

# City of Monticello Operating Budget



October 1, 2024-September 30, 2025

Tentative Budget Hearing: September 11, 2024

Final Budget Hearing September 23, 2024

Budget Adopted September 23, 2024

# RECAP SHEET

<b>TOTAL REVENUE - GENERAL FUND</b>		<b>4,101,652</b>
<b>Expenses - General Fund</b>		
General Administrative		1,068,861
Law Enforcement		1,304,004
Fire Control		57,080
Streets/Parks/Cemeteries/Animal Control		1,671,707
<b>TOTAL EXPENSES - GENERAL FUND</b>		<b>4,101,652</b>
<b>WATER/SEWER FUND</b>		
<b>TOTAL REVENUE - WATER/SEWER FUND</b>		<b>1,723,695</b>
<b>Expenses - Water/Sewer</b>		
Water Operating Expenses		635,409
Sewer Operating Expenses		1,088,285
<b>TOTAL EXPENSES - WATER/SEWER FUND</b>		<b>1,723,695</b>
Impact Fees - Revenue		215,000
Impact Fees - Expenses		215,000
<b>GRANTS</b>		
General Fund Grant Income		1,792,000
General Fund Grant Expense		1,792,000
Water/Sewer Grant Revenue		3,796,500
Water/Sewer Grant Expense		3,796,500

General Fund Carried Forward Balance (as amended via audit)		5,126,664
Water/Sewer Carried Forward Balance (as amended via audit)		12,407,277
Impact Fees Carried Forward Balance		451,469
<b>COMBINED CARRIED FORWARD/BEG. BALANCE</b>		<b>17,985,410</b>
<b>COMBINED GENERAL FUND, WATER/SEWER FUND, GRANT REVENUE</b>		
<b>COMBINED GENERAL FUND, WATER/SEWER FUND, GRANT EXPENSES</b>		<b>11,413,847</b>
<b>COMBINED GENERAL FUND, WATER/SEWER FUND, GRANT EXPENSES</b>		
<b>COMBINED GENERAL FUND, WATER/SEWER FUND, GRANT EXPENSES</b>		<b>11,413,847</b>
<b>COMBINED GENERAL FUND, WATER/SEWER FUND, GRANT EXPENSES</b>		
General Fund Ending Balance		5,126,664
Water & Sewer Ending Balance		12,407,277
Impact Fees Ending Balance		451,469
<b>COMBINED ENDING BALANCE</b>		<b>17,985,410</b>

<b>GENERAL FUND - REVENUE</b>	
Ad Valorem	1,003,372
New Local Option Fuel Tax (Dec-Nov)	44,000
Local Option Gas Tax (Dec-Nov)	85,000
One-Cent Local Option Sales Tax (Dec-Nov)	272,000
One-Cent Local Option Sales Tax-Quarterly	105,000
Franchise Fees - Electricity (Nov-Oct)	236,000
Utility Tax - Electricity (Nov-Oct)	300,000
Utility Tax-Propane/Fuel Oil	35,000
Communications Services Tax (Dec-Nov)	67,000
Animal Control / County Labor Reimbursements	1,800
State Shared Revenue	200,000
Mobile Homes Licenses	1,200
Alcoholic Beverage Licenses	4,100
Local 1/2 Cent Sales Tax (Dec-Nov)	420,000
Development Review Fees	2,500
Fire Assessment - City Share	57,080
Garbage/Solid Waste	380,000
Solid Waste Tipping Fee Reimbursements	222,200
New: Stormwater fee	144,000
DOT Lighting Reimbursement	90,000
Cemetery Sales	12,000
DOT Roadside Maintenance	44,000
Special Events Fees	2,000
Fines/Judgments	8,800
Miscellaneous Revenue	6,000
Sale of Scrap/Surplus Material	8,500
FLC Safety Grant Program Revenue	8,000
Capital Contributions (Donations)	9,100
Other Contributions/From General Fund Carryforward	130,000
Appropriate from Fund Balance (FAC MGT. RES)	25,000
From Garbage Reserves- Grapple Truck	
From Law Enforcement Reserves	7,000
From Facilities Management Reserve	
From Gen Fund Reserves-Street Vehicle/Equip.	116,000
From Fire Department Reserves	0
From Cemetery Trust Fund	
From New Local Option Gas Tax Reserves	30,000
From Gen Fund Reserves - City Hall Improvements	25,000
<b>TOTAL GENERAL REVENUE</b>	<b>4,101,652</b>
<b>GENERAL - GRANT /APPROPRIATION REVENUE</b>	
CDBG	700,000
SCOP - Street Paving - S Water St	205,000
Other Street Improvement Grants	200,000
FEMA Hazard Mitigation	300,000
Police Grant - Vehicles/Equipment	30,000
American Rescue Plan Act (ARPA)	42,000
Fire Department Grants	15,000
Other Grants/Bond Revenues	300,000
<b>TOTAL GRANT REVENUE-GEN FUND</b>	<b>1,792,000</b>

<b>GEN ADMINISTRATIVE EXPENSE</b>	
<b>PERSONNEL SERVICES</b>	
Legislative - City Council	45,000
<b>Executive Salaries</b>	
City Manager	92,970
City Clerk/Treasurer	67,145
<i>Transition Coordinator</i>	2,500
<b>Regular Salaries</b>	
Dep. Clerk/Personnel Resources/Auditing	38,500
New Position - Planner	55,000
Sick/Annual Leave - Termination	1,000
<b>Total Salaries</b>	<b>302,115</b>
FICA	23,112
Retirement Contributions Non-Police Personnel	179,000
Group Health/Group Life	30,000
Employee Assistance Program	634
Unemployment Compensation	3,500
<b>TOTAL PERSONNEL SERVICES</b>	<b>538,361</b>
<b>Operating Expenses</b>	
Council Member Travel/Education Expense	6,000
Travel-City Manager/City Clerk	5,000
Professional Services Including Lobbyist	30,000
Accounting and Auditing	42,000
City Attorney services plus travel	35,000
New Tuition/Certification Reimbursement	2,000
Contract Services-pest control, etc.	700
Gas/Oil - City Manager	500
Communications (phones, etc)	6,400
Freight/Postage/Delivery	3,500
Utility Services	5,700
Rentals and Leases	300
Insurance	175,000
Repairs/Maintenance City Hall	27,500
Facilities Management Reserve Funding	10,000
Rentals-Christmas Pole Decorations	4,200
Current Charges	25,000
Advertising	15,000
Office Supplies/Equipment	7,500
Operating Supplies/Maintenance	1,200
Membership/Educational Costs	3,500
IT Support/Programming/Website	48,000
Development Review Fees	8,000
Election Expense	0
Bank Service Fees	2,500
Cemetery Trust Fund Transfer	26,000
Due To Water/Sewer Fund	40,000
<b>TOTAL OPERATING EXPENSES</b>	<b>530,500</b>
<b>TOTAL GENERAL ADMIN EXPENSE</b>	<b>1,068,861</b>

<b>GRANT/APPROPRIATION EXPENSES – GENERAL FUND</b>	
CDBG	700,000
SCOP - Street Paving - S Water St	205,000
Other Street Improvement Grants	200,000
FEMA Hazard Mitigation	300,000
Police Grant - Vehicles/Equipment	30,000
American Rescue Plan Act Allotment	42,000
Fire Department Grants	15,000
Other Grant Funding /Bond Project Paving	300,000
<b>TOTAL GRANT EXPENSES-GEN FUND</b>	<b>1,792,000</b>

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**LAW ENFORCEMENT**

<b>PERSONNEL SERVICES Officer Salaries</b>	
Chief	82,640
Captain	72,347
Lieutenant	61,980
Sergeant	55,980
<i>Sergeant - New</i>	55,980
Patrol Officer	51,797
Patrol Officer	51,797
Patrol Officer	51,797
Patrol Officer	51,797
Patrol Officer	51,797
<i>Patrol Officer New</i>	51,797
Sick/Annual Leave-Termination	6,000
Sick/Annual Leave Buyback	3,500
Overtime - Police	75,000
Incentive Pay (Training) - Officers	5,400
On-Call Pay	6,000
Midnight Pay - Officers	5,720
<b>TOTAL OFFICER SALARIES</b>	<b>741,327</b>
<b>Communications Salaries</b>	
Dispatcher Supervisor	42,728
Dispatcher	35,401
Dispatcher	34,036
Dispatcher	34,036
Dispatcher	34,036
Dispatcher Part-Time (3positions)	4,132
Overtime - Dispatch	10,000
Midnight Pay - Dispatchers	1,300
Sick Leave/Annual Leave - Termination	1,000
Bonus	0
<b>TOTAL COMMUNICATIONS SALARIES</b>	<b>196,670</b>
FICA	71,757
Retirement - Police - City Share	10,000
Group Health/Life	126,500
<b>TOTAL PERSONNEL SERVICES</b>	<b>1,146,254</b>
<b>Law Enforcement Operating Expenses</b>	
Investigations/Training	2,000
Gas/Oil/Grease	32,000
Travel	100
Communications	23,000
Freight/Postage/Delivery	100
Utilities	8,000
Police Liability Insurance/Claims	19,100
Repairs/Maintenance (Buildings)	1,500
Repairs/Maintenance (Vehicles/Equip)	25,000
IT Equipment and Support	1,500
Miscellaneous	3,000

Law enforcement expenses continued

Pest Control/Termite Inspection	250
Office Supplies	5,600
Operating Supplies	4,500
Uniforms	5,000
Membership/Educational	600
Equipment	8,000
<b>TOTAL LAW ENF. OPERATING EXPENSE</b>	<b>139,250</b>
<b>Capital Outlay</b>	
Vehicle	12,000
Equipment	2,000
<b>Reserve Funding</b>	
Vehicles/Equip Reserve	4,500
<b>TOTAL CAPITAL OUTLAY/RESERVE FUNDING</b>	<b>18,500</b>
<b>GRAND TOTAL-LAW ENFORCEMENT EXPENSE</b>	<b>1,304,004</b>

**FIRE CONTROL**

<b>FIRE CONTROL</b>	
Personnel (All Volunteer)	0
<b>Operating Expenses</b>	
Gas/Oil/Grease	800
Travel/Per Diem	100
Communication	2,000
Utilities	2,100
Repairs/Maintenance	10,900
Insurance-Property/Liability/Workers' Comp	5,000
Miscellaneous	500
Office Supplies	50
Operating Supplies/Uniforms	2,900
Membership/Educational Costs	1,200
Pension Valuation/Pension Expense/Audit	5,000
Equipment	6,000
<b>TOTAL OPERATING EXPENSES</b>	<b>36,550</b>
<b>Reserve Funding</b>	
Fire Truck/Equipment Reserve	20,530
<b>TOTAL CAPITAL OUTLAY</b>	<b>20,530</b>
<b>GRAND TOTAL - FIRE CONTROL</b>	<b>57,080</b>

**STREET, PARKS, CEMETERIES, SOLID WASTE, ANIMAL CONTROL DEPARTMENT EXPENSES**

<b>STREETS/PARKS/CEMETERIES/SOLID WASTE</b>	
<b>ANIMAL CONTROL/SHOP</b>	
<b>PERSONNEL SERVICES - Salaries</b>	
Street Foreman	47,500
Operator/Inmate Crew Supervisor	32,723
Operator - Part-Time	32,809
Laborer/Animal Control	32,249
Laborer	32,550
Laborer	31,668
Laborer/Mechanic/Driver	31,043
Driver - Grapple Truck	40,365
Overtime/On-Call Compensation	33,000
<b>TOTAL SALARIES</b>	<b>313,907</b>
FICA	24,014
Group Health/Life	79,200
<b>TOTAL PERSONNEL EXPENSES</b>	<b>417,121</b>
<b>Operating Expense</b>	
Gas/Oil/Grease	46,975
Communications	2,900
Signs	9,000
Utilities	5,000
Mowing Equipment/Supplies	6,500
Special Improvement Projects	45,000
Repairs/Maintenance - Vehicles/Equipment	25,000
Contractual Services - Roads/Sidewalks	49,000
Barricade/Cone Rental or Purchase	5,100
Current Charges	8,000
Operating Supplies	60,000
New: Stormwater Repairs/Maintenance	144,000
Uniforms	8,400
Street Lights	69,000
Garbage Collection Services (Pops)	431,000
Solid Waste Tipping Fees	102,000
Park Supplies/Expenses	11,000
Cemetery Supplies /Improvements	5,800
Tree and Landscape Services/Supplies	15,000
Education - Certification for Traffic Control	500
Animal Control Expenses	800
Animal Control - County Partnership	7,151
Lease Agreements-parking lot	1,760
County Road Bond Agreement (until 2052)	30,000
<b>TOTAL OPERATING EXPENSES</b>	<b>1,088,886</b>
<b>Capital Outlay</b>	
Equipment/Vehicle	116,000
<b>Reserve Funding</b>	
Reserve-Veh/Equip/Street Improvements	4,000
To Paving Reserve- Local Option Gas Tax	45,700



TOTAL CAPITAL OUTLAY/RESERVE	165,700
GRAND TOTAL-STREETS/PARKS/ CEMETERIES/ANIMAL CONTROL/SHOP	1,671,707

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**WATER/SEWER FUND**

<b>WATER/SEWER REVENUE</b>	
Water Service Charges/Sales	510,830
Water Tap Fees	11,000
Late Charges	77,000
Sewer Service Charges	971,865
Sewer Tap Fees	11,000
Miscellaneous Revenues	20,000
From Water Vehicle/Equipment Res	0
From Sewer Vehicle/Equipment Res	0
From Sewer Asset Mgt. Reserves	0
From Sewer Systems Charges	0
From Sewer USDA Asset Reserve	0
From Water Asset Management	0
From Solar Array Debt Reserve	32,000
From Water/Sewer Emergency	0
From BP Reserves for CDBG Grant	50,000
From Water Systems Charges (impact fee)	0
Reimbursements from Gen. Fund	40,000
<b>TOTAL WATER/SEWER REVENUE</b>	<b>1,723,695</b>
<b>WATER/SEWER GRANT/APPROPRIATION REVENUE</b>	
Water Main Replacement 2021 & 2022 (Water Loss)	290,000
Water - Other Grant Funding	400,000
Sewer - Solar Facility Grant	300,000
Sewer - Other Grant Funding	750,000
Sewer - Montivilla Extension	1,150,000
American Rescue Plan Act Allotment (ARPA)	906,500
<b>TOTAL WATER/SEWER GRANT INCOME</b>	<b>3,796,500</b>

<b>WATER EXPENSES</b>	
<b>Salaries</b>	
New - Lead Operator-Water	65,000
Deputy Clerk - Utilities	39,960
Water Specialist	32,830
Meter Reader	32,163
Water Specialist	28,826
Water Specialist	33,971
Overtime/On-Call	22,000
Sick Leave/Annual Leave - Separation	400
Performance/Merit Bonus	0
<b>TOTAL SALARIES</b>	<b>255,150</b>
FICA	19,519
Group Health/Life	49,500
<b>TOTAL PERSONNEL</b>	<b>324,169</b>
<b>Operating Expenses</b>	
Professional Services/Engineering	2,000
Contractual Services	19,000
Water Tower Inspection/Maintenance	35,000
Sunshine State One Call	1,100
Gas/Oil/Grease	19,000
Communication	2,400
Freight/Postage/Delivery	8,900
Utility Services	38,200
Insurance	44,000
Repairs & Maintenance - Distribution	25,000
Repairs & Maintenance - Wells	25,000
Repairs & Maintenance - Vehicles/Equip	5,500
Current Charges	650
Office Supplies	500
Operating Supplies	43,490
Membership/Certification / Educational	2,500
IT Equipment/Support	7,500
Uniforms	5,500
Annual Water Report Distribution Expense	1,000
<b>TOTAL OPERATING EXPENSES</b>	<b>286,240</b>
Reserve Funding	0
Water Vehicles/Equipment	5,000
Water Asset Management Plan Reserve	20,000
<b>TOTAL PERSONNEL, OPERATING, RESERVE</b>	<b>635,409</b>
<b>WATER - GRANT EXPENSE</b>	
Water Loss Grant 2021 & 2022	290,000
Water - Other Grant Funding	400,000
American Rescue Plan Act Allotment	78,000
<b>TOTAL GRANT EXPENSES - WATER</b>	<b>768,000</b>

<b>SEWER EXPENSES</b>	
Salaries	
Lead Operator	56,160
Assistant Treatment Plant Operator	46,328
Equipment Mechanic III	44,843
Equipment Mechanic II	37,696
Sewer Plant Technician	32,809
Overtime	14,500
Accrued Sick/Vacation - Termination	1,000
Performance/Merit Bonus	0
<b>TOTAL SALARIES</b>	<b>233,335</b>
FICA	17,850
Group Health/Group Life	49,500
<b>TOTAL PERSONNEL EXPENSES</b>	<b>300,685</b>
Operating Expenses	
Professional Services	2,000
Contractual Services	20,000
Sludge Disposal	15,000
Gas/Oil/Grease	15,000
Travel and Per Diem	2,500
Communications	7,000
Postage/Freight/Delivery	16,000
Utilities Serv.	115,000
Insurance	45,000
Repairs & Maintenance - Sewer Plant	15,000
Repairs & Maintenance - Collections System	-
Repairs & Maintenance - CDBG Grant Match	50,000
Repairs & Maintenance - Vehicles	15,000
Current Charges	1,300
Office Supplies	300
Operating Supplies	60,000
Membership/Educational Costs	8,000
IT Support/Programming/Back-up Support	6,600
Uniforms	5,500
<b>TOTAL OPERATING EXPENSES</b>	<b>399,200</b>
Debt Service	
1990 Bond (through 2030)	142,800
2013 Bond (through 2053)	201,600
Solar Project Debt Service	32,000
<b>TOTAL DEBT SERVICE</b>	<b>376,400</b>
Reserve Funding	
Reserve Funding - Vehicles/Equipment	0
USDA Asset Management Reserve	7,000
Treatment Plant Replacement	5,000
Reserve Funding - Asset Management Plan	0
<b>TOTAL OPERATING/DEBT SER/CAP OUTLAY/RES</b>	<b>1,088,285</b>
SEWER - GRANT EXPENSE	
Sewer - Solar Facility Grant	300,000
Sewer - Other Grant Funding	750,000

Sewer - Montivilla Extension	1,150,000
American Rescue Plan Act Allotment	828,500
<b>TOTAL - SEWER GRANT EXPENSE</b>	<b>3,028,500</b>

<b>IMPACT FEE REVENUE/EXPENSES</b>	
<b>IMPACT FEES REVENUE</b>	
Water Systems Charges	15,000
Sewer Systems Charges	200,000
<b>TOTAL IMPACT FEES REVENUE</b>	<b>215,000</b>
<b>IMPACT FEES EXPENSES</b>	
Capital Outlay - Impact Fees Water	15,000
Capital Outlay - Impact Fees Sewer	200,000
<b>TOTAL IMPACT FEES EXPENSES</b>	<b>215,000</b>

<b>RESERVE FUNDS OTHER THAN CAPITAL IMPROVEMENTS - RESTRICTED</b>				
	<b>As of</b>	<b>Projected</b>	<b>Projected</b>	<b>Projected</b>
	<b>10/1/2024</b>	<b>In</b>	<b>Out</b>	<b>Balance</b>
	<b>Estimate</b>			<b>9/30/2025</b>
<b>GENERAL FUND</b>				
Cemetery Trust Fund	206,000	17,600	0	223,600
New Local Option Gas Tax (Paving)	214,000	44,000	30,000	228,000
<b>WATER / SEWER FUND</b>				
<i>Bond Reserves</i>				
Obligation Bond Reserves -92-95	160,000	2,200	0	162,200
2013 Bond Issue - Required Reserve	212,000	980	0	212,980
USDA Asset Management	42,600	7,000	0	49,600
<i>Systems Service Charges</i>				
Water Systems Charges (Impact )	92,700	14,000	15,000	91,700
Sewer Systems Charges (Impact)	391,000	200,000	310,000	281,000
<b>RESERVE FUNDS OTHER THAN CAPITAL IMPROVEMENTS - UNRESTRICTED</b>				
	As of 10/1			
	Estimate			
<b>GENERAL FUND</b>				
General Fund Savings (BP Proceeds)	84,000	3,600	50,000	37,600
Facilities Management Reserve	138,305	7,000	53,000	96,100
City Hall - Maintenance Reserve	13,000	0	0	13,000
Economic Development	5,000	0	0	5,000
Garbage Truck Reserve	148,450	0	116,000	32,450
Street Vehicle/Equipment	2700	116,000	116,000	2,700
<b>WATER SEWER FUND</b>				
Water / Sewer Emergency Fund	24,100	1200	0	25,100
Sewer Vehicles/Equipment	66,700	7,000	0	73,700
Sewer Asset Management Plan Reserve	56,900	0	0	56,900
Water - Vehicle/Equipment	12,065	5,000	0	17,065
Water Asset Management Plan Reserve	17,000	20,000	0	37,000

**AMERICAN RESCUE PLAN ACT**

Carryforward	961,500.00
Additional Distributions (Revenue)	0
Anticipated Interest Revenue	24,000
<b>TOTAL REVENUE</b>	<b>985,500</b>
<b><i>Anticipated Expenditures 2024-2025 Budget Year</i></b>	
<b><i>General Fund</i></b>	
Administrative Reporting Fees	2,000.00
City Hall - Repairs/New Building	10,000
Special City Parks/Sidewalks/Streets Infrastructure Projects -	10,000
Police Department Cameras	20,000
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>42,000</b>
<b><i>Anticipated Expenditures 2024-2025 Budget Year</i></b>	
<b><i>Water/Sewer Fund</i></b>	
Sewer - Lift Station Engineering (Cross Landings)	33,500
*Sewer - Lift Station Replacement (Cross Landings)	750,000
*Sewer - Project Engineering /Maintenance	45,000
*Water - Meter and Facility Rehabilitation	78,000
<b>TOTAL W/S EXPENDITURES</b>	<b>906,500</b>
<b>TOTAL GENERAL + W/S EXPENDITURES</b>	<b>948,500</b>
<b>ANTICIPATED BALANCE</b>	<b>37,000</b>