

MATRIX SUMMARIZING BUDGET CHANGES - SUMMARY - CITY COUNCIL DESCRIPTION OF CHANGES					
EXPENSE	2023-24 Adjusted Budget	2024-25 Proposed Budget	\$ Inc/(Dec) *	Type On-Going One Time	Explanation and Impacts
Salaries & Wages	18,000	18,000	-	N/A	NO CHANGE
Benefits	42,084	49,270	7,186	On Going	All city council members have access to medical, dental, and vision coverage paid by the City. Currently, only two council members utilize this benefit, while others opt for reimbursement through in-lieu arrangements. With this being an election year, the budget is prepared to cover all council members for planning purposes.
Contracted Services	63,300	81,200	17,900	One Time	The overall increase in contracted services is primarily due to several key initiatives: <u>Increase:</u> A mini goal-setting session \$10,000 Video editing to address 'Zoom bombing' incidents \$5,000. Outreach coordinator service for special projects \$10,000. <u>Decrease:</u> Closed captioning services by \$600. Cost saving achieved by transferring technical support back to the community center from PCA of \$2,500 Legal publication of \$4,000
Services & Supplies	12,465	11,910	(555)	On-Going	The overall reduction reflects the current spending trends.
Equipment Rental/Maintenance	3,500	3,050	(450)	On Going	Decreased in copier lease shared
Conference & Training Expense	1,000	8,525	7,525	One Time	The training budget is allocated in anticipation of 3 council members attending the annual League of California City Conference. Additionally, all council members are budgeted to participate in the "Mayors and Councilmembers" meetings held locally, which provide a platform to engage in discussions about local issues.
Telecommunications	2,460	4,460	2,000	On Going	The internet cost was inadvertently omitted from the FY23-24 budget.
Council Objectives	47,300	79,500	32,200	On Going	The overall increase includes: <u>Increase:</u> The transfer of the Park Village contract from the non-departmental budget to better reflect the Council's initiative for this contract, amounting to \$73,000. <u>Decrease:</u> The Homeless outreach contract with West County Community Center has shifted to the Police Department which has the lead responsibility for the contract, resulted in a reduction of \$36,800. A reduction of \$3,500 in free shuttle fares following discussions with the Sonoma County Transit Manager who confirmed that service levels will remain the same. A small reduction in cost shared of Mayors' & Councilmembers' clerk \$500 Please note: the budget maintains the suspension of allocations for the sponsorship program.
Allocated Insurance	22,202	22,660	458	On Going	This is per our JPA with REMIF/CIRA - It is based on their costs to the City.
Total Expense	212,311	278,575	66,264		
* This Column Reflects the Difference (Increase/Decrease) from the FY 23-24 Adjusted Budget to the 24-25 Proposed Budget					

SUMMARY - CITY COUNCIL							
EXPENSE	2022-23 Actual	2023-24 Adopted Budget	2023-24 Adjusted Budget	2023-24 Estimated Actual	2024-25 Proposed Budget	\$ Inc/(Dec) *	% Change
Salaries & Wages	18,900	18,000	18,000	18,000	18,000	-	0.0%
Benefits	33,253	42,084	42,084	35,225	49,270	7,186	17.1%
Contracted Services	46,736	63,300	63,300	42,500	81,200	17,900	28.3%
Services & Supplies	14,759	12,465	12,465	12,650	11,910	(555)	-4.5%
Equipment Rental/Maintenance	3,060	3,500	3,500	3,050	3,050	(450)	-12.9%
Conference & Training Expense	9,715	1,000	1,000	1,000	8,525	7,525	752.5%
Telecommunications	6,915	2,460	2,460	4,600	4,460	2,000	81.3%
Council Objectives	355,106	47,300	47,300	63,388	79,500	32,200	68.1%
Allocated Insurance	14,812	22,202	22,202	22,202	22,660	458	2.1%
Total Expense	503,256	212,311	212,311	202,615	278,575	66,264	31.2%

City Council							
Budget Expenditures							
Account Number	2022-23 Actual	2023-24 Adopted Budget	2023-24 Adjusted Budget	2023-24 Estimated Actual	2024-25 Proposed Budget	\$ Inc/(Dec)	% Change
Salaries & Wages							
4010 - Salaries - Full Time	18,900	18,000	18,000	18,000	18,000	-	0.0%
Total Salaries & Wages	18,900	18,000	18,000	18,000	18,000	-	0.0%
Benefits							
4101 - Health in Lieu	17,995	15,200	15,200	10,200	7,280	(7,920)	-52.1%
4105 - Medicare & Fica	1,446	1,377	1,377	1,400	1,377	-	0.0%
4108 - Social Security	-	-	-	-	1,116	1,116	0.0%
4130 - Health Insurance	9,342	19,721	19,721	20,000	33,605	13,884	70.4%
4150 - Dental Insurance	3,733	4,666	4,666	2,900	4,806	140	3.0%
4151 - Vision Insurance	405	540	540	300	506	(34)	-6.3%
4183 - EAP (Employee Asst Prog)	170	175	175	175	175	-	0.0%
4184 - Life Insurance	162	405	405	250	405	-	0.0%
Total Benefits	33,253	42,084	42,084	35,225	49,270	7,186	17.1%
Contracted Services							
4210 - Professional Contract Services	42,595	55,800	55,800	40,000	77,700	21,900	39.2%
4250 - Publications/Legal Notices	4,141	7,500	7,500	2,500	3,500	(4,000)	-53.3%
Total Contracted Services	46,736	63,300	63,300	42,500	81,200	17,900	28.3%
Services & Supplies							
4310 - Office Supplies	462	1,700	1,700	1,000	1,500	(200)	-11.8%
4330 - Misc Supplies & Services	4,535	1,500	1,500	1,800	1,000	(500)	-33.3%
4340 - Postage & Printing	16	100	100	50	100	-	0.0%
4345 - Dues & Subscriptions	9,746	9,165	9,165	9,800	9,310	145	1.6%
Total Services & Supplies	14,759	12,465	12,465	12,650	11,910	(555)	-4.5%
Equipment Rental/Maintenance							
4375 - Equipment Rental/Expenses	3,060	3,500	3,500	3,050	3,050	(450)	-12.9%
Total Equipment Rental/Maintenance	3,060	3,500	3,500	3,050	3,050	(450)	-12.9%
Conference & Training Expense							
4510 - Conference & Training	3,750	-	-	-	1,975	1,975	0.0%
4515 - Meetings & Travel	5,965	1,000	1,000	1,000	6,550	5,550	555.0%
Total Conference & Training Expense	9,715	1,000	1,000	1,000	8,525	7,525	752.5%
Telecommunications							
4750 - Telecommunications	6,915	2,460	2,460	4,600	4,460	2,000	81.3%
Total Telecommunications	6,915	2,460	2,460	4,600	4,460	2,000	81.3%
Council Objectives							
4800 - Council Approved Initiatives	1,200	-	-	2,888	-	-	0.0%
4820 - Community Grants Program	94,375	-	-	-	-	-	0.0%
4890 - Other Community Support	259,531	47,300	47,300	60,500	79,500	32,200	68.1%
Total Council Objectives	355,106	47,300	47,300	63,388	79,500	32,200	68.1%
Allocated Insurance							
4996 - Allocated Liability Insurance	13,550	20,450	20,450	20,450	21,000	550	2.7%
4997 - Allocated Wrkrs Comp Insurance	1,262	1,752	1,752	1,752	1,660	(92)	-5.3%
Total Allocated Insurance	14,812	22,202	22,202	22,202	22,660	458	2.1%
Total Operation	503,256	212,311	212,311	202,615	278,575	66,264	31.2%

City Council				
Object Details				
Object	Worksheet Description	Worksheet Unit Price	Worksheet Quantity	Worksheet Total
Grand Total		181,190	48	185,995
4210 - Professional Contract Services				
4210 - Professional Contract Services	Closed Captioning (Average \$1,800 per month)	21,600	1	21,600
4210 - Professional Contract Services	Videographer - PCA (Average 6 hours for 1 tech x 28 meetings @85/hour)	14,300	1	14,300
4210 - Professional Contract Services	Videographer - Cody (Average 8 hours for 1 tech x 28 meetings @ \$75/hour)	16,800	1	16,800
4210 - Professional Contract Services	Videographer (Video Editing for Zoom Bombing @85/hour)	5,000	1	5,000
4210 - Professional Contract Services	City Council Goal Setting Consulting Support	10,000	1	10,000
4210 - Professional Contract Services	Holly Hanson Council Special Projects	10,000		10,000
Total 4210 - Professional Contract Services		77,700	5	77,700
4250 - Publications/Legal Notices				
4250 - Publications/Legal Notices	Legal Ads & Public Hearing Notices	3,500	1	3,500
Total 4250 - Publications/Legal Notices		3,500	1	3,500
4310 - Office Supplies				
4310 - Office Supplies	Misc Routine Supplies (Plagues, Record Retention Boxes, Tapes for label)	1,000	1	1,000
4310 - Office Supplies	Paper Allocation	500	1	500
Total 4310 - Office Supplies		1,500	2	1,500
4330 - Misc Supplies & Services				
4330 - Misc Supplies & Services	Plaque & CC Business Cards	1,500	1	1,500
Total 4330 - Misc Supplies & Services		1,500	1	1,500
4345 - Dues & Subscriptions				
4345 - Dues & Subscriptions	Annual Dropbox	125	1	125
4345 - Dues & Subscriptions	Zoom Large Meeting (1 Seat + Large Meeting)	685	1	685
4345 - Dues & Subscriptions	Association of Bay Area Govt (ABAG)	2,750	1	2,750
4345 - Dues & Subscriptions	Chamber of Commerce	250	1	250
4345 - Dues & Subscriptions	League of California Cities	5,200	1	5,200
4345 - Dues & Subscriptions	Sister Cities International	300	1	300
Total 4345 - Dues & Subscriptions		9,310	6	9,310
4510 - Conference & Training				
4510 - Conference & Training	League of California Cities Conference Registration	625	3	1,875
	Placeholder for Annual League of Calif Conf	100	1	100
Total 4510 - Conference & Training		725	4	1,975
4515 - Meetings & Travel				
4515 - Meetings & Travel	League of California Cities Conference (Air/Hotel/Transportation)	1,000	3	3,000
4515 - Meetings & Travel	M&C Bi-Monthly Meeting (\$60 x 5 x 6)	300	6	1,800
4515 - Meetings & Travel	M&C Meeting Supplies	750	1	750
4515 - Meetings & Travel	Misc Travel Mileage Reimbursement	1,000	1	1,000
Total 4515 - Meetings & Travel		3,050	11	6,550
4750 - Telecommunications				
4750 - Telecommunications	Internet Service (Shared)	2,000	1	2,000
4750 - Telecommunications	Livestreaming Annual Fee	2,400	1	2,400
4750 - Telecommunications	Main Fax Line (Shared)	5	12	60
Total 4750 - Telecommunications		4,405	14	4,460
4890 - Other Community Support				
4890 - Other Community Support	Homeless Outreach (Move to Police)	-	1	-
4890 - Other Community Support	Park Village Management Contract	73,000	1	73,000
4890 - Other Community Support	M&C Clerk Position Share Cost	2,500	1	2,500
4890 - Other Community Support	Shuttle Fare	4,000	1	4,000
Total 4890 - Other Community Support		79,500	4	79,500