



CITY OF MONTICELLO OPERATING BUDGET

October 1, 2017–September 30, 2018

**Tentative Budget Hearing - September 5, 2017
Adopted September 18, 2017**

BUDGET RECAP

	2017-2018 PROPOSED
<u>GENERAL FUND</u>	
Revenue - General Fund	2,435,947
Grant Income	530,000
TOTAL REVENUE - GENERAL FUND	<u>2,965,947</u>
Expenses - General Fund	
General Administrative	463,192
Law Enforcement	767,015
Fire Control	33,282
Garbage	257,660
Streets/Parks/Cemeteries/Animal Control	914,798
Grant Expenses - General Fund	530,000
TOTAL EXPENSES - GENERAL FUND	<u>2,965,947</u>
<u>WATER/SEWER FUND</u>	
Revenue - Water/Sewer Fund	1,207,100
Grant Income	850,000
TOTAL REVENUE - WATER/SEWER FUND	<u>2,057,100</u>
Expenses - Water/Sewer	
Water Operating Expenses	408,876
Sewer Operating Expenses	798,224
Grant Expenses - Water/Sewer Fund	850,000
TOTAL EXPENSES - WATER/SEWER FUND	<u>2,057,100</u>
<hr/>	
General Fund Carried Forward Balance (as amended)	803,306
Water/Sewer Carried Forward Balance (as amended)	13,530,468
COMBINED CARRIED FORWARD/BEG. BAL.	14,333,774
COMBINED GENERAL FUND, WATER/SEWER FUND REVENUES	5,023,047
COMBINED GENERAL FUND, WATER/SEWER FUND EXPENSES	5,023,047
General Fund Ending Balance	14,333,774

	2017-2018 ADOPTED
Account GENERAL FUND - REVENUE	
311.100 Ad Valorem	603,000
207.213 Nuisance Assessment Fees	500
312.400 Local Option Gas Tax	90,600
312.600 One-Cent Local Option Sales Tax	152,900
312.650 One-Cent Local Option Sales Tax-Quarterly	42,600
313.100 Franchise Fees - Electricity	160,200
314.100 Utility Tax - Electricity	201,800
314.800 Utility Tax-Propane/Fuel Oil	20,000
315.000 Communications Services Tax	71,400
321.000 Business Taxes	6,600
329.000 Animal Control / County Labor Reimbursements	2,700
331.250 Local Law Enf FDLE JAG Program Revenue	700
335.120 State Shared Revenue	107,250
335.140 Mobile Homes Licenses	1,200
335.150 Alcoholic Beverage Licenses	1,300
335.180 Local 1/2 Cent Sales Tax	228,600
341.200 Development Review Fees	1,000
342.200 Fire Assessment - City Share	33,282
343.400 Garbage/Solid Waste	229,600
343.600 DOT Lighting Reimbursement	22,565
343.800 Cemetery Sales	7,000
343.920 DOT Roadside Maintenance	51,650
347.400 Special Events Fees	1,800
351.010 Fines/Judgments	19,000
369.000 Miscellaneous Revenue	24,000
365.000 Sale of Scrap/Surplus Material	10,000
389.400 FLC Safety Grant Program Revenue	3,000
207.209 From Water/Sewer - Admin and Support	14,000
133.200 From Gen Fund Reserves - Other	12,000
From Street Reserves (Bucket Truck)	0
From Law Enforcement Reserves	0
From Cemetery Trust Fund	10,000
From Gen Fund Reserves (E. Dogwood St)	247,700
From Gen Fund Reserves - Fire Truck	0
369.100 Capital Contributions (Donations)	10,000
Other Contributions	30,000
133.300 Reimbursements from Water/Sewer	18,000
TOTAL GENERAL REVENUE	<u>2,435,947</u>
GENERAL FUND- GRANT INCOME	
331.540 CDBG	0
331.490 SCOP - Street Paving	25,000
Transportation Alternatives	0
Dept. of State - Historic Preservation	50,000
RTP - Ecological Park Improvements	220,000
Other Grant Funding	235,000
TOTAL GRANT REVENUE-GEN FUND	<u>530,000</u>
TOTAL GENERAL REVENUE/GRANT INCOME	<u>2,965,947</u>

	2017-2018 ADOPTED
Account GEN ADMINISTRATIVE EXPENSE	
Salaries	
511.011 Legislative - City Council	21,200
512.011 Executive Salaries	
City Clerk/Treasurer	53,450
City Manager	58,500
512.012 Regular Salaries	
Deputy Clerk	37,946
Total Salaries	<u>171,096</u>
512.021 FICA	13,050
513.022 Retirement Contributions Non-Police Personnel	72,500
513.023 Group Health/Group Life	15,340
513.024 Employee Assistance Program	726
TOTAL PERSONNEL SERVICES	<u>272,712</u>
Operating Expenses	
511.040 Council Member Travel Expense	3,700
512.040 Travel-City Manager/City Clerk	200
531.031 Professional Services	1,000
513.032 Accounting and Auditing	24,500
514.031 City Attorney services plus travel	19,200
519.031 Codification Expense/Professional Services	1,500
519.034 Contract Services-pest control, etc.	450
519.039 Gas/Oil - City Manager	1,700
519.041 Communications	6,080
519.042 Freight/Postage/Delivery	1,500
519.043 Utility Services	4,300
519.044 Rentals and Leases	950
519.045 Insurance	51,800
519.046 Repairs/Maintenance City Hall	9,000
519.047 Facilities Management Reserve	15,000
519.048 Rentals-Christmas Pole Decorations	3,300
519.049 Current Charges	3,000
Historic Design Review Board-Guidelines Manual	950
519.050 Advertising	1,600
519.051 Office Supplies	1,950
519.052 Operating Supplies/Maintenance	3,500
519.054 Membership/Educational Costs	2,000
519.055 IT Support/Programming/Website	900
519.200 Development Review Fees	1,000
515.049 Election Expense	1,900
559.080 Economic Development	12,500
581.000 Bank Service Fees	1,000
Cemetery Trust Fund Transfer	7,000

GENERAL FUND EXPENSES - CONTINUED

	2017-2018 ADOPTED
519-064 Capital Outlay	
Truck/Equipment	0
Due To Water/Sewer Fund	<u>0</u>
TOTAL OPERATING EXPENSES	<u>181,480</u>
552.082 Contributions	
Main Street	2,000
July 4th Fireworks Committee	1,000
Monticello/Jeff Co Chamber of Commerce	1,000
Jefferson County Humane Society	5,000
TOTAL CONTRIBUTIONS	<u>9,000</u>
TOTAL - GENERAL ADMIN EXPENSE	<u>463,192</u>
GENERAL FUND - GRANT EXPENSES	
536.081 CDBG	0
549.000 SCOP - Street Paving-Mamie Scott	25,000
Transportation Alternatives	0
Dept. of State Historic Preservation	50,000
RTP - Ecological Park Improvements	220,000
Other Grant Funding	235,000
TOTAL GRANT EXPENSES-GEN FUND	<u>530,000</u>
TOTAL GENERAL FUND EXPENSE	<u>993,192</u>

2017-2018
ADOPTED**Account LAW ENFORCEMENT**

521.012	Officer Salaries	
	Chief	52,190
	Captain	44,910
	Lieutenant	40,940
	Sargeant	37,660
	Patrol Officer	31,370
	Patrol Officer	31,370
	Patrol Officer	31,370
	Patrol Officer	31,370
	Patrol Officer	31,370
521.013	Sick/Annual Leave-Termination	3,000
521.018	Sick/Annual Leave Buyback	3,000
	Overtime - Police	10,000
	TOTAL OFFICER SALARIES	348,550

Communication Salaries

	Dispatcher Supervisor	31,830
	Dispatcher	24,630
	Dispatcher	24,530
	Dispatcher	23,300
	Dispatcher Part-Time (3 positions)	9,000
	Overtime - Dispatch	6,000
	Sick Leave/Annual Leave - Termination	1,000
	TOTAL COMMUNICATION SALARIES	120,290
	Midnight Shift Pay-Dispatch and Officers	5,200
521.015	Incentive Pay (Training) - Officers	4,800
521.016	On-Call Pay	4,100
521.021	FICA	38,400
521.022	Retirement - Police - City Share	54,200
521.023	Group Health/Life	95,100
	TOTAL PERSONNEL SERVICES	670,640

Law Enforcement Operating Expenses

521.035	Investigations	1,000
521.039	Gas/Oil/Grease	25,000
521.040	Travel	100
521.041	Communications	7,000
521.042	Freight/Postage/Delivery	175
521.043	Utilities	5,200
521.045	Police Liability Insurance/Claims	15,400
521.046	Repairs/Maintenance (Buildings)	3,000
521.047	Repairs/Maintenance (Vehicles/Equip)	14,000
521.049	Miscellaneous	3,200

LAW ENFORCEMENT EXPENSES - CONTINUED

	2017-2018 ADOPTED
521.050 Pest Control/Termite Inspection	150
521.051 Office Supplies	1,850
521.052 Operating Supplies	6,000
521.053 Uniforms	2,500
521.054 Membership/Educational	800
521.056 Equipment	4,000
TOTAL LAW ENF. OPERATING EXPENSE	<u>89,375</u>
Capital Outlay	
521.064 Vehicle	3,500
Reserve Funding	
Vehicles/Equip Reserve	3,500
TOTAL CAPITAL OUTLAY	<u>7,000</u>
GRAND TOTAL-LAW ENFORCEMENT EXPENSE	<u>767,015</u>

**2017-2018
ADOPTED**

Account FIRE CONTROL

522.012 Personnel (All Volunteer)

	2017-2018 ADOPTED
Operating Expenses	
522.039 Gas/Oil/Grease	1,200
522.040 Travel/Per Diem	500
522.041 Communication	1,600
522.043 Utilities	1,420
522.046 Repairs/Maintenance	9,900
522.045 Insurance-Property/Liability/Workers' Comp	1,500
522.049 Miscellaneous	600
522.051 Office Supplies	200
522.052 Operating Supplies/Uniforms	7,000
522.054 Membership/Educational Costs	200
522.050 Pension Valuation/Pension Expense	1,200
522.064 Equipment	4,000
522.064 Cap Outlay	0
TOTAL OPERATING EXPENSES	<u>29,320</u>
Reserve Funding	
522.065 Fire Truck/Equipment Reserve	3,962
TOTAL CAPITAL OUTLAY	<u>3,962</u>
GRAND TOTAL - FIRE CONTROL	<u>33,282</u>

		2017-2018 ADOPTED
Account	GARBAGE/SOLID WASTE	
534.012	Salaries - Garbage	
	Supervisor/Driver - Garbage Truck	30,160
	Collector II	21,845
	Collector II	26,795
	Collector II	25,150
	Driver - Grapple Truck	24,960
534.017	Overtime/Comp Time	3,000
	Incentive Pay	0
	TOTAL SALARIES	<u><u>131,910</u></u>
534.013	Sick/Annual Leave-Termination	150
534.021	FICA	10,150
534.023	Group Health/Life	42,600
	TOTAL PERSONNEL EXPENSES	<u><u>184,810</u></u>
	Operating Expenses	
534.039	Gas/Oil/Grease	22,000
534.041	Communications	750
534.046	Repairs/Maintenance	30,000
534.049	Current Charges	900
534.052	Operating Supplies	5,000
534.055	Uniforms	4,200
	TOTAL OPERATING EXPENSES	<u><u>62,850</u></u>
534.064	Capital Outlay	
	Reserve Funding	
534.066	Reserve - Garbage Truck	10,000
	TOTAL CAPITAL OUTLAY	<u><u>10,000</u></u>
	GRAND TOTAL-GARBAGE/SOLID WASTE	<u><u>257,660</u></u>

2017-2018
ADOPTED

Account **STREETS/PARKS/CEMETERIES**
ANIMAL CONTROL/SHOP

541.012	Salaries	
	Public Works Director	47,840
	Foreman/Asst. Superintendent	33,640
	Driver/Operator/Animal Control	30,680
	Foreman	30,225
	Operator II	24,800
	Operator II	28,355
	Laborer	24,630
	Laborer	23,925
	Driver/Mechanic/Animal Control	28,085
	Incentive Pay	1,500
541.017	Overtime/On-Call Compensation	12,600
	TOTAL SALARIES	<u>286,280</u>
541.013	Sick/Annual Leave-Termination	3,100
541.021	FICA	22,300
541.023	Group Health/Life	69,015
	TOTAL PERSONNEL EXPENSES	<u>380,695</u>
	Operating Expense	
541.039	Gas/Oil/Grease	27,400
541.041	Communications	2,600
541.043	Utilities	5,700
541.060	Street Lights	67,000
541.046	Repairs/Maintenance/Construction	60,000
541.061	E. Dogwood St. Permitting/Improvements	247,700
541.047	Barricade/Cone Rental	3,400
541.049	Current Charges	2,800
541.051	Office Supplies	100
541.052	Operating Supplies	36,000
541.042	Signs	5,500
541.044	Mowing Equipment/Supplies	5,100
541.045	Street Equipment	1,000
541.053	Road and Sidewalk Materials/Supplies	19,020
	Ecological Park Improvement Reserve	0
541.063	Tree and Landscape Services/Supplies	4,000
	Bike Trail Improvements - South End	3,500
541.054	Animal Control Expenses	5,500
541.057	Animal Control - County Partnership	7,151
541.059	Lease Agreements-parking lot	1,760
541.055	Uniforms	5,300
	TOTAL OPERATING EXPENSES	<u>510,531</u>

STREETS - CONTINUED**2017-2018
ADOPTED**

		2017-2018 ADOPTED
Capital Outlay		
541.069	Street Sweeper - 2 payments of \$10,786	21,572
541.064	Vehicle Purchase - Bucket Truck	0
	Vehicle Purchase	0
	Gravely Pro-Turn Mower	0
Reserve Funding		
541.068	Reserve-Vehicle	2,000
	TOTAL CAPITAL OUTLAY	<u>23,572</u>
GRAND TOTAL-STREETS/PARKS/ ANIMAL CONTROL/SHOP		<u>914,798</u>

		2017-2018 ADOPTED
Account	WATER/SEWER REVENUE	
343.310	Water Service Charges/Sales	361,100
343.312	Water Tap Fees	2,400
343.325	Late Charges	49,400
343.510	Sewer Service Charges	776,200
343.512	Sewer Tap Fees	2,000
369.000	Miscellaneous Revenues	6,000
369.200	From Water/Sewer Reserves	0
	From Water Reserves - Vehicle	5,000
	From Water/Sewer Systems Charges Reserves	5,000
	TOTAL WATER/SEWER REVENUE	<u>1,207,100</u>
 WATER/SEWER GRANT INCOME		
	Water Tower Maintenance	0
334.900	Water Main Repair - NFWFMD	200,000
337.901	Water Main Repair - Legislative Appropriation	100,000
331.900	Other Grant Funding - Water	300,000
	Other Grant Funding - Sewer	250,000
	TOTAL WATER/SEWER GRANT INCOME	<u>850,000</u>

		2017-2018 ADOPTED
Account	WATER EXPENSES	
533.012	Salaries	
	Deputy Clerk - Utilities	30,560
	Water Specialist III	35,970
	Meter Reader	25,380
	Water Specialist	23,925
	Incentive Pay	3,000
533.017	Overtime/On-Call	8,700
	TOTAL SALARIES	<u>127,535</u>
	Sick Leave/Annual Leave - Separation	0
533.021	FICA	9,800
533.023	Group Health/Life	26,600
	TOTAL PERSONNEL	<u>163,935</u>
	Operating Expenses	
533.031	Professional Services/Engineering	500
533.034	Contractual Services	5,000
533.035	Water Tower Inspection/Maintenance	34,517
533.038	Sunshine State One Call	700
533.039	Gas/Oil/Grease	7,500
533.040	Travel	300
533.041	Communication	1,100
533.042	Freight/Postage/Delivery	4,700
533.043	Utility Services	27,900
533.045	Insurance	22,000
533.046	Repairs/Maintenance/Vehi/Equip/Buildings	30,000
533.049	Current Charges	2,000
533.051	Office Supplies	1,100
533.052	Operating Supplies	53,500
533.054	Membership/Educational Costs	2,000
533.055	IT Equipment/Support	4,100
533.059	Uniforms	2,500
533.068	Annual Water Report Distribution Expense	500
533.186	Reimbursements to Gen.Fund -Costs	8,000
	TOTAL OPERATING EXPENSES	<u>207,917</u>
	Capital Outlay	
533.064	Vehicle - Backhoe Annual Payment	6,624
	Vehicle - Mule	10,400
	Reserve Funding	
	Water Vehicles/Equipment	20,000
	TOTAL OPERATING/PERSONNEL/RESERVE EXPENSES	<u>408,876</u>
	WATER - GRANT EXPENSE	
533.700	Water Tower Maintenance - Legislative Appropriation	0
572.900	Water Main Repair - NFWFMD	200,000
337.900	Water Main Repair - Legislative Appropriation	100,000
	Other Grant Funding	300,000
	TOTAL GRANT EXPENSES - WATER	<u>600,000</u>

	2017-2018 ADOPTED
Account SEWER EXPENSE	
535.012 Salaries	
Lead Operator	42,400
Assistant Treatment Plant Operator	31,745
Equipment Mechanic II	36,735
Sewer Plant Technician	27,585
Incentive Pay	500
535.017 Overtime/On-Call	6,200
TOTAL SALARIES	<u>145,165</u>
535.013 Accrued Sick/Vacation - Termination	300
535.021 FICA	11,200
535.023 Group Health/Group Life	25,400
TOTAL PERSONNEL EXPENSES	<u>182,065</u>
Operating Expenses	
535.031 Professional Services	500
535.034 Contractual Services	12,500
535.033 Sludge Disposal	4,000
535.039 Gas/Oil/Grease	7,900
535.040 Travel and Per Diem	100
535.041 Communications	9,850
535.042 Postage/Freight/Delivery	150
535.043 Utilities	89,400
535.045 Insurance	19,900
535.046 Repairs/Maintenance-Buildings/Equip/Veh.	55,235
535.049 Current Charges	11,200
535.051 Office Supplies	250
535.052 Operating Supplies	35,000
535.054 Membership/Educational Costs	1,500
535.055 IT Support/Programming/Back-up Support	1,200
535.059 Uniforms	3,000
535.912 Cost/Labor Reimbursements to General Fund	6,000
Reimbursements to General Fund Prior Transfers	0
TOTAL OPERATING EXPENSES	<u>257,685</u>
Bond Debt Service	
207.200 1990 Bond (through 2030)	139,250
207.400 2013 Bond	201,600
TOTAL DEBT SERVICE	<u>340,850</u>
Capital Outlay	
535.064 Backhoe - Downpayment/financing	6,624
Vehicle/Equipment	0
Reserve Funding	
535.066 Reserve Funding - Vehicles/Equipment	0
Asset Management Reserve - USDA Mandated	7,000
Treatment Plant Replacement	4,000
TOTAL OPERATING/DEBT SER/CAP OUTLAY/RESERVE	<u>798,224</u>
SEWER - GRANT EXPENSE	
Other Grants/Appropriations	250,000
TOTAL - SEWER GRANT EXPENSE	<u>250,000</u>

CAPITAL IMPROVEMENTS RESERVE BUDGET

2017/2018

PROJECTED

PRIOR YR TRANSFERS 9/30/2018 BALANCE 2017/2018 2018-2019 2019-2020 2020-2021 2021-2022 2022-2023

	BALANCE	IN	OUT	BALANCE	RESERVE FUNDING BUDGET	RESERVE FUNDING BUDGET	RESERVE FUNDING BUDGET	RESERVE FUNDING BUDGET	RESERVE FUNDING BUDGET
GENERAL FUND									
LAW ENFORCEMENT									
Vehi/Equip	12,000	3,500	3,500	12,000	5,000	5,000	5,000	5,000	5,000
FIRE CONTROL									
Fire Truck/Equipment	724	3,962	0	4,686	3,500	3,500	3,500	3,500	3,500
STREETS/PARKS									
Vehicle/Equipment	0	0	0	0	5,000	2,000	2,000	2,000	2,000
Ecological Park Improvements	2,000	0	0	2,000	0	0	0	0	0
GARBAGE									
Garbage Truck	27,000	10,000	0	37,000	10,000	10,000	10,000	10,000	10,000
WATER/SEWER FUND									
Sewer - Treatment Plant	12,920	4,000	0	16,920	10,000	10,000	10,000	10,000	10,000
Sewer Equipment	88,900	0	0	88,900	6,000	6,000	6,000	6,000	6,000
Water - Vehicle/Equipment	11,306	20,000	0	31,306	3,000	3,000	3,000	3,000	3,000

RESERVE FUNDS OTHER THAN CAPITAL IMPROVEMENTS - RESTRICTED

	As of 10/1/2017	Projected In	Projected Out	Projected Balance 9/30/2018
GENERAL FUND				
Cemetery Trust Fund	91,098	9,500	-16,800	83,798
WATER / SEWER FUND				
<u>Bond Reserves</u>				
Obligation Bond Reserves -92-95	139,325			139,720
2013 Bond Issue - Required Reserve	202,005			202,220
USDA Asset Management	28,000			35,000
<u>Systems Service Charges</u>				
Water Systems Charges	19,865	2,200		22,065
Sewer Systems Charges	64,262	5,000		69,262

RESERVE FUNDS OTHER THAN CAPITAL IMPROVEMENTS - UNRESTRICTED

GENERAL FUND				
General Fund Savings	302,245		-247,700	54,545
Facilities Management Reserve	3,070	15,000	-4,000	14,070
WATER SEWER FUND				
Water / Sewer Emergency Fund	20,549			20,694