



CITY OF MONTICELLO OPERATING BUDGET

October 1, 2018–September 30, 2019

**Tentative Budget Hearing - September 12, 2018
Adopted September 24, 2018**

BUDGET RECAP 2018 - 2019**GENERAL FUND**

TOTAL REVENUE - GENERAL FUND	2,336,318
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Expenses - General Fund

General Administrative	493,750
Law Enforcement	813,109
Fire Control	37,338
Garbage	266,096
Streets/Parks/Cemeteries/Animal Control	726,025

TOTAL EXPENSES - GENERAL FUND	2,336,318
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WATER/SEWER FUND

TOTAL REVENUE - WATER/SEWER FUND	1,208,150
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Expenses - Water/Sewer

Water Operating Expenses	381,459
Sewer Operating Expenses	826,691

TOTAL EXPENSES - WATER/SEWER FUND	1,208,150
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GRANTS

General Fund Grant Income	500,000
General Fund Grant Expense	500,000

Water/Sewer Grant Revenue	350,000
Water/Sewer Grant Expense	350,000

General Fund Carried Forward Balance (as amended)	593,794
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Water/Sewer Carried Forward Balance (as amended)	13,441,453
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COMBINED CARRIED FORWARD/BEG. BALANCE	14,035,247
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COMBINED GENERAL FUND, WATER/SEWER FUND, GRANT REVENUE	4,394,468
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COMBINED GENERAL FUND, WATER/SEWER FUND, GRANT EXPENSES	4,394,468
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COMBINED ENDING BALANCE	14,035,247
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2018-2019

	GENERAL FUND - REVENUE	
311.100	Ad Valorem	623,400
207.213	Nuisance Assessment Fees	0
312.300	New Local Option Fuel Tax	40,600
312.400	Local Option Gas Tax	85,000
312.600	One-Cent Local Option Sales Tax	158,900
312.650	One-Cent Local Option Sales Tax-Quarterly	44,600
313.100	Franchise Fees - Electricity	179,000
314.100	Utility Tax - Electricity	213,000
314.800	Utility Tax-Propane/Fuel Oil	20,500
315.000	Communications Services Tax	55,000
321.000	Business Taxes	6,700
329.000	Animal Control / County Labor Reimbursements	2,100
335.120	State Shared Revenue	117,800
335.140	Mobile Homes Licenses	1,200
335.150	Alcoholic Beverage Licenses	1,100
335.180	Local 1/2 Cent Sales Tax	257,200
341.200	Development Review Fees	5,000
342.200	Fire Assessment - City Share	37,338
343.400	Garbage/Solid Waste	229,800
343.600	DOT Lighting Reimbursement	23,930
343.800	Cemetery Sales	9,000
343.920	DOT Roadside Maintenance	51,650
347.400	Special Events Fees	1,800
351.010	Fines/Judgments	5,000
365.000	Sale of Scrap/Surplus Material	2,000
369.000	Miscellaneous Revenue	40,000
389.400	FLC Safety Grant Program Revenue	1,200
	School Security Reimbursement Program	25,000
		4,000
207.209	From Water/Sewer - Admin and Support	12,000
133.200	From Gen Fund Reserves - Other	0
	From Law Enforcement Reserves	0
	From Cemetery Trust Fund	2,500
	From Gen Fund Reserves (E. Dogwood St)	30,000
	From Gen Fund Reserves - Fire Department	0
	From Gen Fund Reserves - City Hall Repairs	11,000
		10,000
369.100	Capital Contributions (Donations)	25,000
	Other Contributions	4,000
133.300	Reimbursements from Water/Sewer	4,000
	TOTAL GENERAL REVENUE	<u>2,336,318</u>
	GENERAL - GRANT INCOME	
331.540	CDBG	100,000
331.490	SCOP - Street Paving	0
331.800	Dept. of State - Historic Preservation	0
	RTP - Ecological Park Improvements	200,000
	Other Grant Funding	200,000
	TOTAL GRANT REVENUE-GEN FUND	<u>500,000</u>

2018-2019

Account	GEN ADMINISTRATIVE EXPENSE	
	Salaries	
511.011	Legislative - City Council	29,350
512.011	Executive Salaries	
	City Clerk/Treasurer	54,645
	City Manager	63,000
512.012	Regular Salaries	
	Deputy Clerk	39,275
	Total Salaries	<u>186,270</u>
512.021	FICA	14,380
513.022	Retirement Contributions Non-Police Personnel	87,200
513.023	Group Health/Group Life	16,200
513.024	Employee Assistance Program	730
	TOTAL PERSONNEL SERVICES	<u>304,780</u>
	Operating Expenses	
511.040	Council Member Travel Expense	3,700
512.040	Travel-City Manager/City Clerk	100
513.032	Accounting and Auditing	23,500
514.031	City Attorney services plus travel	19,000
515.049	Election Expense	2,800
519.031	Professional Services	1,400
519.034	Contract Services-pest control, etc.	200
519.039	Gas/Oil - City Manager	1,650
519.041	Communications	6,600
519.042	Freight/Postage/Delivery	1,900
519.043	Utility Services	5,380
519.044	Rentals and Leases	920
519.045	Insurance	48,200
519.046	Repairs/Maintenance City Hall	20,000
519.047	Facilities Management Reserve	5,000
519.048	Rentals-Christmas Pole Decorations	3,500
519.049	Current Charges	1,600
519.050	Advertising	3,620
519.051	Office Supplies	1,500
519.052	Operating Supplies/Maintenance	4,700
519.054	Membership/Educational Costs	1,200
519.055	IT Support/Programming/Website	1,400
519.200	Development Review Fees	4,000
531.031	Professional Services/Codification Exp.	2,100
559.080	Economic Development	5,000
581.000	Bank Service Fees	1,000
	Cemetery Trust Fund Transfer	9,000
	TOTAL OPERATING EXPENSES	<u>178,970</u>

GENERAL FUND EXPENSES - CONTINUED

552.082	Contributions	
	Main Street	2,000
	July 4th Fireworks Committee	2,000
	Monticello/Jeff Co Chamber of Commerce	1,000
	Jefferson County Humane Society	5,000
	Other - Holistic Plan of Care	0
	Other -	0
	TOTAL CONTRIBUTIONS	<u>10,000</u>
	TOTAL - GENERAL ADMIN EXPENSE	<u>493,750</u>
	 GENERAL FUND - GRANT EXPENSES	
	CDBG	100,000
549.000	SCOP - Street Paving-Mamie Scott	0
337.800	Dept. of State Historic Preservation	0
337.820	RTP - Ecological Park Improvements	200,000
	Other Grant Funding	200,000
	TOTAL GRANT EXPENSES-GEN FUND	<u>500,000</u>
	TOTAL GENERAL FUND EXPENSE	<u>993,750</u>

Account		2018-2019 PROPOSED
	LAW ENFORCEMENT	
521.012	Officer Salaries	
	Chief	53,373
	Captain	46,093
	Lieutenant	42,120
	Sargeant	38,834
	Patrol Officer	32,552
	Patrol Officer	32,552
	Patrol Officer	32,552
	Patrol Officer	32,552
	Patrol Officer	32,552
521.013	Sick/Annual Leave-Termination	4,900
521.018	Sick/Annual Leave Buyback	3,000
	Overtime - Police	12,000
	TOTAL OFFICER SALARIES	<u>363,080</u>
	Communication Salaries	
	Dispatcher Supervisor	33,137
	Dispatcher	25,913
	Dispatcher	25,808
	Dispatcher	24,576
	Dispatcher Part-Time (2 positions)	13,600
	Overtime - Dispatch	6,000
	Sick Leave/Annual Leave - Termination	400
	TOTAL COMMUNICATION SALARIES	<u>129,434</u>
	Midnight Shift Pay-Dispatch and Officers	5,200
521.015	Incentive Pay (Training) - Officers	5,700
521.016	On-Call Pay	4,100
521.021	FICA	38,830
521.022	Retirement - Police - City Share	54,000
521.023	Group Health/Life	91,200
	TOTAL PERSONNEL SERVICES	<u>691,544</u>
	Law Enforcement Operating Expenses	
521.035	Investigations	1,000
521.039	Gas/Oil/Grease	28,300
521.040	Travel	100
521.041	Communications	6,600
521.042	Freight/Postage/Delivery	175
521.043	Utilities	5,800
521.045	Police Liability Insurance/Claims	12,100
521.046	Repairs/Maintenance (Buildings)	3,000
521.047	Repairs/Maintenance (Vehicles/Equip)	14,000
521.049	Miscellaneous	3,200
521.050	Pest Control/Termite Inspection	140
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>89,565</u>

LAW ENFORCEMENT EXPENSES - CONTINUED

	Capital Outlay	
521.064	Vehicle	3,500
	Reserve Funding	
	Vehicles/Equip Reserve	3,500
	From School Security Program	<u>25,000</u>
	TOTAL CAPITAL OUTLAY	<u>32,000</u>
	GRAND TOTAL-LAW ENFORCEMENT EXPENSE	<u><u>813,109</u></u>

2018-2019

Account	FIRE CONTROL	
522.012	Personnel (All Volunteer)	
	Operating Expenses	
522.039	Gas/Oil/Grease	1,000
522.040	Travel/Per Diem	300
522.041	Communication	1,500
522.043	Utilities	2,500
522.046	Repairs/Maintenance	8,500
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	2,500
522.064	Equipment	4,000
	TOTAL OPERATING EXPENSES	<u><u>29,800</u></u>
	Reserve Funding	
522.065	Fire Truck/Equipment Reserve	7,538
	TOTAL CAPITAL OUTLAY	<u><u>7,538</u></u>
	GRAND TOTAL - FIRE CONTROL	<u><u>37,338</u></u>

2018-2019

Account	GARBAGE/SOLID WASTE	
534.012	Salaries - Garbage	
	Driver - Grapple Truck	31,467
	Collector II	24,159
	Collector II	28,084
	Collector II	24,159
	Driver - Garbage Truck	26,247
534.017	Overtime/Comp Time	4,000
	Incentive Pay	1,500
534.013	Sick/Annual Leave-Termination	400
	TOTAL SALARIES	<u>140,016</u>
534.021	FICA	10,580
534.023	Group Health/Life	40,500
	TOTAL PERSONNEL EXPENSES	<u>191,096</u>
	Operating Expenses	
534.039	Gas/Oil/Grease	30,200
534.041	Communications	500
534.046	Repairs/Maintenance	30,200
534.049	Current Charges	900
534.052	Operating Supplies	5,000
534.055	Uniforms	4,200
	TOTAL OPERATING EXPENSES	<u>71,000</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>266,096</u>

2018-2019

Account	STREETS/PARKS/CEMETERIES	
	ANIMAL CONTROL/SHOP	
541.012	Salaries	
	Public Works Director	49,215
	Foreman/Asst. Superintendent	34,954
	Driver/Operator/Animal Control	34,077
	Foreman	31,529
	Operator II	26,080
	Operator II	29,650
	Laborer	26,957
	Laborer	25,203
	Driver/Mechanic/Animal Control	29,901
	Incentive Pay	1,500
541.017	Overtime/On-Call Compensation	11,000
541.013	Sick/Annual Leave-Termination	1,200
	TOTAL SALARIES	<u>301,266</u>
541.021	FICA	22,990
541.023	Group Health/Life	72,900
	TOTAL PERSONNEL EXPENSES	<u>397,156</u>
	Operating Expense	
541.039	Gas/Oil/Grease	36,000
541.041	Communications	3,100
541.043	Utilities	3,900
541.060	Street Lights	68,950
541.046	Repairs/Maintenance/Construction	52,422
541.061	E. Dogwood St. Permitting/Improvements	30,000
541.047	Barricade/Cone Rental	3,500
541.049	Current Charges	3,800
541.051	Office Supplies	100
541.052	Operating Supplies	25,300
541.042	Signs	3,200
541.044	Mowing Equipment/Supplies	5,000
541.045	Street Equipment	900
541.053	Road and Sidewalk Materials/Supplies	20,000
541.063	Tree and Landscape Services/Supplies	3,000
	Bike Trail Improvements - South End	1,500
541.054	Animal Control Expenses	1,000
541.057	Animal Control - County Partnership	7,151
541.059	Lease Agreements-parking lot	1,760
541.055	Uniforms	5,900
	TOTAL OPERATING EXPENSES	<u>276,483</u>
	Capital Outlay	
541.069	Street Sweeper	10,786
	Reserve Funding	
541.068	Reserve-Vehicle	1,000
	Reserve- Gas Tax Improvements	40,600
	TOTAL CAPITAL OUTLAY	<u>52,386</u>
	GRAND TOTAL-STREETS/PARKS/	
	CEMETERIES/ANIMAL CONTROL/SHOP	<u>726,025</u>

2018-2019

Account	WATER/SEWER REVENUE	
343.310	Water Service Charges/Sales	351,500
343.312	Water Tap Fees	3,750
343.325	Late Charges	42,600
343.510	Sewer Service Charges	768,700
343-512	Sewer Tap Fees	3,000
369.000	Miscellaneous Revenues	35,000
369.200	From Water/Sewer Reserves	3,000
	From Water/Sewer Systems Charges Reserves	0
	Cost/Labor Reimbursements	600
	TOTAL WATER/SEWER REVENUE	<u>1,208,150</u>
	WATER/SEWER GRANT INCOME	
334.900	Water Main Repair - NFWFMD	0
337.901	Water Main Repair - Legislative Appropriation	0
331.900	Other Grant Funding - Water	175,000
	Other Grant Funding - Sewer	175,000
	TOTAL WATER/SEWER GRANT INCOME	<u>350,000</u>

2018-2019

Account	WATER EXPENSES	
533.012	Salaries	
	Deputy Clerk - Utilities	31,863
	Water Specialist III	37,292
	Meter Reader	26,664
	Water Specialist	31,989
	Incentive Pay	3,000
533.017	Overtime/On-Call	13,000
	Sick Leave/Annual Leave - Separation	300
	TOTAL SALARIES	<u>144,108</u>
533.021	FICA	10,830
533.023	Group Health/Life	32,400
	TOTAL PERSONNEL	<u>187,338</u>
	Operating Expenses	
533.031	Professional Services/Engineering	200
533.034	Contractual Services	5,000
533.035	Water Tower Inspection/Maintenance	34,517
533.038	Sunshine State One Call	620
533.039	Gas/Oil/Grease	10,650
533.040	Travel	150
533.041	Communication	1,600
533.042	Freight/Postage/Delivery	5,500
533.043	Utility Services	26,800
533.045	Insurance	21,600
533.046	Repairs/Maintenance/Vehi/Equip/Buildings	25,000
533.049	Current Charges	1,100
533.051	Office Supplies	500
533.052	Operating Supplies	40,000
533.054	Membership/Educational Costs	4,000
533.055	IT Equipment/Support	2,900
533.059	Uniforms	2,800
533.068	Annual Water Report Distribution Expense	560
533.186	Reimbursements to Gen.Fund -Costs	2,000
	TOTAL OPERATING EXPENSES	<u>185,497</u>
	Capital Outlay	
533.064	Vehicle - Backhoe (through Nov. 2019)	6,624
	Reserve Funding	
	Water Vehicles/Equipment	2,000
	TOTAL PERSONNEL, OPERATING EXPENSES, RESERVE	<u>381,459</u>
	WATER - GRANT EXPENSE	
572.900	Water Main Repair - NWFWMMD	0
337.900	Water Main Repair - Legislative Appropriation	0
	Other Grant Funding	175,000
	TOTAL GRANT EXPENSES - WATER	<u>175,000</u>

2018-2019

Account	SEWER EXPENSE	
535.012	Salaries	
	Lead Operator	43,744
	Assistant Treatment Plant Operator	33,054
	Equipment Mechanic II	38,065
	Sewer Plant Technician	28,878
	Incentive Pay	2,000
535.017	Overtime/On-Call	7,000
	TOTAL SALARIES	152,741
535.013	Accrued Sick/Vacation - Termination	700
535.021	FICA	11,676
535.023	Group Health/Group Life	32,400
	TOTAL PERSONNEL EXPENSES	197,517
	Operating Expenses	
535.031	Professional Services	200
535.034	Contractual Services	12,500
535.033	Sludge Disposal	3,000
535.039	Gas/Oil/Grease	11,000
535.040	Travel and Per Diem	200
535.041	Communications	10,600
535.042	Postage/Freight/Delivery	100
535.043	Utilities	80,000
535.045	Insurance	20,600
535.046	Repairs/Maintenance-Buildings/Equip/Veh.	41,300
535.049	Current Charges	4,900
535.051	Office Supplies	700
535.052	Operating Supplies	40,000
535.054	Membership/Educational Costs	2,000
535.055	IT Support/Programming/Back-up Support	3,400
535.059	Uniforms	3,400
535.912	Cost/Labor Reimbursements to General Fund	2,000
	TOTAL OPERATING EXPENSES	235,900
	Bond Debt Service	
207.200	1990 Bond (through 2030)	138,550
207.400	2013 Bond (through 2053)	201,600
	TOTAL DEBT SERVICE	340,150
	Capital Outlay	
535.064	Backhoe (through Nov. 2019)	6,624
	Vehicle / Equipment	2,000
	Equipment - Solar Project	12,500
	Reserve Funding	
535.066	Reserve Funding - Vehicles/Equipment	23,000
	Asset Management Reserve - USDA Mandated	7,000
	Treatment Plant Replacement	2,000
	TOTAL OPERATING/DEBT SER/CAP OUTLAY/RESERVE	826,691
	SEWER - GRANT EXPENSE	
	Other Grants/Appropriations	175,000
	TOTAL - SEWER GRANT EXPENSE	175,000

CAPITAL IMPROVEMENTS RESERVE BUDGET

2018/2019

BUDGETED BUDGETED PROJECTED

PRIOR YR TRANSFERS TRANSFERS 9/30/2019 2019-2020 2020-2021 2021-2022 2022-2023 2023-2024

Acquire Date	Cost	BALANCE	IN	OUT	BALANCE	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
GENERAL FUND										
LAW ENFORCEMENT										
Various	Various	13,981	28,500	10,000	32,481	3,500	3,500	3,500	3,500	3,500
Veh/Equip										
FIRE CONTROL										
TBD		16,478	6,555		23,033	9,900	9,900	9,900	9,900	9,900
Fire Truck/Equipment										
STREETS/PARKS										
		0	0	0	0	5,000	5,000	2,000	2,000	2,000
Veh/Equip										
Ecological Park Improvements										
		2,000	0	0	2,000	0	0	0	0	0
GARBAGE										
TBD		30,000	4,000	0	34,000	5,000	5,000	5,000	5,000	5,000
Garbage Truck										
WATER/SEWER FUND										
2055		12,919	2,000	0	14,919	10,000	10,000	10,000	10,000	10,000
Sewer - Treatment Plant										
TBD		65,398	23,000	0	88,398	6,000	6,000	6,000	6,000	6,000
Sewer Vehicles/Equipment										
TBD		11,306	2,000	0	13,306	3,000	3,000	3,000	3,000	3,000
Water - Vehicle/Equipment										

2018 - 2019
RESERVE FUNDS OTHER THAN CAPITAL IMPROVEMENTS - RESTRICTED

	As of 10/1/2018	Projected In	Projected Out	Projected Balance 9/30/2019
GENERAL FUND				
Cemetery Trust Fund	95,750	9,500	3,000	102,250
New Local Option Gas Tax	23,600	40,600	0	64,200
WATER / SEWER FUND				
<u>Bond Reserves</u>				
Obligation Bond Reserves -92-95	139,720			140,800
2013 Bond Issue - Required Reserve	202,220			203,840
USDA Asset Management	35,000	7,000	0	42,000
<u>Systems Service Charges</u>				
Water Systems Charges	25,400	2,320		27,720
Sewer Systems Charges	76,300	5,600		81,900

RESERVE FUNDS OTHER THAN CAPITAL IMPROVEMENTS - UNRESTRICTED

GENERAL FUND				
General Fund Savings	71,280	500	30,000	41,780
Facilities Management Reserve	3,920	1,280		5,200
City Hall - Maintenance Reserve	11,000	0	11,000	0
WATER SEWER FUND				
Water / Sewer Emergency Fund	20,940	520		21,460