CITY OF ST. HELENA

RESOLUTION NO. 2018-77

ADOPTION OF ANNUAL BUDGET FOR THE CITY OF ST. HELENA FOR FISCAL YEAR 2018/19 WHICH INCLUDES THE ADDITION OF TWO FULL-TIME FIREFIGHTER POSITIONS AND ONE PART-TIME, LIMITED TERM SENIOR PLANNER POSITION

RECITALS

A. The City is required to adopt estimates of revenues and expenditures on a fiscal year basis; and

B. Per Municipal Code 2.12.060.B.9, the City Manager supervises the preparation of a detailed, proposed municipal budget and submit to the Council on or before May 15th of each year; and

C. On May 9, 2018, the City Manager and Finance Director presented to the City Council a detailed, proposed balanced budget; and

D. On May 9, 2018, City Council provided additional feedback to City staff to: (1) grant the Boys & Girls Club and additional $30,000, (2) decrease the Attorney budget by $45,000, (3) decrease funding for retiree medical, and (4) based on the Fire Department Operations Study Session held on May 3, 2018, allowed for the addition of two full-time firefighters; and

E. On June 12, 2018, staff, with Council Direction, determined the appropriations needed for Fiscal Year 2018/19 and prepared a Proposed Budget for City Council Review; and

F. The City provides a policy for subsequent modification of such appropriations.

RESOLUTION

NOW, THEREFORE, the City Council of the City of St. Helena resolves as follows:

1. Approval of two full-time Firefighter positions and one part-time, limited term Senior Planner position; and

2. Revenue estimates and appropriations by fund and department are shown in "Exhibit A", a copy of which is attached and hereby made part of this Resolution, is hereby adopted.

3. Any remaining Capital fund projects and encumbrances will be rolled into the next fiscal year.

4. Department Heads may authorize the transfer of appropriations within a department, except transfers: (1) that would purport an increase in the number of regular personnel, and (2) that would decrease appropriations for capital outlay.

5. The City Manager may transfer appropriations between departments so long as total appropriations are not increased within a fund.

6. The City Council has the overriding authority to control the use of revenues and the appropriations of funds and therefore may modify this policy at any time. The total appropriations in any fund may not be increased except by the City Council.
7. All changes in appropriations will be authorized on a “Budget Adjustment Form.” All increases in appropriations will be authorized by Council.

8. Any expenditure must be made in accordance with Title 3, Chapter 3.04 of the Municipal Code.

Approved at a Regular Meeting of the St. Helena City Council on June 12, 2018 by the following vote:

Mayor Galbraith: Yes
Vice Mayor White: Yes
Councilmember Dohring: Yes
Councilmember Ellsworth: Yes
Councilmember Koberstein: Yes

APPROVED:  

P-FI-0011

ATTEST:  

Cindy Tzaropoulos, City Clerk

Alan Galbraith, Mayor