



CITY OF MONTICELLO OPERATING BUDGET

October 1, 2020–September 30, 2021

**Tentative Budget Hearing - September 3, 2020
Adopted September 15, 2020**

RECAP

2020-2021

GENERAL FUND

TOTAL REVENUE - GENERAL FUND 2,267,431

Expenses - General Fund

General Administrative 544,293

Law Enforcement 774,346

Fire Control 36,900

Garbage 289,870

Streets/Parks/Cemeteries/Animal Control 622,022

TOTAL EXPENSES - GENERAL FUND 2,267,431

WATER/SEWER FUND

TOTAL REVENUE - WATER/SEWER FUND 1,293,000

Expenses - Water/Sewer

Water Operating Expenses 405,180

Sewer Operating Expenses 887,820

TOTAL EXPENSES - WATER/SEWER FUND 1,293,000

GRANTS

General Fund Grant Income 1,387,000

General Fund Grant Expense 1,387,000

Water/Sewer Grant Revenue 2,675,000

Water/Sewer Grant Expense 2,675,000

General Fund Carried Forward Balance (as amended) 787,502

Water/Sewer Carried Forward Balance (as amended) 12,942,410

COMBINED CARRIED FORWARD/BEG. BALANCE 13,729,912

**COMBINED GENERAL FUND, WATER/SEWER FUND,
GRANT REVENUE** 7,622,431

**COMBINED GENERAL FUND, WATER/SEWER FUND,
GRANT EXPENSES** 7,622,431

COMBINED ENDING BALANCE 13,729,912

2020-2021

Account	GENERAL FUND - REVENUE	
311.100	Ad Valorem	655,224
312.300	New Local Option Fuel Tax	40,000
312.400	Local Option Gas Tax	74,000
312.600	One-Cent Local Option Sales Tax	150,700
312.650	One-Cent Local Option Sales Tax-Quarterly	38,400
313.100	Franchise Fees - Electricity	189,000
314.100	Utility Tax - Electricity	236,800
314.800	Utility Tax-Propane/Fuel Oil	22,500
315.000	Communications Services Tax	57,600
321.000	Business Taxes	6,800
329.000	Animal Control / County Labor Reimbursements	3,400
335.120	State Shared Revenue	93,000
335.140	Mobile Homes Licenses	920
335.150	Alcoholic Beverage Licenses	1,200
335.180	Local 1/2 Cent Sales Tax	196,000
341.200	Development Review Fees	3,000
342.200	Fire Assessment - City Share	36,900
343.400	Garbage/Solid Waste	241,200
343.600	DOT Lighting Reimbursement	25,390
343.800	Cemetery Sales	11,000
343.920	DOT Roadside Maintenance	51,650
347.400	Special Events Fees	2,000
351.010	Fines/Judgments	8,800
369.000	Miscellaneous Revenue	12,900
365.000	Sale of Scrap/Surplus Material	30,400
389.400	FLC Safety Grant Program Revenue	1,200
207.209	From Water/Sewer - Admin and Support	2,000
133.200	From Gen Fund Reserves - Other	1,200
	From Law Enforcement Reserves	2,000
	From Cemetery Trust Fund	7,500
	From Gen Fund BP Reserves -Downtown Imp.	11,000
	From New Local Option Gas Tax Reserves	44,000
	From Gen Fund Reserves - City Hall Repairs	7,747
369.100	Capital Contributions (Donations)	1,000
	Other Contributions	1,000
	TOTAL GENERAL REVENUE	<u>2,267,431</u>

	GENERAL FUND - GRANT INCOME	
331.540	CDBG	625,000
331.490	SCOP - Street Paving - Pearl St.	100,000
	RTP - Ecological Park Improvements	85,000
	FDLE Grant - Vehicles	77,000
	Other Grant Funding	500,000
	TOTAL GRANT REVENUE-GEN FUND	<u>1,387,000</u>

		2020-2021
Account	GENERAL ADMINISTRATIVE EXPENSE	
	Salaries	
511.011	Legislative - City Council	31,000
512.011	Executive Salaries	
	City Clerk/Treasurer	54,000
	City Manager	60,000
512.012	Regular Salaries	
	Human Resources Officer/Deputy Clerk	40,860
	Total Salaries	<u>185,860</u>
512.021	FICA	14,218
513.022	Retirement Contributions Non-Police Personnel	106,705
513.023	Group Health/Group Life	8,100
513.024	Employee Assistance Program	730
	TOTAL PERSONNEL SERVICES	<u>315,613</u>
	Operating Expenses	
511.040	Council Member Travel/Education Expense	2,500
512.040	Travel-City Manager/City Clerk	100
519.031	Professional Services	1,500
	Consulting Services - Electric Franchise	2,000
513.032	Accounting and Auditing	23,800
514.031	City Attorney services plus travel	21,300
519.034	Contract Services-pest control, etc.	200
519.039	Gas/Oil - City Manager	2,380
519.041	Communications	6,400
519.042	Freight/Postage/Delivery	500
519.043	Utility Services	4,700
519.044	Rentals and Leases	1,800
519.045	Insurance	65,500
519.046	Repairs/Maintenance City Hall	4,100
519.047	Facilities Management Reserve	3,800
519.048	Rentals-Christmas Pole Decorations	3,500
519.049	Current Charges (inc. employee bonuses)	16,400
519.050	Advertising	2,200
519.051	Office Supplies	1,950
519.052	Operating Supplies/Maintenance	28,200
519.054	Membership/Educational Costs	400
519.055	IT Support/Programming/Website	3,300
519.200	Development Review Fees	2,800
515.049	Election Expense	0
581.000	Bank Service Fees	1,200
	Cemetery Trust Fund Transfer	11,000
	Reserve Funding for City Hall Improvements	8,250
	Due To Water/Sewer Fund	3,900
	TOTAL OPERATING EXPENSES	<u>223,680</u>
552.082	Economic Development and Community Development Grants	5,000
	TOTAL CONTRIBUTIONS	<u>5,000</u>
	TOTAL - GENERAL ADMIN EXPENSE	<u>544,293</u>

GENERAL FUND - GRANT EXPENSES		
536.081	CDBG	625,000
549.000	SCOP - Street Paving-Pearl St.	100,000
337.820	RTP - Ecological Park Improvements	85,000
	FDLE Grant - Vehicle	77,000
	Other Grant Funding	500,000
	TOTAL GRANT EXPENSES-GEN FUND	<u>1,387,000</u>

2020-2021

Account LAW ENFORCEMENT EXPENSES

521.012	Officer Salaries	
	Chief	54,395
	Captain	47,115
	Lieutenant	43,140
	Sargeant	39,850
	Patrol Officer	33,573
	Patrol Officer	33,573
	Patrol Officer	33,573
	Patrol Officer	33,573
	Patrol Officer	33,573
521.013	Sick/Annual Leave-Termination	2,000
521.018	Sick/Annual Leave Buyback	3,000
	Overtime - Police	22,100
	TOTAL OFFICER SALARIES	379,465

Communication Salaries

	Dispatcher Supervisor	34,142
	Dispatcher	26,920
	Dispatcher	26,725
	Dispatcher	25,585
	Dispatcher Part-Time (3positions)	8,600
	Overtime - Dispatch	3,400
	Sick Leave/Annual Leave - Termination	0
	TOTAL COMMUNICATION SALARIES	125,372

	Midnight Shift Pay-Dispatch and Officers	5,400
521.015	Incentive Pay (Training) - Officers	5,000
521.016	On-Call Pay	4,100
521.021	FICA	39,729
521.022	Retirement - Police - City Share	36,000
521.023	Group Health/Life	73,600
	TOTAL PERSONNEL SERVICES	668,666

Law Enforcement Operating Expenses

521.035	Investigations	1,000
521.039	Gas/Oil/Grease	25,400
521.040	Travel	100
521.041	Communications	20,100
521.042	Freight/Postage/Delivery	1,200
521.043	Utilities	6,000
521.045	Police Liability Insurance/Claims	13,000
521.046	Repairs/Maintenance (Buildings)	3,000
521.047	Repairs/Maintenance (Vehicles/Equip)	14,000
521.049	Miscellaneous	3,000
521.050	Pest Control/Termite Inspection	180
521.051	Office Supplies	2,500
521.052	Operating Supplies	4,000
521.053	Uniforms	2,500
521.054	Membership/Educational	700
521.056	Equipment	4,000
	TOTAL LAW ENFORCEMENT OPERATING EXPENSE	100,680

LAW ENFORCEMENT EXPENSES - CONTINUED

	Capital Outlay	
521.064	Vehicle	2,000
	Reserve Funding	
	Vehicles/Equip Reserve	3,000
	TOTAL CAPITAL OUTLAY	<u>5,000</u>
	GRAND TOTAL-LAW ENFORCEMENT EXPENSE	<u><u>774,346</u></u>

2020-2021

Account	FIRE CONTROL EXPENSES	
522.012	Personnel (All Volunteer)	0
	Operating Expenses	
522.039	Gas/Oil/Grease	300
522.040	Travel/Per Diem	100
522.041	Communication	1,600
522.043	Utilities	1,500
522.046	Repairs/Maintenance	8,900
522.045	Insurance-Property/Liability/Workers' Comp	2,950
522.049	Miscellaneous	300
522.051	Office Supplies	200
522.052	Operating Supplies/Uniforms	4,000
522.054	Membership/Educational Costs	200
522.050	Pension Valuation/Pension Expense/Audit	3,200
522.064	Equipment	4,000
	TOTAL OPERATING EXPENSES	<u><u>27,250</u></u>
	Reserve Funding	
522.065	Fire Truck/Equipment Reserve	9,650
	TOTAL CAPITAL OUTLAY	<u><u>9,650</u></u>
	GRAND TOTAL - FIRE CONTROL	<u><u>36,900</u></u>

2020-2021

Account GARBAGE/SOLID WASTE EXPENSES

534.012	Salaries - Garbage	
	Driver - Grapple Truck	32,480
	Collector II	25,270
	Collector II	29,100
	Collector II	24,030
	Driver - Garbage Truck	28,930
534.017	Overtime/Comp Time	7,000
	Incentive Pay	500
534.013	Sick/Annual Leave-Termination	200
	TOTAL SALARIES	<u><u>147,510</u></u>
534.021	FICA	11,285
534.023	Group Health/Life	36,850
	TOTAL PERSONNEL EXPENSES	<u><u>195,645</u></u>
	Operating Expenses	
534.039	Gas/Oil/Grease	21,200
534.041	Communications	425
534.046	Repairs/Maintenance	20,000
	Lease of Grapple Truck	24,500
534.049	Current Charges	200
534.052	Operating Supplies	4,000
534.055	Uniforms	3,900
	TOTAL OPERATING EXPENSES	<u><u>74,225</u></u>
534.064	Capital Outlay	
	Reserve Funding	
534.066	Reserve - Garbage Truck	20,000
	TOTAL CAPITAL OUTLAY	<u><u>20,000</u></u>
	GRAND TOTAL-GARBAGE/SOLID WASTE	<u><u>289,870</u></u>

2020-2021

Account	STREETS/PARKS/CEMETERIES	
	ANIMAL CONTROL/SHOP EXPENSES	
541.012	Salaries	
	Public Works Director	49,230
	Street Foreman	35,965
	Operator II	27,160
	Operator II	28,198
	Laborer	27,094
	Laborer	27,966
	Laborer	26,210
	Driver/Mechanic/Animal Control	30,160
	Incentive Pay	800
541.017	Overtime/On-Call Compensation	4,900
541.013	Sick/Annual Leave-Termination	525
	TOTAL SALARIES	<u>258,208</u>
541.021	FICA	19,753
541.023	Group Health/Life	51,600
	TOTAL PERSONNEL EXPENSES	<u>329,561</u>
	Operating Expense	
541.039	Gas/Oil/Grease	17,900
541.041	Communications	4,250
541.042	Signs	1,000
541.043	Utilities	5,450
541.044	Mowing Equipment/Supplies	900
541.045	Street Equipment	450
541.046	Repairs/Maintenance/Construction	84,500
541.047	Barricade/Cone Rental	3,900
541.049	Current Charges	400
541.052	Operating Supplies	21,400
541.055	Uniforms	5,100
541.060	Street Lights	69,900
	Cemetery Supplies	5,700
541.063	Tree and Landscape Services/Supplies	1,800
541.054	Animal Control Expenses	2,100
541.057	Animal Control - County Partnership	7,151
541.059	Lease Agreements-parking lot	1,760
	TOTAL OPERATING EXPENSES	<u>233,661</u>
	Capital Outlay	
541.065	Equipment	14,500
	Reserve Funding	
541.068	Reserve-Veh/Equip/Street Improvements	5,000
	To Paving Reserve- Local Option Gas Tax	39,300
	TOTAL CAPITAL OUTLAY/RESERVE	<u>58,800</u>
	GRAND TOTAL-STREETS/PARKS/	
	CEMETERIES/ANIMAL CONTROL/SHOP	<u>622,022</u>

2020-2021

Account WATER/SEWER REVENUE

343.310	Water Service Charges/Sales	383,900
343.312	Water Tap Fees	8,200
343.325	Late Charges	47,000
343.510	Sewer Service Charges	796,700
343-512	Sewer Tap Fees	8,200
369.000	Miscellaneous Revenues	12,100
	From Eco Park Reserve (Grant Match)	0
	From Water Vehicle/Equipment Reserves	5,000
	From Sewer Vehicle/Equipment Reserves	10,000
	From USDA Asset Mgt. Reserves	0
	From Sewer Systems Charges	0
	From Water/Sewer Emergency	15,000
	From Water Systems Charges	0
	Cost/Labor Reimbursements from Gen. Fund	6,900
	TOTAL WATER/SEWER REVENUE	<u>1,293,000</u>

WATER/SEWER GRANT INCOME

334.400	Solar Facility Grant	2,350,000
331.900	Other Grant Funding - Water	125,000
	Old Jail Lift Station Replacement Grant	0
	Other Grant Funding - Sewer	200,000
	TOTAL WATER/SEWER GRANT INCOME	<u>2,675,000</u>

2020-2021

Account WATER EXPENSES**533.012 Salaries**

Deputy Clerk - Utilities	32,200
Water Specialist III	38,300
Meter Reader	27,675
Water Specialist	34,562
Incentive Pay	300

533.017 Overtime/On-Call	10,400
Sick Leave/Annual Leave - Separation	100

TOTAL SALARIES	<u>143,537</u>
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533.021 FICA	10,981
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533.023 Group Health/Life	30,000
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TOTAL PERSONNEL	<u>184,518</u>
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Operating Expenses

533.031 Professional Services/Engineering	200
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533.034 Contractual Services	3,200
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533.035 Water Tower Inspection/Maintenance	34,517
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533.038 Sunshine State One Call	625
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533.039 Gas/Oil/Grease	9,800
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533.041 Communication	2,100
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533.042 Freight/Postage/Delivery	4,800
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533.043 Utility Services	27,600
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533.045 Insurance	32,000
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533.046 Repairs & Maintenance / Asset Mgt. Exp.	37,020
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533.049 Current Charges	700
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533.051 Office Supplies	500
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533.052 Operating Supplies	45,000
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533.054 Membership/Educational Costs	1,600
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533.055 IT Equipment/Support	3,100
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533.059 Uniforms	2,500
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533.068 Annual Water Report Distribution Expense	400
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533.186 Reimbursements to Gen.Fund -Costs	500
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TOTAL OPERATING EXPENSES	<u>206,162</u>
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Capital Outlay

533.064 Vehicle / Equipment	0
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Reserve Funding

Water Vehicles/Equipment	4,500
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Water Asset Management Plan Reserve	10,000
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TOTAL PERSONNEL, OPERATING, RESERVE	<u>405,180</u>
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WATER - GRANT EXPENSE

Other Grant Funding	125,000
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TOTAL GRANT EXPENSES - WATER	<u>125,000</u>
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2020-2021

Account SEWER EXPENSE

535.012	Salaries	
	Lead Operator	45,839
	Assistant Treatment Plant Operator	36,925
	Equipment Mechanic II	39,080
	Sewer Plant Technician	29,886
	Incentive Pay	300
535.017	Overtime/On-Call	5,300
535.013	Accrued Sick/Vacation - Termination	250
	TOTAL SALARIES	157,580

535.021	FICA	12,060
535.023	Group Health/Group Life	22,300
	TOTAL PERSONNEL EXPENSES	191,940

Operating Expenses

535.031	Professional Services	1,500
535.034	Contractual Services	10,000
535.033	Sludge Disposal	5,000
535.039	Gas/Oil/Grease	4,000
535.040	Travel and Per Diem	200
535.041	Communications	11,600
535.042	Postage/Freight/Delivery	4,200
535.043	Utilities	79,000
535.045	Insurance	32,000
535.046	Repairs & Maintenance / Asset Mgt Exp.	103,200
535.049	Current Charges	500
535.051	Office Supplies	250
535.052	Operating Supplies	35,400
535.054	Membership/Educational Costs	2,410
535.055	IT Support/Programming/Back-up Support	2,700
535.059	Uniforms	3,700
535.912	Cost/Labor Reimbursements to General Fund	500
	TOTAL OPERATING EXPENSES	296,160

Debt Service

207.200	1990 Bond (through 2030)	138,650
207.400	2013 Bond (through 2053)	201,570
572.200	Solar Project	3,000
	TOTAL DEBT SERVICE	343,220

Capital Outlay

535.064	Vehicle/Equipment	0
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Reserve Funding

535.066	Reserve Funding - Vehicles/Equipment	10,000
	USDA Asset Management Reserve	7,000
	Treatment Plant Replacement	4,500
	Reserve Funding - Asset Management Plan	35,000
	TOTAL OPERATING/DEBT SER/CAP OUTLAY/RESERVE	887,820

SEWER - GRANT EXPENSE

	Other Grants/Appropriations	200,000
	Old Jail Lift Station Replacement Grant	0
572.21	Solar Grant - Construction	2,350,000
	TOTAL - SEWER GRANT EXPENSE	2,550,000

RESERVE FUNDS OTHER THAN CAPITAL IMPROVEMENTS - RESTRICTED

	As of 10/1/2020 Est.	Projected In Est.	Projected Out Est.	Projected Balance 9/30/2021
GENERAL FUND				
Cemetery Trust Fund	112,800	11,000	7,500	116,300
New Local Option Gas Tax (Paving)	112,875	37,600	44,000	106,475
WATER / SEWER FUND				
<u>Bond Reserves</u>				
Obligation Bond Reserves -92-95	141,200	3,100	0	144,300
2013 Bond Issue - Required Reserve	206,071	780	0	206,851
USDA Asset Management	24,900	7,000	0	31,900
<u>Systems Service Charges</u>				
Water Systems Charges	27,350	8,100	0	35,450
Sewer Systems Charges	63,082	31,500		94,582

RESERVE FUNDS OTHER THAN CAPITAL IMPROVEMENTS - UNRESTRICTED

GENERAL FUND				
General Fund Savings (BP Proceeds)	33,023	650	26,000	7,673
Facilities Management Reserve	7,015	7,100	0	14,115
City Hall - Maintenance Reserve	11,000	8,250	11,000	8,250
WATER SEWER FUND				
Water / Sewer Emergency Fund	21,950	800	0	22,750
Sewer Vehicles/Equipment	73,200	6,650		79,850
Sewer Asset Management Plan Reserve	67,000	35,000	0	102,000
Water - Vehicle/Equipment	12,506	4,500	0	17,006
Water Asset Management Plan Reserve	0	10,000	0	10,000