



# CITY OF BUELLTON

## CITY COUNCIL AGENDA

**Regular Meeting of May 26, 2016 – 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 Ed Andrisek

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

Council Members John Connolly, Leo Elovitz, Holly Sierra, Vice Mayor Dan Baumann, and Mayor Ed Andrisek

### **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 Any Council Member, the City Attorney, or the City Manager may request that an item be withdrawn from the Consent Agenda to allow for full discussion.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 12, 2016 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2015-16**
- 3. Revenue and Expenditure Reports through April 30, 2016**  
❖ (Staff Contact: Finance Director Carolyn Galloway-Cooper)

4. **Resolution No. 16-08 – “A Resolution of the City Council of the City of Buellton, California, Authorizing Submittal of Application for Payment Program and Related Authorizations to CalRecycle”**  
❖ *(Staff Contact: Public Works Director Rose Hess)*
5. **Resolutions Pertaining to General Municipal Election to be Held November 8, 2016**  
❖ *(Staff Contact: City Clerk Linda Reid)*

**Resolution No. 16-09 – “A Resolution of the City Council of the City of Buellton, California, Calling and Giving Notice of the Holding of a General Municipal Election to be Held on Tuesday, November 8, 2016 for the Election of Certain Officers as Required by the Provisions of the Laws of the State of California Relating to General Law Cities”**

**Resolution No. 16-10 – “A Resolution of the City Council of the City of Buellton, California, Requesting the Board of Supervisors of the County of Santa Barbara to Consolidate a General Municipal Election to be Held on Tuesday, November 8, 2016 with the General Election Pursuant to Section 10403 of the Elections Code”**

**Resolution No. 16-11 – “A Resolution of the City Council of the City of Buellton, California, Adopting Regulations for Candidates for Elective Office Pertaining to Candidate’s Statements, Materials Submitted to the Electorate, and the Cost Thereof, Submitted to the Voters at an Election to be Held on Tuesday, November 8, 2016”**

## PRESENTATIONS

## PUBLIC HEARINGS

(POSSIBLE ACTION)

6. **Ordinance No. 16-02 – “An Ordinance of the City Council of the City of Buellton, California, Revising Title 19 (Zoning) of the Buellton Municipal Code (16-ZOA-01) Relating to Section 19.04.170.E.6.d, Community Identification Signs and Making Findings in Support Thereof” (Introduction and First Reading)**  
❖ *(Staff Contact: City Manager Marc Bierdzinski)*

## COUNCIL MEMBER COMMENTS

## COUNCIL 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)**

- 7. Resolution No. 16-12 – "A Resolution of the City Council of the City of Buellton, California, Adopting the Fiscal Year 2016-17 Budget"**  
❖ *(Staff Contact: Finance Director Carolyn Galloway-Cooper)*

**CITY MANAGER’S REPORT**

**CLOSED SESSION ITEMS**

**(POSSIBLE ACTION)**

- 8. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**  
**(Government Code Section 54956.9(a))**  
**Terravant Wine Company, LLC v. City of Buellton, et al., Santa Barbara County Superior Court Case No. 16CV00839**  
**Environment in the Public Interest v. City of Buellton, et al., Santa Barbara County Superior Court Case No. 16CV00883**

**ADJOURNMENT**

The next meeting of the City Council will be held on Thursday, June 9, 2016 at 6:00 p.m.

# CITY OF BUELLTON

## CITY COUNCIL MEETING MINUTES

Regular Meeting of May 12, 2016

City Council Chambers, 140 West Highway 246  
Buellton, California

### CALL TO ORDER

Mayor Ed Andrisek called the meeting to order at 6:00 p.m.

### PLEDGE OF ALLEGIANCE

### ROLL CALL

**Present:** Council Members John Connolly, Leo Elovitz, Holly Sierra, and Mayor Ed Andrisek

**Excused Absence:** Vice Mayor Dan Baumann

**Staff:** City Manager Marc Bierdzinski, City Attorney Steve McEwen, Finance Director Carolyn Galloway-Cooper, Public Works Director Rose Hess, and City Clerk Linda Reid

### REORDERING OF AGENDA

None

### PUBLIC COMMENTS

Sue Schwartz, Buellton Senior Center, announced the “Blast from the Past” event is scheduled for May 21 from 1:00 to 5:00 p.m. at the Mendenhall Museum and costs \$25, with the proceeds being donated to the Buellton and Solvang Senior Centers and she provided a flyer for the record.

Finn Runge, Buellton, requested that Council Members and staff speak into the microphones during Council meetings. Mr. Runge questioned why the City of Buellton does not install wind turbines in Buellton that could be used to produce energy for the City.

## CONSENT CALENDAR

Council Member Sierra requested that Item 4 be continued to a future meeting so that staff can provide additional information regarding this item.

1. **Minutes of April 28, 2016 Regular City Council Meeting**
2. **List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2015-16**
3. **Approval of Parcel Map 31,055 for the Crossroads Project and Acceptance of Public Easements for Water, Sewer, and Public Utilities**

### **MOTION:**

Motion by Council Member Elovitz, seconded by Council Member Sierra, approving Consent Calendar Items 1-3 as listed.

### **VOTE:**

Motion passed by a roll call vote of 4-0.

Council Member Connolly – Yes

Council Member Elovitz – Yes

Council Member Sierra– Yes

Mayor Andrisek – Yes

4. **Acceptance of Grant of Water Easement for Flying Flags RV Resort**

The Council discussed acceptance of the Grant of Water Easement for Flying Flags RV Resort and requested that staff conduct further research and reagendaize this item at a future meeting.

### **MOTION:**

Motion by Council Member Sierra, seconded by Mayor Andrisek continuing this item to a future meeting.

### **VOTE:**

Motion passed by a voice vote of 4-0.

Council Member Connolly – Yes

Council Member Elovitz – Yes

Council Member Sierra– Yes

Mayor Andrisek – Yes

## PRESENTATIONS

None

## PUBLIC HEARINGS

None

## **COUNCIL MEMBER COMMENTS/ITEMS**

Council Member Sierra stated the Buellton Brew Fest was a great event and thanked the Buellton Chamber of Commerce for organizing this annual event.

Council Member Sierra announced the annual Post Office Food Drive is scheduled for May 14 and that Earth Day is scheduled for May 21 at River View Park.

Mayor Andrisek recognized National Nurses Week, which honors all nurses.

Mayor Andrisek announced that he attended the annual UCSB Economic Forecast Summit on May 6 and provided an oral report for the record. Mayor Andrisek submitted a book and PowerPoint presentation from the Forecast Summit.

## **WRITTEN COMMUNICATIONS**

None

## **COMMITTEE REPORTS**

Council Member Elovitz announced that he attended the Economic Development Task Force meeting and provided an oral report regarding the meeting.

Council Member Sierra announced she attended the Santa Barbara County Association of Governments (SBCAG) North County Sub-Regional Committee meeting and provided an oral report regarding the meeting.

Council Member Sierra announced that she attended the Library Advisory Board meeting for Vice Mayor Baumann and provided an oral report regarding the meeting.

Council Member 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. Authorization to Reclassify the Grounds Maintenance Class to Parks Foreman**

#### **RECOMMENDATION:**

That the City Council consider authorizing the reclassification of the Grounds Maintenance Class to Parks Foreman and adopt the associated job description.

#### **STAFF REPORT:**

Human Resources Director Reid presented the staff report.

#### **DOCUMENTS:**

Staff report with attachment as listed in the staff report.

**DISCUSSION:**

The City Council discussed the following issues:

- Discussion of reclassification procedures under Section 3.7-B of the City's Personnel Rules
- Salary increase for the reclassification to Parks Foreman

**MOTION:**

Motion by Council Member Elovitz, seconded by Council Member Connolly authorizing the reclassification of the Grounds Maintenance position to Parks Foreman, adopting the associated job description and salary schedule, which will go into effect July 1, 2016.

**VOTE:**

Motion passed by a roll call vote of 4-0.

Council Member Connolly – Yes

Council Member Elovitz - Yes

Council Member Sierra - Yes

Mayor Andrisek – Yes

**6. Budget Study Session for Fiscal Year 2016-17 Budget****RECOMMENDATION:**

That the City Council review the Fiscal Year 2016-17 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.

Judith Dale, Buellton, discussed the Library funding and allocating \$50,000 in additional funding in the Fiscal Year 2016-17 Budget to open the Library six days a week.

**DIRECTION:**

The City Council directed staff to implement the budget changes as discussed and bring it back for adoption at the regular Council meeting scheduled for May 26, 2016.

**CITY MANAGER'S REPORT**

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

**CLOSED SESSION ITEMS**

- 7. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
(Government Code Section 54956.9(a))  
Terravant Wine Company, LLC v. City of Buellton, et al., Santa Barbara County Superior Court Case No. 16CV00839  
Environment in the Public Interest v. City of Buellton, et al., Santa Barbara County Superior Court Case No. 16CV00883**

The City Council met in closed session to discuss existing litigation. No reportable action was taken.

**ADJOURNMENT**

Mayor Andrisek adjourned the regular meeting at 8:50 p.m. The next regular meeting of the City Council will be held on Thursday, May 26, 2016 at 6:00 p.m.

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Ed Andrisek  
Mayor

ATTEST:

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Linda Reid  
City Clerk

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

The following is a list of claims to be ratified and approved for payment by the City Council at the  
**May 26, 2016** Council Meeting.

Listed below is a brief summary of the attached claims:

EXHIBIT A *	A/P Packet #APPKT00257	59,093.80 (2 pages)
	A/P Packet #APPKT00250	111,299.25 (2 pages)

Total Packets:	<u>\$170,393.05</u>
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EXHIBIT B	<u>\$81,331.12</u>
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Special Payroll	5/4/2016	\$919.52
Staff Payroll	5/13/2016	37,138.37

<b>TOTAL AMOUNT OF CLAIMS:</b>	Total Payroll:	<u>\$38,057.89</u>
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<u>\$289,782.06</u>
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\* The A/P Packets above will be approved on Council Agenda date of 5/26/2016  
 Checks previously signed by staff to avoid late fees relate to A/P Packet #APPKT00250 and APPKT00257

Payments via Electronic Fund Transfer (EFT):  
From 4/30/16 to 5/16/16

Payroll Tax - IRS	5/2/2016	8,243.94
Payroll Tax - EDD	5/2/2016	2,463.02
BOE	5/3/2016	215.44
CalPERS - Medical	5/12/2016	18,557.72
DCP - AUL	5/12/2016	16,763.10
Hartford	5/12/2016	427.27
CalPERS - CLASSIC	5/13/16	19,773.34
CalPERS - Services Fee	5/13/16	1,300.00
Payroll Tax - IRS	5/13/16	519.36
CalPERS - PEPR	5/13/16	3,277.37
Payroll Tax - IRS	5/16/16	7,581.54
Payroll Tax - EDD	5/16/16	2,209.02

**Total**

**\$81,331.12**



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: General Checking-General Checking						
000005	ABALONE COAST ANALYTICAL, INC.	05/10/2016	Regular	0.00	1,333.95	32849
000870	ACCONTEMPS	05/10/2016	Regular	0.00	2,298.11	32850
000509	ALAN NEEDHAM dba	05/10/2016	Regular	0.00	18,530.48	32851
000062	BUELLTON MEDICAL CENTER	05/10/2016	Regular	0.00	185.00	32852
000076	CAL-COAST IRRIGATION, INC.	05/10/2016	Regular	0.00	210.96	32853
000800	CARR'S BOOT SHOP, INC. dba	05/10/2016	Regular	0.00	340.89	32854
000112	CLARK PEST CONTROL	05/10/2016	Regular	0.00	123.00	32855
000118	COASTAL COPY, LP	05/10/2016	Regular	0.00	104.43	32856
000121	COC/BBA/VISITORS INFORMATION	05/10/2016	Regular	0.00	28,214.60	32857
000122	COMCAST CABLE	05/10/2016	Regular	0.00	460.07	32858
000110	CVS PHARMACY INC.	05/10/2016	Regular	0.00	36.33	32859
000138	D.L. ELECTRIC, INC.	05/10/2016	Regular	0.00	105.00	32860
000142	DANIEL FITZGERALD dba	05/10/2016	Regular	0.00	1,200.00	32861
000172	ECHO COMMUNICATIONS	05/10/2016	Regular	0.00	63.00	32862
000187	FARM SUPPLY COMPANY	05/10/2016	Regular	0.00	133.82	32863
000649	FLUID RESOURCE MANAGEMENT, I	05/10/2016	Regular	0.00	800.00	32864
001040	Frontier Communications	05/10/2016	Regular	0.00	1,629.39	32865
000813	HOME DEPOT CREDIT SERVICES	05/10/2016	Regular	0.00	435.16	32866
000241	J B DEWAR, INC.	05/10/2016	Regular	0.00	92.07	32867
000759	JJACPA, INC.	05/10/2016	Regular	0.00	3,959.90	32868
000255	JOE MEEHAN	05/10/2016	Regular	0.00	157.98	32869
000395	JOSE RAFAEL RUIZ dba	05/10/2016	Regular	0.00	1,650.00	32870
000825	JWC ENVIRONMENTAL, LLC	05/10/2016	Regular	0.00	373.74	32871
000280	LEE CENTRAL COAST NEWSPAPERS	05/10/2016	Regular	0.00	1,192.01	32872
000700	MAILFINANCE, INC.	05/10/2016	Regular	0.00	977.03	32873
000835	METRO VENTURES LTD	05/10/2016	Regular	0.00	7,000.00	32874
000059	MOTOR PRODUCTS INC. dba	05/10/2016	Regular	0.00	7.45	32875
000669	O'CONNOR & SONS dba	05/10/2016	Regular	0.00	105.00	32876
000801	O'REILLY AUTOMOTIVE STORES, INC	05/10/2016	Regular	0.00	71.07	32877
000380	PRAXAIR DISTRIBUTION, INC.	05/10/2016	Regular	0.00	141.93	32878
000032	READY REFRESH BY NESTLE	05/10/2016	Regular	0.00	7.42	32879
001044	Santa Barbara County Vintners Asso	05/10/2016	Regular	0.00	885.24	32880
000441	SB CO - PUBLIC WORKS DEPT	05/10/2016	Regular	0.00	1,000.00	32881
000132	SB CO ANIMAL SVCS, HEALTH & REG	05/10/2016	Regular	0.00	8,773.25	32882
000823	SB COUNTY EHS / CUPA	05/10/2016	Regular	0.00	669.90	32883
001041	Sheila McCombs	05/10/2016	Regular	0.00	750.00	32884
000978	Staples Credit Plan	05/10/2016	Regular	0.00	1,357.77	32885
000161	STATE OF CALIFORNIA - DOJ	05/10/2016	Regular	0.00	32.00	32886
000507	THE GAS COMPANY	05/10/2016	Regular	0.00	1,138.91	32887
000535	UNDERGROUND SERVICE ALERT	05/10/2016	Regular	0.00	9.00	32888
000894	VISITSYV	05/10/2016	Regular	0.00	23,154.46	32889

Check Register

Packet: APPKT00250-2016-05-06 Spec Run PAYMENT

Vendor Number  
000768

Vendor Name  
WEX BANK

Payment Date  
05/10/2016

Payment Type  
Regular

Discount Amount    Payment Amount    Number  
0.00                    1,588.93    32890

Bank Code General Checking Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	65	42	0.00	111,299.25
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>65</b>	<b>42</b>	<b>0.00</b>	<b>111,299.25</b>

### Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	5/2016	111,299.25
			<b>111,299.25</b>



By Check Number

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
<b>Bank Code: General Checking-General Checking</b>						
000820	ACWA/JPIA	05/17/2016	Regular	0.00	2,276.53	32891
000387	ALBERTSONS, LLC.	05/17/2016	Regular	0.00	36.33	32892
001004	BRANDI KULIKOV-RAMIREZ	05/17/2016	Regular	0.00	63.00	32893
001042	California Native Plant Society	05/17/2016	Regular	0.00	8.75	32894
000679	COURIER SYSTEMS	05/17/2016	Regular	0.00	150.00	32895
001000	DANIELLE GRACE TUPPER HANDY	05/17/2016	Regular	0.00	108.00	32896
011171	DERRICK W. CURTIS	05/17/2016	Regular	0.00	120.00	32897
011169	DIANE BYINGTON dba	05/17/2016	Regular	0.00	609.00	32898
011236	GARY GENE JOHNSON dba	05/17/2016	Regular	0.00	1,050.75	32899
000654	HENRY L. HUDSON dba	05/17/2016	Regular	0.00	6.59	32900
011244	HERMILA SANCHEZ	05/17/2016	Regular	0.00	192.50	32901
011300	KAREN PALMER	05/17/2016	Regular	0.00	77.00	32902
011308	KAY D. DOMINGUEZ	05/17/2016	Regular	0.00	171.50	32903
011321	LAURA COGAN	05/17/2016	Regular	0.00	30.00	32904
011336	LAURA GARCIA dba	05/17/2016	Regular	0.00	294.00	32905
011343	MARIANNE MADSEN	05/17/2016	Regular	0.00	288.00	32906
000920	MICHAEL L. CUMMINGS	05/17/2016	Regular	0.00	2,244.65	32907
000342	NIELSEN BUILDING MATERIALS, INC	05/17/2016	Regular	0.00	45.98	32908
001043	Pamela Vos	05/17/2016	Regular	0.00	120.00	32909
000861	POLYDYNE INC.	05/17/2016	Regular	0.00	1,146.96	32910
000975	Richard Abrams & Associates, LLC	05/17/2016	Regular	0.00	3,602.52	32911
001002	ROBERTSON SUPPLY	05/17/2016	Regular	0.00	387.23	32912
000989	SANDEE KESSLER	05/17/2016	Regular	0.00	165.00	32913
000438	SANTA YNEZ VALLEY HARDWARE	05/17/2016	Regular	0.00	239.55	32914
000441	SB CO - PUBLIC WORKS DEPT	05/17/2016	Regular	0.00	221.00	32915
000450	SB CO SHERIFF'S DEPARTMENT	05/17/2016	Regular	0.00	42,797.18	32916
001045	Scott O'Brien Fire & Safety Co. Inc.	05/17/2016	Regular	0.00	779.22	32917
000465	SP MAINTENANCE SERVICES, INC.	05/17/2016	Regular	0.00	1,410.50	32918
000681	STATEWIDE SAFETY & SIGNS, INC.	05/17/2016	Regular	0.00	109.67	32919
011476	STEPHEN F. DUNLAP	05/17/2016	Regular	0.00	189.00	32920
000979	Thaddeus Jeckell	05/17/2016	Regular	0.00	98.00	32921
000543	USA BLUEBOOK INC	05/17/2016	Regular	0.00	55.39	32922

**Bank Code General Checking Summary**

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	43	32	0.00	59,093.80
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	<b>43</b>	<b>32</b>	<b>0.00</b>	<b>59,093.80</b>

### Fund Summary

Fund	Name	Period	Amount
999	POOLED CASH	5/2016	59,093.80
			<u>59,093.80</u>

**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 26, 2016

Subject: Revenue and Expenditure Reports through April 30, 2016

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**BACKGROUND**

The attached reports compare month-to-month data covering the period July 1, 2015 through April 30, 2016. 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 on the website.

The expenditures are expected to even out and be on target by year-end. Revenue is below target due to timing differences and expected to be on target 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 these report for informational purposes.

**ATTACHMENT**

Attachment 1 - Revenue and Expenditure Reports through April 30, 2016

# ATTACHMENT 1

City of Buellton  
 General Fund - Monthly Revenue (unaudited)  
 FY: 2015-16

sz 5-16-16

83%

2015

2016

Account Number	Description	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	FY: 2015-16
001-41005	Property Tax - Secured				3,246	174,095	1,562,606	93,783			388,033			2,221,763
001-41010	Property Tax - Unsecured				41,077									41,077
001-41015	Homeowners Exemptions						993	2,317						3,310
001-41020	Franchise Fees	5,668	11,322	5,781	22,543	5,769	22,817	5,902	11,423	17,470	79,091			187,785
001-41025	Sales Tax	149,216	108,000	198,148	102,000	102,000	210,822	120,800	120,800					1,111,786
001-41030	Sales Tax Compensation							66,417						66,417
001-41035	Transient Occupancy Tax (TOT)	234,804	207,697	163,761	161,385	124,052	110,754	91,526	111,123	101,560				1,306,662
001-44005	Buellton Recreation Program	24,928	9,205	9,411	5,447	6,657	5,281	7,501	7,629	12,497	23,862			112,419
001-44010	Recreation Program (50/50)			287	1,345	5,817	-	-	-	6,855				14,304
001-44015	Buellton Rec Pgm Trips	13,316	1,205	6,647	1,298	2,283	637	3,673	5,113	513	3,913			38,598
001-41040	Property Transfer Tax	2,082	3,020	2,302	1,767	1,327	1,644	981	3,271	1,060				17,455
001-43005	Motor Vehicle in Lieu Tax													-
001-43010	MV License Fee						1,990	200,379						202,369
001-43040	Beverage Container Grant				5,000									5,000
001-44020	Park Reservation Fees	620	520	500	360	-	-	-	3,080	720	320			6,120
001-49585	Miscellaneous Permits	28,997		300		19,800	50							49,147
001-43020	CA Indian Gaming Grant													-
001-43015	COPS Grant													-
001-45005	Criminal Fines and Penalties	190	113	81	143	31	80	135	10	19				801
001-45010	Fines and Fees	2,860	2,349	2,680	3,547	1,701	2,821	1,759	2,891	2,683				23,289
001-44105	Interest	501	2,784	7,460	501	518	5,418	233	3,101	5,394	233			26,142
001-49010	Rent	5,779	6,264	6,199	5,884	7,366	6,569	7,094	4,065	7,744	7,689			64,652
001-49578	Law Enforcement Cost Recovery													-
001-44025	Event Applic Fee/Temp Use		310		100			200	145	100				855
001-42010	Zoning Clearance	225	45	90	45	90	45	180	360	180	180			1,440
001-49548	Document Sales							7						7
001-49632	Time Extension Fees													-
001-49532	Code Enforcement Fines													-
001-43035	CA Prop 1B Revenue													-
001-42015	Small Permits	1,000	1,050	2,155	1,155	250	2,000	25	25	50	4,500			12,210
001-44250	Miscellaneous	994	1,203	1,680	722	602	95	564	157	15,582	551			22,150
001-44035	Cost Reimbursement			3,963	9,747									13,710
001-49526	Mandated Cost													-
001-49636	Transfer In - Successor Agency													-
001-49617	Surplus Property Sales													-
														-
	<b>TOTAL REVENUE (ACTUAL THROUGH APRIL):</b>	<b>471,180</b>	<b>355,087</b>	<b>411,445</b>	<b>367,311</b>	<b>452,358</b>	<b>1,934,621</b>	<b>603,476</b>	<b>273,193</b>	<b>172,426</b>	<b>508,372</b>	<b>-</b>	<b>-</b>	<b>5,549,467</b>

Revenue is expected to be on target by year-end.

Percentage Received:	71%
Original Budget	6,665,000
Amendments (Res No. 16-02; Q2):	1,173,335
<b>Budget:</b>	<b>7,838,335</b>

City of Buellton  
 General Fund Monthly Expenditures ( Unaudited)  
 FY: 2015-16

sz 5-16-16

83%

Department No.	Description	2015					2016					FY: 2015-16		
		July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr		May	June
001-401	City Council	9,250	9,226	15,488	13,852	14,407	7,628	9,349	9,337	8,018	13,076			109,631
001-402	City Manager	16,535	17,948	18,112	19,077	18,324	12,955	17,368	13,780	17,187	24,560			175,846
001-403	City Clerk	8,103	10,573	7,822	10,561	9,119	5,385	8,263	7,978	8,350	11,736			87,890
001-404	City Attorney	24,169	19,768	8,852	9,728	24,538	11,544	12,473	14,696	16,710	11,776			154,254
001-410	Non-Departmental	65,226	76,066	22,658	78,361	79,786	107,480	38,085	41,552	46,432	23,246			578,892
001-410	Non-Departmental (Transfer to Successor Agency)					5,943,790								5,943,790
001-420	Finance	24,026	28,363	24,206	29,217	27,418	23,645	19,481	23,684	36,162	33,456			269,659
001-501	Police and Fire	147,061	142,593	143,835	144,207	190,676	143,340	142,542	189,593	145,773	142,458			1,532,078
001-510	Library	34	18	508	594	413	91,946	235	234	304	794			95,079
001-511	Recreation	38,431	41,041	37,599	30,787	39,097	33,668	38,673	31,722	37,045	53,969			382,033
001-550	Street Lights	4,503	4,503	4,603	3,201	6,253	4,477	4,585	5,146	5,320	5,214			47,805
001-551	Storm Water	463	13,874	15,415	20,885	19,778	26,092	21,885	-	36,015	7,605			162,012
001-552	Public Works - Parks	18,296	16,295	20,258	10,797	24,448	9,725	13,850	13,247	17,188	16,329			160,434
001-556	Public Works - Landscape	3,973	8,100	7,931	9,923	8,642	8,339	5,506	4,509	4,284	6,752			67,960
001-557	Public Works - Engineering	3,425	8,144	5,120	6,282	7,370	7,233	2,533	4,690	19,678	13,873			78,347
001-558	Public Works - General	45,211	52,698	67,111	41,845	44,462	35,958	40,123	37,973	36,101	44,380			445,863
001-565	Planning/Community Dev	20,536	21,675	22,679	35,226	42,235	28,672	31,014	11,933	30,951	34,499			279,419
	Transfer to CIP fund 92 (updated in June)						103,163	-						103,163
	<b>TOTAL EXPENDITURES (ACTUAL THROUGH APRIL):</b>	<b>429,243</b>	<b>470,885</b>	<b>422,197</b>	<b>464,543</b>	<b>6,500,756</b>	<b>661,250</b>	<b>405,965</b>	<b>410,074</b>	<b>465,517</b>	<b>443,723</b>	-	-	<b>10,674,152</b>

Lump Sum Transfer in November caused increase; Expenditures will be within budget by year-end.

Percentage spent:	85%
Budget	6,653,082
Amendments (Res No. 16-02; Q2):	5,958,790
<b>Amended Budget</b>	<b>12,611,872</b>

**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: Rose Hess, Public Works Director/City Engineer

Meeting Date: May 26, 2016

Subject: Resolution No. 16-08 - “A Resolution of the City Council of the City of Buellton, California, Authorizing Submittal of Application for Payment Program and Related Authorizations to CalRecycle”

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**BACKGROUND**

Pursuant to Public Resources Code section 14581(a)(3)(A), also known as the California Beverage Container Recycling and Litter Reduction Act, the California Department of Resources Recycling and Recovery (CalRecycle) administers funding programs to assist jurisdictions with establishing convenient beverage container recycling and litter abatement projects, and to encourage market development and expansion activities for beverage container materials. One of those funding programs, the Beverage Container Recycling City/County Payment Program, provides cities and counties the opportunity to apply for annual non-competitive grants that may be used to support qualifying beverage container recycling and litter abatement programs. The goal of this program is to reach and maintain an 80 percent recycling rate for all California refund value beverage containers--aluminum, glass, plastic and bi-metal.

The City of Buellton has applied for and received payments of \$5,000 annually since FY 05/06. The City originally used the funds to purchase recycling containers for various public facilities, including city parks. For the past several years, the City has used the funds to cover staff inspections of recycling containers and other receptacles located through City parkways, parks, building, park & ride, bus shelters and streetscape areas. Staff inspections ensure recycle materials are separated from non-recyclables and empty/replace containers as necessary.

CalRecycle has made a number of changes to the City/County Payment Program for FY 2015-16, specifically the requirement that the applying jurisdiction’s governing body pass the attached authorizing resolution, which must be submitted, along with the City’s funding request, by June 1, 2016. Historically, the City simply submitted an on-line application.

Additional changes include the implementation of an approximately two year term for recipients to expend Program funds, allowing jurisdictions to submit regional funding requests, and requiring all recipients to submit an expenditure report with supporting documentation for funds expended.

### **FISCAL IMPACT**

The City/County Payment Program will provide the City \$5000.

### **RECOMMENDATION**

That the City Council approve Resolution No. 16-08 - “A Resolution of the City Council of the City of Buellton, California, Authorizing Submittal of Application for Payment Program and Related Authorizations to CalRecycle”

### **ATTACHMENT**

Resolution No. 16-08

**RESOLUTION NO. 16-08**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, AUTHORIZING SUBMITTAL OF APPLICATION FOR PAYMENT PROGRAM AND RELATED AUTHORIZATIONS TO CALRECYCLE**

**WHEREAS**, pursuant to Public Resources Code section 48000 et seq., 14581, and 42023.1 (g), the Department of Resources Recycling and Recovery (CalRecycle) has established various payment programs to make payments to qualifying jurisdictions; and

**WHEREAS**, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the payment programs; and

**WHEREAS**, CalRecycle's procedures for administering payment programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of the payment program; and

**WHEREAS**, Buellton desires to participate in the CalRecycle program and desires to apply for payment.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BUELLTON, DOES RESOLVE, DETERMINE, FIND, AND ORDER AS FOLLOWS:**

**SECTION 1.** That the City of Buellton is authorized to submit an application to CalRecycle for any and all payment programs offered; and

**SECTION 2.** That the City Manager, or his/her designee, is hereby authorized to execute all documents necessary to implement and secure payment; and

**SECTION 3.** That this authorization is effective until rescinded by this governing body; and

**SECTION 4.** The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

**PASSED, APPROVED, and ADOPTED** this 26th day of May, 2016.

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Ed Andrisek  
Mayor

ATTEST:

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Linda Reid  
City Clerk

**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, City Clerk

Meeting Date: May 26, 2016

Subject: Resolutions Pertaining to General Municipal Election to be Held November 8, 2016

Resolution No. 16-09 – “A Resolution of the City Council of the City of Buellton, California, Calling and Giving Notice of the Holding of a General Municipal Election to be Held on Tuesday, November 8, 2016 for the Election of Certain Officers as Required by the Provisions of the Laws of the State of California Relating to General Law Cities”

Resolution No. 16-10 – “A Resolution of the City Council of the City of Buellton, California, Requesting the Board of Supervisors of the County of Santa Barbara to Consolidate a General Municipal Election to be Held on Tuesday, November 8, 2016 with the General Election Pursuant to Section 10403 of the Elections Code”

Resolution No. 16-11 – “A Resolution of the City Council of the City of Buellton, California, Adopting Regulations for Candidates for Elective Office Pertaining to Candidate’s Statements, Materials Submitted to the Electorate, and the Cost Thereof, Submitted to the Voters at an Election to be Held on Tuesday, November 8, 2016”

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**BACKGROUND**

In the past, the City has requested that the Board of Supervisors of the County of Santa Barbara consolidate the City of Buellton’s Municipal Election with the General Election. This consolidation has been shown to be an economic and efficient method to conduct the election. The election in Buellton will involve one City Council seat for the full term of four years and one Mayoral seat for the full term of two years.

In order to consolidate the election and to implement the election process, several procedural resolutions need to be adopted and approved by the City Council. These resolutions will request the County Board of Supervisors to consolidate the City's election with other elections conducted by the County, will officially give notice of the election for the City Council seats, and will set regulations pertaining to candidates' statements. Attached herewith for your review and consideration are the necessary resolutions to initiate the election process:

Resolution No. 16-09 officially gives notice of the municipal election and the purpose thereof. The official title is Resolution No. 16-09 – "A Resolution of the City Council of the City of Buellton, California, Calling and Giving Notice of the Holding of a General Municipal Election to be Held on Tuesday, November 8, 2016 for the Election of Certain Officers as Required by the Provisions of the Laws of the State of California Relating to General Law Cities"

Resolution No. 16-10 requests the County Board of Supervisors consolidate the City's general election with other State, County, School District and Special District elections. The official title is Resolution No. 16-10 – "A Resolution of the City Council of the City of Buellton, California, Requesting the Board of Supervisors of the County of Santa Barbara to Consolidate a General Municipal Election to be Held on November 8, 2016 with the General Election Pursuant to Section 10403 of the Elections Code"

Resolution No. 16-11 adopts regulations pertaining to candidates' statements submitted to the voters. The official title is Resolution No. 16-11 – "A Resolution of the City Council of the City of Buellton, California, Adopting Regulations for Candidates for Elective Office Pertaining to Candidates' Statements Submitted to the Voters at an Election to be Held on Tuesday, November 8, 2016"

### **FISCAL IMPACT**

Included in the 2016-17 Fiscal Year Budget is an appropriation of \$5,000 to cover the expenses of the General Municipal Election. As the final cost accounting of the City's share of the election expenses will not be determined until after the election date, it may be necessary to appropriate an additional amount at that time.

### **RECOMMENDATION**

That the City Council adopt Resolution Nos. 16-09, 16-10, 16-11, all pertaining to the General Municipal Election scheduled for November 8, 2016.

### **ATTACHMENTS**

Resolution No. 16-09  
Resolution No. 16-10  
Resolution No. 16-11

**RESOLUTION NO. 16-09**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, CALLING AND GIVING NOTICE OF THE HOLDING OF A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2016 FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES**

**WHEREAS**, under the provisions of the laws relating to General Law Cities in the State of California, a General Election shall be held on November 8, 2016 for the election of Municipal Officers; and

**NOW, THEREFORE, THE CITY COUNCIL DOES RESOLVE, DECLARE, DETERMINE, AND REQUEST AS FOLLOWS:**

**SECTION 1.** That pursuant to the requirements of the laws of the State of California relating to General Law Cities, there is called and ordered to be held in the City of Buellton, California, on Tuesday, November 8, 2016, a General Municipal Election for the purpose of electing one (1) Member of the City Council for the full term of four years and one (1) Mayoral seat for the full term of two years.

**SECTION 2.** That the ballots to be used at the election shall be in form and content as required by law.

**SECTION 3.** That the polls for the election shall be open at 7:00 a.m. of the day of the election and shall remain open continuously from that time until 8:00 p.m. of the same day when the polls shall be closed, except as provided in Section 14401 of the Elections Code of the State of California.

**SECTION 4.** That in all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

**SECTION 5.** That notice of the time and place of holding the election is given and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election, in time, form, and manner as required by law.

**SECTION 6.** That the City Clerk shall certify to the passage and adoption of this resolution.

**PASSED, APPROVED, and ADOPTED** this 26<sup>th</sup> day of May 2016.

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Ed Andrisek  
Mayor

ATTEST:

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Linda Reid  
City Clerk

**RESOLUTION NO. 16-10**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF SANTA BARBARA TO CONSOLIDATE A GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2016 WITH THE GENERAL ELECTION PURSUANT TO SECTION 10403 OF THE ELECTIONS CODE**

**WHEREAS**, under the provisions of the laws relating to General Law Cities in the State of California, a General Municipal Election shall be held on November 8, 2016 for the election of Municipal Officers.

**NOW, THEREFORE, THE CITY COUNCIL DOES RESOLVE, DECLARE, DETERMINE, AND REQUEST AS FOLLOWS:**

**SECTION 1.** That pursuant to the requirements of Section 10403 of the Elections code, the Board of Supervisors of the County of Santa Barbara is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Statewide General Election on Tuesday, November 8, 2016 for the purpose of electing one Council Member and one Mayor for the City of Buellton.

**SECTION 2.** That pursuant to the requirements of the laws of the State of California relating to General Law Cities there is called and ordered to be held in the City of Buellton, California, on Tuesday, November 8, 2016, a General Municipal Election for the purposes of electing one Council Member for the full term of four years and one Mayor for the full term of two years.

**SECTION 3.** That the Board of Supervisors is requested to direct the County Elections Division to take any and all steps necessary for the conducting of the consolidated election.

**SECTION 4.** That the City Council recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees pursuant to Section 10002 of the Elections Code to reimburse the County in full for the cost of services performed upon presentation of a bill.

**SECTION 5.** That the City will be providing the following services:

- (a) Notice of election will be published, in time, form and manner required by law.
- (b) Accept and process official candidate nomination papers, which include verification as to whether candidate statements and ballot designations meet all legal requirements.
- (c) Upon certification by the Elections Division, issue certificates of election.

- (d) Take any other action necessary that is not the responsibility of the County Elections Official.

**SECTION 6.** That the City Council recognizes that the County Elections Official will be providing the following services:

- (a) Verify nomination petitions as requested.
- (b) Designate polling places and provide supplies and equipment.
- (c) Appoint and train election officers.
- (d) Furnish any and all official ballots, sample ballots, notices, and printed material.
- (e) Provide and process absentee voter requests.
- (f) Provide polling places for the election, which shall be open at 7:00 a.m. of the day of the election and shall remain open continuously until 8:00 p.m. of the same day when the polls shall be closed, except as provided in Section 14401 of the Elections Code.
- (g) Ensure that the ballots used at the election are in the proper form and content required by law.
- (h) Count ballots and canvass the returns.
- (i) Declare results and certify election.
- (j) Take any other action necessary in order to properly and lawfully conduct the election.
- (k) Prepare and mail all invoices regarding election costs.

**SECTION 7.** That the City Clerk shall certify to the passage and adoption of this resolution.

**PASSED, APPROVED, and ADOPTED** this 26<sup>th</sup> day of May 2016.

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Ed Andrisek  
Mayor

ATTEST:

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Linda Reid  
City Clerk

**RESOLUTION NO. 16-11**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATES' STATEMENTS, MATERIALS SUBMITTED TO THE ELECTORATE AND THE COST THEREOF, REGARDING AN ELECTION TO BE HELD ON TUESDAY, NOVEMBER 8, 2016**

**WHEREAS**, Section 13307 of the Elections Code of the State of California provides that the governing body of any local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement.

**NOW, THEREFORE, THE CITY COUNCIL DOES RESOLVE, DECLARE, DETERMINE, AND REQUEST AS FOLLOWS:**

**SECTION 1.** That pursuant to Section 13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at an election to be held in the City of Buellton on November 8, 2016 may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age, and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

**SECTION 2.** That the candidate shall be required to pay for the cost of printing the candidate's statement in English and any other language requested by the candidate.

**SECTION 3.** That the City Clerk shall provide each candidate or the candidate's representative a copy of this resolution at the time nominating petitions are issued.

**SECTION 4.** That all previous resolutions establishing council policy of payment for candidate's statements are repealed.

**SECTION 5.** That this resolution shall apply only to the election to be held on November 8, 2016 and shall then be repealed.

**SECTION 6.** That the City Clerk shall certify to the passage and adoption of this resolution.

**PASSED, APPROVED, and ADOPTED** this 26th day of May 2016.

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Ed Andrisek  
Mayor

ATTEST:

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Linda Reid  
City Clerk

**CITY OF BUELLTON**  
City Council Agenda Staff Report

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

To: The Honorable Mayor and City Council

From: Planning Commission  
By: Marc Bierdzinski, City Manager

Meeting Date: May 26, 2016

Subject: Ordinance No. 16-02 – “An Ordinance of the City Council of the City of Buellton, California, Revising Title 19 (Zoning) of the Buellton Municipal Code (16-ZOA-01) Relating to Section 19.04.170.E.6.d, Community Identification Signs and Making Findings in Support Thereof” (Introduction and First Reading)

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**BACKGROUND**

The City Council and Planning Commission directed staff to research and modify the Community ID Sign regulations to reflect the desires of the community and to ensure the sign does not trigger the Outdoor Advertising Act. Attached is a memo from the City Attorney addressing the commercial aspects of the sign (Attachment 1).

At their April 21, 2016, public hearing, the Planning Commission adopted Resolution No. 16-03 (Attachment 2) which recommends that the City Council adopt the proposed Zoning Ordinance amendments to the Community Identification Sign Regulations.

Based on the analysis from the City Attorney and the recommendation from the Planning Commission in April, the following changes to the Community ID Signs regulations are recommended. Additions are underlined and deletions are in strikeout.

**19.04.170 Sign Title**

**E. Prohibited Signs**

6. Off-Premise Signs. Signs that advertise a business, activity or service that is not offered or sold on the premises, including billboards, except that the following are allowed:

d. A community identification sign that identifies Buellton to freeway travelers under the following conditions:

- i. Only one community identification sign shall be permitted (existing vested billboards do not count against this total).
- ii. The sign shall be located within 100 feet of Highway 101 and is only allowed in the CR and M zoning districts.
- iii. The sign shall be a maximum of 35 feet in height and the sign area shall be a maximum of 1,200 square feet.
- iv. All lighting shall be ~~directed downward~~ fully shielded.
- v. The ~~primary~~ copy of the sign shall be the identification of Buellton to freeway travelers and for promotion of non-profit events. No commercial advertising is permitted. ~~However, a maximum of two Buellton or Santa Ynez Valley businesses or community organizations may be listed on each face of the sign. Each business shall be limited to a maximum of 1/3 of the area of the sign.~~
- vi. The sign shall be approved pursuant to the Planning Commission Exemption process identified in Section 19.04.174(A)(2) of this title.
- vii. The sign shall be for non-profit purposes and shall be sponsored by the City of Buellton or the Buellton Chamber of Commerce/Visitor's Bureau.
- ~~viii. Businesses to be located on the sign shall be approved by the Buellton Chamber of Commerce/Visitor's Bureau upon a recommendation from the City's Economic Development Task Force.~~
- viii. No digital signs are permitted.
- ix. Maintenance of the sign shall be in accordance with Section 19.04.174(C) of this Title

The Planning Commission also asked for clarification from the City Attorney on two additional questions. The questions and answers are noted below.

- If a non-profit pays for an event on the sign does that trigger Outdoor Advertising Act? *No. There is nothing in the Outdoor Advertising Act that pertains to the financing behind the sign.*
- If a non-profit event is sponsored by a commercial entity but the commercial entity is not on the sign does that also trigger the Outdoor Advertising Act? *No. As long it is just the event, and there is no reference to the sponsor, there is no problem.*

### **ENVIRONMENTAL REVIEW**

This project is exempt from the California Environmental Quality Act because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

### **FISCAL IMPACT**

No fiscal impacts are anticipated as a result of the proposed Zoning Ordinance Amendment.

**RECOMMENDATION**

That the City Council consider the introduction and first reading of Ordinance No. 16-02 – “An Ordinance of the City Council of the City of Buellton, California, Revising Title 19 (Zoning) of the Buellton Municipal Code (16-ZOA-01) Relating to Section 19.04.170.E.6.d, Community Identification Signs and Making Findings in Support Thereof” by title only and waive further reading.

**ATTACHMENTS**

Ordinance No. 16-02

Attachment 1 – Memo from the City Attorney

Attachment 2 – Planning Commission Resolution No. 16-03

## ORDINANCE NO. 16-02

### AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BUELLTON, CALIFORNIA, REVISING TITLE 19 (ZONING) OF THE BUELLTON MUNICIPAL CODE (16-ZOA-01) RELATING TO SECTION 19.04.170.E.6.d, COMMUNITY IDENTIFICATION SIGNS AND MAKING FINDINGS IN SUPPORT THEREOF

**SECTION 1:** The City Council and Planning Commission directed staff to research and modify the Community ID Sign regulations to reflect the desires of the community and to ensure the sign does not trigger the Outdoor Advertising Act; and.

**SECTION 2:** All proceedings having been duly taken as required by law, and upon review of the information provided in the staff report, consideration of the testimony given at the public hearing, as well as other pertinent information, the City Council finds the following:

- A. Record.** Prior to rendering a decision on any aspect of the proposed zoning ordinance amendments, the City Council considered the following:
1. All public testimony, both written and oral, received in conjunction with the public hearing conducted by the Planning Commission on April 21, 2016 (“Planning Commission Public Hearing”).
  2. All oral, written and visual materials presented by City staff in conjunction with the Planning Commission Public Hearing.
  3. All public testimony, both written and oral, received in conjunction with that certain public hearing conducted by the City Council on May 26, 2016 (“City Council Public Hearing”).
  4. All oral, written and visual materials presented by City staff in conjunction with the City Council Public Hearing.
  5. The following informational documents which, by this reference, are incorporated herein.
    - a. That certain written report submitted to the City Council dated May 26, 2016 (the “Staff Report”).
    - b. The report and recommendation of the Planning Commission approved on April 21, 2016, and set forth in Resolution No. 16-03.

**B. Public Review.** On the basis of evidence hereinafter listed, all administrative procedures and public participation requirements prescribed in the Buellton Zoning Ordinance have been lawfully satisfied:

1. A notice was published in a legal section of a newspaper on May 12, 2016 (the “Public Notice”), a minimum of ten (10) days in advance of the Public Hearing conducted on May 26, 2016.
2. The Public Notice was posted in three public locations on May 12, 2016, a minimum of 10 days in advance of the Public Hearing.

**C. Environmental Clearance.** This project is exempt from the California Environmental Quality Act because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

**D. Consistency Declarations.** Based on (i) the evidence presented in the Staff Report (incorporated herein by reference), (ii) consultations with affected City Departments, and (iii) testimony and comments received in connection with the public hearing, the City Council does hereby declare as follows:

**1. Zoning Ordinance Amendments.**

**a. Findings:**

- i. The Amendment is in the interests of the general community welfare as it promotes economic development.
- ii. The Amendment is consistent with the General Plan, the requirements of state planning and zoning laws, and Title 19 of the Zoning Ordinance.
- iii. The Amendment is consistent with good zoning and planning practices.

### **SECTION 3. ADOPTION:**

**THE CITY COUNCIL OF THE CITY OF BUELLTON DOES HEREBY ORDAIN AS FOLLOWS (ADDITIONS ARE UNDERLINED, DELETIONS ARE IN STRIKEOUT):**

#### **19.04.170 Sign Title**

##### E. Prohibited Signs

6. Off-Premise Signs. Signs that advertise a business, activity or service that is not offered or sold on the premises, including billboards, except that the following are allowed:

d. A community identification sign that identifies Buellton to freeway travelers under the following conditions:

- i. Only one community identification sign shall be permitted (existing vested billboards do not count against this total).
- ii. The sign shall be located within 100 feet of Highway 101 and is only allowed in the CR and M zoning districts.
- iii. The sign shall be a maximum of 35 feet in height and the sign area shall be a maximum of 1,200 square feet.
- iv. All lighting shall be ~~directed downward~~ fully shielded.
- v. The ~~primary~~ copy of the sign shall be the identification of Buellton to freeway travelers and for promotion of non-profit events. No commercial advertising is permitted. ~~However, a maximum of two Buellton or Santa Ynez Valley businesses or community organizations may be listed on each face of the sign. Each business shall be limited to a maximum of 1/3 of the area of the sign.~~
- vi. The sign shall be approved pursuant to the Planning Commission Exemption process identified in Section 19.04.174(A)(2) of this title.
- vii. The sign shall be for non-profit purposes and shall be sponsored by the City of Buellton or the Buellton Chamber of Commerce/Visitor's Bureau.
- ~~viii. Businesses to be located on the sign shall be approved by the Buellton Chamber of Commerce/Visitor's Bureau upon a recommendation from the City's Economic Development Task Force.~~
- viii. No digital signs are permitted.
- ix. Maintenance of the sign shall be in accordance with Section 19.04.174(C) of this Title

**SECTION 4:** If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance irrespective of the fact that any one or more sections,

subsections, subdivision, sentences, clauses, phrases or portions thereof be declared invalid or unconstitutional.

**SECTION 5:** The City Clerk: (i) shall certify as to the passage of this Ordinance and shall cause the same to be published as required by law; (ii) is hereby authorized and directed to make typographical, grammatical and similar corrections in the final text of the Ordinance so long as such corrections do not constitute substantive changes in context; and (iii) cause the Buellton Municipal Code to be reprinted by deleting language contained within Section 3 of this Ordinance that is stricken and adding language that is underlined.

**PASSED, APPROVED, AND ADOPTED** this 9<sup>th</sup> day of June, 2016.

---

Ed Andrisek  
Mayor

**ATTEST:**

---

Linda Reid  
City Clerk

## MEMORANDUM

**TO:** Marc P. Bierdzinski, City Manager  
**FROM:** Stephen A. McEwen, City Attorney  
**DATE:** July 27, 2015  
**RE:** Business Advertisement on Community Identification Sign

---

The City has inquired into the potential legal ramifications if the City allows local businesses to advertise on a community identification sign owned by the Chamber of Commerce located along Highway 101 in Buellton. City officials have specifically questioned whether allowing this would open the door to commercial billboards along the freeway. This memorandum addresses the legal issues that may arise if the City allows businesses to advertise on the community identification sign, focusing on the issue of freeway-oriented billboards.

### **I. QUESTION PRESENTED**

What legal ramifications could occur if the City allows businesses to be listed on the community identification sign?

### **II. SHORT ANSWER**

If businesses are identified on the sign, the sign will be subject to the requirements of the Outdoor Advertising Act. The Act prohibits off-premises signs from being installed within 660 feet of the edge of the right-of-way of interstate or primary highways. The City's Sign Code requires the community identification sign to be located within 100 feet of Highway 101. Thus, allowing businesses to be identified on the sign will be a violation of the Act and the Department of Transportation will likely not issue a permit to the Chamber authorizing the installation of the sign. If the sign is installed without a permit from the Department of Transportation, the Department may issue a citation with penalties to the owner of the sign and if the sign is not brought into compliance in the time given in the citation, the Department may remove the sign.

In addition, the inclusion of businesses on the community identification sign is a significant exception to the billboard prohibition. Such an exception potentially exposes the Sign Code to First Amendment challenges. An exception to a general commercial speech restriction is invalid if it undermines and counteracts the stated purpose of the regulation. Here, allowing what amounts to a commercial billboard potentially undermines the City's stated goal of promoting aesthetics and safety through a prohibition on off-site billboards.

### **III. ANALYSIS**

#### **A. SIGN CODE**

The City's Sign Code (Sections 19.04.170 through 19.04.176 of the Municipal Code) prohibits "signs that advertise a business, activity or service that is not offered or sold on the premises" where the sign is located ("off-premises signs"), including billboards, with certain exceptions. One exception is for a "community identification sign" identifying the City to freeway travelers that meets the requirements of Section 17.04.170(E)(6)(d). This exception allows the community identification sign to list up to two Buellton or Santa Ynez Valley businesses or community organizations on each sign face. The Chamber of Commerce selects the businesses that may appear on the sign after receiving a recommendation from the City's economic development task force. Nonetheless, the Sign Code requires that the community identification sign be for a "non-profit purpose."

The community identification sign is to be approved by the planning commission utilizing the exemption process detailed in Section 17.04.174(A)(2). The exemption process requires a noticed public hearing and that three findings be made to support the granting of the exemption:

- “1. The existing standards do not allow for effective business identification due to a special (physical) circumstance applicable to the site,
2. All other alternatives within the established sign standards have been examined, and the results would still not provide effective business identification, and
3. The resulting sign proposal is visually compatible with the existing site and surroundings, and meets the intents and purposes of this chapter.”

Thus, under the Sign Ordinance, the City may allow up to four businesses to be identified on the community identification sign, provided that the sign still has a "non-profit purpose" and the planning commission is able to make the findings required by Section 17.04.174(A)(2).

## **B. OUTDOOR ADVERTISING ACT**

Business and Professions Code sections 5200-5486 constitute the “Outdoor Advertising Act,” and impose regulations on outdoor advertising displays, which includes “advertising structures” and “signs.” The Act exempts the following from the definition of “advertising structure” and “sign:” structures or signs near a city boundary, which contain the name of the city and the names of, or any other information regarding, “civic, fraternal or religious organizations located within that city.” (Business & Professions Code §§ 5203, 5221). Signs subject to the Act cannot be installed without first obtaining a permit from the Department of Transportation. (Business & Professions Code § 5350).

Therefore, if the community identification sign is located near the City’s limits, it may be exempt from the Outdoor Advertising Act. However, if businesses are identified on the sign, it will lose that exemption and the Chamber of Commerce must get a permit from the Department of Transportation to install the sign.

One of the regulations within the Outdoor Advertising Act specifically prohibits off-premises signs from being “placed or maintained within 660 feet from the edge of the right-of-way of...any interstate or primary highway...” (Business & Professions Code § 5405). In addition, the Act prohibits a city from allowing any advertising display to be placed or maintained in a way that violates the Act. (Business & Professions Code § 5230).

Section 19.04.170(E)(6)(d)(ii) of the Sign Code states that the community identification sign is to be located within 100 feet of Highway 101. Since the Outdoor Advertising Act prohibits advertising displays that are with 660 feet of the edge of the right-of-way of any interstate or primary highway, the proposed community identification sign will be in violation of the Outdoor Advertising Act unless the sign is exempt from the Act. As stated above, the community identification sign may only be exempt from the Act if it is located near the City’s limits and identifies the City and civic, fraternal or religious organizations located within the City. If businesses are proposed to be identified on the sign, the sign will not be exempt from the Act, and its location within 100 feet of Highway 101 will be a violation of the Act. As a result, the Department of Transportation will not issue a permit to the Chamber allowing the sign to be installed.

If the community identification sign is installed in violation of the Outdoor Advertising Act, the Department of Transportation may issue a citation and statutory penalties on the owner of the sign, and if the violation is not corrected in the time given the Department of Transportation may remove the sign. (4 CCR 244).

### C. FIRST AMENDMENT ISSUES

Expression related solely to the economic interests of the speaker and its audience is commercial speech, which receives less constitutional protection than other forms of expression. (*Central Hudson Gas & Electric Corp. v. Public Service Commission of New York* (1980) 447 U.S. 557, 561.) In fact, commercial speech may be forbidden, where as other forms of constitutionally guaranteed expression may not be. (*Id.* at pp. 562-563.) To satisfy the First Amendment, a commercial speech regulation must (1) assert a substantial City interest, (2) directly advance that interest, and (3) be the least restrictive means to achieve the City's objective. (*Id.* at p. 564.)

It is well established that local governments have substantial interests in aesthetics and safety and that these interests will support billboard restrictions, including bans on off-site billboards. (*Metromedia, Inc. v. City of San Diego* (1981) 453 U.S. 490, 508-510.) However, a city “may diminish the credibility of [its] rationale for restricting speech in the first place” where it exempts some speech from the general restriction. (*Metro Lights, L.L.C. v. City of Los Angeles* (9<sup>th</sup> Cir. 2009) 551 F.3d 898, 905.) “[A] regulation may have exceptions that undermine and counteract the interest the government claims it adopted the law to further; such a regulation cannot directly and materially advance its aim,” and is, therefore, unconstitutionally underinclusive. (*Ibid.*) A regulation may be unconstitutionally underinclusive if it “is so pierced by exceptions and inconsistencies” that it cannot advance the government’s interest in the regulation. (*Greater New Orleans Broad Ass’n, Inc. v. United States* (1999) 527 U.S. 173, 190.)

Under these principles, the question is whether the City undermines its interest in aesthetics and safety by permitting the community identification sign to include commercial advertising. Based on available facts, it is difficult to conceive a meaningful distinction between a community identification sign with two local businesses and a typical commercial billboard, which the Sign Code prohibits. Both signs would likely have the same aesthetic and safety effects that the City is trying to avoid through its Sign Code regulations. Furthermore, the selection process for businesses on the community identification sign requires a recommendation by the City’s economic development task force. Under this process, the selection of businesses is not necessarily neutral but could be used to advance particular commercial messages over others. For these reasons, the City could face a significant First Amendment challenge by billboard owners. While the outcome of such a challenge is uncertain and could depend on the circumstances of the party bringing the lawsuit, we note that billboard companies have a largely successful track record in First Amendment litigation and that defending against First Amendment claims can be costly.

#### **IV. CONCLUSION**

The regulations for the community identification sign in the City's Sign Code are not entirely consistent with the requirements of the Outdoor Advertising Act. In order to maintain consistency with the Outdoor Advertising Act, the community identification sign must either be located more than 660 feet from the edge of the Highway 101 right-of-way, or the sign must not identify any businesses. Furthermore, the inclusion of businesses on the sign would likely result in a First Amendment challenge. Based on the available facts, it appears that such a challenge would be successful.

## Planning Commission Resolution No. 16-03

### **A Resolution of the Planning Commission of the City of Buellton, California, Considering Recommendations to the City Council on Revisions to Title 19 (Zoning) of the Buellton Municipal Code (16-ZOA-01) Relating to Section 19.04.170.E.6.d, Community Identification Signs, and Making Findings in Support Thereof**

**WHEREAS**, the City Council and Planning Commission directed staff to research and modify the Community ID Sign regulations to reflect the desires of the community and to ensure the sign it does not trigger the Outdoor Advertising Act; and

**WHEREAS**, all legal prerequisites have occurred prior to adoption of this Resolution.

**NOW, THEREFORE, THE PLANNING COMMISSION DOES RESOLVE, DECLARE, DETERMINE, AND REQUEST AS FOLLOWS:**

**SECTION 1:** All proceedings having been duly taken as required by law, and upon review of the information provided in the staff report, consideration of the testimony given at the public hearing, as well as other pertinent information, the Planning Commission finds the following:

- A. Record.** Prior to rendering a decision on any aspect of the proposed zoning ordinance amendments, the Planning Commission considered the following:
1. All public testimony, both written and oral, received in conjunction with that certain public hearing conducted by the Planning Commission on April 21, 2016 (“Public Hearing”).
  2. All oral, written and visual materials presented by City staff in conjunction with the Public Hearing.
  3. The following informational documents which, by this reference, are incorporated herein.
    - a. That staff report submitted by the Planning Department dated April 21, 2016 (the “Staff Report”).
- B. Public Review.** On the basis of evidence hereinafter listed, all administrative procedures and public participation requirements prescribed in the Buellton Zoning Ordinance have been lawfully satisfied:
1. A notice was published in a newspaper on April 7, 2016 (the “Public Notice”), a minimum of ten (10) days in advance of the April 21, 2016, Public Hearing.

2. The Public Notice and Agenda for the Public Hearing was posted in three conspicuous public places on April 7, 2016, a minimum of 10 days before the April 21, 2016, Public Hearing.

**C. Environmental Clearance.** This project is exempt from the California Environmental Quality Act because it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

**D. Consistency Declarations.** Based on (i) the evidence presented in the Staff Report (incorporated herein by reference), (ii) consultations with affected City Departments, and (iii) testimony and comments received in connection with the public hearing, the Planning Commission does hereby declare as follows:

**1. Zoning Ordinance Amendments.**

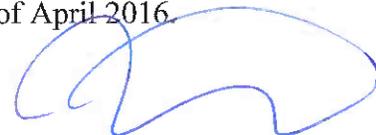
**a. Findings:**

- i. The Amendment is in the interests of the general community welfare as it promotes economic development.
- ii. The Amendment is consistent with the General Plan, the requirements of state planning and zoning laws, and Title 19 of the Zoning Ordinance.
- iii. The Amendment is consistent with good zoning and planning practices.

**SECTION 2.** The Planning Commission hereby recommends that the City Council adopt an ordinance to amend Title 19 of the Buellton Municipal Code in accordance with the changes noted on Exhibit A to this resolution.

**SECTION 3.** The Planning Commission Secretary shall certify as to the adoption of this Resolution and shall cause the same to be transmitted to the City Clerk for consideration by the City Council.

**PASSED, APPROVED, AND ADOPTED** this 21st day of April 2016.



Foster Reif, Chairman

Exhibit A – Draft Ordinance Wording



## EXHIBIT A

**Additions are underlined and deletions are in strikeout.**

### 19.04.170 Sign Title

#### E. Prohibited Signs

6. Off-Premise Signs. Signs that advertise a business, activity or service that is not offered or sold on the premises, including billboards, except that the following are allowed:

d. A community identification sign that identifies Buellton to freeway travelers under the following conditions:

- i. Only one community identification sign shall be permitted (existing vested billboards do not count against this total).
- ii. The sign shall be located within 100 feet of Highway 101 and is only allowed in the CR and M zoning districts.
- iii. The sign shall be a maximum of 35 feet in height and the sign area shall be a maximum of 1,200 square feet.
- iv. All lighting shall be ~~directed downward~~ fully shielded.
- v. The ~~primary~~ copy of the sign shall be the identification of Buellton to freeway travelers and for promotion of non-profit events. No commercial advertising is permitted. ~~However, a maximum of two Buellton or Santa Ynez Valley businesses or community organizations may be listed on each face of the sign. Each business shall be limited to a maximum of 1/3 of the area of the sign.~~
- vi. The sign shall be approved pursuant to the Planning Commission Exemption process identified in Section 19.04.174(A)(2) of this title.
- vii. The sign shall be for non-profit purposes and shall be sponsored by the City of Buellton or the Buellton Chamber of Commerce/Visitor's Bureau.
- ~~viii. Businesses to be located on the sign shall be approved by the Buellton Chamber of Commerce/Visitor's Bureau upon a recommendation from the City's Economic Development Task Force.~~
- viii. No digital signs are permitted.
- ix. Maintenance of the sign shall be in accordance with Section 19.04.174(C) of this Title

**CITY OF BUELLTON**  
City Council Agenda Staff Report

City Manager Review: MPB  
Council Agenda Item No.: 7

To: The Honorable Mayor and City Council

From: Carolyn Galloway-Cooper, Finance Director  
Marc Bierdzinski, City Manager

Meeting Date: May 26, 2016

Subject: Resolution No. 16-12 – “A Resolution of the City Council of the City of Buellton, California, Adopting the Fiscal Year 2016-17 Budget”

---

**BACKGROUND**

After the Budget Study Session on May 12<sup>th</sup>, staff made changes based on recommendations from the City Council, the public and further staff review. The final Fiscal Year 2016-17 Budget (Attachment 1) 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) Library fund increased by \$50,000. Contract negotiations with County of Santa Barbara and Ad Hoc Committee are in progress and this estimates the prior year contract amount of \$91,641, plus \$50,000. If the decision is ultimately made not to move forward with opening the library 6 days a week, or if the City receives a reduced per capita funding allocation, the \$50,000 would be available for other purposes.
- 2) Non-Departmental Interfund transfers decreased by \$40,000 after analysis of transfer to LTF (fund 27).
- 3) Public Works – General (001-558) increase in Salaries and Benefits for Parks Foreman and removed Grounds Maintenance Worker.
- 4) Planning – (001-565) removed Part-Time Code Enforcement Officer.
- 5) Updated “Transfers from Reserves” to balance each fund.

**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 \$40,000. Council will be updated quarterly on changes in fiscal impacts.

**RECOMMENDATION**

That the City Council consider adoption of Resolution No. 16-12 - “A Resolution of the City Council of the City of Buellton, California, Adopting the Fiscal Year 2016-17 Budget”

**ATTACHMENTS**

Resolution No. 16-12  
Attachment 1 – Fiscal Year 2016-17 City Budget

**RESOLUTION NO. 16-12**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF BUELLTON, CALIFORNIA, ADOPTING  
THE FISCAL YEAR 2016-17 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 Year 2016-17.
- B. The City Council has reviewed and studied the Preliminary Budget for Fiscal Year 2016-17.

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

- A. The City Council hereby adopts the final Fiscal Year 2016-17 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 Fiscal Year 2016-17 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 quarterly and mid-year at the second meeting in January 2017.
- D. The City Clerk shall certify to the adoption of this Resolution.

**PASSED, APPROVED and ADOPTED** this 26<sup>th</sup> day of May, 2016.

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Ed Andrisek  
Mayor

ATTEST:

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Linda Reid  
City Clerk

**CITY OF BUELLTON  
ANNUAL OPERATING BUDGET  
JULY 1, 2016 – JUNE 30, 2017**



**CITY HALL  
107 WEST HIGHWAY 246  
BUELLTON, CA 93427  
805-686-0137**

**[www.cityofbuellton.com](http://www.cityofbuellton.com)**

# TABLE OF CONTENTS

## CITY BUDGET

CITY COUNCIL MEMBERS/ CITY MANAGER .....	1
ORGANIZATION CHART.....	2
CITY MANAGER’S BUDGET MESSAGE.....	3-16

### BUDGET SUMMARIES

FUND BALANCES.....	17
REVENUE PROJECTIONS .....	18-20
EXPENDITURE PROJECTIONS.....	21-22

## DEPARTMENTAL BUDGETS

CITY COUNCIL .....	23-25
CITY MANAGER.....	26-28
CITY CLERK .....	29-31
CITY ATTORNEY.....	32-34
NON-DEPARTMENTAL.....	35-39
FINANCE.....	40-42
PUBLIC SAFETY .....	43-45
LEISURE SERVICES - LIBRARY .....	46-48
RECREATION.....	49-52
PUBLIC WORKS	
STREET LIGHTS .....	53-56
ENGINEERING.....	56-58
GENERAL.....	59-62
STORM WATER.....	63-65

PARKS.....	66-68
LANDSCAPE MAINTENANCE .....	69-71
COMMUNITY DEVELOPMENT – PLANNING.....	72-75
WASTEWATER.....	76-81
WATER .....	82-87
HOUSING .....	88-90
GAS TAX.....	91-93
LOCAL TRANSPORTATION (LTF) – TDA GRANT .....	94-96
TRANSPORTATION PLANNING .....	97-99
MEASURE A .....	100-102
CAPITAL IMPROVEMENT PROJECTS (CIP)	
2016-17 CIP.....	103
2016-20 CIP.....	104
2016-17 CIP FUND BALANCE ANALYSIS.....	105
BUDGET PROCESS AND ANALYSIS.....	106-122
	Includes Graphs to be completed after budget is approved.

GLOSSARY OF  
TERMS.....Added..after..Graphs..are..complete.....123-126

**City Council Members/City Manager**

**Fiscal Year 2016-2017**

**Ed Andrisek, Mayor**

**Daniel Baumann, Vice Mayor**

**John Connolly, Council Member**

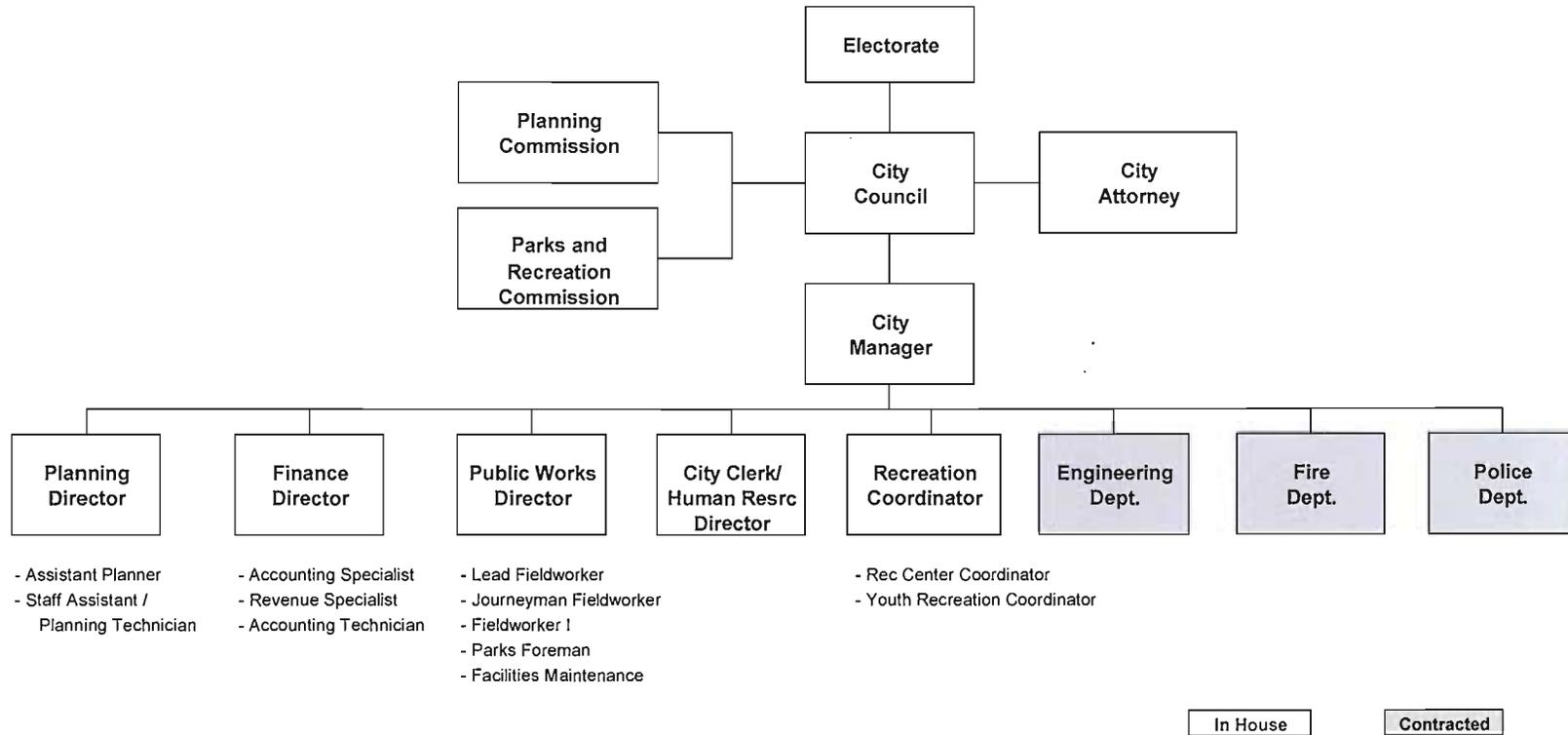
**Leo Elovitz, Council Member**

**Holly Sierra, Council Member**

**Marc Bierdzinski, City Manager**

# CITY OF BUELLTON

## Organizational Chart





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## **BUDGET MESSAGE**

May 26, 2016

To: Honorable Mayor and City Council

From: Marc P. Bierdzinski, City Manager

### **INTRODUCTION**

I am pleased to present the City of Buellton Municipal Budget for Fiscal Year 2016-17. 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 \$6,423,600 (increase of 5 percent over the prior year) and Operating Expenditures at \$6,383,437 (decrease of 45 percent over the prior year – due to a one-time RDA dissolution payment to Department of Finance in the prior year). An operating surplus of \$40,163 exists for Capital Improvement Projects (CIPs). Reserves will be used to fund CIPs after offsetting the excess surplus.

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. Capital Improvements are explained in detail following the funding summary below:

1) General Fund	\$ 641,000
2) Sewer Fund	\$ 250,000
3) Water Fund	\$ 500,000
4) Measure A	\$ 595,000
5) Gas Tax	\$ 250,000
6) Local Transportation Fund (LTF)	<u>\$ 175,000</u>
Total CIP in 2016-17:	\$ 2,411,000

- General Fund  
Funding is through a General Fund operating surplus of \$40,163 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, City Hall Repairs (roof and restrooms), Industrial Way Streetlights, Village Park Improvements, Highway 246 and Road Maintenance (\$641,000).
- Enterprise Funds (Water and Sewer – Capital)  
Funding is provided by the Enterprise funds’ Connection fees. The Water Capital Fund will use current budget plus prior years’ Connection fees and Sewer Capital has sufficient Connection fees in the current budget year. Water and Sewer projects include Reservoirs 1 & 2 improvements, Water Distribution System, Sewer Collection System (CCTV) Facilities improvements for Water and Wastewater Treatment Plants: (Water: \$500,000 and Wastewater: \$250,000).
- Measure A  
Funding is from the State of California and includes Sidewalks, Phase III Hwy 246/Sycamore Pedestrian crossing, Road maintenance, Riverview Park Pedestrian Sidewalk and Highway 246 Sidewalk. CalTrans and private funding for some projects is allocated and other allocations come from SBCAG (\$595,000).
- Gas Tax  
Funding is from the State of California and includes McMurray Road Widening, Riverview Park Pedestrian Sidewalk and Road maintenance at various locations. Allocations come from the State of California and General Fund (\$250,000).
- Local Transportation Fund (LTF) - Transportation Development Act (TDA)  
Funding is from the State of California and includes North Ave of the Flags Park and Ride and Highway 246. Allocations come from SBCAG and General Fund (\$175,000).

### **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 2016-17 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  
Tractor Supply Company and various commercial establishments at the City's Crossroads location are now open. Sky River RV sales are impacting revenue as well. Our Sales Tax contractor, HdL, anticipates an increase in Sales Tax. Although growth rates are expected to be gradual, estimates in 2016-17 are higher compared to the current year estimate by about 10 percent. Sales Tax Compensation ends in 2016-17 along with the end of the Triple Flip.
- Property Tax  
Growth is anticipated in this category with the approved Village Townhomes and senior citizen apartment complex. A conservative increase of about 2 percent is expected until 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

Finance employee costs are allocated to the Enterprise funds in 2016-17 based on the pro-rata share of work performed. In prior years, these Finance employee costs were moved from the Water Fund and absorbed by the General Fund to meet the coverage calculation percentage under the Central Coast Water Authority contract requirements.

The existing Accounting Technician position will be revamped in the Finance Department in 2016-17. It is proposed to be budgeted and funded as follows: Planning (25%), Public Works (25%), Water (15%), Wastewater (15%) and Finance (20%). The position would assist five Departments by performing the following tasks:

- Lead public service contact at the front counter and phone so that the Revenue and Accounting Specialists work without interruption.
- Backup to the Revenue and Accounting Specialists.
- Perform purchasing duties previously done by Planning for years.
- Perform code enforcement duties in lieu of a part-time temporary position in Planning. The turnover for this position is high and difficult to fill with the number of hours offered. A more permanent solution for code enforcement is achieved using the new person in conjunction with the existing Planning staff.
- Assist the Public Works Director with public inquiries regarding water and sewer services and perform initial research to answer questions.
- Perform public information/marketing duties for the City; write press releases, etc.

The Finance Department has historically had three full time positions. This was eliminated in 2011 when one position was promoted to Finance Director. At that time, several finance duties were transferred to the staff assistant position in Planning. Although accounts payable has been brought back to Finance, staff would like to transfer the purchasing duties back to the Accounting Technician position as well. All finance duties should be under the direction of the Finance Department, not the Planning Department. Even though the new Tyler system has expedited many functions in Finance, staff has determined that a third person to handle calls and walk-in traffic allows the department to function at optimal efficiency. Also, having a third person provides backup assistance if either of the other two employees are out sick or on vacation.

- Non-Departmental

1. Due to changes to CalPERS risk pools, the Unfunded Accrued Liability (UAL) is paid from this department in addition to being charged the Employer Contribution rate as a percentage of payroll. This UAL is split and budgeted in the General Fund (Non-Departmental) and the Enterprise Funds.
2. A second fully stocked CERT trailer for the City would cost approximately \$5,200. This amount has been added to the emergency services line item in the Non-Departmental budget unit.
3. 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 and Nature Track and various donations to help our schools and community activities.
4. Transfers out include the following:
  - ✓ CIP Transfers:  
Facilities Maintenance Painting, City Hall Roof and Restroom Repairs, Village Park Improvements, Industrial Way Streetlights, Highway 246 – Cal Trans, 2015/16 Road Maintenance (MOE).  
(See CIP Budget)
  - ✓ Operating Transfers:  
LTF (Road CIPs and Operations);  
Transportation Planning (Operations).

- Public Safety

The City did not receive a final budget from the Sheriff Department due to ongoing negotiations. The budgeted amount is the same as last year.

- 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.

- Planning Department

The Planning Director is funded although currently remains unfilled. Increased development within the City requires contract services to remain the same as last year. The approved contract planner position is budgeted under planning contract services. Services of Kosmont Companies and design review staff for the Avenue of Flags Specific Plan are also included in contract services.

- Parks  
A new Position is included under “Parks Foreman”. It was approved in 2015-16 at the May 12<sup>th</sup> City Council meeting and replaces the current position of “Groundskeeper”.
- Library  
The budgeted amount is consistent with the prior year at \$99,641 plus a \$50,000 “place-holder” for a total contract estimate of \$141,641. Staff is awaiting direction once options are determined for the Buellton and Solvang Libraries. Santa Barbara and the County will take a look at the pro rata share calculations and may propose a change. Since our population and circulation is less than Solvang, this may mean Buellton could receive less of the Santa Barbara County funding. The Ad Hoc Committee from both cities is attempting to come to a resolution that will ultimately be reflected in the budget. This could include a full time supervisor for both cities.

The chart below summarizes Operating revenues and expenditures to show a net surplus exists in the General Fund for 2016-17.

*Summary – General Fund Revenues versus Expenditures*

	<b>2016-17</b>
General Fund Operating Revenues	\$ 6,423,600
(Excludes Transfer-in from Reserves for CIP)	
General Fund Operating Expenditures	6,383,437
(Excludes Transfer-out to fund 92 for CIP)	
	<hr/>
Excess Revenues:	\$ 40,163
	<hr/>

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

## Enterprise Funds

The Enterprise Funds include plant improvements but operating and capital costs will be thoroughly reviewed in 2016-17. The budget includes a rate study and revenue projections are strongly conservative. 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

Special Fund Reserves – 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 funds are used to record expenditures for transportation costs throughout the City. For example, the Breeze, Lompoc Wine Country Express and Dial-a-Ride serve the transportation needs of the City. The General Fund and Measure A will execute interfund transfers out 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 maintained in the fund to assist with future Bike and Pedestrian projects such as walking trails. 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 \$4 Million. Reserves are available to cover CIPs totaling \$616,000:

Operating Revenue:	\$6,423,600
Operating Expenditures:	<u>\$6,383,437</u>
Surplus:	40,163 (Apply to CIP)
Reserves for CIP:	575,837 (See General Fund Revenue line item: "Transfer from Reserves")

- Sewer Fund Reserves – Current sewer fund cash reserves are at over \$1.5 Million. CIP expenditures and Connection fees are now recorded separately in a new Capital Projects Fund. Connection fee revenue is sufficient to cover 2016-17 CIPs. Sewer fund Operating Revenues are less than Operating Expenditures and will require a transfer from reserves:

Operating Revenue:	\$ 808,000	
Operating Expense:	\$ <u>1,129,831</u>	
Deficit:	- 321,831	(See Sewer Fund Revenue line item: “Transfer from Reserves”)

The goal of making the Sewer Enterprise fund operations self-sufficient requires a rate study which is underway.

- Water Fund Reserves – Current water fund cash reserves are at over \$2.5 Million. CIP expenditures and Connection fees are now recorded separately in a new Capital Projects Fund. Connection fee revenue is sufficient to cover 2016-17 CIPs. Water fund Operating Revenues are less than Operating Expenditures and will require a transfer from reserves:

Operating Revenue:	\$1,520,000	
Operating Expense:	\$ <u>2,606,795</u>	
Deficit:	- 1,086,795	(See Water Fund Revenue line item: “Transfer from Reserves”)

The goal of making the Water Enterprise fund operations self-sufficient requires a rate study which is underway.

- 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:	\$175,000
LTF Operations:	29,967
Transportation Planning Operations:	<u>45,000</u>
Total Expenditures:	- 249,967

Transfer from Measure A:	\$ 26,500
Transfer from General Fund:	200,000
LTF/Trans Planning Revenue:	<u>23,467</u>
Total Revenue:	249,967

Measure A CIPs:	\$595,000
Measure A Transfer to LTF:	<u>26,500</u>
Total Expenditures:	- 621,500

Measure A Revenue:	\$342,729
Transfer from Reserves:	<u>278,471</u> (See Measure A Fund Revenue line item: “Transfer from Reserves”)
Total Revenue:	\$621,500

Gas Tax CIPs:	\$250,000
Gas Tax Operations:	<u>2,000</u>
Total Expenditures:	- 252,000

Gas Tax Revenue:	\$189,000
Transfer from Reserves:	<u>63,000</u> (See Gas Tax Revenue line item: “Transfer from Reserves”)
Total Revenue:	\$252,000

**City-Wide Budget Highlights**

The chart below shows that the 2016-17 Budget for all funds compared to prior year totals decreased by over \$6 Million. City-wide expenditures are lower than the prior year by about \$5 Million. The decrease in operating expenditures is because a legal decision was rendered concerning the City’s lawsuit against the State of California. A payment of almost \$6 Million was made to the Santa Barbara County Auditor Controller as part of the contested tax increment related to former Redevelopment dissolution. In prior years, Finance staff restricted over \$6 Million in cash in anticipation of this possible outcome. The residual balance leftover after remittance of the amount due was \$241,649. This amount was added to the unrestricted cash reserves in the General Fund. This payment settled the amount owed and all debts were paid in full to the Department of Finance. This prepared the way for the City to eliminate the Successor Agency.

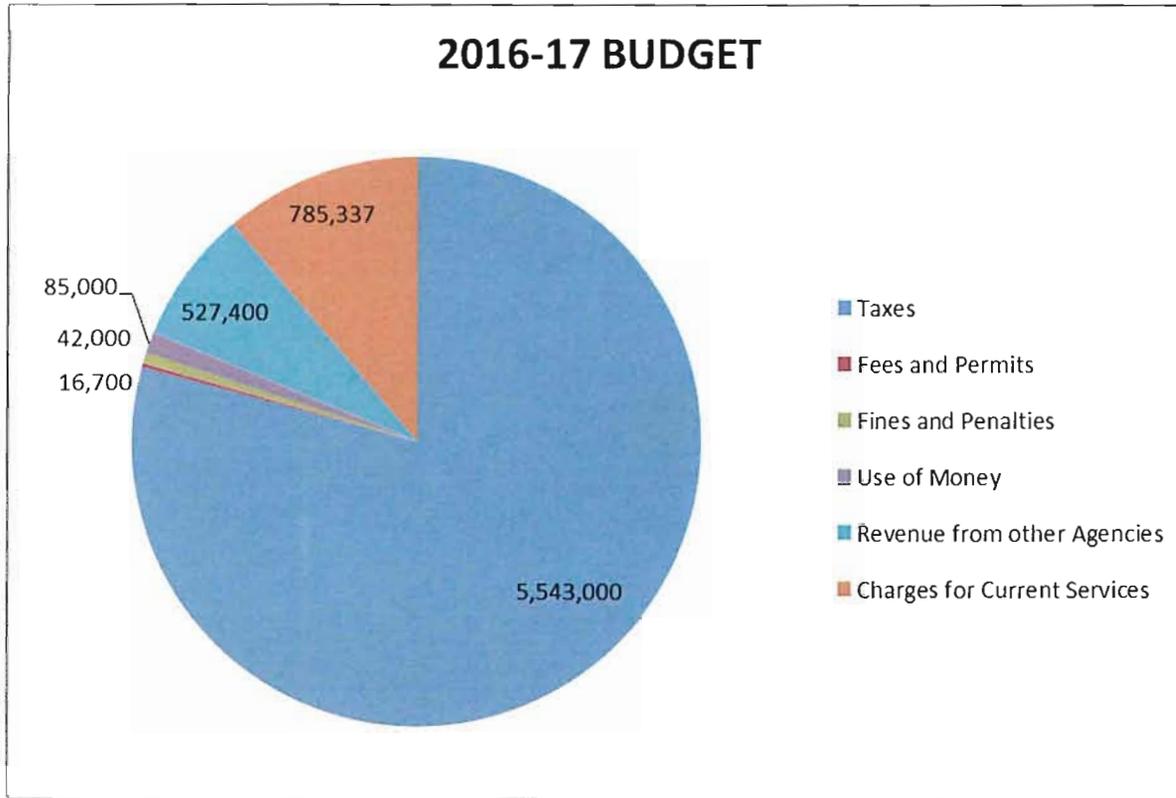
Capital Improvement Projects are less than prior year budget by about \$1 Million. Carryforwards exist because the amount budgeted was not fully spent in the prior year and the unspent funds are carried forward to the next fiscal year. In 2016-17, ongoing CIPs include Road Maintenance and various Water and Wastewater facilities improvements.

<b>Description</b>	<b>Fiscal Year 2016-17</b>	<b>Fiscal Year 2015-16</b>	<b>Increase / (Decrease)</b>
<b>City Wide Budget (Total Expenditures net of CIP)</b>	<b>\$10,478,723</b>	<b>\$15,421,269</b>	<b>\$(4,942,546)</b>
<b>Capital Improvement Budget (CIP Expenditures)</b>	<b>\$ 2,386,000</b>	<b>\$3,492,797</b>	<b>\$(1,106,797)</b>
<b>Total:</b>	<b>\$12,612,723</b>	<b>\$18,914,066</b>	<b>\$(6,301,343)</b>

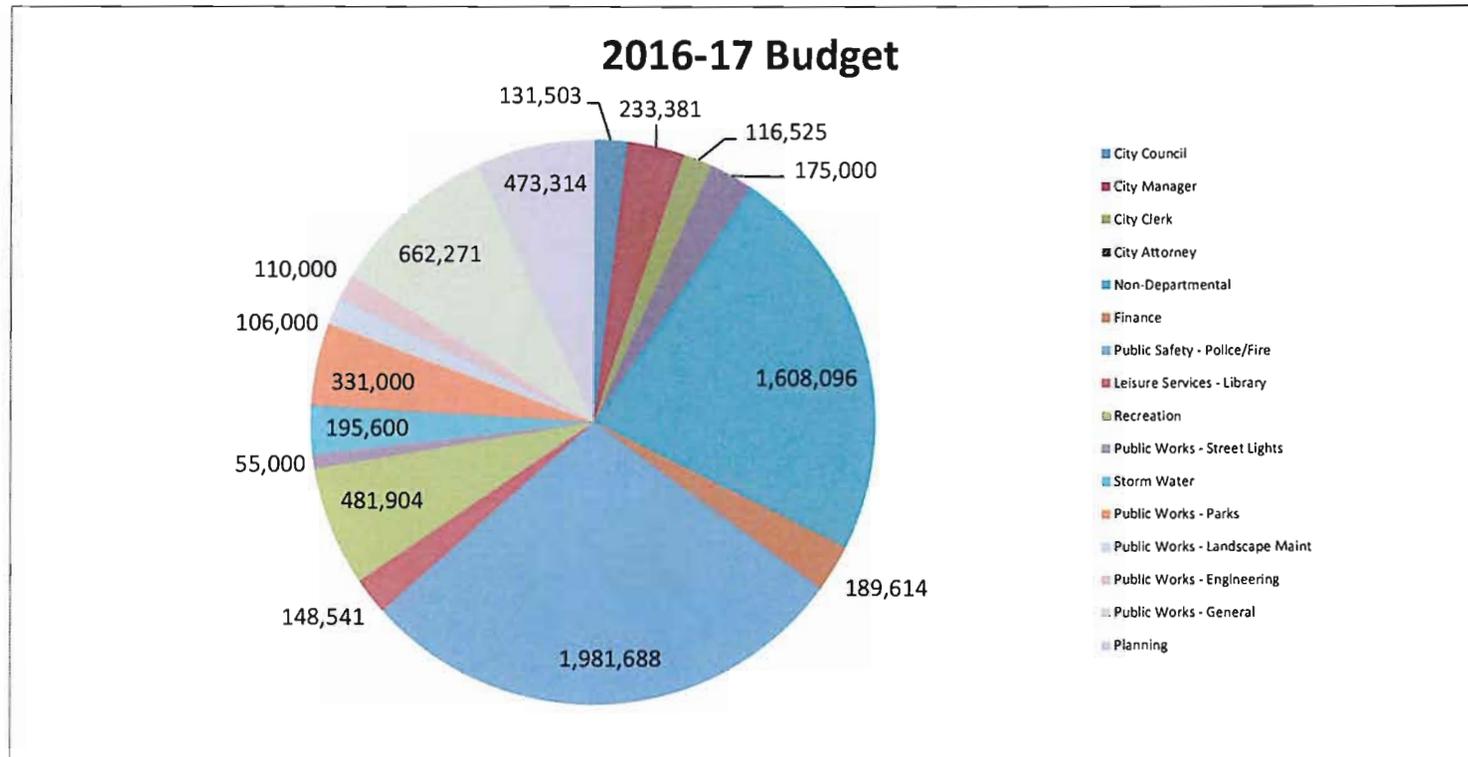
**CONCLUSION**

The following charts show City revenues and where the money will be spent in the General Fund during fiscal year 2016-17. 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 financial decisions. This effort is intended to be undertaken while planning 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



# **FUND BALANCE**

CITY OF BUELLTON, CALIFORNIA  
 Analysis of Fund Balance  
 For Fiscal Year Beginning 7/1/16 and Ending 6/30/17

Fund No.	Description	Est. 6/30/16	FY 2016-17	FY 2016-17	FY 2016-17	FY 2016-17	Est. 6/30/17
		Fund Balance	Revenue	Expenditures	Transfers In	Transfers Out	Fund Equity
1	General Fund	7,500,000	(1) 6,423,600	6,383,437	575,837	(5) 816,000	(2) 6,148,326
5	Wastewater Fund	4,050,000	(3) 808,000	1,129,831	321,831	-	3,406,338
6	Wastewater Capital Fund	(933,845)	(7) 349,424	250,000	-	-	(834,421)
20	Water Fund	5,500,000	(3) 1,520,000	2,606,795	(4) 1,086,795	-	3,326,410
21	Water Capital Fund	267,432	(8) 361,773	500,000	-	-	129,205
23	Housing Fees Fund	470,000	5,000	3,000	-	-	472,000
24	Traffic Mitigation Fund	-	50,025	-	-	-	50,025
25	Gas Tax Fund	600,000	189,000	252,000	63,000	-	474,000
27	Local Transportation Fund	30,000	9,801	30,160	195,359	175,000	30,000
29	Transportation Planning Fund	-	20,000	45,000	25,000	-	-
31	Measure A Fund	700,000	278,771	-	342,729	621,500	14,542
51	Successor Agency Fund	-	(5) -	-	-	-	-
75	Trust and Agency Fund	200,000	(6) -	-	-	-	200,000
92	City-wide CIP Fund (Transfers-in = Transfers-out)	-	-	-	-	-	-
TOTAL FUND BALANCE "ESTIMATED AVAILABLE":		18,383,587	10,015,394	11,200,223	2,610,551	1,612,500	13,416,425
If FY 2016-17 "Transfer-In" is from Reserves							

Notes:

- (1) General Fund no longer includes Restricted Cash (After payment to Department of Finance due to RDA dissolution).
- (2) General Fund Transfer Out includes:
 

CIP (From: Non Departmental and Storm Water)	616,000	(transferred to fund 92)
Operating (From: Non Departmental)	<u>200,000</u>	(transferred to LTF (fund 27) and Transportation Planning (fund 29))
TOTAL:	<u>816,000</u>	
- (3) Municipal utility rate study is planned in 2016-17.
- (4) State water rate coverage calculation for 2016-17 is expected to be met.
- (5) Successor Agency dissolved by 6/30/2016.
- (6) Trust and Agency Fund equity is not really equity, it is shown to reflect the cash balance of this fiduciary fund.
- (7) New Enterprise Fund - Sewer Capital Projects shows negative fund balance based on prior years. Analysis will be part of rate study in 16-17.
- (8) New Enterprise Fund - Water Capital Projects shows positive fund balance based on prior years. Analysis will be part of rate study in 16-17.

# **REVENUE PROJECTIONS**

## **BY FUND**

**REVENUE PROJECTIONS**  
Fiscal Year 2016-17

Account Number	Description	2012-13 Actual	2013-14 Actual	2014-2015 Actual	2015-16 Estimated	2016-16 Budget	2016-17 Proposed
<b>GENERAL FUND</b>							
<b>TAXES</b>							
001-41005	Property Taxes - Secured	1,403,921	1,070,560	1,106,375	2,298,000	2,298,335	1,150,000
001-41010	Property Taxes - Unsecured	43,381	38,934	39,914	41,100	41,000	41,000
001-41015	Homeowners Exemption	7,217	6,986	6,651	7,000	7,000	7,000
001-41020	Franchise Fees	207,922	216,444	220,140	220,000	210,000	220,000
001-41025	Sales & Use Tax	1,303,067	1,484,107	1,426,554	1,845,000	2,053,000	2,250,000
001-41030	Sales Tax Compensation	441,018	451,304	517,169	412,700	0	0
001-41035	Transient Occupancy Tax	1,344,904	1,604,086	1,830,275	1,825,000	1,800,000	1,850,000
001-41040	Property Transfer Tax	15,333	16,235	38,986	20,395	25,000	25,000
	<b>TOTAL:</b>	<b>4,766,763</b>	<b>4,888,656</b>	<b>5,186,063</b>	<b>6,669,195</b>	<b>6,434,335</b>	<b>5,643,000</b>
<b>FEES &amp; PERMITS</b>							
001-42005	Park Quimby Act Fees	0	0	0	0	0	0
001-42010	Zoning Clearance	1,530	1,195	1,759	1,688	1,500	1,700
001-42015	Engineering Fees	1,587	51,200	8,945	14,091	10,000	15,000
	<b>TOTAL:</b>	<b>3,117</b>	<b>52,395</b>	<b>10,704</b>	<b>15,779</b>	<b>11,500</b>	<b>16,700</b>
<b>FINES &amp; PENALTIES</b>							
001-45005	Criminal Fines and Penalties	45,349	34,155	15,694	1,545	40,000	2,000
001-45010	Fines & Fees	2,322	581	21,814	36,000	15,000	40,000
	<b>TOTAL:</b>	<b>47,671</b>	<b>34,736</b>	<b>37,508</b>	<b>37,545</b>	<b>55,000</b>	<b>42,000</b>
<b>USE OF MONEY &amp; PROPERTY</b>							
001-44105	Interest Income	91,063	43,705	38,948	14,835	20,000	10,000
001-49010	Rent	60,115	67,615	65,615	75,108	70,000	75,000
	<b>TOTAL:</b>	<b>151,178</b>	<b>111,320</b>	<b>104,563</b>	<b>89,943</b>	<b>90,000</b>	<b>85,000</b>
<b>GENERAL FUND</b>							
<b>REVENUES FROM OTHER AGENCIES</b>							
001-43005	Motor Vehicle In-Lieu	2,501	2,069	2,005	2,400	2,400	2,400
001-43010	MV License Fee Compensation	363,524	369,601	377,595	404,738	375,000	420,000
001-43015	COPS	100,000	100,000	100,000	100,000	100,000	100,000
001-43020	CA Indian Gaming Grant	83,376	83,376	0	0	0	0
001-43025	CA Bikeways and Trails Grant	0	0	0	0	0	0
001-43040	Beverage Container Grant	0	5,000	0	5,000	5,000	5,000
001-43035	CA Proposition 1B Funding	40,629	0	0	0	0	0
	<b>TOTAL:</b>	<b>590,030</b>	<b>560,046</b>	<b>479,600</b>	<b>512,138</b>	<b>482,400</b>	<b>527,400</b>
<b>CHARGES FOR CURRENT SERVICES/RESERVES FOR CIP</b>							
001-44005	Buellton Recreation Program	90,691	99,182	139,507	131,514	90,000	90,000
001-44010	Recreation Program 50/50	37,271	38,948	26,277	10,838	5,000	5,000
001-44015	Buellton Recreation Program-Trips	32,395	43,095	48,474	35,214	45,000	45,000
001-44020	Park Reservation Fees	5,360	8,250	8,110	7,650	5,000	8,000
001-44025	Special Event Fees	1,490	1,165	1,375	1,133	1,500	1,500
001-44250	Miscellaneous	88,496	10,125	34,437	29,121	10,000	30,000
001-44035	Developer Reimb (expenditure offset)	0	29,163	56,098	0	40,000	20,000
001-43050	Staffing Charges - CIPs	0	0	0	0	50,000	10,000
001-49636	Transfer in from Successor Agency	0	0	19,832	0	53,716	0
001-44040	Transfer in from Reserves (CIP)	10,928	59,073	19,832	250,000	464,884	575,837
	<b>TOTAL:</b>	<b>266,631</b>	<b>289,001</b>	<b>353,942</b>	<b>465,469</b>	<b>765,100</b>	<b>785,337</b>
<b>GENERAL FUND REVENUE *</b>		<b>5,825,390</b>	<b>5,936,154</b>	<b>6,172,380</b>	<b>7,790,069</b>	<b>6,665,000</b>	<b>6,999,437</b>

\*Note: In 2015-16, City received one-time property tax distribution of about \$1,173,335 resulting from RDA dissolution.

**REVENUE PROJECTIONS**  
**Fiscal Year 2016-17**

Account Number	Description	2012-13 Actual	2013-14 Actual	2014-2015 Actual	2016-16 Estimated	2016-16 Budget	2016-17 Proposed
<b>ENTERPRISE FUNDS</b>							
<b>WASTEWATER ENTERPRISE FUND</b>							
005-44105	Interest	5,792	3,386	3,491	2,000	2,000	2,000
005-44110	Sewer Revenue	642,280	689,539	734,289	810,533	725,000	800,000
005-44115	Connection Fee (Move to Capital Fund)	0	0	0	0	0	0
005-44120	Setup Fees	820	740	600	1,200	900	1,000
005-44125	Late Charges	4,935	5,446	2,250	5,215	4,000	5,000
005-49652	Transfer from Reserves - Operating Costs	0	0	0	0	0	321,831
005-49652	Transfer from Reserves for CIP Fund	31,139	354,271	0	0	283,333	0
	<b>TOTAL:</b>	<b>684,966</b>	<b>1,053,382</b>	<b>740,630</b>	<b>818,948</b>	<b>1,381,233</b>	<b>1,129,831</b>
<b>WASTEWATER ENTERPRISE CAPITAL FUND</b>							
006-44105	Interest	0	0	0	0	0	0
006-44115	Connection Fee	0	0	89,277	250,000	346,000	349,424
	<b>TOTAL:</b>	<b>0</b>	<b>0</b>	<b>89,277</b>	<b>250,000</b>	<b>346,000</b>	<b>349,424</b>
<b>WATER ENTERPRISE FUND</b>							
020-44105	Interest	5,610	4,546	4,655	3,000	3,000	3,000
020-44210	Bulk Water	4,006	20,327	25,471	121,837	20,000	100,000
020-44215	Water Sales	1,441,307	1,512,560	1,410,655	1,332,387	1,428,000	1,350,000
020-44220	Water Service Installation	0	0	2,500	59,400	500	50,000
020-44115	Connection Fee (Move to Capital Fund)	0	0	0	0	0	0
020-44120	Setup Fees	825	740	700	1,180	900	1,000
020-44125	Late Charges	11,948	12,805	11,701	14,473	10,000	15,000
020-44240	Reinstatement Fee	2,272	2,529	1,837	708	2,100	1,000
020-44245	Infrastructure Contributions	36,380	0	0	0	0	0
020-496610	Transfer from Reserves - Operating Costs	0	0	0	0	0	1,086,795
020-496610	Transfer from Reserves for CIP Fund	0	0	0	0	1,103,333	0
	<b>TOTAL:</b>	<b>1,502,348</b>	<b>1,553,507</b>	<b>1,457,519</b>	<b>1,532,985</b>	<b>3,173,833</b>	<b>2,606,795</b>
<b>WATER ENTERPRISE CAPITAL FUND</b>							
021-44105	Interest	5,610	4,546	4,655	3,000	3,000	3,000
021-44115	Connection Fee	642,280	689,539	734,289	500,000	725,000	358,773
	<b>TOTAL:</b>	<b>647,890</b>	<b>694,085</b>	<b>738,944</b>	<b>503,000</b>	<b>728,000</b>	<b>361,773</b>
<b>HOUSING FUND</b>							
023-44105	Interest	6,792	219	1,025	5,000	5,000	5,000
023-44310	Housing Fees	0	0	0	0	0	0
	<b>TOTAL:</b>	<b>6,792</b>	<b>219</b>	<b>1,025</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>SPECIAL REVENUE FUNDS</b>							
<b>TRAFFIC MITIGATION FUND</b>							
024-44105	Interest	49	25	108	25	25	25
024-47010	Traffic Mitigation Fees	5,200	0	93,507	43,348	0	50,000
	<b>TOTAL:</b>	<b>5,249</b>	<b>25</b>	<b>93,614</b>	<b>43,373</b>	<b>25</b>	<b>50,025</b>
<b>GAS TAX FUND</b>							
025-44105	Interest	2,630	1,845	1,585	2,000	2,000	2,000
025-44105	Surface Transportation Program	71,153	73,327	73,165	70,000	70,000	70,000
025-47115	Traffic Congestion Relief	0	0	0	0	0	0
025-47120	2105 Funds	19,424	32,065	29,005	27,777	27,955	27,000
025-47125	2106 Funds	16,182	17,739	19,490	18,639	19,211	19,000
025-47130	2107 Funds	32,215	34,118	37,351	30,423	38,414	30,000
025-47135	2107.5 Funds	0	1,000	4,500	1,000	1,000	1,000
025-47140	Prop 42 Replicmt/Sec 2103	40,998	64,573	51,773	43,770	24,274	40,000
025-44040	Transfer from Reserves for CIP/Staff Costs	0	0	0	592,146	592,146	63,000
	<b>TOTAL:</b>	<b>182,602</b>	<b>224,667</b>	<b>216,868</b>	<b>785,755</b>	<b>775,000</b>	<b>252,000</b>

**REVENUE PROJECTIONS**  
Fiscal Year 2016-17

Account Number	Description	2012-13 Actual	2013-14 Actual	2014-2015 Actual	2015-16 Estimated	2015-16 Budget	2016-17 Proposed
<b>LOCAL TRANSPORTATION FUND</b>							
027-44105	Interest	154	10	148	20	20	20
027-47310	SB 325 (LTF/TDA) - Bikeways	16,424	3,718	3,767	3,767	3,000	3,960
027-xxxx	Regional Transportation Planning	0	7,722	0	1,291	0	5,821
027-47320	SYVT Dial-A-Ride Subsidy	0	0	0	0	0	0
027-47415	Transfer from Other Funds	0	40,350	50,000	5,000	92,100	195,359
	TOTAL:	16,578	51,800	53,915	10,078	95,120	205,160
<b>SPECIAL REVENUE FUNDS</b>							
<b>TRANSPORTATION PLANNING</b>							
029-44105	Interest	0	0	0	0	0	0
029-47410	STA Funding	27,071	27,100	0	20,000	20,000	20,000
029-47415	Transfer from General Fund	0	36,600	0	25,000	25,000	25,000
	TOTAL:	27,071	63,700	0	45,000	45,000	45,000
<b>MEASURE A</b>							
031-44105	Interest	793	706	455	367	350	300
031-49736	Transfer from Reserves for CIP/Staff Costs	0	0	0	0	512,270	278,471
031-47510	Measure A	472,235	295,278	336,806	340,133	342,727	342,729
	TOTAL:	473,028	295,984	337,261	340,500	855,347	621,500
<b>TOTAL SPECIAL REVENUES</b>		<b>2,898,634</b>	<b>3,243,284</b>	<b>2,900,833</b>	<b>3,581,639</b>	<b>6,310,558</b>	<b>5,626,508</b>
<b>TOTAL GENERAL FUND</b>		<b>5,825,390</b>	<b>5,936,164</b>	<b>6,172,380</b>	<b>7,790,069</b>	<b>6,665,000</b>	<b>6,999,437</b>
<b>TOTAL REVENUES</b>		<b>8,724,024</b>	<b>9,179,438</b>	<b>9,073,213</b>	<b>11,371,708</b>	<b>12,975,558</b>	<b>12,625,945</b>

# **EXPENDITURE PROJECTIONS**

## **BY FUND**

City of Buellton, California  
 Projected Expenditures  
 Summary of Changes in 2016-17  
 Expenditures Compared to Prior Year

Fund	Dept	Description	Adopted 2015-16 Budget	Adopted 2016-17 Budget	Change From FY 2015-16 Budget	Percent Increase/ Decrease
001	401	City Council	143,422	131,503	(11,919)	-8%
001	402	City Manager	220,032	233,381	13,349	6%
001	403	City Clerk	112,585	116,525	3,940	3%
001	404	City Attorney	150,000	175,000	25,000	17%
001	410	Non-Departmental	7,313,086	1,608,096	(5,704,990)	-78%
001	420	Finance	317,980	189,614	(128,366)	-40%
001	501	Public Safety - Police/Fire	1,977,896	1,981,688	3,792	0%
001	510	Leisure Services - Library	99,741	148,541	50,418	51%
001	511	Recreation	474,058	481,904	7,846	2%
001	550	Public Works - Street Lights	55,000	55,000	-	0%
001	551	Storm Water	184,600	195,600	11,000	6%
001	552	Public Works - Parks	320,800	331,000	10,200	3%
001	556	Public Works - Landscape Maint	100,500	106,000	5,500	5%
001	557	Public Works - Engineering	110,000	110,000	-	0%
001	558	Public Works - General	586,905	662,271	75,866	13%
001	565	Planning	453,487	473,314	19,827	4%
		<b>General Fund Total *</b>	<b>12,620,092</b>	<b>6,999,437</b>	<b>(5,618,537)</b>	<b>-45%</b>

\* Note: In 2015-16, "one-time" payment of \$5,943,790 to Department of Finance from Restricted Cash set-aside for RDA Dissolution.

City of Buellton, California  
 Projected Expenditures  
 Summary of Changes in 2016-17  
 Expenditures Compared to Prior Year

Fund	Dept	Description	Adopted 2015-16 Budget	Adopted 2016-17 Budget	Change From FY 2015-16 Budget	Percent Increase/ Decrease
005	701	Wastewater Operating	1,360,300	1,129,831	(230,469)	-17%
006	new	Wastewater Capital	-	250,000	250,000	-
020	601	Water Operating	3,161,227	2,606,795	(554,432)	-18%
021	new	Water Capital	-	500,000	500,000	-
023	580	Housing	3,000	3,000	-	0%
025	553-7	Gas Tax	777,000	252,000	(525,000)	-68%
027	559	Local Transportation Fund	92,100	205,160	113,060	123%
029	557	Transportation Planning	45,000	45,000	-	0%
031	560	Measure A	855,347	621,500	(233,847)	-27%
		<b>Special Funds Total</b>	<b>6,293,974</b>	<b>5,613,286</b>	<b>(680,688)</b>	<b>-11%</b>
		<b>All Funds Total</b>	<b>18,914,066</b>	<b>12,612,723</b>	<b>(6,299,225)</b>	<b>-33%</b>

**GENERAL FUND**

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ 100,534	\$ 107,174	\$ 104,680	\$ 127,550	\$ 109,030	\$ 109,503
Operating & Maintenance	\$ 9,750	\$ 11,354	\$ 11,097	\$ 28,231	\$ 33,642	\$ 22,000
Capital	\$ -	\$ -	\$ 1,429	\$ -	\$ 750	\$ -
Department Total	\$ 110,284	\$ 118,528	\$ 117,207	\$ 155,781	\$ 143,422	\$ 131,503

**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

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<b><u>EMPLOYEE SERVICES</u></b>								
50000 Staff Salaries	43,303	41,541	39,843	65,000	46,480	49,403	2,923	6.3%
50020 Council Salaries	21,120	25,960	26,840	26,400	26,400	26,400	0	0.0%
50025 Council Car Expense Allowance	3,600	4,500	4,575	4,500	4,500	4,500	0	0.0%
50100 Benefits	32,511	35,173	33,423	31,650	31,650	29,200	(2,450)	-7.7%
<b><u>EMPLOYEE SERVICES SUBTOTAL:</u></b>	<b>100,534</b>	<b>107,174</b>	<b>104,680</b>	<b>127,550</b>	<b>109,030</b>	<b>109,503</b>	<b>473</b>	<b>0.4%</b>
<b><u>OPERATING &amp; MAINTENANCE</u></b>								
61130 Office Supplies	373	1,103	1,102	312	500	500	0	0.0%
60710 Travel & Training	8,426	8,479	9,144	6,826	12,000	12,000	0	0.0%
60210 Computer Maintenance & Software	570	1,128	0	18,638	14,642	3,000	(11,642)	-62.5%
60013 Election Expense	0		0	600	5,500	5,500	0	0.0%
60900 Miscellaneous	381	644	852	1,854	1,000	1,000	0	0.0%
<b><u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u></b>	<b>9,750</b>	<b>11,354</b>	<b>11,097</b>	<b>28,231</b>	<b>33,642</b>	<b>22,000</b>	<b>(11,642)</b>	<b>-41.2%</b>
<b><u>CAPITAL</u></b>								
72200 Office Furniture	0	0	0	0	750	0	(750)	+
72300 Computer Equipment	0	0	1,429	0	0	0	0	-
<b><u>CAPITAL SUBTOTAL:</u></b>	<b>0</b>	<b>0</b>	<b>1,429</b>	<b>0</b>	<b>750</b>	<b>0</b>	<b>(750)</b>	<b>N/A</b>
<b>CITY COUNCIL TOTAL:</b>	<b>110,284</b>	<b>118,528</b>	<b>117,207</b>	<b>155,781</b>	<b>143,422</b>	<b>131,503</b>	<b>(11,919)</b>	<b>-8.3%</b>

FUND: 001-GENERAL

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2016-17

<u>Employee Services</u>	<u>Budget</u> <u>2014-15</u>	<u>Budget</u> <u>2015-16</u>	<u>Budget</u> <u>2016-17</u>
Council Members (5)	5.00	5.00	5.00
City Clerk	0.40	0.40	0.40
Total:	5.40	5.40	5.40
50000 Staff Salaries	\$ 39,843	\$ 65,000	\$ 49,403
40% of City Clerk salary			
50020 Council Salaries	\$ 26,840	\$ 26,400	\$ 26,400
50025 Council Car Expense Allowance	\$ 4,575	\$ 4,500	\$ 4,500
50100 Benefits	\$ 33,423	\$ 31,650	\$ 29,200

Operating & Maintenance

61130 Office Supplies	\$ 1,102	\$ 312	\$ 500
60710 Travel & Training	\$ 9,144	\$ 6,826	\$ 12,000

Attendance at League of California Cities (LOCC) conferences, Channel Counties Division (LOCC) meetings, Council of Government meetings and miscellaneous seminars for the Mayor and Council Members.
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60210 Computer Maintenance & Software	\$ -	\$ 18,638	\$ 3,000
Other annual computer maintenance costs - \$3,000.			
60013 Election Expense	\$ 5,500	\$ 600	\$ 5,500
60900 Miscellaneous	\$ 1,000	\$ 1,854	\$ 1,000

Capital

72200 Office Furniture	\$ -	\$ -	\$ -
72300 Computer Equip	\$ -	\$ -	\$ -

**FUND: 001-GENERAL**

**DEPARTMENT: 402/CITY MANAGER**

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ 254,811	\$ 188,598	\$ 197,386	\$ 216,010	\$ 215,882	\$ 229,231
Operating & Maintenance	\$ 5,611	\$ 5,933	\$ 4,129	\$ 1,520	\$ 4,150	\$ 4,150
Capital	\$ -	\$ -	\$ 17	\$ -	\$ -	\$ -
Department Total	\$ 260,422	\$ 194,531	\$ 201,532	\$ 217,530	\$ 220,032	\$ 233,381

**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

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17	Change From	% Change
		Actual	Actual	Actual	Estimate	Budget	Proposed	2015-16	From 2015-16
								Budget	Budget
<b><u>EMPLOYEE SERVICES</u></b>									
50000	Salaries	210,397	138,232	134,940	156,000	155,872	169,841	13,969	9.0%
50025	City Manager Vehicle Allowance	0	0	1,050	3,600	3,600	3,600	0	+
50100	Benefits	44,414	50,366	61,396	56,410	56,410	55,790	(620)	-1.1%
	<b><u>EMPLOYEE SERVICES SUBTOTAL:</u></b>	<b>254,811</b>	<b>188,598</b>	<b>197,386</b>	<b>216,010</b>	<b>215,882</b>	<b>229,231</b>	<b>13,349</b>	<b>6.2%</b>
<b><u>OPERATING &amp; MAINTENANCE</u></b>									
61130	Office Supplies	454	1,224	373	0	250	250	0	0.0%
60650	Membership & Publications	400	400	800	0	700	700	0	0.0%
60710	Travel & Training	3,938	2,881	1,603	1,374	2,500	2,500	0	0.0%
60210	Computer Maintenance & Software	819	190	855	0	200	200	0	0.0%
60022	Recruitment Expense	0	0	0	0	0	0	0	-
60900	Miscellaneous	0	1,238	498	146	500	500	0	0.0%
	<b><u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u></b>	<b>5,611</b>	<b>5,933</b>	<b>4,129</b>	<b>1,520</b>	<b>4,150</b>	<b>4,150</b>	<b>0</b>	<b>0.0%</b>
<b><u>CAPITAL</u></b>									
72200	Office Furniture	0	0	17	0	0	0	0	-
72300	Computer Equipment	0	0	0	0	0	0	0	-
	<b><u>CAPITAL SUBTOTAL:</u></b>	<b>0</b>	<b>0</b>	<b>17</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>CITY MANAGER TOTAL:</b>		<b>260,422</b>	<b>194,531</b>	<b>201,532</b>	<b>217,530</b>	<b>220,032</b>	<b>233,381</b>	<b>13,349</b>	<b>6.1%</b>

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2016-17

<u>Employee Services</u>	<u>Budget 2014-15</u>	<u>Budget 2015-16</u>	<u>Budget 2016-17</u>
City Manager	1.00	1.00	1.00
50000 Salaries	\$ 134,940	\$ 155,872	\$ 169,841
50025 City Manager Car Allowance	\$ -	\$ -	\$ 3,600
50100 Benefits	\$ 61,396	\$ 56,410	\$ 55,790
 <u>Operating &amp; Maintenance</u>			
61130 Office Supplies	\$ 373	\$ 250	\$ 250
60650 Membership & Publications	\$ 800	\$ 700	\$ 700
60710 Travel & Training	\$ 1,603	\$ 2,500	\$ 2,500
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.			
60210 Computer Maintenance & Software	\$ 855	\$ 200	\$ 200
60900 Miscellaneous	\$ 498	\$ 500	\$ 500
 <u>Capital</u>			
72200 Office Furniture	\$ 17	\$ -	\$ -
72300 Computer Equipment	\$ -	\$ -	\$ -

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ 76,559	\$ 88,818	\$ 91,368	\$ 96,565	\$ 97,285	\$ 100,725
Operating & Maintenance	\$ 16,105	\$ 13,108	\$ 17,113	\$ 10,025	\$ 15,300	\$ 13,300
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500
Department Total	\$ 92,664	\$ 101,926	\$ 108,481	\$ 106,590	\$ 112,585	\$ 116,525

**DEPARTMENT DESCRIPTION**

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

DEPARTMENT EXPENDITURES

CITY CLERK

001-403

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<b><u>EMPLOYEE SERVICES</u></b>								
50000 Salaries	53,569	63,412	62,181	69,000	69,720	74,105	4,385	6.3%
50100 Benefits	22,990	25,406	29,187	27,565	27,565	26,620	(945)	-3.4%
<b><u>EMPLOYEE SERVICES SUBTOTAL:</u></b>	<b>76,559</b>	<b>88,818</b>	<b>91,368</b>	<b>96,565</b>	<b>97,285</b>	<b>100,725</b>	<b>3,440</b>	<b>3.5%</b>
<b><u>OPERATING &amp; MAINTENANCE</u></b>								
61130 Office Supplies	533	514	1,157	320	1,000	1,000	0	0.0%
60012 Code Updates	2,736	1,968	1,702	1,895	3,000	3,000	0	0.0%
60520 Advertising - Legal	3,361	2,805	3,563	1,812	3,500	3,500	0	0.0%
60650 Membership & Publications	420	589	280	518	800	800	0	0.0%
60710 Travel & Training	1,882	6,082	6,531	3,699	5,000	3,000	(2,000)	-40.0%
60210 Computer Maintenance & Software	95	143	0	1,656	1,000	1,000	0	0.0%
60013 Election Expense	5,561	556	3,210	0	0	0	0	-
60900 Miscellaneous	1,517	451	670	124	1,000	1,000	0	0.0%
<b><u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u></b>	<b>16,105</b>	<b>13,108</b>	<b>17,113</b>	<b>10,025</b>	<b>15,300</b>	<b>13,300</b>	<b>(2,000)</b>	<b>-13.1%</b>
<b><u>CAPITAL</u></b>								
72200 Office Furniture	0	0	0	0	0	2,500	2,500	-
72300 Computer Equipment	0	0	0	0	0	0	0	-
72100 Office Equipment	0	0	0	0	0	0	0	-
<b><u>CAPITAL SUBTOTAL:</u></b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,500</b>	<b>2,500</b>	<b>-</b>
<b>CITY CLERK TOTAL:</b>	<b>92,664</b>	<b>101,926</b>	<b>108,481</b>	<b>106,590</b>	<b>112,585</b>	<b>116,525</b>	<b>3,940</b>	<b>3.5%</b>

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2016-17

<u>Employee Services</u>	<u>Budget 2014-15</u>	<u>Budget 2015-16</u>	<u>Budget 2016-17</u>
City Clerk	0.50	0.60	0.60
50000 Salaries	\$ 62,181	\$ 69,720	\$ 74,105
50100 Benefits	\$ 29,187	\$ 27,565	\$ 26,620
<u>Operating &amp; Maintenance</u>			
61130 Office Supplies	\$ 1,157	\$ 1,000	\$ 1,000
60012 Code Updates	\$ 1,702	\$ 3,000	\$ 3,000
Buellton Municipal Code and Santa Barbara County Code updates.			
60520 Advertising - Legal	\$ 3,563	\$ 3,500	\$ 3,500
60650 Membership & Publications	\$ 280	\$ 800	\$ 800
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	\$ 6,531	\$ 5,000	\$ 3,000
Attendance at conferences, seminars, courses and related training programs. Books and training material.			
60210 Computer Maintenance & Software	\$ -	\$ 1,000	\$ 1,000
60013 Election Expense (moved to City Council in 2013-14)	\$ 3,210	\$ -	\$ -
60900 Miscellaneous	\$ 670	\$ 1,000	\$ 1,000
<u>Capital</u>			
72200 Office Furniture	\$ -	\$ -	\$ 2,500
72300 Computer Equipment	\$ -	\$ -	\$ -
72100 Office Equipment	\$ -	\$ -	\$ -

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 174,043	\$ 182,235	\$ 186,496	\$ 165,000	\$ 150,000	\$ 175,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 174,043	\$ 182,235	\$ 186,496	\$ 165,000	\$ 150,000	\$ 175,000

**DEPARTMENT DESCRIPTION**

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

DEPARTMENT EXPENDITURES

CITY ATTORNEY

001-404

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<b><u>EMPLOYEE SERVICES</u></b>								
50000 Salaries	0	0	0	0	0	0	0	-
50100 Benefits	0	0	0	0	0	0	0	-
<b>EMPLOYEE SERVICES SUBTOTAL:</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b><u>OPERATING &amp; MAINTENANCE</u></b>								
61130 Office Supplies	0	0	0	0	0	0	0	-
60650 Membership & Publications	0		0	0	0	0	0	+
60710 Travel & Training	0	0	0	0	0	0	0	-
60210 Computer Maintenance & Software	0	0	0	0	0	0	0	-
67705 Telephone	0	0	0	0	0	0	0	-
60840 Contract Services	174,043	182,235	186,496	165,000	150,000	175,000	25,000	16.7%
60900 Miscellaneous	0	0	0	0	0	0	0	-
<b>OPERATING &amp; MAINTENANCE SUBTOTAL:</b>	<b>174,043</b>	<b>182,235</b>	<b>186,496</b>	<b>165,000</b>	<b>150,000</b>	<b>175,000</b>	<b>25,000</b>	<b>16.7%</b>
<b>CITY ATTORNEY TOTAL:</b>	<b>174,043</b>	<b>182,235</b>	<b>186,496</b>	<b>165,000</b>	<b>150,000</b>	<b>175,000</b>	<b>25,000</b>	<b>16.7%</b>

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2016-17

<u>Employee Services</u>	Budget 2014-15	Budget 2015-16	Budget 2016-17
City Attorney	0.00	0.00	0.00
50000 Salaries	\$ -	\$ -	\$ -
50100 Benefits	\$ -	\$ -	\$ -
<u>Operating &amp; Maintenance</u>			
61130 Office Supplies	\$ -	\$ -	\$ -
60650 Membership & Publications	\$ -	\$ -	\$ -
60710 Travel & Training	\$ -	\$ -	\$ -
60210 Computer Maintenance & Software	\$ -	\$ -	\$ -
61280 Telephone	\$ -	\$ -	\$ -
60840 Contract Services - Legal Fees	\$ 186,496	\$ 150,000	\$ 175,000
60900 Miscellaneous	\$ -	\$ -	\$ -

**FUND: 001-GENERAL**

**DEPARTMENT: 410/NON-DEPARTMENTAL**

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ 49,833	\$ 49,586	\$ 52,754	\$ 43,528	\$ 60,583	\$ 55,770
Operating & Maintenance	\$ 497,227	\$ 639,744	\$ 977,393	\$6,707,038	\$7,251,503	\$1,552,326
Capital	\$ 2,914	\$ 919	\$ 899	\$ 5,764	\$ 1,000	\$ -
Department Total	\$ 549,974	\$ 690,249	\$1,031,046	\$6,756,330	\$7,313,086	\$1,608,096

**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. Interfund transfers are recorded for General Fund in this fund. For example, Capital Improvement Project transfers.

DEPARTMENT EXPENDITURES

NON-DEPARTMENTAL  
001-410

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<b>EMPLOYEE SERVICES</b>								
50100 Benefits	49,833	49,586	52,754	43,528	60,583	55,770	(4,813)	-7.9%
<b>EMPLOYEE SERVICES SUBTOTAL:</b>	<b>49,833</b>	<b>49,586</b>	<b>52,754</b>	<b>43,528</b>	<b>60,583</b>	<b>55,770</b>	<b>(4,813)</b>	<b>-7.9%</b>
<b>OPERATING &amp; MAINTENANCE</b>								
50600 Insurance - Liability	36,653	420	216,208	152,015	152,015	85,689	(66,326)	-43.6%
50610 Insurance - Property	4,635	4,908	4,162	2,712	5,500	5,000	(500)	-9.1%
61130 Office Supplies	9,656	7,690	10,270	11,772	6,500	10,000	3,500	53.8%
61131 Postage	1,454	1,306	2,009	237	2,000	500	(1,500)	-75.0%
60310 Equipment Rental	10,099	10,333	11,907	10,558	10,000	11,000	1,000	10.0%
61120 Office Equipment	0	0	0	0	0	0	0	-
60650 Membership & Publications	3,232	1,768	1,818	10,740	4,500	10,000	5,500	122.2%
60710 Travel & Training	210	150	5,899	980	800	1,000	200	25.0%
60211 Data Processing Contract Maintenance	0	2,398	0	0	0	0	0	-
61292 Internet Access / Website Maintenance	8,060	0	5,021	5,570	10,000	6,000	(4,000)	-40.0%
60210 Computer Maintenance & Software	2,776	4,171	13,655	12,681	10,000	14,000	4,000	40.0%
67705 Telephone	3,801	3,612	4,250	4,094	3,800	5,000	1,200	31.6%
61230 Utilities - Gas	740	558	164	900	900	900	0	0.0%
61241 Utilities - Electric	10,596	8,888	8,898	10,069	9,000	10,000	1,000	11.1%
61211 Utilities - Water	1,208	1,312	1,980	1,800	1,800	1,800	0	0.0%
61210 Utilities - Sewer	1,038	1,110	1,110	900	900	900	0	0.0%
60015 Animal Control	31,469	32,306	33,500	35,093	35,093	36,637	1,544	4.4%
67790 Visitors Bureau	225,363	302,605	414,737	397,329	375,000	400,000	25,000	6.7%
61410 Newsletter	0	0	0	0	0	0	0	-
67200 Community Organization Support	55,810	66,874	75,591	34,575	78,900	78,900 (1)	0	0.0%
69600 Undesignated Miscellaneous Support	6,500	500	0	600	2,000	3,000	1,000	-
60910 Miscellaneous Recognition Items	6,195	2,268	644	1,733	3,500	2,000	(1,500)	-42.9%
67620 SB Co Mental Health Assessment Team (MHAT)	2,428	2,522	2,621	4,029	2,621	4,000	1,379	52.6%
60022 Recruitment Expense	2,806	2,984	2,493	1,905	2,000	2,000	0	0.0%
67430 LAFCO Contribution	1,243	1,506	2,977	2,000	2,000	2,000	0	0.0%
69100 Transfer to Other Funds	50,000	168,040	143,839	5,943,790	6,466,674 (3)	791,000 (2)	(5,675,674)	-87.8%
60014 Emergency Operations	695	1,815	648	1,576	6,000	9,000	3,000	50.0%
60900 Miscellaneous and PERS unfunded liability	20,560	9,700	12,992	59,380	60,000	62,000	2,000	3.3%
<b>OPERATING &amp; MAINTENANCE SUBTOTAL:</b>	<b>497,227</b>	<b>639,744</b>	<b>977,393</b>	<b>6,707,038</b>	<b>7,251,503</b>	<b>1,552,326</b>	<b>(5,699,177)</b>	<b>-583.1%</b>
<b>CAPITAL</b>								
73100 Vehicle Replacement	0	0	0	0	0	0	0	-
72200 Office Furniture	0	0	0	0	0	0	0	-
72300 Computer Equipment	2,914	919	899	5,764	1,000	0	(1,000)	+
74100 Improvements	0	0	0	0	0	0	0	-
<b>CAPITAL SUBTOTAL:</b>	<b>2,914</b>	<b>919</b>	<b>899</b>	<b>5,764</b>	<b>1,000</b>	<b>0</b>	<b>(1,000)</b>	<b>-</b>
<b>NON-DEPARTMENTAL TOTAL:</b>	<b>549,974</b>	<b>690,249</b>	<b>1,031,046</b>	<b>6,756,330</b>	<b>7,313,086</b>	<b>1,608,096</b>	<b>(5,704,990)</b>	<b>-78.0%</b>

(1) This incorporates the grant to the SYV Senior Citizens' Foundation (\$49,850 - program support), People Helping People (\$11,980 - for Food & Emergency program support; ADCAP, Under 1 Roof Senior Progr; Foodbank of Santa Barbara County (\$8,470), SYV Fruit and Vegetable Rescue (\$6,660) and Nature Track (\$1,940).

(2) Capital Improvement Project transfers (CIP) - \$591,000; Operating Transfers to Funds 029 of \$45,000 (Transportation Planning) and 027 of \$195,000 (LTF).

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEAR 2016-17</u>	<u>Actual 2014-15</u>	<u>Budget 2015-16</u>	<u>Budget 2016-17</u>
<u>Employee Services</u>			
50100 Benefits	\$ 52,754	\$ 60,583	\$ 55,770
<u>Medical Benefits for retired employees</u>			
<u>Operating &amp; Maintenance</u>			
50600 Insurance - Liability	\$ 216,208	\$ 152,015	\$ 85,689
<u>80% of the City's liability insurance; 10% is charged to the Wastewater and Water funds respectively.</u>			
50610 Insurance - Property	\$ 4,162	\$ 5,500	\$ 5,000
<u>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.</u>			
61130 Office Supplies	\$ 10,270	\$ 10,000	\$ 10,000
<u>Copier expense for all departments.</u>			
61131 Postage	\$ 2,009	\$ 2,000	\$ 500
60310 Equipment Rental	\$ 11,907	\$ 10,000	\$ 11,000
<u>Lease cost of a copier and postage meter. Postage Meter Lease: \$307 per month; 63 months starting Feb. 2015.</u>			
60650 Membership & Publications	\$ 1,818	\$ 4,500	\$ 10,000
<u>League of California Cities dues, miscellaneous dues and various publications.</u>			
60710 Travel & Training	\$ 5,899	\$ 800	\$ 1,000
60211 Data Processing Contract Maintenance	\$ -	\$ -	\$ -
61292 Internet Access / Website Maintenance	\$ 5,021	\$ 10,000	\$ 6,000
<u>Includes \$1,000 annual maintenance for Buellton App and \$7,000 website update and maintenance.</u>			
60210 Computer Maintenance & Software	\$ 13,655	\$ 10,000	\$ 14,000
<u>Update Office product</u>			
67705 Telephone	\$ 4,250	\$ 3,800	\$ 5,000
61230 Utilities - Gas	\$ 164	\$ 900	\$ 900
61241 Utilities - Electric	\$ 8,898	\$ 9,000	\$ 10,000
61211 Utilities - Water	\$ 1,980	\$ 1,800	\$ 1,800
<u>50% of water used at 140 W. Highway 246.</u>			
61210 Utilities - Sewer	\$ 1,110	\$ 900	\$ 900

FUND: 001-GENERAL

DEPARTMENT: 410/NON-DEPARTMENTAL

60015	Animal Control	\$ 33,500	\$ 35,093	\$ 36,637
	Contract for services with County Animal Control.			
67790	Visitors Bureau	\$ 414,737	\$ 375,000	\$ 400,000
	Contract for advertising services based on 20.83% of \$1,500,000 budgeted Transient Occupancy Tax revenue.			
61410	Newsletter	\$ -	\$ -	\$ -
	Cost of printing the Buellton Banner.			
67200	Community Organization Support	\$ 75,591	\$ 78,900	\$ 78,900
	Senior Center, People Helping People, Foodbank, and SYV Fruit & Vegetable Rescue			
60910	Undesignated Misc Support	\$ -	\$ 2,000	\$ 3,000
	Donation to Buellton Historical Society; Central Coast Collaborative on Homeless; Buellton Union School District Jog-A-thon.			
60910	Miscellaneous Recognition Items	\$ 644	\$ 3,500	\$ 2,000
	Miscellaneous award items for various organizations and employee recognition program.			
67620	Mental Health Assessment Team (MHAT) Services	\$ 2,621	\$ 2,621	\$ 4,000
	Santa Barbara County Mental Health Assessment Team (MHAT) Services.			
60022	Recruitment Expense	\$ 2,493	\$ 2,000	\$ 2,000
	Expenses related to new employee recruitment.			
67430	LAFCO Contribution	\$ 2,977	\$ 2,000	\$ 2,000
	City's share of LAFCO's operating costs.			
69100	Transfer to Other Funds			
	Transfer to CIP Project #201 (Facilities Maintenance and Painting Project)	\$ -	\$ -	\$ 10,000
	Transfer to CIP Project #205 (City Hall Repairs (Roof and Restrooms)	\$ -	\$ -	\$ 30,000
	Transfer to CIP Project #210 (Fleet Purchases) - Move to Vehicle Replacement - PW- General	\$ -	\$ -	\$ -
	Transfer to CIP Project #211 (Village Park Improvements)	\$ -	\$ -	\$ 216,000
	Transfer to CIP Project #311 (Industrial Way Streetlights)	\$ -	\$ -	\$ 85,000
	Transfer to CIP Project #312 (Highway 246 Sidewalk (CalTrans)	\$ -	\$ -	\$ 150,000
	Transfer to CIP Project #313 (Road Maintenance Project - 15/16); MOE	\$ -	\$ -	\$ 100,000
	Transfer to Local Transportation Fund 027 (to cover CIP)	\$ -	\$ -	\$ 175,000
	Transfer to Transportation Planning Fund 029 (to cover operating costs)	\$ -	\$ -	\$ 25,000
		\$ -	\$ -	\$ -
60014	Emergency Operations	\$ 648	\$ 6,000	\$ 9,000
	One CERT Trailer.			

FUND: 001-GENERAL

DEPARTMENT: 410/NON-DEPARTMENTAL

60900 Miscellaneous \$ 12,992 \$ 60,000 \$ 62,000

Green Business Program: \$633 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 2016-17 liability is \$57,596.

Capital

73100 Vehicle Replacement	\$ -	\$ -	\$ -
72200 Office Furniture	\$ -	\$ -	\$ -
72300 Computer Equipment	\$ 899	\$ -	\$ -
74100 Improvements	\$ -	\$ -	\$ -

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ 133,599	\$ 247,878	\$ 227,243	\$ 214,780	\$ 220,180	\$ 148,614
Operating & Maintenance	\$ 27,206	\$ 146,466	\$ 75,791	\$ 128,089	\$ 95,800	\$ 39,000
Capital	\$ 1,047	\$ 999	\$ 2,297	\$ -	\$ 2,000	\$ 2,000
Department Total	\$ 161,852	\$ 395,343	\$ 305,331	\$ 342,869	\$ 317,980	\$ 189,614

**DEPARTMENT DESCRIPTION**

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

DEPARTMENT EXPENDITURES

FINANCE  
001-420

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<b><u>EMPLOYEE SERVICES</u></b>								
50000 Salaries	90,978	174,717	131,034	125,835	131,235	105,652	(25,583)	-19.5%
50030 Hourly Employees	0	6,440	34,419	38,500	38,500	5,732	(32,768)	-85.1%
50100 Benefits	42,621	66,721	61,790	50,445	50,445	37,230	(13,215)	-26.2%
<b>EMPLOYEE SERVICES SUBTOTAL:</b>	<b>133,599</b>	<b>247,878</b>	<b>227,243</b>	<b>214,780</b>	<b>220,180</b>	<b>148,614</b>	<b>(71,566)</b>	<b>-32.5%</b>
<b><u>OPERATING &amp; MAINTENANCE</u></b>								
61130 Office Supplies	1,040	2,674	1,604	1,997	3,000	3,000	0	0.0%
60550 Printing	0	0	0	0	0	0	0	-
60650 Membership & Publications	701	270	1,015	728	800	1,000	200	+
60710 Travel & Training	1,519	1,564	1,265	25	2,000	5,000	3,000	150.0%
60211 Data Processing Contract Maintenance	4,233	4,452	4,864	5,000	5,000	5,000	0	0.0%
60210 Computer Maintenance & Software	815	1,995	0	1,500	1,500	1,500	0	0.0%
60021 Audit	5,440	9,132	5,809	4,425	7,500	7,500	0	0.0%
60800 Contract Services	12,979	125,205	60,883	113,653	75,000	15,000	(60,000)	-80.0%
60900 Miscellaneous	479	1,174	351	760	1,000	1,000	0	0.0%
<b>OPERATING &amp; MAINTENANCE SUBTOTAL:</b>	<b>27,206</b>	<b>146,466</b>	<b>75,791</b>	<b>128,089</b>	<b>95,800</b>	<b>39,000</b>	<b>(56,800)</b>	<b>-74.9%</b>
<b><u>CAPITAL</u></b>								
72200 Office Furniture	0	0	0	0	0	0	0	-
72300 Computer Equipment	1,047	999	2,297	0	2,000	2,000	0	0.0%
72100 Office Equipment	0	0	0	0	0	0	0	-
<b>CAPITAL SUBTOTAL:</b>	<b>1,047</b>	<b>999</b>	<b>2,297</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>	<b>0.0%</b>
<b>FINANCE TOTAL:</b>	<b>161,852</b>	<b>395,343</b>	<b>305,331</b>	<b>342,869</b>	<b>317,980</b>	<b>189,614</b>	<b>(128,366)</b>	<b>-40.4%</b>

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2016-17

<u>Employee Services</u>		Actual 2014-15	Budget 2015-16	Budget 2016-17
	Finance Director	0.80	0.80	0.80
	Accounting Specialist (1)	0.00	0.70	0.70
	Revenue Specialist (1)	0.00	0.70	0.70
	Accounting Technicians (1) (Split)	0.70	0.00	0.20
	Accounting Technicians (1)	0.70	0.00	0.00
	Accounting Technicians (2) Part-time/Temporary	0.00	0.50	0.00
	<b>Total</b>	<b>2.20</b>	<b>2.70</b>	<b>2.40</b>
50000	Salaries	\$ 131,034	\$ 131,235	\$ 105,652
50030	Hourly Employees	\$ 34,419	\$ 38,500	\$ 5,732
50100	Benefits	\$ 61,790	\$ 50,445	\$ 37,230
<u>Operating &amp; Maintenance</u>				
61130	Office Supplies	\$ 1,604	\$ 3,000	\$ 3,000
60550	Printing	\$ -	\$ -	\$ -
61131	Membership & Publication	\$ 1,015	\$ 800	\$ 1,000
	Membership dues for the California Society of Municipal Finance Officers (CSMFO) and the Government Finance Officers Association (GFOA); miscellaneous publications.			
60710	Travel & Training	\$ 1,265	\$ 2,000	\$ 5,000
	Attendance at conferences and seminars			
60211	Data Processing Contract Maintenance	\$ 4,864	\$ 5,000	\$ 5,000
	Contract support for accounting programs.			
60210	Computer Maintenance & Software	\$ -	\$ 1,500	\$ 1,500
60021	Audit	\$ 5,809	\$ 7,500	\$ 7,500
	33 1/3% of the cost.			
60800	Contract Services	\$ 60,883	\$ 75,000	\$ 15,000
	Hinderliter De Llamas, HDL Coren & Cone \$12,000; Utility Billing and Accounting staff (2) for 1/2 year until permanent staff in place (Temporary Agency firm - \$63,000).			
60900	Miscellaneous	\$ 351	\$ 1,000	\$ 1,000
<u>Capital</u>				
72200	Office Furniture	\$ -	\$ -	\$ -
72300	Computer Equipment	\$ 2,297	\$ 2,000	\$ 2,000
	Laptop for Finance Presentations.			
72100	Office Equipment	\$ -	\$ -	\$ -

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 1,872,020	\$ 1,792,569	\$ 1,801,989	\$ 1,979,451	\$ 1,977,896	\$ 1,981,688
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 1,872,020	\$ 1,792,569	\$ 1,801,989	\$ 1,979,451	\$ 1,977,896	\$ 1,981,688

**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

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17	Change From	% Change
		Actual	Actual	Actual	Estimate	Budget	Proposed	2015-16	From 2015-16
								Budget	Budget
<b><u>OPERATING &amp; MAINTENANCE</u></b>									
61241	Utilities - Electric	3,166	2,505	2,768	5,755	4,200	6,000	1,800	42.9%
60800	Contract Services - Police	1,676,042	1,601,832	1,610,873	1,780,000	1,780,000	1,780,000	0	0.0%
60810	Contract Services - Fire	192,812	188,232	188,348	193,696	193,696	195,688	1,992	1.0%
<b>OPERATING &amp; MAINTENANCE SUBTOTAL:</b>		<b>1,872,020</b>	<b>1,792,569</b>	<b>1,801,989</b>	<b>1,979,451</b>	<b>1,977,896</b>	<b>1,981,688</b>	<b>3,792</b>	<b>0.2%</b>
<b>PUBLIC SAFETY TOTAL:</b>		<b>1,872,020</b>	<b>1,792,569</b>	<b>1,801,989</b>	<b>1,979,451</b>	<b>1,977,896</b>	<b>1,981,688</b>	<b>3,792</b>	<b>0.2%</b>

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2016-17

	Actual 2014-15	Budget 2015-16	Budget 2016-17	
<u>Operating &amp; Maintenance</u>				
61241 Utilities - Electric	2,768	4,200	6,000	
60800 Contract Services - Sheriff	\$1,610,873	1,780,000	1,780,000	
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	\$188,348	193,696	195,688	1,981,688
Contract with the County of Santa Barbara's Fire Department for 33% of the salary for a Firefighter/Paramedic.				

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 86,378	\$ 93,071	\$ 97,902	\$ 98,123	\$ 99,741	\$ 148,541
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 86,378	\$ 93,071	\$ 97,902	\$ 98,123	\$ 99,741	\$ 148,541

**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

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<b><u>OPERATING &amp; MAINTENANCE</u></b>								
61230 Utilities - Gas	2,800	672	811	613	2,800	1,000	387	63.2%
61241 Utilities - Electric	3,500	3,809	3,470	4,069	3,500	4,100	31	0.8%
61211 Utilities - Water	1,800	1,312	1,980	1,800	1,800	1,800	0	0.0%
60800 Contract Services	78,278	87,278	91,641	91,641	91,641	141,641	50,000	54.6%
<b><u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u></b>	<b>86,378</b>	<b>93,071</b>	<b>97,902</b>	<b>98,123</b>	<b>99,741</b>	<b>148,541</b>	<b>50,418</b>	<b>51.4%</b>
<b>LIBRARY TOTAL:</b>	<b>86,378</b>	<b>93,071</b>	<b>97,902</b>	<b>98,123</b>	<b>99,741</b>	<b>148,541</b>	<b>50,418</b>	<b>51.4%</b>

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEAR 2016-17</u>		Actual 2014-15	Budget 2015-16	Budget 2016-17
<u>Operating &amp; Maintenance</u>				
61230	Utilities - Gas	\$ 811	\$ 2,800	\$ 1,000
61241	Utilities - Electric	\$ 3,470	\$ 3,500	\$ 4,100
61211	Utilities - Water	\$ 1,980	\$ 1,800	\$ 1,800
50% of water used at 140 W. Highway 246.				
60800	Contract Services	\$ 91,641	\$ 91,641	\$ 141,641
Contract with the City of Santa Barbara Library System to manage the Buellton Library. Ad Hoc Committee still meeting as of budget approval. Estimate: (Prior year contract: 91,641 plus \$50,000 estimated).				

**FUND: 001-RECREATION**

**DEPARTMENT: 511/RECREATION**

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ 295,527	\$ 301,132	\$ 321,501	\$ 320,058	\$ 320,058	\$ 325,404
Operating & Maintenance	\$ 199,200	\$ 196,671	\$ 231,533	\$ 160,379	\$ 154,000	\$ 156,500
Capital	\$ -	\$ -	\$ 24,804	\$ -	\$ -	\$ -
Department Total	\$ 494,727	\$ 497,803	\$ 577,838	\$ 480,437	\$ 474,058	\$ 481,904

**DEPARTMENT DESCRIPTION**

Recreation funds are to be used for community recreation programs and purposes.

DEPARTMENT EXPENDITURES

RECREATION  
001-511

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<b><u>EMPLOYEE SERVICES</u></b>								
50000 Salaries	174,445	179,420	172,548	185,678	185,678	200,634	14,956	8.1%
50030 Hourly Employees	23,314	26,705	46,148	25,000	37,000	37,000	0	0.0%
50100 Benefits	97,768	95,007	102,805	100,000	97,380	87,770	(9,610)	-9.9%
<b><u>EMPLOYEE SERVICES SUBTOTAL</u></b>	<b>295,527</b>	<b>301,132</b>	<b>321,501</b>	<b>320,058</b>	<b>320,058</b>	<b>325,404</b>	<b>5,346</b>	<b>1.7%</b>
<b><u>OPERATING &amp; MAINTENANCE</u></b>								
61130 Office Supplies	4,050	1,208	1,678	3,159	2,500	3,000	500	20.0%
60510 Advertising	0	7,568	6,322	6,471	6,500	6,500	0	0.0%
61280 Fuel- Vehicles	6,232	6,547	7,005	7,171	9,000	9,000	0	0.0%
60270 Maintenance - Vehicles	1,705	2,841	2,627	4,768	2,000	4,000	2,000	100.0%
60250 Maintenance / Repair - Rec Dept	10,032	9,152	13,937	4,338	12,000	12,000	0	0.0%
60252 Maintenance / Repair - Joint Use	3,400	1,862	3,306	666	4,000	4,000 (1)	0	0.0%
61290 Telephone/Internet	2,599	2,607	2,895	2,628	3,000	3,000	0	0.0%
67140 Buellton Recreation Program	58,037	69,332	53,431	57,386	49,500	49,500	0	0.0%
67570 Buellton Recreation Program 50/50	41,633	30,012	48,791	5,000	5,000	5,000	0	0.0%
67135 Buellton Rec Programs Trips	26,534	35,243	42,657	41,832	29,500	29,500	0	0.0%
69400 Transfer to Reserves	5,000	0	0	0	0	0	0	-
60800 Contract Services	37,816	30,294	48,846	26,769	30,000	30,000	0	0.0%
67020 Recreation Coordinator/Admin Overhead	0	0	0	0	0	0	0	-
60900 Miscellaneous	2,162	5	39	192	1,000	1,000	0	0.0%
<b><u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u></b>	<b>199,200</b>	<b>196,671</b>	<b>231,533</b>	<b>160,379</b>	<b>154,000</b>	<b>156,500</b>	<b>2,500</b>	<b>1.6%</b>
<b><u>CAPITAL</u></b>								
73100 Vehicles	0	0	24,804	0	0	0	0	-
74100 Improvements	0	0	0	0	0	0	0	-
<b><u>CAPITAL SUBTOTAL:</u></b>	<b>0</b>	<b>0</b>	<b>24,804</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>PARKS / RECREATION TOTAL:</b>	<b>494,727</b>	<b>497,803</b>	<b>577,838</b>	<b>480,437</b>	<b>474,058</b>	<b>481,904</b>	<b>7,846</b>	<b>1.7%</b>

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

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2016-17

	Actual 2014-15	Budget 2015-16	Budget 2016-17
<u>Employee Services</u>			
Recreation Coordinator	1.00	1.00	1.00
Staff Assistant/Planning Tech	0.30	0.30	0.20
Recreation Center Coordinator	1.00	1.00	1.00
Recreation Technician	1.00	1.00	1.00
Total	3.30	3.30	3.20
50000 Salaries	\$ 172,548	\$ 185,678	\$ 200,634
50030 Hourly Employees	\$ 46,148	\$ 37,000	\$ 37,000
<b>Currently employ five part-time employees</b>			
50100 Benefits	\$ 102,805	\$ 97,380	\$ 87,770
<u>Operating &amp; Maintenance</u>			
61130 Office Supplies	\$ 1,678	\$ 2,500	\$ 3,000
60510 Advertising	\$ 6,322	\$ 6,500	\$ 6,500
61280 Fuel - Vehicles	\$ 7,005	\$ 9,000	\$ 9,000
60270 Maint - Vehicles	\$ 2,627	\$ 2,000	\$ 4,000
60250 Maintenance / Repair	\$ 13,937	\$ 12,000	\$ 12,000
<b>Buellton Rec dept repairs and maintenance - office, Zone</b>			
60252 Maint/Repair-Joint Use	\$ 3,306	\$ 4,000	\$ 4,000
<b>Joint facility repairs - gym, kitchen, weight room, restroom,courtyard</b>			
<b>Amount based on 1/3 of the total Rec Center rental revenue from the previous year</b>			
61290 Telephone/Internet	\$ 2,895	\$ 3,000	\$ 3,000
67140 Buellton Recreation Program	\$ 53,431	\$ 49,500	\$ 49,500
<b>Seasonal personnel, Oak Valley afterschool program, supplies, flyers and equipment.</b>			
67140 Buellton Recreation Program - 50/50	\$ 48,791	\$ 5,000	\$ 5,000
<b>Shared recreations programs with the City of Solvang</b>			
67135 Buellton Recreation Program-Trips	\$ 42,657	\$ 29,500	\$ 29,500
<b>Trips organized for children and adults through Buellton Recreation</b>			

FUND: 001-GENERAL

69400 Transfer to Reserves  
60800 Contract Services  
67020 Recreation Coordinator/ Admin Overhead  
60900 Miscellaneous

\$ -  
\$ 48,846  
\$ -  
\$ 39

DEPARTMENT: 511/RECREATION

\$ -  
\$ 30,000  
\$ -  
\$ 1,000  
\$ -  
\$ 30,000  
\$ -  
\$ 1,000

Capital

73100 Vehicles

\$ 24,804

\$ -  
\$ -

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 50,000	\$ 56,521	\$ 53,634	\$ 55,905	\$ 55,000	\$ 55,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 50,000	\$ 56,521	\$ 53,634	\$ 55,905	\$ 55,000	\$ 55,000

**DEPARTMENT DESCRIPTION**

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

DEPARTMENT EXPENDITURES

PUBLIC WORKS - STREET LIGHTS

001-550

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<u>OPERATING &amp; MAINTENANCE</u>								
61241 Utilities - Electric	50,000	56,521	53,634	55,905	55,000	55,000	0	0.0%
<u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u>	50,000	56,521	53,634	55,905	55,000	55,000	0	0.0%
<b>STREET LIGHTS TOTAL:</b>	<b>50,000</b>	<b>56,521</b>	<b>53,634</b>	<b>55,905</b>	<b>55,000</b>	<b>55,000</b>	<b>0</b>	<b>0.0%</b>

FUND: 001-GENERAL

DEPARTMENT: 550/PUBLIC WORKS  
STREET LIGHTS

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEAR 2016-17</u>	Actual 2014-15	Budget 2015-16	Budget 2016-17
<u>Operating &amp; Maintenance</u>			
61241 Utilities - Electric	\$ 53,634	\$ 55,000	\$ 55,000

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 64,000	\$ 117,995	\$ 98,695	\$ 84,870	\$ 110,000	\$ 110,000
Capital	\$ 70,575	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 134,575	\$ 117,995	\$ 98,695	\$ 84,870	\$ 110,000	\$ 110,000

**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

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17	Change From	% Change
		Actual	Actual	Actual	Estimate	Budget	Proposed	2015-16	From 2015-16
								Budget	Budget
<b><u>OPERATING &amp; MAINTENANCE</u></b>									
67265	Development Permit Processing	4,000	52,375	9,835	9,870	0	0	0	-
60800	Contract Services	60,000	60,056	87,210	75,000	85,000	85,000	0	0.0%
60830	Engineering Services	0	5,453	1,650	0	25,000	25,000	0	-
60830	Engineering Services - Prop1B	0	111		0	0	0	0	-
<b>OPERATING &amp; MAINTENANCE SUBTOTAL:</b>		<b>64,000</b>	<b>117,995</b>	<b>98,695</b>	<b>84,870</b>	<b>110,000</b>	<b>110,000</b>	<b>0</b>	<b>0.0%</b>
<b><u>CAPITAL</u></b>									
74100	Improvements	65,000	0	0	0	0	0	0	0.0%
74110	Improvements - Prop 1B	5,575	0	0	0	0	0	0	0.0%
<b>CAPITAL SUBTOTAL:</b>		<b>70,575</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>ENGINEERING TOTAL:</b>		<b>134,575</b>	<b>117,995</b>	<b>98,695</b>	<b>84,870</b>	<b>110,000</b>	<b>110,000</b>	<b>0</b>	<b>0.0%</b>

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEAR 2016-17</u>	Actual 2014-15	Budget 2015-16	Budget 2016-17
<u>Operating &amp; Maintenance</u>			
67265 Development Permit Processing	\$ 9,835	\$ -	\$ -
60800 Contract Services	\$ 87,210	\$ 85,000	\$ 85,000
<u>General Engineering Services as requested by City.</u>			
60830 Engineering Services	\$ 1,650	\$ 25,000	\$ 25,000
<u>Traffic safety studies.</u>			
60830 Engineering Services - Prop1B	\$ -	\$ -	\$ -
<u>Capital</u>			
74100 Improvements	\$ -	\$ -	\$ -
74110 Improvements	\$ -	\$ -	\$ -

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ 318,113	\$ 328,230	\$ 294,650	\$ 341,805	\$ 353,755	\$ 392,301
Operating & Maintenance	\$ 247,722	\$ 198,324	\$ 177,986	\$ 222,200	\$ 213,150	\$ 224,970
Capital	\$ 38,643	\$ 5,885	\$ 79,709	\$ 26,781	\$ 20,000	\$ 45,000
Department Total	\$ 604,478	\$ 532,439	\$ 552,345	\$ 590,786	\$ 586,905	\$ 662,271

**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

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<b><u>EMPLOYEE SERVICES</u></b>								
50000 Salaries	205,795	215,994	189,326	234,000	233,758	269,959	36,201	15.5%
50035 Hourly	0	7,648	685	0	12,192	12,192	0	0.0%
50100 Benefits	112,318	104,588	104,639	107,805	107,805	110,150	2,345	2.2%
<b><u>EMPLOYEE SERVICES SUBTOTAL:</u></b>	<b>318,113</b>	<b>328,230</b>	<b>294,650</b>	<b>341,805</b>	<b>353,755</b>	<b>392,301</b>	<b>38,546</b>	<b>10.9%</b>

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<b><u>OPERATING &amp; MAINTENANCE</u></b>								
61130 Office Supplies	1,907	1,392	1,025	1,027	1,200	1,200	0	0.0%
60650 License, Membership & Publications	1,185	2,525	790	458	1,200	1,000	(200)	-16.7%
60710 Travel & Training	2,356	1,776	2,327	1,310	2,500	2,500	0	0.0%
61140 Operational Supplies	0	5,898	3,682	9,192	6,000	7,000	1,000	16.7%
61127 Tools	1,786	2,665	2,480	8,000	4,000	4,000	0	0.0%
60131 Laundry - Uniforms	1,038	1,219	670	1,260	800	1,800	1,000	125.0%
61280 Fuel - Vehicles	7,988	6,695	6,373	5,204	8,000	8,000	0	0.0%
60270 Maintenance - Vehicles	7,212	8,829	12,723	3,650	15,000	15,000	0	0.0%
60141 Landscape Maintenance Program	9	0	0	0	0	0	0	0.0%
60250 Maintenance / Repair	42,713	47,132	41,139	55,409	40,000	50,000	10,000	25.0%
67600 Safety Equipment	1,276	1,749	1,244	895	1,500	1,520	20	1.3%
60560 Signs - Replacement and Upgrade	277	1,725	7,430	10,801	15,000	15,000	0	0.0%
60210 Computer Maintenance & Software	444	383	947	1,304	2,000	2,000	0	0.0%
67705 Telephone	1,110	5,165	4,338	2,079	5,500	5,500	0	0.0%
61241 Utilities - Electric	12,174	0	0	950	950	950	0	0.0%
61211 Utilities - Water	17,622	19,406	8,299	32,000	32,000	32,000	0	0.0%
67575 Regulatory Compliance	0	1,700	409	625	2,500	2,500	0	0.0%
60800 Contract Services	148,625	90,065	79,002	87,520	75,000	75,000	0	0.0%
60900 Miscellaneous	0	0	5,109	518	0	500	500	-
<b><u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u></b>	<b>247,722</b>	<b>198,324</b>	<b>177,986</b>	<b>222,200</b>	<b>213,150</b>	<b>224,970</b>	<b>12,320</b>	<b>5.8%</b>

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<b><u>CAPITAL</u></b>								
73100 Vehicle Replacement	32,666	0	78,829	0	0	25,000	25,000	-
74100 Improvements	5,977	0	600	0	10,000	10,000	0	-
73500 Equipment	0	5,885	281	26,781	10,000	10,000	0	0.0%
<b><u>CAPITAL SUBTOTAL:</u></b>	<b>38,643</b>	<b>5,885</b>	<b>79,709</b>	<b>26,781</b>	<b>20,000</b>	<b>45,000</b>	<b>25,000</b>	<b>125.0%</b>

<b>PUBLIC WORKS - GENERAL TOTAL:</b>	<b>604,478</b>	<b>532,439</b>	<b>552,345</b>	<b>590,786</b>	<b>586,905</b>	<b>662,271</b>	<b>75,866</b>	<b>12.9%</b>
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EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEAR 2016-17</u>	Actual 2014-15	Budget 2015-16	Budget 2016-17
<u>Employee Services</u>			
Public Works Director	0.40	0.40	0.40
Facilities Maintenance (Split with Water)	0.00	0.00	0.50
Parks Foreman	0.00	0.00	1.00
Fieldmen (6)	2.40	2.40	2.40
Accounting Technician (Split Finance, Planning, W & WW)	0.00	0.00	0.25
Groundskeeper	1.00	1.00	0.00
<b>Total</b>	<b>3.80</b>	<b>3.80</b>	<b>4.55</b>
50000 Salaries	\$ 189,326	\$ 233,758	\$ 269,959
50035 Hourly	\$ 685	\$ 12,192	\$ 12,192
50100 Benefits	\$ 104,639	\$ 107,805	\$ 110,150
<u>Operating &amp; Maintenance</u>			
61130 Office Supplies	\$ 1,025	\$ 1,200	\$ 1,200
60650 License, Membership & Publications	\$ 790	\$ 1,200	\$ 1,000
60710 Travel & Training	\$ 2,327	\$ 2,500	\$ 2,500
61140 Operational Supplies	\$ 3,682	\$ 6,000	\$ 7,000
61127 Tools	\$ 2,480	\$ 4,000	\$ 4,000
67635 Laundry - Uniforms	\$ 670	\$ 800	\$ 1,800

33 1/3% of laundry and uniform service for Public Works employees; 100% for Groundskeeper; Increased maintenance required on aging vehicles/equipment.

FUND: 001-GENERAL		DEPARTMENT: 558/PUBLIC WORKS - GENERAL		
61280	Fuel - Vehicles	\$ 6,373	\$ 8,000	\$ 8,000
60270	Maintenance - Vehicles	\$ 12,723	\$ 15,000	\$ 15,000
5508	Landscape Maintenance Program	\$ -	\$ -	\$ -
60250	Maintenance / Repair	\$ 41,139	\$ 40,000	\$ 50,000
<b>City buildings, facilities, infrastructure and equipment maintenance and repair.</b>				
67600	Safety Equipment	\$ 1,244	\$ 1,500	\$ 1,520
<b>Safety equipment and Personal Protective Equipment such as safety glasses, vests, gloves, high visibility rain gear, hard hats/cap.s</b>				
5511	Building Maintenance/Signs Replacement and Upgrade	\$ 7,430	\$ 15,000	\$ 15,000
<b>Signs include replacements and upgrade of signs throughout the City caused by damage, missing, reflectivity, etc.</b>				
60210	Computer Maintenance & Software	\$ 947	\$ 2,000	\$ 2,000
<b>Automated Work Order Program.</b>				
67705	Telephone	\$ 4,338	\$ 5,500	\$ 5,500
61241	Utilities - Electric	\$ -	\$ 950	\$ 950
61211	Utilities - Water	\$ 8,299	\$ 32,000	\$ 32,000
<b>Irrigation water use on Avenue of Flags medians, City Hall and other public facilities.</b>				
60800	Contract Services	\$ 79,002	\$ 75,000	\$ 75,000
<b>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.</b>				

Capital

73100	Vehicle Replacement	\$ 78,829	\$ -	\$ 25,000
74100	Improvements	\$ 600	\$ 10,000	\$ 10,000
<b>Landscape rebate/grant for neighborhood beautification.</b>				
73500	Equipment	\$ 281	\$ 10,000	\$ 10,000
<b>Radar feedback sign</b>				

**FUND: 001-GENERAL FUND**

**DEPARTMENT: 551/STORM WATER**

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 151,000	\$ 134,653	\$ 117,703	\$ 202,588	\$ 184,600	\$ 195,600
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 151,000	\$ 134,653	\$ 117,703	\$ 202,588	\$ 184,600	\$ 195,600

**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

	2012-13 <u>Actual</u>	2013-14 <u>Actual</u>	2014-15 <u>Actual</u>	2015-16 <u>Estimate</u>	2015-16 <u>Budget</u>	2016-17 <u>Proposed</u>	Change From 2015-16 <u>Budget</u>	% Change From 2015-16 <u>Budget</u>
<b><u>OPERATING &amp; MAINTENANCE</u></b>								
61131 Membership and Publications	0	0	330	638	600	600	0	0.0%
60250 Maintenance/Repair	15,000	0	0	0	0	0	0	-
67575 Regulatory Compliance	1,000	5,574	8,148	14,980	9,000	15,000	6,000	66.7%
69100 Transfer to Other Funds (CIP 092-101)	0	0	0	25,000	20,000	25,000	5,000	25.0%
60800 Contract Services	135,000	129,079	109,225	161,970	155,000	155,000	0	0.0%
<b><u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u></b>	<b>151,000</b>	<b>134,653</b>	<b>117,703</b>	<b>202,588</b>	<b>184,600</b>	<b>195,600</b>	<b>11,000</b>	<b>6.0%</b>
 <b>STORM WATER TOTAL:</b>	<b>151,000</b>	<b>134,653</b>	<b>117,703</b>	<b>202,588</b>	<b>184,600</b>	<b>195,600</b>	<b>11,000</b>	<b>6.0%</b>

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEAR 2016-17</u>		Actual 2014-15	Budget 2015-16	Budget 2016-17
<u>Operating &amp; Maintenance</u>				
61131	Memberships and Publications	\$ 330	\$ 600	\$ 600
60250	Repair/Maintenance	\$ -	\$ -	\$ -
67575	Regulatory Compliance	\$ 8,148	\$ 9,000	\$ 15,000
69100	Transfer to Other Funds	\$ -	\$ 20,000	\$ 25,000
<b>Transfer to CIP Project #101: Storm Drain Cleaning and Retrofit</b>				
60800	Contract Services	\$ 109,225	\$ 155,000	\$ 155,000
<b>Engineering work related to FEMA mapping and regulatory issues, Storm Water Management Plan (SWMP) permitting and implementation, and storm drain system evaluation.</b>				

**FUND: 001-GENERAL FUND**

**DEPARTMENT: 552/PARKS**

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 204,372	\$ 168,690	\$ 161,468	\$ 160,462	\$ 295,800	\$ 311,000
Capital	\$ -	\$ 9,775	\$ 2,047	\$ 20,399	\$ 25,000	\$ 20,000
Department Total	\$ 204,372	\$ 178,465	\$ 163,515	\$ 180,861	\$ 320,800	\$ 331,000

**DEPARTMENT DESCRIPTION**

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

DEPARTMENT EXPENDITURES

PARKS  
001-552

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17	Change From	% Change
		Actual	Actual	Actual	Estimate	Budget	Proposed	2015-16	From 2015-16
								Budget	Budget
<b><u>OPERATING &amp; MAINTENANCE</u></b>									
60310	Equipment Rental	563		48	0	5,000	1,000	(4,000)	-80.0%
61125	Small Equipment	1,276	394	597	1,264	3,000	3,000	0	0.0%
61140	Operational Supplies	0	2,120	3,023	801	8,800	4,000	(4,800)	-54.5%
61110	Chemicals	0	154	84	183	1,000	1,000	0	0.0%
60250	Maintenance/Repair-Riverview	47,067	18,617	9,453	13,393	30,000	40,000 (1)	10,000	33.3%
60250-2	Maintenance/Repair-Oak Park	316	2,147	14,924	11,585	20,000	20,000	0	0.0%
60250-4	Maintenance/Repair-Paws Park	0	9,684	7,777	0	10,500	16,000 (2)	5,500	52.4%
60250-5	Maintenance/Repair-Ave of the Flags	0	424	0	326	5,000	5,000	0	0.0%
61241	Utilities - Electric	9,784	877	1,169	869	7,500	2,000	(5,500)	-73.3%
61211	Utilities - Water	38,244	40,677	33,195	8,640	46,000	40,000	(6,000)	-13.0%
67825	Zaca Creek Park	6,851	0	0	0	0	0	0	-
60250-3	Golf Course Renovation-Park	30,040	9,245	4,793	1,264	0	20,000	20,000	-
60800	Contract Services - Park	70,231	84,351	86,405	122,138	159,000	159,000	0	0.0%
60830	Contract Services - Engineering	0	0	0	0	0	0	0	-
<b><u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u></b>		<b>204,372</b>	<b>168,690</b>	<b>161,468</b>	<b>160,462</b>	<b>295,800</b>	<b>311,000</b>	<b>15,200</b>	<b>9.4%</b>
<b><u>CAPITAL</u></b>									
74100	Improvements	0	0	0	0	0	0	0	-
73500	Equipment	0	9,775	2,047	20,399	25,000	20,000	(5,000)	-20.0%
<b><u>CAPITAL SUBTOTAL:</u></b>		<b>0</b>	<b>9,775</b>	<b>2,047</b>	<b>20,399</b>	<b>25,000</b>	<b>20,000</b>	<b>(5,000)</b>	<b>N/A</b>
<b>PARKS TOTAL:</b>		<b>204,372</b>	<b>178,465</b>	<b>163,515</b>	<b>180,861</b>	<b>320,800</b>	<b>331,000</b>	<b>10,200</b>	<b>6.2%</b>

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

(2) Includes contribution for Paws Park of \$16,000 - approved through 2015-16 Budget Process; Ongoing Maintenance.

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEAR 2016-17</u>		Actual	Budget	Budget
		2014-15	2015-16	2016-17
<u>Operating &amp; Maintenance</u>				
60310	Equipment Rental	\$ 48	\$ 5,000	\$ 1,000
61125	Small Equipment	\$ 597	\$ 3,000	\$ 3,000
61140	Operational Supplies	\$ 3,023	\$ 8,800	\$ 4,000
<b>Trash bags/dog pot bags, soaps, toilet paper, cleaning supplies</b>				
61110	Chemicals	\$ 84	\$ 1,000	\$ 1,000
<b>Pesticides, herbicides, graffitti remover</b>				
60250-1	Maintenance/Repair - Riverview Park	\$ 9,453	\$ 50,000	\$ 40,000
<b>Sidewalks, plants, restrooms, buildings, electrical, etc. Playground equipment repairs. Botanic Gardens (\$10,000)</b>				
60250-2	Maintenance/Repair - Oak Park	\$ 14,924	\$ 20,000	\$ 20,000
<b>Playground equipment repair, restrooms, picnic tables, etc.</b>				
60250-4	Maintenance/Repair - Paws Park	\$ 7,777	\$ 10,500	\$ 16,000
<b>Paws Park (\$16,000); City-related maintenance.</b>				
60250-5	Maintenance/Repair - Ave of the Flags	\$ -	\$ 5,000	\$ 5,000
61241	Utilities - Electric	\$ 1,169	\$ 7,500	\$ 2,000
<b>Riverview and Oak Parks</b>				
61211	Utilities - Water	\$ 33,195	\$ 46,000	\$ 40,000
<b>Riverview and Oak Parks</b>				
67825	Zaca Creek	\$ -	\$ -	\$ -
60250-3	Golf Course Renovation	\$ 4,793	\$ -	\$ -
<b>Water conservation repair and maintenance of slope adjacent to Six Flags Circle.</b>				
60800	Contract Services	\$ 86,405	\$ 159,000	\$ 159,000
<b>Rafael Ruiz (\$24,000); Valley Gardener (\$135,000)</b>				
60830	Contact Services - Engineering	\$ -	\$ -	\$ -

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 114,400	\$ 95,319	\$ 88,228	\$ 79,656	\$ 100,500	\$ 106,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 114,400	\$ 95,319	\$ 88,228	\$ 79,656	\$ 100,500	\$ 106,000

**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 &amp; MAINTENANCE</u>		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17	Change From	% Change
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>	<u>Proposed</u>	2015-16	From 2015-16
								<u>Budget</u>	<u>Budget</u>
60250	Maintenance / Repair	2,500	1,847	1,330	1,804	2,500	5,000	2,500	100.0%
61241	Utilities - Electric	900	8,336	5,208	8,696	6,000	9,000	3,000	50.0%
61211	Utilities - Water	22,000	15,846	23,110	0	22,000	22,000	0	0.0%
60800	Contract Services	89,000	69,290	58,581	69,156	70,000	70,000	0	0.0%
60830	Contract Services - Engineering	0	0	0	0	0	0	0	-
<b><u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u></b>		<b>114,400</b>	<b>95,319</b>	<b>88,228</b>	<b>79,656</b>	<b>100,500</b>	<b>106,000</b>	<b>5,500</b>	<b>6.2%</b>
 <b>LANDSCAPE MAINTENANCE TOTAL:</b>		<b>114,400</b>	<b>95,319</b>	<b>88,228</b>	<b>79,656</b>	<b>100,500</b>	<b>106,000</b>	<b>5,500</b>	<b>5.5%</b>

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2016-17

		Actual	Budget	Budget
		2014-15	2015-16	2016-17
<u>Operating &amp; Maintenance</u>				
60250	Maintenance / Repair	\$ 1,330	\$ 2,500	\$ 5,000
61241	Utilities - Electric	\$ 5,208	\$ 6,000	\$ 9,000
61211	Utilities - Water	\$ 23,110	\$ 22,000	\$ 22,000
60800	Contract Services	\$ 58,581	\$ 70,000	\$ 70,000
Valley Gardener maintenance contract for common landscaped areas of the City. Portions of Highway 246.				
60830	Contract Services - Engineering	\$ -	\$ -	\$ -

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ 278,382	\$ 158,361	\$ 167,994	\$ 111,518	\$ 276,387	\$ 298,214
Operating & Maintenance	\$ 34,837	\$ 102,626	\$ 131,717	\$ 185,042	\$ 177,100	\$ 175,100
Capital	\$ 1,067	\$ 1,189	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 314,286	\$ 262,176	\$ 299,711	\$ 296,560	\$ 453,487	\$ 473,314

**DEPARTMENT DESCRIPTION**

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

DEPARTMENT EXPENDITURES

COMMUNITY DEVELOPMENT - PLANNING  
001-565

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<b><u>EMPLOYEE SERVICES</u></b>								
50000 Staff Salaries	177,830	103,445	101,310	110,000	180,697	218,394	37,697	20.9%
50010 Planning Commission Salaries	3,850	3,150	3,450		6,000	6,000	0	0.0%
50040 Intern Program	0	0		0	0	0	0	-
50050 Code Enforcement	4,669	4,750	6,026	1,518	9,200	0	(9,200)	-100.0%
50100 Benefits	92,033	47,016	57,208		80,490	73,820	(6,670)	-8.3%
<b>EMPLOYEE SERVICES SUBTOTAL:</b>	<b>278,382</b>	<b>158,361</b>	<b>167,994</b>	<b>111,518</b>	<b>276,387</b>	<b>298,214</b>	<b>21,827</b>	<b>7.9%</b>
<b><u>OPERATING &amp; MAINTENANCE</u></b>								
61130 Office Supplies	805	7,331	1,133	3,486	2,000	2,000	0	0.0%
60310 Equipment Rental	6,477	1,725	7,269	4,506	5,000	5,000	0	0.0%
60520 Advertising - Legal	1,569	2,195	3,211	1,236	3,000	3,000	0	0.0%
60650 Membership & Publications	1,970	4,068	1,439	150	2,000	2,000	0	0.0%
60710 Travel & Training	3,290	0	4,333	810	5,000	5,000	0	0.0%
60250 Maintenance / Repair	0	0	12	0	1,000	1,000	0	0.0%
60210 Computer Maintenance & Software	1,915	2,356	1,578	2,367	6,000	3,500	(2,500)	-41.7%
67705 Telephone	4,454	4,217	5,182	5,106	3,600	3,600	0	0.0%
61241 Utilities - Electric	2,864	2,394	1,946	2,548	2,500	2,500	0	0.0%
60011 Code Enforcement Expense	340	389	0	326	500	500	0	0.0%
67105 Bev Container Recycle Program	0	0	0	0	0	0	0	-
60800 Contract Services	10,000	68,352	99,051	154,578	140,000	140,000 (1)	0	0.0%
60830 Contract Services - Engineering	6,330	9,400	4,720	8,453	6,000	6,000	0	0.0%
60900 Miscellaneous	(5,177)	199	1,843	1,477	500	1,000	500	100.0%
<b>OPERATING &amp; MAINTENANCE SUBTOTAL:</b>	<b>34,837</b>	<b>102,626</b>	<b>131,717</b>	<b>185,042</b>	<b>177,100</b>	<b>175,100</b>	<b>(2,000)</b>	<b>-1.1%</b>
<b><u>CAPITAL</u></b>								
72200 Office Furniture	0	0	0	0	0	0	0	-
72300 Computer Equipment	1,067	1,189	0	0	0	0	0	-
72100 Office Equipment	0	0	0	0	0	0	0	-
<b>CAPITAL SUBTOTAL:</b>	<b>1,067</b>	<b>1,189</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>PLANNING TOTAL:</b>	<b>314,286</b>	<b>262,176</b>	<b>299,711</b>	<b>296,560</b>	<b>453,487</b>	<b>473,314</b>	<b>19,827</b>	<b>4.4%</b>

(1) Economic Development Consultant - Kosmont Companies: \$45,000  
Miscellaneous work on Ave of Flags Specific Plan and Contract Planner

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2016-17

<u>Employee Services</u>	Actual 2014-15	Budget 2015-16	Budget 2016-17
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	0.00	0.25
<b>Total</b>	<b>7.60</b>	<b>7.45</b>	<b>7.70</b>
50000 Salaries	\$ 101,310	\$ 180,697	\$ 218,394
50010 Planning Commission Salaries	\$ 3,450	\$ 6,000	\$ 6,000
\$100 per month each for five Planning Commissioners			
50040 Intern Program	\$ -	\$ -	\$ -
50050 Code Enforcement	\$ 6,026	\$ 9,200	\$ -
Part-Time Code Enforcement Officer			
50120- Benefits	\$ 57,208	\$ 80,490	\$ 73,820

Operating & Maintenance

61130	Office Supplies	\$ 1,133	\$ 2,000	\$ 2,000
60310	Equipment Rental	\$ 7,269	\$ 5,000	\$ 5,000
<b>Monthly leasing expense for copier.</b>				
60520	Advertising - Legal	\$ 3,211	\$ 3,000	\$ 3,000
60650	Membership & Publications	\$ 1,439	\$ 2,000	\$ 2,000
<b>Professional and organization dues.</b>				
60710	Travel & Training	\$ 4,333	\$ 5,000	\$ 5,000
<b>Attendance at conferences and seminars for Planning Commission and staff.</b>				
60250	Maintenance / Repair	\$ 12	\$ 1,000	\$ 1,000
<b>Copier and miscellaneous maintenance and repairs.</b>				
60210	Computer Maintenance & Software	\$ 1,578	\$ 6,000	\$ 3,500
<b>Maintenance and updates of existing computer software programs.</b>				
67705	Telephone	\$ 5,182	\$ 3,600	\$ 3,600
61241	Utilities - Electric	\$ 1,946	\$ 2,500	\$ 2,500
60011	Code Enforcement Expense	\$ -	\$ 500	\$ 500
60800	Contract Services	\$ 99,051	\$ 140,000	\$ 140,000
<b>Economic Development consultant \$45,000 and Contract Planner</b>				
60830	Contract Services - Engineering	\$ 4,720	\$ 6,000	\$ 6,000
<b>GIS, CADD and mapping services.</b>				
60900	Miscellaneous	\$ 1,843	\$ 500	\$ 1,000

Capital

72200	Office Furniture	\$ -	\$ -	\$ -
<b>Miscellaneous office furniture.</b>				
72300	Computer Equipment	\$ -	\$ -	\$ -
<b>Miscellaneous computer equipment and upgrades.</b>				
72100	Office Equipment	\$ -	\$ -	\$ -

# **ENTERPRISE FUNDS**

**FUND: 005-WASTEWATER**

**DEPARTMENT: 701/WASTEWATER**

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ 264,862	\$ 233,081	\$ 228,440	\$ 164,500	\$ 253,567	\$ 325,275
Operating & Maintenance	\$ 564,000	\$ 1,107,804	\$ 710,690	\$ 612,451	\$ 1,048,233	\$ 779,556
Capital	\$ -	\$ -	\$ 18,042	\$ 1,340	\$ 58,500	\$ 25,000
Department Total	\$ 828,862	\$ 1,340,885	\$ 957,172	\$ 778,290	\$ 1,360,300	\$ 1,129,831

**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

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<b><u>EMPLOYEE SERVICES</u></b>								
50000 Salaries	176,558	174,344	163,618	164,500	180,302	226,980	46,678	25.9%
50030 Hourly	0	0	0	0	0	11,465	11,465	0.0%
50100 Benefits	88,304	58,737	64,822		75,965	86,830	10,865	14.3%
<b>EMPLOYEE SERVICES SUBTOTAL:</b>	<b>264,862</b>	<b>233,081</b>	<b>228,440</b>	<b>164,500</b>	<b>253,567</b>	<b>325,275</b>	<b>69,008</b>	<b>27.2%</b>

**OPERATING & MAINTENANCE**

50600 Insurance - Liability	4,669	204	29,512	0	19,000	13,206	(5,794)	-30.5%
50610 Insurance - Property	9,269	9,818	10,500	10,500	10,500	10,500	0	0.0%
61130 Office Supplies	1,720	1,890	1,891	1,905	2,300	2,000	(300)	-13.0%
61131 Postage	5,137	4,763	5,840	3,251	5,000	5,000	0	0.0%
60650 Membership & Publications	0	139	230	0	500	500	0	0.0%
60710 Travel & Training	4,602	1,819	2,049	3,926	4,000	4,000	0	0.0%
61140 Operational Supplies	2,702	3,110	4,745	3,358	4,000	4,000	0	0.0%
61111 Chemicals / Analysis	24,690	23,002	20,774	28,036	30,000	25,000	(5,000)	-16.7%
61127 Tools	1,872	754	666	1,209	1,000	1,000	0	0.0%
60131 Laundry - Uniforms	865	864	192	985	800	1,100	300	37.5%
61280 Fuel - Vehicles	7,409	6,695	6,255	5,204	6,000	6,000	0	0.0%
60270 Maintenance - Vehicles	3,011	6,950	5,641	3,583	8,000	8,000	0	0.0%
60250 Maintenance / Repair	47,823	29,885	20,198	23,696	50,000	50,000	0	0.0%
67600 Safety Equipment	848	1,919	1,121	953	2,000	2,000	0	0.0%
60211 Data Processing Contract Maintenance	900	900	900	1,300	1,300	1,300	0	0.0%
60210 Computer Maintenance & Software	971	288	754	1,870	1,000	1,650	650	65.0%
67705 Telephone	7,899	6,405	8,114	10,800	7,200	7,200	0	0.0%
61241 Utilities - Electric	103,524	130,042	104,772	109,900	100,000	100,000	0	0.0%
61211 Utilities - Water	12,777	22,105	22,238	13,000	13,000	23,000	10,000	76.9%
60021 Audit	6,777	9,131	5,836	7,100	7,100	7,100	0	0.0%
68110 Depreciation	170,913	175,933	250,585	175,000	175,000	170,000	(5,000)	-2.9%
67575 Regulatory Compliance	14,272	13,760	16,028	17,434	20,000	20,000	0	0.0%
69100 Transfer to Other Funds (WW Capital Fund)	0	445,426	0	0	283,333	0	(283,333)	-100.0%
60800 Contract Services	111,558	170,347	153,667	175,060	233,200	250,000	16,800	7.2%
60830 Contract Services - Engineering	18,810	41,060	37,680	14,381	55,000	55,000	0	0.0%
60900 Miscellaneous/CalPERS Unfunded Liability	982	595	502	0	9,000	12,000	3,000	33.3%
<b>OPERATING &amp; MAINTENANCE SUBTOTAL:</b>	<b>564,000</b>	<b>1,107,804</b>	<b>710,690</b>	<b>612,451</b>	<b>1,048,233</b>	<b>779,556</b>	<b>(268,677)</b>	<b>-25.6%</b>

WASTEWATER TOTAL:

<b>828,862</b>	<b>1,340,885</b>	<b>939,130</b>	<b>776,951</b>	<b>1,301,800</b>	<b>1,104,831</b>	<b>(199,669)</b>	<b>-15.3%</b>
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DEPARTMENT EXPENDITURES

WASTEWATER

BUDGET NOTE: Capital Items are included in the Depreciation Category

	2012-13 <u>Actual</u>	2013-14 <u>Actual</u>	2014-15 <u>Actual</u>	2015-16 <u>Estimate</u>	2015-16 <u>Budget</u>	2016-17 <u>Proposed</u>	Change From 2015-16 <u>Budget</u>	% Change From 2015-16 <u>Budget</u>
<u>CAPITAL</u>								
73100 Vehicle Replacement	0	0	0		8,500	0	(8,500)	-100.0%
74100 Improvements	0	0	3,740		0	0	0	-
73500 Equipment	0	148	14,302	1,340	50,000	25,000	(25,000)	-50.0%
<u>CAPITAL TOTAL:</u>	<u>0</u>	<u>148</u>	<u>18,042</u>	<u>1,340</u>	<u>58,500</u>	<u>25,000</u>	<u>(33,500)</u>	<u>-57.3%</u>

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEAR 2016-17</u>		Actual 2014-15	Budget 2015-16	Budget 2016-17
<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)	0.00	0.00	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
	<b>Total</b>	<b>2.70</b>	<b>2.70</b>	<b>2.85</b>
50000	Salaries	\$ 163,618	\$ 180,302	\$ 226,980
50030	Hourly	\$ -	\$ -	\$ 11,465
50100	Benefits	\$ 64,822	\$ 75,965	\$ 86,830
<u>Operating &amp; Maintenance</u>				
50600	Insurance - Liability	\$ 29,512	\$ 19,000	\$ 13,206
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	\$ 10,500	\$ 10,500
40% of the City's fire insurance costs; 20% is charged to the General Fund and 40% is charged to the Water Fund. Includes earthquake and flood insurance on City property.				
61130	Office Supplies	\$ 1,891	\$ 2,300	\$ 2,000
61131	Postage	\$ 5,840	\$ 5,000	\$ 5,000
61131	Membership & Publications	\$ 230	\$ 500	\$ 500
Membership dues for the American Water Works Association (AWWA), Sanitation Agency Managers Association (SAMA) and Underground Service Alert (USA), etc.				
60710	Travel & Training	\$ 2,049	\$ 4,000	\$ 4,000
Attendance at seminars and reimbursement for certification and license renewal fees.				
61140	Operational Supplies	\$ 4,745	\$ 4,000	\$ 4,000
61111	Chemical Analysis	\$ 20,774	\$ 30,000	\$ 25,000
61127	Tools	\$ 666	\$ 1,000	\$ 1,000

FUND: 005-WASTEWATER		DEPARTMENT: 701/WASTEWATER		
60131	Laundry - Uniforms	\$ 192	\$ 800	\$ 1,100
33 1/3% of laundry and uniform service for the Wastewater Plant operators.				
61280	Fuel - Vehicles	\$ 6,255	\$ 6,000	\$ 6,000
60270	Maintenance - Vehicles	\$ 5,641	\$ 8,000	\$ 8,000
60250	Maintenance / Repair	\$ 20,198	\$ 50,000	\$ 50,000
67600	Safety Equipment	\$ 1,121	\$ 2,000	\$ 2,000
33 1/3 % of the cost for the Wastewater Plant operators. Safety equipment and personal protective equipment for wastewater division.				
60211	Data Processing Contract Maintenance	\$ 900	\$ 1,300	\$ 1,300
50% of contract support for utility billing software.				
60210	Computer Maintenance & Software	\$ 754	\$ 1,000	\$ 1,650
Computer equipment and software licenses, including SCADA				
67705	Telephone	\$ 8,114	\$ 7,200	\$ 7,200
61241	Utilities - Electric	\$ 104,772	\$ 100,000	\$ 100,000
61211	Utilities - Water	\$ 22,238	\$ 13,000	\$ 23,000
60021	Audit	\$ 5,836	\$ 7,100	\$ 7,100
33 1/3% of the cost.				
68110	Depreciation	\$ 250,585	\$ 175,000	\$ 170,000
Includes the amortization of buildings, underground lines, automotive equipment and other equipment listed in the utility plant; excludes land. WWTP Master Plan Update.				
67575	Regulatory Compliance	\$ 16,028	\$ 20,000	\$ 20,000
Compliance and permit costs with various regulatory agencies including: Air Pollution Control Board, Regional Water Quality Control Board, County of Santa Barbara.				
69100	Transfer to other funds			
	Transfer to CIP Fund 092 Project #702 (CCTV)	\$ -	\$ -	\$ 50,000
	Transfer to CIP Fund 092 Project #703 (WWTP & Lift Station)	\$ -	\$ -	\$ -
	Transfer to CIP Fund 092 Project #611 Recycled Wtr Feasibility Concept - Joint Pjt	\$ -	\$ -	\$ -
	Transfer to CIP Fund 092 Project #705 (Headworks WWTP)	\$ -	\$ -	\$ -
	Transfer to CIP Fund 092 Project #311 (WWTP and Pump booster Reliability Project)	\$ -	\$ -	\$ -
	Transfer to CIP Fund 092 Project #706 (Facilities Improvements)	\$ -	\$ -	\$ 100,000
	Transfer to CIP Project #203 (Fundware/Utility Billing Software Replacement)	\$ -	\$ -	\$ -
	Transfer to CIP Project #704 (Sewer Line Replacement)	\$ -	\$ -	\$ 100,000
60800	Contract Services	\$ 153,667	\$ 283,333	\$ -
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.				

FUND: 005-WASTEWATER

DEPARTMENT: 701/WASTEWATER

60830	Contract Services - Engineering	\$ 37,680	\$ 55,000	\$ 55,000
Engineering work related to state mandated industrial waste discharge program, wastewater treatment plant upgrades and Regional Water Quality Control Board (RWQCB) compliance and permitting. Sewer network model and inflow/infiltration study update.				
60900	Miscellaneous	\$ 502	\$ 9,000	\$ 12,000
CalPERS Unfunded Liability is billed separately from Payroll. The 2016-17 amount due from the Enterprise fund is \$11,640. Other costs are due to various small WWTP-related purchases.				
<u>Capital</u>				
73100	Vehicle Replacement	\$ -	\$ 8,500	\$ -
74100	Improvements	\$ 3,740	\$ -	\$ -
73500	Equipment	\$ 14,302	\$ 50,000	\$ 25,000
Wastewater treatment plant equipment				

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ 272,440	\$ 183,885	\$ 241,900	\$ 220,000	\$ 209,294	\$ 333,415
Operating & Maintenance	\$1,443,005	\$1,677,191	\$1,589,723	\$ 720,473	\$2,891,933	\$2,218,380
Capital	\$ -	\$ -	\$ 1,733	\$ 11,519	\$ 60,000	\$ 55,000
Department Total	\$1,715,445	\$1,861,076	\$1,833,356	\$ 951,992	\$3,161,227	\$2,606,795

**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

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17	Change From	% Change
		Actual	Actual	Actual	Estimate	Budget	Proposed	2015-16	From 2015-16
								Budget	Budget
<b><u>EMPLOYEE SERVICES</u></b>									
50000	Salaries	177,393	128,057	163,402	155,000	139,804	238,445	98,641	70.6%
50030	Hourly	0	13,336	0	0	7,200	7,200	0	0.0%
50100	Benefits	95,047	42,492	78,498	65,000	64,990	87,770	22,780	35.1%
<b>EMPLOYEE SERVICES SUBTOTAL:</b>		<b>272,440</b>	<b>183,885</b>	<b>241,900</b>	<b>220,000</b>	<b>209,294</b>	<b>333,415</b>	<b>121,421</b>	<b>58.0%</b>

**OPERATING & MAINTENANCE**

50600	Insurance - Liability	4,669	204	13,821	0	19,000	13,580	(5,420)	-28.5%
50610	Insurance - Property	9,269	9,818	10,500	10,500	10,500	10,500	0	0.0%
61130	Office Supplies	1,674	1,782	1,885	1,980	2,000	2,000	0	0.0%
60550	Printing	0	0	0	0	900	900	0	0.0%
61131	Postage	5,148	4,757	5,857	3,250	4,500	4,500	0	0.0%
60650	Membership & Publications	5,910	6,688	7,149		7,000	7,000	0	0.0%
60710	Travel & Training	3,122	4,088	1,449	2,199	5,000	5,000	0	0.0%
61140	Operational Supplies	369	6,959	311	987	4,000	4,000	0	0.0%
61111	Chemicals / Analysis	39,446	41,978	45,082	40,581	40,000	40,000	0	0.0%
61127	Tools	442	1,842	854	564	1,500	1,500	0	0.0%
60131	Laundry - Uniforms	926	865	238	985	800	1,100	300	37.5%
61240	Meter Expense	0	2,720	27,261	71,437	40,000	40,000	0	0.0%
61280	Fuel - Vehicles	7,409	7,424	6,255	5,204	7,000	7,000	0	0.0%
60270	Maintenance - Vehicles	2,918	6,984	5,052	3,348	8,000	8,000	0	0.0%
60250	Maintenance / Repair	102,626	47,733	58,698	64,454	50,000	50,000	0	0.0%
67600	Safety Equipment	1,701	1,654	843	1,024	3,000	3,000	0	0.0%
60211	Data Processing Contract Maintenance	900	900	900	0	1,300	1,300	0	0.0%
60210	Computer Maintenance & Software	1,224	2,028	3,471	819	4,000	4,000	0	0.0%
67705	Telephone	10,990	9,196	8,389	8,146	10,000	10,000	0	0.0%
61241	Utilities - Electric	114,929	125,583	138,174	163,211	110,000	163,500	53,500	48.6%
60021	Audit	6,777	9,132	5,838	4,350	7,100	71,000	63,900	900.0%
68110	Depreciation	166,272	163,471	145,615	155,000	167,000	165,000	(2,000)	-1.2%
67575	Regulatory Compliance	10,026	15,014	16,042	9,724	22,000	22,000	0	0.0%
69100	Transfer to Other Funds	0	181,396	0	0	1,103,333	0	(1,103,333)	-100.0%
67635	State Water Project	903,438	984,330	981,753	6,211	1,076,000	1,390,000	314,000	29.2%
67610	Santa Ynez River Appropriations	7,817	13,272	5,102	13,949	9,000	11,000	2,000	22.2%
60800	Contract Services	30,509	14,758	12,853	31,531	95,000	95,000	0	0.0%
60830	Contract Services - Engineering	0	12,020	85,833	121,005	75,000	75,000	0	0.0%
60900	Miscellaneous/CalPERS Unfunded Liability	4,494	595	502	15	9,000	12,500	3,500	38.9%
<b>OPERATING &amp; MAINTENANCE SUBTOTAL:</b>		<b>1,443,005</b>	<b>1,677,191</b>	<b>1,589,723</b>	<b>720,473</b>	<b>2,891,933</b>	<b>2,218,380</b>	<b>(673,553)</b>	<b>-23.3%</b>

**WATER TOTAL:**

<b>1,715,445</b>	<b>1,861,076</b>	<b>1,831,624</b>	<b>940,473</b>	<b>3,101,227</b>	<b>2,551,795</b>	<b>(552,132)</b>	<b>-17.8%</b>
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DEPARTMENT EXPENDITURES

**WATER**  
**020-601**

BUDGET NOTE: Capital Items are included in the Depreciation Category

<u><b>CAPITAL</b></u>	2012-13 <u>Actual</u>	2013-14 <u>Actual</u>	2014-15 <u>Actual</u>	2015-16 <u>Estimate</u>	2015-16 <u>Budget</u>	2016-17 <u>Proposed</u>	Change From 2015-16 <u>Budget</u>	% Change From 2015-16 <u>Budget</u>
73100 Vehicle Replacement	0	0	0	0	0	0	0	-
74100 Improvements	0	0	0	7,740	30,000	30,000	0	+
73500 Equipment	0	0	1,733	3,779	30,000	25,000	(5,000)	-16.7%
<b><u>CAPITAL TOTAL:</u></b>	<b>0</b>	<b>0</b>	<b>1,733</b>	<b>11,519</b>	<b>60,000</b>	<b>55,000</b>	<b>(5,000)</b>	<b>-8.3%</b>

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

(2) Equipment includes sampling, sounding and generators.

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2016-17

	Actual 2014-15	Budget 2015-16	Budget 2016-17
<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
<b>Total</b>	<b>1.70</b>	<b>1.70</b>	<b>1.85</b>
50000 Salaries	\$ 163,402	\$ 139,804	\$ 238,445
50030 Hourly	\$ -	\$ 7,200	\$ 7,200
50100 Benefits	\$ 78,498	\$ 64,990	\$ 87,770
<u>Operating &amp; Maintenance</u>			
50600 Insurance - Liability	\$ 13,821	\$ 19,000	\$ 13,580
10% of the City's liability insurance; 80% is charged to the General Fund and 10% is charged to the Wastewater Fund.			
50610 Insurance - Property	\$ 10,500	\$ 10,500	\$ 10,500
40% of the City's fire insurance costs; 20% is charged to the General Fund and 40% is charged to the Wastewater Fund. Includes earthquake and flood insurance on City property.			
61130 Office Supplies	\$ 1,885	\$ 2,000	\$ 2,000
60550 Printing	\$ -	\$ 900	\$ 900
61131 Postage	\$ 5,857	\$ 4,500	\$ 4,500
60650 Membership & Publications	\$ 7,149	\$ 7,000	\$ 7,000
Membership dues for the American Water Works Association (AWWA), Cross Connection, Santa Barbara Water Purveyors Association and Underground Service Alert (USA), etc.			
60710 Travel & Training	\$ 1,449	\$ 5,000	\$ 5,000
Attendance at seminars and reimbursement for Certification and License renewal fees.			
61140 Operational Supplies	\$ 311	\$ 4,000	\$ 4,000

FUND: 020-WATER		DEPARTMENT: 601/WATER		
61111	Chemical Analysis	\$ 45,082	\$ 40,000	\$ 40,000
61127	Tools	\$ 854	\$ 1,500	\$ 1,500
60131	Laundry - Uniforms	\$ 238	\$ 800	\$ 1,100
<b>33 1/3% of laundry and uniform service for the Water Department employees. Safety Equipment and personal protective</b>				
61240	Meter Expense	\$ 27,261	\$ 40,000	\$ 40,000
<b>New and replacement meters. New meter expense is offset by meter installation revenue.</b>				
61280	Fuel - Vehicles	\$ 6,255	\$ 7,000	\$ 7,000
60270	Maintenance - Vehicles	\$ 5,052	\$ 8,000	\$ 8,000
60250	Maintenance / Repair	\$ 58,698	\$ 50,000	\$ 50,000
67600	Safety Equipment	\$ 843	\$ 3,000	\$ 3,000
<b>33 1/3 % of the cost for the Water Department employees.</b>				
60211	Data Processing Contract Maintenance	\$ 900	\$ 1,300	\$ 1,300
<b>50% of contract support for utility billing software.</b>				
60210	Computer Maintenance & Software	\$ 3,471	\$ 4,000	\$ 4,000
<b>50% of contract support for utility billing software. Computer equipment and software licenses, including SCADA.</b>				
67705	Telephone	\$ 8,389	\$ 10,000	\$ 10,000
61241	Utilities - Electric	\$ 138,174	\$ 110,000	\$ 163,500
60021	Audit	\$ 5,838	\$ 7,100	\$ 71,000
<b>33 1/3% of the cost.</b>				
68110	Depreciation	\$ 145,615	\$ 167,000	\$ 167,000
<b>Estimate for Fiscal Year 2016-17; includes the amortization of buildings, underground lines, automotive equipment and other equipment listed in the utility plant; excludes land.</b>				
67575	Regulatory Compliance	\$ 16,042	\$ 22,000	22,000
69100	Transfer to Other Funds			
	Transfer to CIP Fund Project #606 (Water Meter Improvements)	\$ -	\$ -	\$ -
	Transfer to CIP Fund Project #603 (WTP Facilities)	\$ -	\$ 160,000	\$ 100,000
	Transfer to CIP Fund Project #605 (Backwash Reclamation Imprvt Pjt)	\$ -	\$ -	\$ 100,000
	Transfer to CIP Fund Project #602 (Reservoirs 1 & 2 - 2013-14)	\$ -	\$ -	\$ 200,000
	Transfer to CIP Fund Project #607 - (Water Meter Upgrades)	\$ -	\$ -	\$ -
	Transfer to CIP Fund Project #610 (Water Distribution System Imprc)	\$ -	\$ 25,000	\$ 100,000
	Transfer to CIP Project #611 (Recycled Water Concept/Feas/Joint Pjt)	\$ -	\$ 30,000	\$ -
67635	State Water Project	\$ 981,753	\$ 1,076,000	\$ 1,390,000
<b>Covers both Central Coast Water Authority (CCWA) and Department of Water Resources (DWR) charges.</b>				
67610	Santa Ynez River Appropriations	\$ 5,102	\$ 9,000	\$ 11,000
<b>Annual groundwater charges.</b>				
60800	Contract Services	\$ 12,853	\$ 95,000	\$ 95,000

FUND: 020-WATER

DEPARTMENT: 601/WATER

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	\$ 85,833	\$ 75,000	\$ 75,000
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Water system modeling and atlas mapping.

60900	Miscellaneous	\$ 502	\$ 9,000	\$ 12,500
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CalPERS Unfunded Liability is billed separately from Payroll. The 2016-17 amount due from the Enterprise fund is \$11,992. Other costs are due to various small WTP-related purchases.

Capital

73100	Vehicle Replacement	\$ -	\$ -	\$ -
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74100	Improvements	\$ -	\$ 30,000	\$ 30,000
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Water Conservation rebates, i.e., "cash for grass".

73500	Equipment	\$ 1,733	\$ 30,000	\$ 25,000
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Sampling, sounding and generators

## **OTHER FUNDS**

**FUND: 023-HOUSING**

**DEPARTMENT: 580/HOUSING**

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ -	\$ -		\$ -	\$ -	\$ -
Operating & Maintenance	\$ 2,970	\$ -	\$ 1,130	\$ 3,000	\$ 3,000	\$ 3,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 2,970	\$ -	\$ 1,130	\$ 3,000	\$ 3,000	\$ 3,000

**DEPARTMENT DESCRIPTION**

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

DEPARTMENT EXPENDITURES

HOUSING  
023-580

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17	Change From	% Change
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>	<u>Proposed</u>	2015-16	From 2015-16
								<u>Budget</u>	<u>Budget</u>
<u>OPERATING &amp; MAINTENANCE</u>									
67385	Housing Assistance		0	0	0	0	0	0	-
67470	Mobile Home Repair	2,970	0	1,130	2,472	3,000	3,000	0	0.0%
60800	Contract Services		0	0	0	0	0	0	-
<u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u>		<u>2,970</u>	<u>0</u>	<u>1,130</u>	<u>2,472</u>	<u>3,000</u>	<u>3,000</u>	<u>0</u>	<u>0.0%</u>
 <b>HOUSING TOTAL:</b>		<b>2,970</b>	<b>0</b>	<b>1,130</b>	<b>2,472</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>0.0%</b>

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEAR 2016-17</u>	Actual 2014-15	Budget 2015-16	Budget 2016-17
<u>Operating &amp; Maintenance</u>			
67385 Housing Assistance	\$0	0	0
67470 Mobile Home Repair	\$1,130	3,000	3,000
<u>Mobile Home Repair \$3,000 thru Senior Center.</u>			
60800 Contract Services	0	0	0

**FUND: 025-GAS TAX**

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

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 83,482	\$ 98,860	\$ 570,272	\$ 302,000	\$ 777,000	\$ 252,000
Capital	\$ -	\$ 12,893	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 83,482	\$ 111,753	\$ 570,272	\$ 302,000	\$ 777,000	\$ 252,000

**DEPARTMENT DESCRIPTION**

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

DEPARTMENT EXPENDITURES

**GAS TAX**  
**025-55X**

		2012-13	2013-14	2014-15	2015-16	2015-16	2016-17	Change From	% Change
		<u>Actual</u>	<u>Actual</u>	<u>Actual</u>	<u>Estimate</u>	<u>Budget</u>	<u>Proposed</u>	2015-16	From 2015-16
								<u>Budget</u>	<u>Budget</u>
<b><u>OPERATING &amp; MAINTENANCE</u></b>									
553	67695 Annual Street Report	0	0	250	2,000	2,000	2,000	0	0.0%
553	69100 Transfer to Other Funds	0	89,390	570,022	300,000	775,000	250,000	(525,000)	-67.7%
553	60800 Contract Services	0	0	0	0	0	0	0	-
554	60800 Contract Services	23,218	4,420	0	0	0	0	0	-
555	60800 Contract Services	28,643	0	0	0	0	0	0	-
557	60800 Contract Services	31,622	5,050	0	0	0	0	0	-
<b><u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u></b>		<b>83,482</b>	<b>98,860</b>	<b>570,272</b>	<b>302,000</b>	<b>777,000</b>	<b>252,000</b>	<b>(525,000)</b>	<b>-67.6%</b>
<b><u>CAPITAL</u></b>									
553	74100 Improvements	0	0	0	0	0	0	0	-
557	74100 Improvements	0	12,893	0	0	0	0	0	-
<b><u>CAPITAL SUBTOTAL:</u></b>		<b>0</b>	<b>12,893</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>GAS TAX TOTAL:</b>		<b>83,482</b>	<b>111,753</b>	<b>570,272</b>	<b>302,000</b>	<b>777,000</b>	<b>252,000</b>	<b>(525,000)</b>	<b>-67.6%</b>

025-555-60800-000 = Street Sweeping

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2016-17

Actual 2014-15	Budget 2015-16	Budget 2016-17
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Operating & Maintenance

553	67695	Street Report	\$250	2,000	2,000
553	69100	Transfer to other funds			
Transfer to CIP Fund Project #310 (Road Maintenance 14/15)			\$ -	\$ -	\$ -
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
Transfer to CIP Fund Project #313 (Road Maintenance 15/16)			\$ -	\$ -	\$ 200,000
Transfer to CIP Fund Project #206 (RV Park Ped/Sidewalk Improvments -combined w/Road Mtce Funding)					\$ 25,000
Operating Transfer to the General Fund for Overhead Costs			\$ -	\$ -	
554	60800	Contract Services	\$ -	\$ -	\$ 250,000
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	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 76,575	\$ 60,295	\$ 25,365	\$ 35,200	\$ 92,100	\$ 205,160
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 76,575	\$ 60,295	\$ 25,365	\$ 35,200	\$ 92,100	\$ 205,160

**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

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<b><u>OPERATING &amp; MAINTENANCE</u></b>								
60800 Contract Services	15,759	0	0	0	0	0	0	-
69100 Transfer out (CIP)	39,716	0	0	1,000	50,000	175,000	125,000	+
69400 Bikes and Trails (Reserve)	0	0	0	13,000	13,000	3,960	(9,040)	+
67445 Lompoc-Wine Country Express	20,000	20,000	20,000	2,500	20,000	20,000	0	0.0%
67685 SYVT Dial-A-Ride Subsidy	1,100	1,200	1,203	1,200	1,100	1,200	100	9.1%
67115 Breeze Extension Pilot	0	39,095	4,162	17,500	8,000	5,000	(3,000)	-37.5%
<b><u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u></b>	<b>76,575</b>	<b>60,295</b>	<b>25,365</b>	<b>35,200</b>	<b>92,100</b>	<b>205,160</b>	<b>113,060</b>	<b>122.8%</b>
<b><u>CAPITAL</u></b>								
74100 Improvements	0	0	0	0	0	0	0	0.0%
<b><u>CAPITAL SUBTOTAL:</u></b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>
<b>LOCAL TRANSPORTATION TOTAL:</b>	<b>76,575</b>	<b>60,295</b>	<b>25,365</b>	<b>35,200</b>	<b>92,100</b>	<b>205,160</b>	<b>113,060</b>	<b>122.8%</b>

EXPENDITURE DETAIL NARRATIVE

<u>FISCAL YEAR 2016-17</u>		Actual	Budget	Budget
		2014-15	2015-16	2016-17
<u>Operating &amp; Maintenance</u>				
60800	Contract Services	\$ -	\$ -	\$ -
	North Park & Ride design/permitting			
69100	Transfer Out			
	Transfer Out to CIP # 308 (North Avenue of the Flags Park and Ride)			\$ 75,000
	Transfer Out to CIP # 312 (Highway 246 Sidewalk - Cal Trans)			\$ 100,000
69400	Bikes and Trails (Reserve)	\$ -	\$ -	\$ 13,000
	Set Aside funds allocated to Bikes and Trails for future Project			
67445	Lompoc-SYV Transit Project	\$ 20,000	\$ 20,000	\$ 20,000
	Wine Country Express			
67685	SYVT Dial-A-Ride Subsidy	\$ 1,203	\$ 1,100	\$ 1,200
67115	Breeze Extension Pilot	\$ 4,162	\$ 8,000	\$ 5,000
<u>Capital</u>				
74100	Improvements			
	See Fund 92			

**FUND: 029-TRANSPORTATION PLANNING**

**DEPARTMENT: 557/ENGINEERING**

DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ 41,655	\$ 35,518	\$ 41,338	\$ 45,151	\$ 45,000	\$ 45,000
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ 41,655	\$ 35,518	\$ 41,338	\$ 45,151	\$ 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

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<u>OPERATING &amp; MAINTENANCE</u>								
60800 Contract Services	41,655	35,518	41,338	45,151	45,000	45,000	0	0.0%
<u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u>	41,655	35,518	41,338	45,151	45,000	45,000	0	0.0%
TRANSPORTATION PLANNING TOTAL:	41,655	35,518	41,338	45,151	45,000	45,000	0	0.0%

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2016-17

Actual  
2014-15

Budget  
2015-16

Budget  
2016-17

Operating & Maintenance

60800 Contract Services

\$ 45,151

\$ 45,000

\$ 45,000

Transportation and transit coordination/planning/Caltrans
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DEPARTMENT SUMMARY	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed
Employee Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating & Maintenance	\$ -	\$ -	\$ 527,558	\$ -	\$ 855,347	\$ 621,500
Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Department Total	\$ -	\$ -	\$ 527,558	\$ -	\$ 855,347	\$ 621,500

**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.

DEPARTMENT EXPENDITURES

MEASURE A  
031-560

	2012-13 Actual	2013-14 Actual	2014-15 Actual	2015-16 Estimate	2015-16 Budget	2016-17 Proposed	Change From 2015-16 Budget	% Change From 2015-16 Budget
<b><u>OPERATING &amp; MAINTENANCE</u></b>								
69100 Transfer to Other Funds	0	0	527,558		855,347	621,500	(233,847)	-27.3%
60800 Contract Services/Ballot Initiative	0	0	0	0	0	0	0	-
<b><u>OPERATING &amp; MAINTENANCE SUBTOTAL:</u></b>	<b>0</b>	<b>0</b>	<b>527,558</b>	<b>0</b>	<b>855,347</b>	<b>621,500</b>	<b>(233,847)</b>	<b>-27.3%</b>
<b><u>CAPITAL</u></b>								
74100 Improvements	0	0	0	0	0	0	0	-
<b><u>CAPITAL SUBTOTAL:</u></b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>
<b>MEASURE A TOTAL:</b>	<b>0</b>	<b>0</b>	<b>527,558</b>	<b>0</b>	<b>855,347</b>	<b>621,500</b>	<b>(233,847)</b>	<b>-27.3%</b>

EXPENDITURE DETAIL NARRATIVE

FISCAL YEAR 2016-17

Actual  
2014-15

Budget  
2015-16

Budget  
2016-17

Operating & Maintenance

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	\$ 250,000
Transfer to CIP Fund #306 (Highway 246/Sycamore Pedestrian Crossing)	\$ -	\$ 70,000	\$ 70,000
Transfer to CIP Fund #313 (Road Project 2015-16)	\$ -	\$ 250,000	\$ 250,000
Transfer to Fund 27 (LTF) for Transit Operating Costs	\$ -	\$ 39,100	\$ 26,500
	\$ -	\$ -	\$ -

60800 Contract Services

\$ -

\$ -

\$ -

2014-15 Road Maintenance Project.

Capital

74100 Improvements  
See Fund 92



**2016-17**

**CAPITAL IMPROVEMENT  
PROJECTS (CIP) BUDGET**

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**2017 through 2021**

**CAPITAL IMPROVEMENT PROGRAM**

City of Buellton  
 Capital Improvement Project (CIP) Funding by fund  
 Budget: 2016-17

Project  
 Number

092-101 Storm Drain cleaning and Retrofit  
 092-201 Facilities Maintenance and Painting  
 092-205 City Hall Repairs (Roof and Restrooms)  
 092-206 Riverview Pk Pedestrian/Sidewalk Improvements - with Road Mtn funding  
 092-210 Fleet Purchases (See Public Works General 001-558)  
 092-211 Village Park Improvements  
 092-306 Phase III Hwy 246/Sycamore Ped Xing  
 092-307 McMurray Road Widening / TS Improvements  
 092-308 North Avenue of the Flags prk and Ride  
 092-311 Industrial Way Street Lights  
 092-312 Highway 246 Sidewalk (CalTrans)  
 092-313 Road Maintenance Project (15/16)  
 092-602 Reservoirs 1 & 2 (FY 13/14)  
 092-603 WTP Facilities Improvement  
 092-605 WTP Backwash Reclamation Improvement Project  
 092-610 Water Distribution System Improvements  
 092-702 Sewer Collections System Clean CCTV  
 092-704 Sewer Line Replacement  
 092-706 WWTP Facilities Improvements

Transfer to CIP fund 92:

General Fund	Gas Tax	LTF	MA	Water	WW	FY 16-17 TOTAL
25,000						25,000
10,000						10,000
30,000						30,000
-	25,000		25,000			50,000
-						-
216,000						216,000
			70,000			70,000
	25,000					25,000
		75,000				75,000
85,000						85,000
150,000		100,000	250,000			500,000
100,000	200,000		250,000			550,000
				200,000		200,000
				100,000		100,000
				100,000		100,000
					50,000	50,000
					100,000	100,000
					100,000	100,000
616,000	250,000	175,000	595,000	500,000	250,000	2,386,000

**CITY OF BUELLTON, CALIFORNIA**  
**Capital Program Summary by Project (with 5-Year projections)**  
**For Fiscal Year Beginning 7/1/16 and Ending 6/30/17**

**CITY-WIDE CAPITAL IMPROVEMENT PROJECT (CIP) BUDGET**

Project Number	Project Description	FY 2016-17 Budget	FY 2017-21 Budget	Total Budget (All Years)	Start Date	End Date
092-101	Storm Drain cleaning and Retrofit	25,000	80,000	160,000	1st Qtr 2014	4th Qtr 2017
092-201	Facilities Maintenance and Painting	10,000	-	10,000	1st Qtr 2014	4th Qtr 2017
092-202	Buellton Town Center Driveway	-	-	114,000	1st Qtr 2014	4th Qtr 2015
092-203	Fundware	-	-	150,000	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)	30,000	30,000	60,000	1st Qtr 2016	4th Qtr 2016
092-206	Riverview Park Pedestrian/Sidewalk Improvements - with Rd Maintenance funding	50,000	100,000	150,000	1st Qtr 2016	4th Qtr 2020
092-207	Santa Ynez River Trail Conceptual Plan and Feasibility Study	-	40,000	40,000	1st Qtr 2019	4th Qtr 2019
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 (2016-17 See Public Works - General)	-	125,000	125,000	1st Qtr 2017	1st Qtr 2020
092-211	Village Park Improvments (Combine funding with Developer) - (1)	216,000	-	216,000	1st Qtr 2016	4th Qtr 2016
092-212	The Avenue Improvements	-	-	-		Future
092-302	Road Maintenance (FY 13/14)	-	-	1,261,200	1st Qtr 2014	4th Qtr 2015
092-306	Phase III Hwy 246/Sycamore Ped Xing	70,000	670,000	840,000	1st Qtr 2014	4th Qtr 2017
092-307	McMurray Road Widening / TS (13/14)	25,000	500,000	575,000	1st Qtr 2014	4th Qtr 2017
092-308	No. Ave of the Flags Park and Ride	75,000	625,000	790,000	1st Qtr 2014	4th Qtr 2018
092-310	Road Maintenance (FY 14/15)	-	-	611,797	1st Qtr 2016	4th Qtr 2016
092-311	Industrial Way Street Lights (General Fund)	85,000	400,000	500,000	1st Qtr 2016	4th Qtr 2017
092-312	Highway 246 Sidewalk (CalTrans)	500,000	-	500,000	1st Qtr 2016	4th Qtr 2017
092-313	Road Maintenance Project (15/16)	550,000	2,395,000	2,945,000		Ongoing
092-314	SD Inlet/Catch Basin Retrofit Improvements	-	600,000	600,000		Ongoing
092-315	Avenue of the Flags Pedestrian/Drainage Improvements	-	600,000	600,000	1st Qtr 2017	4th Qtr 2018
092-602	Reservoirs 1 & 2 (FY 13/14)	200,000	-	700,000	1st Qtr 2014	1st Qtr 2015
092-603	WTP Facilities Improvement	100,000	400,000	760,000		Ongoing
092-604	WTP and Pump Booster Reliability Project	-	-	60,000	1st Qtr 2014	4th Qtr 2015
092-605	WTP Backwash Reclamation Improvement Project	100,000	-	100,000	1st Qtr 2016	4th Qtr 2016
092-606	Water Meter Reading Improvements	-	105,000	105,000	1st Qtr 2017	4th Qtr 2019
092-607	Water Meter Upgrades	-	200,000	200,000		Ongoing
092-608	WTP/Booster Power Reliability	-	300,000	300,000	1st Qtr 2017	4th Qtr 2018
092-609	Supplemental Well/WTP Feasibility	-	50,000	50,000	1st Qtr 2018	4th Qtr 2019
092-610	Water Distribution System Improvements	100,000	800,000	900,000		Ongoing
092-611	Recycled Water Concept/Feasibility Joint Project **	-	100,000	130,000	1st Qtr 2016	4th Qtr 2017
092-702	Sewer Collections System Cleaning/CCTV	50,000	100,000	190,000		Ongoing
092-703	WWTP and Lift Station security and reliability Project	-	-	100,000		See Project 092-706
092-704	Sewer Line Replacement	100,000	300,000	400,000	1st Qtr 2014	4th Qtr 2014
092-705	Headworks Improvement Project	-	-	150,000	1st Qtr 2014	4th Qtr 2014
092-706	WWTP Facilities Improvements	100,000	400,000	600,000		Ongoing
092-708	Endeloe Pilot Project [No Cost to City]	-	-	-	1st Qtr 2018	4th Qtr 2019
092-709	Sewer Jetter/Vac Truck	-	200,000	200,000	1st Qtr 2018	4th Qtr 2019
092-710	WWTP Lift Station and Plant Power Reliability	-	280,000	280,000	1st Qtr 2017	4th Qtr 2018
092-611	Recycled Water Concept/Feasibility Joint Project **	-	400,000	520,000	1st Qtr 2016	4th Qtr 2018
<b>TOTAL CAPITAL IMPROVEMENT PROGRAM:</b>		<b>2,386,000</b>	<b>9,950,000</b>	<b>16,203,997</b>		

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

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

Fund Number			Est. 6/30/16 Fund Equity	FY 2016-17 Revenue	FY 2016-17 Expenditures	FY 2016-17 CIP Funding	Est. 6/30/17 Fund Equity
001	Transfer In from General Fund	General Fund	7,500,000	6,423,600	(7,159,274)	(616,000)	6,148,326
006	Transfer In from Sewer Capital Fund	Sewer Capital Fund	(933,845)	349,424 (1)	-	(250,000)	(834,421)
021	Transfer In from Water Capital Fund	Water Capital Fund	267,432	361,773 (2)	-	(500,000)	129,205
031	Transfer In from Measure A	Measure A	700,000	278,771	(369,229)	(595,000)	14,542
027	Transfer In from Local Transportation Fund	LTF Fund	30,000	205,160	(30,160)	(175,000)	30,000
025	Transfer In from Gas Tax Fund	Gas Tax Fund	600,000	189,000	(65,000)	(250,000)	474,000
<b>TOTAL TRANSFERS IN FUNDING FROM ALL FUNDS</b>			<b>8,163,587</b>	<b>7,807,728</b>	<b>(7,623,663)</b>	<b>(2,386,000)</b>	<b>5,961,652</b>

(1) Connection fees are sufficient to cover CIPs in 2016-17. Negative Beginning fund balance to be analyzed as part of Rate Study.

(2) Connection fees in 2016-17 and positive beginning fund balance from prior years are sufficient to cover CIPs in 2016-17. More analysis will be done as part of Rate Study.