



STAFF REPORT

Public Hearing to Consider Proposed Budget for Fiscal Year 2005

Honorable Mayor and Members of the City Council:

Summary: At the close of the public hearing, and after consideration of testimony given, it is recommended that the City Council continue the public hearing to June 22nd for final consideration of the Budget.

Background and Discussion:

Background

In February, the City Council held joint work sessions with the Finance Commission to give direction to staff on priorities for consideration in the Proposed FY 2005 Budget. Staff incorporated those priorities into their department work programs and developed a draft budget. On May 25th, the City Council held a joint session with the Finance Commission to study the FY 2005 Base Budget and Budget Correction Strategy. At that meeting, City Council considered and gave direction regarding community group funding.

Discussion

The purpose of the public hearing this evening is to hear testimony regarding the FY 2005 Budget, consider the \$1.48 Million Budget Correction Strategy and provide direction to staff on the adjustments required before adoption. In order to allow for additional time to review the budget document and incorporate any changes thereto, the City Council is requested to continue the Public Hearing to June 22nd when final adoption of the budget is planned.

Implementing Resolution

Attached for your review and consideration are resolutions that implement the FY 2005 Base Budget and Budget Correction Strategy, as presented. These resolutions establish the revenue, appropriation (expenditure), capital improvement program budgets, and permanent staffing plan for the year. The resolutions are titled Exhibit 1 and 2. Prior to final implementation of the FY 2005 Budget, the Base Budget and Budget Correction Strategy will be consolidated into a single financial plan.

Finance Commission Review

As part of the City's budget development process, the Finance Commission is scheduled to review the document on June 3rd. The Finance Commission will be represented at the June 8th meeting and their recommendations will be provided to City Council prior to final adoption.

Follow Up: Continue public hearing to June 22nd. Revise documents as directed.

Fiscal Impact: Establish the City of Belmont's Base revenue budget at \$34,952,074, appropriation budget at \$26,927,729 and Capital Improvement Program budget at \$13,096,040 and permanent staffing at 130.65 full time equivalents for Fiscal Year 2005. The FY 2005 Budget contemplates the use of \$7,188,404 in fund balance.

As proposed, the Budget Correction Strategy will increase the revenue budget by \$275,026, decrease the appropriation budget by \$1,043,982 and net transfers by \$262,731.

Recommendation: No action is required at this time. Continue public hearing to June 22nd.

Alternatives:

1. Adopt budget as presented.
2. Amend the resolution(s) and adopt an alternative budget.
3. With direction, refer the budget back to staff for further consideration.

Public Contact:

1. Belmont Newsletter encouraged public participation at the hearing.
2. Neighborhood Association Presidents were informed of hearing.
3. Public hearing was legally noticed.

Attachments:

1. Exhibit 1 – FY 2005 Budget Resolution
2. Exhibit 2 – Budget Correction Plan Resolution

Respectfully submitted,

Thomas Fil, Finance Director

Jere Kersnar, City Manager

RESOLUTION NO. _____

**RESOLUTION ADOPTING THE PROPOSED FY 2005 BASE BUDGET REVENUE,
APPROPRIATIONS, CAPITAL IMPROVEMENT PROGRAM BUDGETS AND
PERMANENT STAFFING PLAN FOR THE CITY OF BELMONT**

WHEREAS, the City Council desires to have a fiscal and staffing plan for the City of Belmont in order to plan for anticipated revenues and control expenditures; and

WHEREAS, the fiscal year revenue, appropriation, capital improvement program and permanent staffing plan for the City of Belmont is expressed in the budget documents entitled “City of Belmont FY 2005 Budget”; and

WHEREAS, the City Council and the Finance Commission reviewed the proposed budgets for compliance with the goals and objectives of the community; and

WHEREAS, the City Council has held Public Hearings on the programs and fiscal policies to obtain public comments regarding the Proposed Budget document.

NOW, THEREFORE, BE IT RESOLVED by the City Council that the Revenue, Appropriations and Capital Improvement Program (CIP) budgets for Fiscal Year 2005 shall be adopted as follows:

Fund	Fund Title	Revenue	Appropriation	Capital	Net Transfers
101	General Fund	\$12,362,541	\$11,919,654		(\$1,152,448)
205	Co-Sponsored Recreation	1,008,638	1,597,464		557,938
206	Library Maintenance & Operating	150,000			
210	Development Services	1,552,188	1,527,886		
225	ABC Grant				
227	Supplemental Law Enforcement Services	100,000	114,173		14,173
228	Law Enforcement Block Grants				
229	Asset Seizure & Forfeitures	4,094	6,000		
231	Gas Tax	735,204	1,049,708		314,505
234	Street Improvements-Measure A	1,044,750	14,125	1,037,006	
235	Traffic Mitigation	674			
238	COPSMORE 96	78,589	78,589		
240	Police Communications Consort.	192	4,409		
305	City Hall Retrofit/Police Facility	422,634	37,326	5,149,034	1,712,550
306	Belmont Library	602,000	15,087	3,732,500	700,000
308	General Facilities	5,592	24,000		

310	Unanticipated Infrastructure Repair	2,383			
337	Direct Access-Ralston/101 Is. Park				
341	Planned Park	14,226	11,641	235,000	(700,000)
343	Open Space	17			
401	Debt Service		68,243		68,243
406	Library CFD Bond	813,873	615,310		
501	Sewer Enterprise-Operations	4,059,145	3,527,628		(743,722)
503	Sewer Enterprise-Capital	7,621,894	519,163	1,545,000	(1,120,382)
505	Sewer Enterprise-Treatment Plant	88,874	153,581		
525	Storm Drainage Enterprise	409,079	1,185,133	1,182,500	1,864,104
601	Worker's Compensation	604,921	668,743		
605	Property & Casualty Risk	606,028	577,712		
607	Self Insured Vision	29,396	30,161		
620	Fleet & Equipment Management	1,472,686	1,700,953	75,000	
625	Facilities Management	897,236	1,094,344		197,589
704	Special Assessment Districts	2,039		140,000	
708	Benefit Stabilization	263,181	386,696		
	TOTALS	\$34,952,074	\$26,927,729	\$13,096,040	\$1,712,550

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council that the permanent staffing plan be established at 130.65 full time equivalent positions.

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Belmont at a regular meeting thereof held on June 22, 2004 by the following vote:

AYES, COUNCIL MEMBERS: _____

NOES, COUNCIL MEMBERS: _____

ABSTAIN, COUNCIL MEMBERS: _____

ABSENT, COUNCIL MEMBERS: _____

Clerk of the City of Belmont

APPROVED:

Mayor of the City of Belmont

RESOLUTION NO. _____

RESOLUTION ADOPTING THE FISCAL YEAR 2005 BUDGET CORRECTION STRATEGY AND APPROVING A REVISION TO REVENUE AND SUPPLEMENTAL APPROPRIATION FOR BUDGET CORRECTION STRATEGIES.

WHEREAS, City of Belmont requires additional funding and reduced expenditures, and

WHEREAS, the City of Belmont City Council finds that it is necessary to adopt a Budget Correction Strategy to the Base Budget for those revenues and expenditures, and

WHEREAS, the fiscal year revenue, appropriation, capital improvement program and permanent staffing plan for the City of Belmont is expressed in the budget documents entitled “City of Belmont FY 2005 Budget”; and

WHEREAS, the City Council has held Public Hearings on the programs and fiscal policies to obtain public comments regarding the Budget Correction Strategies.

NOW, THEREFORE, BE IT RESOLVED by the City Council that the Revenue, Appropriations and Capital Improvement Program (CIP) budgets for Fiscal Year 2005 shall be adjusted as follows:

Fund	Fund Title	Revenue	Appropriation	Capital	Net Transfers
101	General Fund		\$(640,232.00)		\$10,000.00
205	Co-Sponsored Recreation	\$15,000.00	(185,489.00)		
210	Development Services	25,000.00	(77,108.00)		
231	Gas Tax	235,026.00	(2,598.00)		197,731.00
501	Sewer Enterprise-Operations		(93,011.00)		
525	Storm Drainage Enterprise		(12,744.00)		
620	Fleet & Equipment Management		(32,800.00)		
625	Facilities Management				55,000.00
	TOTAL	\$275,026.00	\$(1,043,982.00)		\$262,731.00

NOW, THEREFORE, BE IT FURTHER RESOLVED by the City Council that the permanent staffing plan be adjusted to 124.65 full time equivalent positions.

I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Belmont at a regular meeting thereof held on June 22, 2004 by the following vote:

AYES, COUNCIL MEMBERS: _____

NOES, COUNCIL MEMBERS: _____

ABSTAIN, COUNCIL MEMBERS: _____

ABSENT, COUNCIL MEMBERS: _____

Clerk of the City of Belmont

APPROVED:

Mayor of the City of Belmont