

RESOLUTION NO. 2011-21

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS
ADOPTING THE FY2011-2013 OPERATING BUDGET

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

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The City of Los Altos FY2011-2013 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 Policies; and
2. City programs, services, and activities will be provided and maintained within the confines of this Operating Budget in a manner consistent with adopted Financial Policies; and
3. The City Council adopt the Operating Budget and the proposed amendments for FY2011-2013 as provisionally submitted and summarized per **Exhibit 1-A** and inclusive of CIPs presented in **Exhibit 1-B**; and
4. Funds are deemed appropriated for those purposes and in amounts contained in said 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 acts upon a City Council set goal to strengthen Operating Reserves up to a 20% level over the course of five years through the additional use of annual operational savings realized as a result of the approved "PERS Side Fund" pay down and includes the transfer of General Fund available balances into the Capital project fund pending a review of final current-year results; and
6. Encumbrances, 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 28th day of June, 2011, by the following vote:

AYES: CARPENTER, CASAS, FISHPAW, SATTERLEE, PACKARD
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

Attest:



Lee Price, MMC
CITY CLERK



Ronald D. Packard, MAYOR

Exhibit 1-A
Schedule of Revenues, Appropriations, CIPs, Transfers and Fund Balances FY2011-2012

CITY FUNDS	FISCAL POLICY RESERVE	STATE REVENUE STABILIZATION	OPEB RESERVE	OTHER	PRIOR YEAR ON-GOING PROJECTS	EST. REVENUE	EST. EXPENSES	CAPITAL PROJECTS	TRANSFERS	UNRESERVED	TOTAL FUND BALANCE
GENERAL FUND											
Projected Ending Balance Before Transfers - June 30, 2011	3,936,228	1,025,000	200,000							2,119,112	7,280,340
2009-2010 Projected Use of Surplus:											
Increase Operating Reserve By PERS Savings										0	0
Increase State Budget Stabilization Reserve										0	0
Continued OPEB Funding										0	0
Transfer to CIP Fund										0	0
Replenish Equipment Replacement Fund										0	0
Projected Beginning Balance - July 1, 2011	3,936,228	1,025,000	200,000	0						2,119,112	7,280,340
2010-2011 Estimated Revenue											
Property tax						13,257,000				13,257,000	
Sales tax						2,456,590				2,456,590	
Utility users tax						2,499,000				2,499,000	
Motor veh lic fees						50,970				50,970	
Transient occupancy tax						1,400,000				1,400,000	
Business license tax						440,000				440,000	
Real estate transfer tax						49,760				49,760	
Recreation fees						1,770,270				1,770,270	
Interest & rent						364,000				364,000	
Planning & building						2,599,180				2,599,180	
Franchise fees						1,643,120				1,643,120	
Police fees						116,210				116,210	
Other fees						1,558,070				1,558,070	
TOTAL GENERAL FUND REVENUE						28,604,170	0			28,604,170	28,604,170
2010-2011 Appropriations:											
Legislative & administration							(1,667,647)			(1,667,647)	
Finance & technology							(1,823,588)			(1,823,588)	
Human resources							(589,653)			(589,653)	
Public safety							(14,185,650)			(14,185,650)	
Community development							(3,945,259)			(3,945,259)	
Maintenance services							(4,327,287)			(4,327,287)	
Recreation							(2,055,182)			(2,055,182)	
TOTAL GENERAL FUND EXPENDITURES						0	(28,594,265)			(28,594,265)	(28,594,265)
2010-2011 TRANSFERS & FUND DESIGNATIONS											
TRANSFERS											
Trsfr from Vehicle Impound Fund									45,000	45,000	45,000
Trsfr from Supplemental Law Enforcement Fund									0	0	0
Trsfr from Gas Tax Funds									210,000	210,000	210,000
Trsfr to CIP									(700,000)	(700,000)	(700,000)
Trsfr to Equip Replacement									(100,000)	(100,000)	(100,000)
Trsfr to Storm Fund									(201,151)	(201,151)	(201,151)
Trsfr to General Debt Fund									(165,000)	(165,000)	(165,000)
PERS Side Fund Paydown (IO Paper #1)									(850,000)	(850,000)	(850,000)
Increase operating reserves from projected PERS savings	210,000									(210,000)	0
Fund State Budget Stabilization Reserve From - FY10-11 Surplus										0	0
Fund OPEB Reserve From - FY10-11 Surplus			100,000							(100,000)	0
TOTAL GENERAL FUND	4,146,228	1,025,000	300,000	0		28,604,170	(28,594,265)	0	(1,761,151)	57,867	5,529,095
CAPITAL PROJECTS FUND											
Projected Ending Balance Before Transfers - June 30, 2011										11,741,533	11,741,533
Prior Year On-Gong Projects					0						(10,230,774)
Transfer to CIP Fund											0
Activity						395,000		(890,000)			(495,000)
TRANSFERS											0

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Tsfr from General Fund Surplus									700,000		700,000
Tsfr from Gas Tax Fund - Annual Street Resurfacing									249,147		249,147
TOTAL CAPITAL PROJECTS FUND	0	0	0	0	0	395,000	0	(890,000)	949,147	11,741,533	1,964,906
EQUIPMENT REPLACEMENT FUND											
Projected Beginning Balance										4,327,583	4,327,583
Prior Year On-Going Projects											(734,000)
Activity							(86,000)				(86,000)
TRANSFERS											
Tsfr from General Fund Surplus									100,000		100,000
TOTAL EQUIPMENT REPLACEMENT FUND	0	0	0	0	0	0	(86,000)	0	100,000	4,327,583	3,607,583
COMMUNITY FACILITY RENEWAL FUND											
Projected Beginning Balance										3,665,592	3,665,592
Activity											
TOTAL COMMUNITY FACILITY RENEWAL FUND	0	0	0	0	0	0	0	0	0	3,665,592	3,665,592
SEWER FUND											
Projected Beginning Balance										8,649,123	8,649,123
Prior Year On-Going Projects											(6,176,494)
Activity						5,862,269	(4,065,819)	(2,022,000)			(225,550)
TRANSFERS											
TOTAL SEWER FUND	0	0	0	0	0	5,862,269	(4,065,819)	(2,022,000)	0	8,649,123	2,247,078
SOLID WASTE FUND											
Projected Beginning Balance										837,191	837,191
Activity						854,723	(463,911)				390,812
TOTAL SOLID WASTE FUND	0	0	0	0	0	854,723	(463,911)	0	0	837,191	1,228,002
STORM WATER FUND											
Projected Beginning Balance										49,684	49,684
Activity							0	(250,785)	201,151		(49,634)
TRANSFERS											
Tsfr from General Fund											
TOTAL STORM WATER FUND	0	0	0	0	0	0	(250,785)	0	201,151	49,684	50
REAL PROPERTY PROCEEDS											
Projected Beginning Balance										6,495,166	6,495,166
Activity						73,170	0				73,170
TOTAL REAL PROPERTY PROCEEDS FUND	0	0	0	0	0	73,170	0	0	0	6,495,166	6,568,336
VEHICLE IMPOUND											
Projected Beginning Balance										0	0
Activity						45,000	0				45,000
TRANSFERS											
Tsfr to General Fund									(45,000)		(45,000)
TOTAL VEHICLE IMPOUND FUND	0	0	0	0	0	45,000	0	0	(45,000)	0	0
SUPPLEMENTAL LAW ENFORCEMENT											
Projected Beginning Balance										0	0
Activity											
TRANSFERS											
Tsfr to General Fund											
TOTAL SUPPLEMENTAL LAW ENFORCEMENT FUND	0	0	0	0	0	0	0	0	0	0	0
GAS TAX											
Projected Beginning Balance										395,847	395,847
Prior Year On-Going Projects											(130,000)
Activity						493,300	0	(300,000)			193,300
TRANSFERS											
Tsfr to General Fund									(210,000)		(210,000)
Tsfr to CIP Fund									(249,147)		(249,147)

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TOTAL GAS TAX FUND	0	0	0	0	0	493,300	0	(300,000)	(459,147)	395,847	(0)
PROPOSITION 1B											
Projected Beginning Balance										410,605	410,605
Prior Year On-Going Projects											(358,708)
Activity						5,000	0				5,000
TOTAL PROPOSITION 1B FUND	0	0	0	0	0	5,000	0	0	0	410,605	56,897
STORM DRAIN DEPOSIT											
Projected Beginning Balance										56,086	56,086
Activity						0	0				
TOTAL STORM DRAIN DEPOSIT FUND	0	0	0	0	0	0	0	0	0	56,086	56,086
TRANSPORTATION DEVELOPMENT ACT											
Projected Beginning Balance										13,226	13,226
Activity						0	0				
TOTAL TRANSPORTATION DEVELOPMENT ACT FUND	0	0	0	0	0	0	0	0	0	13,226	13,226
COMMUNITY DEVELOPMENT BLOCK GRANT											
Projected Beginning Balance										15,360	15,360
Activity						115,000	0	(115,000)			0
TRANSFERS											
TOTAL CDBG FUND	0	0	0	0	0	115,000	0	(115,000)	0	15,360	15,360
TRAFFIC IMPACT FEE											
Projected Beginning Balance										630,233	630,233
Prior Year On-Going Projects											(423,278)
Activity						3,000	0	0			3,000
TOTAL TRAFFIC IMPACT FEE FUND	0	0	0	0	0	3,000	0	0	0	630,233	209,955
PARK-IN-LIEU											
Projected Beginning Balance										596,747	596,747
Prior Year On-Going Projects											(395,000)
Activity						1,537,000	0	(200,500)			1,336,500
TRANSFERS											
Trsf to CIP Fund											
TOTAL PARK-IN-LIEU FUND	0	0	0	0	0	1,537,000	0	(200,500)	0	596,747	1,538,247
DOWNTOWN PARKING											
Projected Beginning Balance										155,267	155,267
Activity						40,200	(50,000)				(9,800)
TOTAL DOWNTOWN PARKING FUND	0	0	0	0	0	40,200	(50,000)	0	0	155,267	145,467
ESTATE DONATION											
Projected Beginning Balance										12,510	12,510
Activity						140	0				140
TOTAL ESTATE DONATION FUND	0	0	0	0	0	140	0	0	0	12,510	12,650
DENTAL PLAN											
Projected Beginning Balance										159,582	159,582
Activity						97,800	(99,000)	0			(1,200)
TOTAL DENTAL PLAN FUND	0	0	0	0	0	97,800	(99,000)	0	0	159,582	158,382
UNEMPLOYMENT											
Projected Beginning Balance										48,418	48,418
Activity						75,000	(70,000)				5,000
TOTAL UNEMPLOYMENT FUND	0	0	0	0	0	75,000	(70,000)	0	0	48,418	53,418
WORKERS COMPENSATION											
Projected Beginning Balance										487,368	487,368
Activity						642,000	(560,000)	0			82,000
TOTAL WORKERS COMPENSATION FUND	0	0	0	0	0	642,000	(560,000)	0	0	487,368	569,368
LIABILITY											
Projected Beginning Balance										222,291	222,291

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Activity						415,000	(400,000)				15,000
TOTAL LIABILITY FUND	0	0	0	0	0	415,000	(400,000)	0	0	222,291	237,291
GENERAL DEBT											
Projected Beginning Balance										313,992	313,992
Activity						400	(164,400)	0			(164,000)
TRANSFERS											
Trsf from General Fund									165,000		165,000
TOTAL GENERAL DEBT FUND	0	0	0	0	0	400	(164,400)	0	165,000	313,992	314,992
AVALON CURB AND GUTTER											
Projected Beginning Balance										49,105	49,105
Activity						14,100	(13,000)	0			1,100
TOTAL AVALON CURB AND GUTTER FUND	0	0	0	0	0	14,100	(13,000)	0	0	49,105	50,205
RAYMUNDO CURB AND GUTTER											
Projected Beginning Balance										36,911	36,911
Activity						27,800	(28,000)				(200)
TOTAL RAYMUNDO CURB AND GUTTER FUND	0	0	0	0	0	27,800	(28,000)	0	0	36,911	36,711
BLUE OAK LANE											
Projected Beginning Balance										281,943	281,943
Activity						47,600	(44,375)				3,225
TOTAL BLUE OAK LANE	0	0	0	0	0	47,600	(44,375)	0	0	281,943	285,168
TOTAL ALL CITY FUNDS	4,146,228	1,025,000	300,000	0	0	39,347,671	(34,889,555)	(3,527,500)	(850,000)	39,709,228	28,564,064

2011-2012 Capital Improvement Projects (Exhibit 1-B)

Project	CIP Fund	Sewer Fees	ParkIn Lieu	Gas Tax	CDBG	Other	Total
Annual Street Resurfacing (increased by \$200K)	\$425,000			\$225,000			\$650,000
Annual Street Striping				75,000			75,000
Annual Concrete Repair (increased by \$50K)	200,000						200,000
Annual Sewer Main Repair		369,000					369,000
Annual Sewer Main Video		379,000					379,000
Annual Sewer Root Foaming		332,000					332,000
Annual ADA Accessibility					115,000		115,000
Annual NTMP Projects	75,000						75,000
Annual Special Projects and Studies	50,000						50,000
Sewer Collection System Upgrade		942,000					942,000
Climate Action Plan	75,000						75,000
Traffic Sign Replacement	50,000						50,000
HRI Phase IV (newly proposed)	15,000						15,000
Shoup/Redwood Grove Path (newly proposed)			103,500				103,500
Rosita Park Playground (newly proposed)			97,000				97,000
TOTAL	\$890,000	\$2,022,000	\$200,500	\$300,000	\$115,000	\$0	\$3,527,500
City Facility Repairs (evaluated at FY11-12 mid year)	95,000						\$95,000
NPDES Compliance Construction (to FY12-13)	190,000						\$190,000
Intersection Bicycle Loops (to FY13-14)	115,000						\$115,000
SA Road Phase II (deleted - was \$50K + \$900K private)	50,000						\$50,000