



City of Gustine

Adopted Budget Fiscal Year 2019-20

(July 2, 2019)



Elected Officials and Administrative Staff

Elected Officials

Pat Nagy	Mayor
Joe Oliveira	Mayor Pro Tem
Craig Turner	Council Member
Rich Ford	Council Member
Derek Alexander	Council Member

City Manager

Doug Dunford	City Manager
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Department Heads

Milt Medeiros	Police Chief
Lakhwinder Deol	Finance Director
Melanie Correa	Human Resources Director/ Dep. City Clerk
Dan Arnold	Interim Public Works Director
Jami Westervelt	Economic Development
Pat Borrelli	Fire Chief
Josh Nelson	City Attorney

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City of Gustine

OFFICE OF THE CITY MANAGER
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Introduction

It's my privilege to present the proposed Fiscal Year 2019-20 budget for the City of Gustine. The proposed Fiscal Year 2019-20 City budget is balanced, without a structural deficit. The City Council unanimously adopted a fiscally responsible budget that addresses and corrects deficiencies in several key areas. This effort was the result of work to identify opportunities for reductions in cost to deliver services and a review of fees to ensure appropriate cost recovery for services.

The economic climate in Gustine going into the 2019-20 Fiscal year remains strong. The City's primary sources of revenue, which are property tax and sales tax, continue to trend upward slightly. New businesses are opening in the City's downtown core – this is looking back at the past fiscal year where the City saw seven businesses open in the 2018-2019 budget year.

City staffing levels and operational expenditures continue to grow slightly, and in keeping with prior years. The Administrative Department budget, is adding a Recreation Program Manager that will be hired at the beginning of the fiscal year, allowing for the person to increase recreation activities. Within the Economic Development Department, some moderate expenses will be incurred from Airport improvements and outreach programs.

Though revenues are trending positively, and City expenditures remain relatively flat, fiscal challenges loom in the near future, and beg thoughtful consideration. CalPERS, the City's pension provider for City employees both past and present, will likely continue to require more of Gustine (along with all other member municipalities throughout the State of California). The City of Gustine is already a leader in ensuring that current City employees make significant contributions towards their own pension payments. The City is fortunate to have forged cooperative and productive relationships with all of its employee associations to allow for these contributions. Therefore, the difficulty lies not with the City's current employees, so much as with obligations related to the City's retired employees from years prior. These commitments arose during a different political and economic climate, when the true impact of pension increases wasn't fully understood and/or explained. Barring active leadership and impactful intervention from the State of California, the City's future pension challenge will not improve.

Within the next few years, without significant revenue increases, the City will need to contemplate exactly how to provide services for its residents while meeting its pension obligations. Infrastructure is the other fiscal outlier that will require strategic thought and focused action in the fiscal years to come. While the City is fortunate to benefit from the tax increment received from both SB1 and Measure V, infrastructure maintenance, repair and replacement needs exceed revenues received. In Fiscal Year 2019-20, the City will receive approximately \$350k in SB1 and

Measure V funds (as explained above), which will be put to use for road replacement/repaving, slurry seal and sidewalk improvements. With the City looking at setting aside 5% of the General Fund each year, the General Fund remains available for targeted requisite needs (cash flow requirements, natural disasters, etc.), very little funding will be available for future Capital Improvement Projects unless significant increases in revenue are realized or operating expenditures and/or service levels are greatly reduced.

My sincere gratitude is extended to the City Council for their leadership, guidance, contribution and support that has helped bring this budget to fruition. I also must acknowledge our collaborative, hard-working City staff, who have contributed extensively towards this effort to ensure we are spending the public's money in an efficient manner that delivers the greatest result possible with the available resources. In particular, I would like to single out the City's Finance Department Director and her employees for their budget efforts – they do the majority of the work. Finally, thanks to our residents, Planning and Airport Commission Members, City volunteers, customers and key community stakeholders who contribute, lend input, and provide us with feedback as we go about trying to improve the City of Gustine each day. It is welcomed and valued.

Key points included:

1. Development of a specific plan to retire debt owed from the City's General Fund to its Sewer Fund and policies to ensure that no such action is repeated.
2. A commitment by resolution to establish a General Fund Reserve and set aside minimum of \$100,000 this year to contribute to that fund.
3. A revised staffing organization that maintains an appropriate level of service and a balance between employees and consultants.
4. A complete review of financial management systems and protocols to ensure the use of best management practices to maintain legal compliance for both General and Enterprise Funds.

Budget Highlights

The budget for all City funds totals \$6 million, and includes the General Fund, Measure V Fund, Enterprise Funds, and budgets funded with grants and other revenue sources. This budget provides funding for staffing of 27 positions, which is an increase of one (1) funded position from Fiscal Year 2018-19. Also included in the budget are major capital expenditures for the next five-year period totaling \$9.2 million. The first year of the Five-Year Capital Improvement Program totals \$4.7 million and is funded in the Fiscal Year 2019-20 budget.

Key updates that influenced the budget process included each department reviewing its actual and projected expenses and revenues to determine where areas of savings and/or more appropriate cost recovery for services provided may exist. The Finance Director provided valuable direction and insight to support staff efforts to review all options for savings and legally defensible revenue generation, while allocating funds to reduce existing liabilities (PERS/OPEB) and implement a set aside for the General Plan Reserves. These actions are critical to ensure the long term fiscal health and viability of the City.

General Fund

The General Fund Budget for Fiscal Year 2019-20 is balanced with projected revenues of \$2,250,000 million available to fund expenditures totaling \$2,150,000 million. The City Council conducted one public budget workshop to review the budget in detail prior to adoption.

The Fiscal Year budget projects an operating surplus of \$200,000, and includes the City Council's desire to accomplish three major tasks:

1. Contribute \$100,000 to General Fund Reserve
2. Retire General Fund intra departmental transfer
3. Develop a resolution to set aside \$25,000 annually for vehicle replacement

The City will continue the use of contract services for Engineering, Planning and Building to reduce costs and provide an opportunity for better cost recovery.

Fee's for the Planning, Engineering and Building Divisions have been updated based on a nexus study to ensure that they are reasonable and legally defensible. The methodology is a widely known and accepted "bottom up" approach to cost analysis, where time spent per unit of fee activity is determined for each position within a division. Once time spent for a fee activity is determined, all applicable City costs are then considered in the calculation of the "full" cost of providing each service. The cost recovery model was also applied to all departments, including Recreation. This results in an overall increase in revenues which will contribute to the City's overall fiscal health.

Adoption of Best Management Policies

During the budget year, City Council will be asked to adopt policies to ensure long term compliance with management practices in all departments. These include:

- Finance:
 - Policy establishing a commitment to contributing a minimum of \$100,000 each fiscal year to General Fund Reserve.
 - Policy establishing a target of a 10% minimum General Fund Reserve.
 - Resolution supporting State Law preventing future transfers between Enterprise Funds to/from General Fund other than for payment for actual services performed.
 - Policy establishing ongoing/annual training for staff to ensure compliance with established policies adopted.
 -
- General Services (Planning, Building & Engineering):

Adoption of clear policies to ensure adequate cost recovery by:

- Commitment to tracking costs for services by specific project;

- Commitment to bill applicants for actual number of hours of work performed by staff and/or contractors;
 - Commitment to review and update Master Fee Schedule on a regular basis to capture any changes in cost of delivery of services;
 - Commitment to update and collect impact fees as appropriate for traffic, parks, and public safety; and
 - Policy establishing ongoing/annual training for staff to ensure compliance with established policies adopted.
- Recreation:
 - Commitment to tracking costs for services by specific program, and/or facility;
 - Commitment to track actual number of hours of work performed by part time/volunteer staff and/or contractors for each program;
 - Commitment to review and update Master Fee Schedule on a regular basis to capture any changes in cost of delivery of services; and
 - Policy establishing ongoing/annual training for staff to ensure compliance with established policies adopted.

Conclusion

I would like to genuinely convey my thanks to the hard-working City staff and the Department Heads for their financial contributions, dedication and commitment in addressing future challenges. I would also like to take this opportunity to thank the City Council for their support and leadership in considering necessary policy guidance and alternatives for the next fiscal year. Staff will continue to explore alternatives to strengthen the City's revenue base and operate as efficiently as possible while identifying viable means to deliver services in a more cost-effective manner to ensure the long-term fiscal health of the City.

City staff and I look forward to working with the City Council and the citizens of Gustine to ensure that the City's future reflects the City Council's vision.

Respectfully submitted,

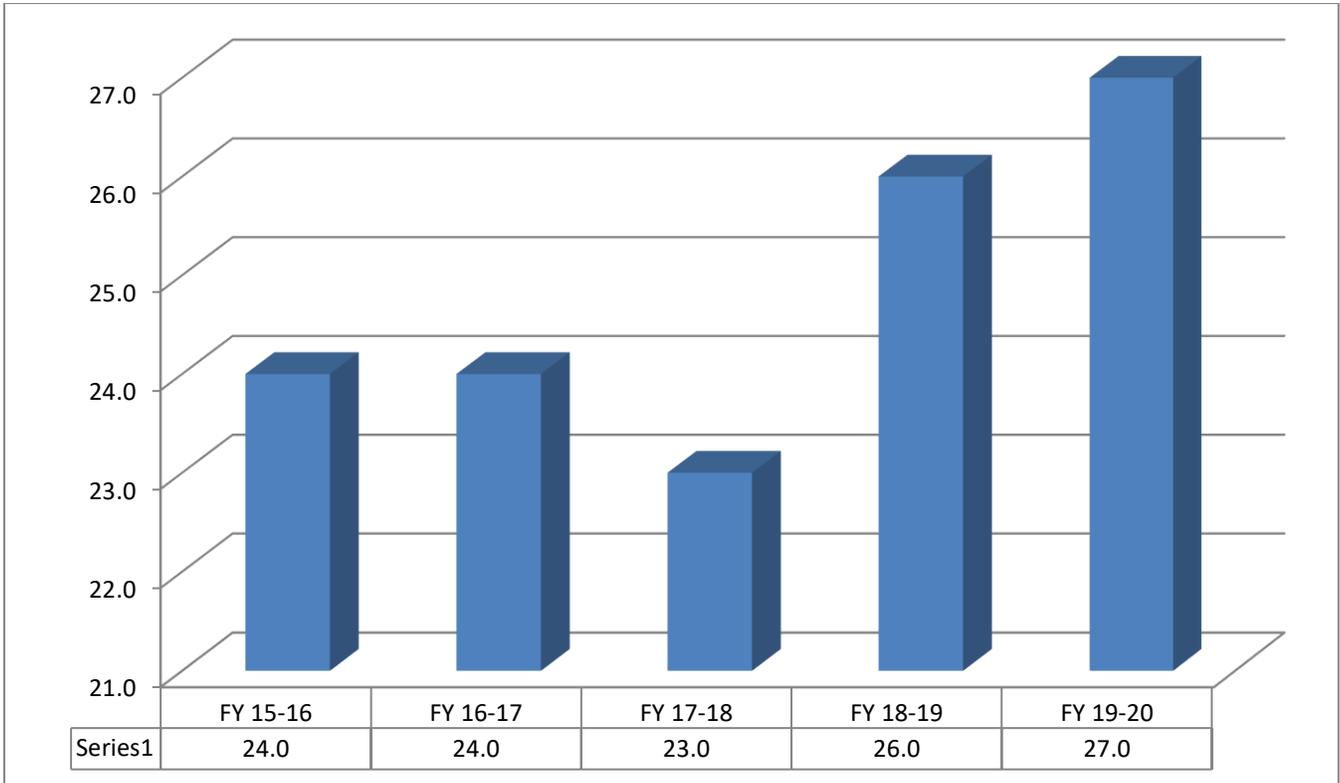
Doug Dunford
City Manager

Summary Information

City of Gustine
Fiscal Year 2019-20 Adopted Budget

FUNDED POSITIONS
Authorized by the City Council

Fiscal Years 2015-16 thru 2019-20

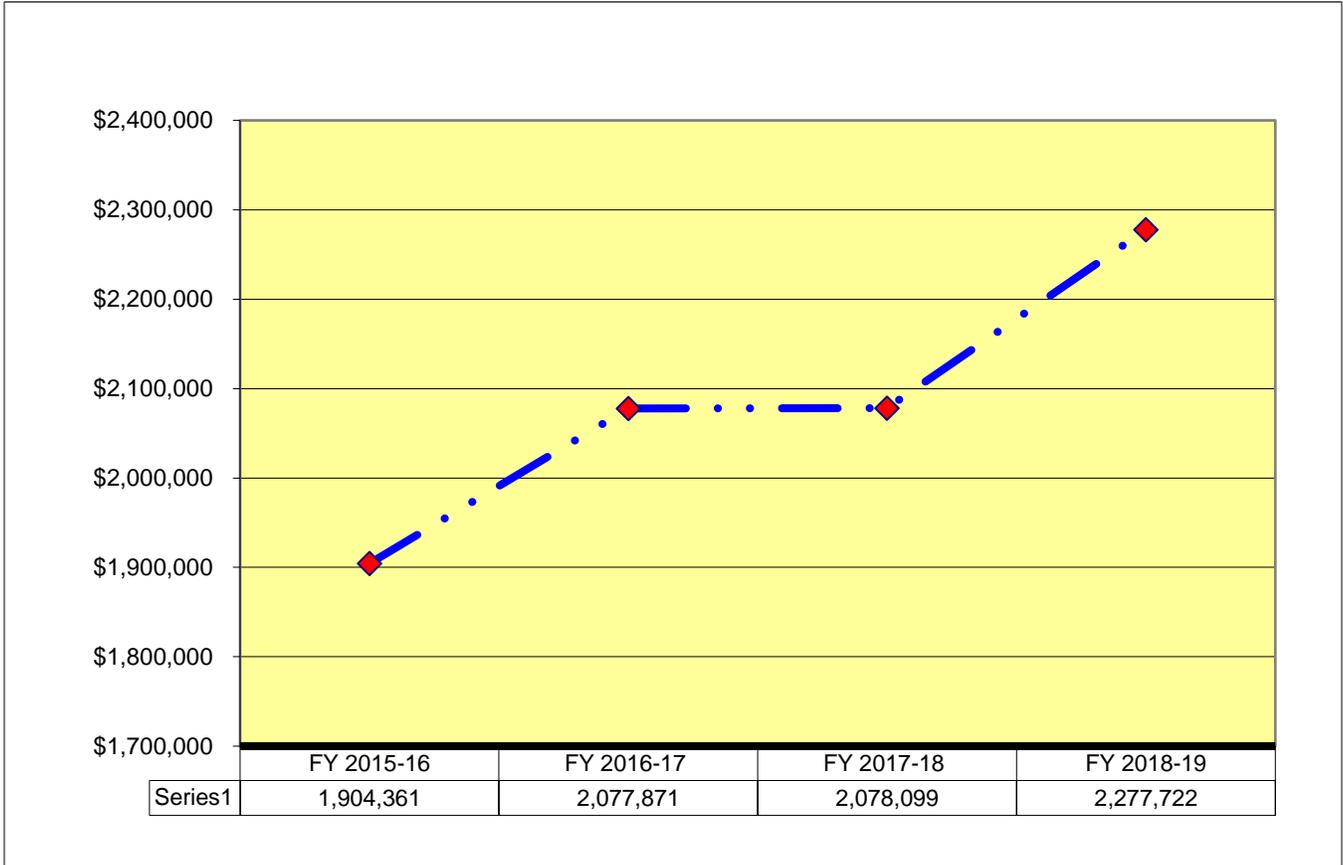


City of Gustine

Fiscal Year 2019-20 Adopted Budget

GENERAL FUND REVENUE HISTORY

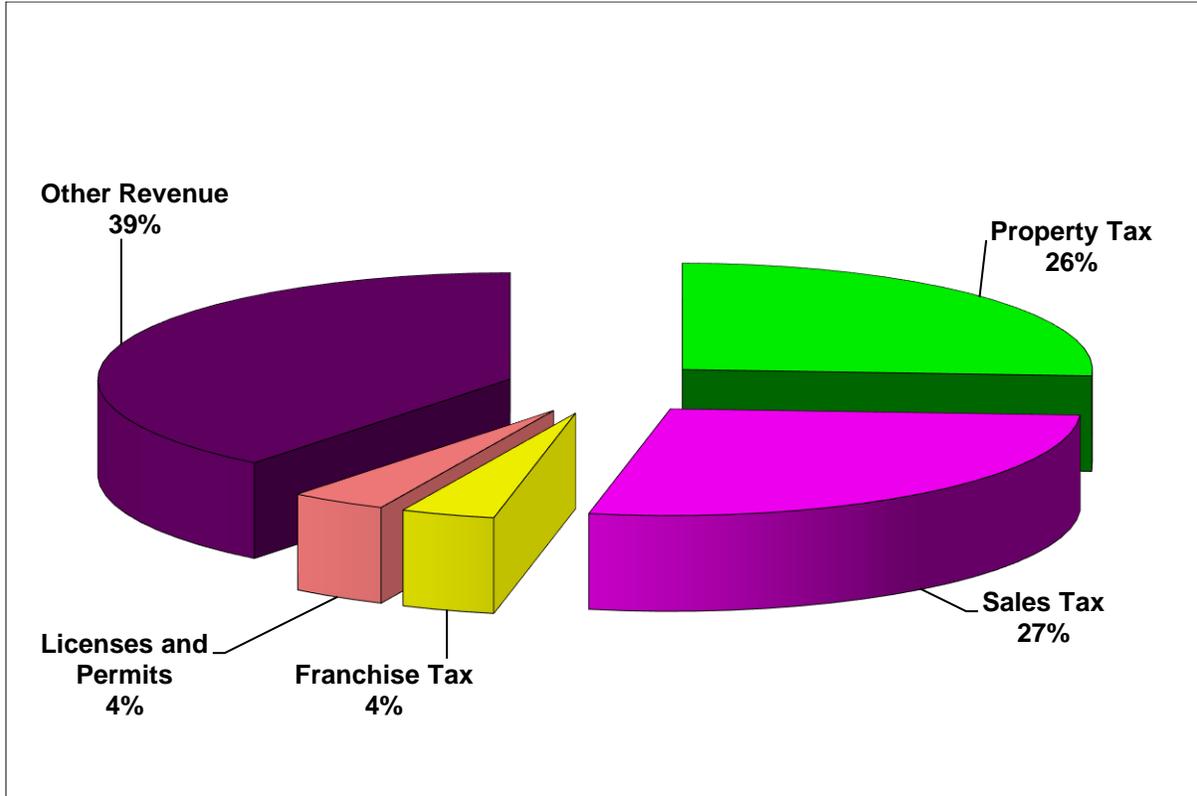
Fiscal Years 2015-16 thru 2019-20



City of Gustine
Fiscal Year 2019-20 Adopted Budget

GENERAL FUND REVENUE BY SOURCE

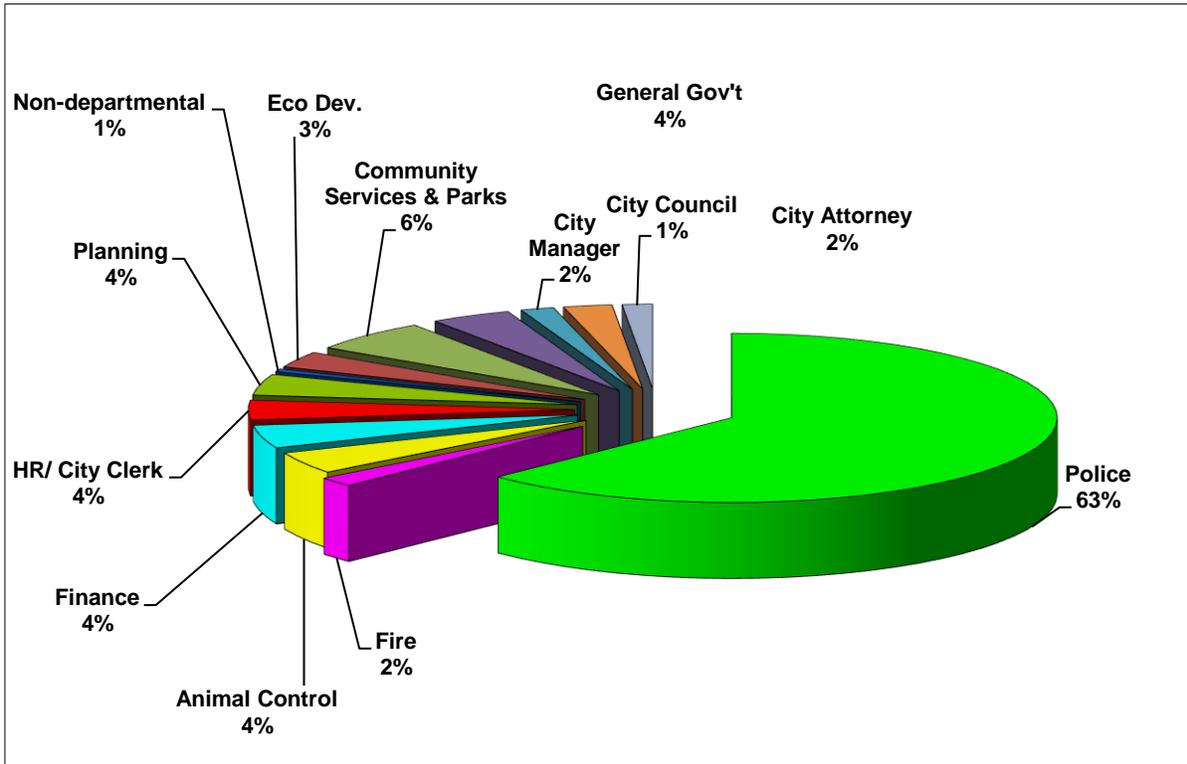
Fiscal Year 2019-20



City of Gustine
Fiscal Year 2019-20 Adopted Budget

GENERAL FUND EXPENDITURES BY DEPARTMENT

Fiscal Year 2019-20



Revenue

General Fund

City of Gustine

Fiscal Year 2019-20 Adopted Budget

Account Number	Description	FY 2017-18 Unaudited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
001	General Fund			
001-0000-100.027-00	PD DONATIONS EVENTS	4,420	2,200	2,800
001-0000-100.028-00	CITY-COUNTY DINNER	-	2,500	-
001-0000-220.072-00	SB 1186 STATE BUS LICENSE FEE	374	375	700
001-0000-400.000-00	SECURED PROPERTY TAXES	487,961	502,600	527,730
001-0000-400.001-00	SECURED SUP SB 813	2,430	2,430	2,500
001-0000-400.010-00	UNSECURED PROPERTY TAXES	43,118	43,117	45,000
001-0000-400.040-00	PROPERTY TAXES - PRIOR	1,509	1,510	1,500
001-0000-400.050-00	GENERAL SALES & USE TAX	227,609	232,161	239,126
001-0000-400.051-00	ADD-ON SALES TAX	331,442	338,071	348,213
001-0000-400.052-00	PROP 172 SALES TAX	30,636	32,000	32,960
001-0000-400.060-00	FRANCHISES - ELECTRIC	63,404	64,000	64,000
001-0000-400.061-00	FRANCHISES - GAS	19,421	20,000	20,000
001-0000-400.070-00	REAL PROP TRANSFER TAXES	11,862	12,500	14,000
001-0000-410.000-00	BUSINESS LIC & PERMITS	32,575	35,000	35,000
001-0000-410.002-00	PENALTY BUSINESS LICENSE	601	650	1,500
001-0000-410.005-00	OTHER SPECIAL/PLANNING PERMIT	-	1,500	1,000
001-0000-410.020-00	ANIMAL LICENSES	13,451	14,750	14,800
001-0000-410.025-00	A/C SHELTER DONATIONS	-	-	1,000
001-0000-410.040-00	CONSTRUCTION PERMITS	32,062	28,000	30,000
001-0000-420.000-00	OTHER PERMITS	3,735	3,700	3,800
001-0000-420.026-00	HOMEOWNERS PROP TAX RELIEF	4,324	3,000	4,000
001-0000-420.027-00	POST REIMBURSEMENT	40	1,000	4,000
001-0000-420.040-00	STATE MOTOR VEHICLE LICENSE FE	388,057	390,000	390,000
001-0000-420.060-00	OCJP/MCO/SLESF	145,932	125,000	150,000
001-0000-430.000-00	ADMIN PLANNING & DEV FEES	6,659	2,000	1,500
001-0000-430.001-00	PLANNING FEES	1,114	1,500	5,000
001-0000-430.003-00	PLAN CHECK	12,692	11,500	17,500
001-0000-430.004-00	ARCHITECT REVIEW FEE	-	-	4,000
001-0000-430.005-00	SITE PLAN REVIEW	-	-	8,000
001-0000-430.006-00	RTIF ADMIN FEE	156	-	-
001-0000-430.007-00	ADDRESS ASSIGNMENT OR CHANG	-	-	2,000
001-0000-430.010-00	SPECIAL POLICE SERVICES	46,781	45,000	45,000
001-0000-430.013-00	ANIMAL CONT & SHELTER FEE	1,562	1,500	1,500
001-0000-430.018-00	GUSTINE YOUTH SPORTS	1,000	1,000	1,200
001-0000-430.038-00	GEN.FUND REMIBURSEMENT/PA	-	-	2,500
001-0000-430.039-00	FIRE ELECTRIC/GAS REMI	3,548	4,500	4,000
001-0000-430.040-00	ENGINEERING REVIEW	-	150	-
001-0000-430.041-00	PLANNING DEPOSIT (PROJECT	25,222	4,500	-
001-0000-430.042-00	BUILDING FIRE PD BLDG INSPECTIO	1,290	1,200	1,500

City of Gustine
Fiscal Year 2019-20 Adopted Budget

Account Number	Description	FY 2017-18 Unaudited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
001-0000-430.051-00	PARK & FACILITY FEES	7,348	7,000	8,000
001-0000-430.201-00	295 SOUTH CANNABIS GROW PROJE	-	-	10,000
001-0000-430.202-00	377 4TH ST CANNABIS DISTRIBUTION	-	-	5,000
001-0000-440.010-00	OTHER FINES	14,254	9,000	12,000
001-0000-450.000-00	INTEREST	668	668	600
001-0000-450.010-00	RENTS	35,104	33,814	35,000
001-0000-450.040-00	INSURANCE REFUNDS	17,215	16,500	12,000
001-0000-450.050-00	BAD CHECK FEES	1,152	1,100	1,000
001-0000-450.061-00	GRAZING INCOME/HAY SALE	17,680	17,680	59,901
001-0000-490.003-00	MISC REVENUES	50,802	30,798	50,000
001-0000-490.210-00	LIVESCAN	6,133	5,300	5,000
001-0000-990.099-00	TRANSFER IN	-	44,795	-
Total Revenue:		2,077,871	2,078,099	2,277,722

Expenditures

General Fund

City of Gustine

Fiscal Year 2019-20 Adopted Budget

MAYOR AND CITY COUNCIL

Overview

The City Council is the policy making body for the City of Gustine (City). Through duly convened regular and special meetings, the City Council adopts ordinances and resolutions setting forth statutory and regulatory policies of the City. The City Council is elected to overlapping four-year terms. The City Council also serves as the governing board for the Successor Agency to the Gustine Redevelopment Agency. The City Council appoints the City Manager, City Attorney and all advisory commissions. Currently active commissions are the Planning Commission, Airport Commission.

City Council goals are carried out by city staff under the direction of the City Manager. The City Manager is the link between City Council policy development and policy, implementation and City operations. The City Council provides information to the citizens. The City Council meetings are held twice a month to keep the citizenry informed as to the activities and projects of the City, Council and staff. Through the Council Members community involvement they encourage proactive participation of the citizens in City government.

The City Council's ultimate goal as a policy board is to provide leadership and vision for the Community of Gustine. The City's mission is to provide innovative, sustained high quality public services to the community through each employee using their maximum capacity.

The City Council's primary mission is to serve the community by providing professional leadership in enhancing the welfare of the City and responding to the needs of Gustine's residents and business people. Council is sensitive and accessible to all members of the community, and by example, set a positive tone for handling community issues and delivering excellent City services.

Comparative Information

Actual FY 2017-18	Budget FY 2018-19	Budget FY 2019-20
\$ 14,974	\$ 24,493	\$ 30,703

City of Gustine
Fiscal Year 2019-20 Adopted Budget

MAYOR AND CITY COUNCIL

Account Number	Description	FY 2018-19 Unaudited	FY 2019-20 Budget	FY 2020-21 Adopted Budget
001-0110-500.010-00	SALARIES - PART TIME EMPL	5,100	5,564	5,100
001-0110-510.010-00	OASDI (FICA & MEDICARE)	390	425	288
001-0110-520.010-00	DEPT OPERATING SUPPLIES	342	400	500
001-0110-530.088-00	CITY - COUNTY DINNER HOST	-	2,500	2,500
001-0110-530.089-00	COMMUNITY PROMOTION	1,372	6,300	7,000
001-0110-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	7,070	7,500	7,500
001-0110-530.091-00	MEETINGS & TRAINING	8	450	6,800
001-0110-530.201-00	OTHER CONTRACT SERVICES	692	800	700
001-0110-540.038-00	TECHNOLOGY PURCH/REPLACE	-	554	315
CITY COUNCIL DEPARTMENT TOTAL		14,974	24,493	30,703

City of Gustine

Fiscal Year 2019-20 Adopted Budget

CITY ADMINISTRATION

Overview

The City Manager is the administrative head of the municipal government of the City of Gustine. The duties and responsibilities of the City Manager are outlined within the City's Municipal Code. The City Manager is the administrative link between the policies set by the City Council and the action necessary to execute those policies. The City Manager is responsible for providing administrative direction for all City departments in accordance with the policies established by the City Council.

The City Manager implements and maintains City Council goals and objectives, policies and priorities. It is the role of the City Manager to provide direction regarding implementation of the City Council policies, projects and programs. The primary focus is to provide leadership, quality and transparent government, and to facilitate efficient and cost-effective delivery of services.

It is the City Manager's duty to enforce all laws and ordinances of the City. The City Manager has personal authority over all City employees, and is responsible to oversee all organizations of City departments, offices and positions and reorganization of any department, division or unit. It is the City Manager's responsibility to manage and coordinate the development of the City's budget and coordinate the development of the City's long-term capital improvement plans and financing strategies for City Council oversight.

It is the City Manager's responsibility to keep City Council informed and updated on the financial conditions, program implementation and potential needs of the City. It is a role of the City Manager to develop and recommend programs to ensure the economic development and financial vitality of the City.

Comparative Information

Actual FY 2017-18	Budget FY 2018-19	Budget FY 2019-20
\$ 30,786	\$ 35,729	\$ 33,692

City of Gustine
Fiscal Year 2019-20 Adopted Budget

CITY ADMINISTRATION

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
001-0120-500.000-00	SALARIES - FULL TIME EMPL	14,910	15,204	15,019
001-0120-500.020-00	WAGES - HOURLY EMPLOYEES	80	139	355
001-0120-510.000-00	PERS	2,609	4,010	7,625
001-0120-510.010-00	OASDI (FICA & MEDICARE)	1,000	1,000	849
001-0120-510.020-00	GROUP HEALTH INSURANCE	7,316	8,931	840
001-0120-510.030-00	WORKER'S COMP INSURANCE	690	729	429
001-0120-520.010-00	DEPT OPERATING SUPPLIES	241	125	100
001-0120-520.030-00	MOTOR VEHICLE EXPENSE	114	480	480
001-0120-530.009-00	OTHER PROFESSIONAL SERVICE	511	-	-
001-0120-530.011-00	TELEPHONE & INTERNET	73	307	1,481
001-0120-530.089-00	COMMUNITY PROMOTION	240	250	200
001-0120-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	408	1,000	3,000
001-0120-530.091-00	MEETINGS & TRAINING	2,595	3,000	3,000
001-0120-540.038-00	TECHNOLOGY PURCH/REPLACE	-	554	315
CITY MANAGER DEPARTMENT TOTAL		30,786	35,729	33,692

City of Gustine

Fiscal Year 2019-20 Adopted Budget

FINANCE DEPARTMENT

Overview

The Finance Department ensures prudent financial management of the City's resources. The Finance Department provides financial management by developing, implementing, and maintaining the City's financial systems. These responsibilities range from the daily administration of City fiscal resources to long range financial planning. The Finance Department is responsible for:

- General accounting
- Accounts payable and receivable management
- Utility billing administration
- Business license management
- Financial analysis
- Long-range financial planning
- Budget preparation and monitoring

The Finance Department ensures that all financial transactions are accurately recorded by Generally Accepted Accounting Principles (GAAP) and maintain a high level of internal control. Finance department prepare and submit financial related reports and provide timely review and analysis of potential problems and issues. Finance department communicate with all departments and respond to questions and inquiries regarding financial reporting and budgeting.

Objectives

- Our emphasis is on teamwork, collaboration, integrity and professionalism.
- We provide information that is timely, prompt and accurate.
- Promote an environment that encourages productive and innovative solutions that benefit the Community
- Provide an environment that emphasizes open communications and full disclosure

Our focus is on delivering effective and efficient services that stress continuous improvement and result in excellence in customer service.

Comparative Information

Actual FY 2017-18	Budget FY 2018-19	Budget FY 2019-20
\$ 19,916	\$ 30,724	\$ 91,100

City of Gustine
Fiscal Year 2019-20 Adopted Budget

FINANCE DEPARTMENT

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
001-0140-500.000-00	SALARIES - FULL TIME EMPL	6,583	8,854	35,153
001-0140-500.010-00	SALARIES - PART TIME EMPL	1,464	1,719	2,953
001-0140-510.000-00	PERS	1,192	2,258	21,030
001-0140-510.010-00	OASDI (FICA & MEDICARE)	596	750	2,153
001-0140-510.012-00	UNEMPLOYMENT INSURANCE	2	95	100
001-0140-510.020-00	GROUP HEALTH INSURANCE	2,119	3,214	13,033
001-0140-510.030-00	WORKER'S COMP INSURANCE	1,254	1,336	3,115
001-0140-520.000-00	OFFICE SUPPLIES	586	550	500
001-0140-520.010-00	DEPT OPERATING SUPPLIES	291	365	300
001-0140-520.030-00	MOTOR VEHICLE EXPENSE	35	180	780
001-0140-530.000-00	ACCOUNTING & AUDITING	1,453	6,143	4,560
001-0140-530.009-00	OTHER PROFESSIONAL SERVICE	37	150	100
001-0140-530.011-00	TELEPHONE & INTERNET	1,060	331	1,481
001-0140-530.014-00	POSTAGE	918	750	750
001-0140-530.030-00	ADVERTISING	-	200	100
001-0140-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	170	175	175
001-0140-530.091-00	MEETINGS & TRAINING	-	400	2,000
001-0140-530.201-00	OTHER CONTRACT SERVICES	2,156	2,700	2,500
001-0140-540.038-00	TECHNOLOGY PURCH/REPLACE	-	554	315
FINANCE DEPARTMENT TOTAL		19,916	30,724	91,100

City of Gustine

Fiscal Year 2019-20 Adopted Budget

CITY ATTORNEY

Overview

The City Attorney is an appointed position. The City Attorney will provide legal advice, counsel and representation to the City in areas including, but not limited to, land use, real estate, housing and economic development. Services include drafting and reviewing contracts, ordinances, resolutions, deeds, permits, licenses, and other legal documents, conducting research, interpreting and updating the City Code, and providing advice to City staff. The City Attorney will provide counsel to the City Council, Planning Commission, the Airport Commission, other City departments, and assist with the enforcement of the City Code. The City Attorney receives general direction and supervision from the City Council. The position is an at-will position that serves as part of the City’s management team.

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
001-0141-530.009-00	OTHER PROFESSIONAL SERVICE	50,617	47,922	50,000
CITY ATTORNEY DEPARTMENT TOTAL		50,617	47,922	50,000

City of Gustine

Fiscal Year 2019-20 Adopted Budget

HUMAN RESOURCES / DEPUTY CITY CLERK

Overview

Human Resources:

The goal of Human Resources is to implement employment best practices and to ensure fair and impartial professional and technical support services in the overall administration of the City’s personnel program. The Human Resources Department is committed to providing high quality service to all current, prospective, and past employees. The Human Resources office assists in attracting, hiring, and retaining qualified employees in a diverse workforce; is responsible for employment and orientation services; retirement processing; administration of employee benefits; payroll administration and processes for employees; regulatory compliance with employment labor laws and training; policy development and administration; job classification, compensation and labor market research; organizational and employee development; risk management; employee relations; employee assistance programs; management of personnel records; administration of performance evaluation programs; and assisting other City departments in employment-related activities.

Deputy City Clerk:

The Deputy City Clerk is the custodian of the City’s official records. The Deputy City Clerk’s Office is the first point of contact for the residents of the City. The Deputy City Clerk’s Office provides notary and information services to the public, City Council and City staff in a professional manner, with impartiality, courtesy and tact.

The Deputy City Clerk records the proceedings of the City Council, Successor Agency to the Gustine Redevelopment Agency, Planning Commission and Airport Commission; prepares and distributes agendas and minutes for these meetings; prepares and distributes agendas and minutes for these meetings; prepares and processes ordinances and resolutions. The Deputy City Clerk provides overall keeping of historical, legal and official records of the City Council and all City departments. Other duties include retention of legal documents, administration of the State Political Reform Act and the City’s Conflict of Interest Code, administers oath of office, process claims, serve as financial disclosure officer and as the California Public Records coordinator, maintains compliance with State laws regarding the Brown Act, annexations, legal notices, elections, and Fair Political Practices Commission filings; updates Municipal Code and receives and opens bids. The Deputy City Clerk also coordinates the consolidation of the General Municipal Election.

Comparative Information

Actual FY 2017-18	Budget FY 2018-19	Budget FY 2019-20
\$ 16,048	\$ 25,382	\$ 78,136

City of Gustine
Fiscal Year 2019-20 Adopted Budget

HUMAN RESOURCES / DEPUTY CITY CLERK

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
001-0142-500.001-00	SALARIES - FULL TIME EMPL	7,029	11,572	30,852
001-0142-500.010-00	SALARIES - PART TIME EMPL	159	277	-
001-0142-510.000-00	PERS	1,347	2,216	14,878
001-0142-510.010-00	OASDI (FICA & MEDICARE)	549	700	1,743
001-0142-510.012-00	UNEMPLOYMENT INSURANCE	1	25	40
001-0142-510.020-00	GROUP HEALTH INSURANCE	2,780	5,510	15,865
001-0142-510.030-00	WORKER'S COMP INSURANCE	919	1,700	3,258
001-0142-520.010-00	DEPT OPERATING SUPPLIES	144	200	300
001-0142-520.030-00	MOTOR VEHICLE EXPENSE	-	72	6,704
001-0142-530.011-00	TELEPHONE & INTERNET	-	331	1,481
001-0142-530.030-00	ADVERTISING	64	225	800
001-0142-530.091-00	MEETINGS & TRAINING	258	400	300
001-0142-530.201-00	OTHER CONTRACT SERVICES	2,197	1,000	1,000
001-0142-530.242-00	NOTARY	600	600	600
001-0142-540.038-00	TECHNOLOGY PURCH/REPLACE	-	554	315
CITY CLERK DEPARTMENT TOTAL		16,048	25,382	78,136

City of Gustine
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GENERAL GOVERNMENTAL BUILDING DEPARTMENT

Overview

The Non-Departmental budget unit contains appropriations which have not been specifically assigned or allocated to the operating functions within departments of the City's budget. The General Governmental Building budget portion include central buildings maintenance related costs and efforts. It takes efforts and involvement from various different departments to maintain buildings or facilities into operating conditions. The City has few large facilities such as City Hall, Public Works, Police Department, and Community Center building which require regular maintenance on daily basis.

Comparative Information

Actual FY 2017-18	Budget FY 2018-19	Budget FY 2019-20
\$ 71,266	\$ 75,190	\$ 83,401

City of Gustine
Fiscal Year 2019-20 Adopted Budget

GENERAL GOVERNMENTAL BUILDING DEPARTMENT

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
001-0150-500.000-00	SALARIES - FULL TIME EMPL	3,693	3,920	4,598
001-0150-500.010-00	SALARIES - PART TIME EMPL	406	-	2,629
001-0150-500.030-00	OVERTIME	602	625	600
001-0150-510.000-00	PERS	781	807	607
001-0150-510.010-00	OASDI (FICA & MEDICARE)	628	750	442
001-0150-510.012-00	UNEMPLOYMENT INSURANCE	1	50	40
001-0150-510.020-00	GROUP HEALTH INSURANCE	1,747	1,774	1,554
001-0150-510.030-00	WORKER'S COMP INSURANCE	517	547	857
001-0150-520.010-00	DEPT OPERATING SUPPLIES	3,762	3,100	3,000
001-0150-520.011-00	UNIFORM ALLOWANCE	364	350	350
001-0150-520.040-00	FUEL	2,001	2,100	2,000
001-0150-530.011-00	TELEPHONE & INTERNET	547	374	563
001-0150-530.051-00	INSURANCE	8,015	8,389	9,346
001-0150-530.060-00	ELECTRIC	31,199	33,000	33,000
001-0150-530.062-00	GAS	4,436	6,000	6,000
001-0150-530.072-00	OTHER EQUIPMENT REPAIR	345	1,100	3,000
001-0150-530.201-00	OTHER CONTRACT SERVICES	11,130	11,500	11,500
001-0150-540.011-00	BUILDINGS	1,094	250	3,000
001-0150-540.038-00	TECHNOLOGY PURCH/REPLACE	-	554	315
GENERAL GOVERNMENT BUILDING DEPARTMENT TOTAL		71,266	75,190	83,401

City of Gustine

Fiscal Year 2019-20 Adopted Budget

POLICE DEPARTMENT

Overview

The Police Administration activity provides support for all Police divisions and bureaus and serves as a liaison with both the attorney’s offices and the courts. This activity provides records management, evidence security and the upkeep and maintenance of the department’s equipment. This unit assures correct, competent, and courteous service to the public. It provides technical and law enforcement information to both the public and the Department. It is also responsible for the management of the City’s vehicle abatement program, addressing animal control issues, pick-up of animals, issuing citations for animal control violations and the transport of animals to the Merced County Animal Shelter.

Police Operations creates and maintains security in the community and the department works with the citizens of Gustine to provide the best public safety service possible; to provide twenty-four hours patrol service for the community respond to all Calls for Service, resolve conflicts and identify potential problems of a serious nature. Police Operations goals include enforcing state laws and applicable city ordinances in a fair and courteous manner and providing community relations for crime prevention and crime reduction.

Goals of the Administration and Operations Divisions of the Police Department include:

- Public Safety Dispatchers, Police Record Clerks, and Community Service Officer will respond to the citizens of the community in a timely and courteous manner.
- The Police Record Clerk will continue to perform professional administrative support work using modern office practices and procedures.
- Public Safety Dispatchers will continue to perform responsive telecommunications work in the reception and transmission of 911 telephone and emergency radio service calls, complaints, and inquiries from the public.
- Community Service Officer will assist with inquires made by phone and in person regarding department information, handle the vehicle abatement program within the City of Gustine, handle animal complaints such as excessive barking dogs or loose animals, issuing citations for animal control violations, the pick-up of animals and the transport of animals to the Merced County Animal Control Shelter.
- Law enforcement officers will respond to emergency situations within an average of less than 2 minutes.
- The School Resource Officer (SRO) will provide on-site interaction with our youth and develop awareness programs in regard to gangs and drugs.

Comparative Information

Actual FY 2017-18	Budget FY 2018-19	Budget FY 2019-20
\$ 1,293,008	\$1,473,375	\$1,292,029

City of Gustine
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POLICE DEPARTMENT

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
001-0210-500.000-00	SALARIES - FULL TIME EMPL	508,561	544,322	461,288
001-0210-500.010-00	SALARIES - RESERVES	10,711	13,000	-
001-0210-500.030-00	OVERTIME	78,451	80,000	80,000
001-0210-500.040-00	ON CALL PAY	2,153	3,000	-
001-0210-500.045-00	BILINGUAL STIPEND	3,938	4,200	2,100
001-0210-510.000-00	PERS	207,456	215,563	243,260
001-0210-510.010-00	OASDI (FICA & MEDICARE)	45,271	48,000	30,583
001-0210-510.012-00	UNEMPLOYMENT INSURANCE	144	1,500	1,800
001-0210-510.020-00	GROUP HEALTH INSURANCE	126,908	163,520	151,633
001-0210-510.030-00	WORKER'S COMP INSURANCE	62,724	67,041	47,618
001-0210-520.000-00	OFFICE SUPPLIES	787	1,500	1,000
001-0210-520.010-00	DEPT OPERATING SUPPLIES	6,560	9,000	7,000
001-0210-520.011-00	UNIFORM ALLOWANCE	8,800	9,600	9,600
001-0210-520.030-00	MOTOR VEHICLE EXPENSE	9,224	10,000	10,000
001-0210-520.040-00	FUEL	18,493	19,000	15,000
001-0210-530.009-00	OTHER PROFESSIONAL SERVICE	18,308	40,000	10,000
001-0210-530.011-00	TELEPHONE & INTERNET	10,353	19,454	29,347
001-0210-530.014-00	POSTAGE	592	800	800
001-0210-530.030-00	ADVERTISING	483	750	900
001-0210-530.060-00	ELECTRIC	898	1,200	1,000
001-0210-530.072-00	OTHER EQUIPMENT REPAIR	-	2,500	2,000
001-0210-530.089-00	COMMUNITY PROMOTION	2,562	3,500	2,500
001-0210-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	1,773	1,375	1,500
001-0210-530.091-00	MEETINGS & TRAINING	5,697	11,600	11,600
001-0210-530.201-00	OTHER CONTRACT SERVICES	162,160	150,000	140,000
001-0210-540.038-00	TECHNOLOGY PURCH/REPLACE	-	52,950	31,500
POLICE DEPARTMENT TOTAL		1,293,008	1,473,375	1,292,029

City of Gustine
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ANIMAL CONTROL DEPARTMENT

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
001-0230-500.000-00	SALARIES - FULL TIME EMPL	36,002	37,990	35,844
001-0230-500.030-00	OVERTIME	337	500	500
001-0230-510.000-00	PERS	5,640	5,656	8,503
001-0230-510.010-00	OASDI (FICA & MEDICARE)	2,727	3,000	2,053
001-0230-510.012-00	UNEMPLOYMENT INSURANCE	5	50	150
001-0230-510.020-00	GROUP HEALTH INSURANCE	7,420	10,481	25,227
001-0230-510.030-00	WORKER'S COMP INSURANCE	5,746	6,073	5,145
001-0230-520.000-00	OFFICE SUPPLIES	-	25	-
001-0230-520.010-00	DEPT OPERATING SUPPLIES	775	1,000	500
001-0230-520.011-00	UNIFORM ALLOWANCE	(328)	800	500
001-0230-520.014-00	WEED ABATEMENT	-	300	300
001-0230-520.030-00	MOTOR VEHICLE EXPENSE	679	-	400
001-0230-530.009-00	OTHER PROFESSIONAL SERVICE	342	3,700	500
001-0230-530.011-00	TELEPHONE	135	130	150
001-0230-530.014-00	POSTAGE	-	500	500
001-0230-530.030-00	ADVERTISING	576	480	800
001-0230-530.057-00	ANIMAL REG	2,030	3,500	1,500
001-0230-530.091-00	MEETINGS & TRAINING	744	750	2,500
001-0230-530.201-00	OTHER CONTRACT SERVICES	3,467	1,800	1,000
ANIMAL CONTROL DEPARTMENT TOTAL		66,297	76,735	86,072

City of Gustine

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FIRE DEPARTMENT

Overview

Under the direction of Cal Fire, the Gustine Volunteer Fire Department is committed to the preservation of life, property, and the environment, and to assist citizens within the community of Gustine with the highest-level emergency medical service/ response and fire protection. The Gustine Volunteer Fire Department is customer service oriented— “We care and will be there when called upon.” Cal Fire will provide services to the City to fulfill the operational policies and direction of the City Council. The additional services will be through a contractual agreement with Cal Fire who will manage that service delivery within the budget and applicable policies approved by the Gustine City Council and Cal Fire policies. Budgeted funds are expended directly by the City and/ or by Cal Fire, and Cal Fire is not reimbursed for their actual direct and in direct expenses for those services.

The Fire Department Administration will continue to provide the utmost level of life safety protection for the community, recognizing that Public Safety is of the highest importance to the City Council. The Fire Administration will evaluate the efficiency and effectiveness of the Department by comparing response times, training hours and seasonal project achievements collected by the fire department’s data collected through the Department’s computer intergraded software. The Gustine Volunteer Fire Department will continue to train reserve and volunteer firefighters to assure that each member of the Department maintains a high level of proficiency in serving the community.

Objectives

- Fire personnel will respond to emergency situations within an average of less than 5 minutes 90% of the time.
- Provide Public Education to local schools addressing fire safety and injury prevention.
- Manage a fire company Prevention Inspection Program.
- Complete annual fire hydrant flushing.
- Recruit and maintain an active reserve and volunteer fire fighter program.
- Reduce fire loss by quick response, direct interior fire attack and salvage operations.
- Provide annual inspection service to businesses

Comparative Information

Actual FY 2017-18	Budget FY 2018-19	Budget FY 2019-20
\$ 34,911	\$ 87,045	\$ 38,442

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FIRE DEPARTMENT

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
001-0220-500.010-00	SALARIES - PART TIME EMPL	8,400	9,600	9,600
001-0220-510.010-00	OASDI (FICA & MEDICARE)	643	750	542
001-0220-510.050-00	DISABILITY INSURANCE	3,648	3,800	3,800
001-0220-520.010-00	DEPT OPERATING SUPPLIES	3,439	5,000	4,000
001-0220-520.011-00	UNIFORM ALLOWANCE	206	300	300
001-0220-520.030-00	MOTOR VEHICLE EXPENSE	3,766	5,000	4,000
001-0220-520.040-00	FUEL	464	1,500	1,000
001-0220-530.011-00	TELEPHONE	1,200	1,300	1,300
001-0220-530.030-00	ADVERTISING	-	100	100
001-0220-530.060-00	ELECTRIC	7,806	7,900	7,500
001-0220-530.062-00	GAS	1,031	1,300	1,000
001-0220-530.091-00	MEETINGS & TRAINING	4,000	5,200	4,800
001-0220-530.100-00	CONTRACT SERVICES	308	500	500
001-0220-540.030-00	MACHINERY & EQUIPMENT	-	44,795	-
FIRE DEPARTMENT TOTAL		34,911	87,045	38,442

City of Gustine

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ENGINEERING, BUILDING AND PLANNING SERVICES DEPARTMENT

Overview

The Engineering, Planning, and Building Divisions. The City currently contract with Gouveia Engineering for engineering services. The City has an agreement with the CGS to provide Building and Planning services.

The Engineering Division plans, organizes and performs a variety of professional level engineering and inspection services such as: preparing, coordinating, and managing capital improvement projects. The Division recommends improvements and replacement of public facilities. The Engineering Division also provides technical support to the Public Works Department as well as other City Departments, checks the plans for subdivisions and civil improvements, and inspects the improvements before they are accepted by the City. Engineering plays an important role in the review and approval of improvement plans, final maps, parcel maps and lot line adjustments. The division also assists in annual oversight of assessment districts such as the lighting, storm drainage, and landscape maintenance districts.

The Planning Division has three principal responsibilities:

- 1) Prepare, maintain and implement the City's General Plan, Specific Plans, Master Plans and other types of plans as needed;
- 2) Conduct environmental reviews of public and private projects on the California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA); and
- 3) Administer the City's Zoning and Subdivision Ordinances including the review of annexations, land use, development and subdivision projects for compliance with applicable policies, regulations, and standards.

The Planning Division provides professional planning services and support to the Planning Commission and City of Council. The division also provides information on zoning and other development issues to the public.

The Building Division provides plan reviews, issues building permits, and performs field inspections to ensure a safe and healthy environment and compliance with local ordinances and state regulations. This division works with the Fire Department – CAL Fire and Merced County Environmental Health Department regarding hazardous and unsafe buildings and structures. It also responds to complaints about substandard and dangerous buildings. This division also reviews requests for business licenses, and in some instances inspects the buildings of the Proposed use to determine code compliance.

Following the adoption Master Fee Schedule, Community Development fees are now based on a time and materials basis. The Planning and Engineering Fee Schedules contains those charges assessed at the time an application is filed with the City, or which may be assessed during the processing of an application. The fee schedule sets forth those applications for which a deposit is

City of Gustine

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required and those for which a flat fee is imposed. Deposits are required for those applications for which it is difficult to estimate actual processing costs. For these projects, the applicant is required to pay all costs incurred by the City in processing the applications and may result in either additional charges or a refund to the applicant.

Filing fees are required for routine applications in which processing costs have been estimated. The filing fee is assumed to cover all processing costs, and no adjustments will be made except in those cases where extraordinary circumstances exist.

This approach allows the City to ensure appropriate cost recovery for more complex projects while maintaining a simple fee system for the vast majority of applications it is expected to process.

Comparative Information

Actual FY 2017-18	Budget FY 2018-19	Budget FY 2019-20
\$ 90,285	\$ 57,939	\$ 83,481

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ENGINEERING, BUILDING AND PLANNING SERVICES DEPARTMENT

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
001-0410-500.005-00	CDD - SALARIES FULL TIME	8,586	7,602	13,038
001-0410-500.010-00	SALARIES - PART TIME EMPL	119	208	-
001-0410-510.000-00	PERS	1,303	2,005	6,360
001-0410-510.010-00	OASDI (FICA & MEDICARE)	586	700	737
001-0410-510.012-00	UNEMPLOYMENT INSURANCE	2	50	50
001-0410-510.020-00	GROUP HEALTH INSURANCE	295	437	2,943
001-0410-510.030-00	WORKER'S COMP INSURANCE	632	486	657
001-0410-520.010-00	DEPT OPERATING SUPPLIES	97	130	100
001-0410-520.030-00	MOTOR VEHICLE EXPENSE	40	420	-
001-0410-530.009-00	OTHER PROFESSIONAL SERVICE	15,339	18,000	18,000
001-0410-530.011-00	TELEPHONE	10	247	281
001-0410-530.015-00	ECONOMIC DEVELOPMENT	-	100	-
001-0410-530.030-00	ADVERTISING	2,185	4,000	1,000
001-0410-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	2,170	-	-
001-0410-530.094-00	PLANNING/CONSTRUCT LICENSES	20,487	23,000	25,000
001-0410-530.212-00	377 4TH ST CANNABIS DISTRIBUTI	-	-	3,000
001-0410-530.230-00	PROJECT/ DEV EXPENSES TOWAR	38,433	-	12,000
001-0410-540.038-00	TECHNOLOGY PURCH/REPLACE	-	554	315
PLANNING DEPARTMENT TOTAL		90,285	57,939	83,481

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ECONOMIC DEVELOPMENT DEPARTMENT

Overview

The Economic Development and Special Projects Division seeks to assist the city and other departments on key strategic opportunities, assist in marketing and developing information for the City which help persuade new investments, and provide for general support in the implementation of grant opportunities.

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
001-0460-500.000-00	SALARIES FULL TIME	-	-	33,311
001-0460-510.000-00	PERS	-	-	9,604
001-0460-510.010-00	OASDI (FICA & MEDICARE)	-	-	1,882
001-0460-510.012-00	UNEMPLOYMENT INSURANCE	-	-	200
001-0460-510.020-00	GROUP HEALTH INSURANCE	-	-	14,015
001-0460-510.030-00	WORKER'S COMP INSURANCE	-	-	1,429
001-0460-520.010-00	DEPT OPERATING SUPPLIES	-	-	100
001-0460-520.030-00	MOTOR VEHICLE EXPENSE	-	-	1,800
001-0460-530.009-00	OTHER PROFESSIONAL SERVICE	-	-	200
001-0460-530.011-00	TELEPHONE	-	-	1,481
ECONOMIC DEVELOPMENT DEPARTMENT TOTAL		-	-	64,023

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PARKS DEPARTMENT

Overview

The Parks Division provides street tree, median, assessment district and general park and recreational facility maintenance and related operational support services. The mission of the Parks Division is to provide a park and recreational facility environment that is conducive to a healthy, clean, safe and pleasurable experience that offers visitors opportunities for a secure place to recreate and to improve their physical and mental well-being, resulting in the enhancement of their quality of life.

The Division currently maintains and operates 6 developed park sites totaling approximately 70 acres, 12 acres of landscape area adjacent to roadways and neighborhoods, one community center, the Gustine Museum, five covered picnic shelters, four tennis courts, soccer field, two baseball diamonds and five play equipment structures. Additionally, the Parks Division is responsible for the maintenance and care of the nearly 6,000 trees that exist within the City's Urban Forest for Fiscal Year 2019-20.

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PARKS DEPARTMENT

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
001-0610-500.000-00	SALARIES - FULL TIME EMPL	7,435	16,113	30,638
001-0610-500.020-00	WAGES - HOURLY EMPLOYEES	9,920	5,169	-
001-0610-500.030-00	OVERTIME	1,742	1,800	2,000
001-0610-510.000-00	PERS	2,762	3,271	2,643
001-0610-510.010-00	OASDI (FICA & MEDICARE)	1,430	1,500	1,844
001-0610-510.012-00	UNEMPLOYMENT INSURANCE	7	200	200
001-0610-510.020-00	GROUP HEALTH INSURANCE	4,396	5,063	11,972
001-0610-510.030-00	WORKER'S COMP INSURANCE	2,961	3,461	3,487
001-0610-520.010-00	DEPT OPERATING SUPPLIES	32,056	35,000	30,000
001-0610-520.011-00	UNIFORM ALLOWANCE	364	350	350
001-0610-520.030-00	MOTOR VEHICLE EXPENSE	3,631	4,000	7,000
001-0610-530.011-00	TELEPHONE	469	223	281
001-0610-530.030-00	ADVERTISING	41	200	200
001-0610-530.051-00	INSURANCE	8,005	8,389	9,346
001-0610-530.060-00	ELECTRIC	1,145	1,500	1,500
001-0610-530.072-00	OTHER EQUIPMENT REPAIR	6,151	6,500	5,000
001-0610-530.080-00	EQUIPMENT RENTAL	-	1,200	500
001-0610-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	-	300	-
001-0610-530.091-00	MEETINGS & TRAINING	-	300	-
001-0610-530.201-00	OTHER CONTRACT SERVICES	12,595	17,000	15,000
001-0610-540.011-00	BUILDINGS	1,083	1,100	1,000
001-0610-540.020-00	OTHER IMPROVEMENTS	-	1,000	-
001-0610-540.030-00	MACHINERY & EQUIPMENT	570	1,000	1,500
001-0610-540.038-00	TECHNOLOGY PURCH/REPLACE	-	554	315
PARKS DEPARTMENT TOTAL		96,761	115,193	124,778

Miscellaneous:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
001-0000-530.112-00	INTEREST EXPENSE			10,738

Revenue and
Expenditures

Other Funds

City of Gustine
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UTILITY TAX FUND

Overview

The Utility Tax Fund was established to fund more community events.

Objectives

- To enhance public outreach by providing different opportunities to the youth of Gustine

Revenue:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
002	UTILITY TAX FUND			
002-0000-400.074-00	UTILITY TAX	241,765	251,221	258,758
002-0000-430.054-00	YOUTH PROGRAMS REGISTRAT	4,287	5,000	5,150
002-0000-430.055-00	Y-LEAD DONATIONS	1,101	1,300	1,339
002-0000-430.056-00	YLEAD SPONSORSHIPS	475	1,000	1,030
002-0000-990.099-00	TRANSFER IN	-	32,000	-
Total Revenue:		247,628	290,521	266,277

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UTILITY TAX FUND

Expenses:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
002-0145-530.009-00	OTHER PROFESSIONAL SERVICE	1,474	5,000	5,000
002-0145-530.089-00	COMMUNITY PROMOTION	604	2,000	1,000
002-0147-500.020-00	WAGES - HOURLY EMPLOYEES	28,293	35,000	35,000
002-0147-510.010-00	OASDI (FICA & MEDICARE)	2,164	2,200	1,978
002-0147-520.010-00	DEPT OPERATING SUPPLIES	6,315	6,800	1,000
002-0147-530.011-00	TELEPHONE	291	300	300
002-0147-530.030-00	ADVERTISING	231	250	250
002-0147-530.201-00	OTHER CONTRACT SERVICES	-	800	800
002-0613-540.030-00	MACHINERY & EQUIPMENT	14,170	32,000	5,000
002-0999-990.099-00	TRANS OF FUNDS OUT	172,109	206,170	151,277
Total Expense:		225,651	290,520	201,605

City of Gustine

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RECREATION DEPARTMENT

Overview

The mission of the Recreation Department is to enhance the quality of life in Gustine by providing exceptional experiences. We strive to accomplish this by providing exceptional customer service and offering a variety of recreational programs, services and parks and recreational facilities for the community. Although staffing and financial resources are extremely limited, the Department is constantly looking for opportunities to enhance the quality of life for the Community.

The Recreation Department is responsible for the planning and supervision of all City-sponsored recreation classes, recreational programs and special events as well as youth and adult sports. The Swim Program, other Aquatic related classes and other Recreational Programs are offered during the summer months.

Facilities operated, staffed, scheduled and maintained by the Recreation Department include the Gustine Community Center, as well as a variety of City-owned sports fields, are all coordinated through the Department.

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SWIM POOL FUND

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue				
016-0000-430.050-00	SWIMMING POOL FEES	10,757	13,000	13,000
016-0000-450.011-00	CONCESSION STAND	3,988	4,100	4,000
016-0000-990.099-00	TRANSFER IN	91,911	108,128	93,068
Total Revenue:		106,656	125,228	110,068
Expense				
016-0120-510.020-00	GROUP HEALTH INSURANCE	-	-	168
016-0120-500.000-00	SALARIES - FULL TIME EMPL	-	-	3,004
016-0120-510.000-00	PERS	-	-	325
016-0120-510.010-00	OASDI (FICA & MEDICARE)	-	-	170
016-0613-500.000-00	SALARIES - FULL TIME EMPL	9,112	12,502	12,203
016-0613-500.020-00	WAGES - HOURLY EMPLOYEES	20,701	22,000	22,000
016-0613-500.030-00	OVERTIME	556	1,000	1,000
016-0613-510.000-00	PERS	1,382	2,000	1,157
016-0613-510.010-00	OASDI (FICA & MEDICARE)	2,290	2,500	1,989
016-0613-510.012-00	UNEMPLOYMENT INSURANCE	4	30	120
016-0613-510.020-00	GROUP HEALTH INSURANCE	4,333	6,198	7,007
016-0613-510.030-00	WORKER'S COMP INSURANCE	1,225	1,640	1,486
016-0613-520.010-00	DEPT OPERATING SUPPLIES	27,924	27,000	20,000
016-0613-520.013-00	CONCESSION SUPPLIES	2,900	2,200	2,200
016-0613-520.030-00	MOTOR VEHICLE EXPENSE	-	102	-
016-0613-530.011-00	TELEPHONE	291	458	563
016-0613-530.030-00	ADVERTISING	406	500	500
016-0613-530.051-00	INSURANCE	8,005	8,389	9,346
016-0613-530.060-00	ELECTRIC	20,825	22,000	18,000
016-0613-530.072-00	OTHER EQUIPMENT REPAIR	1,849	5,000	1,000
016-0613-530.091-00	MEETINGS & TRAINING	150	500	500
016-0613-530.201-00	OTHER CONTRACT SERVICES	6,536	5,000	2,000
016-0613-540.011-00	BUILDINGS	264	1,000	1,000
016-0613-540.020-00	OTHER IMPROVEMENTS	-	3,000	3,000
016-0613-540.030-00	MACHINERY & EQUIPMENT	656	700	700
016-0613-540.038-00	TECHNOLOGY PURCH/REPLACE	-	1,109	630
016-0710-530.094-00	LICENSES & PERMIT FEES	-	400	-
Total Expense:		109,410	125,228	110,068

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COMMUNITY CENTER FUND

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue				
009-0000-430.053-00	COMMUNITY CENTER FEES	12,987	15,000	15,000
009-0000-990.099-00	TRANSFER IN (FROM UUT FUND)	39,748	44,473	30,714
Total Revenue:		52,734	59,473	45,714
Expense				
009-0150-500.000-00	SALARIES - FULL TIME EMPL	5,590	5,085	1,354
009-0150-500.012-00	HOURLY SALARY-PW	2,173	1,670	2,629
009-0150-500.030-00	OVERTIME	536	600	600.00
009-0150-510.000-00	PERS	1,907	1,116	330.23
009-0150-510.010-00	OASDI (FICA & MEDICARE)	620	1,000	259
009-0150-510.012-00	UNEMPLOYMENT INSURANCE	2	50	50
009-0150-510.020-00	GROUP HEALTH INSURANCE	2,268	2,367	841
009-0150-510.030-00	WORKER'S COMP INSURANCE	708	789	457
009-0150-520.010-00	DEPT OPERATING SUPPLIES	7,537	6,500	4,500
009-0150-520.040-00	FUEL	5,092	5,100	4,000
009-0150-530.011-00	TELEPHONE	156	398	563
009-0150-530.051-00	INSURANCE	8,005	8,389	8,500
009-0150-530.060-00	ELECTRIC	9,007	9,000	6,000
009-0150-530.062-00	GAS	662	700	1500
009-0150-530.201-00	OTHER CONTRACT SERVICES	9,504	9,600	11000
009-0150-540.011-00	BUILDINGS	264	1,000	500
009-0150-540.020-00	OTHER IMPROVEMENTS	-	3,000	1000
009-0150-540.030-00	MACHINERY & EQUIPMENT	-	2,000	1000
009-0150-540.038-00	TECHNOLOGY PURCH/REPLACE	-	1,109	630
Total Expense:		54,032	59,473	45,714

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RECREATION FUND

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue				
019-0000-100.024-00	SPONSORSHIP	4,950	5,000	4,000
019-0000-430.052-00	RECREATION PROGRAM FEES	25,922	26,000	26,000
019-0000-430.057-00	COMMUNITY EVENTS	2,900	3,500	3,500
019-0000-450.033-00	DONATIONS	1,496	1,600	1,500
019-0000-450.034-00	FARMERS MARKET	666	-	-
019-0000-990.099-00	TRANSFER IN	40,450	53,569	27,495
Total Revenue:		76,385	89,669	62,495
Expense				
019-0142-500.000-00	SALARIES- FULL TIME EMPL	4,748	9,643	9,946
019-0142-510.000-00	PERS	533	1,847	912
019-0142-510.010-00	OASDI (FICA & MEDICARE)	335	350	562
019-0142-510.012-00	UNEMPLOYMENT INSURANCE	2	20	50
019-0142-510.020-00	GROUP HEALTH INSURANCE	2,123	4,591	5,606
019-0142-510.030-00	WORKER'S COMP INSURANCE	575	1,215	1,143
019-0142-520.030-00	MOTOR VEHICLE EXPENSE	-	60	2,360
019-0142-530.011-00	TELEPHONE & INTERNET	-	120	563
019-0150-500.010-00	WAGES - HOURLY EMPLOYEES	-	-	2,629
019-0150-510.000-00	PERS	-	-	184
019-0150-510.010-00	OASDI (FICA & MEDICARE)	-	-	149
019-0440-520.010-00	DEPT OPERATING SUPPLIES FARM	326	-	100
019-0440-530.030-00	ADVERTISING FARMERS MARKET	110	-	-
019-0613-500.020-00	WAGES - HOURLY EMPLOYEES	24,296	25,893	355
019-0613-510.000-00	PERS	1,006	-	-
019-0613-510.010-00	OASDI (FICA & MEDICARE)	1,859	2,200	-
019-0613-510.012-00	UNEMPLOYMENT INSURANCE	10	75	100
019-0613-510.030-00	WORKER'S COMP INSURANCE	7,052	6,073	143
019-0613-520.010-00	DEPT OPERATING SUPPLIES	13,170	13,000	13,000
019-0613-520.030-00	MOTOR VEHICLE EXPENSE	-	200	200
019-0613-530.009-00	OTHER PROFESSIONAL SERVICE	1,248	1,250	1,250
019-0613-530.011-00	TELEPHONE	-	374	563
019-0613-530.030-00	ADVERTISING	1,602	2,000	1,000
019-0613-530.060-00	ELECTRIC	3,757	3,900	3,900
019-0613-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	165	250	250
019-0613-530.091-00	MEETINGS & TRAINING	-	1,000	1,400
019-0613-530.201-00	OTHER CONTRACT SERVICES	14,650	14,500	15,500
019-0613-540.011-00	BUILDINGS	264	-	-
019-0613-540.038-00	TECHNOLOGY PURCH/REPLACE	-	1,109	630
Total Expense:		77,828	89,670	62,495

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FIREWORKS FUND

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
047-0000-100.026-00	FIREWORKS - DONATIONS /OTHER	20,226	-	25,000
047-0000-430.047-00	FUNDRAISING EVENTS/TAKEOUT 4	-	-	3,500
047-0000-430.048-00	MISS GUSTINE REVENUE	-	-	2,000
Total Revenue:		20,226	-	30,500
047-0704-520.010-00	DEPT OPERATING SUPPLIES - FIREV	1,413	-	3,000
047-0704-530.009-00	OTHER PROFESSIONAL SERVICES -	21,700	-	23,500
047-0704-530.030-00	ADVERTISING - FIREWORKS	588	-	3,500
047-0704-530.201-00	OTHER CONTRACT SERVICES - FIRE	360	-	500
Total Expense:		24,061	-	30,500

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MEASURE V FUND

Overview

Measure V Fund is established to provide funding for local transportation improvements including fixing potholes and maintaining local roads; reducing traffic congestion on highways and local roads; providing seniors, disabled and veterans with mobility options; improving pedestrian and bike travel; shall the Merced County Transportation Authority enact a 1/2 cent sales tax, providing \$15 million dollars annually for transportation projects for 30 years, that cannot be taken by the State, with citizens' oversight, and requiring all money to be spent entirely in Merced County.

Objectives

- To provide the best transportation system

Revenue and Expenses:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue				
201-0000-400.103-00	MEASURE V	198,699	-	198,101
Total Revenue:		198,699	-	198,101
201-0310-530.009-00	OTHER PROFESSIONAL SERVICE	564	-	-
201-1080-550.101-00	SCHMIDT PARK PHASE 1 MULTI USE PATH (CIP)		-	44,000
201-1080-550.102-00	SCHMIDT PARK PHASE 2 MULTI USE PATH (CIP)		-	65,000
Total Expense:		564	-	109,000

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MEASURE V 20% ALTERNATIVE MODES FUND

Overview

At least twenty percent (20%) of the “Local Projects” funds each jurisdiction receives must be used for Alternative Modes projects. Each jurisdiction may use more than this minimum but not less. The goal of this sub-category of projects is to provide safe alternatives to automobile travel, increase use of alternative modes, and improve air quality and the environment. This sub-category may be used for projects and programs that provide alternatives to single-occupant vehicle use, including but not limited to:

- Sidewalks, crosswalks, safe routes to schools, ADA curb ramps, and other pedestrian projects
- Bicycle projects
- Passenger Rail
- Railroad crossing safety improvements
- Vanpools, carpools or other ridesharing programs or incentives
- Roundabouts or other air quality improvements or other alternative modes

This sub-category may be used for new projects or programs, for safety improvements, or for maintenance or operation of existing projects or programs. Funds can be used for all phases of project development and implementation.

This sub-category may also be used as an incentive or as matching funds for transportation-related components of sustainable communities and developments that help increase alternatives to automobiles.

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MEASURE V 20% ALTERNATIVE MODES FUND

Revenue and Expenses:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
202-0000-400.104-00	ALT MODES MEASURE V	49,675	-	49,525
Total Revenue:		49,675	-	49,525
Expense:				
202-1080-550.000-00	SIDEWALK RECONST. REHAB (CIP)	-		15,000
202-1080-550.100-00	GREEN ACRES SIDEWALK REHAB (C	70	-	34,000
Total Expense:		70	-	49,000

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POLICE GRANT FUND

Overview

This fund contains Police grant revenue and the related expenditures. These include funding from the Bureau of Justice and Federal COPS Grants. The purpose of this fund is to improve the City's ability to monitor and maintain grants.

Objectives

- To maximize the available funding sources from Police related grants.
- To deliver the greatest level of service and best value of Police Services to the community of Gustine.

Revenue and Expenses:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
225-0000-420.054-00	GRANT REIMBURSEMENT	-	-	51,966
Total Revenue:		-	-	51,966
Expense:				
225-0210-500.000-00	SALARIES FULL TIME	11,552	-	27,904
225-0210-510.000-00	PERS	2,851	-	5,282
225-0210-510.010-00	OASDI (FICA & MEDICARE)	423	-	1,577
225-0210-510.020-00	GROUP HEALTH INSURANCE	492	-	14,015
225-0210-510.030-00	WORKER'S COMPENSATION	773	-	2,858
Total Expense:		16,091	-	51,635

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GAS TAX FUND

Overview

Under the direction of the Public Works Director, the Public Works Department oversees the operation, maintenance and safety of streets, street signage, public parking lots, and sidewalks, maintain traffic control devices, street pavement markers, traffic lane delineation, signing, street lighting and traffic signals, abate weeds in street and alley rights- of-way and promotes safe work practices and conditions on the City's streets.

Objectives

- Provide maintenance of City's streets, alley ways, sidewalks and parking lots.
- Provide maintenance and repair of City maintained street lighting.
- Provide leaf pick up services to keep catch basins clear to prevent flooding.
- Respond to citizen inquires within 48 hours.
- Respond and assist in the emergency needs of Police and Fire Services: Traffic control, road closures, barricades, etc.
- Respond and assist in the emergency needs of public works: Flooding, signals, etc.

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GAS TAX FUND

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue				
010-0000-420.022-00	GAS TAX 2105	31,941	-	32,623
011-0000-420.021-00	GAS TAX 2106	18,790	-	18,696
012-0000-420.023-00	GAS TAX 2107	41,570	-	42,608
013-0000-420.024-00	GAS TAX 2107.5	2,000	-	2,000
029-0000-420.020-00	GAS TAX 2103	29,613	-	50,592
010-0000-420.043-00	ROAD MAINT. & REHAB ACCT PROGRAM	-	-	96,538
010-0000-420.044-00	TCRF LOAN REPAYMENT PROGRAM	-	-	6,624
Total Revenue:		123,914	-	249,681
Expense				
010-0310-530.201-00	OTHER CONTRACT SERVICES	3,657	-	12,000
010-0310-530.201-00	EMERGENCY TREE REMOVAL	-	-	20,000
010-0310-530.201-00	BIRD MITIGATION	-	-	20,000
010-0310-530.201-00	REFORESTATION PROJECT	-	-	25,000
010-0310-530.201-00	HAZARDOUS TREE TRIMMING/REMOVAL	-	-	20,000
010-0310-530.201-00	CITY WIDE ROAD SIGN REPLACEMENT	-	-	4,000
010-0999-990.099-00	TRANS OF FUNDS OUT	20,000	-	20,000
011-0999-990.099-00	TRANS OF FUNDS OUT	20,000	-	20,000
012-0999-990.099-00	TRANS OF FUNDS OUT	20,000	-	20,000
013-0999-990.099-00	TRANS OF FUNDS OUT	9,430	-	9,000
029-0999-990.099-00	TRANS OF FUNDS OUT	20,000	-	20,000
Total Expense:		93,087	-	190,000

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LOCAL TRANSPORT FUND (LTF)

Overview

Capital project costs associated with traffic safety improvements are funded from the Local Transportation Fund.

Revenue and Expenses:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
014-0000-400.098-00	LOCAL TRANSPORTATION FUND	26,586	-	12,918
Total Revenue:		26,586	-	12,918

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TRAFFIC SAFETY FUND

Overview

Capital project costs associated with traffic safety improvements are funded from the Local Transportation Fund.

Revenue and Expenses:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
018-0000-440.000-00	VEHICLE CODE FINES	3,174	-	3,000
018-0000-450.033-00	DONATION - TRAFFIC SAFETY	-	-	-
Total Revenue:		3,174	-	3,000
Expense:				
018-0240-500.000-00	SALARIES - FULL TIME EMPL	11,046	-	-
018-0240-510.000-00	PERS	280	-	-
018-0240-510.010-00	OASDI (FICA & MEDICARE)	843	-	-
018-0240-530.009-00	OTHER PROFESSIONAL SERVICE	164	-	-
Total Expense:		12,332	-	-

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STREET/SIDEWALK MAINTENANCE FUND

Overview

Capital project costs associated with traffic safety improvements are funded from the Traffic Safety Fund.

Revenue and Expenses:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
021-0000-410.001-00	ENCROACHMENT PERMITS	2,208	3,500	3,500
021-0000-420.034-00	ST TRANS PROGRAM	61,358	62,000	65,000
021-0000-990.099-00	TRANSFER IN	89,430	78,744	89,000
Total Revenues		152,996	144,244	157,500
Expense:				
021-0120-500.000-00	SALARIES - FULL TIME EMPL	6,192	6,082	6,008
021-0120-510.000-00	PERS	1,153	1,604	650
021-0120-510.010-00	OASDI (FICA & MEDICARE)	411	525	339
021-0120-510.012-00	UNEMPLOYMENT INSURANCE	2	15	50
021-0120-510.020-00	GROUP HEALTH INSURANCE	151	349	336
021-0120-510.030-00	WORKER'S COMP INSURANCE	230	240	114
021-0120-520.030-00	MOTOR VEHICLE EXPENSE	40	150	100
021-0120-530.009-00	OTHER PROFESSIONAL SERVICE	70	80	100
021-0120-530.011-00	TELEPHONE	10	48	-
021-0120-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	24	-	-
021-0120-530.091-00	MEETINGS & TRAINING	995	1,000	1,000
021-0140-500.000-00	SALARIES - FULL TIME EMPL	-	-	7,372
021-0140-500.010-00	SALARIES - PART TIME EMPL	-	-	1,068
021-0140-510.000-00	PERS	-	-	630
021-0140-510.010-00	OASDI (FICA & MEDICARE)	-	-	477
021-0142-500.000-00	SALARIES - FULL TIME EMPL	1,962	1,929	1,989
021-0142-500.010-00	SALARIES - PART TIME EMPL	-	-	1,068
021-0142-510.000-00	PERS	579	369	298
021-0142-510.010-00	OASDI (FICA & MEDICARE)	138	200	173
021-0142-510.012-00	UNEMPLOYMENT INSURANCE	2	20	50
021-0142-510.020-00	GROUP HEALTH INSURANCE	598	918	1,121

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STREET/SIDEWALK MAINTENANCE FUND

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
021-0142-510.030-00	WORKER'S COMP INSURANCE	115	243	343
021-0142-520.030-00	MOTOR VEHICLE EXPENSE	-	15	472
021-0142-530.011-00	TELEPHONE & INTERNET	-	24	-
021-0310-500.000-00	SALARIES - FULL TIME EMPL	25,317	27,728	42,550
021-0310-500.010-00	SALARIES - PART TIME EMPL	4,266	5,063	-
021-0310-500.030-00	OVERTIME	3,012	3,300	3,000
021-0310-510.000-00	PERS	5,064	5,819	3,142
021-0310-510.010-00	OASDI (FICA & MEDICARE)	2,435	2,750	2,574
021-0310-510.012-00	UNEMPLOYMENT INSURANCE	1	20	120
021-0310-510.020-00	GROUP HEALTH INSURANCE	10,533	11,301	16,177
021-0310-510.030-00	WORKER'S COMP INSURANCE	3,764	4,281	4,287
021-0310-520.010-00	DEPT OPERATING SUPPLIES	4,615	8,000	12,000
021-0310-520.011-00	UNIFORM ALLOWANCE	656	800	800
021-0310-520.030-00	MOTOR VEHICLE EXPENSE	797	2,000	3,600
021-0310-530.000-00	ACCOUNTING & AUDITING	1,453	6,200	4,560
021-0310-530.001-00	ENGINEERING	525	750	750
021-0310-530.009-00	OTHER PROFESSIONAL SERVICE	2,691	2,500	2,500
021-0310-530.011-00	TELEPHONE	60	120	120
021-0310-530.072-00	OTHER EQUIPMENT REPAIR	829	3,300	1,000
021-0310-530.201-00	OTHER CONTRACT SERVICES	74,103	45,000	25,000
021-0310-540.030-00	MACHINERY & EQUIPMENT	207	1,500	11,000
Total Expense:		152,996	144,243	156,938

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**RSTP – REGIONAL SURFACE TRANSPORTATION PROGRAM
 FUND**

Overview

The Regional Surface Transportation Program (RSTP) was established by California State Statute utilizing Surface Transportation Block Grant Program (STBGP) funds that are identified in Section 133 of Title 23 of the United States Code. This program promotes flexibility in State and local transportation decisions and provides flexible funding to best address State and local transportation needs.

Revenue and Expenses:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
020-0000-420.038-00	ST TRANSPORTATION PROGRAM	70,652	-	67,034
Total Revenue:		70,652	-	67,034
020-0310-530.009-00	OTHER PROFESSIONAL SERVICE	69,628	-	100,000
020-0310-530.030-00	ADVERTISING	-	-	250
Total Expense:		69,628	-	100,250

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**SB 1- ROAD MAINTENANCE AND REHABILITATION RMRA
 FUND**

Overview

Senate Bill (SB) 1, Chapter 5, Statutes of 2017, created the Road Maintenance and Rehabilitation Program (RMRP) to address deferred maintenance on the State Highway System and the local street and road system, and the Road Maintenance and Rehabilitation Account (RMRA) for the deposit of various funds for the program. A percentage of this new RMRA funding will be apportioned by formula to eligible cities and counties pursuant to Streets and Highways Code section 2032(h) for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system.

Cities and counties receiving RMRA funds must comply with all relevant federal and state laws, regulations, policies, and procedures. Expenditure authority for RMRA funding is governed by Article XIX of the California Constitution; Revenue and Taxation Code, Division 2, Part 5, Chapter 6, section 11051; and Streets and Highways Code, Chapter 2, Division 3, section 2030 (b). Program requirements include Streets and Highways Code sections 2034, 2036, 2037, and 2038.

Revenue and Expenses:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
203-0000-400.105-00	SB1 - ROAD REPAIR/LOCAL STRE	22,014	-	147,932
Total Revenue:		22,014	-	147,932
Expense:				
203-0310-530.009-00	OTHER PROFESSIONAL SERVICE	10,382	-	3,000
Total Expense:		10,382	-	3,000

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IMPACT FEES FUNDS

Overview

The City establish Impact Fees for new developments and to provide quality of life and public safety services to the community.

General Government Impact Fees:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
101-0000-400.083-00	GENERAL GOVT IMPACT FEES	-	-	8,320
Total Revenue:		-	-	8,320
Expense:				
101-0140-530.009-00	OTHER PROFESSIONAL SERVI	889	-	500
Total Expense:		889	-	500

Police Impact Fees:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
102-0000-400.085-00	POLICE IMPACT FEES	-	-	5,245
Total Revenue:		-	-	5,245
Expense:				
102-0210-530.009-00	OTHER PROFESSIONAL SEP	310	-	200
Total Expense:		310	-	200

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IMPACT FEES FUNDS

Fire Impact Fees:

Account Number	Description	FY 2016-17 Audited	FY 2017-18 Budget	FY 2018-19 Adopted Budget
Revenue:				
103-0000-400.082-00	FIRE IMPACT FEES	-	-	10,485
Total Revenue:		-	-	10,485
Expense:				
103-0220-530.009-00	OTHER PROFESSIONAL SEF	1,021	-	600
Total Expense:		1,021	-	600

Parks Impact Fees:

Account Number	Description	FY 2016-17 Audited	FY 2017-18 Budget	FY 2018-19 Adopted Budget
Revenue:				
104-0000-400.079-00	PARKS IMPACT FEES	2,692	-	24,100
Total Revenue:		2,692	-	24,100
Expense:				
104-0610-530.009-00	OTHER PROFESSIONAL SEF	2,219	-	1,500
Total Expense:		2,219	-	1,500

Storm Drain Impact Fees:

Account Number	Description	FY 2016-17 Audited	FY 2017-18 Budget	FY 2018-19 Adopted Budget
Revenue:				
105-0000-400.081-00	STORM DRAIN IMPACT FEES	7,308	-	45,880
Total Revenue:		7,308	-	45,880
Expense:				
105-0730-530.009-00	OTHER PROFESSIONAL SEF	4,155	-	2,500
Total Expense:		4,155	-	2,500

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IMPACT FEES FUNDS

Water Impact Fees:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
106-0000-400.077-00	WATER IMPACT FEES	3,206	-	25,000
Total Revenue:		3,206	-	25,000
Expense:				
106-0710-530.009-00	OTHER PROFESSIONAL SEF	1,822	-	1,000
Total Expense:		1,822	-	1,000

Sewer Impact Fees:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
107-0000-400.078-00	SEWER IMPACT FEES	6,818	-	50,000
Total Revenue:		6,818	-	50,000
Expense:				
107-0520-530.009-00	OTHER PROFESSIONAL SEF	3,944	-	12,000
Total Expense:		3,944	-	12,000

City of Gustine

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ASSESSMENT DISTRICTS

Overview

These budgets provide facility maintenance and operations for the residents within special districts. Assessment districts provide for street lighting, storm drainage and in some cases for the continuing care of the landscaping in the common areas in the district.

Objectives

- Provide maintenance of City streets, alley ways, sidewalks and parking lots.
- Provide maintenance and repair of Assessment districts street lighting, storm drainage and landscape areas
- Respond to citizen inquires within 48 hours

Borrelli Assessment District:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
074-0000-450.000-00	INTEREST	17	20	20
074-0000-450.023-00	BORELLI ASSESSMENT	14,756	14,980	15,280
Total Revenues		14,773	15,000	15,300
Expense:				
074-0610-530.059-00	WATER UTILITY	12,173	12,710	12,800
074-0610-530.060-00	ELECTRIC	2,290	2,290	1,500
074-0910-520.010-00	DEPT OPERATING SUPPLIES	1,190	-	-
074-0910-530.009-00	OTHER PROFESSIONAL SERVICE	956	-	-
074-0910-530.030-00	ADVERTISING	37	-	-
074-0910-530.072-00	OTHER EQUIPMENT REPAIR	464	-	-
074-0910-530.201-00	OTHER CONTRACT SERVICES	180	-	-
Total Expense:		17,291	15,000	14,300

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ASSESSMENT DISTRICTS

City Wide Lighting and Landscaping District:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
017-0000-430.065-00	REIMBURSEMENT/REBATES	2,760	-	-
017-0000-450.000-00	INTEREST	240	250	200
017-0000-450.020-00	STREET LIGHTING ASSMNT	182,711	182,711	186,365
017-0000-450.036-00	ADVERTISING MARQUEE	75	100	100
Total Revenue:		185,786	183,061	186,665
Expense:				
017-0120-500.000-00	SALARIES - FULL TIME EMPL	9,483	10,053	6,008
017-0120-500.020-00	WAGES - HOURLY EMPLOYEES	-	-	355
017-0120-510.000-00	PERS	1,711	2,475	650
017-0120-510.010-00	OASDI (FICA & MEDICARE)	653	775	339
017-0120-510.012-00	UNEMPLOYMENT INSURANCE	4	10	150
017-0120-510.020-00	GROUP HEALTH INSURANCE	1,491	1,727	336
017-0120-510.030-00	WORKER'S COMP INSURANCE	575	607	257
017-0120-520.030-00	MOTOR VEHICLE EXPENSE	58	250	192
017-0120-530.009-00	OTHER PROFESSIONAL SERVICE	70	2,000	2,000
017-0120-530.011-00	TELEPHONE	70	108	100
017-0120-530.090-00	MEMBERSHIPS/SUBSCRIPTION	24	40	40
017-0120-530.091-00	MEETINGS & TRAINING	995	1,000	1,000
017-0140-500.000-00	SALARIES - FULL TIME EMPL	-	-	7,372
017-0140-510.000-00	PERS	-	-	515
017-0140-510.010-00	OASDI (FICA & MEDICARE)	-	-	417
017-0260-530.060-00	ELECTRIC	76,251	77,000	72,000
017-0260-530.080-00	EQUIPMENT RENTAL	-	2,000	2,000
017-0270-520.010-00	DEPT OPERATING SUPPLIES	5,716	4,500	4,000
017-0270-530.009-00	OTHER PROFESSIONAL SERVICE	3,514	3,600	3,600
017-0270-530.201-00	OTHER CONTRACT SERVICES	1,365	2,000	2,000
017-0410-530.030-00	ADVERTISING	37	-	-
017-0610-500.000-00	SALARIES - FULL TIME EMPL	16,542	24,984	51,083
017-0610-500.020-00	WAGES - HOURLY EMPLOYEES	13,413	7,727	-
017-0610-500.030-00	OVERTIME	2,829	2,700	3,500
017-0610-510.000-00	PERS	5,625	5,086	3,821
017-0610-510.010-00	OASDI (FICA & MEDICARE)	2,452	2,690	3,084
017-0610-510.012-00	UNEMPLOYMENT INSURANCE	10	100	300

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ASSESSMENT DISTRICTS

City Wide Lighting and Landscaping District:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
017-0610-510.020-00	GROUP HEALTH INSURANCE	7,508	8,264	19,550
017-0610-510.030-00	WORKER'S COMP INSURANCE	4,597	5,162	5,145
017-0610-520.010-00	DEPT OPERATING SUPPLIES	6,515	5,550	5,500
017-0610-520.011-00	UNIFORM ALLOWANCE	728	670	700
017-0610-520.030-00	MOTOR VEHICLE EXPENSE	3	-	-
017-0610-520.040-00	FUEL	1,146	1,200	1,200
017-0610-530.000-00	ACCOUNTING & AUDITING	1,453	6,143	4,560
017-0610-530.011-00	TELEPHONE	547	60	60
017-0610-530.030-00	ADVERTISING	-	-	200
017-0610-530.072-00	OTHER EQUIPMENT REPAIR	933	900	900
017-0610-530.201-00	OTHER CONTRACT SERVICES	4,880	3,680	3,680
017-0610-540.030-00	MACHINERY & EQUIPMENT	105	-	-
Total Expense:		171,301	183,061	206,614

Southport Assessment District:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
075-0000-450.000-00	INTEREST	1	-	-
075-0000-450.024-00	SOUTHPORT ASSESSMENT	3,877	3,880	3,880
Total Revenue:		3,878	3,880	3,880
Expense:				
075-0910-520.010-00	DEPT OPERATING SUPPLIES	-	1,600	1,500
075-0910-530.009-00	OTHER PROFESSIONAL SERVIC	1,232	1,600	1,000
075-0910-530.030-00	ADVERTISING	37	77	-
075-0910-530.072-00	OTHER EQUIPMENT REPAIR	237	300	300
075-0910-540.030-00	MACHINERY & EQUIPMENT	105	300	300
Total Expense:		1,611	3,877	3,100

City of Gustine

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STORM DRAIN FUND

Overview

Under the direction of the Interim Public Works Director, maintain the City's water productions and distribution system; provide sufficient quantities of potable drinking water for the community; improve existing water well systems and water quality; improve distribution control and continue the fire hydrant replacement program. The funds included in this budget are the Water Enterprise Fund, Water Capital Replacement Fund and DBCP Settlement Fund.

Objectives

- Provide maintenance and repair of City's Storm Drain System.
- Provide maintenance and repair of City's Water Well Distribution system.
- Provide Water sampling and testing as required.
- To maintain debt service requirements and capital needs of the Storm Drain Enterprise Fund.

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
059-0000-430.060-00	SERVICE CHARGE	38,957	40,000	40,000
059-0000-430.079-00	STORM DRAIN FEE-COLLECTED	3,117	3,200	3,000
059-0000-430.080-00	STORM DRAIN LATE FEES	476	500	500
Total Revenues		42,550	43,700	43,500

City of Gustine
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STORM DRAIN FUND

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Expense:				
059-0120-500.000-00	SALARIES - FULL TIME EMPL	3,096	3,041	3,004
059-0120-510.000-00	PERS	532	802	325
059-0120-510.010-00	OASDI (FICA & MEDICARE)	205	375	170
059-0120-510.012-00	UNEMPLOYMENT INSURANCE	1	20	250
059-0120-510.020-00	GROUP HEALTH INSURANCE	75	175	168
059-0120-510.030-00	WORKER'S COMP INSURANCE	115	121	57
059-0120-520.030-00	MOTOR VEHICLE EXPENSE	20	96	96
059-0120-530.009-00	OTHER PROFESSIONAL SERVICE	28	30	50
059-0120-530.011-00	TELEPHONE	5	24	-
059-0120-530.091-00	MEETINGS & TRAINING	398	350	350
059-0140-500.000-00	SALARIES - FULL TIME EMPL	3,051	1,635	3,686
059-0140-500.010-00	SALARIES - PART TIME EMPL	390	430	605
059-0140-510.000-00	PERS	570	438	315
059-0140-510.010-00	OASDI (FICA & MEDICARE)	249	300	242
059-0140-510.012-00	UNEMPLOYMENT INSURANCE	0	25	25
059-0140-510.020-00	GROUP HEALTH INSURANCE	913	689	1,682
059-0140-510.030-00	WORKER'S COMP INSURANCE	460	304	429
059-0140-520.000-00	OFFICE SUPPLIES	147	150	150
059-0140-520.030-00	MOTOR VEHICLE EXPENSE	-	36	-
059-0140-530.011-00	TELEPHONE	-	18	-
059-0140-530.014-00	POSTAGE	306	300	300
059-0140-530.051-00	INSURANCE	8,005	8,389	9,346
059-0140-530.092-00	BANK COSTS	192	200	200
059-0140-530.201-00	OTHER CONTRACT SERVICES	340	350	350
059-0142-500.000-00	SALARIES - FULL TIME EMPL	479	-	-
059-0142-510.000-00	PERS	224	-	-
059-0142-510.010-00	OASDI (FICA & MEDICARE)	34	-	-
059-0142-510.020-00	GROUP HEALTH INSURANCE	82	-	-
059-0730-500.000-00	SALARIES - FULL TIME EMPL	4,023	3,504	9,471
059-0730-500.010-00	SALARIES-PART TIME EMPL	-	4,175	-
059-0730-500.030-00	OVERTIME	139	175	250

City of Gustine
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STORM DRAIN FUND

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
059-0730-510.000-00	PERS	727	769	697
059-0730-510.010-00	OASDI (FICA & MEDICARE)	311	450	549
059-0730-510.012-00	UNEMPLOYMENT INSURANCE	0.08	50	50
059-0730-510.020-00	GROUP HEALTH INSURANCE	721	1,211	3,528
059-0730-510.030-00	WORKER'S COMP INSURANCE	402	729	943
059-0730-520.010-00	DEPT OPERATING SUPPLIES	8,029	1,185	4,000
059-0730-520.030-00	MOTOR VEHICLE EXPENSE	2,636	1,500	4,000
059-0730-530.000-00	ACCOUNTING & AUDITING	1,090	2,697	3,420
059-0730-530.009-00	OTHER PROFESSIONAL SERVICE	5,340	1,000	1,000
059-0730-530.011-00	TELEPHONE	-	60	-
059-0730-530.072-00	OTHER EQUIPMENT REPAIR	10	750	500
059-0730-530.094-00	LICENSES & PERMIT FEES	-	650	800
059-0730-530.095-00	TAXES	924	1,000	1,000
059-0730-530.201-00	OTHER CONTRACT SERVICES	5,301	5,500	5,500
Total Expense:		49,570	43,703	57,508

City of Gustine
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WATER ENTERPRISE FUND

Overview

Under the direction of the Interim Public Works Director, maintain the City's water productions and distribution system; provide sufficient quantities of potable drinking water for the community; improve existing water well systems and water quality; improve distribution control and continue the fire hydrant replacement program.

Objectives

- Provide maintenance and repair of City’s water wells.
- Provide maintenance and repair of City’s water well Distribution system.
- Provide Water sampling and testing as required.
- To maintain debt service requirements and capital needs of the Water Enterprise Fund.

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Revenue:				
060-0000-430.011-00	SPECIAL SERVICES - PW	3,250	3,250	4,000
060-0000-430.060-00	SERVICE CHARGE	1,025,145	1,060,053	1,144,857
060-0000-430.061-00	RECONNECTION FEES	10,790	11,000	10,000
060-0000-430.069-00	MISC REVENUE	700	200	500
060-0000-430.081-00	WATER LATE FEES	13,841	14,500	14,500
Total Revenue:		1,053,725	1,089,003	1,173,857

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WATER ENTERPRISE FUND

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
Expense:				
060-0120-500.000-00	SALARIES - FULL TIME EMPL	47,708	47,132	37,547
060-0120-510.000-00	PERS	8,295	12,432	4,064
060-0120-510.010-00	OASDI (FICA & MEDICARE)	3,160	3,600	2,121
060-0120-510.012-00	UNEMPLOYMENT INSURANCE	2	125	125
060-0120-510.020-00	GROUP HEALTH INSURANCE	1,153	2,708	2,100
060-0120-510.030-00	WORKER'S COMP INSURANCE	1,781	1,883	715
060-0120-520.030-00	MOTOR VEHICLE EXPENSE	300	2,400	1,000
060-0120-530.009-00	OTHER PROFESSIONAL SERVICE	439	450	450
060-0120-530.011-00	TELEPHONE	75	372	9,288
060-0120-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	140	300	200
060-0120-530.091-00	MEETINGS & TRAINING	6,980	7,800	1,000
060-0140-500.000-00	SALARIES - FULL TIME EMPL	49,920	60,732	55,288
060-0140-500.010-00	SALARIES - PART TIME EMPL	13,229	13,693	10,139
060-0140-510.000-00	PERS	9,184	16,320	4,064
060-0140-510.010-00	OASDI (FICA & MEDICARE)	4,626	4,800	3,697
060-0140-510.012-00	UNEMPLOYMENT INSURANCE	12	100	350
060-0140-510.020-00	GROUP HEALTH INSURANCE	15,924	25,712	25,227
060-0140-510.030-00	WORKER'S COMP INSURANCE	10,976	9,109	6,860
060-0140-520.000-00	OFFICE SUPPLIES	2,198	2,300	1,500
060-0140-520.010-00	DEPT OPERATING SUPPLIES	-	50	-
060-0140-520.030-00	MOTOR VEHICLE EXPENSE	119	420	100
060-0140-530.011-00	TELEPHONE & INTERNET	4,149	660	-
060-0140-530.014-00	POSTAGE	4,747	5,000	5,000
060-0140-530.030-00	ADVERTISING	-	2,000	1,000
060-0140-530.051-00	INSURANCE	20,013	20,972	23,366
060-0140-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	-	350	350
060-0140-530.092-00	BANK COSTS	3,598	3,800	3,000
060-0140-530.201-00	OTHER CONTRACT SERVICES	5,311	5,400	12,000

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WATER ENTERPRISE FUNDS

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
060-0142-500.000-00	SALARIES - FULL TIME EMPL	17,536	33,768	19,892
060-0142-510.000-00	PERS	2,799	5,911	1,825
060-0142-510.010-00	OASDI (FICA & MEDICARE)	1,235	1,700	1,124
060-0142-510.012-00	UNEMPLOYMENT INSURANCE	4	30	100
060-0142-510.020-00	GROUP HEALTH INSURANCE	7,207	14,692	11,212
060-0142-510.030-00	WORKER'S COMP INSURANCE	1,839	6,437	2,287
060-0142-520.010-00	DEPT OPERATING SUPPLIES	481	500	500
060-0142-520.030-00	MOTOR VEHICLE EXPENSE	-	200	-
060-0142-530.011-00	TELEPHONE & INTERNET	-	384	-
060-0142-530.030-00	ADVERTISING	13	500	500
060-0150-500.010-00	PART TIME SALARY-PW	-	-	7,887
060-0150-510.000-00	PERS	-	-	551
060-0150-510.030-00	WORKER'S COMP INSURANCE	-	-	857
060-0210-500.000-00	SALARIES - FULL TIME EMPL	-	-	5,454
060-0210-510.000-00	PERS	-	-	1,032
060-0210-510.030-00	WORKER'S COMP INSURANCE	-	-	400
060-0210-520.030-00	MOTOR VEHICLE EXPENSE	-	-	96
060-0460-530.030-00	ADVERTISING	1,763	200	200
060-0460-530.030-00	SALARIES - FULL TIME EMPL	-	-	3,331
060-0460-500.000-00	PERS	-	-	361
060-0460-510.000-00	OASDI (FICA & MEDICARE)	-	-	188
060-0710-500.000-00	SALARIES - FULL TIME EMPL	84,310	91,874	108,700
060-0710-500.013-00	PART TIME SALARY-PW	19,917	34,553	-
060-0710-500.030-00	OVERTIME	10,034	10,500	9,000
060-0710-510.000-00	PERS	18,173	19,497	29,255
060-0710-510.010-00	OASDI (FICA & MEDICARE)	8,556	9,800	6,650
060-0710-510.012-00	UNEMPLOYMENT INSURANCE	18	100	600
060-0710-510.020-00	GROUP HEALTH INSURANCE	31,590	35,678	36,238
060-0710-510.030-00	WORKER'S COMP INSURANCE	13,360	16,244	11,147
060-0710-520.010-00	DEPT OPERATING SUPPLIES	50,258	51,000	50,000
060-0710-520.011-00	UNIFORM ALLOWANCE	1,530	2,000	2,000
060-0710-520.030-00	MOTOR VEHICLE EXPENSE	8,334	8,500	8,500
060-0710-520.040-00	FUEL	5,329	6,000	5,000
060-0710-530.000-00	ACCOUNTING & AUDITING	13,807	50,723	43,320
060-0710-530.009-00	OTHER PROFESSIONAL SERVICE	9,010	9,500	15,000

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WATER ENTERPRISE FUNDS

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
060-0710-530.011-00	TELEPHONE	1,562	6,593	9,288
060-0710-530.060-00	ELECTRIC	129,127	135,000	130,000
060-0710-530.072-00	OTHER EQUIPMENT REPAIR	8,084	8,500	5,000
060-0710-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	1,830	1,830	2,000
060-0710-530.091-00	MEETINGS & TRAINING	116	1,000	7,000
060-0710-530.094-00	LICENSES & PERMIT FEES	9,760	10,000	10,000
060-0710-530.101-00	BOND PRINCIPAL	110,800	116,400	122,300
060-0710-530.111-00	NOTE	7,831	7,673	4,559
060-0710-530.112-00	PRINCIPAL USDA COP CITY HALL	4,333	-	4,667
060-0710-530.114-00	USDA 2012 WATER COP PRINCIP	14,000	-	14,000
060-0710-530.120-00	INTEREST - BOND	15,946	10,393	10,738
060-0710-530.121-00	INTEREST USDA 2012 COP WATER	20,378	-	19,608
060-0710-530.122-00	INTEREST	8,798	7,676	7,183
060-0710-530.123-00	INTEREST USDA COP CITY HALL (PRIN	5,575	-	8,167
060-0710-530.201-00	OTHER CONTRACT SERVICES	60,790	31,000	100,000
060-0710-540.011-00	BUILDINGS	5,439	5,000	2,500
060-0710-540.030-00	MACHINERY & EQUIPMENT	2,348	11,000	20,000
060-0710-540.038-00	TECHNOLOGY PURCH/REPLACE	-	18,296	10,395
060-0999-990.099-00	TRANS OF FUNDS OUT	-	57,732	-
Total Expense:		927,863	1,089,004	1,081,161

City of Gustine

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WASTEWATER ENTERPRISE FUND

Overview

Under direction of the Interim Public Works Director, this department is responsible for maintaining all City sewer mains, lines and lift stations in a manner that will assure uninterrupted, safe service; to maintain lift stations and main lines at intervals that promote good service; to see that employees work safely and effectively when working in confined spaces.

The department is also responsible for maintenance and operation of the City's Waste Water Treatment Facility and the management of the service agreement for operations management by Veolia Environmental Services. This activity is also responsible for meeting the debt service requirements of the Sewer Enterprise Fund and its capital needs for facility repair and maintenance.

Objectives

- Provide high level of service for the uninterrupted flow of wastewater to the wastewater treatment plant.
- Provide maintenance and repair of City's Sewer lift Stations.
- Provide maintenance and repair of City's Sewer Distribution system.
- Provide Sewer sampling and testing as required.
- To maintain debt service requirements and capital needs of the Wastewater Enterprise Fund.

Revenue:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
061-0000-430.029-00	SEWER BOD CHARGES	707,521	735,822	794,688
061-0000-430.030-00	SEWER SERVICE CHARGES	670,298	697,157	732,015
061-0000-430.082-00	SEWER LATE FEES	9,105	9,469	9,500
061-0000-450.000-00	INTEREST	59,468	-	130,000
Total Revenues		\$ 1,446,391	\$ 1,442,448	1,666,203

City of Gustine
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WASTEWATER ENTERPRISE FUND

Expenses:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
061-0120-500.000-00	SALARIES - FULL TIME EMPL	47,986	48,653	37,547
061-0120-510.000-00	PERS	8,254	12,834	4,064
061-0120-510.010-00	OASDI (FICA & MEDICARE)	3,182	3,300	2,121
061-0120-510.012-00	UNEMPLOYMENT INSURANCE	4	100	10
061-0120-510.020-00	GROUP HEALTH INSURANCE	1,106	2,796	2,100
061-0120-510.030-00	WORKER'S COMP INSURANCE	1,781	1,943	715
061-0120-520.010-00	DEPT OPERATING SUPPLIES	-	300	-
061-0120-520.030-00	MOTOR VEHICLE EXPENSE	310	350	1,200
061-0120-530.009-00	OTHER PROFESSIONAL SERVICE	439	450	200
061-0120-530.011-00	TELEPHONE	78	384	-
061-0120-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	112	150	-
061-0120-530.091-00	MEETINGS & TRAINING	5,587	5,500	-
061-0140-500.000-00	SALARIES - FULL TIME EMPL	36,393	60,732	55,288
061-0140-500.010-00	SALARIES - PART TIME EMPL	12,873	16,673	10,139
061-0140-500.020-00	WAGES - HOURLY EMPLOYEES	356	-	-
061-0140-510.000-00	PERS	6,841	16,320	4,728
061-0140-510.010-00	OASDI (FICA & MEDICARE)	3,659	4,200	3,697
061-0140-510.012-00	UNEMPLOYMENT INSURANCE	13	150	500
061-0140-510.020-00	GROUP HEALTH INSURANCE	15,296	25,712	25,227
061-0140-510.030-00	WORKER'S COMP INSURANCE	10,976	11,720	6,860
061-0140-520.000-00	OFFICE SUPPLIES	2,198	2,500	-
061-0140-520.030-00	MOTOR VEHICLE EXPENSE	119	420	1,080
061-0140-530.000-00	ACCOUNTING & AUDITING	13,807	50,723	43,320
061-0140-530.011-00	TELEPHONE & INTERNET	4,149	660	-
061-0140-530.014-00	POSTAGE	4,737	4,600	4,000
061-0140-530.051-00	INSURANCE	20,013	20,972	23,366
061-0140-530.092-00	BANK COSTS	3,767	3,800	3,000
061-0140-530.201-00	OTHER CONTRACT SERVICES	5,261	5,200	5,000
061-0142-500.000-00	SALARIES - FULL TIME EMPL	17,536	30,858	19,892
061-0142-510.000-00	PERS	2,799	5,911	1,825

City of Gustine
Fiscal Year 2019-20 Adopted Budget

WASTEWATER ENTERPRISE FUND

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
061-0142-510.010-00	OASDI (FICA & MEDICARE)	1,235	1,500	1,124
061-0142-510.012-00	UNEMPLOYMENT INSURANCE	2	100	50
061-0142-510.020-00	GROUP HEALTH INSURANCE	7,354	14,692	11,212
061-0142-510.030-00	WORKER'S COMP INSURANCE	1,839	3,886	2,287
061-0142-520.030-00	MOTOR VEHICLE EXPENSE	-	200	4,720
061-0142-530.011-00	TELEPHONE & INTERNET	-	384	-
061-0142-530.030-00	ADVERTISING	23	1,500	1,000
061-0150-500.010-00	SALARIES - PART TIME EMPL	-	-	7,887
061-0150-510.000-00	PERS	-	-	551
061-0150-510.010-00	OASDI (FICA & MEDICARE)	-	-	446
061-0210-500.000-00	SALARIES - FULL TIME EMPL	-	-	5,454
061-0210-510.000-00	PERS	-	-	1,032
061-0460-500.000-00	SALARIES - FULL TIME EMPL	-	-	3,331
061-0460-510.000-00	PERS	-	-	361
061-0460-510.020-00	GROUP HEALTH INSURANCE	-	-	1,401
061-0460-510.030-00	WORKER'S COMP INSURANCE	-	-	143
061-0460-520.030-00	MOTOR VEHICLE EXPENSE	-	-	180
061-0410-530.030-00	ADVERTISING	407	410	200
061-0520-500.000-00	SALARIES - FULL TIME EMPL	109,535	127,947	151,804
061-0520-500.010-00	SALARIES - PART TIME EMPL	19,917	34,553	-
061-0520-500.030-00	OVERTIME	9,690	9,800	9,000
061-0520-510.000-00	PERS	20,833	24,193	32,119
061-0520-510.010-00	OASDI (FICA & MEDICARE)	10,415	12,000	9,085
061-0520-510.012-00	UNEMPLOYMENT INSURANCE	-	250	200
061-0520-510.020-00	GROUP HEALTH INSURANCE	35,694	55,013	44,234
061-0520-510.030-00	WORKER'S COMP INSURANCE	18,676	21,861	16,921
061-0520-520.010-00	DEPT OPERATING SUPPLIES	33,574	36,500	20,000
061-0520-520.011-00	UNIFORM ALLOWANCE	2,986	3,000	3,000
061-0520-520.030-00	MOTOR VEHICLE EXPENSE	8,555	9,500	9,500
061-0520-520.040-00	FUEL	5,402	5,700	5,000
061-0520-530.009-00	OTHER PROFESSIONAL SERVICE	21,389	22,000	15,000
061-0520-530.011-00	TELEPHONE	-	6,593	9,288
061-0520-530.060-00	ELECTRIC	202,254	205,000	155,000

City of Gustine
Fiscal Year 2019-20 Adopted Budget

WASTEWATER ENTERPRISE FUND

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
061-0520-530.072-00	OTHER EQUIPMENT REPAIR	15,909	29,000	20,000
061-0520-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	730	800	500
061-0520-530.091-00	MEETINGS & TRAINING	-	250	-
061-0520-530.094-00	LICENSES & PERMIT FEES	27,619	30,000	30,000
061-0520-530.095-00	TAXES	19,085	22,000	20,000
061-0520-530.102-00	BOND PRINC/COP'S & SRF	100,937	104,878	108,955
061-0520-530.111-00	NOTE	7,831	7,673	10,738
061-0520-530.112-00	PRINCIPAL USDA COP CITY HALL	4,333	-	4,667
061-0520-530.121-00	INTEREST - COP'S & SRF	33,081	29,141	25,027
061-0520-530.122-00	INTEREST	8,798	7,676	7,183
061-0520-530.123-00	INTEREST USDA COP CITY HALL (P	5,575	-	8,167
061-0520-530.201-00	OTHER CONTRACT SERVICES	73,103	68,000	70,000
061-0520-540.011-00	BUILDINGS	5,444	1,000	1,000
061-0520-540.030-00	MACHINERY & EQUIPMENT	356	41,000	30,000
061-0520-540.038-00	TECHNOLOGY PURCH/REPLACE	-	18,296	10,395
061-0999-990.099-00	TRANS OF FUNDS OUT	-	165,921	-
Total Expense:		1,042,213	1,460,128	1,124,038

City of Gustine

Fiscal Year 2019-20 Adopted Budget

REFUSE ENTERPRISE FUND

Overview

Under the direction of the Interim Public Works Director, to assure the efficient and safe daily refuse collection by independent contractor considering the policies and priorities established by the City Council.

Objectives

- To facilitate removal of rubbish and refuse from all business and homes.
- To provide semi-annual pickup of unwanted appliances and other items at central locations.
- To keep City streets, alleys and City owned parking lots clean and free of debris and seasonal leaves.
- To provide citizen participation in regional Household Hazardous Waste collection efforts.
- Provides for ongoing monitoring, regulatory compliance, and potential remediation activities for the former land fill located on Bert Crane Road.
- To ensure local compliance with state mandated waste reduction regulations.

City of Gustine
Fiscal Year 2019-20 Adopted Budget

REFUSE ENTERPRISE FUND

Revenue and Expenses:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
062-0000-430.032-00	SOLID WASTE SERVICE CHARG	465,936	528,837	544,702
062-0000-430.033-00	SOLID WASTE BIN RENTAL / FR	8,484	9,545	10,000
062-0000-430.083-00	REFUSE LATE FEES	6,392	8,602	9,000
062-0000-490.012-00	RECYCLABLE GRANT	5,000	-	-
Total Revenues		485,812	546,984	563,702
062-0120-500.000-00	SALARIES - FULL TIME EMPL	3,929	3,041	7,509
062-0120-510.000-00	PERS	945	802	813
062-0120-510.010-00	OASDI (FICA & MEDICARE)	277	500	424
062-0120-510.012-00	UNEMPLOYMENT INSURANCE	18	25	600
062-0120-510.020-00	GROUP HEALTH INSURANCE	120	2,708	420
062-0120-510.030-00	WORKER'S COMP INSURANCE	115	121	143
062-0120-520.030-00	MOTOR VEHICLE EXPENSE	71	218	240
062-0120-530.009-00	OTHER PROFESSIONAL SERVIC	70	200	100
062-0120-530.011-00	TELEPHONE	85	24	-
062-0120-530.090-00	MEMBERSHIPS/SUBSCRIPTION	20	50	-
062-0120-530.091-00	MEETINGS & TRAINING	995	1,000	1,000
062-0140-500.000-00	SALARIES - FULL TIME EMPL	4,819	21,738	18,429
062-0140-500.010-00	SALARIES - PART TIME EMPL	6,337	6,847	6,759
062-0140-510.000-00	PERS	1,225	6,267	1,865
062-0140-510.010-00	OASDI (FICA & MEDICARE)	830	900	1,423
062-0140-510.012-00	UNEMPLOYMENT INSURANCE	5	225	150
062-0140-510.020-00	GROUP HEALTH INSURANCE	4,619	10,101	8,409
062-0140-510.030-00	WORKER'S COMP INSURANCE	3,620	3,826	2,858
062-0140-520.000-00	OFFICE SUPPLIES	2,198	2,100	1,500
062-0140-520.010-00	DEPT OPERATING SUPPLIES	-	50	700
062-0140-520.030-00	MOTOR VEHICLE EXPENSE	-	60	360
062-0140-530.000-00	ACCOUNTING & AUDITING	1,453	6,143	4,560
062-0140-530.011-00	TELEPHONE & INTERNET	935	174	-
062-0140-530.014-00	POSTAGE	4,104	3,900	3,000
062-0140-530.030-00	ADVERTISING	-	50	-
062-0140-530.092-00	BANK COSTS	2,767	2,400	2,000
062-0140-530.201-00	OTHER CONTRACT SERVICES	5,003	4,575	4,500

City of Gustine
Fiscal Year 2019-20 Adopted Budget

REFUSE ENTERPRISE FUND

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
062-0142-500.000-00	SALARIES - FULL TIME EMPL	-	-	4,973
062-0142-510.000-00	PERS	-	-	456
062-0142-510.020-00	GROUP HEALTH INSURANCE	-	-	2,803
062-0142-510.030-00	WORKER'S COMP INSURANCE	-	-	572
062-0142-520.030-00	MOTOR VEHICLE EXPENSE	-	-	1,180
062-0150-500.010-00	SALARIES - PART TIME EMPL	-	-	2,629
062-0150-510.000-00	PERS	-	-	184
062-0150-510.030-00	WORKER'S COMP INSURANCE	-	-	286
062-0510-520.000-00	OFFICE SUPPLIES	2,908	3,000	-
062-0510-520.010-00	DEPT OPERATING SUPPLIES	-	-	3,000
062-0510-520.011-00	UNIFORM ALLOWANCE	656	656	500
062-0510-530.006-00	GRANT EXP RESOURCES RECYCLING	-	5,000	5,000
062-0510-530.009-00	OTHER PROFESSIONAL SERVICE	398,627	434,503	400,000
062-0510-530.011-00	TELEPHONE & INTERNET	-	3,741	5,629
062-0510-530.030-00	ADVERTISING	849	850	500
062-0510-530.091-00	MEETINGS & TRAINING	-	100	-
062-0510-530.201-00	OTHER CONTRACT SERVICES	7,711	7,500	5,000
062-0510-540.011-00	BUILDINGS	2,640	2,500	-
062-0510-540.038-00	TECHNOLOGY PURCH/REPLACE	-	11,088	6,300
062-0510-500.000-00	SALARIES - FULL TIME EMPL	-	-	29,349
062-0510-500.010-00	SALARIES - PART TIME EMPL	-	-	-
062-0510-510.000-00	PERS	-	-	1,437
062-0510-510.020-00	GROUP HEALTH INSURANCE	-	-	7,386
062-0510-510.030-00	WORKER'S COMP INSURANCE	-	-	2,630
Total Expense:		457,952	546,983	547,576

City of Gustine
Fiscal Year 2019-20 Adopted Budget

AIRPORT FUND

Overview

Under the direction of the Interim Public Works Director, to ensure that all City Airport facilities are maintained in a safe and clean manner, not only for the employees to work, but for the general public.

Revenue:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
063-0000-400.106-00	REGIONAL MEASURE V	-	143,888	113,000
063-0000-420.015-00	FED-AVIATION GRANT	7,585	620,000	600,000
063-0000-420.031-00	STATE - AVIATION	20,000	10,000	10,000
063-0000-420.042-00	SPONSORSHIPS AIRPORT	4,953	-	5,000
063-0000-420.630-00	LOCAL PARTNERSHIP PROGRAM	-	45,000	45,000
063-0000-430.020-00	MISC AIRPORT REVENUE	268	3,268	-
063-0000-430.022-00	AIRPORT RENTAL	35,247	37,500	35,000
063-0000-430.023-00	SALE OF AVIATION GASOLINE	113,769	126,000	100,000
063-0000-430.084-00	AIRPORT LATE FEES	694	700	500
063-0000-450.033-00	DONATIONS	227	1,500	-
063-0000-490.003-00	MISC REVENUE	-	9,100	5,000
Total Revenues		\$ 182,743	\$ 996,956	913,500

City of Gustine
Fiscal Year 2019-20 Adopted Budget

AIRPORT FUND

Expenses:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
063-0120-500.002-00	CITY MGR SALARIES	12,604	10,592	7,509
063-0120-510.000-00	PERS	2,074	2,713	813
063-0120-510.010-00	OASDI (FICA & MEDICARE)	853	900	424
063-0120-510.012-00	UNEMPLOYMENT INSURANCE	-	75	50
063-0120-510.020-00	GROUP HEALTH INSURANCE	754	983	420
063-0120-510.030-00	WORKER'S COMP INSURANCE	517	547	143
063-0120-520.000-00	OFFICE SUPPLIES	-	100	-
063-0120-520.030-00	MOTOR VEHICLE EXPENSE	57	312	240
063-0120-530.009-00	OTHER PROFESSIONAL SERVICE	70	100	-
063-0120-530.011-00	TELEPHONE	37	96	-
063-0120-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	20	40	-
063-0120-530.091-00	MEETINGS & TRAINING	995	700	500
063-0140-500.000-00	SALARIES - FULL TIME EMPL	-	-	3,686
063-0140-510.000-00	PERS	-	-	257
063-0140-510.020-00	GROUP HEALTH INSURANCE	-	-	1,682
063-0140-510.030-00	WORKER'S COMP INSURANCE	-	-	343
063-0140-520.030-00	MOTOR VEHICLE EXPENSE	-	-	72
063-0140-510.010-00	OASDI (FICA & MEDICARE)	-	-	208
063-0142-500.003-00	AIRPORT CITY CLERK	2,790	4,821	4,973
063-0142-510.000-00	PERS	454	924	456
063-0142-510.010-00	OASDI (FICA & MEDICARE)	196	250	281
063-0142-510.012-00	UNEMPLOYMENT INSURANCE	-	20	20
063-0142-510.020-00	GROUP HEALTH INSURANCE	1,132	2,296	2,803
063-0142-510.030-00	WORKER'S COMP INSURANCE	287	607	572
063-0142-530.011-00	TELEPHONE & INTERNET	-	60	-
063-0142-520.030-00	MOTOR VEHICLE EXPENSE	-	-	1,180
063-0210-500.000-00	SALARIES - FULL TIME EMPL	-	-	4,414
063-0210-510.000-00	PERS	-	-	835
063-0210-510.020-00	GROUP HEALTH INSURANCE	-	-	1,682
063-0210-510.030-00	WORKER'S COMP INSURANCE	-	-	343
063-0210-510.010-00	OASDI (FICA & MEDICARE)	-	-	249

City of Gustine
Fiscal Year 2019-20 Adopted Budget

AIRPORT FUND

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
063-0340-500.000-00	SALARIES - FULL TIME EMPL	6,044	5,044	7,741
063-0340-500.010-00	SALARIES - PART TIME EMPL	-	8,350	-
063-0340-510.000-00	PERS	864	1,107	559
063-0340-510.010-00	OASDI (FICA & MEDICARE)	449	650	437
063-0340-510.012-00	UNEMPLOYMENT INSURANCE	-	20	30
063-0340-510.020-00	GROUP HEALTH INSURANCE	536	1,503	3,872
063-0340-510.030-00	WORKER'S COMP INSURANCE	605	1,215	715
063-0340-520.010-00	DEPT OPERATING SUPPLIES	1,481	1,280	200
063-0340-520.016-00	AVIATION GASOLINE	87,369	88,000	115,000
063-0340-530.000-00	ACCOUNTING & AUDITING	1,817	6,143	5,700
063-0340-530.009-00	OTHER PROFESSIONAL SERVICE	26,785	26,000	20,000
063-0340-530.011-00	TELEPHONE	-	307	281
063-0340-530.055-00	LIABILITY	5,316	6,113	6,000
063-0340-530.060-00	ELECTRIC	5,797	6,500	5,000
063-0340-530.072-00	OTHER EQUIPMENT REPAIR	1,270	1,500	3,000
063-0340-530.079-00	PHASE 3 - ENVIRONMENTAL	180	150	-
063-0340-530.089-00	COMMUNITY PROMOTION	3,282	-	-
063-0340-530.090-00	MEMBERSHIPS/SUBSCRIPTIONS	135	350	150
063-0340-530.091-00	MEETINGS & TRAINING	-	2,500	-
063-0340-530.094-00	AIRPORT LICENSE/PERMIT	763	914	800
063-0340-530.201-00	OTHER CONTRACT SERVICES	2,967	812,388	718,000
063-0340-540.011-00	BUILDINGS	132	200	-
063-0340-540.038-00	TECHNOLOGY PURCH/REPLACE	-	554	315
063-0460-500.000-00	SALARIES - FULL TIME EMPL	-	-	26,649
063-0460-510.000-00	PERS	-	-	2,884
063-0460-510.010-00	OASDI (FICA & MEDICARE)	-	-	1,506
Total Expense:		168,632	996,924	952,995

City of Gustine
Fiscal Year 2019-20 Adopted Budget

SALE OF TOWN PROPERTIES FUND

Overview

Under the direction of the Interim Public Works Director, this department maintains City vehicles and equipment to assure a safe and productive operating status; continue a timely preventative maintenance program in order to promote and enhance equipment usefulness.

Objectives

- To provide high level of maintenance to the City's owned and operated vehicles and maintenance.
- To perform repairs and preventative maintenance on City owned and operated vehicles and equipment. To protect the safety of employees and the general public.

Revenue and Expenses:

Account Number	Description	FY 2017-18 Audited	FY 2018-19 Budget	FY 2019-20 Adopted Budget
094-0000-400.005-00	SALE OF LAND	-	-	10,000
094-0000-420.050-00	LOAN PAYMENTS- CDBG	1,075	-	-
094-0000-450.000-00	INTEREST	3	-	-
	Total Revenues	1,078	-	10,000
094-0141-530.009-00	OTHER PROFESSIONAL SERVICE	1,146	-	-
	Total Expenditures	1,146	-	-

Five Year Capital Improvement Program

Fiscal Years 2018-19 thru 2022-23

Description	City Match	External Source					Funding Source
	2019/20		2020/21	2021/22	2022/23	2023/24	
Measure V Fund (201)							
5th St. and 4th Av. Roundabout				551,100			Measure V and CMAQ
Schmidt Park Phase 1 Multi Use Path	44,000	552,302					Measure V and CMAQ
Meredith Av. Multi Use Path Phase 1		500,000					Measure V and CMAQ
Meredith Av Multi Use Phase 2			500,000				Measure V and CMAQ
Hwy 33/140 Signalization					170,000	2,200,000	Measure V and CMAQ
Schmidt Park Phase 2 Multi Use Path	65,000	679,845					Measure V and CMAQ
Measure V (201) Totals	109,000	1,732,147	500,000	551,100	170,000	2,200,000	
Regional Measure V							
Eastside Airport Drainage Project		327,600					Regional Measure V and FAA
Airport Security Fencing		115,000					Regional Measure V and LPP
Hwy 33/ 140 Roundabout				2,300,000			Regional Measure V and CMAQ
Regional Measure V Totals	-	442,600	-	2,300,000	-	-	
SB2 Fund (NEW)							
General Plan Update		100,000					SB2
Housing Element 2019		15,000			15,000	15,000	SB2
GPS Sidewalk Improvement							
Carnation Road Rehab.							5,000,000
SB2 Totals		115,000	-	-	15,000	15,000.00	
Alternative Modes Measure V (202)							
Green Acres Sidewalk Rehab.	34,000	16,000					Alternative Modes Measure V
Sidewalk Reconst.	15,000		15,000	15,000	15,000		Alternative Modes Measure V
Alternative Modes Measure V (202) Totals	49,000	16,000	15,000	15,000	15,000	-	
Gas Tax/Streets							
Emergency Tree removal	20,000		20,000	20,000	20,000	20,000	Gas Tax
Reforestation project	25,000		25,000	25,000	25,000	25,000	Gas Tax
Active Transportation Plan Grant for planning		77,000	77,000				HAP Grant
Hazardous tree trimming/Removal	20,000		20,000	20,000	20,000	20,000	Gas Tax
City Wide Road sign replacement	4,000						Gas Tax
Gas Tax/Streets Totals	69,000	77,000	142,000	65,000	65,000	65,000	

Vehicle Replacement Fund (NEW)							
Public Works Truck	2,000	19,000					Water/Sewer/Parks/Assessment Dist.
CSO / Animal Services Truck	25,000						AVA and Traffic Citation Fund
Fire Engine	40,000	550,000					UUT and AFG Grant
Police Vehicle Dodge Charger	44,000						Traffic Citation Fund
Vehicle Replacement Fund Totals	111,000	569,000	-	-	-	-	
Water Enterprise Fund (60)							
Fire Hydrant Replacement Project	15,000			15,000		15,000	Water Fund
Water Meter Replacement		1,600,000					Water Fund and SWRCB
Manhole Rehabilitation			15,000		15,000		Water/Sewer
Water Enterprise Fund Totals	15,000	1,600,000	15,000	15,000	15,000	15,000	
Sewer Enterprise Fund (61)							
Water Tower Yearly Maintenace	10,000		10,000	10,000	15,000		Sewer
WWTP Planning		500,000		2,500,000			SWRCB
Sewer Enterprise Fund Totals		500,000	10,000	2,510,000	15,000	-	
Capital Improvement Projects Total	353,000	5,051,747	682,000	5,456,100	295,000	2,295,000	

Appropriations Limitation Calculation

City of Gustine
Fiscal Year 2018-19 Adopted Budget

APPROPRIATIONS LIMITATION

The appropriations limitation imposed by Proposition 4 and modified by Proposition 222 creates a restriction on the amount of revenue which can be appropriated in any fiscal year. The revenues which are subject to the limitation are those considered “proceeds of taxes.” The basis for calculating the limit began in 1978-79 and is increased each year based on population growth.

APPROPRIATIONS AND POPULATION CALCULATIONS				
Calculation of factor for FY 2019-20				
California Cost of Living Change (per Dept of Finance)	3.85			
Converted to a Ratio:				
	$\frac{3.85 + 100}{100}$	=		1.0385
Gustine Population Change (per Dept of Finance):	1.59			
	$\frac{1.59 + 100}{100}$	=		1.0159
Calculation of factor for FY 2019-20	1.0385 x	1.0159	=	1.0550
Prior fiscal year spending limit approved by Council	\$3,772,387			
	\$3,772,387	x	1.0532	
2019-2020 Spending Limit Appropriation	\$3,973,078			