

RESOLUTION NO. 2009-15

**A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF LOS ALTOS
ADOPTING THE 2009-2010 OPERATING BUDGET**

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

NOW, THEREFORE, BE IT HEREBY RESOLVED that:

1. The City of Los Altos FY2009-2010 Operating Budget has been presented and reviewed by City Council with regard to the approval of estimated revenues, expenditures, 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 fiscal year 2009-2010 as provisionally submitted and revised per Attachment A1; 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 expenditures 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 consolidates the existing Emergency and Operating Reserves into one common purpose Operating Reserve for clarity and simplicity to be maintained at a minimum level of 12% of General Fund appropriations to provide for unexpected financial contingencies and used only with the approval of City Council, and
6. This budget acts upon a City Council set goal to strengthen Operating Reserves up to a 20% level over the course of the next five years through the use of annual operational savings realized as result of the approved "PERS Side Fund" pay down and defers the transfer of General Fund proceeds into the Capital project fund pending a review of fiscal and strategic need; and
7. Encumbrances, capital improvement projects, and 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 23rd day of June, 2009, by the following vote:

AYES: PACKARD, CARPENTER, CASAS, BECKER, SATTERLEE
NOES: NONE
ABSENT: NONE


Megan Satterlee, MAYOR


Susan Kitchens, CITY CLERK

Attachment A1
Schedule of Revenues, Appropriations, CIPS, Transfers
Fy 2009-2010 Budget

CITY FUNDS	EST. REVENUE	EST. EXPENSES	CAPITAL PROJECTS	OPERATING RESERVE	STATE REVENUE STABILIZATION	PERS RESERVE	UNRESERVED	TOTAL
GENERAL FUND								
Projected Beginning Balance				3,186,762	500,000	3,005,795	344,336	7,036,893
Revenue								
Property tax	12,635,010						12,635,010	12,635,010
Sales tax	2,412,220						2,412,220	2,412,220
Utility users tax	2,249,110						2,249,110	2,249,110
Motor veh lic fees	48,540						48,540	48,540
Transient occupancy tax	1,068,590						1,068,590	1,068,590
Business license tax	328,500						328,500	328,500
Real estate transfer tax	428,340						428,340	428,340
Recreation fees	1,494,345						1,494,345	1,494,345
Interest& rent	1,026,500						1,026,500	1,026,500
Planning & building	1,952,600						1,952,600	1,952,600
Franchise fees	1,289,720						1,289,720	1,289,720
Police fees	95,650						95,650	95,650
Other fees	1,617,640						1,617,640	1,617,640
TOTAL GENERAL FUND REVENUE	26,646,765	0	0	0	0	0	26,646,765	26,646,765
Departmental Expenditures:								
Legislative & administration		(1,711,840)	0				(1,711,840)	(1,711,840)
Finance & technology		(1,681,200)	0				(1,681,200)	(1,681,200)
Human resources		(334,720)	0				(334,720)	(334,720)
Public safety		(13,456,595)	0				(13,456,595)	(13,456,595)
Community development		(3,434,930)	0				(3,434,930)	(3,434,930)
Maintenance services		(3,855,295)	0				(3,855,295)	(3,855,295)
Recreation		(2,089,439)	0				(2,089,439)	(2,089,439)
TOTAL GENERAL FUND EXPENDITURES		(26,564,020)	0	0	0	0	(26,564,020)	(26,564,020)
SUB-TOTAL GENERAL FUND BEFORE TRANSFERS	26,646,765	(26,564,020)	0	3,186,762	500,000	3,005,795	427,081	7,119,638
TRANSFERS								
Trsfr from Vehicle Impound fund							45,000	45,000
Trsfr from Supplemental Law Enforcement Fund							100,000	100,000
Trsfr from CIP Portland & Freemont Bridge Savings					610,000			610,000
Trsfr from expired other Assessment District Funds							129,712	129,712
Trsfr to CIP Fund - FY 09-10 Surplus							(80,000)	(80,000)
PERS Side Fund Pay Down						(3,005,795)	0	(3,005,795)
Trsfr from Gas Tax Funds							210,000	210,000
Trsfr to General Debt Fund							(165,000)	(165,000)
Trsfr to Storm Fund							(91,955)	(91,955)
Increase operating reserves from projected PERS savings				210,000			(210,000)	0
TOTAL GENERAL FUND	26,646,765	(26,564,020)	0	3,396,762	1,110,000	0	364,838	4,871,600

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CITY FUNDS	EST. REVENUE	EST. EXPENSES	CAPITAL PROJECTS	OPERATING RESERVE	STATE REVENUE STABILIZATION	PERS RESERVE	INTEREST EARNED	TOTAL
CAPITAL PROJECTS FUND								
Projected Beginning Balance				0	0	0	15,025,633	15,025,633
Prior Year On-Going Projects							(8,411,000)	(8,411,000)
Activity	525,000	0	(3,533,000)				(3,008,000)	(3,008,000)
TRANSFERS								
Tsfr from General Fund Surplus							80,000	80,000
Tsfr from Community Dev. Block Grant Fund - Audible Ped Signals							85,000	85,000
Tsfr from Gas Tax Fund - Annual Street Resurfacing							280,500	280,500
Tsfr from Park In Lieu Fund - Patriot Corner							85,000	85,000
Tsfr from Park In Lieu Fund- Park land acquisition							900,000	900,000
Tsfr from Park In Lieu Fund- Dog Park							227,000	227,000
Tsfr from Park In Lieu Fund- Heritage Oaks							103,500	103,500
Tsfr from Park In Lieu Fund- Parks Master Plan							71,500	71,500
Tsfr to Equip Fund - Mobile command to records system							(230,000)	(230,000)
Tsfr to General Fund - Portland & Fremont Bridge savings							(610,000)	(610,000)
TOTAL CAPITAL PROJECTS FUND	525,000	0	(3,533,000)	0	0	0	4,599,133	4,599,133
EQUIPMENT REPLACEMENT FUND								
Projected Beginning Balance							4,388,583	4,388,583
Prior Year On-Going Projects							(944,150)	(944,150)
Activity	0	0	0				0	0
TRANSFERS								
Tsfr from General Fund - Mobile Command to Records System							230,000	230,000
TOTAL EQUIPMENT REPLACEMENT FUND	0	0	0	0	0	0	3,674,433	3,674,433
COMMUNITY FACILITY RENEWAL FUND								
Projected Beginning Balance							3,665,592	3,665,592
Activity	0	0	0				0	0
TOTAL COMMUNITY FACILITY RENEWAL FUND	0	0	0	0	0	0	3,665,592	3,665,592
SEWER FUND								
Projected Beginning Balance							7,041,846	7,041,846
Prior Year On-Going Projects							(5,000,000)	(5,000,000)
Activity	5,499,330	(3,936,799)	(2,176,500)				(613,969)	(613,969)
TRANSFERS								
Tsfr from expired other Assessment District Funds							147,282	147,282
TOTAL SEWER FUND	5,499,330	(3,936,799)	(2,176,500)	0	0	0	1,575,159	1,575,159
SOLID WASTE FUND								
Projected Beginning Balance							628,854	628,854
Activity	1,546,471	(1,666,770)	0				(120,299)	(120,299)
TOTAL SOLID WASTE FUND	1,546,471	(1,666,770)	0	0	0	0	508,555	508,555
STORM WATER FUND								

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CITY FUNDS	EST. REVENUE	EST. EXPENSES	CAPITAL PROJECTS	OPERATING RESERVE	STATE REVENUE STABILIZATION	PERS RESERVE	UNRESERVED	TOTAL
Projected Beginning Balance							141,777	141,777
Activity	0	(233,732)	0				(233,732)	(233,732)
TRANSFERS								
Trsfr from General Fund							91,955	91,955
TOTAL STORM WATER FUND	0	(233,732)	0	0	0	0	0	0
REAL PROPERTY PROCEEDS								
Projected Beginning Balance							4,012,419	4,012,419
Activity	2,262,450	0	0				2,262,450	2,262,450
TOTAL REAL PROPERTY PROCEEDS FUND	2,262,450	0	0	0	0	0	6,274,869	6,274,869
VEHICLE IMPOUND								
Projected Beginning Balance							0	0
Activity	45,000	0	0				45,000	45,000
TRANSFERS								
Trsfr to General Fund							(45,000)	(45,000)
TOTAL VEHICLE IMPOUND FUND	45,000	0	0	0	0	0	0	0
SUPPLEMENTAL LAW ENFORCEMENT								
Projected Beginning Balance							0	0
Activity	100,000	0	0				100,000	100,000
TRANSFERS								
Trsfr to General Fund							(100,000)	(100,000)
TOTAL SUPPLEMENTAL LAW ENFORCEMENT FUND	100,000	0	0	0	0	0	0	0
COMMUNITY DEVELOPMENT BLOCK GRANT								
Projected Beginning Balance							18,782	18,782
Activity	129,000	(42,100)	0				86,900	86,900
TRANSFERS								
Trsfr to CIP Fund							(85,000)	(85,000)
TOTAL CDBG FUND	129,000	(42,100)	0	0	0	0	86,900	86,900
GAS TAX								
Projected Beginning Balance							1,832	1,832
Activity	499,500	0	0				499,500	499,500
TRANSFERS								
Trsfr to General Fund							(210,000)	(210,000)
Trsfr to CIP Fund							(280,500)	(280,500)
TOTAL GAS TAX FUND	499,500	0	0	0	0	0	100,832	100,832
PROPOSITION 13								
Projected Beginning Balance							433,652	433,652
Prior Year On-Going Projects							(417,804)	(417,804)
Activity	4,000	0	0				4,000	4,000
TOTAL PROPOSITIONS 13 FUND	4,000	0	0	0	0	0	100,832	100,832

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CITY FUNDS	EST. REVENUE	EST. EXPENSES	CAPITAL PROJECTS	OPERATING RESERVE	STATE REVENUE STABILIZATION	PERS RESERVE	UNRESERVED	TOTAL
Projected Beginning Balance							789,317	789,317
Activity	411,000	(400,000)	0				11,000	11,000
TOTAL LIABILITY FUND	411,000	(400,000)	0	0	0	0	800,317	800,317
GENERAL DEBT								
Projected Beginning Balance							370,717	370,717
Activity	6,000	(165,000)	0				(159,000)	(159,000)
TRANSFERS								
Trsfr from General Fund							165,000	165,000
TOTAL GENERAL DEBT FUND	6,000	(165,000)	0	0	0	0	376,717	376,717
AVALON CURB AND GUTTER								
Projected Beginning Balance							43,667	43,667
Activity	14,600	(14,600)	0				0	0
TOTAL AVALON CURB AND GUTTER FUND	14,600	(14,600)	0	0	0	0	43,667	43,667
RAYMUNDO CURB AND GUTTER								
Projected Beginning Balance							35,069	35,069
Activity	28,200	(28,200)	0				0	0
TOTAL RAYMUNDO CURB AND GUTTER FUND	28,200	(28,200)	0	0	0	0	35,069	35,069
OTHER ASSESSMENT DISTRICTS								
Projected Beginning Balance							276,994	276,994
Activity	0	0	0				0	0
TRANSFERS								
Trsfr to General & Sewer Fund							(276,994)	(276,994)
TOTAL OTHER ASSESSMENT DISTRICT FUNDS	0	0	0	0	0	0	0	0
TOTAL ALL CITY FUNDS	39,602,805	(38,755,291)	(6,168,500)	3,396,762	8,000,000	0	23,834,136	23,840,900

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Schedule of Revenues, Appropriations, CIPS Transfers

FUNDING SOURCE

2009-2010 CIP PROJECTS	CAPITAL IMPROVEMENT FUND	SAFE ROUTES	GAS TAX	CDBG	PARK IN LIEU	TDA	SEWER	TRAFFIC IMPACT FEE	TOTAL
Annual Street Resurfacing	280,500		280,500						561,000
Annual Concrete Repair	150,000								150,000
Annual Sewer Main Repair							348,000		348,000
Annual Sewer Main Video							343,000		343,000
Annual Sewer Root Foaming							313,000		313,000
Collector Traffic Calming								400,000	400,000
Annual NTMP Projects	50,000								50,000
Annual Special Projects and Studies	50,000								50,000
Collector Traffic Calming Master Plan	110,000								110,000
San Antonio Road Sidewalk	750,000								750,000
El Monte Avenue Bicycle Lane	86,000								86,000
Oak Avenue Pedestrian and Bicycle	50,000	450,000							500,000
Bicycle Transportation Plan Update	26,000								26,000
Audible Pedestrian Signals				85,000		59,000			144,000
South Sewer Main Replacement							1,172,500		1,172,500
Patriot Corner Renovation					85,000				85,000
Park Land Acquisition					900,000				900,000
Municipal Service Center Fuel Station	180,000								180,000
TOTAL BEFORE TRANSFERS	1,732,500	450,000	280,500	85,000	985,000	59,000	2,176,500	400,000	6,168,500
CIP SUPPORTING SOURCES	1,800,500	(450,000)	(280,500)	(85,000)	(985,000)				
TOTAL	\$ 3,533,000	\$ -	\$ -	\$ -	\$ -	\$ 59,000	\$ 2,176,500	\$ 400,000	\$6,168,500