

RESOLUTION NO. 2013-17

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
ADOPTING THE 2013/15 OPERATING BUDGET

WHEREAS, it has been determined that the adoption of a biennial Operating Budget is an effective and prudent management tool; and

WHEREAS, the Council has reviewed in public sessions held on June 4 and June 11, 2013 materials pertinent to the 2013/15 biennial Operating Budget; and

WHEREAS, salary increases of 2% for non-represented City employees are included in the FY 2013/14 Operating Budget; and

WHEREAS, the City of Los Altos elects to reduce the portion of the Employer Paid Member Contribution for Tier One non-represented miscellaneous employees from 6% to 4% and report the same percentage as earnable compensation; and to reduce the portion of the Employer Paid Member Contribution for the Tier One non-represented safety employees from 7% to 5% and report the same percentage as earnable compensation; and

WHEREAS, employees classified as represented employees receive updated compensation and salary schedule range increases in accordance with their respective collectively bargained agreement for the new fiscal year; and

WHEREAS, increases in salary ranges are to take effect in the first full pay period in July, 2013.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Los Altos hereby determine that:

1. The City of Los Altos FY 2013/15 biennial Operating Budget has been presented and reviewed by City Council with regard to the approval of estimated revenues, appropriations, capital projects, and transfers for all City funds in accordance with adopted Financial and Investment Policies; and
2. City programs, services, and activities will be provided and maintained within the confines of this biennial Operating Budget in a manner consistent with adopted Financial Policies; and
3. The City Council adopts the biennial Operating Budget and the proposed amendments for FY 2013/14 as submitted and summarized in **Exhibit A** and inclusive of CIP projects presented in **Exhibit B**; and
4. Funds are deemed appropriated for those purposes and in amounts contained in said biennial Operating Budget and the City Manager is authorized to approve

appropriations and transfers of these funds to the extent allowed by law and Financial Policies in implementing the work programs incorporated within the adopted budget; and

5. This budget includes an Operating Reserves of 20%, the establishment of a CalPERS Pension Reserve and includes the transfer of General Fund available balances into the Capital project fund pending a review of final year-end results; and
6. Encumbrances (obligated contract commitments), active capital improvement projects, and active grant awards that have not been completed or received at the end of each fiscal year shall be carried forward and re-appropriated into the next fiscal year.

I HEREBY CERTIFY that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 25th day of June, 2013, to be effective on July 1, 2013, by the following vote:

AYES: BRUINS, CARPENTER, PEPPER, SATTERLEE, FISHPAW
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE


Jarrett Fishpaw, MAYOR

Attest:


Jon Maginot, CMC, CITY CLERK

Schedule of Revenues, Appropriations, CIPs, Transfers and Fund Balances FY2013/14
EXHIBIT A

CITY FUNDS	FISCAL POLICY RESERVE	STATE REVENUE STABILIZATION	OP&B RESERVE	PERS RESERVE	OTHER	PRIO YEAR ON-GOING PROJECTS	EST REVENUE	EST EXPENSES	CAPITAL PROJECTS	TRANSFERS	UNRESERVED	TOTAL FUND BALANCE
Trsf from General Fund Surplus										150,000		150,000
Trsf from Gas Tax Fund - Annual Street Resurfacing										0		0
TOTAL CAPITAL PROJECTS FUND	0	0	0	0	0	0	200,000	0	(1,447,500)	150,000	2,545,630	1,448,130
EQUIPMENT REPLACEMENT FUND												
Projected Beginning Balance											3,083,870	3,083,870
Prior Year On-Going Projects												
Activities								300,000				(300,000)
TRANSFERS												
Trsf from General Fund Surplus										300,000		300,000
TOTAL EQUIPMENT REPLACEMENT FUND	0	0	0	0	0	0	0	(300,000)	0	300,000	3,083,870	3,083,870
COMMUNITY FACILITY RENEWAL FUND												
Projected Beginning Balance											7,065,590	7,065,590
Activities												
TRANSFERS												
Trsf from General Fund Surplus												0
TOTAL COMMUNITY FACILITY RENEWAL FUND	0	0	0	0	0	0	0	0	0	0	7,065,590	7,065,590
SEWER FUND												
Projected Beginning Balance											2,200,000	2,200,000
Prior Year On-Going Projects												
Activities							5,655,183	(3,622,310)	(1,818,330)			214,543
TOTAL SEWER FUND	0	0	0	0	0	0	5,655,183	(3,622,310)	(1,818,330)	0	2,200,000	2,414,543
SOLID WASTE FUND												
Projected Beginning Balance											1,870,710	1,870,710
Activities							831,700	(440,310)				391,390
TOTAL SOLID WASTE FUND	0	0	0	0	0	0	831,700	(440,310)	0	0	1,870,710	2,262,100
STORM WATER FUND												
Projected Beginning Balance											0	0
Activities							0	(257,480)		257,475		(5)
TRANSFERS												
Trsf from General Fund												0
TOTAL STORM WATER FUND	0	0	0	0	0	0	0	(257,480)	0	257,475	0	(5)
REAL PROPERTY PROCEEDS												
Projected Beginning Balance											7,355,300	7,355,300
Activities							2,744,400	0				2,744,400
TOTAL REAL PROPERTY PROCEEDS FUND	0	0	0	0	0	0	2,744,400	0	0	0	7,355,300	10,099,700
VEHICLE IMPOUND												
Projected Beginning Balance											0	0
Activities							26,900	0				26,900
TRANSFERS												
Trsf to General Fund										(26,900)		(26,900)
TOTAL VEHICLE IMPOUND FUND	0	0	0	0	0	0	26,900	0	0	(26,900)	0	0
SUPPLEMENTAL LAW ENFORCEMENT												
Projected Beginning Balance											25,000	25,000
Activities							100,000	0				100,000
TRANSFERS												
Trsf to General Fund										(100,000)		(100,000)
TOTAL SUPPLEMENTAL LAW ENFORCEMENT FUND	0	0	0	0	0	0	100,000	0	0	(100,000)	25,000	25,000
GAS TAX												
Projected Beginning Balance											783,080	783,080
Prior Year On-Going Projects												
Activities							595,800	0	(500,000)			95,800
TRANSFERS												
Trsf to General Fund										(190,000)		(190,000)
Trsf to CIP Fund										0		0
TOTAL GAS TAX FUND	0	0	0	0	0	0	595,800	0	(500,000)	(190,000)	783,080	688,880
PROPOSITION 1B												
Projected Beginning Balance											85,590	85,590
Prior Year On-Going Projects												
Activities							1,600	0	0			1,600

Schedule of Revenues, Appropriations, CIPs, Transfers and Fund Balances FY2013/14
EXHIBIT A

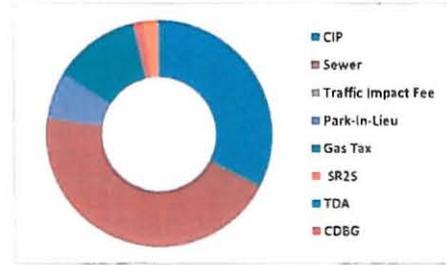
CITY FUNDS	FISCAL POLICY RESERVE	STATE REVENUE STABILIZATION	OPER. RESERVE	PERS. RESERVE	OTHER	PRIO YEAR ON-GOING PROJECTS	EST. REVENUE	EST. EXPENSES	CAPITAL PROJECTS	TRANSFERS	UNRESERVED	TOTAL FUND BALANCE
TOTAL PROPOSITION 1B FUND	0	0	0	0	0	0	1,000	0	0	0	85,590	87,190
STORM DRAIN DEPOSIT												
Projected Beginning Balance											56,090	56,090
Activity							0	0	0			
TOTAL STORM DRAIN DEPOSIT FUND	0	0	0	0	0	0	0	0	0	0	56,090	56,090
TRANSPORTATION DEVELOPMENT ACT												
Projected Beginning Balance											8,850	8,850
Prior Year On-Gong Projects												
Activity							0	0	0			
TOTAL TRANSPORTATION DEVELOPMENT ACT FUND	0	0	0	0	0	0	0	0	0	0	8,850	8,850
COMMUNITY DEVELOPMENT BLOCK GRANT												
Projected Beginning Balance											0	0
Prior Year On-Gong Projects												
Activity							60,000	0	(60,000)			
TRANSFERS												
TOTAL CDBG FUND	0	0	0	0	0	0	60,000	0	(60,000)	0	0	0
TRAFFIC IMPACT FEE												
Projected Beginning Balance											250,690	250,690
Prior Year On-Gong Projects												
Activity							714,300	0	0			714,300
TOTAL TRAFFIC IMPACT FEE FUND	0	0	0	0	0	0	714,300	0	0	0	250,690	964,990
PARK-IN-LIEU												
Projected Beginning Balance											4,494,730	4,494,730
Prior Year On-Gong Projects												
Activity							365,000	0	(282,000)			83,000
TRANSFERS												
Transfr to CIP Fund												
TOTAL PARK-IN-LIEU FUND	0	0	0	0	0	0	365,000	0	(282,000)	0	4,494,730	4,577,730
DOWNTOWN PARKING												
Projected Beginning Balance											65,290	65,290
Activity							37,300	(50,000)	0			(12,700)
TOTAL DOWNTOWN PARKING FUND	0	0	0	0	0	0	37,300	(50,000)	0	0	65,290	52,590
ESTATE DONATION												
Projected Beginning Balance											13,100	13,100
Activity							100	0	0			100
TOTAL ESTATE DONATION FUND	0	0	0	0	0	0	100	0	0	0	13,100	13,200
DENTAL PLAN												
Projected Beginning Balance											145,280	145,280
Activity							105,000	(105,000)	0			0
TOTAL DENTAL PLAN FUND	0	0	0	0	0	0	105,000	(105,000)	0	0	145,280	145,280
UNEMPLOYMENT												
Projected Beginning Balance											215,990	215,990
Activity							35,000	(35,000)	0			0
TOTAL UNEMPLOYMENT FUND	0	0	0	0	0	0	35,000	(35,000)	0	0	215,990	215,990
WORKERS COMPENSATION												
Projected Beginning Balance											382,550	382,550
Activity							642,000	(595,000)	0			47,000
TRANSFERS												
Leif from General fund Surplus										75,000		75,000
TOTAL WORKERS COMPENSATION FUND	0	0	0	0	0	0	642,000	(595,000)	0	75,000	382,550	504,550
LIABILITY												
Projected Beginning Balance											532,770	532,770
Activity							465,000	(450,000)	0	75,000		90,000
TOTAL LIABILITY FUND	0	0	0	0	0	0	465,000	(450,000)	0	75,000	532,770	622,770
GENERAL DEBT												
Projected Beginning Balance											368,180	368,180
Activity							0	(169,810)	0			(169,810)
TRANSFERS												
Transfr from General Fund										167,300		167,300

Schedule of Revenues, Appropriations, CIPs, Transfers and Fund Balances FY2013/14
EXHIBIT A

CITY FUNDS	FISCAL POLICY RESERVE	STATE REVENUE STABILIZATION	OPER. RESERVE	PERS. RESERVE	OTHER	PROY. ANNUAL ON-GOING PROJECTS	EST. REVENUE	EST. EXPENSES	CAPITAL PROJECTS	TRANSFERS	UNRESERVED	TOTAL FUND BALANCE
TOTAL GENERAL DEBT FUND	0	0	0	0	0	0	0	(169,810)	0	167,300	368,180	365,670
AVALON CURB AND GUTTER												
Projected Beginning Balance											47,160	47,160
Activity							13,800	(13,800)	0			0
TOTAL AVALON CURB AND GUTTER FUND	0	0	0	0	0	0	13,800	(13,800)	0	0	47,160	47,160
RAYMUNDO CURB AND GUTTER												
Projected Beginning Balance											33,610	33,610
Activity							28,600	(28,600)				0
TOTAL RAYMUNDO CURB AND GUTTER FUND	0	0	0	0	0	0	28,600	(28,600)	0	0	33,610	33,610
BLUE OAK LANE												
Projected Beginning Balance											68,640	68,640
Activity							52,300	(44,200)				8,100
TOTAL BLUE OAK LANE	0	0	0	0	0	0	52,300	(44,200)	0	0	68,640	76,740
TOTAL ALL CITY FUNDS	6,025,000	0	850,000	450,000	45,860	0	43,127,165	(35,850,800)	(4,107,830)	0	32,824,747	42,508,125

**Schedule of Appropriated FY 2013/14 Capital Improvement Projects
Exhibit B**

2013/14 CIP - Projects by Category and Year												
Project	Proj #	CIP	Sewer	Traffic Impact Fee	Park-In- Lieu	Gas Tax	SR2S	TDA	CDBG	GRANTS	OTHER	TOTAL
Civic Facilities - Parks/Trails												
Covington Class I Pathway/Design	CF-01005	75,000										75,000
Redwood Grove Bank Stabilization (subject to grant funding)	CF-01001	-			282,000					90,000		372,000
Civic Facilities - Buildings												
Civic Center Redevelopment	CF-01002	200,000										200,000
Civic Facilities Capital Recovery Projects	CF-01003	175,000										175,000
Halsey House Renovation/Replacement Study (Grant Funded)	CF-01004										25,000	25,000
Community Development - General												
Housing Element Update	CD-01001	82,500										82,500
Commercial Wayfinding Sign Program	CD-01002	165,000										165,000
Public Art Projects	CD-01003	10,000										10,000
Transportation - Streets/Roadways												
Street Resurfacing	TS-01001	50,000				425,000						475,000
First Street Resurfacing (previously part of street resurfacing)	TS-01002	300,000										300,000
Street Striping	TS-01003					75,000						75,000
First Street South Plan Lane	TS-01011	50,000										50,000
Transportation - Pedestrian/Bicycle Safety												
Concrete Repair	TS-01005	200,000										200,000
Traffic Sign Replacement	TS-01006	25,000										25,000
ADA Accessibility	TS-01008								60,000			60,000
Wastewater Systems - Sewers												
Repair Maintenance Problem Areas	WW-01001		599,302									599,302
Structural Reach Replacement, PCR (a)	WW-01002		540,741									540,741
Root Foaming	WW-01003		212,180									212,180
South Sewer Replacement	WW-01004		214,514									214,514
CIIP Corrosion Rehabilitation	WW-01005		145,502									145,502
Fats, Oils and Grease (FOG) Program	WW-01006		53,045									53,045
Geographic Information Systems (GIS) Update	WW-01008		53,045									53,045
TOTAL		\$1,332,500	\$1,818,330	\$0	\$282,000	\$500,000	\$0	\$0	\$60,000	\$90,000	\$25,000	\$4,107,830



**Schedule of Appropriated FY 2013/14 Capital Improvement Projects
Exhibit B**

2014/15 CIP - Projects by Category and Year												
Project		CIP	Sewer	Traffic Impact Fee	Park-In- Lieu	Gas Tax	SR25	TDA	CDBG	GRANTS	OTHER	TOTAL
Civic Facilities - Parks & Trails												
Miramonte Avenue Path	CF-01006	331,200						1,324,800				1,656,000
Covington Class I Pathways/Construction	CF-01005	201,000										201,000
Civic Facilities - Buildings												
Civic Facilities Capital Recovery Projects	CF-01003	100,000										100,000
Community Development - General												
Special Projects and Studies	CD-01004	50,000										50,000
Transportation - Streets/Roadways												
Street Resurfacing	TS-01001	100,000				375,000						475,000
Street Slurry Seal	TS-01004	125,000										125,000
Street Striping	TS-01003					75,000						75,000
City Alley Resurfacing	TS-01009					195,000						195,000
Transportation - Pedestrian/Bicycle Safety												
Transportation Enhancements	TS-01013	25,000										25,000
Concrete Repair	TS-01005	200,000										200,000
Traffic Sign Replacement	TS-01006	25,000										25,000
Grant Road Bicycle Lane	TS-01012	65,000										65,000
ADA Accessibility	TS-01008								60,000			60,000
Wastewater Systems - Sewers												
Repair Maintenance Problem Areas	WW-01001		417,280									417,280
Structural Reach Replacement, PCR (a)	WW-01002		556,963									556,963
Root Foaming	WW-01003		227,507									227,507
South Sewer Replacement	WW-01004		333,226									333,226
CIPP Corrosion Rehabilitation	WW-01005		18,085									18,085
Fats, Oils and Grease (FOG) Program	WW-01006		54,636									54,636
Geographic Information Systems (GIS) Update	WW-01008		54,636									54,636
Sewer System Management Plan Update			21,855									21,855
TOTAL		\$1,222,200	\$1,684,188	\$0	\$0	\$645,000	\$0	\$1,324,800	\$60,000	\$0	\$0	\$4,936,188

