



CITY OF MONTICELLO OPERATING BUDGET

October 1, 2016–September 30, 2017

**Tentative Budget Hearing - September 8, 2016
Adopted September 20, 2016**

BUDGET RECAP

General Fund Carried Forward Balance	787,240
Water/Sewer Carried Forward Balance	13,538,161
COMBINED CARRIED FORWARD/BEG. BAL.	<u>14,325,401</u>

**2016-2017
BUDGET**

GENERAL FUND

Total Revenue - General Fund	2,242,750
Total Grant Revenue - General Fund	1,345,000
TOTAL REVENUE/GRANT REVENUE	<u>3,587,750</u>

Expenses - General Fund

General Administrative	471,386
Law Enforcement	726,639
Fire Control	33,300
Garbage	227,770
Streets/Parks/Cemeteries/Animal Control	783,655
TOTAL EXPENSES	<u>2,242,750</u>

Grant Expenses	1,345,000
Total Expenses - General Fund	<u>3,587,750</u>

WATER/SEWER FUND

Revenue Water/Sewer Fund	1,270,300
Grant Revenue - Water/Sewer Fund	890,000
TOTAL REVENUE WATER/SEWER	<u>2,160,300</u>

Expenses - Water/Sewer

Water Operating Expenses	401,150
Sewer Operating Expenses	869,150
TOTAL EXPENSES	<u>1,270,300</u>

Grant Expenses - Water	590,000
Grant Expenses - Sewer	300,000
TOTAL GRANT EXPENSES	<u>890,000</u>

TOTAL OPERATING/GRANT EXPENSES	<u>2,160,300</u>
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COMBINED GENERAL FUND, WATER/SEWER FUND REVENUES	5,748,050
COMBINED GENERAL FUND, WATER/SEWER FUND EXPENSES	5,748,050

General Fund Ending Balance	787,240
Water/Sewer Ending Balance	13,538,161
COMBINED ENDING BALANCE	<u>14,325,401</u>

**2016-2017
BUDGET**

Account GENERAL FUND - REVENUE

311.100	Ad Valorem	579,000
207.213	Nuisance Assessment Fees	500
312.400	Local Option Gas Tax	80,000
312.600	One-Cent Local Option Sales Tax	135,200
312.650	One-Cent Local Option Sales Tax-Quarterly	41,000
313.100	Franchise Fees - Electricity	167,000
314.100	Utility Tax - Electricity	195,000
314.800	Utility Tax-Propane/Fuel Oil	20,300
315.000	Communications Services Tax	76,500
321.000	Business Taxes	6,300
329.000	Animal Control Fees/Cost Reimbursements	1,100
331.250	Local Law Enf FDLE JAG Program Revenue	1,000
335.120	State Shared Revenue	108,200
335.140	Mobile Homes Licenses	1,000
335.150	Alcoholic Beverage Licenses	1,800
335.180	Local 1/2 Cent Sales Tax	205,000
341.200	Development Review Fees	1,200
342.200	Fire Assessment - City Share	33,300
343.400	Garbage/Solid Waste	225,000
343.600	DOT Lighting Reimbursement	23,200
343.800	Cemetery Sales	12,500
343.920	DOT Roadside Maintenance	51,650
347.400	Special Events Fees	2,000
351.010	Fines/Judgments	3,900
369.000	Miscellaneous Revenue	5,600
365.000	Sale of Scrap/Surplus Material	10,000
389.400	FLC Safety Grant Program Revenue	3,500
207.209	From Water/Sewer - Admin Support	15,000
133.200	From Gen Fund Reserves - Other	18,000
	From Cemetery Trust Fund	8,500
	From Gen Fund Reserves (E. Dogwood St)	151,000
369.100	Capital Contributions (Donations)	2,000
	Other Contributions	35,000
133.300	Reimbursements from Water/Sewer	22,500

TOTAL GENERAL REVENUE 2,242,750

GENERAL - GRANT INCOME

331.540	CDBG	675,000
331.490	SCOP - Street Paving	210,000
	Transportation Alternatives	100,000
	Historic Preservation Programs	110,000
	Other Grant Funding	250,000
	TOTAL GRANT REVENUE-GEN FUND	<u>1,345,000</u>

TOTAL GENERAL REVENUE/GRANT INCOME 3,587,750

		2016-2017 BUDGET
Account	GEN ADMINISTRATIVE EXPENSE	
	Salaries	
511.011	Legislative - City Council	25,000
512.011	Executive Salaries	
	City Clerk/Treasurer	53,450
	City Manager	58,500
512.012	Regular Salaries	
	Deputy Clerk	36,800
	Incentive Pay	0
	Total Salaries	<u><u>173,750</u></u>
512.021	FICA	13,300
513.022	Retirement Contributions Non-Police Personnel	70,000
513.023	Group Health/Group Life	12,700
513.024	Employee Assistance Program	726
	TOTAL PERSONNEL SERVICES	<u><u>270,476</u></u>
	Operating Expenses	
511.040	Council Member Conf/Travel Expense	3,700
512.040	Travel-City Manager/City Clerk	1,000
531.031	Professional Services	500
513.032	Accounting and Auditing	20,000
514.031	City Attorney services plus travel	20,000
519.031	Codification Expense	1,300
519.034	Contract Services-pest control, etc.	650
519.039	Gas/Oil - City Manager	1,960
519.041	Communications	6,500
519.042	Freight/Postage/Delivery	1,600
519.043	Utility Services	4,500
519.044	Rentals and Leases	1,000
519.045	Insurance	66,800
519.046	Repairs/Maintenance City Hall	12,000
519.047	Facilities Management Reserve	6,000
519.048	Rentals-Christmas Pole Decorations	3,300
519.049	Current Charges	1,500
519.050	Advertising	2,100
519.051	Office Supplies	2,100
519.052	Operating Supplies/Maintenance	3,000
519.054	Membership/Educational Costs	1,500
519.055	IT Support/Programming/Website	3,600
519.200	Development Review Fees	1,200
559.080	Economic Development	12,000
581.000	Bank Service Fees	1,100
	Cemetery Trust Fund Transfer	12,000
	TOTAL OPERATING EXPENSES	<u><u>190,910</u></u>

GENERAL FUND EXPENSES - CONTINUED

552.082	Contributions	
	Main Street	2,000
	July 4th Fireworks Committee	1,000
	Monticello Opera House	0
	Monticello/Jeff Co Chamber of Commerce	2,000
	Jefferson County Humane Society	5,000
	TOTAL CONTRIBUTIONS	<u>10,000</u>
	TOTAL - GENERAL ADMIN EXPENSE	<u>471,386</u>
	GENERAL FUND - GRANT EXPENSES	
536.081	CDBG Housing Rehabilitation	675,000
549.000	SCOP - Street Paving	210,000
	Transportation Alternatives	100,000
	Historic Preservation Grants	110,000
	Other Grant Funding	250,000
	TOTAL GRANT EXPENSES-GEN FUND	<u>1,345,000</u>
	TOTAL GENERAL FUND EXPENSE	<u>1,816,386</u>

**2016-2017
BUDGET**

Account	LAW ENFORCEMENT	
521.012	Officer Salaries	
	Chief	51,127
	Captain	44,036
	Lieutenant	40,048
	Sargeant	36,749
	Patrol Officer	30,444
	Patrol Officer	30,444
	Patrol Officer	30,444
	Patrol Officer	30,444
	Patrol Officer	30,444
521.013	Sick/Annual Leave-Termination	2,000
521.018	Sick/Annual Leave Buyback	3,000
	Overtime - Police	5,000
	TOTAL OFFICER SALARIES	<u>334,180</u>
	Communication Salaries	
	Dispatcher Supervisor	31,021
	Dispatcher	24,523
	Dispatcher	23,296
	Dispatcher	23,769
	Dispatcher Part-Time (3 positions)	8,700
	Overtime - Dispatch	5,000
	Sick Leave/Annual Leave-Termination	1,400
	TOTAL COMMUNICATION SALARIES	<u>117,709</u>
	Midnight Shift Pay-Dispatch and Officers	5,200
521.015	Incentive Pay (Training) - Officers	4,500
521.016	On-Call Pay	4,100
521.021	FICA	36,900
521.022	Retirement - Police - City Share	50,000
521.023	Group Health/Life	82,530
	TOTAL PERSONNEL SERVICES	<u>635,119</u>
	Law Enforcement Operating Expenses	
521.035	Investigations	1,000
521.039	Gas/Oil/Grease	25,000
521.040	Travel	100
521.041	Communications	6,900
521.042	Freight/Postage/Delivery	120
521.043	Utilities	5,500
521.045	Police Liability Insurance/Claims	11,300
521.046	Repairs/Maintenance (Buildings)	3,000
521.047	Repairs/Maintenance (Vehicles/Equip)	13,000
521.049	Miscellaneous	2,800
521.050	Pest Control/Termite Inspection	200
521.051	Office Supplies	2,100
521.052	Operating Supplies	6,300
521.053	Uniforms	2,000
521.054	Membership/Educational	800
521.056	Equipment	4,000
	TOTAL LAW ENF. OPERATING EXPENSE	<u>84,120</u>

LAW ENFORCEMENT EXPENSES - CONTINUED

	Capital Outlay	
521.064	Vehicle	3,700
	Reserve Funding	
	Vehicles/Equip Reserve	<u>3,700</u>
	TOTAL CAPITAL OUTLAY	<u><u>7,400</u></u>
	GRAND TOTAL-LAW ENFORCEMENT EXPENSE	<u><u>726,639</u></u>

**2016-2017
BUDGET**

Account	FIRE CONTROL	
522.012	Personnel (All Volunteer)	
	Operating Expenses	
522.039	Gas/Oil/Grease	1,000
522.040	Travel/Per Diem	900
522.041	Communication	1,600
522.043	Utilities	1,600
522.046	Repairs/Maintenance	12,000
522.045	Insurance	1,300
522.049	Miscellaneous	400
522.051	Office Supplies	300
522.052	Operating Supplies/Uniforms	7,000
522.054	Membership/Educational Costs	200
522.064	Equipment	5,000
	TOTAL OPERATING EXPENSES	<u><u>31,300</u></u>
	Reserve Funding	
522.065	Fire Truck/Equipment Reserve	<u>2,000</u>
	TOTAL CAPITAL OUTLAY	<u><u>2,000</u></u>
	GRAND TOTAL - FIRE CONTROL	<u><u>33,300</u></u>

**2016-2017
BUDGET**

Account	GARBAGE/SOLID WASTE	
534.012	Salaries - Garbage	
	Supervisor/Driver - Garbage Truck	29,120
	Collector II / Back-Up Driver	22,900
	Collector II	24,710
	Collector II	23,070
	Driver - Grapple Truck	23,070
534.017	Overtime/Comp Time	2,400
	Incentive Pay	200
	TOTAL SALARIES	<u>125,470</u>
534.013	Sick/Annual Leave-Termination	200
534.021	FICA	9,400
534.023	Group Health/Life	31,700
	TOTAL PERSONNEL EXPENSES	<u>166,770</u>
	Operating Expenses	
534.039	Gas/Oil/Grease	18,600
534.041	Communications	400
534.046	Repairs/Maintenance	30,000
534.049	Current Charges	400
534.052	Operating Supplies	6,000
534.055	Uniforms	1,600
	TOTAL OPERATING EXPENSES	<u>57,000</u>
534.064	Capital Outlay	
	Reserve Funding	
534.066	Reserve - Garbage Truck	4,000
	TOTAL CAPITAL OUTLAY	<u>4,000</u>
	GRAND TOTAL-GARBAGE/SOLID WASTE	<u>227,770</u>

**2016-2017
BUDGET**

Account	STREETS/PARKS/CEMETERIES ANIMAL CONTROL/SHOP	
541.012	Salaries	
	Public Works Director	46,798
	Foreman/Asst. Superintendent	32,593
	Driver/Operator/Animal Control	27,040
	Foreman	29,185
	Operator II	22,730
	Operator II	26,270
	Laborer	22,590
	Laborer	21,841
	Laborer /Animal Control	23,928
	Incentive Pay	2,000
541.017	Overtime/On-Call Compensation	8,200
541.013	Sick/Annual Leave-Termination	1,800
	TOTAL SALARIES	<u>264,975</u>
541.021	FICA	20,250
541.023	Group Health/Life	57,140
	TOTAL PERSONNEL EXPENSES	<u>342,365</u>
	Operating Expense	
541.039	Gas/Oil/Grease	27,000
541.041	Communications	3,000
541.043	Utilities	4,300
541.060	Street Lights	62,800
541.046	Repairs/Maintenance/Construction	60,000
	E. Dogwood St. Permitting/Improvements	151,000
541.047	Barricade/Cone Rental	4,000
541.049	Current Charges	600
541.051	Office Supplies	120
541.052	Operating Supplies	34,500
541.042	Signs	9,700
541.044	Mowing Equipment/Supplies	15,000
541.045	Street Equipment	500
541.053	Road and Sidewalk Materials/Supplies	26,500
541.063	Tree and Landscape Services/Supplies	3,000
541.054	Veterinary Services/Supplies/Education	2,500
541.057	Animal Control - County Partnership	7,100
541.059	Lease Agreements-parking lot	1,990
541.055	Uniforms	3,100
	TOTAL OPERATING EXPENSES	<u>416,710</u>

**STREETS/PARKS/CEMETERIES
ANIMAL CONTROL/SHOP - CONTINUED**

	Capital Outlay	
541.069	Street Sweeper - 2 payments of \$10,786	21,580
	Reserve Funding	
541.068	Reserve-Vehicle	<u>3,000</u>
	TOTAL CAPITAL OUTLAY	<u><u>24,580</u></u>
	GRAND TOTAL-STREETS/PARKS/ ANIMAL CONTROL/SHOP	<u><u>783,655</u></u>

**2016-2017
BUDGET**

Account	WATER/SEWER REVENUE	
343.310	Water Service Charges/Sales	345,000
343.312	Water Tap Fees	6,200
343.325	Late Charges	46,200
343.510	Sewer Service Charges	756,000
343-512	Sewer Tap Fees	4,400
369.000	Miscellaneous Revenues	11,500
369.410	Expense Reimbursements	1,000
369.200	From Water/Sewer Reserves	69,000
	From Water/Sewer Systems Charges Reserves	29,000
	Cost/Labor Reimbursements	2,000
	TOTAL WATER/SEWER REVENUE	<u>1,270,300</u>
	WATER/SEWER GRANT INCOME	
334.900	Water Main Repair - NWFWM	130,000
	Water main Repair - Legislative Appropriation	260,000
331.900	Other Grant Funding	500,000
	TOTAL WATER/SEWER GRANT INCOME	<u>890,000</u>

**2016-2017
BUDGET**

Account	WATER EXPENSES	
533.012	Salaries	
	Deputy Clerk - Utilities	29,200
	Water Specialist III	34,920
	Meter Reader	24,330
	Water Specialist	30,700
	Incentive Pay	1,200
533.017	Overtime/On-Call	8,700
	TOTAL SALARIES	<u>129,050</u>
533.021	FICA	9,750
533.023	Group Health/Life	25,400
	TOTAL PERSONNEL	<u>164,200</u>
	Operating Expenses	
533.031	Professional Services/Engineering	500
533.034	Contractual Services	6,800
533.035	Water Tower Inspection/Maintenance	34,000
533.038	Sunshine State One Call	700
533.039	Gas/Oil/Grease	7,000
533.040	Travel	300
533.041	Communication	1,300
533.042	Freight/Postage/Delivery	4,500
533.043	Utility Services	30,000
533.045	Insurance	20,000
533.046	Repairs/Maintenance/Vehi/Equip/Buildings	25,000
533.049	Current Charges	2,900
533.051	Office Supplies	800
533.052	Operating Supplies	66,000
533.054	Membership/Educational Costs	1,500
533.055	IT Equipment/Support	8,200
533.059	Uniforms	1,000
533.068	Annual Water Report Distribution Expense	500
533.186	Reimbursements to Gen.Fund -Costs	3,550
	TOTAL OPERATING EXPENSES	<u>214,550</u>
	Capital Outlay	
533.064	Vehicle - Backhoe Annual Payment	7,000
	Vehicle - Mule	10,400
	Reserve Funding	
	Water Vehicles/Equipment	5,000
	TOTAL PERSONNEL, OPERATING EXPENSES, RESERV	<u>401,150</u>
	WATER - GRANT EXPENSE	
572.900	Water Main Repair - NFWFMD	130,000
337.900	Water Main Repair - Legislative Appropriation	260,000
	Other Grant Funding	200,000
	TOTAL GRANT EXPENSES - WATER	<u>590,000</u>

**2016-2017
BUDGET**

Account	SEWER EXPENSE	
535.012	Salaries	
	Lead Operator	41,500
	Assistant Treatment Plant Operator	36,200
	Equipment Mechanic II	34,400
	Sewer Plant Technician	26,750
	Incentive Pay	500
535.017	Overtime/On-Call	3,600
	TOTAL SALARIES	<u>142,950</u>
535.013	Accrued Sick/Vacation - Termination	200
535.021	FICA	11,100
535.023	Group Health/Group Life	25,400
	TOTAL PERSONNEL EXPENSES	<u>179,650</u>
	Operating Expenses	
535.031	Professional Services	500
535.034	Contractual Services	9,000
535.033	Sludge Disposal	5,000
535.039	Gas/Oil/Grease	8,000
535.040	Travel and Per Diem	150
535.041	Communications	5,800
535.042	Postage/Freight/Delivery	200
535.043	Utilities	88,000
535.045	Insurance	15,000
535.046	Repairs/Maintenance-Buildings/Equip/Veh.	68,000
535.049	Current Charges	6,500
535.051	Office Supplies	200
535.052	Operating Supplies	48,100
535.054	Membership/Educational Costs	2,000
535.055	IT Support/Programming/Back-up Support	4,400
535.059	Uniforms	1,400
535.912	Cost/Labor Reimbursements to General Fund	4,000
	Reimbursements to General Fund Prior Transfers	1,000
	TOTAL OPERATING EXPENSES	<u>267,250</u>
	Bond Debt Service	
207.200	1990 Bond (through 2030)	138,750
207.400	2013 Bond	204,000
	TOTAL DEBT SERVICE	<u>342,750</u>
	Capital Outlay	
535.064	Backhoe - Downpayment/financing	7,000
	Equipment	56,500
	Reserve Funding	
535.066	Reserve Funding - Vehicles/Equipment	4,000
	Asset Management Reserve - USDA Mandated	7,000
	Treatment Plant Replacement	5,000
	TOTAL OPERATING/DEBT SER/CAP OUTLAY/RESERVE	<u>869,150</u>
	SEWER - GRANT EXPENSE	
	Other Grants/Appropriations	300,000
	TOTAL - SEWER GRANT EXPENSE	<u>300,000</u>

CAPITAL IMPROVEMENTS RESERVE BUDGET

2016/2017 2016/2017 Projected

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

Acquire Date	Cost	IN	OUT	Balance	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
GENERAL FUND									
LAW ENFORCEMENT									
Various	Various	5,000	0	23,000	5,000	5,000	5,000	5,000	5,000
Buildings-Moved to Veh/Equip.		0	0	0					
TBD		1,000		36,529	2,000	2,000	2,000	3,000	3,000
FIRE CONTROL									
Fire Truck/Equipment		3,000		3,000	5,000	5,000	2,000	2,000	2,000
STREETS/PARKS									
Vehicle/Equipment		0		2,000	0	0	0	0	0
Ecological Park Improvements		2,000							
GARBAGE									
Garbage Truck		4,000		31,000	8,000	8,000	8,000	8,000	8,000
WATER/SEWER FUND									
Sewer - Treatment Plant	2055	5,000		17,919	10,000	10,000	10,000	10,000	10,000
Sewer Equipment	TBD	4,000		90,434					
Water - Vehicle/Equipment	TBD	0		33,500	3,000	3,000	3,000	3,000	3,000

RESERVE FUNDS OTHER THAN CAPITAL IMPROVEMENTS - RESTRICTED

As of
10/1/2016

GENERAL FUND
Cemetery Trust Fund 96,500

WATER / SEWER FUND

Bond Reserves

Obligation Bond Reserves -92-95 138,800 required amount is \$138,500
2013 Bond Issue - Required Reserve 201,745 required amount is \$201,600

USDA Asset Management 21,000

Systems Service Charges

Water Systems Charges 19,350
Sewer Systems Charges 60,516

RESERVE FUNDS OTHER THAN CAPITAL IMPROVEMENTS - UNRESTRICTED

GENERAL FUND

General Fund Savings 295,880
Facilities Management Reserve 18,350

WATER SEWER FUND

Water Tower Maintenance 400
Water / Sewer Emergency Fund 20,410