

	A	C	E	G
1	DRAFT			
2	Department Name		City Council	
3	Division		N/A	
4	Fund Name and #		General Fund 100	
5	FY23-24 Adopted Budget		212,311	
6				
7	On-going			
8		FY 24-25	Annual	
9	Explanation of Change	\$ Amount	\$ Amount	Impact of change
10	Salaries & Wages	\$0.00	\$0.00	No change
11	Benefits	\$7,185.56	\$7,185.56	Net increase is due to election year
12	Contracted Services	\$7,900.00		Net increase is due to hybrid meetings technical support
13	Services & Supplies	-\$1,005.00	-\$1,005.00	Based on current year spending
14	Training	\$7,225.00	\$7,225.00	Training budgeted in anticipation of new councilmembers
15	Telcommunication	\$2,000.00	\$2,000.00	Inadvertently not budgeted internet cost in FY23-24 budget
16	Council Initiatives	\$32,200.00	\$32,200.00	Net increase is due to shifting Park Village contract from non departmental budget and reduction in free shuttle fare and not budgeted for sponsorship program
17	Allocated Insurance	\$458.00	\$458.00	Increase or decrease in allocated insurance is depending on prior year actual spending
18		\$0.00		
19	Total On Going	\$55,963.56	\$48,063.56	
20				
21	One Time			
22		FY 24-25	Annual	
23	Title of Change	\$ Amount		Impact of change
24				
25	Contracted Services	\$10,000.00		Increase is due to goal setting cost
26				
27				
28				
29				
30				
31				
32				
33				
34				
35	Total One-Time	\$10,000.00		
36	Total Overall Savings (On-going + One Time)	\$65,963.56	\$48,063.56	
37				
38				
39				

SUMMARY - CITY COUNCIL

EXPENSE	2022-23 Actual	2023-24 Adopted Budget	2023-24 Adjusted Budget	2024-25 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	8,225	7,225	722.5%
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	278,275	65,964	31.1%

DRAFT

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	6,250	5,250	525.0%
Total Conference & Training Expense	9,715	1,000	1,000	1,000	8,225	7,225	722.5%
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	278,275	65,964	31.1%

City Council				
Object Details				
Object	Worksheet Description	Worksheet Unit Price	Worksheet Quantity	Worksheet Total
Grand Total		181,140	48	185,695
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 (\$50 x 5 x 6)	250	6	1,500
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		3,000	11	6,250
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