50/50	26,277	18,551	11,955	5,000	10,000	10,200
001-44015	Buellton Recreation Program-Trips	48,474	43,347	21,993	45,000	45,000	45,900
001-44020	Park Reservation Fees	8,110	7,320	6,307	8,000	6,300	6,426
001-44025	Special Event Fees	1,375	1,165	1,713	1,500	1,500	1,530
001-44250	Miscellaneous	34,437	53,688	11,168	30,000	30,000	30,600
001-44035	Developer Reimb (expenditure offset)	56,098	-	250,000	20,000	20,945	21,364
001-43050	Staffing Charges - CIPs	-	-	-	10,000	-	-
001-49636	Transfer from other Funds (Cost Allocation)	19,832	25,590	-	-	-	-
	TOTAL:	334,110	322,741	429,968	209,500	223,745	228,220
GENERAL FUND OPERATING REVENUE		6,152,549	7,467,234	6,519,560	6,999,437	6,612,645	6,741,398
001-44040	Transfer in from Reserves (CIP)	19,832	-	-	575,837	1,028,500	1,000,000
GENERAL FUND OPERATING REVENUE PLUS CIP RESERVE:		6,172,381	7,467,234	6,519,560	7,575,274	7,641,145	7,741,398

SCHEDULE OF REVENUES
Fiscal Year 2017-18 and Fiscal Year 2018-19

Account Number	Description	2014-15 Actual	2015-16 Actual	2016-17 Estimate	2016-2017 Budget	2017-18 Proposed	2018-19 Proposed
<u>ENTERPRISE FUNDS</u>							
<u>WASTEWATER ENTERPRISE FUND</u>							
005-44105	Interest	3,491	4,386	7,277	2,000	7,000	7,140
005-44110	Sewer Revenue	734,289	727,810	818,791	800,000	876,000	893,520
005-44115	Connection Fee <i>(Move to Capital Fund)</i>	-	-	-	-	-	-
005-44120	Setup Fees	600	1,165	750	1,000	750	765
005-44125	Late Charges	2,250	4,745	4,728	5,000	4,750	4,845
WASTEWATER OPERATING REVENUE		740,630	738,106	831,547	808,000	888,500	906,270
005-49652	Transfer from Reserves - Operating Costs	-	-	-	321,831	300,308	300,000
ADJUSTED REVENUE AFTER RESERVE TRANSFER:		740,630	738,106	831,547	1,129,831	1,188,808	1,206,270
<u>WASTEWATER ENTERPRISE CAPITAL FUND</u>							
006-44105	Interest	-	-	-	-	-	-
006-49652	Transfer In From Reserves	-	-	-	-	485,000	380,000
006-44115	Connection Fee	89,277	267,802	63,782	-	200,000	95,000
TOTAL:		89,277	267,802	63,782	-	685,000	475,000
<u>WATER ENTERPRISE FUND</u>							
020-44105	Interest	4,655	6,328	8,998	3,000	8,500	8,670
020-44210	Bulk Water	25,471	109,389	18,068	100,000	18,000	18,360
020-44215	Water Sales	1,410,655	1,316,782	1,653,725	1,350,000	1,780,000	1,815,600
020-44220	Water Service Installation	2,500	60,175	2,370	50,000	-	-
020-44115	Connection Fee <i>(Move to Capital Fund)</i>	-	-	-	-	-	-
020-44120	Setup Fees	700	1,120	756	1,000	800	816
020-44125	Late Charges	11,701	11,254	9,579	15,000	9,500	9,690
020-44240	Reinstatement Fee	1,837	959	1,208	1,000	1,200	1,224
020-44245	Infrastructure Contributions	-	-	-	-	-	-
WATER OPERATING REVENUE		1,457,519	1,506,007	1,694,704	1,520,000	1,818,000	1,854,360
020-44246	Transfer from Reserves - Operating Costs	-	267,235	-	1,086,795	700,255	600,000
ADJUSTED REVENUE AFTER RESERVE TRANSFER:		1,457,519	1,773,242	1,694,704	2,606,795	2,518,255	2,454,360

SCHEDULE OF REVENUES
Fiscal Year 2017-18 and Fiscal Year 2018-19

Account Number	Description	2014-15 Actual	2015-16 Actual	2016-17 Estimate	2016-2017 Budget	2017-18 Proposed	2018-19 Proposed
<u>WATER ENTERPRISE CAPITAL FUND</u>							
021-44105	Interest	-	-	-	-	-	-
021-49652	Transfer In From Reserves	-	-	1,103,333	-	255,000	260,100
021-44115	Connection Fee	734,289	468,460	107,728	358,773	400,000	200,000
	TOTAL:	734,289	468,460	1,211,061	358,773	655,000	460,100
<u>HOUSING FUND</u>							
023-44105	Interest	1,025	1,269	2,493	5,000	2,400	2,448
023-44310	Housing Fees	-	32,600	-	-	-	-
	TOTAL:	1,025	33,869	2,493	5,000	2,400	2,448
<u>SPECIAL REVENUE FUNDS</u>							
<u>TRAFFIC MITIGATION FUND</u>							
024-44105	Interest	108	88	151	25	150	153
024-44010	Traffic Mitigation Fees	93,507	54,809	18,034	50,000	20,000	10,000
	TOTAL:	93,615	54,897	18,185	50,025	20,150	10,153
<u>GAS TAX FUND</u>							
025-44105	Interest	1,585	1,905	1,955	2,000	2,000	2,040
025-44105	Surface Transportation Program	73,165	72,840	-	70,000	-	-
025-47116	SB1 - Local Streets & Roads	-	-	-	-	-	113,000
025-47120	2105 Funds	29,005	27,685	27,359	27,000	27,000	27,540
025-47125	2106 Funds	19,490	18,530	18,678	19,000	19,000	19,380
025-47130	2107 Funds	37,351	36,050	33,816	30,000	30,000	30,600
025-47135	2107.5 Funds	4,500	1,000	1,000	1,000	1,000	1,200
025-47140	Prop 42 Replcmt/Sec 2103	51,773	25,330	13,566	40,000	14,000	14,280
025-44040	Transfer from Reserves for CIP/Staff Costs	-	-	-	63,000	409,000	-
	TOTAL:	216,869	183,340	96,374	252,000	502,000	208,040

SCHEDULE OF REVENUES
Fiscal Year 2017-18 and Fiscal Year 2018-19

Account Number	Description	2014-15 Actual	2015-16 Actual	2016-17 Estimate	2016-2017 Budget	2017-18 Proposed	2018-19 Proposed
LOCAL TRANSPORTATION FUND							
027-44105	Interest	148	52	31	20	30	31
027-47310	SB 325 (LTF/TDA) - Bikeways	3,767	5,111	3,960	3,960	3,977	4,057
027-xxxx	Regional Transportation Planning	-	-	5,821	5,821	5,847	5,964
027-47320	SYVT Dial-A-Ride Subsidy	-	-	-	-	-	-
027-47415	Transfer from Other Funds	50,000	39,100	195,359	195,359	114,100	640,000
	TOTAL:	53,915	44,263	205,171	205,160	123,954	650,051
SPECIAL REVENUE FUNDS							
TRANSPORTATION PLANNING							
029-44105	Interest	-	-	-	-	-	-
029-47410	STA Funding	-	-	20,000	20,000	20,000	24,000
029-47415	Transfer from General Fund	-	-	25,000	25,000	25,000	25,500
	TOTAL:	-	-	45,000	45,000	45,000	49,500
MEASURE A							
031-44105	Interest	455	1,998	3,552	300	3,500	3,570
031-49736	Transfer from Reserves for CIP/Staff Costs	-	-	-	278,471	324,007	-
031-47510	Measure A	336,806	340,203	342,729	342,729	336,593	345,127
	TOTAL:	337,261	342,201	346,281	621,500	664,100	348,697
TOTAL SPECIAL REVENUES		2,900,834	2,902,683	3,239,754	3,865,458	6,404,667	5,864,619
TOTAL GENERAL FUND		6,152,549	7,467,234	6,519,560	6,999,437	7,641,145	7,741,398
GRAND TOTAL		9,053,383	10,369,917	9,759,315	10,864,895	14,045,812	13,606,017

EXPENDITURE PROJECTIONS

BY FUND

**EXPENDITURE SUMMARY - ALL FUNDS
BIENNIAL BUDGET 2017-18 AND 2018-19**

Fund	Dept	Description	Actual 2015-16 Budget	Adopted 2016-17 Budget	Proposed FY 2017-18 Budget	Proposed FY 2018-19 Budget
001	401	City Council	131,618	131,503	132,088	136,427
001	402	City Manager	212,578	233,381	238,071	242,230
001	403	City Clerk	108,978	116,525	116,395	119,723
001	404	City Attorney	168,827	175,000	185,000	188,700
001	410	Non-Departmental	6,934,178	1,608,096	1,925,401	1,955,709
001	420	Finance	316,506	189,614	168,173	167,082
001	501	Public Safety - Police/Fire	1,808,093	1,981,688	2,146,260	2,189,185
001	510	Leisure Services - Library	97,977	148,541	173,441	176,910
001	511	Recreation	507,893	481,904	511,879	522,117
001	550	Public Works - Street Lights	-	55,000	60,000	65,000
001	551	Storm Water	217,850	195,600	215,600	204,012
001	552	Public Works - Parks	244,437	331,000	316,000	305,920
001	556	Public Works - Landscape Maint	86,766	106,000	111,000	113,220
001	557	Public Works - Engineering	3,890	110,000	100,000	102,000
001	558	Public Works - General	517,890	662,771	636,903	649,641
001	565	Community Development/Planning	343,130	473,314	482,694	485,049
		General Fund Total *	11,700,611	6,999,937	7,518,905	7,622,926
* 001	410	Less: Reserve Transfer For CIP		616,000	1,028,500	
		General Fund Operating Expenditures:		6,383,937	6,490,405	

**EXPENDITURE SUMMARY - ALL FUNDS
BIENNIAL BUDGET 2017-18 AND 2018-19**

Fund	Dept	Description	Actual 2015-16 Budget	Adopted 2016-17 Budget	Proposed FY 2017-18 Budget	Proposed FY 2018-19 Budget
005	701	Wastewater Operating *	996,009	1,058,123	1,673,808	1,707,284
006	702	Wastewater Capital	250,000	50,000	700,000	425,000
020	601	Water Operating **	1,920,258	2,616,795	2,773,255	3,063,620
021	602	Water Capital	-	500,000	705,000	525,000
023	580	Housing	1,648	3,000	3,000	3,060
025	553-7	Gas Tax	435,145	252,000	502,000	502,000
027	559	Local Transportation Fund	45,130	205,160	139,000	644,800
029	557	Transportation Planning	44,993	45,000	45,000	45,000
031	560	Measure A	228,517	621,500	664,100	1,660,000
		Special Funds Total	3,921,700	5,351,578	7,205,162	7,349,266
		All Funds Total	15,622,310	12,351,515	14,724,067	14,972,192
<i>ENTERPRISE FUNDS ANALYSIS:</i>						
*005	701	Less: Reserve Transfer For CIP			485,000	
		Sewer Fund Operating Expenditures			1,188,808	
**020	601	Less: Reserve Transfer For CIP			255,000	
		Water Fund Operating Expenditures			2,518,255	

GENERAL FUND

FUND: 001-GENERAL

DEPARTMENT: 401/CITY COUNCIL

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ 104,680	\$ 109,777	\$ 109,503	\$ 107,576	\$ 111,088	\$ 113,587
Operating & Maintenance	\$ 11,097	\$ 21,091	\$ 22,000	\$ 12,283	\$ 18,000	\$ 22,840
Capital	\$ 1,429	\$ 750	\$ -	\$ 1,991	\$ 3,000	\$ -
Department Total	\$ 117,207	\$ 131,618	\$ 131,503	\$ 121,850	\$ 132,088	\$ 136,427

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

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
<u>EMPLOYEE SERVICES</u>						
50000 Staff Salaries	39,843	47,783	49,403	47,476	50,331	51,338
50020 Council Salaries	26,840	26,400	26,400	26,400	26,400	26,400
50025 Council Car Expense Allowance	4,575	4,500	4,500	4,500	4,500	4,500
50100 Benefits	33,423	31,094	29,200	29,200	29,857	31,350
<u>EMPLOYEE SERVICES SUBTOTAL:</u>	104,680	109,777	109,503	107,576	111,088	113,587
<u>OPERATING & MAINTENANCE</u>						
60013 Election Expense	0	556	5,500	5,017	1,000	5,500
60210 Computer Maintenance & Software	0	12,425	3,000	0	3,000	3,060
60710 Travel & Training	9,144	6,392	12,000	4,604	12,000	12,240
60900 Miscellaneous	852	1,338	1,000	1,994	1,500	1,530
61130 Office Supplies	1,102	380	500	668	500	510
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	11,097	21,091	22,000	12,283	18,000	22,840
<u>CAPITAL</u>						
72200 Office Furniture	0	750	0	0	1,000	0
72300 Computer Equipment	1,429	0	0	1,991	2,000	0
<u>CAPITAL SUBTOTAL:</u>	1,429	750	0	1,991	3,000	0
CITY COUNCIL TOTAL:	117,207	131,618	131,503	121,850	132,088	136,427

FUND: 001-GENERAL

EXPENDITURE DETAIL NARRATIVE

FISCAL YEARS 2017-18 & 2018-19

<u>Employee Services</u>		<u>Budget</u> <u>2016-17</u>	<u>Budget</u> <u>2017-18</u>	<u>Budget</u> <u>2018-19</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
50000	Staff Salaries	\$ 49,403	\$ 50,331	\$ 51,338
	40% of City Clerk salary			
50020	Council Salaries	\$ 26,400	\$ 26,400	\$ 26,400
50025	Council Car Expense Allowance	\$ 4,500	\$ 4,500	\$ 4,500
50100	Benefits	\$ 29,200	\$ 29,857	\$ 31,350
<u>Operating & Maintenance</u>				
60013	Election Expense	\$ 5,500	\$ 1,000	\$ 5,500
60210	Computer Maintenance & Software	\$ 3,000	\$ 3,000	\$ 3,060
	Other annual computer maintenance costs - \$3,000.			
60710	Travel & Training	\$ 12,000	\$ 12,000	\$ 12,240
	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.			
60900	Miscellaneous	\$ 1,000	\$ 1,500	\$ 1,530
61130	Office Supplies	\$ 500	\$ 500	\$ 510
<u>Capital</u>				
72200	Office Furniture	\$ -	\$ 1,000	\$ -
72300	Computer Equipment	\$ -	\$ 2,000	\$ -

FUND: 001-GENERAL**DEPARTMENT: 402/CITY MANAGER**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ 197,386	\$ 210,258	\$ 229,231	\$ 223,470	\$ 233,371	\$ 237,966
Operating & Maintenance	\$ 4,129	\$ 1,541	\$ 4,150	\$ 2,266	\$ 4,200	\$ 4,264
Capital	\$ 17	\$ 779	\$ -	\$ 4,348	\$ 500	\$ -
Department Total	\$ 201,532	\$ 212,578	\$ 233,381	\$ 230,084	\$ 238,071	\$ 242,230

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

		2014-15	2015-16	2016-17	2016-17	2017-18	2018-19
		<u>Actual</u>	<u>Actual</u>	<u>Budget</u>	<u>Estimate</u>	<u>Proposed</u>	<u>Proposed</u>
<u>EMPLOYEE SERVICES</u>							
50000	Salaries	134,940	152,536	169,841	164,080	172,310	175,756
50025	City Manager Vehicle Allowance	1,050	600	3,600	3,600	3,600	3,600
50100	Benefits	61,396	57,122	55,790	55,790	57,461	58,610
	<u>EMPLOYEE SERVICES SUBTOTAL:</u>	197,386	210,258	229,231	223,470	233,371	237,966
<u>OPERATING & MAINTENANCE</u>							
60022	Recruitment Expense	0	0	0	0	0	0
60210	Computer Maintenance & Software	855	0	200	0	200	200
60650	Membership & Publications	800	350	700	950	800	800
60710	Travel & Training	1,603	916	2,500	640	2,500	2,550
60900	Miscellaneous	498	220	500	507	500	510
61130	Office Supplies	373	55	250	170	200	204
	<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	4,129	1,541	4,150	2,266	4,200	4,264
<u>CAPITAL</u>							
72200	Office Furniture	17	779	0	3,239	500	0
72300	Computer Equipment	0	0	0	1,109	0	0
	<u>CAPITAL SUBTOTAL:</u>	17	779	0	4,348	500	0
CITY MANAGER TOTAL:		201,532	212,578	233,381	230,084	238,071	242,230

FUND: 001-GENERAL

DEPARTMENT: 402/CITY MANAGER

EXPENDITURE DETAIL NARRATIVE

FISCAL YEARS 2017-18 & 2018-19

<u>Employee Services</u>	<u>Budget 2016-17</u>	<u>Budget 2017-18</u>	<u>Budget 2018-19</u>
City Manager	1.00	1.00	1.00
50000 Salaries	\$ 169,841	\$ 172,310	\$ 175,756
50025 City Manager Car Allowance	\$ 3,600	\$ 3,600	\$ 3,600
50100 Benefits	\$ 55,790	\$ 57,461	\$ -
<u>Operating & Maintenance</u>			
60210 Computer Maintenance & Software	\$ 200	\$ 200	\$ 200
60650 Membership & Publications	\$ 700	\$ 800	\$ 800
60710 Travel & Training	\$ 2,500	\$ 2,500	\$ 2,550
Attendance at League of California Cities (LOCC) conferences, Channel Counties Division (LOCC) meetings, City Managers' Luncheons and miscellaneous meetings and training seminars for the City Manager.			
60900 Miscellaneous	\$ 500	\$ 500	\$ 510
61130 Office Supplies	\$ 250	\$ 200	\$ 204
<u>Capital</u>			
72200 Office Furniture	\$ -	\$ 500	\$ -
72300 Computer Equipment	\$ -	\$ -	\$ -

FUND: 001-GENERAL**DEPARTMENT: 403/CITY CLERK**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ 91,368	\$ 98,295	\$ 100,725	\$ 95,542	\$ 102,895	\$ 104,953
Operating & Maintenance	\$ 17,113	\$ 9,309	\$ 13,300	\$ 10,499	\$ 13,500	\$ 13,770
Capital	\$ -	\$ 1,374	\$ 2,500	\$ 2,510	\$ -	\$ 1,000
Department Total	\$ 108,481	\$ 108,978	\$ 116,525	\$ 108,551	\$ 116,395	\$ 119,723

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. The City Clerk is also responsible for personnel and human resources. The main goal as the Human Resource manager is to attract and retain well-qualified City employees who can consistently provide efficient services through skill, innovation and creativity through effective recruitment and selection processes.

DEPARTMENT EXPENDITURES

CITY CLERK
001-403

<u>EMPLOYEE SERVICES</u>		2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
50000	Salaries	62,181	71,673	74,105	71,214	75,497	77,007
50100	Benefits	29,187	26,622	26,620	24,328	27,398	27,946
EMPLOYEE SERVICES SUBTOTAL:		91,368	98,295	100,725	95,542	102,895	104,953

<u>OPERATING & MAINTENANCE</u>							
60012	Code Updates	1,702	1,263	3,000	2,475	3,000	3,060
60013	Election Expense	3,210	0	0	0	0	0
60210	Computer Maintenance & Software	0	1,104	1,000	127	1,000	1,020
60520	Advertising - Legal	3,563	2,271	3,500	3,568	3,500	3,570
60650	Membership & Publications	280	345	800	800	1,000	1,020
60710	Travel & Training	6,531	3,518	3,000	2,245	3,000	3,060
60900	Miscellaneous	670	353	1,000	290	1,000	1,020
61130	Office Supplies	1,157	455	1,000	994	1,000	1,020
OPERATING & MAINTENANCE SUBTOTAL:		17,113	9,309	13,300	10,499	13,500	13,770

<u>CAPITAL</u>							
72100	Office Equipment	0	0	0	0	0	0
72200	Office Furniture	0	1,374	2,500	2,510	0	1,000
72300	Computer Equipment	0	0	0	0	0	0
CAPITAL SUBTOTAL:		0	1,374	2,500	2,510	0	1,000

CITY CLERK TOTAL:	108,481	108,978	116,525	108,551	116,395	119,723
--------------------------	----------------	----------------	----------------	----------------	----------------	----------------

EXPENDITURE DETAIL NARRATIVE

FISCAL YEARS 2017-18 & 2018-19

<u>Employee Services</u>	<u>Budget 2016-17</u>	<u>Budget 2017-18</u>	<u>Budget 2018-19</u>
City Clerk	0.60	0.60	0.60
50000 Salaries	\$ 74,105	\$ 75,497	\$ 77,007
50100 Benefits	\$ 24,328	\$ 27,398	\$ 27,946
<u>Operating & Maintenance</u>			
60012 Code Updates	\$ 3,000	\$ 3,000	\$ 3,060
Buellton Municipal Code and Santa Barbara County Code updates.			
60013 Election Expense	\$ -	\$ -	\$ -
60210 Computer Maintenance & Software	\$ 1,000	\$ 1,000	\$ 1,020
60520 Advertising-Legal	\$ 3,500	\$ 3,500	\$ 3,570
60650 Membership & Publications	\$ 800	\$ 1,000	\$ 1,020
Dues for the City Clerk for the International Institute of Municipal Clerks Association; Calif City Clerks Association dues; miscellaneous books and publications.			
60710 Travel & Training	\$ 3,000	\$ 3,000	\$ 3,060
Attendance at conferences, seminars, courses and related training programs. Books and training material.			
60900 Miscellaneous	\$ 1,000	\$ 1,000	\$ 1,020
61130 Office Supplies	\$ 1,000	\$ 1,000	\$ 1,020

FUND: 001-GENERAL

DEPARTMENT: 403/CITY CLERK

Capital

72100 Office Equipment	\$	-	\$	-	\$	-
72200 Office Furniture	\$	2,500	\$	-	\$	1,000
72300 Computer Equipment	\$	-	\$	-	\$	-

FUND: 001-GENERAL

DEPARTMENT: 404/CITY ATTORNEY

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Actual	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 186,496	\$ 168,827	\$ 175,000	\$ 175,000	\$ 185,000	\$ 188,700
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 186,496	\$ 168,827	\$ 175,000	\$ 175,000	\$ 185,000	\$ 188,700

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

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
<u>EMPLOYEE SERVICES</u>						
50000 Salaries	0	0	0	0	0	0
50100 Benefits	0	0	0	0	0	0
<u>EMPLOYEE SERVICES SUBTOTAL:</u>	0	0	0	0	0	0

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
<u>OPERATING & MAINTENANCE</u>						
60210 Computer Maintenance & Software	0	0	0	0	0	0
60650 Membership & Publications	0	0	0	0	0	0
60710 Travel & Training	0	0	0	0	0	0
60840 Contract Services	186,496	168,827	175,000	175,000	185,000	188,700
60900 Miscellaneous	0	0	0	0	0	0
61130 Office Supplies	0	0	0	0	0	0
67705 Telephone	0	0	0	0	0	0
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	186,496	168,827	175,000	175,000	185,000	188,700

CITY ATTORNEY TOTAL:	186,496	168,827	175,000	175,000	185,000	188,700
-----------------------------	----------------	----------------	----------------	----------------	----------------	----------------

FUND: 001-GENERAL

DEPARTMENT: 404/CITY ATTORNEY

EXPENDITURE DETAIL NARRATIVE

FISCAL YEARS 2017-18 & 2018-19

<u>Employee Services</u>	Budget 2016-17	Budget 2017-18	Budget 2018-19
City Attorney	-	-	-
50000 Salaries	\$ -	\$ -	\$ -
50100 Benefits	\$ -	\$ -	\$ -
<u>Operating & Maintenance</u>			
60210 Computer Maintenance & Software	\$ -	\$ -	\$ -
60650 Membership & Publications	\$ -	\$ -	\$ -
60710 Travel & Training	\$ -	\$ -	\$ -
60840 Contract Services - Legal Fees	\$ 175,000	\$ 185,000	\$ 188,700
60900 Miscellaneous	\$ -	\$ -	\$ -
61130 Office Supplies	\$ -	\$ -	\$ -
61280 Telephone	\$ -	\$ -	\$ -

FUND: 001-GENERAL**DEPARTMENT: 410/NON-DEPARTMENTAL**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ 52,754	\$ 50,556	\$ 55,770	\$ 49,047	\$ 51,501	\$ 52,531
Operating & Maintenance	\$ 977,393	\$6,879,779	\$1,552,326	\$1,127,521	\$1,873,900	\$1,903,178
Capital	\$ 899	\$ 3,843	\$ -	\$ 5,209	\$ -	\$ -
Department Total	\$1,031,046	\$6,934,178	\$1,608,096	\$1,181,777	\$1,925,401	\$1,955,709

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. Local non-profits are funded by the Non-Departmental budget. Non-profit funding supports the Senior Center, Peoples Self-Help Housing, Vegie Rescue, Foodbank, Nature-Track and Zaca Center Preschool. Animal Care and Services are contracted through the County of Santa Barbar providing safety and sheter services for animals. Interfund transfers are recorded for General Fund in this fund. For example, Capital Improvement Project transfers.

DEPARTMENT EXPENDITURES

NON-DEPARTMENTAL
001-410

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
<u>EMPLOYEE SERVICES</u>						
50400 Benefits	52,754	50,556	55,770	49,047	51,501	52,531
<u>EMPLOYEE SERVICES SUBTOTAL:</u>	52,754	50,556	55,770	49,047	51,501	52,531

OPERATING & MAINTENANCE

50600 Insurance - Liability	216,208	152,015	85,689	85,710	125,000	127,500
50610 Insurance - Property	4,162	2,712	5,000	5,000	5,500	5,610
60014 Emergency Operations	648	5,264	9,000	10,100	10,000	10,000
60015 Animal Control	33,500	35,093	36,637	36,600	37,000	37,740
60022 Recruitment Expense	2,493	5,436	2,000	5,103	5,000	5,100
60210 Computer Maintenance & Software	13,655	14,166	14,000	35,291	35,000	35,700
60211 Data Processing Contract Maintenance	0	0	0	0	0	0
60310 Equipment Rental	11,907	9,955	11,000	9,593	10,000	10,200
60650 Membership & Publications	1,818	7,854	10,000	11,500	10,000	10,200
60710 Travel & Training	5,899	863	1,000	-	-	-
60900 Miscellaneous and PERS unfunded liability	12,992	86,496	62,000	79,970	75,000	76,500
60910 Miscellaneous Recognition Items	644	1,263	2,000	2,000	2,000	2,040
61120 Office Equipment	0	0	0	0	0	0
61130 Office Supplies	10,270	13,244	10,000	13,156	15,000	15,300
61131 Postage	2,009	1,374	500	2,155	2,000	2,040
61210 Utilities - Sewer	1,110	1,110	900	900	1,000	1,020
61211 Utilities - Water	1,980	921	1,800	1,800	2,000	2,040
61230 Utilities - Gas	164	0	900	765	1,000	1,020
61241 Utilities - Electric	8,898	8,831	10,000	8,264	10,000	10,200
61292 Internet Access / Website Maintenance	5,021	5,638	6,000	7,457	7,500	7,650
61410 Newsletter	0	0	0	544	500	510
67200 Community Organization Support	75,591	81,450	78,900	84,406 (1)	86,900	88,638
67430 LAFCO Contribution	2,977	0	2,000	2,001	2,000	2,040
67620 SB Co Mental Health Assessment Team (MHAT)	2,621	2,686	4,000	3,672	4,000	4,080
67705 Telephone	4,250	4,152	5,000	4,736	5,000	5,100
67790 Visitors Bureau	414,737	371,488	400,000	462,797	400,000	400,000
69100 Transfer to Other Funds	143,839	6,067,368	791,000	250,000 (2)	1,018,500	1,038,870
69600 Undesignated Miscellaneous Support	0	400	3,000	4,000	4,000	4,080
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	977,393	6,879,779	1,552,326	1,127,521	1,873,900	1,903,178

CAPITAL

72200 Office Furniture	0	0	0	115	0	0
72300 Computer Equipment	899	3,843	0	5,094	0	0

DEPARTMENT EXPENDITURES

73100 Vehicle Replacement
 74100 Improvements

0	0	0	0	0	0
0	0	0	0	0	0
899	3,843	0	5,209	0	0

CAPITAL SUBTOTAL:

NON-DEPARTMENTAL TOTAL:

1,031,046	6,934,178	1,608,096	1,181,777	1,925,401	1,955,709
------------------	------------------	------------------	------------------	------------------	------------------

- (1) This incorporates the grant to the SYV Senior Citizens' Foundation (\$59,680); People Helping People (\$9,380); Foodbank of Santa Barbara County (\$6,400); SYV Fruit and Vegetable Rescue (\$5,800); Nature Track (\$1,800); Zaca Center Preschool (\$3,840).
- (2) Capital Improvement Project transfers (CIP) - 983,500; Operating Transfers to Funds 029 of \$25,000 (Transportation Planning) and 027 of \$75,000 (LTF).

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEARS 2017-18 & 2018-19</u>	<u>Budget 2016-17</u>	<u>Budget 2017-18</u>	<u>Budget 2018-19</u>
<u>Employee Services</u>			
50100 Benefits	\$ 175,000	\$ 51,501	\$ 52,531
Medical Benefits for retired employees			
<u>Operating & Maintenance</u>			
50600 Insurance - Liability	\$ 85,689	\$ 125,000	\$ 127,500
80% of the City's liability insurance; 10% is charged to the Wastewater and Water funds, respectively.			
50610 Insurance - Property	\$ 5,000	\$ 5,500	\$ 5,610
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.			
60014 Emergency Operations	\$ 9,000	\$ 10,000	\$ 10,000
CERT Training			
60015 Animal Control	\$ 36,637	\$ 37,000	\$ 37,740
Contract for services with County Animal Control.			
60022 Recruitment Expense	\$ 2,000	\$ 5,000	\$ 5,100
Expenses related to new employee recruitment.			
60210 Computer Maintenance & Softwre	\$ 14,000	\$ 35,000	\$ 35,700
60211 Data Processing Contract Maintenance	\$ -	\$ -	\$ -
60310 Equipment Rental	\$ 11,000	\$ 10,000	\$ 10,200
Lease cost of a copier and postage meter. Postage Meter Lease			
60650 Membership & Publications	\$ 10,000	\$ 10,000	\$ 10,200
League of California Cities dues, miscellaneous dues and various publications.			
60710 Travel & Training	\$ 1,000	\$ -	\$ -
60900 Misceaneous and PERS unfunded liability	\$ 62,000	\$ 75,000	\$ 76,500
Green Business Program: \$652 per year; other miscellaneous; CalPERS Unfunded Liability calculated separately from payroll and billed directly through A/P (split with Water and Wastewater). General Fund's CalPERS liability is \$75,000.			
60910 Miscellaneous Recognition Items	\$ 2,000	\$ 2,000	\$ 2,040
Miscellaneous award items for various organizations and employee recognition program.			
61120 Office Equipment	\$ -	\$ -	\$ -
61130 Office Supplies	\$ 10,000	\$ 15,000	\$ 15,300
Copier expense for all departments.			
61131 Postage	\$ 500	\$ 2,000	\$ 2,040

FUND: 001-GENERAL		DEPARTMENT: 410/NON-DEPARTMENTAL		
61210	Utilities - Sewer	\$ 900	\$ 1,000	\$ 1,020
61211	Utilities - Water	\$ 1,800	\$ 2,000	\$ 2,040
50%of water used at 140 W. Highway 246.				
61230	Utilities - Gas	\$ 900	\$ 1,000	\$ 1,020
61241	Utilities - Electric	\$ 10,000	\$ 10,000	\$ 10,200
61292	Internet Access / Website Maintenance	\$ 6,000	\$ 7,500	\$ 7,650
Includes \$1,000 annual maintenance for Buellton App and \$7,000 website update and maintenance.				
61410	Newsletter	\$ -	\$ 500	\$ 510
67200	Community Organization Support	\$ 78,900	\$ 86,900	\$ 88,638
Senior Center, People Helping People, Foodbank, and SYV Fruit & Vegetable Rescue, Nature Track and Zaca Center Preschool.				
67430	LAFCO Contribution	\$ 2,000	\$ 2,000	\$ 2,040
City's share of LAFCO's operating costs.				
67620	SB Co Mental Health Assessment Team (MHAT)	\$ 4,000	\$ 4,000	\$ 4,080
Santa Barbara County Mental Health Assessment Team (MHAT) Services.				
67705	Telephone	\$ 5,000	\$ 5,000	\$ 5,100
67790	Visitors Bureau	\$ 400,000	\$ 400,000	\$ 400,000
Contract for advertising based on a \$33,333/month contract.				
69100	Transfer to Other Funds			
	Transfer to CIP Project #201 (Facilities Maintenance and Painting Project)	\$ 10,000	\$ 25,000	\$ -
	Transfer to CIP Project #205 (City Hall Roof and Restrooms Repairs)	\$ 30,000	\$ -	\$ -
	Transfer to CIP Project #207 (Santa Ynez River Trail Conceptual Plan/Feasibility Study)	\$ -	\$ -	\$ 20,000
	Transfer to CIP Project #210 (Fleet Purchases)-Move to Vehicle Replacement-PW Gen	\$ -	\$ -	\$ -
	Transfer to CIP Project#211 (Village Park Improvements)	\$ 216,000	\$ 216,000	\$ -
	Transfer to CIP Project #213 (Post Office Fire Alarm System Replacement)	\$ -	\$ 20,000	\$ -
	Transfer to CIP Project #214 (City Hall Emergency Generator & Electrical)	\$ -	\$ 40,000	\$ -
	Transfer to CIP Project#311 (Industrial Way Streetlights)	\$ 85,000	\$ 82,500	\$ 400,000
	Transfer to CIP Project#312 (Highway 246 Sidewalk- CalTrans)	\$ 150,000	\$ -	\$ -
	Transfer to CIP Project#313 (Road Maintenance Project - 15/16 and 16/17); MOE	\$ 100,000	\$ 400,000	\$ -
	Transfer to CIP Project #315 (Ave of Flags Pedestrian/Drainage Improvements)	\$ -	\$ 100,000	\$ 500,000
	Transfer to CIP Project#316 (Road Maintenance Project - 17/18); MOE	\$ -	\$ 100,000	\$ -
	Transfer to Local Transportation Fund 027 (to cover CIP)	\$ 175,000	\$ 75,000	\$ 76,500
	Transfer to Transportation Planning Fund 029 (to cover operating costs)	\$ 25,000	\$ 25,000	\$ 25,500
69600	Undesignated Miscellaneous Support	\$ 3,000	\$ 4,000	\$ 4,080
Donation to Buellton Historical Society; Central Coast Collaborative on Homeless; Buellton Union School District Jog-A-thon.				
Capital				
72200	Office Furniture	\$ -	\$ -	\$ -
72300	Computer Equipment	\$ -	\$ -	\$ -
73100	Vehicle Replacement	\$ -	\$ -	\$ -
74100	Improvements	\$ -	\$ -	\$ -

FUND: 001-GENERAL**DEPARTMENT: 420/FINANCE**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ 227,243	\$ 201,406	\$ 148,614	\$ 156,162	\$ 133,473	\$ 136,142
Operating & Maintenance	\$ 75,791	\$ 114,423	\$ 39,000	\$ 41,900	\$ 30,200	\$ 30,940
Capital	\$ 2,297	\$ 677	\$ 2,000	\$ 3,700	\$ 4,500	\$ -
Department Total	\$ 305,331	\$ 316,506	\$ 189,614	\$ 201,762	\$ 168,173	\$ 167,082

DEPARTMENT DESCRIPTION

The Finance Department provides for the overall financial management of the City and ensures that the City's finances are open and transparent with consistent reporting to the Public. Major activities include projecting and collecting revenues, preparing the annual budget, controlling and disbursing all expenditures, purchasing equipment and supplies, investing City monies, 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

EMPLOYEE SERVICES

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Budget</u>	2016-17 <u>Estimate</u>	2017-18 <u>Proposed</u>	2018-19 <u>Proposed</u>
50000 Salaries	131,034	141,287	105,652	116,368	104,468	106,557
50030 Hourly Employees	34,419	8,275	5,732	-	-	-
50100 Benefits	61,790	51,844	37,230	39,794	29,005	29,585
<u>EMPLOYEE SERVICES SUBTOTAL:</u>	227,243	201,406	148,614	156,162	133,473	136,142

OPERATING & MAINTENANCE

60021 Audit	5,809	4,270	7,500	22,500	8,200	8,500
60210 Computer Maintenance & Software	0	0	1,500	0	0	0
60211 Data Processing Contract Maintenance	4,864	0	5,000	0	0	0
60550 Printing	0	0	0	0	0	0
60650 Membership & Publications	1,015	920	1,000	400	1,000	1,020
60710 Travel & Training	1,265	166	5,000	4,500	5,000	5,100
60800 Contract Services	60,883	105,848	15,000	12,000	12,000	12,240
60900 Miscellaneous	351	1,062	1,000	500	1,000	1,020
61130 Office Supplies	1,604	2,157	3,000	2,000	3,000	3,060
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	75,791	114,423	39,000	41,900	30,200	30,940

CAPITAL

72100 Office Equipment	0	677	0	0	0	0
72200 Office Furniture	0	0	0	2,400	4,500	0
72300 Computer Equipment	2,297	0	2,000	1,300	0	0
<u>CAPITAL SUBTOTAL:</u>	2,297	677	2,000	3,700	4,500	0

FINANCE TOTAL:

305,331	316,506	189,614	201,762	168,173	167,082
----------------	----------------	----------------	----------------	----------------	----------------

EXPENDITURE DETAIL NARRATIVE

FISCAL YEARS 2017-18 & 2018-19

<u>Employee Services</u>		Budget 2016-17	Budget 2017-18	Budget 2018-19
	Finance Director	0.80	0.80	0.80
	Accounting Specialist (1)	0.70	0.70	0.70
	Revenue Specialist (1)	0.70	0.70	0.70
	Accounting Technicians (1) (Split)	0.20	0.20	0.20
	Accounting Technicians (1)	0.00	0.00	0.00
	Accounting Technicians (2) Part-time/Temporary	0.00	0.00	0.00
	Total	2.40	2.40	2.40
50000	Salaries	\$ 105,652	\$ 104,468	\$ 106,557
50030	Hourly Employees	\$ 5,732	\$ -	\$ -
50100	Benefits	\$ 37,230	\$ 29,005	\$ 29,585
<u>Operating & Maintenance</u>				
60021	Audit 33 1/3% of the cost.	\$ 7,500	\$ 8,200	\$ 8,500
60210	Computer Maintenance & Software	\$ 1,500	\$ -	\$ -
60211	Data Processing Contract Maintenance	\$ 5,000	\$ -	\$ -
	Contract support for accounting programs.			
60550	Printing	\$ -	\$ -	\$ -
60650	Membership & Publications	\$ 1,000	\$ 1,000	\$ 1,020
	Membership dues for the California Society of Municipal Finance Officers (CSMFO) and the Government Finance Officers Association (GFOA); miscellaneous publications.			
60710	Travel & Training	\$ 5,000	\$ 5,000	\$ 5,100
	Attendance at conferences and seminars.			
60800	Contract Services	\$ 15,000	\$ 12,000	\$ 12,240
	Hinderliter De Llamas, HDL Coren & Cone \$12,000			
60900	Miscellaneous	\$ 1,000	\$ 1,000	\$ 1,020
61130	Office Supplies	\$ 3,000	\$ 3,000	\$ 3,060
<u>Capital</u>				

FUND: 001-GENERAL

DEPARTMENT: 420/FINANCE

72100	Office Equipment	\$ -	\$ -	\$ -
72200	Office Furniture	\$ -	\$ 4,500	\$ -
	Privacy dividers for two workstations to increase staff ability to focus by providing a quiet work space area			
72300	Computer Equipment	\$ 2,000	\$ -	\$ -

FUND: 001-GENERAL

**DEPARTMENT: 501/PUBLIC SAFETY
POLICE & FIRE**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$1,801,989	\$1,808,093	\$1,981,688	\$1,981,688	\$2,146,260	\$2,189,185
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$1,801,989	\$1,808,093	\$1,981,688	\$1,981,688	\$2,146,260	\$2,189,185

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

<u>OPERATING & MAINTENANCE</u>		2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Budget</u>	2016-17 <u>Estimate</u>	2017-18 <u>Proposed</u>	2018-19 <u>Proposed</u>
60800	Contract Services - Police	1,610,873	1,615,979	1,780,000	1,780,000	1,943,760	1,982,635
60810	Contract Services - Fire	188,348	186,976	195,688	195,688	196,000	199,920
61241	Utilities - Electric	2,768	5,138	6,000	6,000	6,500	6,630
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>		1,801,989	1,808,093	1,981,688	1,981,688	2,146,260	2,189,185
PUBLIC SAFETY TOTAL:		1,801,989	1,808,093	1,981,688	1,981,688	2,146,260	2,189,185

FUND: 001-GENERAL

DEPARTMENT: 501/PUBLIC SAFETY
POLICE & FIRE

EXPENDITURE DETAIL NARRATIVE

FISCAL YEARS 2017-18 & 2018-19

Operating & Maintenance

	Budget 2016-17	Budget 2017-18	Budget 2018-19	
60800 Contract Services - Sheriff	1,780,000	1,943,760	1,982,635	
Contract with the County of Santa Barbara Sheriff's Department for public safety services and traffic enforcement. Includes estimated overtime pay.				
60810 Contract Services - Fire	195,688	196,000	199,920	1,981,688
Contract with the County of Santa Barbara's Fire Department for 33% of the salary for a Firefighter/Paramedic.				
61241 Utilities - Electric	6,000	6,500	6,630	2,146,260
				2,189,185

FUND: 001-GENERAL

**DEPARTMENT: 510/LEISURE SERVICES
LIBRARY**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 98,101	\$ 97,977	\$ 148,541	\$ 147,500	\$ 173,441	\$ 176,910
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 98,101	\$ 97,977	\$ 148,541	\$ 147,500	\$ 173,441	\$ 176,910

DEPARTMENT DESCRIPTION

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

DEPARTMENT EXPENDITURES

LEISURE SERVICES - LIBRARY

001-510

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Budget	2018-19 Budget
<u>OPERATING & MAINTENANCE</u>						
60800 Contract Services	91,641	91,641	141,641	141,641	166,641	169,974
61211 Utilities - Water	1,980	921	1,800	1,800	1,800	1,836
61230 Utilities - Gas	1,010	1,834	1,000	1,000	1,000	1,020
61241 Utilities - Electric	3,470	3,581	4,100	3,059	4,000	4,080
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	98,101	97,977	148,541	147,500	173,441	176,910
LIBRARY TOTAL:	98,101	97,977	148,541	147,500	173,441	176,910

FUND: 001-GENERAL

DEPARTMENT: 510/LEISURE SERVICES
LIBRARY

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEARS 2017-18 & 2018-19</u>		Actual 2016-17	Budget 2017-18	Budget 2018-19
<u>Operating & Maintenance</u>				
60800	Contract Services	\$ 141,641	\$ 166,641	\$ 169,974
Contract with the City of Santa Barbara Library System to manage the Buellton Library.				
61211	Utilities - Water	\$ 1,800	\$ 1,800	\$ 1,836
50% of water used at 140 W. Highway 246.				
61230	Utilities - Gas	\$ 1,000	\$ 1,000	\$ 1,020
61241	Utilities - Electric	\$ 4,100	\$ 4,000	\$ 4,080

FUND: 001-RECREATION**DEPARTMENT: 511/RECREATION**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ 321,501	\$ 336,500	\$ 325,404	\$ 339,671	\$ 349,879	\$ 356,877
Operating & Maintenance	\$ 231,533	\$ 171,393	\$ 156,500	\$ 150,019	\$ 162,000	\$ 165,240
Capital	\$ 24,804	\$ -	\$ -	\$ 3,045	\$ -	\$ -
Department Total	\$ 577,838	\$ 507,893	\$ 481,904	\$ 492,735	\$ 511,879	\$ 522,117

DEPARTMENT DESCRIPTION

Recreation funds are to be used for community recreation programs and purposes. The Buellton Recreation Program is committed to a successful program that encourages all members of the community to participate in recreational activities.

DEPARTMENT EXPENDITURES

RECREATION
001-511

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
<u>EMPLOYEE SERVICES</u>						
50000 Salaries	172,548	185,678	200,634	201,771	205,551	209,662
50030 Hourly Employees	46,148	25,000	37,000	50,427	48,850	49,827
50100 Benefits	102,805	125,822	87,770	87,474	95,478	97,388
<u>EMPLOYEE SERVICES SUBTOTAL</u>	321,501	336,500	325,404	339,671	349,879	356,877
<u>OPERATING & MAINTENANCE</u>						
60250 Maintenance / Repair - Rec Dept	13,937	10,474	12,000	3,650	12,000	12,240
60252 Maintenance / Repair - Joint Use	3,306	943	4,000	276	4,000	4,080
60270 Maintenance - Vehicles	2,627	3,589	4,000	2,804 (1)	4,000	4,080
60510 Advertising	6,322	7,852	6,500	7,349	6,500	6,630
60800 Contract Services	48,846	34,528	30,000	28,842	30,000	30,600
60900 Miscellaneous	39	246	1,000	3,582	2,000	2,040
61130 Office Supplies	1,678	2,843	3,000	3,564	3,000	3,060
61280 Fuel- Vehicles	7,005	7,622	9,000	7,535	9,000	9,180
61290 Telephone/Internet	2,895	2,448	3,000	2,295	3,000	3,060
67020 Recreation Coordinator/Admin Overhead	0	0	0	0	0	0
67135 Buellton Rec Programs Trips	42,657	35,339	29,500	18,033	29,500	30,090
67140 Buellton Recreation Program	53,431	63,200	49,500	64,896	55,000	56,100
67570 Buellton Recreation Program 50/50	48,791	2,310	5,000	7,195	4,000	4,080
69400 Transfer to Reserves	0	0	0	0	0	-
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	231,533	171,393	156,500	150,019	162,000	165,240
<u>CAPITAL</u>						
73100 Vehicles	24,804	0	0		0	0
73500 Equipment	0	0	0	3,045	0	0
74100 Improvements	0	0	0		0	0
<u>CAPITAL SUBTOTAL:</u>	24,804	0	0	3,045	0	0
PARKS / RECREATION TOTAL:	577,838	507,893	481,904	492,735	511,879	522,117

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

EXPENDITURE DETAIL NARRATIVE

FISCAL YEARS 2017-18 & 2018-19

	Budget 2016-17	Budget 2017-18	Budget 2018-19
<u>Employee Services</u>			
Recreation Coordinator	1.00	1.00	1.00
Staff Assistant/Planning Tech	0.20	0.20	0.20
Recreation Center Coordinator	1.00	1.00	1.00
Recreation Technician	1.00	1.00	1.00
Total	<u>3.20</u>	<u>3.20</u>	<u>3.20</u>
50000 Salaries	\$ 200,634	\$ 205,551	\$ 209,662
50030 Hourly Employees	\$ 37,000	\$ 48,850	\$ 50,427
Currently employ five part-time employees			
50100 Benefits	\$ 87,770	\$ 95,478	\$ 87,474
<u>Operating & Maintenance</u>			
60250 Maintenance / Repair	\$ 12,000	\$ 12,000	\$ 12,240
Buellton Rec dept repairs and maintenance - office, Zone			
60252 Maint/Repair-Joint Use	\$ 4,000	\$ 4,000	\$ 4,080
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			
60270 Maint - Vehicles	\$ 4,000	\$ 4,000	\$ 4,080
60510 Advertising	\$ 6,500	\$ 6,500	\$ 6,630
60800 Contract Services	\$ 30,000	\$ 30,000	\$ 30,600
60900 Miscellaneous	\$ 1,000	\$ 2,000	\$ 2,040
61130 Office Supplies	\$ 3,000	\$ 3,000	\$ 3,060
61280 Fuel - Vehicles	\$ 9,000	\$ 9,000	\$ 9,180
61290 Telephone/Internet	\$ 3,000	\$ 3,000	\$ 3,060
67020 Recreation Coordinator/ Admin Overhead	\$ -	\$ -	\$ -
67135 Buellton Recreation Program-Trips	\$ 29,500	\$ 29,500	\$ 30,090
Trips organized for children and adults through Buellton Recreation			

FUND: 001-GENERAL

DEPARTMENT: 511/RECREATION

67140	Buellton Recreation Progran	\$ 49,500	\$ 55,000	\$ 56,100
<u>Seasonal personnel, Oak Valley afterschool program, supplies, flyers and equipment.</u>				
67570	Buellton Recreation Program - 50/50	\$ 5,000	\$ 4,000	\$ 4,080
<u>Shared recreations programs with the City of Solvang</u>				
69400	Transfer to Reserves	\$ -	\$ -	\$ -
<u>Capital</u>				
73100	Vehicles	\$ -	\$ -	\$ -

FUND: 001-GENERAL

DEPARTMENT: 550/PUBLIC WORKS
STREET LIGHTS

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 53,634	\$ -	\$ 55,000	\$ 59,886	\$ 60,000	\$ 65,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 53,634	\$ -	\$ 55,000	\$ 59,886	\$ 60,000	\$ 65,000

DEPARTMENT DESCRIPTION

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

DEPARTMENT EXPENDITURES

PUBLIC WORKS - STREET LIGHTS

001-550

OPERATING & MAINTENANCE

61241 Utilities - Electric

OPERATING & MAINTENANCE SUBTOTAL:

STREET LIGHTS TOTAL:

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Budget</u>	2016-17 <u>Estimate</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
	53,634	0	55,000	59,886	60,000	65,000
	53,634	0	55,000	59,886	60,000	65,000
	53,634	0	55,000	59,886	60,000	65,000

FUND: 001-GENERAL

DEPARTMENT: 550/PUBLIC WORKS
STREET LIGHTS

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEARS 2017-18 & 2018-19</u>	Budget 2016-17	Budget 2017-18	Budget 2018-19
<u>Operating & Maintenance</u>			
61241 Utilities - Electric	\$ 55,000	\$ 60,000	\$ 65,000

FUND: 001-GENERAL

**DEPARTMENT: 557/PUBLIC WORKS
ENGINEERING**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 98,695	\$ 3,890	\$ 110,000	\$ 111,411	\$ 100,000	\$ 102,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 98,695	\$ 3,890	\$ 110,000	\$ 111,411	\$ 100,000	\$ 102,000

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

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
<u>OPERATING & MAINTENANCE</u>						
60800 Contract Services	87,210	0	85,000	85,000	85,000	86,700
60830 Engineering Services	1,650	0	25,000	15,000	15,000	15,300
60830 Engineering Services - Prop1B	0	3,890	0	0	0	0
67265 Development Permit Processing	9,835	0	0	11,411	0	0
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	98,695	3,890	110,000	111,411	100,000	102,000
<u>CAPITAL</u>						
74100 Improvements	0	0	0	0	0	0
74110 Improvements - Prop 1B	0	0	0	0	0	0
<u>CAPITAL SUBTOTAL:</u>	0	0	0	0	0	0
ENGINEERING TOTAL:	98,695	3,890	110,000	111,411	100,000	102,000

FUND: 001-GENERAL

DEPARTMENT: 557/PUBLIC WORKS
ENGINEERING

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEARS 2017-18 & 2018-19</u>	Budget 2016-17	Budget 2017-18	Budget 2018-19
<u>Operating & Maintenance</u>			
60800 Contract Services	\$ 85,000	\$ 85,000	\$ 86,700
General Engineering Services as requested by City.			
60830 Engineering Services	\$ 25,000	\$ 15,000	\$ 15,300
Traffic safety studies.			
60830 Engineering Services - Prop1B	\$ -	\$ -	\$ -
67265 Development Permit Processing	\$ -	\$ -	\$ -
<u>Capital</u>			
74100 Improvements	\$ -	\$ -	\$ -
74110 Improvements	\$ -	\$ -	\$ -

FUND: 001-GENERAL

DEPARTMENT: 558/PUBLIC WORKS
GENERAL

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ 294,650	\$ 342,255	\$ 392,301	\$ 369,390	\$ 404,703	\$ 412,797
Operating & Maintenance	\$ 177,986	\$ 157,746	\$ 225,470	\$ 158,999	\$ 222,200	\$ 226,644
Capital	\$ 79,709	\$ 17,889	\$ 45,000	\$ 47,156	\$ 10,000	\$ 10,200
Department Total	\$ 552,345	\$ 517,890	\$ 662,771	\$ 575,544	\$ 636,903	\$ 649,641

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

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
<u>EMPLOYEE SERVICES</u>						
50000 Salaries	189,326	241,957	269,959	270,903	277,157	282,700
50035 Hourly	685	0	12,192	0	12,804	13,060
50100 Benefits	104,639	100,298	110,150	98,487	114,742	117,037
<u>EMPLOYEE SERVICES SUBTOTAL:</u>	294,650	342,255	392,301	369,390	404,703	412,797
<u>OPERATING & MAINTENANCE</u>						
60131 Laundry - Uniforms	670	1,919	1,800	220	1,000	1,020
60141 Landscape Maintenance Program	0	0	0	0	0	0
60210 Computer Maintenance & Software	947	1,068	2,000	1,425	2,000	2,040
60250 Maintenance / Repair	41,139	44,711	50,000	68,629	70,000	71,400
60270 Maintenance - Vehicles	12,723	4,958	15,000	5,656	15,000	15,300
60560 Signs - Replacement and Upgrade	7,430	8,407	15,000	2,290	10,000	10,200
60650 License, Membership & Publications	790	305	1,000	615	1,000	1,020
60710 Travel & Training	2,327	1,173	2,500	711	2,500	2,550
60800 Contract Services	79,002	66,994	75,000	50,088	75,000	76,500
60900 Miscellaneous	5,109	538	500	482	550	561
61127 Tools	2,480	6,344	4,000	750	4,000	4,080
61130 Office Supplies	1,025	936	1,200	1,487	1,200	1,224
61140 Operational Supplies	3,682	7,105	7,000	4,149	7,000	7,140
61211 Utilities - Water	8,299	4,788	32,000	15,000	15,000	15,300
61241 Utilities - Electric	0	0	950	950	950	969
61280 Fuel - Vehicles	6,373	5,357	8,000	4,519	8,000	8,160
67575 Regulatory Compliance	409	417	2,500	0	2,500	2,550
67600 Safety Equipment	1,244	780	1,520	410	1,500	1,530
67705 Telephone	4,338	1,946	5,500	1,618	5,000	5,100
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	177,986	157,746	225,470	158,999	222,200	226,644
<u>CAPITAL</u>						
73100 Vehicle Replacement	78,829	0	25,000	39,402	0	0
73500 Equipment	281	17,854	10,000	7,754	10,000	10,200
74100 Improvements	600	35	10,000	0	0	0
<u>CAPITAL SUBTOTAL:</u>	79,709	17,889	45,000	47,156	10,000	10,200

DEPARTMENT EXPENDITURES

PUBLIC WORKS - GENERAL TOTAL:

552,345	517,890	662,771	575,544	636,903	649,641
---------	---------	---------	---------	---------	---------

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEARS 2017-18 & 2018-19</u>		Budget 2016-17	Budget 2017-18	Budget 2018-19
<u>Employee Services</u>				
	Public Works Director	0.40	0.40	0.40
	Facilities Maintenance (Split with Water)	0.50	0.50	0.50
	Parks Foreman	1.00	1.00	1.00
	Fieldmen (6)	2.40	2.40	2.40
	Accounting Technician (Split Finance, Planning, W & WW)	0.25	0.25	0.25
	Total	4.55	4.55	4.55
50000	Salaries	\$ 269,959	\$ 277,157	\$ 282,700
50035	Hourly	\$ 12,192	\$ 12,804	\$ 13,060
50100	Benefits	\$ 110,150	\$ 114,742	\$ 117,037
<u>Operating & Maintenance</u>				
60131	Laundry - Uniforms	\$ 1,800	\$ 1,000	\$ 1,020
33 1/3% of laundry and uniform service for Public Works employees; 100% for Groundskeeper; Increased maintenance required on aging vehicles/equipment. Uniforms for 2.5 PW Employees				
60210	Computer Maintenance & Software	\$ 2,000	\$ 2,000	\$ 2,040
Automated Work Order Program. Computers, hardware and software, including license/support.				
60250	Maintenance / Repair	\$ 50,000	\$ 70,000	\$ 71,400
City buildings, facilities, infrastructure and equipment maintenance and repair.				
60270	Maintenance - Vehicles	\$ 15,000	\$ 15,000	\$ 15,300
60560	Signs Replacement and Upgrade	\$ 15,000	\$ 10,000	\$ 10,200
Signs include replacements and upgrade of signs throughout the City caused by damage, missing, reflectivity, etc.				
60650	License, Membership & Publications	\$ 1,000	\$ 1,000	\$ 1,020
60710	Travel & Training	\$ 2,500	\$ 2,500	\$ 2,550

FUND: 001-GENERAL

DEPARTMENT: 558/PUBLIC WORKS - GENERAL

60800	Contract Services	\$ 75,000	\$ 75,000	\$ 76,500
Contract services for answering service (33 1/3%, janitorial service for City Hall/Library, security system for City Hall and pest control services at City Hall/Post Office/Library/Sheriff locations.				
60900	Miscellaneous	\$ 500	\$ 550	\$ 561
61127	Tools	\$ 4,000	\$ 4,000	\$ 4,080
61130	Office Supplies	\$ 1,200	\$ 1,200	\$ 1,224
61140	Operational Supplies	\$ 7,000	\$ 7,000	\$ 7,140
61211	Utilities - Water	\$ 32,000	\$ 15,000	\$ 15,300
Irrigation and potable water use at City Hall/Council Chambers.				
61241	Utilities - Electric	\$ 950	\$ 950	\$ 969
Electricity use at City Hall/Council Chambers.				
61280	Fuel - Vehicles	\$ 8,000	\$ 8,000	\$ 8,160
67575	Regulatory Compliance	\$ 2,500	\$ 2,500	\$ 2,550
		\$ 1,520		
67600	Safety Equipment		\$ 1,500	\$ 1,530
Safety equipment and Personal Protective Equipment such as safety glasses, vests, gloves, high visibility rain gear, hard hats/caps.				
67705	Telephone	\$ 5,500	\$ 5,000	\$ 5,100

Capital

73100	Vehicle Replacement	\$ 25,000	\$ -	\$ -
73500	Equipment	\$ 10,000	\$ 10,000	\$ 10,200
Misc Public Works equipment				
74100	Improvements	\$ 10,000	\$ -	\$ -

FUND: 001-GENERAL FUND**DEPARTMENT: 551/STORM WATER**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 117,703	\$ 217,850	\$ 195,600	\$ 133,840	\$ 215,600	\$ 204,012
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 117,703	\$ 217,850	\$ 195,600	\$ 133,840	\$ 215,600	\$ 204,012

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
001-551

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Budget</u>	2016-17 <u>Estimate</u>	2017-18 <u>Proposed</u>	2018-19 <u>Proposed</u>
<u>OPERATING & MAINTENANCE</u>						
60250 Maintenance/Repair	0	0	0	0	0	0
60650 Membership and Publications	330	565	600	300	600	612
60800 Contract Services	109,225	154,893	155,000	94,448	155,000	158,100
67575 Regulatory Compliance	8,148	11,600	15,000	14,093	15,000	15,300
69100 Transfer to Other Funds (CIP 092-101 and 102)	0	50,793	25,000	25,000	45,000	30,000
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	117,703	217,850	195,600	133,840	215,600	204,012
 STORM WATER TOTAL:	117,703	217,850	195,600	133,840	215,600	204,012

FUND: 001-STORM WATER

DEPARTMENT: 551/STORM WATER

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEARS 2017-18 & 2018-19</u>		Actual 2016-17	Budget 2017-18	Budget 2018-19
<u>Operating & Maintenance</u>				
60250	Repair/Maintenance	\$ -	\$ -	\$ -
60650	Memberships and Publications	\$ 600	\$ 600	\$ 612
60800	Contract Services	\$ 155,000	\$ 155,000	\$ 158,100
Engineering work related to FEMA mapping and regulatory issues, Storm Water Management Plan (SWMP) permitting and				
67575	Regulatory Compliance	\$ 15,000	\$ 15,000	\$ 15,300
69100	Transfer to Other Funds	\$ 25,000	\$ 45,000	\$ 30,000
Transfer to CIP Project #101: Storm Drain Cleaning and Retrofit; Outfall Repairs and Re-establishment of Storm Drain				

FUND: 001-GENERAL FUND**DEPARTMENT: 552/PARKS**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 161,089	\$ 230,837	\$ 311,000	\$ 217,320	\$ 306,000	\$ 295,920
Capital	\$ 2,047	\$ 13,600	\$ 20,000	\$ -	\$ 10,000	\$ 10,000
Department Total	\$ 163,136	\$ 244,437	\$ 331,000	\$ 217,320	\$ 316,000	\$ 305,920

DEPARTMENT DESCRIPTION

Parks was consolidated into the General Fund in prior years. Oak Park, Riverview, Paws Park, Village Park, Botanic Garden, Avenue of the Flags and the Golf Course.

DEPARTMENT EXPENDITURES

PARKS
001-552

<u>OPERATING & MAINTENANCE</u>		2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
60254	Maintenance/Repair-Ave of the Flags	0	280	5,000	0	5,000	5,100
60255	Golf Course Renovation-Park	4,793	843	20,000	8,974	20,000	10,000
60256	Maintenance/Repair-Oak Park	14,924	9,635	20,000	3,861	10,000	10,200
60257	Maintenance/Repair-Paws Park	7,777	11,166	16,000	24,000 (2)	16,000	16,320
60258	Maintenance/Repair-Riverview	9,074	22,278	40,000	21,257 (1)	40,000	30,000
600059	Maintenance/Repair-Village Park	0	0	0	0	0	5,000
60310	Equipment Rental	48	0	1,000	0	1,000	1,020
60800	Contract Services - Park	86,405	147,767	159,000	141,608	159,000	162,180
60830	Contract Services - Engineering	0	0	0	0	0	0
61110	Chemicals	84	122	1,000	102	1,000	1,020
61125	Small Equipment	597	447	3,000	285	1,000	1,020
61140	Operational Supplies	3,023	1,053	4,000	700	4,000	4,080
61211	Utilities - Water	33,195	33,745	40,000	7,945	40,000	40,800
61241	Utilities - Electric	1,169	3,501	2,000	8,588	9,000	9,180
67825	Zaca Creek Park	0	0	0	0	0	0
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>		161,089	230,837	311,000	217,320	306,000	295,920
<u>CAPITAL</u>							
73500	Equipment	2,047	13,600	20,000	0	10,000	10,000
74100	Improvements	0	0	0	0		
<u>CAPITAL SUBTOTAL:</u>		2,047	13,600	20,000	0	10,000	10,000
PARKS TOTAL:		163,136	244,437	331,000	217,320	316,000	305,920

(1) Includes contribution for Botanic Gardens of \$10,000

(2) Includes contribution for Paws Park of \$16,000 - approved through 2016-17 Budget Process; Ongoing Maintenance.

DEPARTMENT: 556/PUBLIC WORKS/PARKS

EXPENDITURE DETAIL NARRATIVE

FISCAL YEARS 2017-18 & 2018-19

		Budget 2016-17	Budget 2017-18	Budget 2018-19
<u>Operating & Maintenance</u>				
60254	Maintenance/Repair- Ave of Flags	\$ 5,000	\$ 5,000	\$ 5,100
60255	Golf Course Renovation	\$ 20,000	\$ 20,000	\$ 10,000
Water conservation repair and maintenance of slope adjacent to Six Flags Circle.				
60256	Maintenance/Repair - Oak Park	\$ 20,000	\$ 10,000	\$ 10,200
Playground equipment repair, restrooms, picnic table, etc.				
60257	Maintenance/Repair - Paws Park	\$ 16,000	\$ 16,000	\$ 16,320
includes contribution for Paws Park of \$16,000 for park maintenance.				
60258	Maintenance/Repair - Riverview Park	\$ 40,000	\$ 40,000	\$ 30,000
Sidewalks, plants, restrooms, buildings, electrical, etc. Playground equipment repairs. Includes contribution for Botanic Gardens of \$11,000.				
6025x	Maintenance/Repair - Village Park	\$ -	\$ -	\$ 5,000
60310	Equipment Rental	\$ 1,000	\$ 1,000	\$ 1,020
60800	Contract Services	\$ 159,000	\$ 159,000	\$ 162,180
Rafel Ruiz (\$24,000); Valley Gardener (\$135,000)				
60830	Contact Services - Engineering	\$ -	\$ -	\$ -
61110	Chemicals	\$ 1,000	\$ 1,000	\$ 1,020
Pesticides, herbicides, grafitti remover				
61125	Small Equipment	\$ 3,000	\$ 1,000	\$ 1,020
61140	Operational Equipment	\$ 4,000	\$ 4,000	\$ 4,080
Trash bags/dog pot bags, soaps, toilet paper, cleaning supplies				
61211	Utilities-Water	\$ 40,000	\$ 40,000	\$ 40,800
61241	Utilities-Electric	\$ 2,000	\$ 9,000	\$ 9,180
Riverview, Oak Park and Village Park				
67825	Zaca Creek Park	\$ -	\$ -	\$ -
<u>Capital</u>				
73500	Equipment	\$ 20,000	\$ 10,000	\$ 10,000
74100	Improvements	\$ -	\$ -	

FUND: 001-GENERAL FUND

DEPARTMENT: 556/PUBLIC WORKS-LANDSCAPE MAINTENANCE

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 88,228	\$ 86,766	\$ 106,000	\$ 77,047	\$ 111,000	\$ 113,220
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 88,228	\$ 86,766	\$ 106,000	\$ 77,047	\$ 111,000	\$ 113,220

DEPARTMENT DESCRIPTION

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

DEPARTMENT EXPENDITURES

PUBLIC WORKS-LANDSCAPE MAINTENANCE

001-556

<u>OPERATING & MAINTENANCE</u>		2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Budget</u>	2016-17 <u>Estimate</u>	2017-18 <u>Proposed</u>	2018-19 <u>Proposed</u>
60250	Maintenance / Repair	1,330	1,579	5,000	800	10,000	10,200
60800	Contract Services	58,581	67,757	70,000	45,660	70,000	71,400
60830	Contract Services - Engineering	0	0	0	0	0	0
61211	Utilities - Water	23,110	11,295	22,000	22,000	22,000	22,440
61241	Utilities - Electric	5,208	6,135	9,000	8,588	9,000	9,180
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>		88,228	86,766	106,000	77,047	111,000	113,220
LANDSCAPE MAINTENANCE TOTAL:		88,228	86,766	106,000	77,047	111,000	113,220

FUND: 001-GENERAL FUND

DEPARTMENT: 556/PUBLIC WORKS-LANDSCAPE MAINTENANCE

EXPENDITURE DETAIL NARRATIVE

FISCAL YEARS 2017-18 & 2018-19

		Budget 2016-17	Budget 2017-18	Budget 2018-19
<u>Operating & Maintenance</u>				
60250	Maintenance / Repair	\$ 5,000	\$ 10,000	\$ 10,200
60800	Contract Services	\$ 70,000	\$ 70,000	\$ 71,400
Valley Gardener maintenance contract for common landscaped areas of the City. Portions of Highway 246.				
60830	Contract Services - Engineering	\$ -	\$ -	\$ -
61211	Utilities - Water	\$ 22,000	\$ 22,000	\$ 22,440
61241	Utilities - Electric	\$ 9,000	\$ 9,000	\$ 9,180

FUND: 001-GENERAL

**DEPARTMENT: 565/COMMUNITY DEVELOPMENT
PLANNING**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ 167,994	\$ 147,894	\$ 298,214	\$ 162,046	\$ 297,694	\$ 305,559
Operating & Maintenance	\$ 131,717	\$ 195,236	\$ 175,100	\$ 161,348	\$ 174,500	\$ 177,990
Capital	\$ -	\$ -	\$ -	\$ 535	\$ 10,500	\$ 1,500
Department Total	\$ 299,711	\$ 343,130	\$ 473,314	\$ 323,928	\$ 482,694	\$ 485,049

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. The goal of code enforcement is to ensure a clean and safe community in compliance with the Municipal Code.

DEPARTMENT EXPENDITURES

COMMUNITY DEVELOPMENT - PLANNING
001-565

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
<u>EMPLOYEE SERVICES</u>						
50000 Staff Salaries	101,310	101,943	218,394	119,324	227,767	232,322
50010 Planning Commission Salaries	3,450	3,400	6,000	3,360	3,733	3,733
50040 Intern Program		0	0	0	0	
50050 Code Enforcement	6,026	0	0	0	0	0
50100 Benefits	57,208	42,551	73,820	39,361	66,194	69,504
<u>EMPLOYEE SERVICES SUBTOTAL:</u>	167,994	147,894	298,214	162,046	297,694	305,559
<u>OPERATING & MAINTENANCE</u>						
60011 Code Enforcement Expense	0	218	500	0	500	510
60210 Computer Maintenance & Software	1,578	1,755	3,500	2,167	2,000	2,040
60250 Maintenance / Repair	12	0	1,000	0	500	510
60310 Equipment Rental	7,269	6,730	5,000	6,696	6,000	6,120
60520 Advertising - Legal	3,211	1,855	3,000	208	2,500	2,550
60650 Membership & Publications	1,439	593	2,000	237	1,500	1,530
60710 Travel & Training	4,333	540	5,000	6,311	5,000	5,100
60800 Contract Services	99,051	165,827	140,000	130,574 (1)	140,000 (1)	142,800 (1)
60830 Contract Services - Engineering	4,720	6,355	6,000	3,907	6,000	6,120
60900 Miscellaneous	1,843	1,245	1,000	1,330	1,000	1,020
61130 Office Supplies	1,133	2,702	2,000	2,428	2,000	2,040
61241 Utilities - Electric	1,946	2,449	2,500	2,475	2,500	2,550
67105 Bev Container Recycle Program	0	0	0	0	0	0
67705 Telephone	5,182	4,967	3,600	5,015	5,000	5,100
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	131,717	195,236	175,100	161,348	174,500	177,990
<u>CAPITAL</u>						
72100 Office Equipment	0	0	0	0	-	-
72200 Office Furniture	0	0	0	535	9,000	1,000
72300 Computer Equipment	0	0	0	0	1,500	500
<u>CAPITAL SUBTOTAL:</u>	0	0	0	535	10,500	1,500
PLANNING TOTAL:	299,711	343,130	473,314	323,928	482,694	485,049

(1) Economic Development Consultant - Kosmont Companies: \$35,000
Miscellaneous work on Ave of Flags Specific Plan, Contract Planner, Traffic Studies

FUND: 001-GENERAL

DEPARTMENT: 565/COMMUNITY DEVELOPMENT
PLANNING

EXPENDITURE DETAIL NARRATIVE

FISCAL YEARS 2017-18 & 2018-19

<u>Employee Services</u>	Actual 2016-17	Budget 2017-18	Budget 2018-19
Planning Director	0.90	1.00	1.00
Planning Commissioners (5)	5.00	5.00	5.00
Assistant Planner	1.00	1.00	1.00
Staff Assistant/ Planning Tech	0.70	0.45	0.45
Accounting Technician (Split with Finance, PW, W & WW)	0.00	0.25	0.25
Total	7.60	7.70	7.70
50000 Salaries	\$ 101,310	\$ 227,767	\$ 232,322
50010 Planning Commission Salaries	\$ 3,450	\$ 3,733	\$ 3,733
\$100 per month each for five Planning Commissioners			
50040 Intern Program	\$ -	\$ -	\$ -
50050 Code Enforcement	\$ 6,026	\$ -	\$ -
Part-Time Code Enforcement Officer			
50120-			
50500 Benefits	\$ 57,208	\$ 66,194	\$ 69,504
<u>Operating & Maintenance</u>			
60011 Code Enforcement Expense	\$ 500	\$ 500	\$ 510
60210 Computer Maintenance & Software	\$ 3,500	\$ 2,000	\$ 2,040
Maintenance and updates of existing computer software programs.			
60250 Maintenance/Repair	\$ 1,000	\$ 500	\$ 510
Copier and miscellaneous maintenance and repairs.			
60310 Equipment Rental	\$ 5,000	\$ 6,000	\$ 6,120
Monthly leasing expense for copier.			
60520 Advertising-Legal	\$ 3,000	\$ 2,500	\$ 2,550

FUND: 001-GENERAL

DEPARTMENT: 565/COMMUNITY DEVELOPMENT
PLANNING

60650	Membership & Publications	\$ 2,000	\$ 1,500	\$ 1,530
	Professional and organization dues.			
60710	Travel & Training	\$ 5,000	\$ 5,000	\$ 5,100
	Attendance at conferences and seminars for Planning Commission and staff.			
60800	Contract Services	\$ 140,000	\$ 140,000	\$ 142,800
	Economic Development consultant \$35,000 and Contract Planner.			
60830	Contract Services - Engineering	\$ 6,000	\$ 1,000	\$ 6,120
	GIS,CADD and mapping services.			
60900	Miscellaneous	\$ 1,000	\$ 1,000	\$ 1,020
61130	Office Supplies	\$ 2,000	\$ 2,000	\$ 2,040
61241	Utilities - Electric	\$ 2,500	\$ 2,500	\$ 2,550
67105	Bev Container Recycle Program	\$ -	\$ -	\$ -
67705	Telephone	\$ 3,600	\$ 5,000	\$ 5,100
Capital				
72100	Office Equipment	\$ -	\$ -	\$ -
	Miscellaneous office equipment.			
72200	Office Furniture	\$ -	\$ 9,000	\$ 1,000
	New desks for planning.			
72300	Computer Equipment	\$ -	\$ 1,500	\$ 500

ENTERPRISE FUNDS

FUND: 005-WASTEWATER

DEPARTMENT: 701/WASTEWATER

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ 228,441	\$ 220,728	\$ 253,567	\$ 312,080	\$ 314,605	\$ 320,897
Operating & Maintenance	\$ 710,690	\$ 774,365	\$ 779,556	\$ 862,403	\$ 1,359,203	\$ 1,386,387
Capital	\$ 18,042	\$ 916	\$ 25,000	\$ 2,201	\$ -	\$ -
Department Total	\$ 957,172	\$ 996,009	\$ 1,058,123	\$ 1,176,684	\$ 1,673,808	\$ 1,707,284

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

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
<u>EMPLOYEE SERVICES</u>						
50000 Salaries	163,618	151,926	180,302	238,410	231,354	235,981
50030 Hourly	0	0	0	0	0	0
50100 Benefits	64,822	68,802	75,965	73,670	83,251	84,916
<u>EMPLOYEE SERVICES SUBTOTAL:</u>	228,441	220,728	253,567	312,080	314,605	320,897
<u>OPERATING & MAINTENANCE</u>						
50600 Insurance - Liability	29,512	19,002	13,206	13,000	20,000	20,400
50610 Insurance - Property	10,500	10,500	10,500	11,457	12,603	12,855
60021 Audit	5,836	4,220	7,100	9,962	8,200	8,364
60131 Laundry - Uniforms	192	1,052	1,100	393	1,100	1,122
60210 Computer Maintenance & Software	754	2,654	1,650	3,713	3,000	3,060
60211 Data Processing Contract Maintenance	900	0	1,300	0	1,300	1,326
60250 Maintenance / Repair	20,198	75,747	50,000	48,492	50,000	51,000
60270 Maintenance - Vehicles	5,641	4,609	8,000	3,549	6,000	6,120
60650 Membership & Publications	230	851	500	446	500	510
60710 Travel & Training	2,049	3,077	4,000	57	4,000	4,080
60800 Contract Services	153,667	172,312	250,000	246,052	250,000	255,000
60830 Contract Services - Engineering	37,680	43,868	55,000	0	55,000	56,100
60900 Miscellaneous/CalPERS Unfunded Liability	502	10,722	12,000	17,025	15,000	15,300
61111 Chemicals / Analysis	20,774	26,055	25,000	30,575	25,000	25,500
61127 Tools	666	1,394	1,000	1,086	1,000	1,020
61130 Office Supplies	1,891	1,625	2,000	1,576	2,000	2,040
61131 Postage	5,840	4,655	5,000	4,933	5,000	5,100
61140 Operational Supplies	4,745	4,665	4,000	1,962	3,000	3,060
61211 Utilities - Water	22,238	7,993	23,000	25,000	26,000	26,520
61241 Utilities - Electric	104,772	93,035	100,000	103,424	100,000	102,000
61280 Fuel - Vehicles	6,255	5,357	6,000	4,459	5,000	5,100
67575 Regulatory Compliance	16,028	18,539	20,000	25,525	20,000	20,400
67600 Safety Equipment	1,121	1,657	2,000	1,559	2,000	2,040
67705 Telephone	8,114	8,979	7,200	8,158	8,500	8,670
68110 Depreciation	250,585	251,797	170,000	250,000	250,000	255,000
69100 Transfer to Other Funds (WW Capital Fund)	0	0	-	50,000	485,000	400,000
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	710,690	774,365	779,556	862,403	1,359,203	1,386,387
WASTEWATER TOTAL:	939,130	995,093	1,033,123	1,174,483	1,673,808	1,707,284

DEPARTMENT EXPENDITURES

WASTEWATER
005-701

BUDGET NOTE: Capital Items are included in the Depreciation Category

<u>CAPITAL</u>	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Budget</u>	2016-17 <u>Estimate</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
73100 Vehicle Replacement	0	0	0	0	-	0
73500 Equipment	14,302	893	25,000	2,201	0	0
74100 Improvements	3,740	23	0	0	0	0
<u>CAPITAL TOTAL:</u>	18,042	916	25,000	2,201	-	0

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEARS 2017-18 & 2018-19</u>		Budget 2016-17	Budget 2017-18	Budget 2018-19
<u>Employee Services</u>				
	Finance Director (Split with Finance, W and WW)	0.25	0.25	0.25
	Finance Support Staff (2 - Split with Finance, W and WW)	0.65	0.65	0.65
	Accounting Technician (1 - Split w/ Finance, Planning, PW, Water)	0.15	0.15	0.15
	Public Works Director (Split with PW, W and WW)	0.30	0.30	0.30
	Fieldmen (5)	1.50	1.50	1.50
	Total	2.85	2.85	2.85
50000	Salaries	\$ 180,302	\$ 231,354	\$ 235,981
50030	Hourly	\$ -	\$ -	\$ -
50100	Benefits	\$ 75,965	\$ 83,251	\$ 84,916
<u>Operating & Maintenance</u>				
50600	Insurance - Liability	\$ 13,206	\$ 20,000	\$ 20,400
	10% of the City's liability insurance; 80% is charged to the General Fund and 10% is charged to the Water Fund.			
50610	Insurance - Property	\$ 10,500	\$ 12,603	\$ 12,855
	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 property.			
60021	Audit	\$ 7,100	\$ 8,200	\$ 8,364
	33 1/3% of the cost.			
60131	Laundry - Uniforms	\$ 1,100	\$ 1,100	\$ 1,122
	33 1/3% of laundry and uniform service for the Wastewater Plant operators.			
60210	Computer Maintenance & Software	\$ 1,650	\$ 3,000	\$ 3,060
	Computer equipment and software licenses, including SCADA			
60211	Data Processing Contract Maintenance	\$ 1,300	\$ 1,300	\$ 1,326
	50% of contract support for utility billing software.			
60250	Maintenance / Repair	\$ 50,000	\$ 50,000	\$ 51,000
60270	Maintenance - Vehicles	\$ 8,000	\$ 6,000	\$ 6,120
60650	Membership & Publication	\$ 500	\$ 500.00	\$ 510
60710	Travel & Training	\$ 4,000	\$ 4,000	\$ 4,080

FUND: 005-WASTEWATER		DEPARTMENT: 701/WASTEWATER		
60800	Contract Services	\$ 250,000	\$ 250,000	\$ 255,000
Trash hauling, 33 1/3% of answering service and sludge removal. Compliance work with sewer system Management Plan and consultant cost for rate study. WWTP Master Plan Update.				
60830	Contract Services - Engineering	\$ 55,000	\$ 55,000	\$ 56,100
Engineering work related to state mandated industrial waste discharge program, wastewater treatment plant upgrades and Regional Water Quality Control Board (RWQCB) compliance and permitting. Sewer network model and inflow/infiltration study update.				
60900	Miscellaneous	\$ 12,000	\$ 15,000	\$ 15,300
CalPERS Unfunded Liability is billed separately from Payroll. The 2017-18 amount due from the Enterprise fund is \$15,000. Other costs are due to various small WWTP-related purchases.				
61111	Chemicals / Analysis	\$ 25,000	\$ 25,000	\$ 25,500
61127	Tools	\$ 1,000	\$ 1,000	\$ 1,020
61130	Office Supplies	\$ 2,000	\$ 2,000	\$ 2,040
61131	Postage	\$ 5,000	\$ 5,000	\$ 5,100
61140	Operational Supplies	\$ 4,000	\$ 3,000	\$ 3,060
61241	Utilities - Electric	\$ 23,000	\$ 26,000	\$ 26,520
61211	Utilities - Water	\$ 100,000	\$ 100,000	\$ 102,000
91280	Fuel - Vehicles	\$ 6,000	\$ 5,000	\$ 5,100
67575	Regulatory Compliance	\$ 20,000	\$ 20,000	\$ 20,400
Compliance and permit costs with various regulatory agencies including: Air Pollution Control Board, Regional Water Quality Control Board, County of Santa Barbara.				
67600	Safety Equipment	\$ 2,000	\$ 2,000	\$ 2,040
33 1/3 % of the cost for the Wastewater Plant operators. Safety equipment and personal protective equipment for wastewater division.				
67705	Telephone	\$ 7,200	\$ 8,500	\$ 8,670
68110	Depreciation	\$ 170,000	\$ 250,000	\$ 255,000
Includes the amortization of buildings, underground lines, automotive equipment and other equipment listed in the utility plant; excludes land. WWTP Master Plan Update (Use to fund CIPs).				
69100	Transfer to other funds	\$ 50,000	\$ 485,000	\$ 400,000
CIP transfer from Reserves; see: Wastewater Capital Fund				
<u>Capital</u>				
73100	Vehicle Replacement	\$ -	\$ -	\$ -
73500	Equipment	\$ 25,000	\$ -	\$ -
Wastewater treatment plant equipment				
74100	Improvements	\$ -	\$ -	\$ -

FUND: 006-WASTEWATER CAPITAL

DEPARTMENT: 702/WASTEWATER CAPITAL

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ -	\$ -	\$ 250,000	\$ 50,000	\$ 700,000	\$ 425,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ -	\$ -	\$ 250,000	\$ 50,000	\$ 700,000	\$ 425,000

DEPARTMENT DESCRIPTION

Wastewater Capital fund is used to record Connection Fees. Revenue from this source is used for Capital Projects. This fund records transfers out to Fund 092 (Capital Projects). For example, Wastewater Treatment Plant Improvements, and sewer line replacement.

DEPARTMENT EXPENDITURES

WASTEWATER CAPITAL
006-702

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Budget	2018-19 Budget
<u>OPERATING & MAINTENANCE</u>						
60800 Contract Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
69100 Transfer to Other Funds (to 092; See CIP Budget)	\$ -		\$ 250,000	\$ 50,000	\$ 700,000	\$ 425,000
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	\$ -	\$ -	\$ 250,000	\$ 50,000	\$ 700,000	\$ 425,000
<u>CAPITAL</u>						
74100 Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>CAPITAL SUBTOTAL:</u>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MEASURE A TOTAL:	\$ -	\$ -	\$ 250,000	\$ 50,000	\$ 700,000	\$ 425,000

FUND: 020-WATER**DEPARTMENT: 601/WATER**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ 230,903	\$ 209,141	\$ 333,415	\$ 209,141	\$ 323,552	\$ 330,023
Operating & Maintenance	\$ 1,589,453	\$ 1,702,934	\$ 2,228,380	\$ 1,702,934	\$ 2,449,703	\$ 2,713,597
Capital	\$ 1,733	\$ 8,183	\$ 55,000	\$ 8,183	\$ -	\$ 20,000
Department Total	\$ 1,822,089	\$ 1,920,258	\$ 2,616,795	\$ 1,920,258	\$ 2,773,255	\$ 3,063,620

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

		2014-15	2015-16	2016-17	2016-17	2017-18	2018-19
		Actual	Actual	Budget	Estimate	Budget	Budget
<u>EMPLOYEE SERVICES</u>							
50000	Salaries	163,402	141,905	238,445	225,636	231,354	235,981
50030	Hourly	-	-	7,200	-	7,560	7,711
50100	Benefits	67,500	67,237	87,770	83,912	84,638	86,331
EMPLOYEE SERVICES SUBTOTAL:		230,903	209,141	333,415	309,549	323,552	330,023
<u>OPERATING & MAINTENANCE</u>							
50600	Insurance - Liability	13,821	19,003	13,580	13,000	20,000	20,400
50610	Insurance - Property	10,500	10,500	10,500	11,457	12,603	12,855
60021	Audit	5,838	4,220	71,000	9,963	8,200	8,364
60131	Laundry - Uniforms	238	1,229	1,100	82	1,000	1,020
60210	Computer Maintenance & Software	3,471	745	4,000	5,373	4,000	4,080
60211	Data Processing Contract Maintenance	900	-	1,300	-	13,000	13,260
60250	Maintenance / Repair	58,698	66,798	50,000	73,978	50,000	51,000
60270	Maintenance - Vehicles	5,052	4,452	8,000	3,418	6,000	6,120
60550	Printing	-	-	900	-	900	918
60650	Membership & Publications	7,149	1,556	7,000	1,830	3,000	3,060
60710	Travel & Training	1,449	3,088	5,000	596	4,000	4,080
60800	Contract Services	12,583	50,061	95,000	99,123	95,000	96,900
60830	Contract Services - Engineering	85,833	83,660	75,000	8,655	75,000	76,500
60900	Miscellaneous/CalPERS Unfunded Liability	502	12,021	12,500	17,025	15,000	15,300
61111	Chemicals / Analysis	45,082	34,768	40,000	43,940	40,000	40,800
61127	Tools	854	450	1,500	151	15,000	15,300
61130	Office Supplies	1,885	1,607	2,000	1,068	2,000	2,040
61131	Postage	5,857	4,655	4,500	4,933	4,500	4,590
61140	Operational Supplies	311	802	4,000	505	3,000	3,060
61240	Meter Expense	27,261	50,669	40,000	19,861	40,000	40,800
61241	Utilities - Electric	138,174	128,105	163,500	168,134	163,500	166,770
61280	Fuel - Vehicles	6,255	5,357	7,000	4,459	6,000	6,120
67575	Regulatory Compliance	16,042	10,292	22,000	10,161	22,000	22,440
67600	Safety Equipment	843	938	3,000	472	3,000	3,060
67610	Santa Ynez River Appropriations	5,102	9,299	11,000	14,682	11,000	11,220
67635	State Water Project	981,753	1,014,990	1,390,000	954,000	1,390,000	1,417,800
67705	Telephone	8,389	7,978	10,000	7,626	10,000	10,200
68110	Depreciation	145,615	175,691	175,000	176,000	177,000	180,540
69100	Transfer to Other Funds (Water Capital)	-	-	-	-	255,000	475,000
OPERATING & MAINTENANCE SUBTOTAL:		1,589,453	1,702,934	2,228,380	1,650,492	2,449,703	2,713,597

DEPARTMENT EXPENDITURES

WATER TOTAL:

1,820,356	1,912,075	2,561,795	1,960,041	2,773,255	2,713,597
------------------	------------------	------------------	------------------	------------------	------------------

Depreciation:

177,000

WATER

020-601

BUDGET NOTE: Capital Items are included in the Depreciation Category

<u>CAPITAL</u>	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Budget</u>	2016-17 <u>Estimate</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
73100 Vehicle Replacement	0	0	0	0	-	0
73500 Equipment	1,733	0	25,000	0	0	20,000
74100 Improvements	0	8,183	30,000	2,990	0	0
<u>CAPITAL TOTAL:</u>	1,733	8,183	55,000	2,990	-	20,000

(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 YEARS 2017-18 & 2018-19

	Actual 2016-17	Budget 2017-18	Budget 2018-19
<u>Employee Services</u>			
Public Works Director	0.20	0.20	0.20
Accounting Technician (1 - Split w/ Finance, Planning, PW, Water)	0.00	0.00	0.15
Fieldmen (5)	1.50	1.50	1.50
Total	1.70	1.70	1.85
50000 Salaries	\$ 163,402	\$ 238,445	\$ 225,636
50030 Hourly	\$ -	\$ 7,200	\$ -
50100 Benefits	\$ 67,500	\$ 87,770	\$ 83,912
<u>Operating & Maintenance</u>			
50600 Insurance - Liability	\$ 13,580	\$ 20,000	\$ 20,400
10% of the City's liability insurance; 80% is charged to the General Fund and 10% is charged to the Wasterwater Fund.			
50610 Insurance - Property	\$ 10,500	\$ 12,603	\$ 12,855
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.			
60021 Audit	\$ 71,000	\$ 8,200	\$ 8,364
33 1/3% of the cost.			
60131 Laundry - Uniforms	\$ 1,100	\$ 1,000	\$ 1,020
33 1/3% of laundry and uniform service for the Water Department employees. Safety Equipment and personal protective			
60210 Computer Maintenance & Software	\$ 4,000	\$ 4,000	\$ 4,080
50% of contract support for utility billing software. Computer equipment and software licenses, including SCADA.			
60211 Data Processing Contract Maintenance	\$ 1,300	\$ 13,000	\$ 13,260
50% of contract for utility billing software.			
60250 Maintenance / Repair	\$ 50,000	\$ 50,000	\$ 51,000
60270 Maintenance - Vehicles	\$ 8,000	\$ 6,000	\$ 6,120
60550 Printing	\$ 900	\$ 900	\$ 918

FUND: 020-WATER

DEPARTMENT: 601/WATER

60650	Membership & Publications	\$ 7,000	\$ 3,000	\$ 3,060
	Membership dues for the American Works Association (AWWA), Cross Connection, Santa Barbara Water Purveyors Association and Underground Service Alert (USA), etc.			
60710	Travel & Training	\$ 5,000	\$ 4,000	\$ 4,080
	Attendance at seminars and reimbursement for Certification and License renewal fees.			
60800	Contract Services	\$ 95,000	\$ 95,000	\$ 96,900
	33 1/3% of answering service, instrumentation contract services and consultant for rate study. Backflow program management, rate and connection fee study.			
60830	Contract Services - Engineering	\$ 75,000	\$ 75,000	\$ 76,500
	Water sytem modeling and atlas mapping.			
60900	Miscellaneous/CalPERS Unfunded Liability	\$ 12,500	\$ 15,000	\$ 15,300
	CalPERS Unfunded Liability is billed separately from Payroll. The 2017-2018 amount due from the Enterprise Fund is \$15,000. Other costs are due to various small WTP-related purchases.			
61111	Chemicals / Analysis	\$ 40,000	\$ 40,000	\$ 40,800
61127	Tools	\$ 1,500	\$ 15,000	\$ 15,300
61130	Office Supplies	\$ 2,000	\$ 2,000	\$ 2,040
61131	Postage	\$ 4,500	\$ 4,500	\$ 4,590
61140	Operational Supplies	\$ 4,000	\$ 3,000	\$ 3,060
61240	Meter Expense	\$ 40,000	\$ 40,000	\$ 40,800
	New and replacement meters. New meter expense is offset by meter installation revenue.			
61241	Utilities - Electric	\$ 163,500	\$ 163,500	\$ 166,770
61280	Fuel - Vehicles	\$ 7,000	\$ 6,000	\$ 6,120
67575	Regulatory Compliance	\$ 22,000	\$ 22,000	\$ 22,440
67600	Safety Equipment	\$ 3,000	\$ 3,000	\$ 3,060
	33 1/3% of the cost for the Water Department employees.			
67610	Santa Ynez River Appropriations	\$ 11,000	\$ 11,000	\$ 11,220
	Annual groundwater charges.			
67635	State Water Project	\$ 1,390,000	\$ 1,390,000	\$ 1,417,800
	Covers both Central Coast Water Authority (CCWA) and Department of Water Resources (DWR) charges.			
67705	Telephone	\$ 10,000	\$ 10,000	\$ 10,200
68110	Depreciation	\$ 175,000	\$ 177,000	\$ 180,540
	Estimate for Fiscal Year 2016-2017; includes the amortization of buildings, underground lines, automotive equipment and other equipment listed in the utility plant; excludes land. Use for current year CIP funding.			
69100	Transfer to Other Funds			
	CIP Transfer (See Water Capital)	\$ -	\$ 305,000	\$ 300,000

FUND: 020-WATER

DEPARTMENT: 601/WATER

FUND: 020-WATER

	Actual 2016-17	Budget 2017-18	Budget 2018-19
<u>Capital</u>			
73100 Vehicle Replacement	\$ -	\$ -	\$ -
73500 Equipment	\$ -	\$ -	\$ 20,000
<u>Sampling, sounding and generators</u>			
74100 Improvements	\$ 8,183.00	\$ -	\$ -
<u>Water Conservation rebates, i.e., "cash for grass"</u>			

FUND: 021-WATER CAPITAL**DEPARTMENT: 602/WATER CAPITAL**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ -	\$ -	\$ 500,000	\$ 55,000	\$ 705,000	\$ 525,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	
Department Total	\$ -	\$ -	\$ 500,000	\$ 55,000	\$ 705,000	\$ 525,000

DEPARTMENT DESCRIPTION

Water Capital fund is used to record Connection Fees. Revenue from this source is used for Capital Projects. This fund records transfers out to Fund 092 (Capital Projects). For example, rehabilitation of reservoirs, water treatment plant improvements, and water distribution system improvements.

DEPARTMENT EXPENDITURES

WATER CAPITAL
021-602

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Budget</u>	2016-17 <u>Estimate</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
<u>OPERATING & MAINTENANCE</u>						
60800 Contract Services	0	0	0	0	0	0
69100 Transfer to Other Funds	0		500,000	55,000	705,000	525,000
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	0	0	500,000	55,000	705,000	525,000
 <u>CAPITAL</u>						
74100 Improvements	0	0	0	0	0	0
<u>CAPITAL SUBTOTAL:</u>	0	0	0	0	0	0
 WATER CAPITAL TOTAL:	0	0	500,000	55,000	705,000	525,000

OTHER FUNDS

FUND: 023-HOUSING

DEPARTMENT: 580/HOUSING

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -		\$ -	\$ -	\$ -
Operating & Maintenance	\$ 1,130	\$ 1,648	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,060
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 1,130	\$ 1,648	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,060

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

<u>OPERATING & MAINTENANCE</u>		2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Budget</u>	2016-17 <u>Estimate</u>	2017-18 <u>Proposed</u>	2018-19 <u>Proposed</u>
60800	Contract Services	0	0	0	0	0	0
67385	Housing Assistance	1,130	1,648	0	0	0	0
67470	Mobile Home Repair	0	0	3,000	3,000	3,000	3,060
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>		1,130	1,648	3,000	3,000	3,000	3,060
HOUSING TOTAL:		1,130	1,648	3,000	3,000	3,000	3,060

FUND: 023-HOUSING

DEPARTMENT: 580/HOUSING

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEARS 2017-18 & 2018-19</u>	Budget 2016-17	Budget 2017-18	Budget 2018-19
<u>Operating & Maintenance</u>			
60800 Contract Services	\$0	\$0	\$0
67385 Housing Assistance	\$0	\$0	\$0
67470 Mobile Home Repair	\$3,000	\$3,000	\$ 3,060
Mobile Home Repair \$3,000 thru Senior Center.			

FUND: 025-GAS TAX

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

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 570,272	\$ 435,145	\$ 252,000	\$ 435,145	\$ 502,000	\$ 502,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 570,272	\$ 435,145	\$ 252,000	\$ 435,145	\$ 502,000	\$ 502,000

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 cleanin in acordance with State Controller's guidelines.

DEPARTMENT EXPENDITURES

GAS TAX
025-55X

			2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Budget	2018-19 Budget
<u>OPERATING & MAINTENANCE</u>								
553	67695	Annual Street Report	250	2,000	2,000	2,000	2,000	2,000
553	69100	Transfer to Other Funds	570,022	433,145	250,000	250,000	500,000	500,000
553	60800	Contract Services	0	0	0	0	0	0
554	60800	Contract Services	0	0	0	0	0	0
555	60800	Contract Services	0	0	0	0	0	0
557	60800	Contract Services	0	0	0	0	0	0
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>			570,272	435,145	252,000	252,000	502,000	502,000
<u>CAPITAL</u>								
553	74100	Improvements	0	0	0	0	0	0
557	74100	Improvements	0	0	0	0	0	0
<u>CAPITAL SUBTOTAL:</u>			0	0	0	0	0	0
<u>GAS TAX TOTAL:</u>			570,272	435,145	252,000	252,000	502,000	502,000

025-555-60800-000 = Street Sweeping

FUND: 025-GAS TAX

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

EXPENDITURE DETAIL NARRATIVE

FISCAL YEARS 2017-18 & 2018-19

			Budget 2016-17	Budget 2017-18	Budget 2018-19
<u>Operating & Maintenance</u>					
553	67695	Street Report	\$2,000	2,000	2,000
553	69100	Transfer to other funds			
Transfer to CIP Fund Project #316 (Road Maintenance 17/18)			\$ -	\$ 200,000	\$ -
Transfer to CIP Fund Project #312 (Highway 246 Sidewalk - CalTrans)			\$ -	\$ -	\$ -
Transfer to CIP Fund Project #202 Buellton Town Center Driveway			\$ -	\$ -	\$ -
Transfer to CIP Fund Project #307 (McMurray Road Widening/TS)			\$ 25,000	\$ 25,000	\$ 500,000
Transfer to CIP Fund Project #313 (Road Maintenance 15/16 and 16/17)			\$ 200,000	\$ 250,000	\$ -
Transfer to CIP Fund Project #206 (RV Park Ped/Sidewalk Improvements -combined w/Road Mtce Funding)			\$ 25,000	\$ 25,000	
Operating Transfer to the General Fund for Overhead Costs			\$ -	\$ -	
554	60800	Contract Services	\$ -	\$ -	\$ -
Traffic safety studies.					
555	60800	Contract Services	\$ -	\$ -	\$ -
Street cleaning expenditures.					
557	60800	Contract Services	\$ -	\$ -	\$ -
Engineering services for street operational improvements.					

Capital

See Fund 92

FUND: 027-LOCAL TRANSPORTATION**DEPARTMENT: 559/TDA GRANT**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 25,365	\$ 45,130	\$ 205,160	\$ 210,160	\$ 139,000	\$ 644,800
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 25,365	\$ 45,130	\$ 205,160	\$ 210,160	\$ 139,000	\$ 644,800

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

OPERATING & MAINTENANCE

	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
60800 Contract Services	0	0	0	0	0	0
67115 Breeze Extension Pilot	4,162	10,000	5,000	10,000	5,000	5,100
67445 Lompoc-Wine Country Express	20,000	20,000	20,000	20,000	20,000	20,400
67685 SYVT Dial-A-Ride Subsidy	1,203	1,200	1,200	1,200	15,000	15,300
69100 Transfer out (CIP)	0	930	175,000	175,000	95,000	600,000
69400 Bikes and Trails (Reserve)	0	13,000	3,960	3,960	4,000	4,000
<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	25,365	45,130	205,160	210,160	139,000	644,800

CAPITAL

74100 Improvements	0	0	0	0	0	0
<u>CAPITAL SUBTOTAL:</u>	0		0	0	0	0

LOCAL TRANSPORTATION TOTAL:

25,365	45,130	205,160	210,160	139,000	644,800
---------------	---------------	----------------	----------------	----------------	----------------

EXPENDITURE DETAIL NARRATIVE

FISCAL YEARS 2017-18 & 2018-19

Operating & Maintenance

	Actual 2016-17	Budget 2017-18	Budget 2018-19
60800 Contract Services	\$ -	\$ -	\$ -
North Park & Ride design/permitting			
67115 Breeze Extension Pilot	\$ 5,000	\$ 5,000	\$ 5,100
67445 Lompoc-SYV Transit Project	\$ 20,000	\$ 20,000	\$ 20,400
Wine Country Express			
67685 SYVT Dial-A-Ride Subsidy	\$ 1,200	\$ 15,000	\$ 15,300
69100 Transfer Out			
Transfer Out to CIP # 308 (North Avenue of the Flags Park and Ride)	\$ 75,000	\$ 75,000	\$ 600,000
Transfer Out to CIP # 312 (Highway 246 Sidewalk - Cal Trans)	\$ 100,000	\$ -	\$ -
Transfer Out to CIP #207f (Santa Ynez River Trail Conceptual Plan and Feasibility Study)	\$ -	\$ 20,000	\$ -
69400 Bikes and Trails (Reserve)	\$ 3,960	\$ 4,000	\$ 4,000
.			

Capital

74100 Improvements
See Fund 92

FUND: 029-TRANSPORTATION PLANNING

DEPARTMENT: 557/ENGINEERING

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 41,338	\$ 44,993	\$ 45,000	\$ 29,738	\$ 45,000	\$ 45,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 41,338	\$ 44,993	\$ 45,000	\$ 29,738	\$ 45,000	\$ 45,000

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

OPERATING & MAINTENANCE

60800 Contract Services
OPERATING & MAINTENANCE SUBTOTAL:

	2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Budget</u>	2016-17 <u>Estimate</u>	2017-18 <u>Proposed</u>	2018-19 <u>Proposed</u>
	41,338	44,993	45,000	29,738	45,000	45,000
	41,338	44,993	45,000	29,738	45,000	45,000
TRANSPORTATION PLANNING TOTAL:	41,338	44,993	45,000	29,738	45,000	45,000

FUND: 029-TRANSPORTATION PLANNING

DEPARTMENT: 557/ENGINEERING

EXPENDITURE DETAIL NARRATIVE

FISCAL YEARS 2017-18 & 2018-19

Budget
2016-17

Budget
2017-18

Budget
2018-19

Operating & Maintenance

60800 Contract Services

\$ 45,000

\$ 45,000

\$ 45,000

Transportation and transit coordination/planning/Caltrans

FUND: 031-MEASURE A**DEPARTMENT: 560/MEASURE A**

DEPARTMENT SUMMARY	2014-15 Actual	2015-16 Actual	2016-17 Budget	2016-17 Estimate	2017-18 Proposed	2018-19 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 527,558	\$ 228,517	\$ 621,500	\$ 595,000	\$ 664,100	\$ 1,660,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 527,558	\$ 228,517	\$ 621,500	\$ 595,000	\$ 664,100	\$ 1,660,000

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 became effective on April 1, 2010, remaining in effect for 30 years, with an expiration date of March 31, 2040. The purpose of Measure A is to improve and maintain streets and sidewalks in accordance with Santa Barbara County Association of Governments's (SBCAG) guidelines for the voter-approved measures.

DEPARTMENT EXPENDITURES

MEASURE A
031-560

		2014-15 <u>Actual</u>	2015-16 <u>Actual</u>	2016-17 <u>Budget</u>	2016-17 <u>Estimate</u>	2017-18 <u>Budget</u>	2018-19 <u>Budget</u>
<u>OPERATING & MAINTENANCE</u>							
60800	Contract Services/Ballot Initiative	0	0	0	0	0	0
69100	Transfer to Other Funds	527,558	228,517	621,500	595,000	664,100	1,660,000
	<u>OPERATING & MAINTENANCE SUBTOTAL:</u>	527,558	228,517	621,500	595,000	664,100	1,660,000
 <u>CAPITAL</u>							
74100	Improvements	0	0	0	0	0	0
	<u>CAPITAL SUBTOTAL:</u>	0	0	0	0	0	0
 MEASURE A TOTAL:		527,558	228,517	621,500	595,000	664,100	1,660,000

EXPENDITURE DETAIL NARRATIVE

FISCAL YEARS 2017-18 & 2018-19

Operating & Maintenance

	Actual 2016-17	Budget 2017-18	Budget 2018-19
60800 Contract Services	\$ -	\$ -	\$ -
2014-15 Road Maintenance Project.			
69100 Transfer to Other Funds			
Transfer to CIP Fund #206 (RVP Pedestrian Sidewalk)	\$ 25,000	\$ 25,000	\$ -
Transfer to CIP Fund #312 (Hwy 246 Sidewalk - Cal Trans)	\$ 250,000	\$ 80,000	\$ -
Transfer to CIP Fund #306 (Highway 246/Sycamore Pedestrian Crossing)	\$ 70,000	\$ 70,000	\$ 670,000
Transfer to CIP Fund #313 (Road Project 2015-16)	\$ 250,000	\$ 300,000	\$ -
Transfer to CIP Fund #315 (Ave of Flags Ped/Drainage Improvements)	\$ -	\$ -	\$ -
Transfer to CIP Fund #316 (Road Maintenance Project (17/18)	\$ -	\$ 150,000	\$ 200,000
Transfer to Fund 27 (LTF) for Transit Operating Costs)	\$ 26,500	\$ 39,100	\$ 40,000

Capital

74100 Improvements
See Fund 92



2017-18 & 2018-19
CAPITAL IMPROVEMENT
PROJECTS (CIP) BUDGET

2018 through 2022
CAPITAL IMPROVEMENT PROGRAM

CITY OF BUELLTON, CALIFORNIA
 Capital Program Summary by Project (with 5-Year projections)
 For Fiscal Year Beginning 7/1/17 and Ending 6/30/22

CITY-WIDE CAPITAL IMPROVEMENT PROJECT (CIP) BUDGET

Project Number	Project Description	Total Budget (All Years) plus Actual Spent prior to			Start Date	End Date
		FY 2017-18 Budget	FY 2019-22 Budget	2017-18		
092-101	Storm Drain Cleaning and Retrofit (See: 001-551)	20,000	80,000	169,000	1st Qtr 2014	4th Qtr 2022
092-102	Storm Drain Outfall Repairs and Re-Establishment	25,000	30,000	55,000	1st Qtr 2018	4th Qtr 2018
092-201	Facilities Maintenance and Painting (See 001-410)	25,000	10,000	50,800	1st Qtr 2014	4th Qtr 2020
092-202	Buellton Town Center Driveway	-	-	114,000	1st Qtr 2014	4th Qtr 2015
092-203	Fundware	-	-	163,740	3rd Qtr 2015	2nd Qtr 2016
092-204	Paws Park Grass (General Fund)	-	-	61,000	1st Qtr 2015	4th Qtr 2015
092-205	City Hall Repairs (Roof, Restrooms)	-	-	-		Future
092-206	Ave of Flags Pedestrian Path Improvements	50,000	50,000	100,000	1st Qtr 2018	4th Qtr 2020
092-207	Santa Ynez River Trail Conceptual Plan and Feasibility Study	20,000	20,000	40,000	1st Qtr 2019	4th Qtr 2020
092-208	Santa Ynez River Trail Environmental and Design	-	150,000	150,000	1st Qtr 2020	4th Qtr 2020
092-209	Santa Ynez River Trail Construction	-	-	TBD		After 2020
092-210	Fleet Purchases	75,000	50,000	183,000	1st Qtr 2014	1st Qtr 2020
092-211	Village Park Improvments (Combine funding with Developer) - (1)	216,000	-	216,000	1st Qtr 2017	4th Qtr 2018
092-212	The Avenue Improvements	-	-	-		Future
092-213	Post Office Building Fire Alarm System Replacement	20,000	-	-	1st Qtr 2017	2nd Qtr 2017
092-214	City Hall Emergency Generator/Electrical Improvements	40,000	-	40,000	1st Qtr 2017	2nd Qtr 2017
092-302	Road Maintenance (FY 13/14)	-	-	933,950	1st Qtr 2014	4th Qtr 2017
092-306	Phase III Hwy 246/Sycamore Ped Xing	70,000	670,000	821,300	1st Qtr 2014	4th Qtr 2022
092-307	McMurray Road Widening / TS (13/14)	25,000	500,000	584,100	1st Qtr 2014	4th Qtr 2019
092-308	No. Ave of the Flags Park and Ride	75,000	600,000	698,000	1st Qtr 2014	4th Qtr 2019
092-310	Road Maintenance (FY 14/15)	-	-	600,000	1st Qtr 2016	4th Qtr 2016
092-311	Industrial Way Street Lights (General Fund)	82,500	400,000	417,600	1st Qtr 2016	4th Qtr 2019
092-312	Highway 246 Sidewalk (CalTrans)	80,000	-	589,850	1st Qtr 2016	4th Qtr 2018
092-313	Road Maintenance Project (15/16) and (16/17)	950,000	-	1,023,900		Ongoing
092-314	SD Inlet/Catch Basin Retrofit Improvements	-	600,000	600,000		Ongoing
092-315	Avenue of the Flags Pedestrian/Drainage Improvements	100,000	500,000	600,000	1st Qtr 2018	4th Qtr 2019
092-316	2017-18 Road Maintenance Project	450,000	-	450,000	1st Qtr 2018	4th Qtr 2020
092-317	2018-19 Road Maintenance Project	-	500,000	500,000	1st Qtr 2019	4th Qtr 2020
092-318	2019-20 Road Maintenance Project	-	475,000	475,000	1st Qtr 2020	4th Qtr 2020
092-319	2020-21 Road Maintenance Project	-	475,000	475,000	1st Qtr 2021	4th Qtr 2023
092-320	2021-22 Road Maintenance Project	-	475,000	475,000	1st Qtr 2021	4th Qtr 2023
092-602	Reservoirs 1 & 2 (FY 13/14)	-	-	17,300	1st Qtr 2014	1st Qtr 2015
092-603	WTP Facilities Improvement	100,000	400,000	782,400		Ongoing
092-604	WTP and Pump Booster Reliability Project	-	-	-	1st Qtr 2014	4th Qtr 2015
092-605	WTP Backwash Reclamation Improvement Project	-	-	-	1st Qtr 2016	4th Qtr 2016
092-606	Water Meter Reading Improvements	-	65,000	78,500	1st Qtr 2019	4th Qtr 2019
092-607	Water Meter Upgrades	50,000	175,000	225,000		Ongoing
092-608	WTP/Booster Power Reliability	300,000	-	300,000	1st Qtr 2018	4th Qtr 2018
092-609	Supplemental Well/WTP Feasibility	-	50,000	50,000	1st Qtr 2019	4th Qtr 2019
092-610	Water Distribution System Improvements	200,000	800,000	1,000,000		Ongoing
092-611	Recycled Water Concept/Feasibility Joint Project **	30,000	500,000	537,000	1st Qtr 2019	4th Qtr 2017
092-702	Sewer Collections System Cleaning/CCTV	50,000	100,000	219,000		Ongoing
092-703	WWTP and Lift Station Security and Reliability Project	-	75,000	92,000		See Project 092-706
092-704	Sewer Line Replacement	100,000	250,000	369,400	1st Qtr 2014	4th Qtr 2019
092-705	Headworks Improvement Project	-	-	225,000	1st Qtr 2014	4th Qtr 2014
092-706	WWTP Facilities Improvements	500,000	1,400,000	2,090,400		Ongoing

092-708	Endelos Pilot Project [No Cost to City]	-	-	-	1st Qtr 2019	4th Qtr 2020
092-709	Sewer Jetter/Vac Truck	-	200,000	200,000	1st Qtr 2019	4th Qtr 2020
092-710	WWTP Lift Station and Plant Power Reliability	-	280,000	280,000	1st Qtr 2019	4th Qtr 2020
TOTAL CAPITAL IMPROVEMENT PROGRAM:		3,653,500	9,880,000	17,052,240		

(1) Total Project Cost is \$303,138; Developer is required to contribute

FUND BALANCE ANALYSIS - CAPITAL IMPROVEMENT PROJECT (CIP) FUNDING SOURCES (2017-18)

Fund Number			Est. 6/30/17 Fund Equity	FY 2017-18 Revenue	FY 2017-18 Expenditures	FY 2017-18 CIP Funding	Est. 6/30/18 Fund Equity
001	Transfer In from General Fund	General Fund	6,000,000	6,604,645	(1) (6,565,645)	(1,028,500)	5,010,500
006	Transfer In from Wastewater Capital Fund	Sewer Capital Fund	15,000	685,000	(2) -	(700,000)	-
021	Transfer In from Water Capital Fund	Water Capital Fund	50,000	655,000	(3) -	(705,000)	-
031	Transfer In from Measure A	Measure A	330,000	340,093	(39,100)	(625,000)	5,993
027	Transfer In from Local Transportation Fund	LTF Fund	15,500	123,954	(44,000)	(95,000)	454
025	Transfer In from Gas Tax Fund	Gas Tax Fund	409,000	93,000	(2,000)	(500,000)	-
TOTAL TRANSFERS IN FUNDING FROM ALL FUNDS			6,819,500	8,501,692	(6,650,745)	(3,653,500)	5,016,947

(1) The Total General Fund CIP amount of \$1,028,500 is transferred from reserves.

(2) Wastewater Capital Connection fees amount to \$200,000; Transfer from Reserves in Water Operating Fund in the amount of \$485,000 required; Beginning Fund Balance of \$15,000.

(3) Water Capital Connection fees amount to \$400,000; Transfer from Reserves from Water Operating in the amount of \$255,000 is required; Beginning Fund Balance: \$50,000.

City of Buellton
 2017-18 & 2018-19
 Summary of Capital Improvement Projects (CIP) Budget By Category and Funding Source

Summary of Capital Improvement Program Expenditures
--

<i>Project Categories</i>	FY 17/18	FY 18/19	2017-18 Fund Allocation					
			General Fund	Gas Tax	LTF	MA	Water	Wastewater
Public Buildings	\$ 85,000	\$ -	\$ 85,000	\$ -	\$ -	\$ -	\$ -	\$ -
Drainage Improvements	\$ 145,000	\$ 320,000	\$ 145,000	\$ -	\$ -	\$ -	\$ -	\$ -
Fleet Improvements	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 50,000
Street and Sidewalk Improvements	\$ 1,645,000	\$ 1,690,000	\$ 500,000	\$ 500,000	\$ 20,000	\$ 625,000	\$ -	\$ -
Miscellaneous Improvement	\$ 373,500	\$ 1,000,000	\$ 298,500	\$ -	\$ 75,000	\$ -	\$ -	\$ -
Water Improvements	\$ 680,000	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 680,000	\$ -
Wastewater Improvements	\$ 650,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 650,000
Total CIP Expenditures:	\$ 3,653,500	\$ 3,585,000	\$ 1,028,500	\$ 500,000	\$ 95,000	\$ 625,000	\$ 705,000	\$ 700,000

City of Buellton
 2017-18 2018-19
 Detail of Capital Improvement Projects (CIP) Budget By Category and Funding Source

PUBLIC BUILDINGS

092-201 Facilities Maintenance and Painting (See: 001-511)
 Origination: Staff
 Priority Requirement: Maintenance

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	\$ 25,000	\$ -	25,000					
PROJECT TOTALS	\$ 25,000	\$ -						

Description: Repair of dry-rot and fascia and repairing of various City buildings, including Post Office, Library/Council Chambers and Sheriff Sub-Station.

092-205 City Hall Repairs (Roof and restrooms) (See: 001-410)
 Origination: Staff
 Priority Requirement: Maintenance

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction		\$ -						
PROJECT TOTALS	\$ -	\$ -						

Description: Repair of leaking roof and worn restroom facilities.

092-213 Post Office Fire Alarm System Replacement (See: 001-410)
 Origination: Staff
 Priority Requirement: Maintenance/Safety

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	\$ 20,000	\$ -	20,000					
PROJECT TOTALS	\$ 20,000	\$ -						

Description: Replacement of non-functioning fire alarm system at Post Office.

092-214 City Hall Generator/Electrical Replacement
 Origination: Staff
 Priority Requirement: Safety/Emergency Support

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	\$ 40,000	\$ -	40,000					
PROJECT TOTALS	\$ 40,000	\$ -						

Description: Replacement of generator at City Hall and repair of electrical service to ensure entire facility is operating during power outages.

Public Buildings Total	\$ 85,000	\$ -	85,000					
-------------------------------	------------------	-------------	---------------	--	--	--	--	--

City of Buellton
 2017-18 2018-19
 Detail of Capital Improvement Projects (CIP) Budget By Category and Funding Source

DRAINAGE IMPROVEMENTS

092-101 Storm Drain Cleaning and Retrofit (See: 001-551)
 Origination: Staff
 Priority Requirement: Maintenance

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	\$ 20,000	\$ 20,000	20,000					
PROJECT TOTALS	\$ 20,000	\$ 20,000						

Description: Annual Cleaning and Inspection of storm drain catch basin, inlets, and pipes to ensure clear conveyance for storms.

092-102 Storm Drain Outfall Repairs and Re-Establishment (See: 001-551)
 Origination: Staff
 Priority Requirement: Maintenance/Safety

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	\$ 25,000	\$ 10,000	25,000					
PROJECT TOTALS	\$ 25,000	\$ 10,000						

Description: Repair of various storm drain outfalls with rip-rap, concrete or other structures to repair erosion and re-establish proper energy dissipation due to vegetation overgrowth, damage and wear.

092-314 SD Inlet/Catch Basin Retrofit Improvements
 Origination: Staff
 Priority Requirement: Regulatory/Safety

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Design/Permitting	\$ -	\$ 5,000						
Construction	\$ -	\$ 100,000						
Construction Engineering	\$ -	\$ 45,000						
PROJECT TOTALS	\$ -	\$ 150,000						

Description: Retrofit of irregular storm drain inlet/catch basins to provide safety grating and compliance with State Trash Amendment Regulations requiring full capture systems in all storm drains.

092-315 Ave of Flags Pedestrian/Drainage Improvements
 Origination: Staff/Council
 Priority Requirement: Specific Plan

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Design/Permitting	\$ 100,000		100,000					
Construction	\$ -	\$ 40,000						
Construction Engineering	\$ -	\$ 100,000						
PROJECT TOTALS	\$ 100,000	\$ 140,000						

Description: Sidewalk/Drainage Improvements (potential Phase 1 of Ave of Flags Specific Plan Implementation)

Drainage Improvement Totals:	\$ 145,000	\$ 320,000	145,000					
-------------------------------------	-------------------	-------------------	----------------	--	--	--	--	--

City of Buellton
 2017-18 2018-19
 Detail of Capital Improvement Projects (CIP) Budget By Category and Funding Source

FLEET IMPROVEMENTS

092-210 FLEET PURCHASES (SEE: 001-410)
 Origination: Staff
 Priority Requirement: Capital Replacement

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Purchase	\$ 75,000	\$ -					25,000	50,000
PROJECT TOTALS	\$ 75,000	\$ -						

Description: Replacement of three 11 year old public works vehicles.

Fleet Improvement Totals:	\$ 75,000	\$ -					25,000	50,000
---------------------------	-----------	------	--	--	--	--	--------	--------

STREET AND SIDEWALK IMPROVEMENTS

092-206 Ave of Flags Pedestrian Paths Improvements
 Origination: Staff
 Priority Requirement: Safety/Maintenance

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	\$ 50,000	\$ -		25,000		25,000		
PROJECT TOTALS	\$ 50,000	\$ -						

Description: Replacement of degraded pedestrian paths on Ave of Flags median.

092-207 Santa Ynez River Trail
 Origination: Council
 Priority Requirement: Master Plan Implementation

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Conceptual Plan/ Feasibility	\$ 20,000.00	\$ 20,000.00			20,000			
Environmental/Design/Perm	\$ -	\$ -						
Construction	\$ -	\$ -						
Construction Engineering	\$ -	\$ -						
PROJECT TOTALS	\$ 20,000	\$ 20,000						

Description: Multi-Purpose trail along the Santa Ynez River as recommended in the Bicycle and Pedestrian Master Plan.

092-306 Phase III Hwy 246/Sycamore Ped Xing [1]
 Origination: Staff/Council
 Priority Requirement: Safety/Master Plan

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Design/Permitting	\$ 70,000					70,000		
Construction		\$ 570,000						
Construction Engineering		\$ 100,000						
PROJECT TOTALS	\$ 70,000	\$ 670,000						

Description: Pedestrian crossing improvements to reduce street width and install flashing warning lights as recommended in the Bicycle and Pedestrian Master Plan and Safe Routes to School Plan.

City of Buellton
 2017-18 2018-19
 Detail of Capital Improvement Projects (CIP) Budget By Category and Funding Source

092-307 McMurray Road Widening/TS Improvements
 Origination: Staff
 Priority Requirement: Safety/General Plan

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
ROW*	\$ 25,000	\$ -		25,000				
Design/Permitting		\$ 50,000						
Construction		\$ 350,000						
Construction Engineering		\$ 100,000						
PROJECT TOTALS	\$ 25,000	\$ 500,000						

Description: Widening of the north leg of McMurray Road to allow for proper truck turning movements, relocating traffic signal frequently hit. *Note that additional costs regarding ROW land acquisition and mitigating improvements are not included.

092-312 Highway 246 Sidewalk (CalTrans) [1]

Origination: Staff/Council
 Priority Requirement: Safety

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	\$ 56,000					56,000		
Construction Engineering	\$ 24,000					24,000		
PROJECT TOTALS	\$ 80,000	\$ -						

Description: Construction of sidewalk on Highway 246 between Ave of Flags Highway 101. There are currently no sidewalks. Work will be included in Caltrans CAP-M project. City will pay share for pedestrian improvements to be installed through Caltrans. Pedestrian lighting will be purchased and installed through City contract.

092-313 Road Maintenance Project (15/16) (16/17) [1]

Origination: Staff
 Priority Requirement: Safety/Maintenance-Pavement Management Plan

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	836,395	\$ -	400,000	250,000		186,395		
Construction Engineering	113,605					113,605		
PROJECT TOTALS	950,000	\$ -						

Description: Annual road maintenance per pavement management plan. Thumbelina neighborhood, Reservoir Access Road and various sidewalk, curb and gutter concrete and localized road repairs through the city. \$50,000 of this project comes from 092-206 as shown above, therefore this item will appear short by the same amount.

092-316 Road Maintenance Project (17/18)

Origination: Staff
 Priority Requirement: Safety/Maintenance-Pavement Management Plan

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Design/Permitting	90,000	-		45,000		45,000		
Construction	270,000	-	100,000	110,000		60,000		
Construction Engineering	90,000			45,000		45,000		
PROJECT TOTALS	450,000	-						

Description: Annual road maintenance per pavement management plan.

City of Buellton
2017-18 2018-19

Detail of Capital Improvement Projects (CIP) Budget By Category and Funding Source

092-317 Road Maintenance Project (18/19)
 Origination: Staff
 Priority Requirement: Safety/Maintenance-Pavement Management Plan

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Design/Permitting	-	100,000						
Construction	-	300,000						
Construction Engineering	-	100,000						
PROJECT TOTALS	-	500,000						

Description: Annual road maintenance per pavement management plan.

Street and Sidewalk Improvement Total	1,645,000	1,690,000	500,000	500,000	20,000	625,000		
Miscellaneous Improvements								

092-211 Village Park Improvements (See 001-140) [1]
 Origination: Council
 Priority Requirement: Developer Requirement

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	216,000	-	216,000					
PROJECT TOTALS	216,000	-						

Description: Construction of accessory structures (playgrounds, gazebo, restrooms, etc.) for new Village Park.

092-308 North Avenue of Flags Park and Ride
 Origination: Council
 Priority Requirement: Historical Ridership need

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Design/Permitting	\$ 75,000				75,000			
Construction		\$ 480,000						
Construction Engineering		\$ 120,000						
PROJECT TOTALS	\$ 75,000	\$ 600,000						

Description: Second park and ride facility at north end of Ave of Flags due to overflow of existing park and ride at south end of Ave of Flags.

092-311 Industrial Way Street Lights (See: 001-410) [1]
 Origination: Council
 Priority Requirement: Safety

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Design/Permitting	\$ 82,500	-	82,500					
Construction		\$ 340,000						
Construction Engineering		\$ 60,000						
PROJECT TOTALS	\$ 82,500	\$ 400,000						

Description: Installation of street lights on Industrial Way. There are currently no street lights on Industrial Way. Road is now used at night due to growth of new commercial.

Misc. Improvement Total	\$ 373,500	\$ 1,000,000	298,500		75,000			
-------------------------	------------	--------------	---------	--	--------	--	--	--

City of Buellton
 2017-18 2018-19
 Detail of Capital Improvement Projects (CIP) Budget By Category and Funding Source

Water Improvements

092-603 WTP Facilities Improvement
 Origination: Staff
 Priority Requirement: Maintenance

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	\$ 100,000	\$ -					100,000	
PROJECT TOTALS	\$ 100,000	\$ -						

Description: Various repairs and replacement of water treatment plant facilities, including source pumps and production, storage and treatment.

092-605 WTP Backwash Reclamation Improvement Project
 Origination: Staff
 Priority Requirement: Maintenance

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	\$ -	\$ -						
PROJECT TOTALS	\$ -	\$ -						

Description: Repair/improvement of backwash tanks at the water treatment plants which recycles backwash water to the system for reduced waste of pumped water and improve system efficiency.

092-607 Water Meter Upgrades
 Origination: Staff
 Priority Requirement: Maintenance

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	\$ 50,000	\$ 75,000					50,000	
PROJECT TOTALS	\$ 50,000	\$ 75,000						

Description: Replacement of water meters throughout the City. Meters have not been changed since original installation. New meters are able to store short term data and are also outfitted with radios capable to connect to future fixed base meter system.

092-608 WTP/Booster Power Reliability
 Origination: Staff
 Priority Requirement: Maintenance/Emergency Support

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	\$ 300,000	\$ 100,000					300,000	
PROJECT TOTALS	\$ 300,000	\$ 100,000						

Description: Installation and upgrade (for one wtp) of power generator for water treatment plants and booster system to ensure water treatment and production during power outages.

092-610 Water Distribution System Improvements
 Origination: Staff
 Priority Requirement: Maintenance

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	\$ 200,000	\$ -					200,000	
PROJECT TOTALS	\$ 200,000	\$ -						

City of Buellton
 2017-18 2018-19
 Detail of Capital Improvement Projects (CIP) Budget By Category and Funding Source

Description: Various repairs and replacement of water distribution system, including distribution lines, valves, pumps, booster station, scada, hydrants, etc

092-611 Recycled Water Concept/Feasibility - Joint Project [1]

Origination: Staff
 Priority Requirement: Resource conservation/sustainability

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Feasibility Study	\$ 30,000						30,000	
PROJECT TOTALS	30,000							

Description: Evaluation of the wastewater treatment plant as a potential recycled water source to reduce non-critical demand on the City's potable water sources. Information will allow staff to scope project and pursue grants for implementation.

Water Improvement Total	680,000	175,000							680,000
Wastewater Improvements									

092-702 Sewer Collections System Clean CCTV

Origination: Staff
 Priority Requirement: Maintenance

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	50,000	-						50,000
PROJECT TOTALS	50,000	-						

Description: Annual cleaning inspection of the City sewer system to ensure no blockages that would create sewer overflows and identification of critical repairs required in collection system.

092-704 Sewer Line Replacement

Origination: Staff
 Priority Requirement: Maintenance

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	100,000	100,000						100,000
PROJECT TOTALS	100,000	100,000						

Description: Repair of damaged, bellied, cracked lines within the city sewer collection system as identified from the prior annual inspection.

092-706 WWTP Facilities Improvements

Origination: Staff
 Priority Requirement: Maintenance

	2017/2018	2018/2019	FUNDING SOURCE (2017-18 Fund Allocation)					
			General Fund	Gas Tax	LTF	MA	Water	WW
Construction	500,000	300,000						500,000
PROJECT TOTALS	500,000	300,000						

Description: Various repairs and replacement of wastewater treatment plant facilities, including lift stations, scada, pumps, blowers, and water treatment process.

Wastewater Improvement Total	650,000	400,000							650,000
Transfer to CIP FUND 92:	3,653,500	3,585,000	1,028,500	500,000	95,000	625,000	705,000	700,000	

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: Linda Reid, H.R. Director

Meeting Date: May 25, 2017

Subject: Resolution No. 17-06 – “A Resolution of the City Council of the City of Buellton, California, Approving the CalPERS Exception to the 180-Day Wait Period Pursuant to Government Code Sections 7522.56 and 21224”

BACKGROUND

In 2012, the Public Employees’ Pension Reform Act of 2013 (PEPRA) was passed and went into effect January 1, 2013. One of the provisions of PEPRA governs post-retirement employment for retirees. Specifically, all CalPERS retirees working in any capacity for CalPERS employers are subject to the following requirements:

- A 180-day wait period between the retirement date and the date employment begins, unless an exception is applied;
- The work is of limited duration in a retired annuitant-designated position (not a permanent part-time position);
- The time worked is 960 hours or less in a fiscal year (July 1 – June 30);
- The compensation paid is an hourly pay rate that is within the salary schedule for the equivalent position performing comparable duties; and
- No additional compensation or benefits are paid.

As referenced above, retirees are generally prohibited from being employed in any capacity by a CalPERS covered employer for a period of 180 days following the date of retirement. However, there are exceptions to the 180-day wait period, two of which affect local government employers. One of these exceptions allows an employer to employ a recent retiree before the expiration of the 180-day wait period if the governing body certifies through the adoption of a resolution that the appointment is necessary to fill a critical need, prior to the expiration of the 180-day wait period.

On June 30, 2017, Ms. Galloway-Cooper will separate from City employment from the classification of Finance Director for the City of Buellton. Ms. Galloway-Cooper retires after more than thirty years of exemplary public service. She has invaluable institutional knowledge and experience in all facets of municipal government, specifically municipal

finance related services. Ms. Galloway-Cooper's duties will include mentoring the newly appointed Finance Director who will be replacing her and completing critically needed staff work on projects dealing with the City's financial audit, budget, and Comprehensive Annual Financial Report (CAFR). Because of her vast experience and knowledge in municipal finance, the City will benefit from Ms. Galloway-Cooper's expertise through the next budget cycle and ensure a smooth transition with the new Finance Director. Ms. Galloway-Cooper has the necessary experience, training, and skills to complete all tasks in a timely manner. The appointment documents between Carolyn Galloway-Cooper and the City of Buellton are attached to Resolution No. 17-06 as Exhibit A.

The temporary Finance Mentor is paid \$53.99 per hour for up to 960 hours in a fiscal year, as directed by the City Manager. Staff expects to only use 500 hours of Ms. Galloway-Cooper's time and if approved by Council, staff will include the line item of \$26,995 in the 2017/18 budget. The pay rate is commensurate with Ms. Galloway-Cooper's current step of the full-time classification of Finance Director. Exhibit B to Resolution No. 17-06 is the City's current salary schedule which reflects the salary range for the Finance Director as being in line with the hourly pay rate for the temporary Finance Mentor. As required by Government Code Sections 7522.56 and 21224, Ms. Galloway-Cooper will be paid similar to other employees performing comparable duties. Her hours will not exceed 960 hours in a fiscal year, and no other benefits will be provided to her.

The attached resolution authorizes the City Council to make the required findings to allow Finance Director Carolyn Galloway-Cooper to fill a critical need in the Finance Department after her retirement on July 1, 2017. Additionally, Ms. Galloway-Cooper has specialized skills needed to be appointed for a limited duration as a Finance Mentor.

FISCAL IMPACT

Staff has allocated \$26,995 in the 2017/18 budget to cover the cost of the Finance Mentor's services.

RECOMMENDATION

That the City Council approve Resolution No. 17-06 – "A Resolution of the City Council of the City of Buellton, California, Approving the CalPERS Exception to the 180-Day Wait Period Pursuant to Government Code Sections 7522.56 and 21224"

ATTACHMENTS

Resolution No. 17-06 (Exhibits A and B)

RESOLUTION NO. 17-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, APPROVING THE CALPERS EXCEPTION TO THE 180-DAY WAIT PERIOD PURSUANT TO GOVERNMENT CODE SECTIONS 7522.56 AND 21224

WHEREAS, in compliance with Government Code Sections 7522.45 and 21224, the City Council must provide CalPERS this certification resolution when hiring a retiree before 180 days has passed since the retiree's retirement date; and

WHEREAS, Carolyn Galloway-Cooper will separate from City employment on June 30, 2017 from the City of Buellton in the position of Finance Director and will retire on July 1, 2017; and

WHEREAS, Government Code Section 7522.56 requires that post-retirement employment commence no earlier than 180 days after the retirement date, which is December 28, 2016 without this certification resolution; and

WHEREAS, Government Code Section 7522.56 provides that this exception to the 180-day wait period shall not apply if the retiree accepts any retirement-related incentive; and

WHEREAS, the City of Buellton and Carolyn Galloway-Cooper certify that Carolyn Galloway-Cooper has not and will not receive a Golden Handshake or any other retirement incentive; and

WHEREAS, the City Council hereby appoints Carolyn Galloway-Cooper as an extra help retired annuitant to perform finance mentoring to the newly hired Finance Director for the City of Buellton under Government Code Section 21224, effective July 5, 2017; and

WHEREAS, the appointment documents between Carolyn Galloway-Cooper and the City of Buellton have been reviewed by the City Council and are attached herein as (Exhibit A); and

WHEREAS, no matters, issues, terms or conditions related to this employment and appointment have been or will be placed on a consent calendar; and

WHEREAS, the employment shall be limited to 960 hours per fiscal year; and

WHEREAS, pursuant to Government Code Section 21224, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties, divided by 173.333 to equal the hourly rate; and

WHEREAS, the current maximum base monthly salary for the Finance Director position is \$9,359 and the current hourly equivalent is \$53.99. The current minimum base monthly salary for the Finance Director position is \$7,700 and the current hourly equivalent is \$44.42. Attached as (Exhibit B) is the City’s current salary schedule which reflects the Finance Director’s salary range; and

WHEREAS, the temporary classification of Finance Mentor is hereby ordered and shall be paid on an hourly basis, commensurate with the base salary range of the full time equivalent position; and

WHEREAS, the hourly rate paid to Carolyn Galloway-Cooper will be consistent with Step 5 hourly rate, currently at \$53.99 per hour; and

WHEREAS, Carolyn Galloway-Cooper has not and will not receive any other benefit, incentive, compensation in lieu of benefit, or other form of compensation in addition to this hourly pay rate.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Buellton, California hereby certifies the appointment of Carolyn Galloway-Cooper as Finance Mentor as described in the staff report, and attached Acknowledgement and Consent Form and Appointment Letter (Exhibit A), and that this appointment is necessary to fill the critically needed position of Finance Mentor for the City of Buellton by July 5, 2017, because of Ms. Galloway-Cooper’s unique institutional knowledge, specialized skills and experience in a number of ongoing projects and tasks that Ms. Galloway-Cooper is working on.

PASSED, APPROVED and ADOPTED at the regular meeting of the Buellton City Council held this 25th day of May, 2017.

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk

(Exhibits A and B - Attached)

RETIREE/ANNUITANT TEMPORARY SERVICE

ACKNOWLEDGMENT AND CONSENT FORM

I acknowledge that I am being hired by the City of Buellton as a retired annuitant; this appointment is of a temporary nature not to exceed a maximum of 960 hours per fiscal year.

In this temporary assignment, I will provide Finance Mentoring services to the City's Finance Department on an as-needed basis.

I acknowledge the hourly salary is full compensation, and that I shall not be eligible for, nor receive any other benefit, incentive, compensation in-lieu of benefits, or other form of compensation in addition to the hourly pay rate.

I acknowledge that my compensation will be \$53.99 per hour and I will report to work on an as-needed basis, on mutually agreed upon dates and times, until such time as my services are no longer needed by the City of Buellton.

I acknowledge that I am an at-will employee and can be terminated without cause.

CANDLYN D. Galloway-Cooper
Print Name


Signature

5/17/17
Date



City of Buellton

May 26, 2017

Carolyn D. Galloway-Cooper
319 Campodonico Avenue
Guadalupe, CA 93434

Re: Temporary Finance Mentor

Dear Carolyn,

I am pleased to confirm your appointment as a temporary Finance Mentor with the City of Buellton in the Finance Department.

Your compensation will be equal to Step 5 of the Finance Director, currently at \$53.99 per hour. You are to report to work on such dates and times as we mutually agree. Attached is a Consent Form, which must be returned to me before you begin the temporary assignment.

To confirm your identity and eligibility to work in the United States, please complete the attached I-9 form required by the Department of Justice Immigration and Naturalization Service and provide the appropriate original forms of identification as listed on the I-9 form.

If you have any questions, please feel free to contact me.

Sincerely,
CITY OF BUELLTON

Marc P. Bierdzinski
City Manager

Enclosures

Effective July 1, 2017

km 5/15/2017

New Position in 2015-16

New Position in 2016-17

City of Buellton
Salary Ranges with 1.5% COLA

Position	Step 1	Step 2	Step 3	Step 4	Step 5
Maintenance & Utility FieldWorker I	3,085	3,239	3,401	3,571	3,749
Facilities Maintenance Worker	3,269	3,433	3,604	3,785	3,974
Accounting Technician (Tier I)	3,378	3,547	3,724	3,910	4,106
Staff Assistant/Planning Technician	3,693	3,877	4,071	4,275	4,488
Journeyman Maintenance & Utility FieldWorker	3,693	3,877	4,071	4,275	4,488
Youth Recreation Coordinator	3,693	3,877	4,071	4,275	4,488
Parks Foreman	3,693	3,877	4,071	4,275	4,488
Accounting Technician (Tier II)	3,989	4,188	4,398	4,618	4,849
Recreation Center Coordinator	3,979	4,178	4,387	4,606	4,836
Lead Maintenance & Utility FieldWorker	4,565	4,794	5,033	5,285	5,549
Assistant Planner	4,869	5,112	5,368	5,636	5,918
Recreation Coordinator	4,869	5,112	5,368	5,636	5,918
Revenue Specialist	4,991	5,240	5,502	5,777	6,066
Accounting Specialist	4,991	5,240	5,502	5,777	6,066
City Clerk/HR Director	7,700	8,085	8,489	8,913	9,359
Finance Director	7,700	8,085	8,489	8,913	9,359
Public Works Director	7,700	8,085	8,489	8,913	9,359
Planning Director	7,700	8,085	8,489	8,913	9,359

City Manager Calculation:	Monthly
City Manager (Marc Bierdzinski)	12,755