

FY16-17 Proposed Basic Budget

FISCAL YEAR 2016-17

MANDATES General Fund

Funding for Two Additional Council Members	8	26,984
2016 Elections		133,900
Credit Card and E-payment Merchant Fees Increase	:	26,400
Affordable Care Act Reporting Contract		16,350
Increase in Metro Net Fire Dispatch Services	:	35,409
Increase North Net Fire Training		13,982

Total Mandates

253,025

XX
XX
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Fill Out:		
Mandates	XX	•
Changes		·
(Revenue En	hancing)	

PROPOSED ADDITIONAL BUDGET REQUEST CATEGORIES ONE AND TWO 2016-17 FISCAL YEAR BUDGET

	DEPARTMENT City Council
	DESCRIPTION OF REQUEST Add funds for two additional Council Members along with contractuals, training, commodities and other expenditures.
	PACKAGE NUMBER AND NAME 0010 City Council
	BUDGET ACCOUNT 41110 Part Time; 42000 Contractual; 42840 Training; 43990 Monitored Minor Equipment; 44010 Telephone Equipment
	ESTIMATED AMOUNT \$33,782 (Labor ongoing \$20,602)+(Non-labor ongoing \$7,300 + (Non-labor one-time \$5,880
	HOURS (Labor Only)
(1)	FUND DETAIL 111 General Fund; 509 Housing; 601 Water Ops; 630 Sewer Ops; 660 Refuse
(2)	ACCOUNT DETAIL 111-0010-41110 \$13,804; 509-0010-41110 \$1,236; 601-0010-41110 \$1,854; 630-0010-41110 \$1,854; 660-0010-41110 \$1,854; 111-0010-42000 \$3,100; 111-0010-42840 \$2,700; 111-0010-43990 \$5,880; 111-0010-44010 \$1,500
(3)	Additional part-time funding required for two additional Council Members salary from mandated District elections @ \$10,302 ea. Additional contractual funds for supplies, etc. @\$1,550 ea. Training @ \$1,350 ea. Installation and two computers @ \$1,090. Ea. Phones and phone lines @ \$750 ea. Desk fumiture/chairs for one additional office @ \$3,700
(4)	OPTIONS FOR ACCOMMODATING REQUEST
•	SIGNED BY: Maria Head) (Department Head) (Date)
(1)	If more than one Fund is proposed, indicate which Funds and the amount and hours to be assigned to each Fund.
(2)	If more than one Budget Account is to be used, indicate each Account along with Funding, Hours, and Funding for that Account.

Limit length of justification to one paragraph. (May supply more detail when item is reviewed by City Manager.)

(3)

Fill Out:	
One Time	XX
Ongoing	

Fill Out:		
Mandates	XX	
Changes		
(Revenue E	nhancing)	

ADDITIONAL BUDGET REQUEST CATEGORIES ONE AND TWO 2016-17 FISCAL YEAR BUDGET

	DEPARTMENT City Manager/City Clerk
	DESCRIPTION OF REQUEST Add funds for 2016 Election costs
	PACKAGE NUMBER AND NAME 0042 Election Voter Assistance
	BUDGET ACCOUNT 42000 Contractual
	ESTIMATED AMOUNT \$190,000
	HOURS (Labor Only)
(1)	FUND DETAIL 111 General Fund; 509 Housing; 601 Water Ops; 630 Sewer Ops; 660 Refuse
(2)	ACCOUNT DETAIL 111-0042-42000 \$133,900; 509-0042-42000 \$10,200; 601-0042-42000, \$15,300; 630-0042-42000 \$15,300; 660-0042-42000 \$15,300
(3)	JUSTIFICATION OF REQUEST The City contracts with the Orange County Registrar of Voters to run the City's 2016 elections. The projected cost for the 2016 election will be approximately (\$150,000) and an additional (\$20,000) to include regular election costs for the new District Elections in 2016. An additional (\$20,000) is included to cover costs for a potential medical marijuana initiative.
(4)	OPTIONS FOR ACCOMMODATING REQUEST
	SIGNED BY: Maria Head) (Department Head) (Date)
(1)	If more than one Fund is proposed, indicate which Funds and the amount and hours to be assigned to each Fund.
(2)	If more than one Budget Account is to be used, indicate each Account along with Funding Hours

- and Funding for that Account.
- Limit length of justification to one paragraph. (May supply more detail when item is reviewed by (3) City Manager.)
- Describe available options for addressing request such as new funding source; user fees; (4)consolidation of services; reorganization; etc.

Fill Out: One Time	
Ongoing	X

Fill Out: Mandates	X
Changes	

PROPOSED ADDITIONAL BUDGET REQUEST CATEGORIES ONE AND TWO 2016-17 FISCAL YEAR BUDGET

	DEPARTMENT Finance
	DESCRIPTION OF REQUEST Additional Funds for Credit Card and epayment merchant fees
	PACKAGE NUMBER AND NAME 1020 General Accounting; 1030 Utility Billing
	BUDGET ACCOUNT 42000 Contractuals
	ESTIMATED AMOUNT \$96,000
	HOURS (Labor Only)n/a
(1)	FUND DETAIL111 GENERAL; 601 WATER; 630 SEWER
(2)	ACCOUNT DETAIL 111-1020-42000 \$26,400; 601-1030-42000 \$51,400; 630-1030-42000 \$18,200
(3)	Customer payments by credit card were estimated at an annual cost of \$30,000 at the inception of the program (December 2009) approved by City Council knowing the cost would increase as the payment program became more popular. By FY 2012-13, \$84,000 had been budgeted and at year end, close to \$152,000 was paid in electronic payment processing services. For FY 2016-17, Staff is projecting the cost to be \$180,000. The Finance Dept. is requesting an additional \$96,000 to cover the actual costs from credit card and epayment merchant fees.
(4)	OPTIONS FOR ACCOMMODATING REQUEST SIGNED BY: 3 25 16
	(Department Head) (Date)

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- (3) Limit length of justification to one paragraph. (May supply more detail when item is reviewed by City Manager.)
- (4) Describe available options for addressing request such as new funding source; user fees; consolidation of services; reorganization; etc.

Fill Out:	
One Time	
Ongoing	XX

Fill Out:	
Mandates	XX
Changes	

<u>PROPOSED</u> ADDITIONAL BUDGET REQUEST <u>CATEGORIES ONE AND TWO</u> 2016-17 FISCAL YEAR BUDGET

	DEPARTMENT Finance
·	DESCRIPTION OF REQUEST Add Funds to cover Contractual Affordable Care Act (ACA) Reporting
	PACKAGE NUMBER AND NAME 1024 - Accounts Payable
	BUDGET ACCOUNT 42000 - Contractuals
	ESTIMATED AMOUNT \$18,000
	HOURS (Labor Only) N/A
(1)	FUND DETAIL 111-General; 601-Water Operations; 630-Sewer Operations
(2)	ACCOUNT DETAIL 111-1024-42000-\$16,350; 601-1024-42000-\$1,250; 630-1024-42000-\$400
[3)	JUSTIFICATION OF REQUESTThe Federal government mandates annual ACA reporting.
(4)	OPTIONS FOR ACCOMMODATING REQUEST
	SIGNED BY: (Department Head) (Date)
	(Date)

- (1) If more than one Fund is proposed, indicate which Funds and the amount and hours to be assigned to each Fund.
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Fill One One	Time		Fill Out: Mandates X Changes
L	DEPARTMENT Fire	PROPOSED ADDITIONAL BUDGET REQUEST CATEGORIES ONE AND TWO 2016-17 FISCAL YEAR BUDGET	
ŕ	DEPARTMENT Fire DESCRIPTION OF REQUE	ST Add funds to cover increase in a Dispatch Services	contractual Metro Net Fire
	NTRL		
	BUDGET ACCOUNT 42	000 – Contractual	
	ESTIMATED AMOUNT	35,409	
,	HOURS (Labor Only) N	′ A	
(1)	FUND DETAIL 111 - G	eneral Fund	
(2)	ACCOUNT DETAIL 111-	5103-42000-\$35,409	
(3)	JUSTIFICATION OF REQUEST Garden Grove (Fire) is one of eight participating cities that make up Metro Cities Fire Authority, which operates the Metro Net Fire Dispatch. Fire is responsible for 11.45% of the total operating cost as a "fair share" obligation. The Overall operating cost for Metro Net has increased consequently increasing the obligated fair share cost for each member.		
	Garden Grove's FY 15-16 for a total obligated fair s	fair share cost is \$651,184 and will hare cost of \$686,593.	increase by \$35,409 for FY 16-17
(4)	OPTIONS FOR ACCOMMO	DATING REQUEST	
	SIGNED BY:		3/22/16

(1) If more than one Fund is proposed, indicate which Funds and the amount and hours to be assigned to each Fund.

(Date).

(Department Head)

- (2) If more than one Budget Account is to be used, indicate each Account along with Funding, Hours, and Funding for that Account.
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Fill Out:		Fill Out:	
One Time		Mandates	X
Ongoing	X	Changes	
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PROPOSED ADDITIONAL BUDGET REQUEST CATEGORIES ONE AND TWO 2016-17 FISCAL YEAR BUDGET

DEPARTMENT Fire		
DESCRIPTION OF REQUEST Add funds to cover increase in contractual North Net Fire Training (Training Tower)		
PACKAGE NUMBER AND NAME 5105 - EMERG.STDBY/CONTROL		
BUDGET ACCOUNT 42000 - Contractual		
ESTIMATED AMOUNT \$ 13,982		
HOURS (Labor Only) N/A		
FUND DETAIL 111 - General Fund		
ACCOUNT DETAIL111-5105-42000-\$13,982		
JUSTIFICATION OF REQUEST Garden Grove (Fire) is one of three cities that make up the Joint Powers Training Authority (JPTA which operates the North Net Fire Training Center. Fire has been responsible for over 20% of the total operating cost as a "fair share" obligation. The overall operating cost for the North Net Fire Training center has increased consequently increasing the obligated fair share cost for each member City in the JPA.		
Garden Grove's fair share cost for FY 16-17 is \$134,596; an increase of \$13,982 from FY 15-16 budget of \$120,614.		
OPTIONS FOR ACCOMMODATING REQUEST		
SIGNED BY: 3/6/16 (Department Head) (Date)		

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