# 2009 – 2010
# BUDGET

## CITY OF LODI
### CALIFORNIA

# City of Lodi
# Mission Statement

***"The City of Lodi's purpose is to enhance the quality of life for Lodi residents reflecting our high community standards."***

# 2009-2010

# Budget

**Larry D. Hansen, Mayor**
**Phil Katzakian, Mayor Pro-Tempore**
**Susan Hitchcock, Council Member**
**Bob Johnson, Council Member**
**JoAnne L. Mounce, Council Member**

**Blair King, City Manager**

**Prepared by the Staff**
**of the**
**City of Lodi**

**CITY OF LODI, CALIFORNIA**

# 2009-2010
# FINANCIAL PLAN AND BUDGET

## TABLE OF CONTENTS


| | Page |
|---|---|
| **City Manager's Message** | 1 |
| | |
| **City of Lodi Organization Chart/Staffing Plan** | |
| City Organization Chart | 7 |
| Staffing Summary | 9 |
| Position Changes | 15 |
| Two Years Service Credit | 16 |
| | |
| **All Fund Summaries** | 17 |
| All Fund Revenues by Fund | 19 |
| All Fund Expenditures by Fund | 20 |
| Expenditure Summary City-wide | 21 |
| | |
| **General Fund Budgets and Expenditure Detail** | 27 |
| Fund Balance Analysis | 29 |
| General Fund Revenues | 31 |
| General Fund Expenditures | 37 |
| Police Department | 43 |
| Fire Department | 63 |
| Public Works Department - General Fund | 83 |
| Parks Division | 103 |
| Administration | 123 |
| City Clerk | 126 |
| City Attorney | 141 |
| City Manager | 147 |
| Economic Development | 151 |
| Internal Services Department | 155 |
| Budget and Treasury Division | 161 |
| Financial Services Division | 165 |
| Human Resources Division | 169 |
| Information Systems Division | 179 |
| Non-Departmental | 183 |
| | |
| **Enterprise Fund Budgets and Expenditure Detail** | 191 |
| Electric Utility Department | 193 |
| Water Utility | 235 |
| Wastewater Utility | 261 |
| Transit | 289 |

# 2009-2010
# FINANCIAL PLAN AND BUDGET

## TABLE OF CONTENTS (continued)


**Special Revenue Fund Budgets and Expenditure Detail** 307
- Streets and Drainage 309
- Community Development 339
- Recreation Division 357
- Community Center 389
- Library 413

**Other Fund Budgets and Expenditure Detail** 429
- Transportation Development Act Fund 429
- Community Development Block Grant Fund 435
- Public Safety Special Revenue Fund 441
- Capital Outlay Fund 449
- Vehicle and Equipment Fund 461
- Debt Service Fund 469
- Benefits Fund 475
- Self-Insurance Fund 481
- Trust and Agency Fund 487
- Fleet Services Fund 497

**Supplemental Information**
- Personnel and Cost Comparison Charts 507
  - Public Safety vs. Property & Sales Tax 507
  - Personnel Costs as Percentage of General Fund Expenses 508
  - Service Level Comparisons with Neighboring Communities 509
- 2009-10 Personnel Salary Schedule by Job Title 521
- 2009-10 Personnel Salary Schedule by Salary 525
- Memorandum of Understanding Term Dates 529
- Annual Debt Service Payments Schedules 531
- Grant Funded Positions 533
- Transfers In and Out 535
- Vehicle Schedule 537

*Larry D. Hansen*
MAYOR
*Phil Katzakian*
MAYOR PRO TEMPORE
*Susan Hitchcock*
COUNCIL MEMBER
*Bob Johnson*
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# City of Lodi

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*Blair King*
CITY MANAGER

*Randi Johl*
CITY CLERK

*D. Stephen Schwabauer*
CITY ATTORNEY

May 15, 2009

Dear Mayor and Council Members:

I am pleased to present for approval, a proposed balanced budget for Fiscal Year (FY) 2009/10.

We are in the midst of a difficult recession. When last year's budget message was prepared, economic indicators pointed to a slowing economy, one that made the process of developing a balanced budget difficult. However, even the majority of the most pessimistic economists did not predict the degree of the economic slide or the magnitude of the recession we find ourselves in as we prepare the FY 2009/10 budget. Consequently, the task of managing the budget, services, and expectations are more difficult and balancing the budget more complicated than several months ago.

The real estate market and the banking industry collapse have been severe. The consequences of the faltering economy is manifested in growing unemployment and the loss of personal wealth. Unemployment is high across the country and no region is safe. Not only is unemployment increasing, but the speed of job loss exceeds all recent recessions. The current recession has gone from the peak job market to the current unemployment rate in approximately 12 months, about double the speed of more recent recessions. Lodi's unemployment rate as of March 2009 was 12.5%, the City of Stockton's 19.7%, and the State of California 11.2%. One would need to reach back to the 1982-83 recession or earlier to find unemployment this high. In March of 2009, 50,800 unemployed people were looking for work in San Joaquin County.

People purchase less when they are fearful and wonder if they will keep their jobs. We see the results in lower sales tax. Car sales have been an important cornerstone of Lodi's retail tax base. That cornerstone has been knocked loose with the closure of automobile dealerships. The auto industry is dramatically shrinking and changing sales tax bases throughout the state.

The overall decline in auto sales reflects the downturn in general retail activity. Just two years ago, sales tax was the City's largest General Fund revenue source. It has now declined from $9.3 million in 07/08 to a projected $7.5 million in upcoming FY 09/10, a $1.8 million dollar decrease.

Building and construction has also slowed. According to the League of California Cities, building permit applications statewide are at a 30-year low. In Lodi, development fee revenue is down 40% from the previous year, which was already depressed from the prior year.

The financial condition of the State of California and the lack of leadership in Sacramento continue to be a problem, not only for Lodi but for local government in general throughout the state. It is reported that the State is considering transferring $2 billion of property tax revenue from local government. It is assumed that this action, if taken, will be post-adoption of the Lodi budget.

According to the League of California Cities, Lodi could lose an amount equal to 8% of its property tax, including secured and unsecured property tax, the Vehicle License Fee (VLF) adjustment, and property tax taken in lieu of sales tax (the triple flip). The League of California Cities consultant has estimated that the City of Lodi's share could be in the neighborhood of $1.4 million. Some might say why should the City Council consider adopting its budget in view of the threat from the State? The answer is: the City, unlike the State, needs the stability of a plan to work from and the adoption of a budget allows for planning and progress to be made, even in this difficult time.

Despite the economy and circumstances, Lodi continues to employ best management practices. Although it is not the intention to build up Lodi's substandard General Fund reserves (9.6%) this year, management continues to be focused on creating a financially sustainable city with appropriate reserves and expenditure controls. Although cities are not required to have emergency reserves, a recent poll of 72 California cities by fiscal officers showed that on average, reserves are nearly 30% with 50% the most commonly reported reserve figure. In Lodi, we need to be continually mindful that our General Fund reserve needs to be restored to the minimum City Council-approved level.

Lodi has not been passive as the recession has unfolded. We have been quick to react. When Lodi realized that the revenue estimates calculated in early 2008 were too optimistic, Lodi revised and readopted its budget in November. During mid-year adjustments, Lodi sought the assistance of labor groups to lower costs. Furloughs have been implemented. Positions previously approved remain vacant. Travel has been reduced. It should be noted that on the other hand, the State of California went, for all-practical purposes, five months without a budget, with the result being a deeper deficit. It took a record-setting 45.5 hour marathon legislative session to even adopt a budget that is still dependent upon voter approval.

Lodi began preparing for an economic downturn prior to this last year. The City has been working to streamline operations and improve efficiency. The total number of department heads has been reduced by three over the past four years. Community Development, Recreation, and the Community Center have evolved to Special Revenue funds, thus allowing these activities to keep revenue generated from programs and providing a clearer picture of revenues and expenses and the precise amount of General Fund support. Non-performing assets have been sold. A new budget division was created to focus on the budget and investigate improving efficiencies. The number of employees have been reduced despite population growth.

While every effort has been made to preserve service levels, the reality is the public should expect that some services will decline in response to less revenue.

This is a difficult budget, but as an economist has pointed out, the United States has previously suffered through 32 recessions and all 32 ended. Recession 33 will end too, we just don't know when. Tough times never last, but tough people do.

**Approach and Budget Theme**

In broad terms, this budget deals with the following issues and approach:

- Manage declining General Fund revenues while maintaining the broad range of services;
- Reduce staff and/or personnel expenses;
- Streamline functions;
- Avoid using one-time revenues or relying on future revenue that may not materialize;
- Maintain balance among services;
- Complete the General Plan and address Wastewater Fund and Water Resource issues.

The budget was crafted to reduce all discretionary activities in a generally equal manner. Over a two-year span, General Fund revenues have declined approximately 14.2%. The resulting consequence is the need to reduce expenditures by a like amount. Using the FY 08/09 budget as a base, percentages of General Fund expenditures were assigned to all departments. Revenue was then projected for the upcoming Fiscal Year and an expenditure allowance was provided to the departments and/or divisions which equaled the percentages assigned. The majority of operational costs are due to personnel. In terms of reducing costs, personnel costs are too large to ignore and need to be cut to deal with declining revenues. Management has sought, and thankfully has received, cooperation from various employee organizations that have agreed to a mix of reductions in work hours, benefits, and compensation to avoid large-scale layoffs. Managing the reduction in expenditures without employee cooperation would have required much deeper reductions in service levels than what is expected now. Earlier calculations indicated that layoffs would have been numerous with the most coming from the biggest departments in the General Fund, Police and Fire.

It should be noted that at the time this draft budget was prepared, it was assumed that employee groups will contribute based upon set figures. If agreement is not reached, it is anticipated that expenditure figures will not change, but the number of employees will.

Of note, there are organizational changes in this budget. It is proposed that development-related inspection services be consolidated within the Community Development Department. Additionally, the lack of staffing at the Animal Shelter office is proposed to be resolved via a services contract with Lodi PALS.

Also, the Council may be interested to note that the budget maintains the downtown cleaning service that was initiated this past year, Streets Division tree maintenance, and a small increase ($20,000) in the Electric Utility budget for the Lodi Care program. This is to provide more funding for households in need of assistance with the City's utility bill.

The effect of the Federal Recovery and Reinvestment Act of 2009, the Stimulus Act, is unknown. This budget does not rely upon stimulus funding. Most of the stimulus funds are one-time money. One-time money can't be counted on for ongoing personnel costs. For those programs that are intended for personnel, the awards have not yet been made and the status of the funds is unknown.

**All Funds**

The City uses fund accounting to track expenses and revenues for different purposes. Funds are a self-balancing set of accounts, or can be thought of as various businesses under the control of the City Council. For the purpose of comparing year-to-year or against other cities, it is common to add all revenues and expenses from all funds. This is the all funds budget.

The all funds revenue budget for FY 2009/10 is $171,518,000. This is approximately an overall decrease of $14 million, or 7 1/2 % from the previous year, and a two-year decline of approximately $42.1 million.

The single largest fund of the City is the Electric Utility Fund that represents 43% of all funds, the General Fund represents 23%, Water and Wastewater each represent 8%. Other funds of note include the Community Development Fund ($1,427,900 in revenue), Community Center Fund ($1,859,700 in revenue), Recreation Fund ($1,844,300 in revenue), Library Fund ($1,453,900 in revenue), the Street Fund ($3,509,700 in revenue), and the Transit Fund ($4,232,800 in revenue). The Community Development Fund has been operating in a deficit for several years; although projections for FY 09/10 indicate a positive ratio of revenue vs. expenses. The Community Center and Recreation funds were recently created in FY 08/09.

Overall staffing levels for all funds include 421 full-time funded positions. This is 39 less than FY 2008/09, a 8.5% reduction. It is anticipated that the number of reductions will grow. As employees naturally depart City employment, many positions will remain unfilled to achieve cost savings.

To reduce costs, Lodi offered certain positions an additional retirement service credit of two years in exchange for retiring now. Thirteen employees have accepted the early retirement offer for a savings of approximately $1.1 million. When a position is opened up in this manner, the City must be committed to a vacancy for a period of time. The early retirement vacancies are reflected throughout the organization.

**General Fund**

The General Fund's primary source of revenue is taxes. It is the discretionary fund for basic government services such as public safety, parks, economic development, and provides financial support via transfers for recreation, arts, library, and cultural programs. The FY 2009/10 budget provides funding for the full-range of municipal services with the greatest emphasis on public safety.

The General Fund makes debt payments for the 2002 General Fund Certificates of Participation bond. The annual payment for FY 09/10 is $1,676,931 and is broken down as follows:

| | |
|---|---|
| Police Station | $760,071 (45%) |
| Hutchins Street Square | $663,329 (40%) |
| Downtown Improvements | $253,531 (15%) |

General Fund revenues have decreased this past year. The year-to-year decrease is $2.4 million and the two-year decrease is $5.8 million. This has forced the City to deal with the allocation of financial resources to various city services. Prior to the preparation of the FY 09/10 budget, the City Council was informed of the continuing decline in revenues and was asked if it desired to retain the same percentage of General Fund expenditures per department as it was in 2008/09. The Council responded in the affirmative, four members saying yes and one maybe. The budget was then prepared trying to retain the proportionate percentage as the previous year, this has occurred with a few exceptions.

General Fund expenditures consist primarily of personnel costs. Assuming that bargaining groups contribute according to requested amounts, personnel costs will make up 70.8% of General Fund expenditures.

The Police and Fire departments comprise 59.32% of the General Fund budget. Expressed in another manner, these two departments represent 148.24% of all property and sales tax revenues. In other words, if 100% of all property and sales tax revenues were dedicated to Police and Fire, another $7.7 million in revenue would still be required to meet the departments' demands.

Public service activities such as Public Works, Community Development, and Streets maintenance represent 7.33% of the General Fund; Culture and Recreation represent 13.31%; Administration and Economic Development represent 5.15%; and support services and Non-Departmental represent 14.89%.

Other issues of note: the General Fund contains funding for minor arts grants and support for the Enterprise Zone program. Fireworks will occur on the 4th of July, but at a reduced amount ($16,000, down from $22,000). The General Fund, via a new proposed services agreement, will provide for Animal Shelter staffing.

Again, although there is a significant amount of discussion concerning the Federal Stimulus Program, the General Fund has only factored in a few minor grants for equipment expenditures.

**Utilities and Other Funds**

The Electric Fund is the City's largest fund. FY 09/10 projected revenue is $73,752,410 and expenses are $72,634,564. Electric Utility will bring forward a balance of $13 million into the year and the June 30, 2010 projected balance is $14.1 million. This is an improvement from Fiscal Year 2005/06 when the reserve was in the neighborhood of $3.5 million.

The largest single line item for Electric Utility is bulk power purchase budgeted at $43,969,873.

Although a certain degree of pleasure can be taken from the improved financial condition of the Electric Utility, it must be noted that as of March 2, 2009, based upon a survey of Northern California Power Agency (NCPA) member agencies, Lodi's 76 days of cash was the lowest of all NCPA member agencies. Other agencies such as Alameda had 477 days cash, Santa Clara 305 days cash, Roseville 260 days cash, and Palo Alto 833 days cash. The improvement in Electric Utility's financial condition is connected with the reduction of the Payment In-lieu of Taxes (PILOT). Historically, Lodi transferred an amount equal to 12% or more of Electric Utility revenue to the General Fund. In Fiscal Year 2005/06, the City began reducing the percentage for the Electric Fund transfer. In 2007, the City Council formally changed the transfer policy, limiting the transfer to a fixed amount plus an increase based on the number of new customers rather than revenue. This has reduced the transfer by almost 3%.

The Water Utility is sound with a positive balance of $15 million being brought forward from the previous year. However, there are a number of unknowns with regard to future water expenses including the public's reaction to meters and the expected reduction in consumption and the impact upon the utility. With the exception of the Woodbridge Irrigation District water, Lodi is not charged for wholesale water. Therefore, the cost of the system is in maintaining the distribution system. Operational costs will not significantly vary even if water consumption declines and, typically, water consumption declines when water meters are introduced. The water utility will need to maintain adequate reserves to smooth out the anticipated reduction in revenues that is expected to occur as meters come online.

The Wastewater Fund is projected to take in $13,821,930 in revenue and spend $16,343,361 for a total annual deficit of $2,521,431. The large Flag City payment of $6 million in 2006 allowed the Wastewater Fund to operate at an annual deficit for the past several years and was used to absorb the lack of development fees needed to cover debt service for the $31 million 2007 Wastewater bond. Now, however, this revenue has been consumed.

Another fund that is operating in a deficit is the Community Development Fund. The Community Development Fund covers the activities of Planning, Building, and Neighborhood Services. It was established as a Special Revenue Fund in 2005/06 in order to set appropriate fees for planning and building activities. That was the only year that the fund operated in the black. It has operated in a deficit for the last two years. However, this fund is now projected to have a positive cash flow for FY 09/10, but a deficit fund balance will remain from that being carried forward from the previous fiscal year. As a cost-cutting move and in response to the lack of development, it is proposed to eliminate the Senior Planner position. In short, planning activities will then consist of one position. Both the Planning Manager and Senior Planner positions are proposed to be vacant.

In order to provide a streamlined permit system, development-related fire inspection services will be consolidated in Community Development. Community Development already provides fire-related plan-check services. This consolidation will also make better use of existing personnel and allow the Fire Inspector position, a position that will be vacant due to an early retirement, to remain unfilled.

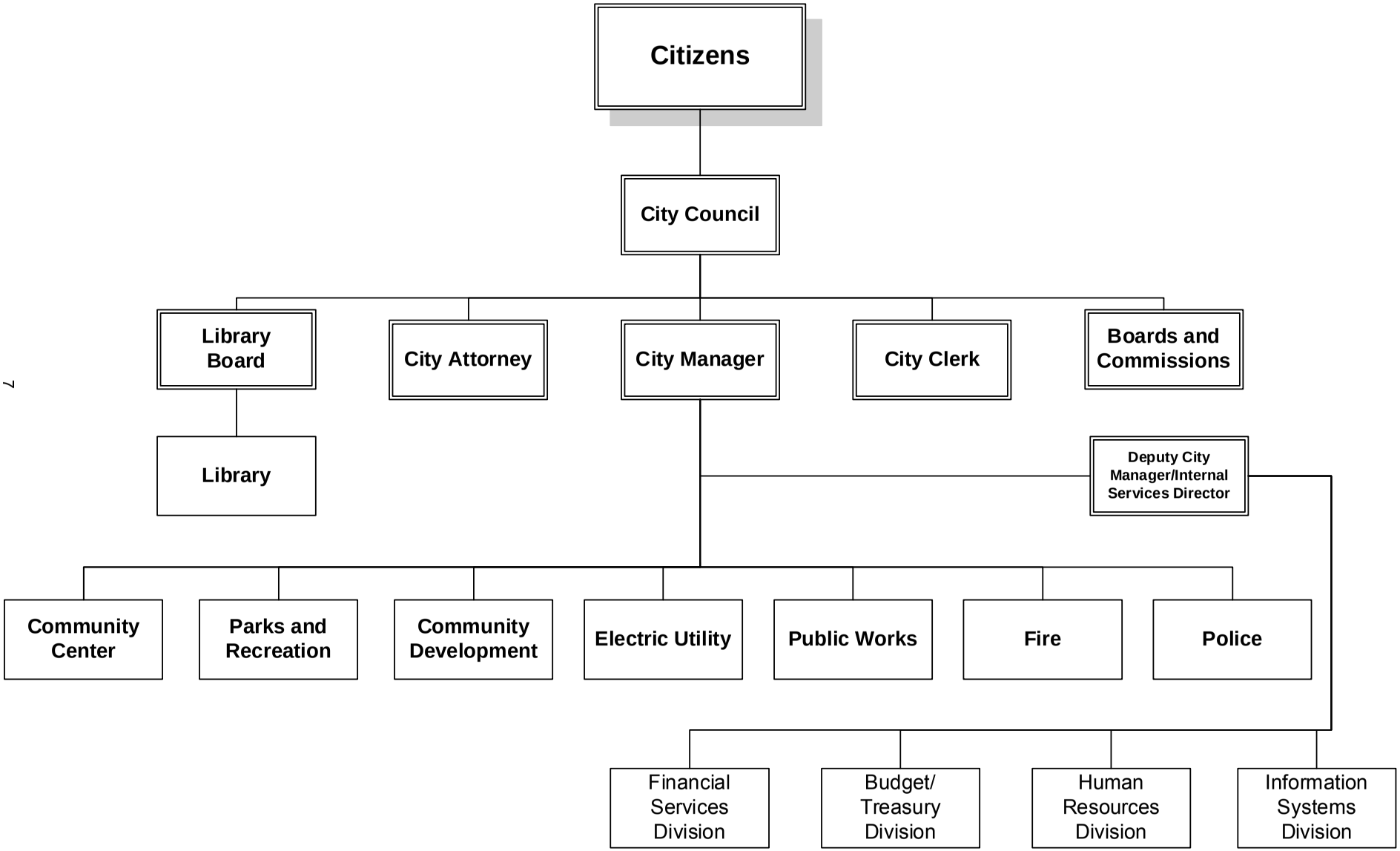
The Special Revenue funds of Recreation, Community Center and Library are projected to break even during the year. Streets fund balance contains funds set-aside for Lodi Avenue. Transit's fund balance is projected to grow by about $160,000. Other significant capital projects include work on the Grape Bowl, possible Roget Park, alley drainage improvements, Central Plume remediation work, and construction of Biosolids Dewatering facilities at While Slough.

**Acknowledgements**

My appreciation is extended to the staff team involved in preparing the 2009/10 budget: Deputy City Manager/Internal Services Director Jordan Ayers, (this is his first Lodi budget), Management Analysts Susan Bjork and Kirk Evans, and Senior Programmer Analyst Tyson Mordhorst. Thank you to the departments' staff who worked on the budget. Appreciation is extended to each labor group. Human Resources Manager Dean Gualco worked very hard to meet and discuss options with all of the City's bargaining units. He was joined by City Attorney Stephen Schwabauer. Also, special thanks are extended to Financial Services Manager Ruby Paiste, Susan Seward-Lake, Management Analyst Janet Hamilton and Communication Specialist Jeff Hood. Many hours go into preparing a budget. This is a tool and this tool's principle reason for existing is to help improve the quality of life for Lodi residents.

Blair King
City Manager

# City of Lodi


Citizens
City Council
Library Board
City Attorney
City Manager
City Clerk
Boards and Commissions
Library
Deputy City Manager/Internal Services Director
Community Center
Parks and Recreation
Community Development
Electric Utility
Public Works
Fire
Police
Financial Services Division
Budget/ Treasury Division
Human Resources Division
Information Systems Division

## STAFFING SUMMARY

| | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **CITY MANAGER** | | | | | |
| City Manager | 1 | 1 | 1 | 1 | 1 |
| Deputy City Manager/Internal Services Dir. | 1 | 1 | 1 | 1 | 1 |
| Management Analyst | 1 | 1 | 1 | 2 | 2 |
| Secretary to the City Manager | 1 | 1 | 1 | 1 | 1 |
| Senior Programmer/Analyst | 0 | 0 | 0 | 1 | 1 |
| **City Manager Total** | **4** | **4** | **4** | **6** | **6** |
| **CITY ATTORNEY** | | | | | |
| City Attorney | 1 | 1 | 1 | 1 | 1 |
| Deputy City Attorney I/II | 1 | 1 | 1 | 1 | 1 |
| Legal Secretary | 1 | 1 | 1 | 1 | 1 |
| **City Attorney Total** | **3** | **3** | **3** | **3** | **3** |
| **CITY CLERK** | | | | | |
| City Clerk | 1 | 1 | 1 | 1 | 1 |
| Administrative Clerk - (C) | 1 | 1 | 1 | 1 | 1 |
| Administrative Records Clerk - C | 0 | 1 | 1 | 1 | 1 |
| Assistant City Clerk | 0 | 0 | 0 | 1 | 1 |
| Deputy City Clerk | 2 | 1 | 1 | 0 | 0 |
| **City Clerk Total** | **4** | **4** | **4** | **4** | **4** |
| **COMMUNITY CENTER** | | | | | |
| Administrative Clerk | 1 | 1 | 1 | 1 | 1 |
| Administrative Secretary | 1 | 1 | 0 | 0 | 0 |
| Aquatics Coordinator | 1 | 1 | 1 | 0 | 0 |
| Art & Events Coordinator | 0 | 0 | 1 | 0 | 0 |
| Art & Events Manager | 0 | 0 | 0 | 1 | 1 |
| Community Center Director | 1 | 1 | 0.5 | 0.5 | 0.5 |
| Building Services/Event Coordinator | 0 | 1 | 0 | 0 | 0 |
| Facilities Maintenance Worker | 2 | 1 | 0 | 0 | 0 |
| Program Coordinator | 0 | 0 | 1 | 1 | 1 |
| Senior Services Coordinator | 1 | 1 | 1 | 0 | 0 |
| Senior Services Manager | 0 | 0 | 0 | 1 | 1 |
| Senior Facilities Maintenance Worker | 1 | 1 | 2 | 2 | 2 |
| Stage Technician | 1 | 1 | 1 | 1 | 1 |
| **Community Center Total** | **9** | **9** | **8.5** | **7.5** | **7.5** |
| **COMMUNITY DEVELOPMENT** | | | | | |
| Administrative Clerk | 2 | 1 | 1 | 1 | 0 |
| Administrative Secretary | 1 | 1 | 1 | 1 | 1 |
| Building Inspector I/II | 3 | 3 | 4 | 3 | 2 |
| Building Official | 1 | 1 | 1 | 1 | 1 |
| Community Development Director | 1 | 1 | 1 | 1 | 1 |
| Community Improvement Manager | 1 | 1 | 1 | 0 | 0 |
| Community Improvement Officer I/II | 2 | 0 | 0 | 0 | 0 |
| Junior/Assistant/Associate Planner | 2 | 2 | 1 | 1 | 1 |
| Junior Plans Examiner/Engineer | 0 | 0 | 0 | 1 | 1 |
| Neighborhood Services Manager | 0 | 0 | 0 | 1 | 1 |
| Permit Technician | 2 | 2 | 2 | 2 | 2 |
| Plan Check Engineer | 0 | 1 | 0 | 0 | 0 |
| Planning Manager | 1 | 1 | 1 | 1 | 0 |
| Senior Building Inspector | 1 | 0 | 0 | 0 | 0 |
| Senior Planner | 1 | 1 | 1 | 0 | 0 |
| **Community Development Total** | **18** | **15** | **14** | **13** | **10** |
| **ELECTRIC UTILITY** | | | | | |
| Administrative Clerk | 2 | 2 | 2 | 2 | 2 |
| Administrative Secretary | 1 | 1 | 1 | 1 | 1 |
| Assistant Electric Utility Director | 0 | 0 | 2 | 2 | 2 |
| Construction/Maintenance Supervisor | 1 | 1 | 1 | 1 | 1 |
| Distribution Planner | 0 | 0 | 3 | 3 | 3 |
| Distribution Planning Supervisor | 0 | 0 | 1 | 1 | 1 |

| STAFFING SUMMARY | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| Electric Apparatus Mechanic | 1 | 1 | 1 | 1 | 1 |
| Electric Foreman/Forewoman | 4 | 3 | 3 | 3 | 3 |
| Electric Line Apprentice | 0 | 2 | 2 | 2 | 2 |
| Electric Lineman/Linewoman | 4 | 3 | 3 | 5 | 5 |
| Electric Systems Supervisor | 0 | 1 | 1 | 1 | 0 |
| Electric Troubleshooter | 2 | 2 | 2 | 2 | 2 |
| Electric Utility Director | 1 | 1 | 1 | 1 | 1 |
| Electric Utility Rate Analyst | 1 | 1 | 1 | 1 | 1 |
| Electrical Drafting Technician | 1 | 2 | 2 | 2 | 2 |
| Electrical Estimator | 4 | 3 | 0 | 0 | 0 |
| Electrical Technician | 2 | 1 | 2 | 2 | 2 |
| Energy Specialist | 1 | 1 | 1 | 1 | 1 |
| Field Services Representative | 2 | 2 | 2 | 3 | 3 |
| Field Services Supervisor | 1 | 1 | 1 | 1 | 1 |
| Manager, Business Plan & Marketing | 1 | 0 | 0 | 0 | 0 |
| Manager, Customer Services & Programs | 1 | 1 | 1 | 1 | 1 |
| Manager, Electric Services | 1 | 1 | 0 | 0 | 0 |
| Manager, Engineering & Operations | 1 | 1 | 0 | 0 | 0 |
| Manager, Rates & Resources | 1 | 0 | 0 | 0 | 0 |
| Meter Reader | 3 | 4 | 4 | 3 | 3 |
| Metering Electrician | 0 | 1 | 1 | 1 | 1 |
| Senior Administrative Clerk | 1 | 1 | 1 | 1 | 1 |
| Senior Electric Troubleshooter | 1 | 1 | 1 | 1 | 1 |
| Senior Electric Utility Rate Analyst | 1 | 1 | 1 | 1 | 0 |
| Senior Electrical Estimator | 1 | 1 | 0 | 0 | 0 |
| Senior Power Engineer | 1 | 1 | 1 | 1 | 1 |
| Utility Equipment Specialist | 1 | 1 | 1 | 1 | 1 |
| Utility Operations Supervisor | 0 | 1 | 1 | 1 | 1 |
| Utility Service Operator I/II | 4 | 3 | 3 | 3 | 3 |
| Utility Service Operator I/II - Relief | 1 | 1 | 1 | 1 | 1 |
| **Electric Utility Total** | **47** | **47** | **48** | **50** | **48** |
| | | | | | |
| **INTERNAL SERVICES DEPARTMENT** | | | | | |
| Management Analyst | 0 | 0 | 1 | 0 | 0 |
| Sr. Programmer/Analyst | 0 | 0 | 1 | 0 | 0 |
| | | | | | |
| BUDGET DIVISION | | | | | |
| Administrative Clerk | 0 | 1 | 0 | 0 | 0 |
| Budget Manager | 1 | 1 | 1 | 1 | 0 |
| Buyer | 0 | 1 | 1 | 1 | 1 |
| Management Analyst | 1 | 2 | 2 | 2 | 2 |
| Purchasing Officer | 1 | 0 | 0 | 0 | 0 |
| Purchasing Technician | 1 | 1 | 1 | 1 | 1 |
| Senior Storekeeper | 1 | 1 | 1 | 1 | 1 |
| Storekeeper | 1 | 1 | 0 | 0 | 0 |
| | 6 | 8 | 6 | 6 | 5 |
| FINANCIAL SERVICES DIVISION | | | | | |
| Accountant I/II | 1 | 1 | 1 | 1 | 1 |
| Accounting Clerk | 3 | 3 | 3 | 3 | 2 |
| Administrative Clerk | 0 | 0 | 1 | 1 | 0 |
| Customer Service Representative | 8 | 8 | 8 | 8 | 8 |
| Customer Service Supervisor | 1 | 0 | 0 | 0 | 0 |
| Finance Technician | 2 | 2 | 2 | 2 | 2 |
| Financial Services Manager | 1 | 1 | 1 | 1 | 1 |
| Senior Customer Service Representative | 1 | 2 | 2 | 2 | 2 |
| Supervising Accountant | 1 | 1 | 1 | 1 | 1 |
| Utility Billing & Collections Supervisor | 1 | 1 | 1 | 1 | 1 |
| | 19 | 19 | 20 | 20 | 18 |
| HUMAN RESOURCES DIVISION | | | | | |
| Administrative Secretary - (C) | 1 | 0 | 0 | 0 | 0 |
| Human Resources Manager | 0 | 1 | 1 | 1 | 1 |
| Human Resources Technician | 1 | 1 | 1 | 1 | 1 |
| Management Analyst | 1 | 3 | 2 | 2 | 1 |

| STAFFING SUMMARY | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| Risk Manager | 1 | 0 | 0 | 0 | 0 |
| | 4 | 5 | 4 | 4 | 3 |
| INFORMATION SYSTEMS DIVISION | | | | | |
| Data Processing Manager | 1 | 1 | 1 | 0 | 0 |
| Information Systems Analyst | 1 | 1 | 1 | 0 | 0 |
| Information Systems Coordinator | 1 | 1 | 1 | 1 | 1 |
| Information Systems Manager | 1 | 1 | 1 | 1 | 1 |
| Information Systems Specialist | 1 | 1 | 1 | 1 | 1 |
| Network Administrator | 1 | 1 | 1 | 1 | 1 |
| Network Technician | 1 | 1 | 1 | 1 | 1 |
| Senior Programmer Analyst | 1 | 1 | 0 | 2 | 1 |
| | 8 | 8 | 7 | 7 | 6 |
| **Internal Services Total** | **37** | **40** | **39** | **37** | **32** |
| **FIRE DEPARTMENT** | | | | | |
| Administrative Secretary | 1 | 1 | 1 | 1 | 1 |
| Fire Battalion Chief | 4 | 4 | 4 | 4 | 4 |
| Fire Captain | 15 | 15 | 15 | 15 | 15 |
| Fire Chief | 1 | 1 | 1 | 1 | 1 |
| Fire Division Chief | 2 | 2 | 2 | 2 | 1 |
| Fire Inspector | 1 | 1 | 1 | 1 | 0 |
| Fire Engineer | 21 | 21 | 21 | 21 | 21 |
| Firefighter I/II | 18 | 18 | 18 | 18 | 16 |
| Permit Technician | 1 | 0 | 0 | 0 | 0 |
| Senior Administrative Clerk | 0 | 1 | 1 | 1 | 1 |
| **Fire Department Total** | **64** | **64** | **64** | **64** | **60** |
| **LIBRARY** | | | | | |
| Administrative Secretary | 1 | 1 | 1 | 1 | 1 |
| Librarian | 3 | 3 | 3 | 3 | 3 |
| Library Assistant | 4 | 4 | 4 | 4 | 3 |
| Library Services Director | 1 | 1 | 1 | 1 | 1 |
| Literacy Services Coordinator | 1 | 1 | 1 | 1 | 0 |
| Senior Library Assistant | 0 | 0 | 0 | 3 | 3 |
| Supervising Librarian | 1 | 1 | 1 | 1 | 1 |
| Supervising Library Assistant | 3 | 3 | 3 | 0 | 0 |
| **Library Total** | **14** | **14** | **14** | **14** | **12** |
| **PARKS & RECREATION DEPARTMENT** | | | | | |
| Administrative Clerk | 1 | 1 | 1 | 2 | 2 |
| Administrative Secretary | 1 | 1 | 1 | 1 | 1 |
| Aquatics Coordinator | 0 | 0 | 0 | 1 | 1 |
| Park Maintenance Worker | 11 | 11 | 11 | 11 | 11 |
| Management Analyst | 1 | 0 | 0 | 0 | 0 |
| Park Maintenance Worker III | 5 | 5 | 5 | 5 | 4 |
| Parks Project Coordinator | 1 | 1 | 1 | 1 | 1 |
| Parks & Recreation Director | 1 | 1 | 0.5 | 0.5 | 0.5 |
| Parks Superintendent | 1 | 1 | 1 | 1 | 1 |
| Parks Supervisor | 2 | 2 | 2 | 2 | 2 |
| Recreation Supervisor | 4 | 4 | 4 | 4 | 4 |
| Senior Administrative Clerk | 1 | 1 | 1 | 1 | 1 |
| Senior Facilities Maintenance Worker | 1 | 1 | 1 | 1 | 1 |
| Welder-Mechanic | 1 | 1 | 1 | 1 | 0 |
| **Parks & Recreation Total** | **31** | **30** | **29.5** | **31.5** | **29.5** |
| **POLICE DEPARTMENT** | | | | | |
| Administrative Clerk | 0 | 1 | 1 | 1 | 1 |
| Administrative Secretary | 1 | 1 | 1 | 1 | 1 |
| Animal Services Supervisor | 1 | 1 | 1 | 1 | 1 |
| Assistant Animal Services Officer | 2 | 2 | 2 | 2 | 2 |
| Community Improvement Officer I/II | 0 | 2 | 2 | 2 | 2 |
| Community Service Officer | 1 | 1 | 1 | 1 | 1 |
| Dispatcher/Jailer | 17 | 18 | 21 | 21 | 18 |

| STAFFING SUMMARY | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| Dispatcher Supervisor | 2 | 2 | 2 | 2 | 2 |
| Lead Dispatcher/Jailer | 2 | 2 | 3 | 3 | 3 |
| Management Analyst | 1 | 1 | 1 | 2 | 1 |
| Parking Enforcement Assistant | 2 | 2 | 2 | 2 | 1 |
| Police Captain | 2 | 2 | 2 | 2 | 2 |
| Police Chief | 1 | 1 | 1 | 1 | 1 |
| Police Corporal | 8 | 8 | 8 | 8 | 8 |
| Police Lieutenant | 6 | 6 | 6 | 6 | 4 |
| Police Officer (Includes 1 grant position) | 52 | 52 | 52 | 52 | 48 |
| Police Records Clerk | 4 | 5 | 5 | 5 | 4 |
| Police Records Clerk Supervisor | 1 | 1 | 1 | 1 | 1 |
| Police Sergeant | 9 | 9 | 9 | 9 | 9 |
| Special Services Manager | 1 | 1 | 1 | 0 | 0 |
| Supervising Code/Community Imp. Off. | 0 | 0 | 1 | 1 | 1 |
| Senior Police Administrative Clerk | 2 | 2 | 2 | 2 | 2 |
| **Police Department Total** | **115** | **120** | **125** | **125** | **113** |
| | | | | | |
| **PUBLIC WORKS DEPARTMENT** | | | | | |
| ADMINISTRATION | | | | | |
| Administrative Secretary | 1 | 1 | 1 | 1 | 1 |
| Management Analyst | 1 | 1 | 1 | 1 | 1 |
| Public Works Director | 1 | 1 | 1 | 1 | 1 |
| | 3 | 3 | 3 | 3 | 3 |
| ENGINEERING DIVISION | | | | | |
| Administrative Clerk | 2 | 2 | 2 | 1 | 1 |
| City Engineer/Deputy Public Works Director | 1 | 1 | 1 | 1 | 0 |
| Construction Project Manager | 1 | 1 | 1 | 1 | 1 |
| Engineering Technician I/II | 2 | 2 | 2 | 2 | 2 |
| Jr./Assistant Engineer/Associate Civil Engineer | 2 | 2 | 2 | 3 | 2 |
| Public Works Inspector I/II | 3 | 2 | 2 | 2 | 1 |
| Senior Civil Engineer | 3 | 3 | 3 | 3 | 2 |
| Senior Engineering Technician | 4 | 4 | 4 | 3 | 2 |
| Senior Traffic Engineer | 1 | 1 | 1 | 0 | 0 |
| | 19 | 18 | 18 | 16 | 11 |
| FLEET & FACILITIES | | | | | |
| Equipment Service Worker | 1 | 1 | 1 | 1 | 1 |
| Facilities Maintenance Worker | 1 | 1 | 1 | 1 | 1 |
| Facilities Supervisor | 1 | 1 | 1 | 1 | 1 |
| Fleet & Facilities Manager | 1 | 1 | 1 | 1 | 1 |
| Fleets Services Supervisor | 1 | 1 | 1 | 1 | 1 |
| Heavy Equipment Mechanic | 3 | 4 | 4 | 4 | 4 |
| Lead Equipment Mechanic | 2 | 2 | 2 | 2 | 2 |
| Parts Clerk | 1 | 1 | 1 | 1 | 1 |
| Senior Administrative Clerk | 1 | 1 | 1 | 1 | 1 |
| Senior Facilities Maintenance Worker | 1 | 1 | 1 | 1 | 1 |
| Welder-Mechanic | 1 | 1 | 1 | 1 | 1 |
| | 14 | 15 | 15 | 15 | 15 |
| STREETS & DRAINAGE | | | | | |
| Administrative Clerk | 1 | 1 | 1 | 1 | 1 |
| Administrative Secretary | 0 | 0 | 0 | 1 | 1 |
| Assistant Streets & Drainage Manager | 1 | 1 | 1 | 1 | 1 |
| Maintenance Worker | 12 | 12 | 12 | 10 | 10 |
| Office Supervisor | 1 | 1 | 1 | 0 | 0 |
| Senior Administrative Clerk | 1 | 1 | 1 | 1 | 1 |
| Street Maintenance Worker III | 8 | 8 | 8 | 6 | 6 |
| Streets & Drainage Manager | 1 | 1 | 1 | 1 | 0 |
| Street Supervisor | 3 | 3 | 3 | 3 | 3 |
| Tree Operations Supervisor | 1 | 1 | 1 | 1 | 1 |
| | 29 | 29 | 29 | 25 | 24 |
| | | | | | |
| WATER SERVICES | | | | | |
| Chief Wastewater Plant Operator | 1 | 1 | 1 | 1 | 1 |
| Electrician | 2 | 2 | 2 | 2 | 2 |

**STAFFING SUMMARY**

| | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| Environmental Compliance Inspector | 2 | 2 | 2 | 2 | 2 |
| Laboratory Services Supervisor | 1 | 1 | 1 | 1 | 1 |
| Laboratory Technician I/II | 2 | 2 | 2 | 2 | 2 |
| Maintenance Worker | 8 | 8 | 8 | 8 | 8 |
| Plant & Equipment Mechanic | 4 | 4 | 4 | 4 | 4 |
| Senior Plant & Equipment Mechanic | 3 | 3 | 2 | 2 | 2 |
| Wastewater Plant Operator I/II/III | 6 | 6 | 6 | 6 | 6 |
| Wastewater Treatment Superintendent | 1 | 1 | 1 | 1 | 1 |
| Water Services Manager | 1 | 1 | 1 | 1 | 1 |
| Water Services Technician | 1 | 1 | 1 | 1 | 1 |
| Water/Wastewater Maintenance Worker III | 5 | 5 | 5 | 5 | 5 |
| Water/Wastewater Superintendent | 1 | 1 | 1 | 1 | 1 |
| Water/Wastewater Supervisor | 3 | 3 | 3 | 3 | 3 |
| | 41 | 41 | 40 | 40 | 40 |
| TRANSPORTATION & COMMUNICATIONS | | | | | |
| Administrative Clerk | 0 | 0 | 0 | 1 | 1 |
| Jr/Asst/Assoc Planner | 0 | 0 | 1 | 1 | 1 |
| Transportation Manager | 1 | 1 | 1 | 1 | 1 |
| Transportation Technician | 0 | 1 | 0 | 0 | 0 |
| | 1 | 2 | 2 | 3 | 3 |
| **Total Public Works** | **107** | **108** | **107** | **102** | **96** |
| **ALL CITY DEPARTMENTS TOTAL** | **453** | **458** | **460** | **457** | **421** |

| Authorized Position Changes | | | | |
|---|---|---|---|---|
| | FY 08/09 | FY 09/10 | | |
| **Dept/Division** | **Current Title** | **Proposed Title/Position** | **Comment** | **Barg. Unit** |
| Community Center | Art/Events Coordinator | Art & Events Manager | Title change | Mid-Management |
| Community Center | Senior Services Coordinator | Senior Services Manager | Title change | Mid-Management |
| Community Development | Administrative Clerk | | Unfunded | General Services |
| Community Development | Building Inspector I/II | | Unfunded | General Services |
| Community Development | Building Inspector I/II | Junior Plan Check Engineer | Title change | General Services |
| Community Development | Community Improvement Manager | Neighborhood Services Manager | Title change | Mid-Management |
| Community Development | Planning Manager | | Unfunded | Mid-Management |
| Community Development | Senior Planner | | Eliminated | Mid-Management |
| Electric Utility | Electric Systems Supervisor | | Unfunded | Mid-Management |
| Electric Utility | Senior Electric Utility Rate Analyst | | Unfunded | Mid-Management |
| Internal Services - Budget | Budget Manager | | Unfunded | Mid-Management |
| Internal Services - Financial Services | Accounting Clerk | | Unfunded | General Services |
| Internal Services - Financial Services | Administrative Clerk | | Unfunded | General Services |
| Internal Services - Human Resources | Management Analyst | | Unfunded | Mid-Management |
| Internal Services - Information Systems | Senior Programmer/Analyst | | Unfunded | Mid-Management |
| Fire | Fire Division Chief | | Unfunded | Fire Mid-Mgmt |
| Fire | (2) Firefighter I/II | | Unfunded | Firefighters |
| Fire | Fire Inspector | | Unfunded | Firefighters |
| Library | Library Assistant | | Unfunded | General Services |
| Library | Literacy Services Coordinator | | Unfunded | Mid-Management |
| Library | Supervising Library Assistant | Senior Library Assistant | Title change | General Services |
| Parks & Recreation | | Administrative Clerk | New Position | General Services |
| Parks & Recreation | Park Maintenance Worker III | | Unfunded | Maintenance & Operators |
| Parks & Recreation | Welder-Mechanic | | Unfunded | Maintenance & Operators |
| Police | (3) Dispatcher/Jailer | | Unfunded | Dispatchers |
| Police | Management Analyst | | Unfunded | Mid-Management |
| Police | Parking Enforcement Assistant | | Unfunded | General Services |
| Police | (2) Police Lieutenant | | Unfunded | Police Mid-Mgmt |
| Police | (4) Police Officer | | Unfunded | Police |
| Police | Police Records Clerk i/II | | Unfunded | General Services |
| Police | Special Services Manager | Management Analyst | Re-class | Mid-Management |
| PW - Engineering | City Engineer/Deputy PW Director | | Unfunded | Mid-Management |
| PW - Engineering | Junior/Assistant/Associate Engineer | | Unfunded | General Services |
| PW - Engineering | Public Works Inspector I/II | | Unfunded | General Services |
| PW - Engineering | Senior Civil Engineer | | Unfunded | Mid-Management |
| PW - Engineering | Senior Engineering Technician | Assistant Engineer | Re-class | General Services |
| PW - Engineering | Senior Engineering Technician | | Unfunded | General Services |
| PW - Engineering | Senior Traffic Engineer | | Eliminated | Mid-Management |
| PW - Streets | Streets and Drainage Manager | | Unfunded | Mid-Management |
| PW - Streets | (2) Street Maintenance Worker III | | Eliminated | Maintenance & Operators |
| PW - Streets | (2) Maintenance Worker | | Eliminated | Maintenance & Operators |

## Two Years Additional Service Credit

| Postions That Have Accepted |
| --- |
| Associate Civil Engineer (1) |
| Building Inspector (1) |
| Dispatcher-Jailer (1) |
| Fire Captain (2) |
| Fire Chief (1) |
| Fire Inspector (1) |
| Parks Maintenance Worker III (1) |
| Public Works Inspector (1) |
| Senior Civil Engineer (1) |
| Senior Planner (1) |
| Senior Programmer/Analyst (1) |
| Streets & Drainage Manager (1) |

## ALL FUNDS

All City of Lodi funds project total revenues of $171,518,503 in the fiscal year beginning July 1, 2009, and expenditures of $170,222,668.

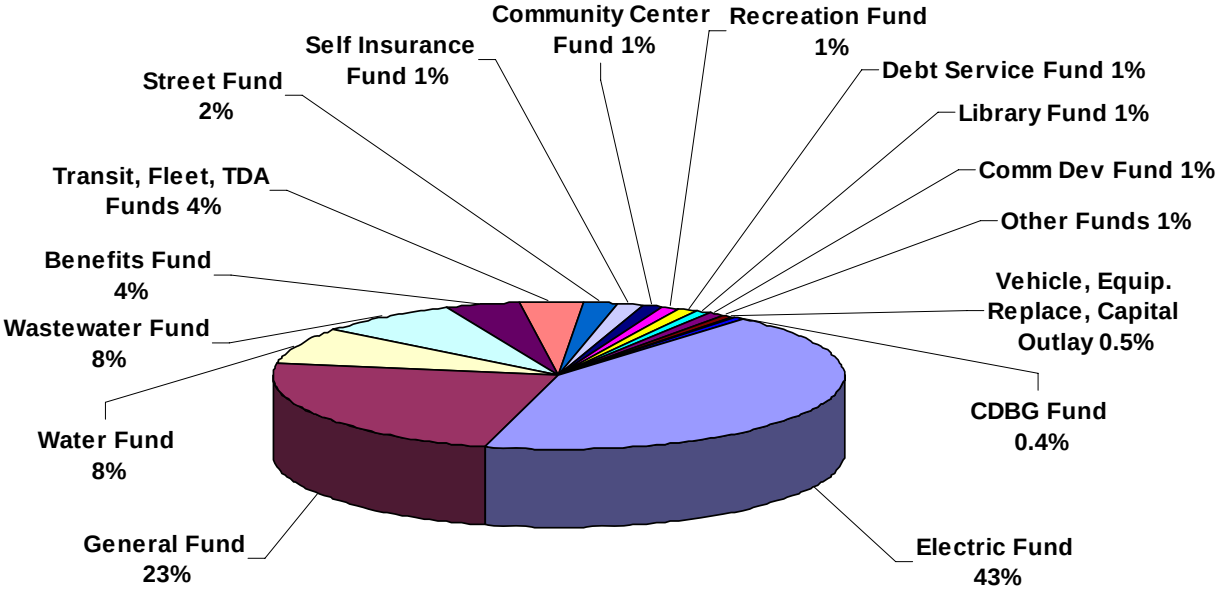
The Electric Fund is the City's largest, with $73,752,410 in projected revenue and $72,634,564 in expenditures. The Electric Fund covers the activities of the Lodi Electric Utility, which provides electricity within the Lodi city limits.

The General Fund projects revenues and expenditures of $39,870,901 in the fiscal year. The General Fund supports most of the City's discretionary programs, such as Police, Fire, park maintenance and administrative functions.

The All Funds figures overstate the City's actual revenue and spending. For example, $1 received by the Electric Utility and transferred to the General Fund to support general City services is counted by both funds as $1 received and $1 expended.

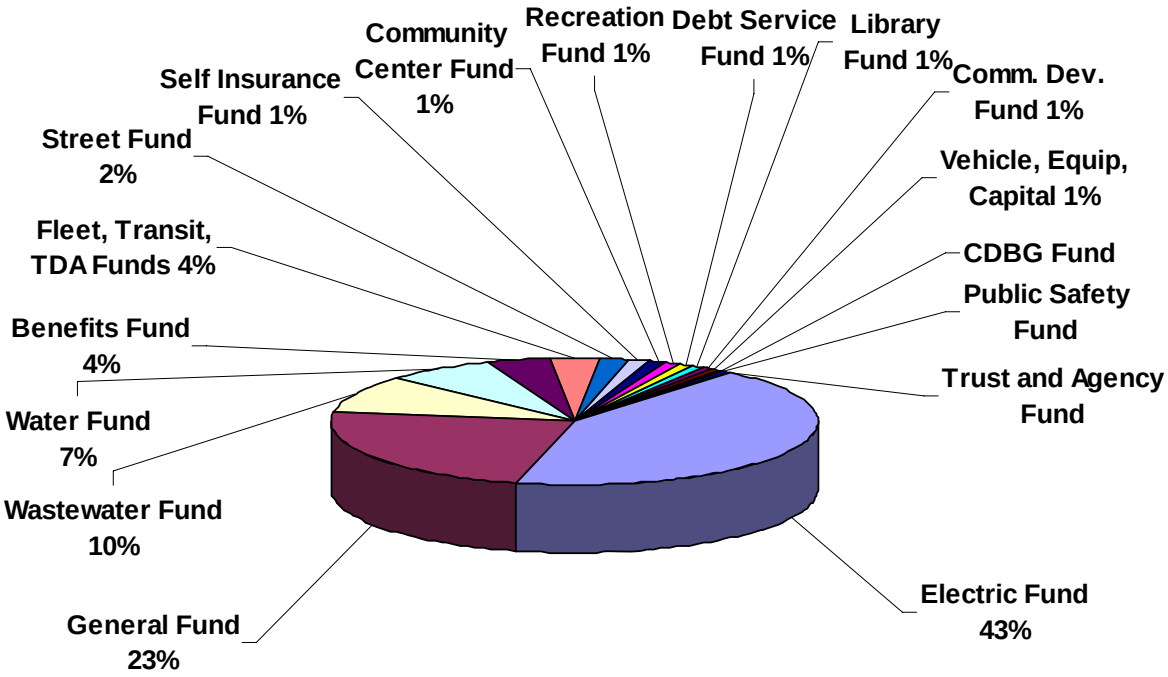
The following pages provide a detailed description of the City of Lodi's funds, including organizational charts, narrative summaries of the various activities, and financial tables.

# All Funds Revenues




| Fund | Budget 2009-10 |
|---|---|
| Electric Fund | 73,752,410 |
| General Fund | 39,870,901 |
| Water Fund | 14,186,738 |
| Wastewater Fund | 13,821,930 |
| Benefits Fund | 6,909,090 |
| Transit, Fleet, TDA Funds | 6,193,001 |
| Street Fund | 3,509,713 |
| Self Insurance Fund | 2,483,520 |
| Community Center Fund | 1,859,673 |
| Recreation Fund | 1,844,318 |
| Debt Service Fund | 1,676,931 |
| Library Fund | 1,453,901 |
| Community Development Fund | 1,427,891 |
| Other Funds | 975,215 |
| Vehicle, Equip. Replace, Capital Outlay Funds | 802,015 |
| CDBG Fund | 751,256 |
| Grand Total | 171,518,503 |

# All Funds Expenditures




| Fund | Budget 2009-10 |
|---|---|
| Electric Fund | 72,634,564 |
| General Fund | 39,870,901 |
| Wastewater Fund | 16,343,361 |
| Water Fund | 12,500,365 |
| Benefits Fund | 6,909,090 |
| Fleet, Transit, TDA Funds | 6,080,615 |
| Street Fund | 3,017,491 |
| Self Insurance Fund | 2,340,000 |
| Community Center Fund | 1,859,673 |
| Recreation Fund | 1,844,318 |
| Debt Service Fund | 1,676,931 |
| Library Fund | 1,419,910 |
| Community Development Fund | 1,123,218 |
| Vehicle, Equip. Capital Outlay Funds | 882,760 |
| CDBG Fund | 751,256 |
| Public Safety Fund | 580,151 |
| Trust and Agency Fund | 388,064 |
| Grand Total | 170,222,668 |

| City Wide Expenditures | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **4220 Operating Transfers Out** | 21,524,333 | 19,013,406 | 12,073,608 | 11,649,938 | 12,241,375 | Details in Supplemental Section |
| **090: Operating Transfers Out** | **21,524,333** | **19,013,406** | **12,073,608** | **11,649,938** | **12,241,375** | |
| **7100 Personnel Services** | 0 | 0 | -214,996 | -854,575 | 102,682 | |
| **7101 Regular emp salary** | 25,433,142 | 27,540,532 | 29,446,600 | 27,745,710 | 27,674,595 | Retirements and furloughs |
| **7102 Overtime** | 1,569,772 | 1,974,638 | 1,215,766 | 1,512,535 | 671,185 | Redutions in Police and Fire |
| **7103 Part time salary** | 1,422,099 | 1,690,820 | 1,224,454 | 1,678,494 | 1,587,164 | |
| **7104 Contract emp salary** | 83,772 | 132,028 | 300,684 | 112,618 | 0 | Converted contracted staff in EU to full time |
| **7106 Uniform allowance** | 154,557 | 152,584 | 161,423 | 154,493 | 61,765 | Reductions in Police and Fire |
| **7108 Meal allowance** | 915 | 2,940 | 381 | 1,381 | 469 | |
| **7109 Incentive pay** | 675,698 | 841,828 | 786,949 | 811,548 | 825,219 | |
| **7110 Admin leave pay** | 66,306 | 90,424 | 132,023 | 71,039 | 139,562 | |
| **7111 Workers comp** | 1,578,952 | 1,872,206 | 1,514,800 | 1,405,800 | 1,548,730 | |
| **7112 Medical insurance** | 3,868,606 | 4,401,771 | 4,962,742 | 4,303,772 | 4,896,933 | |
| **7113 Dental insurance** | 372,142 | 374,200 | 458,590 | 387,961 | 428,170 | |
| **7114 Vision care** | 98,970 | 99,783 | 114,689 | 102,109 | 107,055 | |
| **7115 Medicare insurance** | 350,264 | 397,108 | 387,972 | 373,970 | 370,988 | |
| **7121 Service contribution-PERS** | 6,433,311 | 6,808,989 | 7,207,735 | 6,986,176 | 6,653,366 | Payroll reductions |
| **7122 Social security payments** | 30,390 | 0 | 347 | 347 | 0 | |
| **7123 Deferred comp** | 607,493 | 666,662 | 706,309 | 673,032 | 193,200 | Employee contributions |
| **7124 LI & AD & D** | 84,071 | 84,183 | 121,828 | 127,833 | 99,153 | |
| **7125 Unemployment insurance** | 72,605 | 78,560 | 86,561 | 81,238 | 101,045 | |
| **7128 LTD** | 217,608 | 235,675 | 258,224 | 221,762 | 224,395 | |
| **7129 Chiropractic** | 19,175 | 20,692 | 22,884 | 21,593 | 23,690 | |
| **7130 Insurance refund** | 94,818 | 126,402 | 149,088 | 205,632 | 253,305 | Policy change |
| **7131 Other benefits** | 621,370 | 744,972 | 788,833 | 745,054 | 793,962 | |
| **7135 VTO Program** | -668 | 0 | 0 | 0 | 0 | |
| **7188 Transfer In** | 56,889 | -4,688,955 | -4,935,770 | -2,272,919 | -6,248,438 | |
| **7189 Transfer Out** | -56,889 | 4,380,685 | 3,834,003 | 4,621,821 | 5,634,320 | |
| **100: Personnel Services** | **43,855,368** | **48,028,727** | **48,732,119** | **49,218,424** | **46,142,515** | |
| **7201 Postage** | 235,635 | 259,073 | 271,310 | 257,105 | 266,275 | |
| **7202 Telephone** | 216,449 | 232,646 | 211,732 | 208,352 | 219,906 | |
| **7203 Cellular phone charges** | 95,870 | 110,173 | 87,180 | 102,572 | 108,394 | |
| **7204 Pagers** | 5,684 | 4,823 | 4,379 | 4,654 | 4,132 | |
| **7211 Electricity** | 1,984,092 | 2,184,557 | 2,376,620 | 2,392,457 | 2,591,900 | |
| **7212 Gas** | 207,237 | 229,746 | 162,720 | 147,720 | 158,680 | |
| **7213 Water** | 194,456 | 221,100 | 226,225 | 251,225 | 242,100 | |
| **7214 Sewer** | 42,459 | 43,942 | 45,100 | 41,100 | 56,200 | |
| **7215 Refuse** | 131,914 | 137,919 | 94,160 | 67,355 | 50,000 | New Waste Management contract |
| **200: Utility Comm. & Transportation** | **3,113,796** | **3,423,979** | **3,479,426** | **3,472,540** | **3,697,587** | |

| City Wide Expenditures | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7300 Supplies,Materials & Serv | 0 | 0 | 145,095 | -17,620 | 0 | |
| 7301 Printing,binding,duplication | 107,609 | 137,514 | 138,605 | 156,842 | 137,692 | |
| 7302 Photocopying | 39,723 | 40,296 | 34,544 | 34,448 | 35,465 | |
| 7303 Advertising | 75,457 | 136,864 | 92,450 | 84,448 | 81,780 | |
| 7304 Laundry & dry cleaning | 24,825 | 18,004 | 23,760 | 19,800 | 20,650 | |
| 7305 Uniforms | 39,435 | 41,891 | 45,625 | 52,383 | 56,213 | |
| 7306 Safety Equipment | 157,842 | 194,581 | 212,625 | 199,386 | 222,625 | |
| 7307 Office supplies | 127,347 | 156,146 | 122,668 | 115,186 | 112,115 | |
| 7308 Books & periodicals | 209,691 | 213,746 | 207,050 | 197,225 | 93,540 | |
| 7309 Membership & dues | 120,395 | 78,322 | 108,925 | 106,335 | 105,830 | |
| 7310 Uncollectible acct expense | 516,357 | 571,280 | 294,000 | 294,000 | 299,000 | |
| 7311 Collection agency fees | 15,870 | 6,940 | 17,900 | 17,900 | 20,500 | |
| 7312 Bank service charges | 94,264 | 126,266 | 90,650 | 93,975 | 87,750 | |
| 7313 Information systems software | 87,839 | 73,728 | 189,390 | 187,559 | 191,100 | |
| 7314 Business expense | 39,156 | 42,967 | 73,420 | 55,024 | 40,510 | |
| 7315 Conference expense | 102,341 | 130,172 | 202,850 | 171,774 | 134,805 | Reduced city-wide |
| 7318 Microfilming | 0 | 24,832 | 10,800 | 11,000 | 2,200 | |
| 7321 Rent of Land, facilities | 205,039 | 227,111 | 212,990 | 221,825 | 97,590 | Elimination of Finance lease |
| 7322 Rental of equipment | 377,922 | 392,316 | 250,930 | 251,236 | 242,053 | |
| 7323 Professional services | 283,589 | 284,301 | 311,750 | 430,245 | 281,911 | |
| 7323.1 Negotiations | 1,314 | 374 | 0 | 0 | 0 | |
| 7323.2 Grievances/Arbitration | 0 | 2,716 | 0 | 0 | 0 | |
| 7323.3 Investigations | 0 | 5,662 | 0 | 0 | 0 | |
| 7323 Professional services | 9,980,794 | 10,230,399 | 14,468,250 | 13,041,262 | 7,720,318 | |
| 7324 Purchased transp | 1,614,085 | 1,641,854 | 2,100,000 | 2,100,000 | 2,219,000 | |
| 7328 Hepatitis shots | 0 | 0 | 1,400 | 1,400 | 0 | |
| 7330 Repairs to comm equip | 38,892 | 50,624 | 33,370 | 25,190 | 33,700 | |
| 7331 Repairs to Mach & equip | 301,175 | 623,489 | 637,194 | 794,759 | 691,550 | |
| 7332 Repairs to office equip | 51,047 | 61,450 | 51,636 | 55,514 | 43,900 | |
| 7333 Repairs to vehicles | 733,410 | 1,470,788 | 1,656,431 | 1,693,128 | 1,938,274 | Aging fleet |
| 7334 Repairs to buildings | 88,796 | 123,774 | 113,109 | 110,180 | 99,350 | |
| 7335 Sublet service contracts | 1,590,046 | 1,476,765 | 1,682,247 | 1,639,017 | 1,678,112 | |
| 7336 Car wash | 8,068 | 16,538 | 16,778 | 17,221 | 19,592 | |
| 7337 Employee moving expenses | 5,852 | 0 | 0 | 0 | 0 | |
| 7338 Sponsorships | 0 | 0 | 0 | 0 | 10,000 | Youth Energy Summit |
| 7340 Representation expense | 0 | 159 | 0 | 0 | 2,725 | Council expenses when representing E.U. |
| 7343 PL & PD/other insurance | 1,996,363 | 1,679,286 | 526,350 | 238,875 | 1,078,230 | General Fund portion eliminated at mid-year |
| 7345 City rental insurance | 0 | 200 | 200 | 200 | 200 | |
| 7346 K-9 supplies | 18,132 | 5,481 | 7,500 | 4,200 | 3,640 | |

| City Wide Expenditures | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7351 Motor veh fuel, lube | 499,116 | 607,556 | 1,109,542 | 1,096,454 | 1,009,140 | |
| 7352 Special dept materials | 623,368 | 663,789 | 940,186 | 935,161 | 682,345 | |
| 7353 Janitorial supplies | 44,079 | 41,600 | 39,750 | 43,260 | 40,896 | |
| 7354 Photo supplies | 8,085 | 12,365 | 11,700 | 8,450 | 8,250 | |
| 7355 General supplies | 253,518 | 241,570 | 421,473 | 502,105 | 396,490 | |
| 7356 Medical supplies | 39,624 | 48,744 | 40,900 | 28,300 | 44,726 | |
| 7357 Care of prisoners | 34,229 | 39,011 | 38,000 | 40,000 | 42,581 | |
| 7358 Training & education | 97,409 | 84,142 | 176,880 | 144,761 | 138,390 | |
| 7359 Small tools and equip | 166,136 | 225,736 | 208,094 | 206,851 | 203,634 | |
| 7360 Overtime meals | 1,749 | 2,783 | 4,007 | 4,765 | 500 | |
| 7361 Employee relations | 466 | 313 | 500 | 500 | 500 | |
| 7362 Laboratory supplies | 32,616 | 25,573 | 28,962 | 27,462 | 32,050 | |
| 7363 Employees physical exams | 44,954 | 55,754 | 51,030 | 44,650 | 49,580 | |
| 7365 POST training | 75,061 | 124,738 | 90,000 | 90,000 | 90,000 | |
| 7366 Tuition Reimbursement | 37,059 | 32,376 | 23,500 | 34,500 | 25,199 | |
| 7367 Transport of materials | 1,628 | 3,529 | 1,800 | 1,800 | 6,000 | |
| 7369 Software Licensing Cost | 32,966 | -342 | 30,825 | 45,053 | 27,000 | |
| 7398 Reimbursable Expense | 54,320 | 61,876 | 36,010 | 62,809 | 44,000 | |
| 7399 Supplies, mat & services | 147,530 | 255,025 | 493,475 | 133,608 | 508,850 | |
| **300: Supplies, Materials & Services** | **21,246,588** | **22,812,974** | **27,827,126** | **25,854,406** | **21,152,051** | |
| 7601 Work for others | 390,965 | 316,692 | 411,360 | 407,360 | 419,850 | |
| **400: Work for Others** | **390,965** | **316,692** | **411,360** | **407,360** | **419,850** | |
| 7700 Equipment, Land & Structures | 0 | 0 | 117,000 | 20,000 | 70,000 | Fewer Streets and Transit projects |
| 7700.1050 Equipment, Land & Structu | 0 | 0 | 24,000 | 0 | 0 | |
| 7700 Equipment, Land & Structures | 0 | 0 | 4,702,061 | 2,279,402 | 911,256 | |
| 7701 Office equip | 33,241 | 182,015 | 100,442 | 59,778 | 21,300 | |
| 7702 Household equipment | 2,587 | 689 | 0 | 0 | 0 | |
| 7706 Traffic Signal equip | 18,881 | 25,568 | 18,900 | 13,900 | 13,900 | |
| 7707 Street lighting equip | 60,048 | 64,656 | 50,000 | 50,000 | 50,000 | |
| 7709 Shop equipment | 4,401 | 0 | 117,361 | 260,000 | 0 | Transit's MSC shop project |
| 7711 Transformers | 0 | 11,578 | 178,000 | 178,000 | 200,000 | |
| 7712 Meters | 35,228 | 119,204 | 50,000 | 50,000 | 50,000 | |
| 7713 Wire | 24,148 | 296,245 | 131,855 | 131,855 | 135,000 | |
| 7714 Poles and pole line hrdware | 68,436 | 100,942 | 95,500 | 95,500 | 96,000 | |
| 7715 Data Processing hrdware | 158,050 | 161,341 | 52,475 | 46,475 | 19,600 | |
| 7717 Communication equip | 26,088 | 90,085 | 58,926 | 173,556 | 3,300 | One time monies for Public Safety |
| 7718 Grant equip | 319,961 | 83,082 | 3,211 | 0 | 480,151 | Radio equipment - grant funded |
| 7719 Other equip | 90,299 | 312,047 | 175,191 | 267,175 | 217,600 | |
| 7720 Other contracts | 2,574,553 | 2,026,952 | 875,765 | 1,099,653 | 127,000 | Transit's MSC Shop project |

| City Wide Expenditures | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7722 Right of way | 0 | 615 | 0 | 0 | 0 | |
| 7724 Buildings | 1,010 | 0 | 0 | 0 | 0 | |
| 7725 Other Structures | 729 | 0 | 0 | 0 | 0 | |
| 7726 Streets | 13,759 | 0 | 65,844 | 0 | 0 | |
| 7727 Curb, gutter & sidewalks | 49,799 | 66,403 | 25,000 | 25,000 | 5,000 | |
| 7730 Underground lines & hrdware | 0 | 42,476 | 165,605 | 165,605 | 0 | |
| 7731 Storm drains | 37,406 | 26,785 | 72,670 | 60,000 | 11,500 | |
| 7789 Transfer Out | 1,329,038 | 1,583,495 | 1,516,490 | 1,517,076 | 386,235 | |
| 7797 Bus shelters | 0 | 6,258 | 0 | 0 | 0 | |
| 7798 Bus benches | 0 | 0 | 0 | 15,000 | 0 | |
| **500: Equipment, Land & Structures** | **4,847,662** | **5,200,436** | **8,596,296** | **6,507,975** | **2,797,842** | |
| 7850 Fleet | 0 | 0 | 1,140,000 | 0 | 150,000 | Fewer capital purchases |
| 7851 Vehicles & Equipment | 854,350 | 1,389,253 | 1,019,257 | 586,223 | 535,000 | Fewer capital purchases |
| 7852 Heavy equipment | 0 | 285,398 | 0 | 0 | 0 | |
| **550: Fleet** | **854,350** | **1,674,651** | **2,159,257** | **586,223** | **685,000** | |
| 7636 Amortization | 4,997,210 | 4,701,037 | 0 | 0 | 0 | |
| 7900 Debt service | 0 | 0 | 8,338,835 | 96,106 | 9,074,220 | |
| 7924 Bond interest | 7,185,938 | 7,492,332 | 0 | 0 | 0 | |
| 7925 Bond principal | 771,232 | 777,829 | 0 | 0 | 0 | |
| 7927 Loan interest | 83,926 | 45,506 | 0 | 0 | 0 | |
| 8000 Special payments | 0 | 0 | -927,359 | -1,012,359 | -938,602 | |
| 8021 Donations | 10,000 | 0 | -2,652 | 0 | 42,500 | Arts Grants |
| 8021.1 Donations-LCVB | 0 | 0 | 93,500 | 90,848 | 78,070 | 19% of TOT |
| 8021.2 Donations-DLBP | 0 | 0 | 35,000 | 35,000 | 28,900 | 15% reduction |
| 8021.3 Donations-SJ Partnership | 0 | 0 | 35,000 | 35,000 | 29,750 | 15% reduction |
| 8021.4 Donations-Lodi Dist C | 0 | 0 | 1,424 | 1,424 | 1,500 | |
| 8021.5 Donations-Fireworks | 0 | 0 | 22,000 | 22,000 | 16,000 | |
| 8021.6 Donations-SJC Ent Zone | 0 | 0 | 23,000 | 23,000 | 21,776 | |
| 8021 Donations | 35,300 | 50,000 | 50,000 | 50,000 | 0 | |
| 8022 Taxes | 116,714 | 112,674 | 125,600 | 123,720 | 121,100 | |
| 8023 Refunds/Rebates | 1,574 | 874 | 3,000 | 3,000 | 3,000 | |
| 8026 Property tax admin fee | 221,461 | 209,216 | 225,000 | 225,000 | 225,000 | |
| 8031 ISF Workers comp | 303,934 | 314,181 | 318,200 | 300,000 | 300,000 | |
| 8032 ISF Temp disability-WC | 86,796 | 250,052 | 0 | 260,000 | 0 | |
| 8033 ISF Perm disability WC | 324,673 | 116,692 | 0 | 350,000 | 0 | |
| 8041 Retiree's Medical Reimb. | 448,667 | 551,076 | 698,752 | 670,403 | 600,000 | |
| 8050 Employee Assistance program | 10,340 | 5,829 | 2,400 | 1,936 | 2,400 | |
| 8051 Life Insurance | 65,232 | 67,564 | 94,656 | 70,359 | 72,125 | |
| 8052 Accidental Death Ins | 12,624 | 13,012 | 29,694 | 14,180 | 26,690 | |

| City Wide Expenditures | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **8053 Unemployment Ins** | 47,021 | 67,492 | 84,543 | 80,000 | 97,055 | |
| **8054 Long-term Disability** | 152,286 | 211,368 | 262,062 | 195,311 | 233,430 | |
| **8055 Employee Recognition** | 25,876 | 22,851 | 26,500 | 26,500 | 14,025 | |
| **8056 Flexible Spending** | 4,964 | 5,379 | 3,950 | 5,100 | 5,100 | |
| **8057 Boiler Insurance** | 11,334 | 0 | 14,000 | 14,661 | 15,000 | |
| **8058 Property Insurance** | 90,987 | 0 | 103,500 | 114,718 | 115,000 | |
| **8059 Surety Bonds** | 7,606 | 5,425 | 8,280 | 29,400 | 0 | |
| **8065 WC-Medical Services** | 314,344 | 398,129 | 0 | 462,000 | 0 | |
| **8066 WC-Vocational Rehab** | 8,165 | 8,170 | 0 | 5,000 | 0 | |
| **8067 WC-Legal Counsel** | 41,628 | 44,615 | 0 | 57,000 | 0 | |
| **8097 Lodi CARE Program** | 36,218 | 7,083 | 0 | 25,000 | 43,000 | |
| **8098 Public Benefits Program** | 135,847 | 313,176 | 351,599 | 325,000 | 375,000 | |
| **8099 Special payments** | 9,797,089 | 10,267,027 | 14,498,427 | 21,173,655 | 15,003,776 | Tax pmts, debt service pmts, wkrs comp |
| **600: Special Payments** | **25,348,986** | **26,058,589** | **24,518,911** | **23,872,962** | **25,605,815** | |
| **7788 Transfer In** | -1,329,038 | -969,440 | -950,940 | -950,940 | 0 | |
| **8198 Transfer In** | -879,178 | 0 | 0 | 0 | 0 | |
| **8199 Transfer Out** | 879,178 | 5,138 | -66,903 | -66,903 | 0 | |
| **700: Interfund Transfers** | **-1,329,038** | **-964,302** | **-1,017,843** | **-1,017,843** | **0** | |
| 80( 8201 Power purchase | 43,362,499 | 44,557,595 | 46,870,976 | 46,871,711 | 43,969,873 | |
| **8201 Power purchase** | 43,362,499 | 44,557,595 | 46,870,976 | 46,871,711 | 43,969,873 | |
| **8202 NCPA - GOR adjustments** | 0 | -1,696,044 | 0 | 0 | 0 | |
| **8301 WID Water Purchase** | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | |
| **800: Bulk Power Purchase** | **44,562,499** | **44,061,551** | **48,070,976** | **48,071,711** | **45,169,873** | |
| **1820 Construction in Progress-CY** | -8,921,508 | -28,883,666 | 24,077,508 | 11,457,149 | 12,310,760 | Fewer capital projects |
| **1825 contracts** | 7,860,637 | 21,519,439 | 7,894,385 | 1,991,586 | 0 | |
| **1827 Force account** | 409,162 | 646,995 | 0 | 0 | 0 | |
| **1829 Equipment** | 210,981 | 1,847,200 | 350 | 0 | 0 | |
| **1831 Materials** | 79,723 | 2,896,104 | 1,613 | 0 | 0 | |
| **1833 Labor** | 1,895 | 77,568 | 12,750 | 0 | 0 | |
| **1835 Acquisition** | 12,250 | 217,846 | 0 | 0 | 0 | |
| **1836 Other** | 249,621 | 601,231 | 0 | 0 | 0 | |
| **1841 Transformers** | 0 | 113,801 | 0 | 0 | 0 | |
| **1842 Meters** | 0 | 763,416 | 0 | 0 | 0 | |
| **1843 Wires** | 31,622 | 108,638 | 0 | 0 | 0 | |
| **1844 Poles & Pole Line Hardware** | 65,619 | 91,432 | 0 | 0 | 0 | |
| **900: Capital Projects** | **2** | **4** | **31,986,606** | **13,448,735** | **12,310,760** | |
| **City Wide Expenditures Total** | **164,415,511** | **169,626,707** | **206,837,842** | **182,072,431** | **170,222,668** | |

## GENERAL FUND

The City of Lodi General Fund projects revenue and spending of $39,870,901 in Fiscal Year 2009/10.

Sales tax, property tax and and Electric Utility in-lieu payments account for nearly 58 percent of General Fund revenue, and the Police and Fire departments consume nearly 60 percent of all General Fund revenue.

General Fund revenue is the City's discretionary fund. It also supports City administration and overhead, a portion of the Public Works Department, the Parks Division, Internal Services and costs that are not associated with a particular department, such as citywide utilities.

In addition, the General Fund contributes to the Community Development Department, the Recreation Division and the Hutchins Street Square Community Center to support their operations. Funding for the Library is transferred from the General Fund.

The following pages provide a detailed description of each General Fund activity and financial tables.

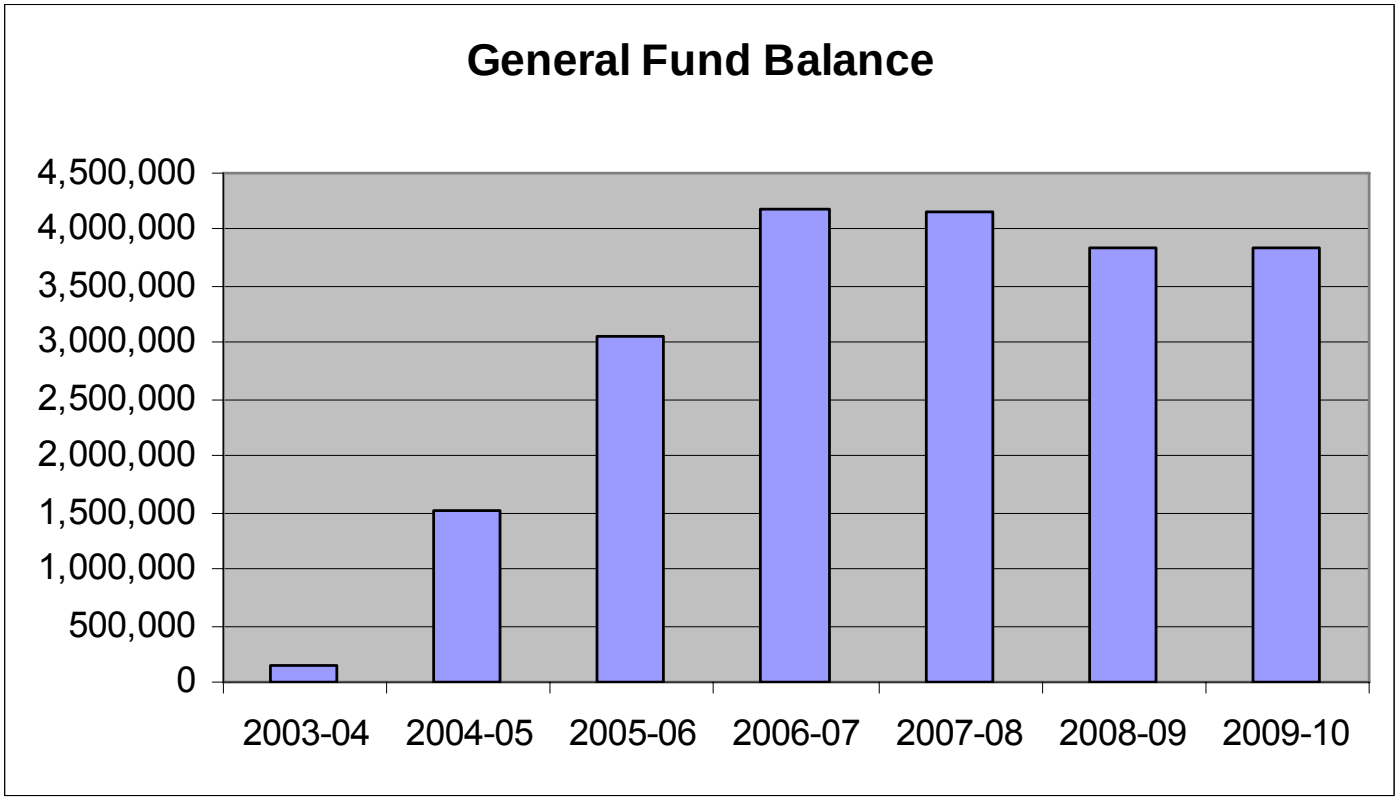
# General Fund
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**

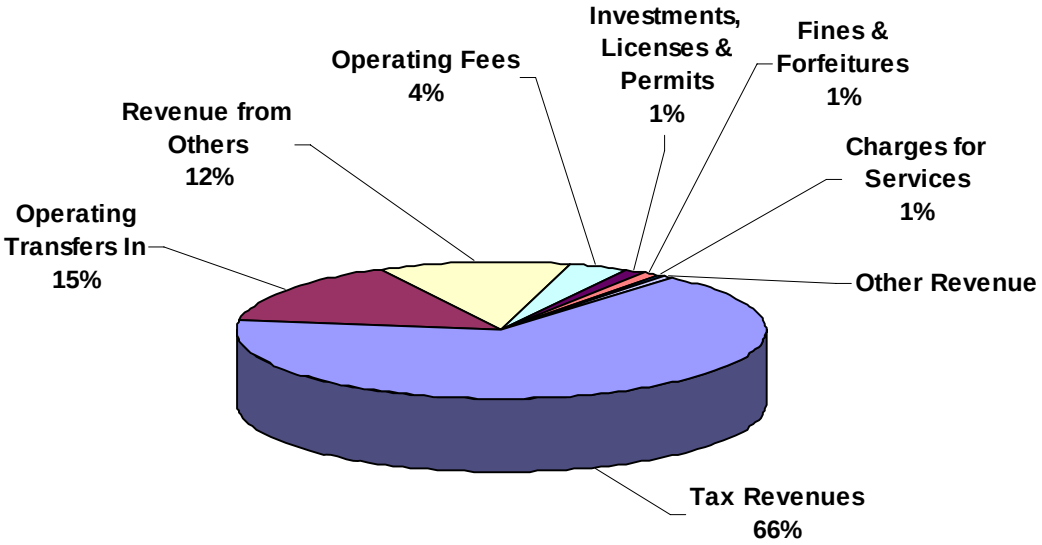
**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **General Fund** | | | | | |
| **Fund Balance (Net Assets)** | | | | | |
| **Beginning Fund Balance (Net Assets) Unreserved** | 3,048,435 | 4,175,522 | 4,534,293 | 4,159,007 | 3,831,962 |
| **Revenues** | 43,728,599 | 44,487,632 | 42,229,193 | 42,083,695 | 39,870,901 |
| **Expenditures** | 42,601,512 | 44,504,147 | 42,709,952 | 42,410,740 | 39,870,901 |
| **Net Difference (Revenues Less Expenditures)** | 1,127,087 | (16,515) | (480,759) | (327,045) | - |
| **Fund Balance (Net Assets)** | | | | | |
| **Ending Fund Balance (Net Assets) Unreserved** | 4,175,522 | 4,159,007 | 4,053,534 | 3,831,962 | 3,831,962 |



# General Fund Revenues




| General Fund Revenues | Budget 2009-10 |
|---|---|
| Tax Revenues | 26,478,675 |
| Operating Transfers In | 5,932,983 |
| Revenue from Others | 4,681,271 |
| Operating Fees | 1,431,032 |
| Investments, Licenses & Permits | 520,550 |
| Fines & Forfeitures | 385,000 |
| Charges for Services | 246,940 |
| Other Revenue | 194,450 |
| Grand Total | 39,870,901 |

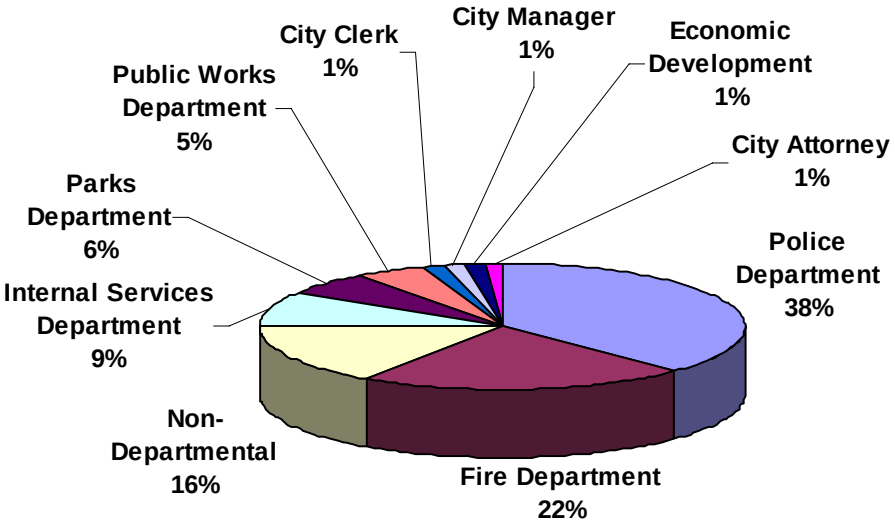
| General Fund Revenue | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **100: General Fund B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 5,002,314 | 5,159,122 | 5,932,983 | 5,932,983 | 5,932,983 | Cost of services from other funds |
| **090: Operating Transfers In Total** | **5,002,314** | **5,159,122** | **5,932,983** | **5,932,983** | **5,932,983** | |
| **100: General Fund B/S Total** | **5,002,314** | **5,159,122** | **5,932,983** | **5,932,983** | **5,932,983** | |
| | | | | | | |
| **1001: General Fund Rev** | | | | | | |
| 100: Tax Revenues | | | | | | |
| 5011 Property Taxes-CY Secured | 9,288,762 | 9,210,180 | 9,016,000 | 9,115,768 | 8,475,000 | Assessed value rollbacks |
| 5031 Sales & Use Tax | 7,503,193 | 6,899,219 | 8,956,000 | 8,439,000 | 7,479,255 | Business closures, sales declines |
| 5032 Public Safety -Prop 172 | 390,417 | 338,205 | 320,000 | 290,000 | 266,000 | |
| 5034 Transient Occupancy Tax | 380,337 | 395,947 | 495,300 | 476,000 | 411,000 | Fewer travelers |
| 5035 Real Prop. Transfer Tax | 234,922 | 125,035 | 158,100 | 140,000 | 140,000 | |
| 5036 Business License Tax | 1,069,401 | 1,040,830 | 1,039,000 | 1,040,830 | 975,000 | Business closures |
| 5039 In-lieu Sales Tax | 2,633,765 | 2,399,886 | 0 | 0 | 0 | |
| 5040 Card Room Fee | 12,290 | 98,823 | 100,000 | 114,750 | 114,750 | |
| 5051 Waste Removal Franchise | 401,266 | 397,530 | 416,000 | 416,000 | 941,500 | Full year revenue |
| 5052 Industrial Waste Franchise | 44,583 | 54,021 | 45,000 | 50,000 | 45,000 | |
| 5053 Gas Franchise | 205,378 | 201,850 | 250,000 | 205,400 | 205,000 | |
| 5054 Cable TV Franchise | 258,166 | 299,639 | 375,000 | 425,000 | 425,000 | |
| 5055 Electric Franchise | 19,703 | 22,506 | 20,700 | 24,500 | 24,500 | |
| 5081 In-lieu Franchise-Electric | 6,779,000 | 6,873,228 | 6,941,960 | 6,976,670 | 6,976,670 | Per formula |
| 5082 In-lieu Franchise-Sewer | 892,500 | 830,000 | 0 | 0 | 0 | |
| 5083 In-lieu Franchise-Water | 767,040 | 418,699 | 0 | 0 | 0 | |
| **100: Tax Revenues Total** | **30,880,723** | **29,605,598** | **28,133,060** | **27,713,918** | **26,478,675** | |
| 200: Licenses & Permits | | | | | | |
| 5113 Animal Licenses | 30,654 | 26,090 | 31,000 | 15,100 | 25,000 | |
| 5114 Bicycle Licenses | 2,534 | 2,958 | 2,600 | 2,600 | 2,600 | |
| 5141 Street & Lot Permits | 11,979 | 10,274 | 10,700 | 8,600 | 9,000 | |
| 5142 Industrial Refuse Collection | 1,000 | 2,000 | 1,000 | 2,000 | 2,000 | |
| 5143 Alarm Permits | 30,610 | 31,400 | 26,000 | 26,000 | 26,000 | |
| 5144 Transportation Permit | 7,188 | 8,203 | 8,000 | 3,200 | 3,350 | |
| **200: Licenses & Permits Total** | **83,965** | **80,925** | **79,300** | **57,500** | **67,950** | |
| 300: Fines & Forfeitures | | | | | | |
| 5201 Veh Code-Moving Violation | 262,488 | 293,499 | 280,000 | 300,000 | 290,000 | |
| 5202 Court Fines | 12,141 | 25,699 | 13,200 | 20,000 | 10,000 | |
| 5203 Overparking | 68,387 | 61,190 | 75,000 | 60,000 | 46,000 | Vacant parking enforcement position |
| 5204 Parking Fees-DMV Hold | 29,530 | 21,730 | 23,000 | 23,000 | 18,000 | |
| 5205 False Alarm Penalty | 16,125 | 16,650 | 18,000 | 19,000 | 16,000 | |
| 5206 Nuisance Fines | 0 | 2,500 | 0 | 2,000 | 1,000 | |
| 5211 Code Enforcement Fine | 0 | 1,200 | 200 | 1,000 | 4,000 | Increased activity |
| **300: Fines & Forfeitures Total** | **388,671** | **422,468** | **409,400** | **425,000** | **385,000** | |
| 400: Investment/Property Revenues | | | | | | |

| General Fund Revenue | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 5332 Investment earnings | 48,300 | 25,134 | 20,000 | 0 | 0 | |
| 5361 Rent | 50,397 | 273,563 | 236,700 | 238,073 | 449,100 | Court, NCPA, Agriculture leases |
| 5391 Sale of City Property | 44,261 | 6,774 | 3,500 | 344,000 | 3,500 | |
| **400: Investment/Property Revenues Tota** | **142,958** | **305,471** | **260,200** | **582,073** | **452,600** | |
| 500: Revenue from Others | | | | | | |
| 5494 State Motor Veh In-Lieu | 368,998 | 293,926 | 300,000 | 160,000 | 138,000 | State admin fees consuming most revenue |
| 5499 In-lieu - VLF | 4,265,591 | 4,503,172 | 4,640,000 | 4,562,795 | 4,197,771 | |
| 5567 Police Other Grants | 13,255 | 3,876 | 25,000 | 2,000 | 0 | |
| 5602 Sch Drug Suppression Reimb | 204,152 | 204,152 | 214,000 | 214,000 | 238,000 | |
| 5604 State Special Grants | 0 | 217 | 0 | 0 | 0 | |
| 5654 HSS Senior Grant | 7,500 | 0 | 0 | 0 | 0 | |
| 5691 Police Training-POST | 56,120 | 32,221 | 35,000 | 90,000 | 90,000 | |
| 5696 State Mandates SB90 | 264,638 | 75,866 | 0 | 24,700 | 0 | |
| 5713 After School Programs | 271,160 | (46,605) | 0 | 0 | 0 | |
| 5940 Lodi Grape Festival Reimb | 15,000 | 15,000 | 20,000 | 15,000 | 17,500 | Actual contract value |
| **500: Revenue from Others Total** | **5,466,414** | **5,081,825** | **5,234,000** | **5,068,495** | **4,681,271** | |
| 600: Charges for Services | | | | | | |
| 5084 Admin fees-CVW | 240,945 | 240,945 | 345,675 | 511,695 | 246,940 | Previously included some franchise fee rev |
| **600: Charges for Services Total** | **240,945** | **240,945** | **345,675** | **511,695** | **246,940** | |
| 610: Public Safety Fees | | | | | | |
| 5399 Repairs & Demolition Reimb. | 0 | 2,028 | 0 | 1,000 | 25,000 | Code Enforcement activity |
| 5706 Vehicle Abate Serv Authori | 0 | 38,352 | 0 | 48,000 | 25,000 | |
| 5932 Fingerprinting | 30,106 | 23,713 | 25,000 | 25,000 | 20,000 | |
| 5933 Vehicle Towing | 0 | 96,940 | 50,000 | 80,000 | 80,000 | Prior actuals support increase |
| 5935 Animal Shelter Fees | 26,495 | 28,348 | 33,000 | 22,500 | 25,000 | |
| 5936 Police Record Fees | 81 | 185 | 200 | 200 | 100 | |
| 5939 Fix Ticket/Vin Verification | 3,515 | 2,415 | 2,800 | 2,800 | 2,400 | |
| 5971 Fire Dept.Services-Other | 25,075 | 67,628 | 0 | 135,000 | 100,000 | |
| 5973 Site Planning | 5,475 | 5,400 | 5,000 | 9,000 | 10,000 | |
| 5974 Fire Permit Review/Insp. | 56,035 | 107,070 | 75,000 | 60,000 | 3,000 | |
| 5975 Fire Protect'n Eqpt Revw & Ins | 42,384 | 32,872 | 40,000 | 10,000 | 10,000 | |
| 5976 Fire Misc.Development | 673 | 933 | 500 | 1,000 | 0 | |
| 5979 Misc. Charges & Fees | 225 | 0 | 375 | 0 | 0 | |
| 6123 Code Permit Inspections | 0 | 6,709 | 0 | 3,500 | 3,500 | |
| **610: Public Safety Fees Total** | **190,064** | **412,593** | **231,875** | **398,000** | **304,000** | |
| 740: Park & Recreation Fees | | | | | | |
| 5362 Rent Parks & Rec | 76,493 | 95,653 | 0 | 0 | 0 | |
| 5413.7 Wrk for City-Pks & Rec | 62,903 | 71,555 | 67,000 | 67,000 | 67,000 | Lighting and Landscape assessments |
| 6031 Youth/Teen Sports | 159,649 | 152,650 | 0 | 0 | 0 | |
| 6033 Adult Sports | 64,582 | 51,620 | 0 | 0 | 0 | |
| 6034 Playgrounds | 450,312 | 268,968 | 0 | 0 | 0 | |
| 6035 LUSD After School Services | 0 | 350,657 | 0 | 0 | 0 | |
| 6036 Aquatics | 96,688 | 94,487 | 0 | 0 | 0 | |

| General Fund Revenue | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 6037 BOBS Reimbursement | 32,062 | 36,134 | 0 | 0 | 0 | |
| 6038 Indoor/Outdoor Activities | 8,125 | 17,595 | 0 | 0 | 0 | |
| 6041 Lodi Lake Park | 111,167 | 103,629 | 0 | 0 | 0 | |
| 6043 Admin.Services-Parks/Rec. | 1,697 | 2,220 | 0 | 480 | 0 | |
| **740: Park & Recreation Fees Total** | **1,063,678** | **1,245,168** | **67,000** | **67,480** | **67,000** | |
| 760: Community Center Fees | | | | | | |
| 5363 Rent Hutchins Street | 183,932 | 238,518 | 0 | 0 | 0 | |
| 6039 Lodi Youth Commission | 20,092 | 51,625 | 0 | 0 | 0 | |
| 6071 Comm Ctr-Specialty Class | 166,052 | 177,777 | 0 | 0 | 0 | |
| 6072 Comm Ctr-Swimming | 69,560 | 74,138 | 0 | 0 | 0 | |
| 6074 Comm Ctr-Advertising Fee | 4,875 | 4,437 | 0 | 0 | 0 | |
| 6075 Comm Ctr-Sr. Program fees | 0 | 175 | 0 | 0 | 0 | |
| 6076 PAC-Box office | 84,319 | 112,174 | 0 | 0 | 0 | |
| 6077 Gift Boxes | 294 | 0 | 0 | 0 | 0 | |
| **760: Community Center Fees Total** | **529,124** | **658,844** | **0** | **0** | **0** | |
| 800: Public Works Fees | | | | | | |
| 6104 Engineering Inspect. Fees | 61,535 | 219,677 | 117,000 | 52,000 | 54,000 | Fewer projects |
| 6121 Engineering Fees | 131,746 | 379,897 | 470,010 | 165,926 | 148,282 | |
| 6124 Plans and Specs | 3,167 | 2,700 | 1,500 | 5,000 | 2,500 | |
| 6125 Encroachment Fees | 15,132 | 45,685 | 13,390 | 35,000 | 11,250 | |
| **800: Public Works Fees Total** | **211,580** | **647,959** | **601,900** | **257,926** | **216,032** | |
| 820: Administrative Fees | | | | | | |
| 5207 Late Pmt-Utilities | 754,527 | 774,222 | 750,000 | 765,000 | 780,000 | |
| 5208 Utility Connections | 24,321 | 48,901 | 30,000 | 35,000 | 40,000 | |
| 5209 Returned Check Charge | 20,385 | 19,160 | 20,000 | 20,000 | 24,000 | Reflects recent fee increase |
| **820: Administrative Fees Total** | **799,233** | **842,283** | **800,000** | **820,000** | **844,000** | |
| 900: Other Revenue | | | | | | |
| 5394 Revenue-Other | 49,789 | 22,064 | 15,000 | 15,000 | 15,000 | |
| 5395 Revenue Over/Short | (559) | (1,000) | 0 | (250) | 0 | |
| 5398 Reimbursable Charges | 48,379 | 203,309 | 47,000 | 98,000 | 47,000 | |
| 5400 Admin Fee-LTBID | 7,782 | 7,169 | 7,000 | 7,000 | 11,000 | |
| 5411.3 Wrk for Others-Comm Dev | 2,105 | 24,186 | 0 | 0 | 0 | |
| 5411.4 Wrk for Others-PW | 109,988 | 198,516 | 38,900 | 100,000 | 56,150 | |
| 5411.7 Wrk for Others-Pks & Rec | 0 | 710 | 0 | 0 | 0 | |
| 6129 Admin Fee-RTIF | 0 | (320) | 300 | 300 | 0 | |
| 6151 Other Service Charges | 620 | 155 | 300 | 300 | 0 | |
| 6152 Damage to Property | 9,456 | 36,842 | 10,000 | 10,000 | 0 | |
| 6153 Donations | 38,900 | 0 | 0 | 0 | 0 | |
| 6156 Photocopy | 356 | 119 | 300 | 500 | 300 | |
| 6157 Outside city services | 16,348 | 314,267 | 15,000 | 17,775 | 65,000 | PW charges to Flag City, Sunnyside Estates |
| **900: Other Revenue Total** | **283,164** | **806,017** | **133,800** | **248,625** | **194,450** | |
| **1001: General Fund Rev Total** | **40,280,519** | **40,350,096** | **36,296,210** | **36,150,712** | **33,937,918** | |
| **General Fund Revenue Total** | **45,282,833** | **45,509,218** | **42,229,193** | **42,083,695** | **39,870,901** | |

# General Fund Expenditures

| General Fund | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 090: Operating Transfers Out | 4,802,126 | 4,345,471 | 4,880,793 | 4,457,123 | 5,042,324 |
| 100: Personnel Services | 30,224,331 | 32,729,619 | 30,368,246 | 30,516,849 | 28,212,452 |
| 200: Utility Comm. & Transportation | 1,576,174 | 1,662,192 | 1,600,915 | 1,544,475 | 1,667,188 |
| 300: Supplies, Materials & Services | 4,291,050 | 5,605,735 | 3,680,062 | 3,572,939 | 3,978,861 |
| 400: Work for Others | 1,372 | 394 | 7,400 | 3,400 | 0 |
| 500: Equipment, Land & Structures | 1,354,833 | 1,648,770 | 1,571,664 | 1,685,283 | 361,480 |
| 600: Special Payments | 532,206 | 521,558 | 600,872 | 630,671 | 608,596 |
| 700: Interfund Transfers | 562,476 | 5,138 | 0 | 0 | 0 |
| **General Fund Total** | **43,344,568** | **46,518,877** | **42,709,952** | **42,410,740** | **39,870,901** |




| Department | Budget 2009-10 |
|---|---|
| Police Department | 14,955,058 |
| Fire Department | 8,696,662 |
| Non-Departmental | 6,232,858 |
| Internal Services Department | 3,667,493 |
| Parks Department | 2,293,696 |
| Public Works Department | 1,970,501 |
| City Clerk | 546,606 |
| City Manager | 538,610 |
| Economic Development | 506,527 |
| City Attorney | 462,890 |
| Grand Total | 39,870,901 |

## 2009/10 Proposed General Fund Budget by Department

| Department | 2008/09 Ratio | 2009/10 Proposed Budget | 2009/10 Ratio | Change 2008/09 vs. 2009/10 | Ratio Change |
|---|---|---|---|---|---|
| City Clerk | 1.35% | $546,606 | 1.37% | ($25,166) | 0.02% |
| City Manager | 1.39% | $538,610 | 1.35% | ($49,329) | -0.04% |
| City Attorney | 1.22% | $462,890 | 1.16% | ($17,252) | -0.06% |
| Internal Services | 9.44% | $3,667,493 | 9.20% | ($326,893) | -0.24% |
| Non-Departmental | 4.50% | $2,269,136 | 5.69% | $531,972 | 1.19% |
| Economic Development | 1.24% | $506,527 | 1.27% | ($16,165) | 0.03% |
| Police | 36.84% | $14,955,058 | 37.51% | ($1,038,284) | 0.67% |
| Fire | 21.99% | $8,696,662 | 21.81% | ($641,392) | -0.18% |
| Public Works | 5.82% | $1,970,501 | 4.94% | ($487,526) | -0.88% |
| Parks | 5.74% | $2,293,696 | 5.75% | ($133,366) | 0.01% |
| Library | 3.45% | $1,352,026 | 3.39% | ($185,968) | -0.06% |
| Community Development | 0.54% | $162,100 | 0.41% | ($23,048) | -0.14% |
| Community Center | 2.98% | $1,166,095 | 2.92% | ($106,697) | -0.05% |
| Recreation | 1.26% | $494,130 | 1.24% | ($158,370) | -0.02% |
| Streets MOE | 2.24% | $789,371 | 1.98% | ($161,567) | -0.26% |
| Total | 100.00% | $39,870,901 | 100.00% | ($2,839,051) | |

| General Fund | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 4,802,126 | 4,345,471 | 4,880,793 | 4,457,123 | 5,042,324 | Details in Supplemental Information section |
| **090: Operating Transfers Out** | **4,802,126** | **4,345,471** | **4,880,793** | **4,457,123** | **5,042,324** | |
| 7100 Personnel Services | 0 | 0 | (694,297) | (738,392) | 2,682 | |
| 7101 Regular emp salary | 17,204,879 | 18,548,903 | 18,815,205 | 18,704,763 | 17,414,105 | Employee contributions, retirements |
| 7102 Overtime | 1,229,144 | 1,468,434 | 766,558 | 1,026,136 | 245,625 | Reductions in Police and Fire |
| 7103 Part time salary | 985,681 | 1,249,406 | 251,930 | 285,815 | 256,754 | |
| 7106 Uniform allowance | 148,606 | 147,913 | 154,750 | 148,215 | 56,075 | |
| 7109 Incentive pay | 569,570 | 617,104 | 595,769 | 665,495 | 601,789 | |
| 7110 Admin leave pay | 50,850 | 65,068 | 90,131 | 41,350 | 93,260 | |
| 7111 Workers comp | 985,687 | 1,228,871 | 940,500 | 940,500 | 946,110 | |
| 7112 Medical insurance | 2,598,578 | 2,948,121 | 3,086,711 | 2,827,720 | 2,910,808 | |
| 7113 Dental insurance | 246,034 | 247,931 | 287,590 | 260,595 | 263,500 | |
| 7114 Vision care | 65,265 | 66,035 | 71,939 | 67,175 | 65,880 | |
| 7115 Medicare insurance | 241,795 | 272,047 | 245,914 | 252,345 | 229,247 | |
| 7121 Service contribution-PERS | 4,821,493 | 5,057,083 | 5,177,750 | 5,290,729 | 4,734,831 | Payroll reductions |
| 7122 Social security payments | 20,917 | 0 | 0 | 0 | 0 | |
| 7123 Deferred comp | 400,039 | 438,952 | 458,319 | 465,895 | 43,945 | Employee contributions |
| 7124 LI & AD & D | 44,551 | 43,999 | 54,849 | 53,275 | 44,393 | |
| 7125 Unemployment insurance | 48,960 | 52,502 | 53,690 | 54,825 | 61,645 | |
| 7128 LTD | 111,804 | 121,239 | 122,740 | 108,515 | 94,025 | |
| 7129 Chiropractic | 12,717 | 13,787 | 14,334 | 14,561 | 14,555 | |
| 7130 Insurance refund | 57,154 | 87,979 | 100,738 | 160,419 | 185,165 | Policy change |
| 7131 Other benefits | 380,607 | 488,328 | 505,956 | 505,970 | 486,217 | |
| 7188 Transfer In | 56,889 | (459,735) | (365,430) | (646,143) | (1,073,592) | |
| 7189 Transfer Out | (56,889) | 25,652 | (367,400) | 27,086 | 535,433 | |
| **100: Personnel Services** | **30,224,331** | **32,729,619** | **30,368,246** | **30,516,849** | **28,212,452** | |
| 7201 Postage | 222,309 | 232,907 | 243,485 | 232,815 | 242,795 | |
| 7202 Telephone | 150,053 | 166,755 | 143,530 | 142,270 | 155,331 | |
| 7203 Cellular phone charges | 56,338 | 62,753 | 38,900 | 53,760 | 55,770 | |
| 7204 Pagers | 4,359 | 3,534 | 3,000 | 3,275 | 3,292 | |
| 7211 Electricity | 620,018 | 634,425 | 680,000 | 650,000 | 750,000 | 10% over prior year budget |
| 7212 Gas | 169,189 | 176,268 | 145,000 | 125,000 | 135,000 | |
| 7213 Water | 182,220 | 207,292 | 215,000 | 240,000 | 230,000 | |
| 7214 Sewer | 41,064 | 42,499 | 44,000 | 40,000 | 55,000 | |
| 7215 Refuse | 130,624 | 135,759 | 88,000 | 57,355 | 40,000 | New Waste Management contract reduction |
| **200: Utility Comm. & Transportation** | **1,576,174** | **1,662,192** | **1,600,915** | **1,544,475** | **1,667,188** | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 74,095 | (30,000) | 0 | |
| 7301 Printing,binding,duplication | 80,991 | 101,853 | 67,195 | 68,840 | 66,792 | |
| 7302 Photocopying | 30,201 | 31,331 | 20,644 | 20,900 | 25,531 | |
| 7303 Advertising | 37,504 | 72,651 | 27,500 | 22,048 | 19,950 | |
| 7304 Laundry & dry cleaning | 22,574 | 15,987 | 19,950 | 15,970 | 16,200 | |
| 7305 Uniforms | 21,716 | 21,396 | 11,925 | 17,470 | 13,700 | |

| General Fund | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7306 Safety Equipment | 119,689 | 129,893 | 135,525 | 122,025 | 158,875 | |
| 7307 Office supplies | 73,793 | 95,572 | 65,073 | 59,330 | 56,150 | |
| 7308 Books & periodicals | 24,209 | 24,877 | 21,475 | 19,350 | 19,565 | |
| 7309 Membership & dues | 70,572 | 37,613 | 47,445 | 48,415 | 46,590 | |
| 7310 Uncollectible acct expense | 41,820 | 47,143 | 0 | 0 | 0 | |
| 7311 Collection agency fees | 222 | 0 | 0 | 0 | 0 | |
| 7312 Bank service charges | 32,449 | 36,760 | 20,000 | 23,325 | 15,000 | |
| 7313 Information systems software | 70,033 | 52,855 | 98,390 | 99,480 | 92,350 | |
| 7314 Business expense | 16,455 | 17,712 | 11,820 | 12,459 | 9,995 | |
| 7315 Conference expense | 51,676 | 73,103 | 62,260 | 54,455 | 41,150 | City-wide reductions |
| 7318 Microfilming | 0 | 24,832 | 9,500 | 9,500 | 1,000 | Conversion to scanning |
| 7321 Rent of Land, facilities | 166,771 | 195,487 | 118,190 | 132,025 | 9,790 | Elimination of Finance lease |
| 7322 Rental of equipment | 288,865 | 323,431 | 191,100 | 187,510 | 190,203 | |
| 7323 Professional services | 678,555 | 931,176 | 451,692 | 581,008 | 496,214 | |
| 7323.1 Negotiations | 1,314 | 374 | 0 | 0 | 0 | |
| 7323.2 Grievances/Arbitration | 0 | 2,716 | 0 | 0 | 0 | |
| 7323.3 Investigations | 0 | 5,662 | 0 | 0 | 0 | |
| 7328 Hepatitis shots | 0 | 0 | 1,400 | 1,400 | 0 | |
| 7330 Repairs to comm equip | 34,273 | 44,764 | 23,900 | 15,400 | 27,900 | |
| 7331 Repairs to Mach & equip | 128,501 | 152,769 | 227,926 | 237,800 | 142,000 | |
| 7332 Repairs to office equip | 45,732 | 52,447 | 47,426 | 47,500 | 38,650 | |
| 7333 Repairs to vehicles | 42,273 | 517,225 | 365,251 | 349,665 | 485,119 | |
| 7334 Repairs to buildings | 74,963 | 119,177 | 88,209 | 90,280 | 80,450 | |
| 7335 Sublet service contracts | 697,532 | 565,567 | 550,639 | 464,009 | 575,786 | |
| 7336 Car wash | 0 | 6,630 | 6,476 | 5,756 | 7,862 | |
| 7337 Employee moving expenses | 5,852 | 0 | 0 | 0 | 0 | |
| 7340 Representation expense | 0 | 159 | 0 | 0 | 0 | |
| 7343 PL & PD/other insurance | 684,350 | 758,243 | 0 | 0 | 483,525 | General Fund contribution eliminated mid-year |
| 7345 City rental insurance | 0 | 200 | 0 | 0 | 0 | |
| 7346 K-9 supplies | 7,490 | 5,481 | 7,500 | 4,200 | 3,640 | |
| 7351 Motor veh fuel, lube | 36,320 | 309,711 | 263,018 | 269,222 | 259,490 | |
| 7352 Special dept materials | 140,326 | 202,354 | 144,125 | 142,758 | 142,695 | |
| 7353 Janitorial supplies | 41,595 | 40,004 | 28,600 | 32,900 | 30,546 | |
| 7354 Photo supplies | 7,953 | 11,938 | 3,250 | 950 | 400 | |
| 7355 General supplies | 120,379 | 117,845 | 42,150 | 36,900 | 30,750 | |
| 7356 Medical supplies | 39,624 | 48,725 | 40,500 | 27,900 | 42,426 | |
| 7357 Care of prisoners | 34,229 | 39,011 | 38,000 | 40,000 | 42,581 | |
| 7358 Training & education | 64,706 | 66,289 | 80,750 | 62,121 | 60,750 | City-wide reductions |
| 7359 Small tools and equip | 62,374 | 87,208 | 64,900 | 70,650 | 54,737 | |
| 7360 Overtime meals | 627 | 883 | 657 | 1,015 | 0 | |
| 7361 Employee relations | 466 | 84 | 0 | 0 | 0 | |
| 7362 Laboratory supplies | 5,586 | 6,093 | 6,000 | 4,500 | 6,000 | |

| General Fund | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7363 Employees physical exams | 44,629 | 55,229 | 49,300 | 43,100 | 47,800 | |
| 7365 POST training | 75,061 | 124,738 | 90,000 | 90,000 | 90,000 | |
| 7366 Tuition Reimbursement | 37,059 | 32,376 | 22,000 | 33,000 | 23,699 | |
| 7367 Transport of materials | 1,628 | 3,529 | 1,800 | 1,800 | 6,000 | |
| 7369 Software Licensing Cost | 24,216 | (9,221) | 29,931 | 35,053 | 16,500 | |
| 7398 Reimbursable Expense | 23 | 0 | 0 | 0 | 0 | |
| 7399 Supplies, mat & services | 3,874 | 3,853 | 2,575 | 950 | 500 | |
| **300: Supplies, Materials & Services** | **4,291,050** | **5,605,735** | **3,680,062** | **3,572,939** | **3,978,861** | |
| 7601 Work for others | 1,372 | 394 | 7,400 | 3,400 | 0 | |
| **400: Work for Others** | **1,372** | **394** | **7,400** | **3,400** | **0** | |
| 7701 Office equip | 12,046 | 18,319 | 2,500 | 6,000 | 0 | |
| 7702 Household equipment | 2,587 | 689 | 0 | 0 | 0 | |
| 7706 Traffic Signal equip | 0 | 0 | 10,000 | 5,000 | 5,000 | |
| 7715 Data Processing hrdware | 6,872 | 38,873 | 22,875 | 18,875 | 0 | |
| 7717 Communication equip | 0 | 3,022 | 55,626 | 107,056 | 0 | One time monies for Public Safety |
| 7719 Other equip | 9,726 | 8,182 | 0 | 27,830 | 0 | |
| 7720 Other contracts | 0 | 15,200 | 0 | 39,856 | 0 | |
| 7789 Transfer Out | 1,323,602 | 1,564,485 | 1,480,663 | 1,480,666 | 356,480 | Vehicle replacements |
| **500: Equipment, Land & Structures** | **1,354,833** | **1,648,770** | **1,571,664** | **1,685,283** | **361,480** | |
| 8000 Special payments | 0 | 0 | (952,359) | (1,012,359) | (938,602) | Debt Service offset |
| 8021 Donations | 45,300 | 50,000 | (2,652) | 0 | 42,500 | |
| 8021.1 Donations-LCVB | 0 | 0 | 93,500 | 90,848 | 78,070 | New formula - 19% of TOT |
| 8021.2 Donations-DLBP | 0 | 0 | 35,000 | 35,000 | 28,900 | 15% reduction |
| 8021.3 Donations-SJ Partnership | 0 | 0 | 35,000 | 35,000 | 29,750 | 15% reduction |
| 8021.4 Donations-Lodi Dist C | 0 | 0 | 1,424 | 1,424 | 1,500 | |
| 8021.5 Donations-Fireworks | 0 | 0 | 22,000 | 22,000 | 16,000 | Per Council action 04/01/09 |
| 8021.6 Donations-SJC Ent Zone | 0 | 0 | 23,000 | 23,000 | 21,776 | |
| 8022 Taxes | 11,388 | 11,509 | 11,500 | 9,620 | 0 | |
| 8026 Property tax admin fee | 221,461 | 209,216 | 225,000 | 225,000 | 225,000 | |
| 8099 Special payments | 254,057 | 250,833 | 1,109,459 | 1,201,138 | 1,103,702 | Debt Service payment |
| **600: Special Payments** | **532,206** | **521,558** | **600,872** | **630,671** | **608,596** | |
| 8199 Transfer Out | 562,476 | 5,138 | 0 | 0 | 0 | |
| **700: Interfund Transfers** | **562,476** | **5,138** | **0** | **0** | **0** | |
| **General Fund Total** | **43,344,568** | **46,518,877** | **42,709,952** | **42,410,740** | **39,870,901** | |

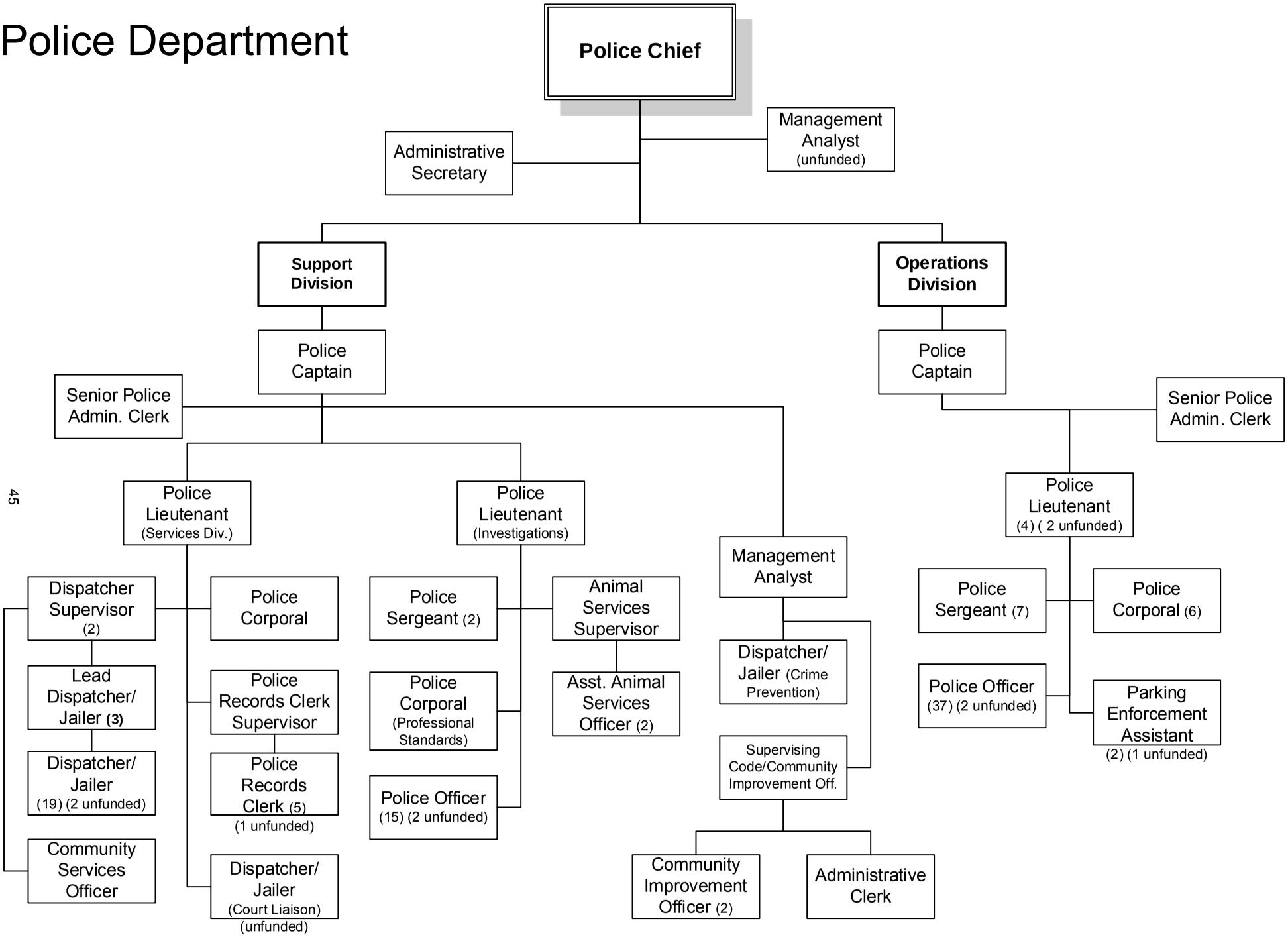
## POLICE DEPARTMENT

The Police Department is the City's largest General Fund expense with a budget of $14,955,058, most of which is spent on Administration, Operations, Support Services and the Animal Shelter. The Department's budget is being reduced by nearly $1 million in FY 2009/10.

The Department has 113 positions budgeted in FY 2009/10, down from 125 in FY 2008/09.

An organizational chart, staffing summary, detailed activity descriptions and financial tables are included in the following pages.

# Police Department




FY 2009-2010

| Police Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 100: Personnel Services | 12,151,174 | 13,043,291 | 14,080,838 | 13,900,960 | 12,694,680 |
| 200: Utility Comm. & Transportation | 39,395 | 48,186 | 30,930 | 45,600 | 42,498 |
| 300: Supplies, Materials & Services | 884,973 | 1,429,893 | 943,567 | 836,907 | 1,350,579 |
| 500: Equipment, Land & Structures | 253,543 | 400,085 | 178,868 | 178,870 | 107,230 |
| 600: Special Payments | 153 | 1,421 | 759,139 | 759,139 | 760,071 |
| 700: Interfund Transfers | 364,067 | 5,138 | 0 | 0 | 0 |
| **Police Department Total** | **13,693,305** | **14,928,014** | **15,993,342** | **15,721,476** | **14,955,058** |

**STAFFING SUMMARY**

| | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **POLICE DEPARTMENT** | | | | | |
| Administrative Clerk | 0 | 1 | 1 | 1 | 1 |
| Administrative Secretary | 1 | 1 | 1 | 1 | 1 |
| Animal Services Supervisor | 1 | 1 | 1 | 1 | 1 |
| Assistant Animal Services Officer | 2 | 2 | 2 | 2 | 2 |
| Community Improvement Officer I/II | 0 | 2 | 2 | 2 | 2 |
| Community Service Officer | 1 | 1 | 1 | 1 | 1 |
| Dispatcher/Jailer | 17 | 18 | 21 | 21 | 18 |
| Dispatcher Supervisor | 2 | 2 | 2 | 2 | 2 |
| Lead Dispatcher/Jailer | 2 | 2 | 3 | 3 | 3 |
| Management Analyst | 1 | 1 | 1 | 2 | 1 |
| Parking Enforcement Assistant | 2 | 2 | 2 | 2 | 1 |
| Police Captain | 2 | 2 | 2 | 2 | 2 |
| Police Chief | 1 | 1 | 1 | 1 | 1 |
| Police Corporal | 8 | 8 | 8 | 8 | 8 |
| Police Lieutenant | 6 | 6 | 6 | 6 | 4 |
| Police Officer (Includes 1 grant position) | 52 | 52 | 52 | 52 | 48 |
| Police Records Clerk | 4 | 5 | 5 | 5 | 4 |
| Police Records Clerk Supervisor | 1 | 1 | 1 | 1 | 1 |
| Police Sergeant | 9 | 9 | 9 | 9 | 9 |
| Special Services Manager | 1 | 1 | 1 | 0 | 0 |
| Supervising Code/Community Imp. Off. | 0 | 0 | 1 | 1 | 1 |
| Senior Police Administrative Clerk | 2 | 2 | 2 | 2 | 2 |
| **Police Department Total** | **115** | **120** | **125** | **125** | **113** |

| Police Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7100 Personnel Services | 0 | 0 | (61,769) | (336,522) | 0 | |
| 7101 Regular emp salary | 6,936,600 | 7,421,860 | 8,210,965 | 8,199,195 | 7,773,815 | Employee contributions, retirements |
| 7102 Overtime | 575,200 | 557,745 | 498,432 | 603,500 | 8,500 | Employee contributions |
| 7103 Part time salary | 41,901 | 47,278 | 25,000 | 45,500 | 25,000 | |
| 7106 Uniform allowance | 101,691 | 101,016 | 104,450 | 98,465 | 8,625 | |
| 7109 Incentive pay | 294,860 | 299,954 | 303,445 | 361,775 | 328,415 | |
| 7110 Admin leave pay | 21,703 | 18,924 | 38,599 | 16,575 | 31,650 | |
| 7111 Workers comp | 390,582 | 493,146 | 412,500 | 412,500 | 413,580 | |
| 7112 Medical insurance | 1,017,532 | 1,157,049 | 1,321,438 | 1,179,965 | 1,210,950 | |
| 7113 Dental insurance | 90,638 | 94,629 | 122,590 | 111,805 | 113,000 | |
| 7114 Vision care | 25,445 | 26,354 | 30,689 | 27,425 | 28,250 | |
| 7115 Medicare insurance | 91,127 | 99,770 | 103,335 | 109,980 | 99,170 | |
| 7121 Service contribution-PERS | 2,167,392 | 2,235,248 | 2,406,533 | 2,493,500 | 2,260,505 | Reduced payroll |
| 7122 Social security payments | 910 | 0 | 0 | 0 | 0 | |
| 7123 Deferred comp | 157,834 | 178,455 | 193,519 | 203,605 | 0 | Employee contributions |
| 7124 LI & AD & D | 10,815 | 10,141 | 17,041 | 13,680 | 14,465 | |
| 7125 Unemployment insurance | 18,720 | 19,918 | 23,065 | 24,145 | 27,220 | |
| 7128 LTD | 24,112 | 28,597 | 36,859 | 26,275 | 28,065 | |
| 7129 Chiropractic | 4,992 | 5,468 | 6,134 | 5,575 | 6,220 | |
| 7130 Insurance refund | 25,683 | 53,313 | 71,638 | 87,642 | 104,810 | Policy change |
| 7131 Other benefits | 153,437 | 194,426 | 216,375 | 216,375 | 212,440 | |
| **100: Personnel Services** | **12,151,174** | **13,043,291** | **14,080,838** | **13,900,960** | **12,694,680** | |
| 7201 Postage | 562 | 993 | 600 | 700 | 1,010 | |
| 7202 Telephone | 12,065 | 12,971 | 10,430 | 9,900 | 9,531 | |
| 7203 Cellular phone charges | 24,985 | 32,535 | 18,900 | 33,200 | 30,090 | Reflects actuals |
| 7204 Pagers | 1,783 | 1,687 | 1,000 | 1,800 | 1,867 | |
| **200: Utility Comm. & Transportation** | **39,395** | **48,186** | **30,930** | **45,600** | **42,498** | |
| 7301 Printing,binding,duplication | 7,753 | 12,528 | 7,300 | 8,250 | 8,262 | |
| 7302 Photocopying | 18,674 | 18,411 | 11,716 | 13,050 | 15,781 | |
| 7303 Advertising | 0 | 239 | 0 | 100 | 0 | |
| 7304 Laundry & dry cleaning | 7,309 | 1,060 | 4,000 | 0 | 1,500 | |
| 7305 Uniforms | 6,315 | 6,295 | 7,000 | 9,290 | 5,450 | |
| 7306 Safety Equipment | 55,502 | 53,200 | 67,000 | 55,500 | 75,750 | Replacement of ballistic vests |
| 7307 Office supplies | 16,126 | 29,131 | 23,900 | 20,900 | 23,900 | |
| 7308 Books & periodicals | 1,569 | 1,297 | 1,200 | 600 | 1,075 | |
| 7309 Membership & dues | 3,233 | 3,731 | 3,050 | 4,250 | 3,540 | |
| 7312 Bank service charges | 58 | 47 | 0 | 300 | 0 | |
| 7313 Information systems software | 966 | 1,240 | 2,000 | 1,000 | 2,000 | |
| 7314 Business expense | 2,566 | 1,759 | 2,500 | 2,400 | 2,000 | |
| 7315 Conference expense | 11,311 | 18,414 | 22,000 | 17,000 | 7,000 | City-wide reductions |
| 7321 Rent of Land, facilities | 524 | 6,361 | 5,590 | 5,725 | 5,590 | |
| 7322 Rental of equipment | 295 | 676 | 0 | 0 | 0 | |

| Police Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7323 Professional services | 27,936 | 146,645 | 39,700 | 50,000 | 127,615 | Includes PALS contract, increased board-ups |
| 7330 Repairs to comm equip | 27,056 | 27,456 | 12,000 | 3,500 | 12,000 | |
| 7331 Repairs to Mach & equip | 1,991 | 2,926 | 1,500 | 3,100 | 3,000 | |
| 7332 Repairs to office equip | 1,783 | 533 | 500 | 1,350 | 500 | |
| 7333 Repairs to vehicles | 6,287 | 235,679 | 185,859 | 182,340 | 242,660 | |
| 7334 Repairs to buildings | 1,361 | 28,228 | 10,700 | 14,700 | 15,500 | |
| 7335 Sublet service contracts | 175,144 | 41,336 | 124,225 | 40,648 | 197,000 | Increased software licensing |
| 7336 Car wash | 0 | 5,954 | 6,075 | 5,300 | 7,260 | |
| 7340 Representation expense | 0 | 159 | 0 | 0 | 0 | |
| 7343 PL & PD/other insurance | 274,883 | 298,947 | 0 | 0 | 211,880 | |
| 7346 K-9 supplies | 7,490 | 5,481 | 7,500 | 4,200 | 3,640 | |
| 7351 Motor veh fuel, lube | 6,635 | 185,728 | 159,152 | 159,154 | 140,800 | |
| 7352 Special dept materials | 33,948 | 41,298 | 32,500 | 27,500 | 36,082 | |
| 7353 Janitorial supplies | 1,255 | 1,398 | 900 | 1,800 | 1,946 | |
| 7354 Photo supplies | 1,613 | 3,151 | 3,000 | 500 | 200 | |
| 7355 General supplies | 4,128 | 1,805 | 4,300 | 1,100 | 1,100 | |
| 7356 Medical supplies | 24,801 | 24,707 | 24,300 | 27,300 | 26,226 | |
| 7357 Care of prisoners | 34,229 | 39,011 | 38,000 | 40,000 | 42,581 | |
| 7358 Training & education | 16,143 | 9,020 | 17,000 | 12,500 | 12,000 | |
| 7359 Small tools and equip | 1,218 | 15,016 | 6,300 | 2,250 | 2,741 | |
| 7362 Laboratory supplies | 5,586 | 6,093 | 6,000 | 4,500 | 6,000 | |
| 7365 POST training | 75,061 | 124,738 | 90,000 | 90,000 | 90,000 | |
| 7366 Tuition Reimbursement | 21,522 | 25,634 | 14,000 | 25,000 | 12,000 | |
| 7367 Transport of materials | 1,628 | 3,529 | 1,800 | 1,800 | 6,000 | |
| 7399 Supplies, mat & services | 1,074 | 1,032 | 1,000 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **884,973** | **1,429,893** | **943,567** | **836,907** | **1,350,579** | |
| 7701 Office equip | 0 | 14,890 | 0 | 0 | 0 | |
| 7789 Transfer Out | 253,543 | 385,195 | 178,868 | 178,870 | 107,230 | |
| **500: Equipment, Land & Structures** | **253,543** | **400,085** | **178,868** | **178,870** | **107,230** | |
| 8099 Special payments | 153 | 1,421 | 759,139 | 759,139 | 760,071 | |
| **600: Special Payments** | **153** | **1,421** | **759,139** | **759,139** | **760,071** | |
| 8199 Transfer Out | 364,067 | 5,138 | 0 | 0 | 0 | |
| **700: Interfund Transfers** | **364,067** | **5,138** | **0** | **0** | **0** | |
| **Police Department Total** | **13,693,305** | **14,928,014** | **15,993,342** | **15,721,476** | **14,955,058** | |

**ACTIVITY:** Police Administration **DIVISION:** Administration
**DEPARTMENT:** Police **FUND:** General Fund

## ACTIVITY DESCRIPTION

Police Administration is responsible for the general planning, direction and evaluation of all police activities. This section provides departmental leadership and guidance. Administrative efforts in a variety of areas are also handled in this section. This activity has seven major elements:

- Direction and vision on law-enforcement issues.
- Budget preparation and fiscal management of the department's operating budget and grant funds.
- Statistical analysis of crimes, grant-related objectives, staffing, productivity and administrative matters.
- Purchasing of police equipment and support merchandise.
- Coordination and administration of personnel policies and programs.
- Processing of employee personnel and payroll matters.
- Administration of Worker's Compensation Claims.

## SERVICE LEVEL ADJUSTMENTS

- Reduction in administrative support and services due to budgetary vacancy of one Management Analyst.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Completed team-building workshop, public survey and created a departmental strategic plan.
- Implemented Fire dispatch services.
- Secured $193,000 in State and federal funding.

## MAJOR 2009-10 OBJECTIVES

Complete implementation of:

- Strategic plan and reinforce Department culture on organization members.
- OSSI Sunguard Computer Aided Dispatch and Records Management System.
- Improved/expanded communications and cooperation with Neighborhood Watch and other community groups.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Allocated department staffing | 115 | 125 | 125 |
| Crime levels (Part 1 crimes) | 3,096 | 2,993 | 2,135 |
| Calls for service | 53,463 | 55,911 | 55,383 |
| Cases investigated | 12,151 | 13,181 | 11,339 |

## RELATED COST CENTER(S)

- 101031

| Police Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **101031: Police Administration** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 244,735 | 234,194 | 255,137 | 220,810 | 178,300 |
| 7106 Uniform allowance | 0 | 950 | 0 | 0 | 0 |
| 7110 Admin leave pay | 2,535 | 1,021 | 3,977 | 1,340 | 2,640 |
| 7111 Workers comp | 13,473 | 19,964 | 9,900 | 9,900 | 7,320 |
| 7112 Medical insurance | 31,147 | 30,625 | 37,211 | 33,005 | 32,110 |
| 7113 Dental insurance | 2,850 | 2,601 | 3,000 | 2,565 | 2,000 |
| 7114 Vision care | 728 | 667 | 750 | 630 | 500 |
| 7115 Medicare insurance | 947 | 1,009 | 2,998 | 525 | 0 |
| 7121 Service contribution-PERS | 65,471 | 52,951 | 67,917 | 61,380 | 51,850 |
| 7123 Deferred comp | 6,734 | 6,289 | 7,654 | 6,555 | 0 |
| 7124 LI & AD & D | 1,767 | 1,296 | 2,050 | 1,795 | 930 |
| 7125 Unemployment insurance | 683 | 585 | 714 | 625 | 625 |
| 7128 LTD | 1,421 | 1,480 | 3,250 | 1,070 | 2,275 |
| 7129 Chiropractic | 142 | 142 | 150 | 135 | 110 |
| 7130 Insurance refund | 650 | 653 | 650 | 325 | 0 |
| 7131 Other benefits | 5,293 | 6,564 | 6,787 | 6,785 | 3,760 |
| **100: Personnel Services Total** | **378,576** | **360,991** | **402,145** | **347,445** | **282,420** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 562 | 993 | 600 | 700 | 1,010 |
| 7202 Telephone | 12,065 | 12,971 | 10,380 | 9,900 | 9,531 |
| 7203 Cellular phone charges | 22,936 | 30,072 | 17,000 | 31,000 | 27,290 |
| 7204 Pagers | 1,783 | 1,687 | 1,000 | 1,800 | 1,867 |
| **200: Utility Comm. & Transportation Total** | **37,346** | **45,723** | **28,980** | **43,400** | **39,698** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 7,220 | 10,306 | 7,000 | 8,000 | 8,012 |
| 7302 Photocopying | 18,620 | 18,383 | 9,816 | 13,000 | 15,781 |
| 7305 Uniforms | 4,220 | 4,023 | 4,500 | 6,300 | 3,000 |
| 7306 Safety Equipment | 52,311 | 51,510 | 65,000 | 55,000 | 75,000 |
| 7307 Office supplies | 16,083 | 23,392 | 23,000 | 20,000 | 23,000 |
| 7308 Books & periodicals | 1,569 | 733 | 1,000 | 600 | 1,000 |
| 7309 Membership & dues | 2,793 | 3,178 | 2,800 | 3,400 | 2,500 |
| 7312 Bank service charges | 58 | 47 | 0 | 300 | 0 |
| 7313 Information systems software | 966 | 1,240 | 2,000 | 1,000 | 2,000 |
| 7314 Business expense | 2,566 | 1,759 | 2,500 | 2,400 | 2,000 |
| 7315 Conference expense | 11,311 | 18,189 | 22,000 | 17,000 | 7,000 |
| 7321 Rent of Land, facilities | 524 | 100 | 0 | 0 | 0 |
| 7322 Rental of equipment | 295 | 0 | 0 | 0 | 0 |
| 7323 Professional services | 10,513 | 13,432 | 12,000 | 12,000 | 11,200 |
| 7330 Repairs to comm equip | 27,056 | 22,111 | 12,000 | 3,500 | 12,000 |
| 7331 Repairs to Mach & equip | 1,991 | 2,926 | 1,500 | 3,100 | 3,000 |
| 7332 Repairs to office equip | 1,783 | 428 | 500 | 1,350 | 500 |
| 7333 Repairs to vehicles | 6,287 | 229,885 | 180,338 | 180,340 | 236,705 |
| 7334 Repairs to buildings | 1,277 | 27,855 | 10,000 | 14,000 | 15,000 |
| 7335 Sublet service contracts | 175,144 | 41,336 | 124,225 | 40,648 | 197,000 |
| 7336 Car wash | 0 | 5,954 | 6,075 | 5,300 | 7,260 |
| 7340 Representation expense | 0 | 159 | 0 | 0 | 0 |
| 7343 PL & PD/other insurance | 9,482 | 10,093 | 0 | 0 | 3,750 |
| 7346 K-9 supplies | 7,490 | 5,481 | 7,500 | 4,200 | 3,640 |
| 7351 Motor veh fuel, lube | 6,635 | 181,707 | 155,639 | 155,639 | 137,620 |
| 7352 Special dept materials | 19,578 | 16,883 | 10,000 | 13,000 | 14,082 |
| 7353 Janitorial supplies | 217 | 200 | 200 | 600 | 200 |
| 7354 Photo supplies | 1,613 | 3,151 | 3,000 | 500 | 200 |
| 7355 General supplies | 3,051 | 1,539 | 4,000 | 1,100 | 1,100 |
| 7356 Medical supplies | 23,059 | 22,741 | 23,000 | 26,500 | 25,465 |
| 7357 Care of prisoners | 34,229 | 39,011 | 38,000 | 40,000 | 42,581 |
| 7358 Training & education | 16,143 | 8,955 | 17,000 | 12,000 | 12,000 |
| 7359 Small tools and equip | 1,043 | 13,913 | 2,000 | 2,000 | 2,641 |
| 7362 Laboratory supplies | 5,586 | 6,093 | 6,000 | 4,500 | 6,000 |

| Police Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7365 POST training | 75,061 | 124,738 | 90,000 | 90,000 | 90,000 |
| 7366 Tuition Reimbursement | 21,522 | 25,634 | 14,000 | 25,000 | 12,000 |
| 7367 Transport of materials | 1,628 | 3,529 | 1,800 | 1,800 | 6,000 |
| 7399 Supplies, mat & services | 74 | 32 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **568,998** | **940,646** | **858,393** | **764,077** | **979,237** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 412 | 0 | 0 | 0 |
| 7789 Transfer Out | 253,543 | 382,445 | 178,868 | 178,870 | 107,230 |
| **500: Equipment, Land & Structures Total** | **253,543** | **382,857** | **178,868** | **178,870** | **107,230** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 153 | 1,421 | 759,139 | 759,139 | 760,071 |
| **600: Special Payments Total** | **153** | **1,421** | **759,139** | **759,139** | **760,071** |
| 700: Interfund Transfers | | | | | |
| 8199 Transfer Out | 364,067 | 5,138 | 0 | 0 | 0 |
| **700: Interfund Transfers Total** | **364,067** | **5,138** | **0** | **0** | **0** |
| **101031: Police Administration Total** | **1,602,683** | **1,736,776** | **2,227,525** | **2,092,931** | **2,168,656** |
| **Administration Total** | **1,602,683** | **1,736,776** | **2,227,525** | **2,092,931** | **2,168,656** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Operations** | **DIVISION:** | **Operations** |
| **DEPARTMENT:** | **Police** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

Police Operations maintains public order, apprehends violators of the law, incarcerates criminals and enforces traffic regulations. Maintains open communications through community oriented policing practices; focuses on problem areas and initiates strategies for resolution. Officers respond and work to create a safe and secure environment, maintain public trust, and provide great customer service. This activity consists of six main elements:

- General Patrol – Provide area patrols (vehicular, bicycle) for suppression and detection of criminal activity; provide general assistance to citizens; respond to calls for service, investigate crimes and apprehend violators of the law. Participate in community-oriented policing activities to resolve neighborhood problems.
- COP/POP – Participate in community-oriented and problem-oriented policing strategies with both neighborhood and business communities. Provide education and direction to empower the citizenry to assist in resolving their unique problems and issues. Provide specialized enforcement details to address crime trends and focus on repeat offenders.
- Traffic Patrol – Provide safe patrols to enforce local and State vehicle regulations, issue citations, respond to traffic accidents and enforce local parking regulations.
- Special Events – Provide security, traffic control, staffing and work with other City departments to ensure safe and enjoyable events.
- Extraordinary Police Response – Special Weapons and Tactics (SWAT), Bomb Squad, Major Accident Investigations Team (MAIT) and the Critical Incident Negotiations Team (CINT), respond to major disturbances and high-risk situations, arrests and searches.
- Cadet/Intern Program – Recruit, mentor and train cadets/interns to provide a positive law enforcement experience. Develop participants to assist police operations and services.

## SERVICE LEVEL ADJUSTMENTS

The current vacancies will impact as follows:

- Reduce bike patrol by 50 percent, limiting the ability to proactively deal with crime and quality of life issues in the downtown area.
- Reduction in traffic services by 28 percent, limiting effectiveness in proactive traffic and parking enforcement as well as collision investigations.
- Reduction in patrol supervision at Lieutenant level by 50 percent. Impacts service by limiting the ability to effectively manage and lead patrol operations, including community oriented policing, crime prevention and problematic call locations.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Conducted eight special enforcement operations with investigative personnel focusing on repeat offenders and problem locations.
- Trained four new police officers.
- Successfully integrated Community Improvement with patrol operations.

## MAJOR 2009-10 OBJECTIVES

- Continue to focus on our vision of a safe and secure community, promoting public trust and confidence, improving customer service and encouraging employee development.
- Improve interaction with established Neighborhood Watch communities and focus on forming new groups throughout the city.
- Continue to address problem locations and focus on repeat offenders.

**ACTIVITY:** Operations
**DIVISION:** Operations
**DEPARTMENT:** Police
**FUND:** General Fund

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Arrests | 4,873 | 5,219 | 4,623 |
| Traffic citations | 5,750 | 6,534 | 6,740 |
| Drunk driving arrests | 338 | 371 | 339 |
| Vehicle thefts | 215 | 323 | 130 |

**RELATED COST CENTER(S)**

- 101032

| Police Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **101032: Police Operations** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 0 | (219,525) | 0 |
| 7101 Regular emp salary | 4,071,159 | 4,270,553 | 4,635,939 | 4,657,260 | 4,430,705 |
| 7102 Overtime | 352,922 | 314,754 | 323,142 | 399,500 | 0 |
| 7103 Part time salary | 0 | (1,086) | 0 | 0 | 0 |
| 7106 Uniform allowance | 57,868 | 60,823 | 61,450 | 54,615 | 600 |
| 7109 Incentive pay | 195,521 | 180,240 | 182,286 | 204,005 | 180,615 |
| 7110 Admin leave pay | 17,139 | 13,541 | 26,075 | 13,895 | 21,300 |
| 7111 Workers comp | 225,000 | 287,630 | 214,500 | 214,500 | 212,280 |
| 7112 Medical insurance | 551,957 | 640,453 | 658,725 | 594,940 | 617,400 |
| 7113 Dental insurance | 51,285 | 50,738 | 63,255 | 56,035 | 58,000 |
| 7114 Vision care | 14,156 | 14,237 | 15,841 | 13,635 | 14,500 |
| 7115 Medicare insurance | 55,186 | 61,041 | 61,888 | 65,855 | 57,625 |
| 7121 Service contribution-PERS | 1,383,698 | 1,413,901 | 1,509,965 | 1,544,684 | 1,442,930 |
| 7123 Deferred comp | 90,989 | 96,458 | 108,911 | 109,110 | 0 |
| 7124 LI & AD & D | 4,858 | 4,603 | 7,498 | 4,515 | 6,150 |
| 7125 Unemployment insurance | 10,837 | 11,492 | 13,041 | 13,680 | 15,510 |
| 7128 LTD | 5,983 | 7,428 | 7,576 | 1,085 | 1,090 |
| 7129 Chiropractic | 2,864 | 2,980 | 3,166 | 2,845 | 3,190 |
| 7130 Insurance refund | 14,199 | 30,017 | 43,559 | 48,485 | 56,280 |
| 7131 Other benefits | 88,389 | 114,190 | 125,880 | 125,880 | 109,040 |
| **100: Personnel Services Total** | **7,194,010** | **7,573,993** | **8,062,697** | **7,904,999** | **7,227,215** |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 7,114 | 6,030 | 0 | 0 | 7,575 |
| 7343 PL & PD/other insurance | 158,350 | 175,580 | 0 | 0 | 108,750 |
| **300: Supplies, Materials & Services Total** | **165,464** | **181,610** | **0** | **0** | **116,325** |
| **101032: Police Operations Total** | **7,359,474** | **7,755,603** | **8,062,697** | **7,904,999** | **7,343,540** |
| **Operations Total** | **7,359,474** | **7,755,603** | **8,062,697** | **7,904,999** | **7,343,540** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Support Services** | **DIVISION:** | **Support Services** |
| **DEPARTMENT:** | **Police** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

Support Services Division contains the following units: Investigations Bureau, Office of Professional Standards, Records, Comunication Center, Jail, Information Systems, Community Improvement, Property and Evidence, Crime Prevention and Partners. This activity consists of 10 major elements:

- Investigations Bureau – This includes the General Investigations and Special Investigations units, and School Resource Officers. The three units investivate felony crimes, conduct operations focusing on narcotic, gang and repeat offenders, and provide on-site service and presence at the schools.
- Office of Professional Standards – Coordinates state-mandated and other training for Department employees. Recruits applicants, facilitates the hiring process and conducts pre-employment backgrounds. Investigates internal affairs and claims.
- Records Unit – Conducts data entry, updates and maintains reports, arrest and criminal records, and also provides information to the public and other agencies.
- Communications Center – Receives 911 and non-emergency police and fire calls for services; dispatches appropriate units for response.
- Jail – Receives, process and houses individuals arrested in Lodi until their arraignments. The jail also houses San Joaquin County prisoners awaiting court hearings at the Lodi Superior Court.
- Information Services – Provides maintenance and support of all computer and technological equipment at the Police Department and within police vehicles. Oversees maintenance of fleet and facility.
- Community Improvement – Investigates and enforces laws pertaining to substandard housing, dangerous buildings, nuisances, vehicle abatement and zoning.
- Property and Evidence – Maintains the chain of custody and the storage of evidence and property booked by police personnel.
- Crime Prevention – Coordinates crime prevention efforts, Neighborhood Watch and participates in special community events.
- Partners – Senior citizen volunteers who require recruitment, training, coordination and mobilization based upon the demand for service.

## SERVICE LEVEL ADJUSTMENTS

- Reduced professional staff: Reduced public hours for property services, potential risks to chain-of-custody requirements, transferred Crime Prevention Officer to dispatch, limiting crime prevention activities.
- Reduced sworn staff: Reduced detectives from six to four, limiting ability to be proactive in addressing gang, narcotics and vice issues, and reduced contact with repeat offenders.
- Records: Reduced customer service, delayed data entry and response to California Public Records Act requests.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Successfully completed jail inspections conducted by California Department of Corrections and San Joaquin County Public Health.
- Acquired new public safety software from Sungard OSSI replacing Data 911.
- Completed the transition of Lodi Fire dispatch to the Police Department from Stockton Fire Department.
- Implemented the Gang Resistance Education and Training program in the school district.
- Increased proactive enforcement operations between Special Investigations and allied agencies focusing on narcotic, gang and repeat offenders.

**ACTIVITY:** Support Services **DIVISION:** Support Services
**DEPARTMENT:** Police **FUND:** General Fund

- Successfully completed POST compliance audit with a 99.9-percent approval.
- Community Improvement closed 452 of 689 open cases with help from Partners.
- Partners implemented the Neighborhood Emergency Training.

## MAJOR 2009-10 OBJECTIVES

- Complete transition from Data 911 to Sundgard OSSI software and train staff.
- Acquire software to provide code enforcement case management tracking.
- Community Improvement to conduct more public outreach.
- Investigations Bureau to research and implement truancy program.
- Develop training matrix for all positions with assistance of unit supervisors throughout the Department.
- Promote Neighborhood Emergency Training program.
- Cross-train Records Clerk and Community Improvement Administrative Clerk.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Community Improvement cases cleared | NA | 1,086 | 1,543 |
| Special Investigations Unit arrests | 256 | 203 | 241 |
| Investigations Bureau cases closed/cleared | 384 | 300 | 372 |

## RELATED COST CENTER(S)

- 101033
- 101040
- 101041
- 101056
- 101058

| Police Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **101033: Support Services** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | (61,769) | (116,997) | 0 |
| 7101 Regular emp salary | 2,502,226 | 2,696,767 | 2,991,599 | 2,983,630 | 2,826,710 |
| 7102 Overtime | 209,910 | 225,090 | 164,290 | 193,000 | 0 |
| 7103 Part time salary | 2,784 | 0 | 0 | 500 | 0 |
| 7106 Uniform allowance | 42,023 | 37,443 | 41,200 | 39,600 | 3,825 |
| 7109 Incentive pay | 99,339 | 119,714 | 121,159 | 156,420 | 146,000 |
| 7110 Admin leave pay | 2,029 | 4,362 | 8,547 | 1,340 | 7,710 |
| 7111 Workers comp | 145,937 | 177,110 | 165,000 | 165,000 | 168,360 |
| 7112 Medical insurance | 412,617 | 457,108 | 562,847 | 501,580 | 506,520 |
| 7113 Dental insurance | 33,638 | 36,585 | 49,335 | 46,635 | 46,000 |
| 7114 Vision care | 9,833 | 10,237 | 12,348 | 11,490 | 11,500 |
| 7115 Medicare insurance | 32,503 | 33,538 | 33,689 | 38,705 | 36,640 |
| 7121 Service contribution-PERS | 694,993 | 725,311 | 766,085 | 822,048 | 702,405 |
| 7122 Social security payments | (186) | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 58,488 | 70,520 | 72,173 | 83,110 | 0 |
| 7124 LI & AD & D | 3,905 | 3,775 | 6,504 | 6,355 | 6,425 |
| 7125 Unemployment insurance | 6,760 | 7,092 | 8,391 | 8,895 | 9,895 |
| 7128 LTD | 15,200 | 16,886 | 21,851 | 19,815 | 20,390 |
| 7129 Chiropractic | 1,843 | 2,088 | 2,468 | 2,230 | 2,530 |
| 7130 Insurance refund | 10,407 | 19,880 | 24,279 | 26,640 | 31,890 |
| 7131 Other benefits | 57,330 | 70,320 | 80,323 | 80,325 | 86,480 |
| **100: Personnel Services Total** | **4,341,579** | **4,713,826** | **5,070,319** | **5,070,321** | **4,613,280** |
| 300: Supplies, Materials & Services | | | | | |
| 7343 PL & PD/other insurance | 102,707 | 108,120 | 0 | 0 | 86,250 |
| **300: Supplies, Materials & Services Total** | **102,707** | **108,120** | **0** | **0** | **86,250** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 14,478 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **14,478** | **0** | **0** | **0** |
| **101033: Support Services Total** | **4,444,286** | **4,836,424** | **5,070,319** | **5,070,321** | **4,699,530** |
| | | | | | |
| **101040: Crime Prevention** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7307 Office supplies | 0 | 2,729 | 0 | 0 | 0 |
| 7352 Special dept materials | 1,673 | 2,887 | 4,500 | 1,500 | 3,000 |
| **300: Supplies, Materials & Services Total** | **1,673** | **5,616** | **4,500** | **1,500** | **3,000** |
| **101040: Crime Prevention Total** | **1,673** | **5,616** | **4,500** | **1,500** | **3,000** |
| | | | | | |
| **101041: Auxiliary Police** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7305 Uniforms | 1,350 | 400 | 2,000 | 1,000 | 1,600 |
| 7306 Safety Equipment | 3,191 | 1,179 | 2,000 | 500 | 750 |
| 7309 Membership & dues | 440 | 248 | 0 | 250 | 440 |
| 7330 Repairs to comm equip | 0 | 5,345 | 0 | 0 | 0 |
| 7352 Special dept materials | 469 | 41 | 2,000 | 0 | 500 |
| **300: Supplies, Materials & Services Total** | **5,450** | **7,213** | **6,000** | **1,750** | **3,290** |
| **101041: Auxiliary Police Total** | **5,450** | **7,213** | **6,000** | **1,750** | **3,290** |
| | | | | | |
| **101056: Code Enforcement** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 0 | 94,899 | 201,031 | 208,910 | 211,720 |
| 7102 Overtime | 0 | 1,032 | 0 | 0 | 1,500 |
| 7106 Uniform allowance | 0 | 0 | 0 | 2,450 | 2,400 |
| 7109 Incentive pay | 0 | 0 | 0 | 1,350 | 1,800 |
| 7111 Workers comp | 0 | 0 | 13,200 | 13,200 | 14,640 |
| 7112 Medical insurance | 0 | 11,514 | 43,887 | 31,715 | 34,690 |
| 7113 Dental insurance | 0 | 1,990 | 4,000 | 3,585 | 4,000 |
| 7114 Vision care | 0 | 485 | 1,000 | 935 | 1,000 |
| 7115 Medicare insurance | 0 | 1,391 | 2,915 | 3,030 | 3,070 |

| Police Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7121 Service contribution-PERS | 0 | 18,251 | 38,313 | 40,538 | 39,650 |
| 7123 Deferred comp | 0 | 2,705 | 2,295 | 2,350 | 0 |
| 7124 LI & AD & D | 0 | 191 | 565 | 580 | 530 |
| 7125 Unemployment insurance | 0 | 266 | 563 | 585 | 745 |
| 7128 LTD | 0 | 1,209 | 2,561 | 2,665 | 2,700 |
| 7129 Chiropractic | 0 | 103 | 200 | 210 | 220 |
| 7130 Insurance refund | 0 | 906 | 1,300 | 6,560 | 8,320 |
| 7131 Other benefits | 0 | 0 | 0 | 0 | 7,520 |
| **100: Personnel Services Total** | **0** | **134,942** | **311,830** | **318,663** | **334,505** |
| 200: Utility Comm. & Transportation | | | | | |
| 7203 Cellular phone charges | 0 | 1,301 | 0 | 1,100 | 1,700 |
| **200: Utility Comm. & Transportation Total** | **0** | **1,301** | **0** | **1,100** | **1,700** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 1,693 | 0 | 0 | 0 |
| 7303 Advertising | 0 | 239 | 0 | 100 | 0 |
| 7305 Uniforms | 0 | 633 | 0 | 1,740 | 600 |
| 7306 Safety Equipment | 0 | 511 | 0 | 0 | 0 |
| 7307 Office supplies | 0 | 1,628 | 0 | 0 | 0 |
| 7309 Membership & dues | 0 | 225 | 250 | 500 | 500 |
| 7315 Conference expense | 0 | 225 | 0 | 0 | 0 |
| 7322 Rental of equipment | 0 | 676 | 0 | 0 | 0 |
| 7323 Professional services | 0 | 119,844 | 18,200 | 30,000 | 51,400 |
| 7343 PL & PD/other insurance | 0 | 0 | 0 | 0 | 7,500 |
| 7358 Training & education | 0 | 65 | 0 | 500 | 0 |
| 7359 Small tools and equip | 0 | 892 | 0 | 50 | 100 |
| **300: Supplies, Materials & Services Total** | **0** | **126,631** | **18,450** | **32,890** | **60,100** |
| **101056: Code Enforcement Total** | **0** | **262,874** | **330,280** | **352,653** | **396,305** |
| **Support Services Total** | **4,451,409** | **5,112,127** | **5,411,099** | **5,426,224** | **5,102,125** |

**ACTIVITY:** Animal Shelter **DIVISION:** Animal Shelter
**DEPARTMENT:** Police **FUND:** General Fund

## ACTIVITY DESCRIPTION

The Lodi Animal Shelter is responsible for the care and control of all companion animals and wildlife; impounding loose, stray or unwanted animals; providing education on responsible pet ownership; promoting pet adoptions; promoting spay/neutering of animals to reduce overpopulation; and euthanizing animals that are not adopted. This activity has five major elements:

- Enforcement of City animal ordinances.
- Promoting responsible pet ownership with emphasis on spay/neutering to reduce overpopulation of animals.
- Impounding stray animals and locating their owners; caring for animals while they are at the Shelter.
- Promoting the adoption of animals.
- Euthanization and disposal of animals that are deemed unadoptable or have not been adopted.

## SERVICE LEVEL ADJUSTMENTS

- One Animal Service Officer continues to be off-duty for an extended absence.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Continued City-funded low cost spay/neuter voucher program for low income and special needs residents to reduce the population of unwanted animals.
- Worked with People Assisting Lodi Shelter, Animal Friends Connection and several other rescue groups to increase the adoption of shelter animals.
- Acquired $19,000 in CDBG funding to facilitate low-cost spay and neuter program.
- Initiated facility repairs to the Animal Shelter facility.

## MAJOR 2009-10 OBJECTIVES

- Explore using nonprofit organization to manage business operations.
- Continue to make improvements to the facility.
- Pursue federal block grant funds for continuance of low-cost spay and neuter voucher options for low-income residents.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Number of adoptions and rescues | 504 | 834 | 876 |
| Animals housed | 2,408 | 2,399 | 2,506 |
| Number of calls for service | 573 | 1,820 | 2,711 |
| Number of animals euthanized | 758 | 974 | 1,243 |

## RELATED COST CENTER(S)

- 101011

| Police Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **101011: Animal Services** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 118,480 | 125,447 | 127,259 | 128,585 | 126,380 |
| 7102 Overtime | 12,368 | 16,869 | 11,000 | 11,000 | 7,000 |
| 7103 Part time salary | 39,117 | 48,364 | 25,000 | 45,000 | 25,000 |
| 7106 Uniform allowance | 1,800 | 1,800 | 1,800 | 1,800 | 1,800 |
| 7111 Workers comp | 6,172 | 8,442 | 9,900 | 9,900 | 10,980 |
| 7112 Medical insurance | 21,811 | 17,349 | 18,768 | 18,725 | 20,230 |
| 7113 Dental insurance | 2,865 | 2,715 | 3,000 | 2,985 | 3,000 |
| 7114 Vision care | 728 | 728 | 750 | 735 | 750 |
| 7115 Medicare insurance | 2,491 | 2,791 | 1,845 | 1,865 | 1,835 |
| 7121 Service contribution-PERS | 23,230 | 24,834 | 24,253 | 24,850 | 23,670 |
| 7122 Social security payments | 1,096 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 1,623 | 2,483 | 2,486 | 2,480 | 0 |
| 7124 LI & AD & D | 285 | 276 | 424 | 435 | 430 |
| 7125 Unemployment insurance | 440 | 483 | 356 | 360 | 445 |
| 7128 LTD | 1,508 | 1,594 | 1,621 | 1,640 | 1,610 |
| 7129 Chiropractic | 143 | 155 | 150 | 155 | 170 |
| 7130 Insurance refund | 427 | 1,857 | 1,850 | 5,632 | 8,320 |
| 7131 Other benefits | 2,425 | 3,352 | 3,385 | 3,385 | 5,640 |
| **100: Personnel Services Total** | **237,009** | **259,539** | **233,847** | **259,532** | **237,260** |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 0 | 0 | 50 | 0 | 0 |
| 7203 Cellular phone charges | 2,049 | 1,162 | 1,900 | 1,100 | 1,100 |
| **200: Utility Comm. & Transportation Total** | **2,049** | **1,162** | **1,950** | **1,100** | **1,100** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 533 | 529 | 300 | 250 | 250 |
| 7302 Photocopying | 54 | 28 | 1,900 | 50 | 0 |
| 7304 Laundry & dry cleaning | 7,309 | 1,060 | 4,000 | 0 | 1,500 |
| 7305 Uniforms | 745 | 1,239 | 500 | 250 | 250 |
| 7307 Office supplies | 43 | 1,382 | 900 | 900 | 900 |
| 7308 Books & periodicals | 0 | 564 | 200 | 0 | 75 |
| 7309 Membership & dues | 0 | 80 | 0 | 100 | 100 |
| 7321 Rent of Land, facilities | 0 | 6,261 | 5,590 | 5,725 | 5,590 |
| 7323 Professional services | 10,309 | 7,339 | 9,500 | 8,000 | 57,440 |
| 7332 Repairs to office equip | 0 | 105 | 0 | 0 | 0 |
| 7333 Repairs to vehicles | 0 | 5,794 | 5,521 | 2,000 | 5,955 |
| 7334 Repairs to buildings | 84 | 373 | 700 | 700 | 500 |
| 7343 PL & PD/other insurance | 4,344 | 5,154 | 0 | 0 | 5,630 |
| 7351 Motor veh fuel, lube | 0 | 4,021 | 3,513 | 3,515 | 3,180 |
| 7352 Special dept materials | 12,228 | 21,487 | 16,000 | 13,000 | 18,500 |
| 7353 Janitorial supplies | 1,038 | 1,198 | 700 | 1,200 | 1,746 |
| 7355 General supplies | 1,077 | 266 | 300 | 0 | 0 |
| 7356 Medical supplies | 1,742 | 1,966 | 1,300 | 800 | 761 |
| 7359 Small tools and equip | 175 | 211 | 4,300 | 200 | 0 |
| **300: Supplies, Materials & Services Total** | **39,681** | **59,057** | **55,224** | **36,690** | **102,377** |
| 500: Equipment, Land & Structures | | | | | |
| 7789 Transfer Out | 0 | 2,750 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **2,750** | **0** | **0** | **0** |
| **101011: Animal Services Total** | **278,739** | **322,508** | **291,021** | **297,322** | **340,737** |
| **Animal Shelter Total** | **278,739** | **322,508** | **291,021** | **297,322** | **340,737** |

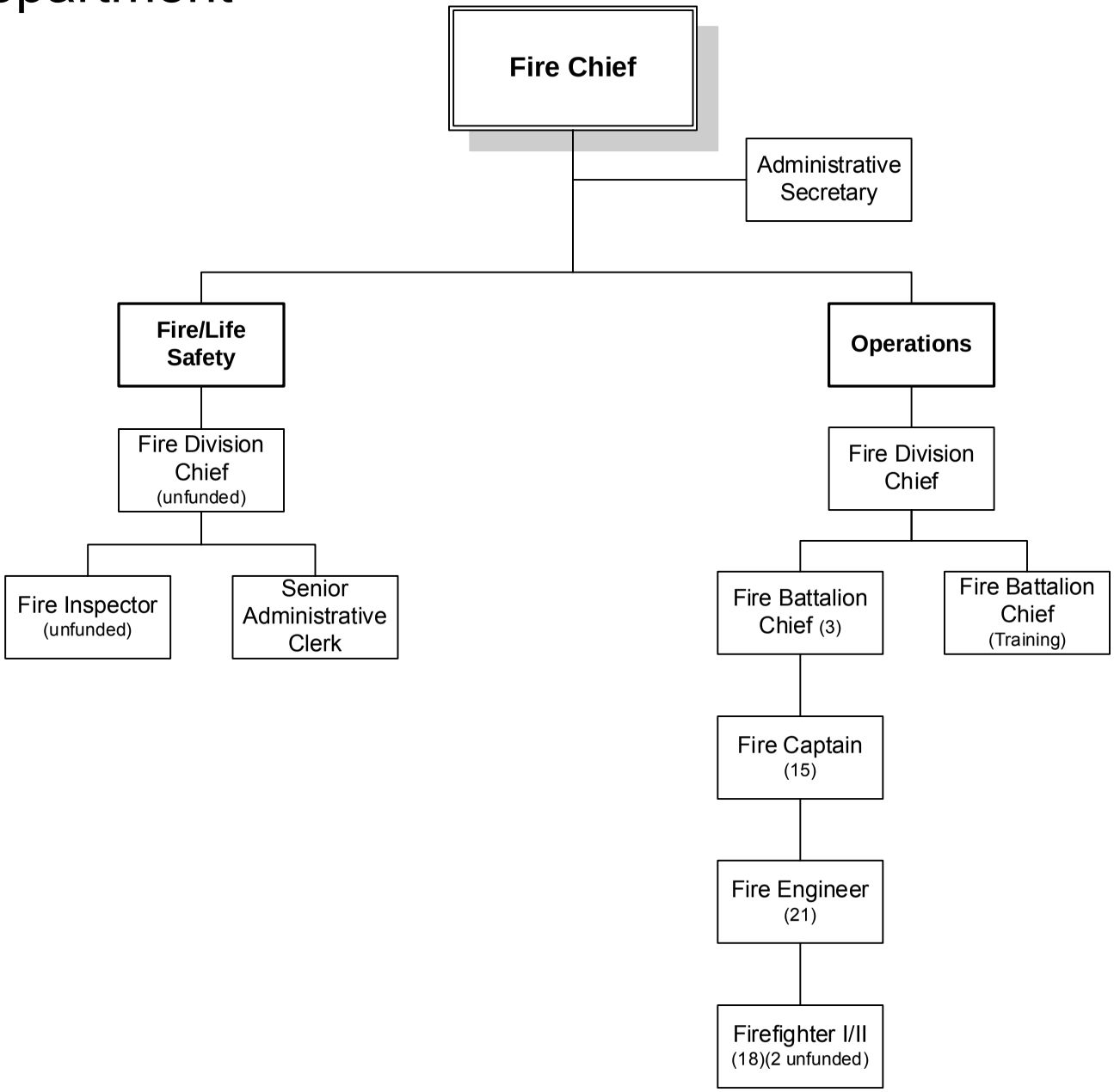
## FIRE DEPARTMENT

The Fire Department has a budget of $8,696,662, which is spent on six activities, the largest of which is emergency operations. The Department's budget is being reduced from $9.3 million in FY 2008/09.

The Department has 60 positions budgeted in FY 2009/10, down from 64 in FY 2008/09.

An organizational chart, staffing summary, detailed descriptions and financial tables of the Administration, Emergency Operations, Fire and Life Safety, Training, Emergency Medical Services and Emergency Preparedness activities are included in the following pages.

# Fire Department




FY 2009-2010

| Fire Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 100: Personnel Services | 7,596,495 | 8,547,782 | 8,423,223 | 8,611,504 | 7,813,974 |
| 200: Utility Comm. & Transportation | 20,652 | 18,252 | 17,900 | 16,125 | 21,925 |
| 300: Supplies, Materials & Services | 890,322 | 1,071,883 | 676,429 | 652,343 | 730,073 |
| 500: Equipment, Land & Structures | 69,609 | 166,730 | 220,502 | 220,502 | 130,690 |
| 700: Interfund Transfers | 104,049 | 0 | 0 | 0 | 0 |
| **Fire Department Total** | **8,681,127** | **9,804,647** | **9,338,054** | **9,500,474** | **8,696,662** |

| STAFFING SUMMARY | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **FIRE DEPARTMENT** | | | | | |
| Administrative Secretary | 1 | 1 | 1 | 1 | 1 |
| Fire Battalion Chief | 4 | 4 | 4 | 4 | 4 |
| Fire Captain | 15 | 15 | 15 | 15 | 15 |
| Fire Chief | 1 | 1 | 1 | 1 | 1 |
| Fire Division Chief | 2 | 2 | 2 | 2 | 1 |
| Fire Inspector | 1 | 1 | 1 | 1 | 0 |
| Fire Engineer | 21 | 21 | 21 | 21 | 21 |
| Firefighter I/II | 18 | 18 | 18 | 18 | 16 |
| Permit Technician | 1 | 0 | 0 | 0 | 0 |
| Senior Administrative Clerk | 0 | 1 | 1 | 1 | 1 |
| **Fire Department Total** | **64** | **64** | **64** | **64** | **60** |

| Fire Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7100 Personnel Services | 0 | 0 | 36,610 | (43,525) | 0 | |
| 7101 Regular emp salary | 4,105,508 | 4,493,673 | 4,856,012 | 4,910,335 | 4,550,570 | |
| 7102 Overtime | 565,753 | 826,158 | 216,591 | 376,000 | 211,000 | Strike Team, FLSA mandatory pmts |
| 7103 Part time salary | 32,921 | 52,750 | 0 | 2,250 | 0 | |
| 7106 Uniform allowance | 45,565 | 45,397 | 48,800 | 48,400 | 46,400 | |
| 7109 Incentive pay | 264,680 | 297,944 | 279,913 | 288,240 | 255,744 | |
| 7110 Admin leave pay | 7,567 | 3,743 | 9,450 | 10,295 | 12,835 | |
| 7111 Workers comp | 225,019 | 285,503 | 211,200 | 211,200 | 226,920 | |
| 7112 Medical insurance | 558,118 | 628,404 | 701,977 | 653,025 | 694,150 | |
| 7113 Dental insurance | 58,756 | 58,258 | 64,000 | 63,685 | 62,000 | |
| 7114 Vision care | 14,388 | 14,268 | 16,000 | 15,685 | 15,500 | |
| 7115 Medicare insurance | 64,478 | 74,270 | 66,768 | 71,755 | 61,830 | |
| 7121 Service contribution-PERS | 1,445,755 | 1,528,918 | 1,634,049 | 1,718,744 | 1,512,315 | |
| 7123 Deferred comp | 90,748 | 99,683 | 119,164 | 118,770 | 19,495 | |
| 7124 LI & AD & D | 2,230 | 2,125 | 2,828 | 3,790 | 1,480 | |
| 7125 Unemployment insurance | 10,693 | 11,256 | 13,919 | 14,750 | 16,255 | |
| 7128 LTD | 9,775 | 9,314 | 10,516 | 10,950 | 1,105 | |
| 7129 Chiropractic | 2,796 | 2,982 | 3,200 | 4,280 | 3,420 | |
| 7130 Insurance refund | 2,276 | 0 | 0 | 650 | 6,395 | |
| 7131 Other benefits | 89,469 | 113,136 | 132,226 | 132,225 | 116,560 | |
| 7188 Transfer In | 0 | 0 | 307,400 | 0 | (200,000) | |
| 7189 Transfer Out | 0 | 0 | (307,400) | 0 | 200,000 | |
| **100: Personnel Services** | **7,596,495** | **8,547,782** | **8,423,223** | **8,611,504** | **7,813,974** | |
| 7201 Postage | 335 | 658 | 900 | 350 | 0 | |
| 7202 Telephone | 13,398 | 13,100 | 11,000 | 11,000 | 12,000 | |
| 7203 Cellular phone charges | 4,608 | 2,902 | 4,000 | 3,325 | 8,500 | Includes MCI air cards |
| 7204 Pagers | 2,311 | 1,592 | 2,000 | 1,450 | 1,425 | |
| **200: Utility Comm. & Transportation** | **20,652** | **18,252** | **17,900** | **16,125** | **21,925** | |
| 7301 Printing,binding,duplication | 1,013 | 1,025 | 1,350 | 1,250 | 1,250 | |
| 7302 Photocopying | 722 | 849 | 900 | 900 | 900 | |
| 7303 Advertising | 0 | 0 | 400 | 200 | 0 | |
| 7304 Laundry & dry cleaning | 12,345 | 12,376 | 13,250 | 13,250 | 12,000 | |
| 7306 Safety Equipment | 57,587 | 69,489 | 60,000 | 60,000 | 75,000 | |
| 7307 Office supplies | 3,505 | 3,753 | 4,500 | 4,500 | 4,500 | |
| 7308 Books & periodicals | 4,123 | 5,753 | 2,800 | 2,800 | 3,750 | |
| 7309 Membership & dues | 2,477 | 1,741 | 2,800 | 2,300 | 2,175 | |
| 7313 Information systems software | 11,044 | 18,210 | 0 | 0 | 0 | |
| 7314 Business expense | 1,028 | 755 | 1,200 | 1,075 | 725 | |
| 7315 Conference expense | 14,432 | 10,665 | 5,500 | 6,553 | 6,000 | |
| 7322 Rental of equipment | 279,509 | 279,760 | 148,000 | 148,003 | 148,003 | |
| 7323 Professional services | 17,211 | 36,659 | 14,021 | 20,000 | 16,000 | |
| 7330 Repairs to comm equip | 6,400 | 14,566 | 10,000 | 10,000 | 14,000 | |
| 7331 Repairs to Mach & equip | 13,785 | 11,785 | 17,500 | 16,000 | 15,000 | |

| Fire Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7332 Repairs to office equip | 811 | 602 | 0 | 0 | 0 | |
| 7333 Repairs to vehicles | 18,367 | 181,297 | 121,400 | 119,000 | 153,190 | |
| 7334 Repairs to buildings | 9 | 1,039 | 1,000 | 1,000 | 250 | |
| 7335 Sublet service contracts | 147,084 | 87,801 | 94,612 | 87,000 | 15,500 | Eliminate costs of Stockton Fire Dispatch |
| 7336 Car wash | 0 | 124 | 0 | 66 | 150 | |
| 7343 PL & PD/other insurance | 157,404 | 174,280 | 0 | 0 | 116,260 | |
| 7351 Motor veh fuel, lube | 7,730 | 46,043 | 31,165 | 36,600 | 28,420 | |
| 7352 Special dept materials | 13,345 | 14,675 | 14,150 | 14,150 | 6,000 | |
| 7353 Janitorial supplies | 5,479 | 5,589 | 5,000 | 5,000 | 5,000 | |
| 7354 Photo supplies | 43 | 1,355 | 250 | 250 | 0 | |
| 7355 General supplies | 2,482 | 3,085 | 3,750 | 6,000 | 2,500 | |
| 7356 Medical supplies | 14,364 | 22,675 | 15,000 | 0 | 15,000 | |
| 7358 Training & education | 32,543 | 36,530 | 32,500 | 21,446 | 24,500 | |
| 7359 Small tools and equip | 21,472 | 20,301 | 21,000 | 21,000 | 21,500 | |
| 7360 Overtime meals | 269 | 568 | 500 | 500 | 0 | |
| 7363 Employees physical exams | 17,938 | 17,753 | 22,500 | 22,500 | 21,000 | |
| 7366 Tuition Reimbursement | 7,583 | 5,528 | 7,000 | 7,000 | 7,000 | |
| 7369 Software Licensing Cost | 18,218 | (14,748) | 24,381 | 24,000 | 14,500 | |
| **300: Supplies, Materials & Services** | **890,322** | **1,071,883** | **676,429** | **652,343** | **730,073** | |
| 7701 Office equip | 1,013 | 661 | 2,500 | 2,500 | 0 | |
| 7702 Household equipment | 2,587 | 689 | 0 | 0 | 0 | |
| 7789 Transfer Out | 66,009 | 165,380 | 218,002 | 218,002 | 130,690 | |
| **500: Equipment, Land & Structures** | **69,609** | **166,730** | **220,502** | **220,502** | **130,690** | |
| 8199 Transfer Out | 104,049 | 0 | 0 | 0 | 0 | |
| **700: Interfund Transfers** | **104,049** | **0** | **0** | **0** | **0** | |
| **Fire Department Total** | **8,681,127** | **9,804,647** | **9,338,054** | **9,500,474** | **8,696,662** | |

**ACTIVITY:** Administration **DIVISION:** Fire Safety
**DEPARTMENT:** Fire **FUND:** General Fund

## ACTIVITY DESCRIPTION

The Fire Department Administration actively plans, directs, and evaluates all fire department programs and activities. Fire Department Administration goals are to 1) create responsive, efficient, and effective fire department programs; 2) maintain fire department facilities, develop long-term plans for future fire department programs; and 3) interact with City departments, associated agencies, and the community.

- Fire Department Leadership – Develop, implement, and maintain fire department policies; provide fiscal management, and statistical analysis; recruitment and screening of new firefighters; develop plans to meet changing demands for fire and emergency services; represent the City on fire and life safety-related issues; advise City management on fire and life safety issues.
- Long Range Planning – Prepare ordinances, resolutions, and policies necessary for long-term development of the Fire Department and City; anticipate community needs for fire and emergency medical services and plan required changes in facilities, equipment, and staffing; identify special hazards within or near the City.
- Personnel Administration – Coordinate and administer personnel policies and programs; provide advice and assistance on personnel issues; work with Human Resources Division to develop job descriptions, review personnel action forms; develop internal personnel policies and procedures.
- External Agency Relationships – Ensure Department's strategic plan is in line with other agencies; develop and negotiate joint agency agreements, participate in inter-agency and statewide associations; maintain mutual and automatic aid agreements and joint agency agreements; assess political developments and their effects on the Fire Department/City.
- Emergency Preparedness and EOC Management – Develop and manage the City's Emergency Plan and Emergency Operations Center.
- Community Relations – Participate in the community by involvement in a variety of civic groups, news media, and other community and interest groups.
- Council/City Manager Support – Provide necessary support to City Council and City Manager to assist in the City's management.

## SERVICE LEVEL ADJUSTMENTS

- Reduced administrative staff support due to once-a-month furlough.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Promoted Fire Marshal
- Fire Chief served as City's negotiator in sale of property at 217 E. Lockeford St.
- Successfully obtained federal Homeland Security grant to migrate fire department radio infrastructure to UHF.

## MAJOR 2009-10 OBJECTIVES

- Seek alternative funding for department programs.
- Complete work on fire department section of General Plan.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Equipment procured through alternate sources | | | $1,000,000 |

## RELATED COST CENTER(S)

- 102011

| Fire Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **102011: Fire Administration** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 282,351 | 259,142 | 219,846 | 231,640 | 283,400 |
| 7102 Overtime | 12,650 | 0 | 0 | 0 | 0 |
| 7103 Part time salary | 0 | 2,675 | 0 | 2,000 | 0 |
| 7106 Uniform allowance | 800 | 400 | 800 | 400 | 1,600 |
| 7109 Incentive pay | 6,946 | 4,444 | 6,353 | 3,480 | 10,830 |
| 7110 Admin leave pay | 0 | 0 | 0 | 0 | 4,535 |
| 7111 Workers comp | 14,965 | 18,923 | 9,900 | 9,900 | 10,980 |
| 7112 Medical insurance | 19,985 | 24,412 | 30,027 | 24,585 | 28,755 |
| 7113 Dental insurance | 2,828 | 2,518 | 3,000 | 2,490 | 3,000 |
| 7114 Vision care | 722 | 647 | 750 | 615 | 750 |
| 7115 Medicare insurance | 4,436 | 3,937 | 4,234 | 3,360 | 4,015 |
| 7121 Service contribution-PERS | 89,477 | 78,885 | 89,942 | 71,110 | 84,225 |
| 7123 Deferred comp | 8,581 | 7,252 | 8,761 | 6,950 | 6,885 |
| 7124 LI & AD & D | 1,280 | 1,221 | 1,512 | 1,970 | 390 |
| 7125 Unemployment insurance | 783 | 708 | 818 | 650 | 970 |
| 7128 LTD | 3,641 | 3,251 | 3,721 | 2,950 | 605 |
| 7129 Chiropractic | 141 | 138 | 150 | 130 | 165 |
| 7130 Insurance refund | 1,138 | 0 | 0 | 0 | 0 |
| 7131 Other benefits | 7,857 | 7,541 | 7,768 | 7,770 | 5,640 |
| **100: Personnel Services Total** | **458,581** | **416,094** | **387,582** | **370,000** | **446,745** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 335 | 658 | 900 | 350 | 0 |
| 7203 Cellular phone charges | 4,608 | 2,902 | 4,000 | 3,325 | 8,500 |
| 7204 Pagers | 2,311 | 1,592 | 2,000 | 1,450 | 1,425 |
| **200: Utility Comm. & Transportation Total** | **7,254** | **5,152** | **6,900** | **5,125** | **9,925** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 242 | 198 | 250 | 250 | 250 |
| 7302 Photocopying | 363 | 462 | 400 | 400 | 400 |
| 7307 Office supplies | 2,458 | 2,620 | 3,500 | 3,500 | 3,500 |
| 7308 Books & periodicals | 341 | 465 | 300 | 300 | 750 |
| 7309 Membership & dues | 1,030 | 823 | 1,400 | 1,400 | 1,425 |
| 7313 Information systems software | 8,081 | 18,210 | 0 | 0 | 0 |
| 7314 Business expense | 720 | 476 | 600 | 475 | 600 |
| 7315 Conference expense | 2,230 | 3,503 | 3,000 | 3,000 | 3,000 |
| 7323 Professional services | 0 | 19,400 | 5,000 | 13,000 | 3,000 |
| 7332 Repairs to office equip | 0 | 226 | 0 | 0 | 0 |
| 7335 Sublet service contracts | 8,384 | 7,164 | 19,612 | 13,000 | 6,500 |
| 7343 PL & PD/other insurance | 4,344 | 11,549 | 0 | 0 | 5,625 |
| 7352 Special dept materials | 817 | 837 | 650 | 650 | 500 |
| 7359 Small tools and equip | 849 | 0 | 0 | 0 | 0 |
| 7360 Overtime meals | 0 | 207 | 0 | 0 | 0 |
| 7369 Software Licensing Cost | 18,210 | (14,748) | 13,000 | 13,000 | 10,000 |
| **300: Supplies, Materials & Services Total** | **48,069** | **51,392** | **47,712** | **48,975** | **35,550** |
| **102011: Fire Administration Total** | **513,904** | **472,638** | **442,194** | **424,100** | **492,220** |
| **Administration Total** | **513,904** | **472,638** | **442,194** | **424,100** | **492,220** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Emergency Operations** | **DIVISION:** | **Fire Safety** |
| **DEPARTMENT:** | **Fire** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

Emergency Operations plans, directs, and evaluates all fire department programs for emergency response and their related activities which includes; protecting life and property by responding to medical emergencies, rescues, fires, hazardous material incidents, and other emergencies. Activity goals are: 1) safe effective, and efficient emergency response programs, 2) timely response to calls for service, 3) no loss of life from reported emergencies, and 4) minimize property damage from reported emergencies. This activity has 8 elements:

- Emergency Medical Response – Provide victims of acute trauma and illness with basic life support from certified personnel.
- Fire Emergency Response – Respond to fire emergency calls within six minutes on at least 90 percent of calls.
- Hazardous Material Response – Contain and mitigate hazardous material incidents.
- Rescue – Free trapped or incapacitated victims of vehicle accidents, water-related incidents, cave-in trenches, collapsed building and confined spaces.
- Non-Emergency Activity – Conduct fire inspections, input information for required reports, maintenance of fire apparatus and facilities.
- Training – Conduct fire company training for preparation and readiness for various emergency conditions.
- Public Education – Conduct station tours, fire safety presentations to schools, business and community groups.
- Support activites – Management and compilation of information systems. Management of radio communications, dispatch, water supply/hydrants, safety equipment and firefighter safety.

## SERVICE LEVEL ADJUSTMENTS

- Reduced minimum staffing from 15 to 12, necessitating an occasional “brown-out” of one of the Department’s four engines.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Obtained State of California OES engine.
- Developed and implemented new computer-aided dispatch.
- Completed transfer of fire dispatch to Lodi Police Department.
- Promoted new Division Chief of Operations.
- Expanded geographic information system (GIS).

## MAJOR 2009-10 OBJECTIVES

- Complete in-service of State OES engine.
- Update Policies and Procedures.

**ACTIVITY:** Emergency Operations **DIVISION:** Fire Safety
**DEPARTMENT:** Fire **FUND:** General Fund

| PERFORMANCE MEASURES | 2006 | 2007 | 2008 |
|---|---|---|---|
| Emergency responses | 4,700 | 5,050 | 5,550 |
| Percentage of responses under six minutes | 90.8% | 90.5% | 88.2% |

**RELATED COST CENTER(S)**

- 102012
- 102019

| Fire Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **102012: Fire Emergency Operations** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 36,610 | (43,525) | 0 |
| 7101 Regular emp salary | 3,533,627 | 3,974,956 | 4,311,284 | 4,310,980 | 4,118,540 |
| 7102 Overtime | 494,410 | 751,631 | 200,000 | 345,000 | 111,000 |
| 7106 Uniform allowance | 42,765 | 42,997 | 45,600 | 45,600 | 44,000 |
| 7109 Incentive pay | 244,400 | 280,936 | 262,385 | 268,075 | 240,579 |
| 7110 Admin leave pay | 3,726 | 1,936 | 5,566 | 6,154 | 6,220 |
| 7111 Workers comp | 193,245 | 246,330 | 188,100 | 188,100 | 208,620 |
| 7112 Medical insurance | 496,832 | 561,360 | 620,785 | 596,310 | 656,210 |
| 7113 Dental insurance | 52,078 | 52,085 | 57,000 | 57,215 | 57,000 |
| 7114 Vision care | 12,696 | 12,698 | 14,250 | 14,090 | 14,250 |
| 7115 Medicare insurance | 55,613 | 64,659 | 57,823 | 62,610 | 55,740 |
| 7121 Service contribution-PERS | 1,268,702 | 1,368,457 | 1,442,387 | 1,525,809 | 1,386,600 |
| 7123 Deferred comp | 74,302 | 84,642 | 100,656 | 103,040 | 9,490 |
| 7124 LI & AD & D | 567 | 560 | 705 | 300 | 710 |
| 7125 Unemployment insurance | 9,109 | 9,714 | 12,191 | 12,980 | 14,780 |
| 7128 LTD | 3,645 | 3,743 | 3,687 | 4,340 | 0 |
| 7129 Chiropractic | 2,467 | 2,648 | 2,850 | 3,940 | 3,140 |
| 7130 Insurance refund | 1,104 | 0 | 0 | 0 | 0 |
| 7131 Other benefits | 75,009 | 97,800 | 115,816 | 115,815 | 107,160 |
| 7188 Transfer In | 0 | 0 | 0 | 0 | (200,000) |
| 7189 Transfer Out | 0 | 0 | (307,400) | 0 | 0 |
| **100: Personnel Services Total** | **6,564,297** | **7,557,152** | **7,170,295** | **7,616,833** | **6,834,039** |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 13,398 | 13,100 | 11,000 | 11,000 | 12,000 |
| **200: Utility Comm. & Transportation Total** | **13,398** | **13,100** | **11,000** | **11,000** | **12,000** |
| 300: Supplies, Materials & Services | | | | | |
| 7304 Laundry & dry cleaning | 12,345 | 12,376 | 13,250 | 13,250 | 12,000 |
| 7306 Safety Equipment | 57,587 | 69,489 | 60,000 | 60,000 | 75,000 |
| 7307 Office supplies | 1,047 | 1,133 | 1,000 | 1,000 | 1,000 |
| 7308 Books & periodicals | 486 | 490 | 0 | 0 | 0 |
| 7309 Membership & dues | 100 | 115 | 0 | 0 | 0 |
| 7313 Information systems software | 2,963 | 0 | 0 | 0 | 0 |
| 7315 Conference expense | 0 | 462 | 500 | 500 | 0 |
| 7322 Rental of equipment | 279,348 | 279,760 | 148,000 | 148,003 | 148,003 |
| 7330 Repairs to comm equip | 6,400 | 14,566 | 10,000 | 10,000 | 14,000 |
| 7331 Repairs to Mach & equip | 13,785 | 11,785 | 17,500 | 16,000 | 15,000 |
| 7332 Repairs to office equip | 811 | 0 | 0 | 0 | 0 |
| 7333 Repairs to vehicles | 18,367 | 181,297 | 121,400 | 119,000 | 153,190 |
| 7334 Repairs to buildings | 9 | 1,039 | 1,000 | 1,000 | 250 |
| 7335 Sublet service contracts | 138,700 | 80,637 | 75,000 | 74,000 | 9,000 |
| 7336 Car wash | 0 | 124 | 0 | 66 | 150 |
| 7343 PL & PD/other insurance | 141,229 | 150,370 | 0 | 0 | 106,880 |
| 7351 Motor veh fuel, lube | 7,730 | 46,043 | 31,165 | 36,600 | 28,420 |
| 7352 Special dept materials | 7,219 | 10,099 | 11,000 | 10,000 | 3,000 |
| 7353 Janitorial supplies | 5,479 | 5,589 | 5,000 | 5,000 | 5,000 |
| 7355 General supplies | 1,576 | 1,305 | 1,500 | 1,500 | 1,500 |
| 7359 Small tools and equip | 19,443 | 19,854 | 20,000 | 20,000 | 20,000 |
| 7360 Overtime meals | 269 | 361 | 500 | 500 | 0 |
| 7363 Employees physical exams | 17,938 | 17,753 | 22,500 | 22,500 | 21,000 |
| **300: Supplies, Materials & Services Total** | **732,831** | **904,647** | **539,315** | **538,919** | **613,393** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 199 | 0 | 0 | 0 | 0 |
| 7702 Household equipment | 2,587 | 689 | 0 | 0 | 0 |
| 7789 Transfer Out | 66,009 | 165,380 | 218,002 | 218,002 | 130,690 |
| **500: Equipment, Land & Structures Total** | **68,795** | **166,069** | **218,002** | **218,002** | **130,690** |
| 700: Interfund Transfers | | | | | |
| 8199 Transfer Out | 104,049 | 0 | 0 | 0 | 0 |
| **700: Interfund Transfers Total** | **104,049** | **0** | **0** | **0** | **0** |

| Fire Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **102012: Fire Emergency Operations Total** | **7,483,370** | **8,640,968** | **7,938,612** | **8,384,754** | **7,590,122** |
| | | | | | |
| **102019: Strike Team Operations** | | | | | |
| 100: Personnel Services | | | | | |
| 7102 Overtime | 0 | 0 | 0 | 0 | 100,000 |
| **100: Personnel Services Total** | **0** | **0** | **0** | **0** | **100,000** |
| **102019: Strike Team Operations Total** | **0** | **0** | **0** | **0** | **100,000** |
| **Emergency Operations Total** | **7,483,370** | **8,640,968** | **7,938,612** | **8,384,754** | **7,690,122** |

**ACTIVITY:** Fire and Life Safety **DIVISION:** Fire Prevention Bureau
**DEPARTMENT:** Fire **FUND:** General Fund

## ACTIVITY DESCRIPTION

The Fire and Life Safety activity has administrative responsibility for documentation of fire risk assessment, area characteristics, and response strategies, non-fire risk assessment and response strategies, fire prevention and life safety programs, fire code interpretation, public education, and fire investigation. Activity goals include: 1) elimination of hazards from buildings, equipment and properties; 2) safe handling and containment of hazardous materials; 3) broaden public awareness about the dangers of fire and hazardous material; 4) thorough investigation into the cause and origin of fires, and 5) documentation of area characteristics and review of response strategies. This activity has five major elements:

- Fire hazard inspection and abatement – Periodically inspect commercial, government and industrial sites for fire hazards and respond to citizen complaints about fire hazards.
- Fire and arson investigation – Investigate all reported fires to determine causes and possible preventative measures.
- Public education – Present fire safety education classes in schools, hospitals, convalescent homes, commercial facilities and community events.
- Building plan review – Review development projects and building plans for conformance with fire and life safety codes.
- Risk hazard and value evaluation – Determine the risk, hazard and value evaluation of buildings to assure that the Council-approved Standards of Coverage are adequate and appropriate for the identified risk.

## SERVICE LEVEL ADJUSTMENTS

- Moving the building plan review function to Community Development.
- Absorbing remaining inspection duties within existing staff.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Continued business inspection program development.
- Continued implementation of fees for service program as directed by Council.
- Participated in the development of fire plans checker position.
- Trained new Fire Marshal.

## MAJOR 2009-10 OBJECTIVES

- Continue training and development of Fire Marshal.
- Continue to develop and expand business inspection program with fire suppression companies.
- Deploy mobile inspection program that can be utilized by field personnel.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Fires investigated | | | 28 |
| Investigations closed | | | 11 |
| Inspections | | | 1,475 |

## RELATED COST CENTER(S)

- 102013

| Fire Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **102013: Fire & Life Safety** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 191,551 | 158,049 | 225,652 | 255,460 | 39,290 |
| 7102 Overtime | 4,978 | 8,126 | 10,000 | 10,000 | 0 |
| 7103 Part time salary | 32,921 | 50,075 | 0 | 250 | 0 |
| 7106 Uniform allowance | 1,200 | 1,200 | 1,600 | 1,600 | 0 |
| 7109 Incentive pay | 5,464 | 3,294 | 5,843 | 8,280 | 0 |
| 7110 Admin leave pay | 2,095 | 0 | 1,976 | 2,044 | 0 |
| 7111 Workers comp | 11,754 | 14,065 | 9,900 | 9,900 | 3,660 |
| 7112 Medical insurance | 23,827 | 22,910 | 37,221 | 18,185 | 0 |
| 7113 Dental insurance | 2,455 | 2,240 | 3,000 | 2,985 | 1,000 |
| 7114 Vision care | 631 | 579 | 750 | 735 | 250 |
| 7115 Medicare insurance | 2,165 | 3,236 | 3,272 | 3,850 | 570 |
| 7121 Service contribution-PERS | 53,331 | 47,098 | 68,847 | 81,992 | 7,360 |
| 7123 Deferred comp | 5,072 | 4,831 | 6,770 | 5,195 | 0 |
| 7124 LI & AD & D | 192 | 158 | 376 | 1,420 | 140 |
| 7125 Unemployment insurance | 545 | 573 | 632 | 745 | 140 |
| 7128 LTD | 1,264 | 1,068 | 1,844 | 2,230 | 500 |
| 7129 Chiropractic | 121 | 123 | 150 | 155 | 55 |
| 7130 Insurance refund | 11 | 0 | 0 | 650 | 6,395 |
| 7131 Other benefits | 4,617 | 5,340 | 6,002 | 6,000 | 1,880 |
| **100: Personnel Services Total** | **344,194** | **322,965** | **383,835** | **411,676** | **61,240** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 771 | 827 | 1,100 | 1,000 | 1,000 |
| 7302 Photocopying | 359 | 387 | 500 | 500 | 500 |
| 7303 Advertising | 0 | 0 | 400 | 200 | 0 |
| 7308 Books & periodicals | 1,895 | 3,229 | 1,500 | 1,500 | 1,500 |
| 7309 Membership & dues | 1,347 | 778 | 1,300 | 800 | 650 |
| 7314 Business expense | 94 | 60 | 400 | 400 | 125 |
| 7315 Conference expense | 5,037 | 606 | 2,000 | 2,000 | 1,500 |
| 7323 Professional services | 12,329 | 13,109 | 9,021 | 7,000 | 3,000 |
| 7343 PL & PD/other insurance | 8,273 | 8,586 | 0 | 0 | 1,875 |
| 7352 Special dept materials | 5,234 | 3,739 | 2,500 | 3,500 | 2,500 |
| 7354 Photo supplies | 43 | 1,355 | 250 | 250 | 0 |
| 7355 General supplies | 111 | 0 | 250 | 2,500 | 0 |
| 7358 Training & education | 1,577 | 200 | 2,500 | 2,500 | 2,500 |
| 7359 Small tools and equip | 285 | 330 | 500 | 500 | 1,000 |
| 7369 Software Licensing Cost | 8 | 0 | 11,381 | 11,000 | 4,500 |
| **300: Supplies, Materials & Services Total** | **37,363** | **33,206** | **33,602** | **33,650** | **20,650** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 814 | 661 | 2,500 | 2,500 | 0 |
| **500: Equipment, Land & Structures Total** | **814** | **661** | **2,500** | **2,500** | **0** |
| **102013: Fire & Life Safety Total** | **382,371** | **356,832** | **419,937** | **447,826** | **81,890** |
| **Fire And Life Activity Total** | **382,371** | **356,832** | **419,937** | **447,826** | **81,890** |

**ACTIVITY:** Training **DIVISION:** Training
**DEPARTMENT:** Fire **FUND:** General Fund

## ACTIVITY DESCRIPTION

The Training activity develops, manages, schedules and coordinates Fire Department training. It is important to the delivery of emergency services to have well-trained and knowledgeable fire employees. This activity has five major elements:

- In-service training – Conduct and/or coordinate drills, tests, joint training exercises and classroom training, introduce new methods and sharpen skills, maintain skills and technical knowledge, and maintain appropriate driver's license.
- Off-site training – Schedule and coordinate conferences, workshops and certification classes.
- Promotional testing – Design and administer tests for evaluating probationary firefighters and assist in the preparation and administration of entry-level probationary examinations.
- Recruit academy training.
- Safety – Coordinate Department safety program, establish policies, training and enforcement of safety, Fire Department representative to the City safety committee.

## SERVICE LEVEL ADJUSTMENTS

None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Conducted Division Chief test establishing a promotional and active list.
- Three firefighters completed academy.
- Completed firefighter apprenticeship training manual.

## MAJOR 2009-10 OBJECTIVES

- Complete Fire Officer Training Manual.
- Continue development of California Firefighter Joint Apprenticeship Committee (CFFJAC) apprenticeship program.
- Update Driver Operator training progam.
- Develop and implement in-house training programs.
- Continue training and orientation of Operations Chief.
- Complete training and in-service of State OES engine.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Training hours completed | 10,665 | 22,014 | 8,467 |
| Training sessions | 1,360 | 1,633 | 1,421 |

## RELATED COST CENTER(S)

- 102015

| Fire Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **102015: Fire Training** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 97,979 | 101,526 | 99,230 | 112,255 | 109,340 |
| 7102 Overtime | 52,891 | 65,533 | 6,591 | 21,000 | 0 |
| 7106 Uniform allowance | 800 | 800 | 800 | 800 | 800 |
| 7109 Incentive pay | 7,829 | 9,216 | 5,332 | 8,405 | 4,335 |
| 7110 Admin leave pay | 1,746 | 1,807 | 1,908 | 2,097 | 2,080 |
| 7111 Workers comp | 5,055 | 6,185 | 3,300 | 3,300 | 3,660 |
| 7112 Medical insurance | 17,423 | 19,695 | 13,944 | 13,945 | 9,185 |
| 7113 Dental insurance | 1,389 | 1,413 | 1,000 | 995 | 1,000 |
| 7114 Vision care | 338 | 344 | 250 | 245 | 250 |
| 7115 Medicare insurance | 2,261 | 2,428 | 1,439 | 1,935 | 1,505 |
| 7121 Service contribution-PERS | 34,245 | 34,478 | 32,873 | 39,833 | 34,130 |
| 7123 Deferred comp | 2,785 | 2,956 | 2,977 | 3,585 | 3,120 |
| 7124 LI & AD & D | 191 | 186 | 235 | 100 | 240 |
| 7125 Unemployment insurance | 256 | 261 | 278 | 375 | 365 |
| 7128 LTD | 1,225 | 1,252 | 1,264 | 1,430 | 0 |
| 7129 Chiropractic | 67 | 73 | 50 | 55 | 60 |
| 7130 Insurance refund | 23 | 0 | 0 | 0 | 0 |
| 7131 Other benefits | 1,986 | 2,455 | 2,640 | 2,640 | 1,880 |
| **100: Personnel Services Total** | **228,489** | **250,608** | **174,111** | **212,995** | **171,950** |
| 300: Supplies, Materials & Services | | | | | |
| 7308 Books & periodicals | 1,401 | 1,569 | 1,000 | 1,000 | 1,500 |
| 7309 Membership & dues | 0 | 25 | 100 | 100 | 100 |
| 7314 Business expense | 214 | 219 | 200 | 200 | 0 |
| 7315 Conference expense | 7,165 | 6,094 | 0 | 1,053 | 1,500 |
| 7322 Rental of equipment | 161 | 0 | 0 | 0 | 0 |
| 7323 Professional services | 4,882 | 4,150 | 0 | 0 | 10,000 |
| 7332 Repairs to office equip | 0 | 376 | 0 | 0 | 0 |
| 7343 PL & PD/other insurance | 3,558 | 3,775 | 0 | 0 | 1,880 |
| 7352 Special dept materials | 75 | 0 | 0 | 0 | 0 |
| 7355 General supplies | 795 | 1,780 | 2,000 | 2,000 | 1,000 |
| 7356 Medical supplies | 57 | 0 | 0 | 0 | 0 |
| 7358 Training & education | 29,097 | 27,505 | 20,000 | 18,946 | 15,000 |
| 7359 Small tools and equip | 895 | 117 | 500 | 500 | 500 |
| 7366 Tuition Reimbursement | 7,583 | 5,528 | 7,000 | 7,000 | 7,000 |
| **300: Supplies, Materials & Services Total** | **55,883** | **51,138** | **30,800** | **30,799** | **38,480** |
| **102015: Fire Training Total** | **284,372** | **301,746** | **204,911** | **243,794** | **210,430** |
| **Training Total** | **284,372** | **301,746** | **204,911** | **243,794** | **210,430** |

**ACTIVITY:** Emergency Medical Services **DIVISION:** Fire EMS
**DEPARTMENT:** Fire **FUND:** General Fund

## ACTIVITY DESCRIPTION

Mandatory duties are currently being shared by existing staff. The program includes but is not limited to policy and procedure development and implementation, evaluation of paramedic and emergency medical technicians, facilitating Quality Assurance and Quality Improvement (QA/QI) programs. This program has six elements:

- Emergency Information Systems – Compilation of emergency medical run reports, state and local statistic reports, review medical reports for accuracy and billing information, facilitate quality assurance/quality improvement for EMS activities.
- Training – Design, develop and implement EMS training program for both paramedics and emergency medical technicians, including CPR recertification, infection control, airborne and blood-borne pathogens, and EMT and Paramedic certification and recertification.
- EMS liaison – Acts as liaison to County, State and local EMS agencies.
- Vehicles and Equipment – Maintain, inspect, test and certify fire emergency medical apparatus and equipment.
- EMS policy and procedure development – Analysis of emergency medical response and operational problems, develop alternatives and resolutions.
- Safety equipment – Manage the purchase and develop specifications for department emergency medical equipment.

## SERVICE LEVEL ADJUSTMENTS

- Provide Fire-based advanced life support capability.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Met County EMS Agency equipment mandates.
- Response time objective of less than six minutes met 93.4% of the time.

## MAJOR 2009-10 OBJECTIVES

- Maintain EMS certifications.
- Update Automatic Electronic Defibrillator equipment.
- Arrive at calls for service under six minutes 90% of the time.

| PERFORMANCE MEASURES | 2006 | 2007 | 2008 |
|---|---|---|---|
| Emergency Medical Calls | 3085 | 3305 | 3373 |
| Percentage of EMS call response time <6 min. | 95.7% | 95.3% | 93.4% |

## RELATED COST CENTER(S)

- 102016

| Fire Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **102016: Emergency Medical Services** | | | | | |
| 100: Personnel Services | | | | | |
| 7102 Overtime | 824 | 868 | 0 | 0 | 0 |
| 7109 Incentive pay | 41 | 54 | 0 | 0 | 0 |
| 7112 Medical insurance | 51 | 27 | 0 | 0 | 0 |
| 7113 Dental insurance | 6 | 2 | 0 | 0 | 0 |
| 7114 Vision care | 1 | 0 | 0 | 0 | 0 |
| 7115 Medicare insurance | 3 | 10 | 0 | 0 | 0 |
| 7123 Deferred comp | 8 | 2 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **934** | **963** | **0** | **0** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7356 Medical supplies | 14,307 | 22,675 | 15,000 | 0 | 15,000 |
| 7358 Training & education | 1,869 | 8,825 | 10,000 | 0 | 7,000 |
| **300: Supplies, Materials & Services Total** | **16,176** | **31,500** | **25,000** | **0** | **22,000** |
| **102016: Emergency Medical Services Total** | **17,110** | **32,463** | **25,000** | **0** | **22,000** |
| **Emergency Medical Services Total** | **17,110** | **32,463** | **25,000** | **0** | **22,000** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Emergency Preparedness** | **DIVISION:** | **Fire Operations** |
| **DEPARTMENT:** | **Fire** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

Manage all aspects of the City's Emergency Preparedness Program including but not limited to the City's mitigation, preparedness, response and recovery capabilities and all after-action reports and documentation. This particular activity is performed as time is available to accomplish the following elements:.

- Develop preparedness planning, management and response procedures.
- Manage and coordinate disaster and emergency preparedness programs.
- Coordinate emergency preparedness training programs.
- Supervise, train, and evaluate assigned staff or volunteers.
- Coordinate community emergency and disaster support and assistance resources.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Acknowledge departments training requirements of the National Incident Management System (NIMS).
- Secured access cards for citywide identification.

## MAJOR 2009-10 OBJECTIVES

- Update city emergency evacuation plan.
- Develop and implement community-wide notification system.
- Develop mock citywide emergency and implement EOC for mitigation.
- Develop and implement agreements between other agencies for emergency preparedness.
- Develop and implement performance measures.

## RELATED COST CENTER(S)

- 102017

| Fire Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **102017: Emergency Operations Center** | | | | | |
| 100: Personnel Services | | | | | |
| 7188 Transfer In | 0 | 0 | 307,400 | 0 | 0 |
| 7189 Transfer Out | 0 | 0 | 0 | 0 | 200,000 |
| **100: Personnel Services Total** | **0** | **0** | **307,400** | **0** | **200,000** |
| **102017: Emergency Operations Center Total** | **0** | **0** | **307,400** | **0** | **200,000** |
| **Emergency Preparedness Total** | **0** | **0** | **307,400** | **0** | **200,000** |
| **Fire Department Total** | **8,681,127** | **9,804,647** | **9,338,054** | **9,500,474** | **8,696,662** |

## PUBLIC WORKS

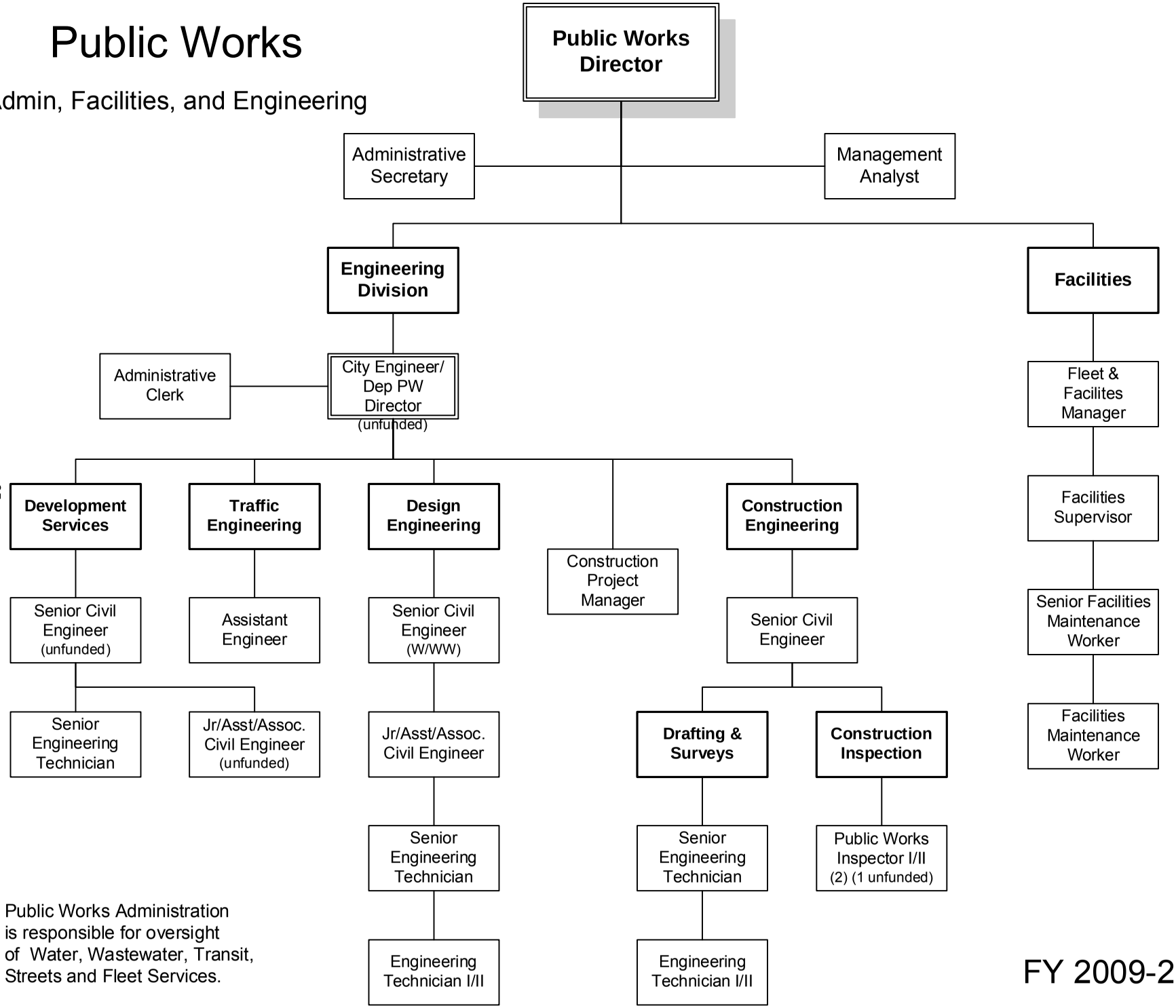
The General Fund pays for Public Works activities related to overseeing the water and wastewater utilities, engineering and public facilities, and budgeting. General Fund dollars are not used for wastewater or water operations. Public Works-General Fund has a budget of $1,970,501 in FY 2009/10.

Public Works has 18 General Fund positions budgeted in FY 2009/10, down from 25 in the previous fiscal year.

An organizational chart, staffing summary, detailed descriptions and financial tables are included in the following pages.

# Public Works

## Admin, Facilities, and Engineering




Public Works Administration is responsible for oversight of Water, Wastewater, Transit, Streets and Fleet Services.

FY 2009-2010

| Public Works Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 100: Personnel Services | 2,308,136 | 2,245,177 | 1,736,954 | 1,510,153 | 1,377,346 |
| 200: Utility Comm. & Transportation | 7,865 | 8,262 | 8,040 | 7,175 | 7,385 |
| 300: Supplies, Materials & Services | 585,166 | 692,177 | 649,792 | 636,880 | 523,670 |
| 400: Work for Others | 0 | 0 | 7,400 | 3,400 | 0 |
| 500: Equipment, Land & Structures | 997,080 | 1,006,659 | 995,279 | 1,026,135 | 62,100 |
| 600: Special Payments | 13,136 | 13,257 | 11,500 | 9,620 | 0 |
| **Public Works Department Total** | **3,911,383** | **3,965,532** | **3,408,965** | **3,193,363** | **1,970,501** |

| STAFFING SUMMARY | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **PUBLIC WORKS DEPARTMENT** | | | | | |
| ADMINISTRATION | | | | | |
| Administrative Secretary | 1 | 1 | 1 | 1 | 1 |
| Management Analyst | 1 | 1 | 1 | 1 | 1 |
| Public Works Director | 1 | 1 | 1 | 1 | 1 |
| | 3 | 3 | 3 | 3 | 3 |
| ENGINEERING DIVISION | | | | | |
| Administrative Clerk | 2 | 2 | 2 | 1 | 1 |
| City Engineer/Deputy Public Works Director | 1 | 1 | 1 | 1 | 0 |
| Construction Project Manager | 1 | 1 | 1 | 1 | 1 |
| Engineering Technician I/II | 2 | 2 | 2 | 2 | 2 |
| Jr./Assistant Engineer/Associate Civil Engineer | 2 | 2 | 2 | 3 | 2 |
| Public Works Inspector I/II | 3 | 2 | 2 | 2 | 1 |
| Senior Civil Engineer | 3 | 3 | 3 | 3 | 2 |
| Senior Engineering Technician | 4 | 4 | 4 | 3 | 2 |
| Senior Traffic Engineer | 1 | 1 | 1 | 0 | 0 |
| | 19 | 18 | 18 | 16 | 11 |
| FACILITIES | | | | | |
| Facilities Maintenance Worker | 1 | 1 | 1 | 1 | 1 |
| Facilities Supervisor | 1 | 1 | 1 | 1 | 1 |
| Fleet & Facilities Manager | 1 | 1 | 1 | 1 | 1 |
| Senior Facilities Maintenance Worker | 1 | 1 | 1 | 1 | 1 |
| | 4 | 4 | 4 | 4 | 4 |
| **Total Public Works - General Fund** | **26** | **25** | **25** | **23** | **18** |

| Public Works Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7100 Personnel Services | 0 | 0 | 0 | (271,491) | 0 | |
| 7101 Regular emp salary | 1,526,606 | 1,737,693 | 1,523,578 | 1,512,415 | 1,260,965 | Employee contributions, retirements |
| 7102 Overtime | 12,536 | 10,624 | 6,000 | 5,800 | 0 | |
| 7103 Part time salary | 22,532 | 15,797 | 24,000 | 16,320 | 0 | |
| 7106 Uniform allowance | 1,350 | 1,500 | 1,500 | 1,350 | 1,050 | |
| 7109 Incentive pay | 1,798 | 9,932 | 3,651 | 3,770 | 2,550 | |
| 7110 Admin leave pay | 4,852 | 10,418 | 10,480 | 1,635 | 11,490 | |
| 7111 Workers comp | 81,317 | 120,559 | 79,200 | 79,200 | 67,710 | |
| 7112 Medical insurance | 216,405 | 258,848 | 264,374 | 233,355 | 223,395 | |
| 7113 Dental insurance | 19,563 | 20,324 | 24,000 | 19,315 | 18,500 | |
| 7114 Vision care | 5,346 | 5,535 | 6,000 | 5,000 | 4,630 | |
| 7115 Medicare insurance | 15,307 | 18,218 | 17,844 | 18,350 | 15,060 | |
| 7121 Service contribution-PERS | 292,277 | 331,481 | 317,807 | 292,645 | 235,820 | Reduced payroll |
| 7122 Social security payments | 602 | 0 | 0 | 0 | 0 | |
| 7123 Deferred comp | 41,071 | 46,464 | 44,853 | 41,745 | 4,750 | Employee contributions |
| 7124 LI & AD & D | 7,424 | 7,887 | 9,277 | 8,915 | 6,850 | |
| 7125 Unemployment insurance | 4,300 | 4,781 | 4,669 | 4,290 | 4,415 | |
| 7128 LTD | 19,352 | 21,761 | 21,244 | 19,505 | 16,050 | |
| 7129 Chiropractic | 1,039 | 1,151 | 1,200 | 1,120 | 1,025 | |
| 7130 Insurance refund | 2,514 | 4,728 | 5,750 | 13,217 | 10,140 | |
| 7131 Other benefits | 31,945 | 47,863 | 44,357 | 44,360 | 34,780 | |
| 7188 Transfer In | 0 | (456,039) | (672,830) | (567,749) | (588,192) | |
| 7189 Transfer Out | 0 | 25,652 | 0 | 27,086 | 46,358 | |
| **100: Personnel Services** | **2,308,136** | **2,245,177** | **1,736,954** | **1,510,153** | **1,377,346** | |
| 7201 Postage | 709 | 567 | 440 | 425 | 565 | |
| 7202 Telephone | 4,448 | 4,208 | 3,700 | 4,100 | 4,100 | |
| 7203 Cellular phone charges | 2,708 | 3,487 | 3,900 | 2,650 | 2,720 | |
| **200: Utility Comm. & Transportation** | **7,865** | **8,262** | **8,040** | **7,175** | **7,385** | |
| 7301 Printing,binding,duplication | 2,486 | 4,122 | 5,950 | 5,800 | 1,800 | Fewer plans and spec docs |
| 7302 Photocopying | 2,486 | 2,563 | 2,300 | 1,500 | 1,700 | |
| 7303 Advertising | 1,811 | (13) | 1,200 | 1,100 | 1,100 | |
| 7305 Uniforms | 752 | 1,535 | 1,000 | 1,400 | 1,500 | |
| 7306 Safety Equipment | 2,022 | 1,028 | 3,800 | 1,800 | 1,700 | |
| 7307 Office supplies | 9,343 | 8,887 | 6,300 | 4,300 | 1,250 | |
| 7308 Books & periodicals | 1,075 | 531 | 1,275 | 0 | 0 | |
| 7309 Membership & dues | 2,672 | 2,667 | 2,260 | 1,995 | 2,305 | |
| 7312 Bank service charges | 47 | 0 | 0 | 50 | 0 | |
| 7313 Information systems software | 2,176 | 4,381 | 10,750 | 8,500 | 12,500 | |
| 7314 Business expense | 462 | 794 | 1,100 | 964 | 270 | |
| 7315 Conference expense | 3,610 | 618 | 600 | 462 | 0 | City-wide reductions |
| 7321 Rent of Land, facilities | 135,995 | 140,344 | 112,600 | 126,300 | 4,200 | Eliminated Finance lease |
| 7323 Professional services | 40,534 | 43,051 | 51,913 | 48,313 | 42,800 | |
| 7330 Repairs to comm equip | 110 | 100 | 200 | 200 | 200 | |

| Public Works Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7331 Repairs to Mach & equip | 66,084 | 78,254 | 122,224 | 130,000 | 72,500 | |
| 7332 Repairs to office equip | 636 | 0 | 1,550 | 1,400 | 0 | |
| 7333 Repairs to vehicles | 17,619 | 33,011 | 29,758 | 25,500 | 35,145 | |
| 7334 Repairs to buildings | 39,066 | 48,698 | 62,491 | 48,000 | 55,000 | |
| 7335 Sublet service contracts | 160,366 | 196,426 | 190,445 | 182,100 | 214,820 | 5% increase/Janitorial, elevator contracts |
| 7336 Car wash | 0 | 123 | 134 | 150 | 150 | |
| 7343 PL & PD/other insurance | 58,885 | 73,595 | 0 | 0 | 33,745 | |
| 7351 Motor veh fuel, lube | 0 | 10,713 | 8,278 | 9,278 | 8,460 | |
| 7352 Special dept materials | 2,602 | 4,300 | 6,000 | 4,501 | 5,475 | |
| 7353 Janitorial supplies | 13,265 | 13,459 | 13,200 | 14,600 | 13,600 | |
| 7354 Photo supplies | 229 | 0 | 0 | 200 | 200 | |
| 7355 General supplies | 3,127 | 2,927 | 4,900 | 3,000 | 3,150 | |
| 7358 Training & education | 3,565 | 1,860 | 700 | 1,200 | 1,200 | |
| 7359 Small tools and equip | 6,240 | 10,246 | 8,564 | 8,564 | 8,800 | |
| 7363 Employees physical exams | 0 | 0 | 100 | 0 | 100 | |
| 7366 Tuition Reimbursement | 2,416 | 1,214 | 0 | 0 | 0 | |
| 7369 Software Licensing Cost | 4,540 | 5,527 | 0 | 5,503 | 0 | |
| 7398 Reimbursable Expense | 23 | 0 | 0 | 0 | 0 | |
| 7399 Supplies, mat & services | 922 | 1,216 | 200 | 200 | 0 | |
| **300: Supplies, Materials & Services** | **585,166** | **692,177** | **649,792** | **636,880** | **523,670** | |
| 7601 Work for others | 0 | 0 | 7,400 | 3,400 | 0 | |
| **400: Work for Others** | **0** | **0** | **7,400** | **3,400** | **0** | |
| 7701 Office equip | 0 | 811 | 0 | 0 | 0 | |
| 7706 Traffic Signal equip | 0 | 0 | 10,000 | 5,000 | 5,000 | |
| 7715 Data Processing hrdware | 6,872 | 7,748 | 4,000 | 0 | 0 | |
| 7719 Other equip | 6,144 | 0 | 0 | 0 | 0 | |
| 7720 Other contracts | 0 | 15,200 | 0 | 39,856 | 0 | |
| 7789 Transfer Out | 984,064 | 982,900 | 981,279 | 981,279 | 57,100 | Moved Streets MOE to Operating Transfers |
| **500: Equipment, Land & Structures** | **997,080** | **1,006,659** | **995,279** | **1,026,135** | **62,100** | |
| 8022 Taxes | 11,388 | 11,509 | 11,500 | 9,620 | 0 | |
| 8099 Special payments | 1,748 | 1,748 | 0 | 0 | 0 | |
| **600: Special Payments** | **13,136** | **13,257** | **11,500** | **9,620** | **0** | |
| **Public Works Department Total** | **3,911,383** | **3,965,532** | **3,408,965** | **3,193,363** | **1,970,501** | |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Administration** | **DIVISION:** | **Administration** |
| **DEPARTMENT:** | **Public Works** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

Public Works Administration provides overall direction, administrative support and management for the Engineering, Fleet and Facilities Services, Streets, Transit and Water/Wastewater Service divisions of Public Works, administers the Solid Waste franchise and oversees PCE/TCE remediation activities. Administration also provides clerical support for Facilities Services, Engineering and Transit. In addition, Administration staff handles property leases, right-of-way acquisition, prevailing wage requirements, water and wastewater rate analysis and budget administration. The activity has five main elements:

- Clerical support – Prepare correspondence, Council communications, reports and specifications; organize, maintain and research correspondence and computer files; route/file contract documents, purchase orders, claims and public inquiries.
- Department management and representation – Establish Department rules, policies and procedures, monitor and evaluate Department activities, represent the City with other government agencies, private firms and organizations.
- Budget administration – Coordinate and compile the total Public Works Department operation and maintenance budget and capital improvements budget; review and approve all procurement documents and purchase orders; ensure expenditures conform to budget.
- Enterprise management – Oversee the water and wastewater utility services, White Slough WPCF upgrades and the solid waste contract and ensure conformance with federal, State and local health requirements.
- Personnel administration – Develop Department policies and work rules; interpret City personnel rules, policies and employment contracts; develop and coordinate in-service safety and training programs.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Water/Wastewater utility financial model

## MAJOR 2009-10 OBJECTIVES

- Complete Water utility financial model

## RELATED COST CENTER(S)

- 103011

| Public Works Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **103011: P. W. Administration** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 0 | (176,555) | 0 |
| 7101 Regular emp salary | 308,341 | 283,066 | 256,857 | 257,545 | 246,325 |
| 7110 Admin leave pay | 0 | 5,340 | 0 | 0 | 4,010 |
| 7111 Workers comp | 16,314 | 16,219 | 9,900 | 9,900 | 10,980 |
| 7112 Medical insurance | 44,361 | 37,387 | 37,221 | 35,460 | 37,920 |
| 7113 Dental insurance | 4,705 | 3,010 | 3,000 | 2,985 | 3,000 |
| 7114 Vision care | 1,213 | 768 | 750 | 735 | 750 |
| 7115 Medicare insurance | 2,613 | 2,169 | 1,711 | 3,735 | 3,575 |
| 7121 Service contribution-PERS | 59,266 | 49,415 | 48,952 | 49,085 | 46,130 |
| 7123 Deferred comp | 7,887 | 7,708 | 7,706 | 7,725 | 0 |
| 7124 LI & AD & D | 1,957 | 1,655 | 2,065 | 2,185 | 1,940 |
| 7125 Unemployment insurance | 856 | 715 | 719 | 720 | 865 |
| 7128 LTD | 3,910 | 3,264 | 3,272 | 3,285 | 3,140 |
| 7129 Chiropractic | 237 | 164 | 150 | 155 | 170 |
| 7130 Insurance refund | 650 | 653 | 1,300 | 650 | 650 |
| 7131 Other benefits | 6,409 | 6,439 | 6,832 | 6,835 | 5,640 |
| 7188 Transfer In | 0 | 0 | 0 | 0 | (189,105) |
| **100: Personnel Services Total** | **458,719** | **417,972** | **380,435** | **204,445** | **175,990** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 196 | 302 | 200 | 250 | 350 |
| **200: Utility Comm. & Transportation Total** | **196** | **302** | **200** | **250** | **350** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 379 | 247 | 350 | 300 | 300 |
| 7302 Photocopying | 918 | 1,332 | 800 | 1,000 | 1,200 |
| 7305 Uniforms | 0 | 136 | 0 | 0 | 0 |
| 7306 Safety Equipment | 6 | 0 | 0 | 0 | 0 |
| 7307 Office supplies | 4,259 | 5,331 | 2,500 | 2,500 | 750 |
| 7308 Books & periodicals | 312 | 140 | 200 | 0 | 0 |
| 7309 Membership & dues | 1,777 | 1,812 | 1,605 | 1,340 | 1,605 |
| 7312 Bank service charges | 0 | 0 | 0 | 50 | 0 |
| 7313 Information systems software | 0 | 0 | 250 | 0 | 0 |
| 7314 Business expense | 197 | 137 | 300 | 364 | 0 |
| 7315 Conference expense | 2,103 | 618 | 600 | 462 | 0 |
| 7323 Professional services | 3,266 | 0 | 0 | 0 | 0 |
| 7332 Repairs to office equip | 177 | 0 | 150 | 0 | 0 |
| 7335 Sublet service contracts | 1,029 | 2,792 | 750 | 1,200 | 1,920 |
| 7343 PL & PD/other insurance | 11,482 | 9,901 | 0 | 0 | 5,630 |
| 7353 Janitorial supplies | 0 | 11 | 0 | 0 | 0 |
| 7355 General supplies | 29 | 35 | 500 | 0 | 0 |
| 7358 Training & education | 825 | 0 | 0 | 0 | 0 |
| 7359 Small tools and equip | 0 | 0 | 500 | 500 | 500 |
| 7366 Tuition Reimbursement | 2,416 | 1,214 | 0 | 0 | 0 |
| 7399 Supplies, mat & services | 448 | 404 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **29,623** | **24,110** | **8,505** | **7,716** | **11,905** |
| **103011: P. W. Administration Total** | **488,538** | **442,384** | **389,140** | **212,411** | **188,245** |
| **Administration Total** | **488,538** | **442,384** | **389,140** | **212,411** | **188,245** |

**ACTIVITY:** Engineering **DIVISION:** Engineering
**DEPARTMENT:** Public Works **FUND:** General Fund

## ACTIVITY DESCRIPTION

The Engineering Division plans, designs and oversees construction of City streets, water, wastewater and drainage systems in conformance with the General Plan, Capital Improvement budget and development policies and provides engineering services for many other departments and special projects. This activity has the following five elements:

- Design of capital improvement and maintenance projects.
- Facilitates expansion of the community through annexations, utility master planning, entitlement processing, subdivision mapping, improvement plan approval, building permit review, and related services.
- Provides construction and inspection services through the encroachment permit program, subdivision improvement agreements, and associated services provided to other departments.
- Provides traffic engineering services, including the annual monitoring of critical intersection and accident data, overseeing traffic operations, designing of traffic control facilities and responding to related public comments.
- Planning and financing of major capital improvements including street maintenance, water and wastewater replacements, storm drainage maintenance, wastewater maintenance, and water maintenance.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Completed installation of all prepaid water meters.
- Initiated Harney Lane Specific Plan design project.
- Completed Lodi Avenue Rehabilitation Project Design and secured Smart Growth Grant.
- Continued Harney Lane/State Route 99 Interchange Reconstruction Project.
- Implemented Storm Drainage Design Standard Plans.
- Facilitated design of interim PCE/TCE remediation facilities for Central Plume.

## MAJOR 2009-10 OBJECTIVES

- Initiate update to Impact Mitigation Fee Program.
- Complete utility master plans for Updated General Plan.
- Complete design of Surface Water Treatment Plant.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Capital improvement awarded (in-house design) | $2.8M | $5.4M | $4.8M |
| Building permits processed | 419 | 363 | 200 |
| Encroachment permits issued | 220 | 246 | 200 |

## RELATED COST CENTER(S)

- 103021

| Public Works Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **103021: P. W. General Engineering** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 0 | (94,936) | 0 |
| 7101 Regular emp salary | 1,006,921 | 1,228,861 | 1,030,657 | 1,013,760 | 775,205 |
| 7102 Overtime | 7,527 | 8,487 | 2,500 | 2,500 | 0 |
| 7103 Part time salary | 22,532 | 15,797 | 24,000 | 16,320 | 0 |
| 7106 Uniform allowance | 1,350 | 1,500 | 1,500 | 1,350 | 1,050 |
| 7109 Incentive pay | 1,223 | 9,412 | 3,651 | 3,770 | 2,550 |
| 7110 Admin leave pay | 4,852 | 5,078 | 8,845 | 0 | 5,840 |
| 7111 Workers comp | 54,770 | 88,222 | 56,100 | 56,100 | 42,090 |
| 7112 Medical insurance | 139,291 | 180,050 | 181,914 | 152,775 | 136,915 |
| 7113 Dental insurance | 11,389 | 13,964 | 17,000 | 12,350 | 11,500 |
| 7114 Vision care | 3,210 | 3,860 | 4,250 | 3,285 | 2,880 |
| 7115 Medicare insurance | 10,345 | 13,495 | 13,465 | 11,885 | 8,770 |
| 7121 Service contribution-PERS | 193,089 | 238,443 | 223,866 | 197,610 | 144,850 |
| 7122 Social security payments | 602 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 26,938 | 31,968 | 30,065 | 26,785 | 0 |
| 7124 LI & AD & D | 4,753 | 5,328 | 5,988 | 5,435 | 3,720 |
| 7125 Unemployment insurance | 2,869 | 3,451 | 3,289 | 2,895 | 2,710 |
| 7128 LTD | 12,794 | 15,625 | 14,965 | 13,145 | 9,860 |
| 7129 Chiropractic | 625 | 793 | 850 | 755 | 635 |
| 7130 Insurance refund | 800 | 3,422 | 3,800 | 6,935 | 9,490 |
| 7131 Other benefits | 21,516 | 35,025 | 31,246 | 31,245 | 21,620 |
| 7188 Transfer In | 0 | (397,058) | (610,258) | (502,536) | (334,470) |
| **100: Personnel Services Total** | **1,527,396** | **1,505,723** | **1,047,693** | **961,428** | **845,215** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 496 | 261 | 200 | 175 | 175 |
| 7203 Cellular phone charges | 1,319 | 1,586 | 2,000 | 1,000 | 1,000 |
| **200: Utility Comm. & Transportation Total** | **1,815** | **1,847** | **2,200** | **1,175** | **1,175** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 2,044 | 3,834 | 5,500 | 5,500 | 1,500 |
| 7302 Photocopying | 1,568 | 1,231 | 1,500 | 500 | 500 |
| 7303 Advertising | 1,235 | (13) | 1,000 | 1,000 | 1,000 |
| 7305 Uniforms | 0 | 270 | 0 | 200 | 200 |
| 7306 Safety Equipment | 1,216 | 609 | 1,800 | 300 | 400 |
| 7307 Office supplies | 4,761 | 3,271 | 3,500 | 1,500 | 500 |
| 7308 Books & periodicals | 763 | 391 | 1,075 | 0 | 0 |
| 7309 Membership & dues | 895 | 855 | 655 | 655 | 700 |
| 7312 Bank service charges | 47 | 0 | 0 | 0 | 0 |
| 7313 Information systems software | 2,176 | 4,381 | 10,500 | 8,500 | 12,500 |
| 7314 Business expense | 230 | 629 | 700 | 500 | 200 |
| 7315 Conference expense | 1,507 | 0 | 0 | 0 | 0 |
| 7323 Professional services | 31,009 | 15,472 | 31,413 | 34,413 | 30,000 |
| 7330 Repairs to comm equip | 110 | 100 | 200 | 200 | 200 |
| 7332 Repairs to office equip | 459 | 0 | 1,400 | 1,400 | 0 |
| 7333 Repairs to vehicles | 0 | 9,880 | 6,499 | 6,500 | 10,250 |
| 7335 Sublet service contracts | 220 | 385 | 0 | 100 | 250 |
| 7336 Car wash | 0 | 66 | 84 | 100 | 80 |
| 7343 PL & PD/other insurance | 38,634 | 53,855 | 0 | 0 | 21,565 |
| 7351 Motor veh fuel, lube | 0 | 7,277 | 6,088 | 6,088 | 5,750 |
| 7352 Special dept materials | 0 | 372 | 250 | 250 | 0 |
| 7354 Photo supplies | 229 | 0 | 0 | 200 | 200 |
| 7355 General supplies | 96 | 72 | 1,900 | 500 | 500 |
| 7358 Training & education | 2,616 | 1,785 | 500 | 1,000 | 1,000 |
| 7359 Small tools and equip | 4,750 | 9,511 | 6,264 | 6,264 | 6,500 |
| 7369 Software Licensing Cost | 4,540 | 5,527 | 0 | 5,503 | 0 |
| 7398 Reimbursable Expense | 23 | 0 | 0 | 0 | 0 |
| 7399 Supplies, mat & services | 439 | 532 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **99,567** | **120,292** | **80,828** | **81,173** | **93,795** |
| 500: Equipment, Land & Structures | | | | | |

| Public Works Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7701 Office equip | 0 | 811 | 0 | 0 | 0 |
| 7715 Data Processing hrdware | 6,872 | 7,748 | 4,000 | 0 | 0 |
| 7789 Transfer Out | 4,131 | 6,250 | 8,354 | 8,354 | 5,355 |
| **500: Equipment, Land & Structures Total** | **11,003** | **14,809** | **12,354** | **8,354** | **5,355** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 1,748 | 1,748 | 0 | 0 | 0 |
| **600: Special Payments Total** | **1,748** | **1,748** | **0** | **0** | **0** |
| **103021: P. W. General Engineering Total** | **1,641,529** | **1,644,419** | **1,143,075** | **1,052,130** | **945,540** |
| **Engineering Total** | **1,641,529** | **1,644,419** | **1,143,075** | **1,052,130** | **945,540** |

**ACTIVITY:** **Facilities Services** **DIVISION:** **Facilities Services**
**DEPARTMENT:** **Public Works** **FUND:** **General Fund**

## ACTIVITY DESCRIPTION

The Facilities Services activity maintains and manages all City facilities except for Parks and Recreation and Hutchins Street Square (Community Center) facilities; administers construction projects, primarily for building remodels and renovations/additions; and supervises contract labor and vendors for janitorial and other building maintenance services.

| | | | |
|---|---|---|---|
| City Hall | 18,500 sq. ft. | Carnegie Forum | 10,400 sq. ft. |
| Public Safety Building ** | 40,100 sq. ft. | Fire Adm. Offices | 2,500 sq. ft. |
| Fire Station #2 | 6,200 sq. ft. | Municipal Service Center | 70,050 sq. ft. |
| Fire Station #3 | 5,300 sq. ft. | Library | 30,750 sq. ft. |
| Lodi Station Parking Str. | 134,000 sq. ft. | Facilities Services Shop/Office | 2,300 sq. ft. |
| Animal Shelter & Office Trlr. | 4,900 sq. ft. | Multimodal Station | 4,000 sq. ft. |
| Adopt-A-Child Building | 7,130 sq. ft. | Main Street Fire Station (Storage) | 3,940 sq. ft. |
| Fire Station #4 | 7,110 sq. ft. | Police Facility | 52,500 sq. ft. |
| Maple Square Fire Station | 1,850 sq. ft. | | |

Other City Facilities maintained: Lodi Arch, Gateway Arch, and Veteran's Memorial Mall

2009-10 TOTAL SQUARE FEET SERVED: 401,530
**Public Safety Building includes Finance, Fire Station 1 and EUD meter readers.

Activity goals are to provide: 1) maximum building service life; 2) productive work environment; 3) safe and energy-efficient buildings; and 4) a positive image for the City. This activity has three major elements:

- Administration – Provide overall direction, supervision and planning.
- Maintenance and Remodeling – Perform general and preventive maintenance, carpentry, painting, plumbing, electrical and mechanical repairs and improvements.
- Contract Administration – Coordinate and manage contracts for janitorial and other maintenance services, remodel and repair projects; and provide contract administration and supervision for maintenance, remodel and construction projects, including all phases from planning to project construction.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Library HVAC Project completed.
- Library Entry Ramp Project completed.
- Library Phase I Remodel Project completed.
- Public Safety Building Court and old PD Dispatch Remodeled for Finance Department and EUD Meter Readers.
- Moved Finance Department, Budget Division, and EUD Meter Reader employees.

## MAJOR 2009-10 OBJECTIVES

- Minimize lost services and reduced service levels due to budget cuts.
- Maintain existing staff levels.

**ACTIVITY:** Facilities Services
**DIVISION:** Facilities Services
**DEPARTMENT:** Public Works
**FUND:** General Fund

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Square footage of buildings maintained | 328,780 | 328,780 | 401,305 |
| Program cost/square foot of buildings maintained | $2.23 | $2.28 | $1.82 |

**RELATED COST CENTER(S)**

- 103511

| Public Works Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **103511: P. W. Facility services** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 189,947 | 225,766 | 236,064 | 241,110 | 239,435 |
| 7102 Overtime | 4,819 | 2,137 | 3,500 | 3,300 | 0 |
| 7109 Incentive pay | 244 | 520 | 0 | 0 | 0 |
| 7110 Admin leave pay | 0 | 0 | 1,635 | 1,635 | 1,640 |
| 7111 Workers comp | 10,233 | 16,118 | 13,200 | 13,200 | 14,640 |
| 7112 Medical insurance | 27,494 | 41,173 | 45,239 | 45,120 | 48,560 |
| 7113 Dental insurance | 2,994 | 3,333 | 4,000 | 3,980 | 4,000 |
| 7114 Vision care | 804 | 903 | 1,000 | 980 | 1,000 |
| 7115 Medicare insurance | 2,052 | 2,554 | 2,668 | 2,730 | 2,715 |
| 7121 Service contribution-PERS | 35,797 | 43,623 | 44,989 | 45,950 | 44,840 |
| 7123 Deferred comp | 5,609 | 6,788 | 7,082 | 7,235 | 4,750 |
| 7124 LI & AD & D | 670 | 904 | 1,224 | 1,295 | 1,190 |
| 7125 Unemployment insurance | 519 | 615 | 661 | 675 | 840 |
| 7128 LTD | 2,375 | 2,872 | 3,007 | 3,075 | 3,050 |
| 7129 Chiropractic | 156 | 193 | 200 | 210 | 220 |
| 7130 Insurance refund | 925 | 653 | 650 | 5,632 | 0 |
| 7131 Other benefits | 4,020 | 6,399 | 6,279 | 6,280 | 7,520 |
| 7188 Transfer In | 0 | (58,981) | (62,572) | (65,213) | (64,617) |
| 7189 Transfer Out | 0 | 2,752 | 0 | 0 | 2,358 |
| **100: Personnel Services Total** | **288,658** | **298,322** | **308,826** | **317,194** | **312,141** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 17 | 4 | 40 | 0 | 40 |
| 7202 Telephone | 4,448 | 4,208 | 3,700 | 4,100 | 4,100 |
| 7203 Cellular phone charges | 1,389 | 1,644 | 1,500 | 1,350 | 1,600 |
| **200: Utility Comm. & Transportation Total** | **5,854** | **5,856** | **5,240** | **5,450** | **5,740** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 63 | 15 | 100 | 0 | 0 |
| 7303 Advertising | 576 | 0 | 200 | 100 | 100 |
| 7305 Uniforms | 752 | 1,129 | 1,000 | 1,200 | 1,300 |
| 7306 Safety Equipment | 789 | 419 | 2,000 | 1,500 | 1,300 |
| 7307 Office supplies | 323 | 285 | 300 | 300 | 0 |
| 7314 Business expense | 35 | 28 | 100 | 100 | 70 |
| 7321 Rent of Land, facilities | 135,995 | 140,344 | 112,600 | 126,300 | 4,200 |
| 7323 Professional services | 6,259 | 4,339 | 16,600 | 10,000 | 12,800 |
| 7331 Repairs to Mach & equip | 66,084 | 77,540 | 119,724 | 130,000 | 70,000 |
| 7333 Repairs to vehicles | 0 | 7,171 | 5,759 | 2,500 | 6,575 |
| 7334 Repairs to buildings | 24,866 | 23,687 | 33,135 | 33,000 | 35,000 |
| 7335 Sublet service contracts | 158,977 | 143,300 | 189,495 | 180,000 | 205,300 |
| 7336 Car wash | 0 | 57 | 50 | 50 | 70 |
| 7343 PL & PD/other insurance | 7,269 | 9,839 | 0 | 0 | 6,550 |
| 7351 Motor veh fuel, lube | 0 | 2,192 | 2,190 | 2,190 | 1,730 |
| 7352 Special dept materials | 0 | 0 | 250 | 250 | 250 |
| 7353 Janitorial supplies | 13,265 | 13,448 | 13,200 | 14,600 | 13,600 |
| 7355 General supplies | 2,992 | 2,175 | 2,500 | 2,500 | 2,650 |
| 7358 Training & education | 124 | 75 | 200 | 200 | 200 |
| 7359 Small tools and equip | 1,490 | 664 | 800 | 800 | 800 |
| 7363 Employees physical exams | 0 | 0 | 100 | 0 | 100 |
| 7399 Supplies, mat & services | 35 | 280 | 200 | 200 | 0 |
| **300: Supplies, Materials & Services Total** | **419,894** | **426,987** | **500,503** | **505,790** | **362,595** |
| 400: Work for Others | | | | | |
| 7601 Work for others | 0 | 0 | 7,400 | 3,400 | 0 |
| **400: Work for Others Total** | **0** | **0** | **7,400** | **3,400** | **0** |
| 500: Equipment, Land & Structures | | | | | |
| 7719 Other equip | 6,144 | 0 | 0 | 0 | 0 |
| 7789 Transfer Out | 0 | 7,210 | 3,485 | 3,485 | 51,745 |
| **500: Equipment, Land & Structures Total** | **6,144** | **7,210** | **3,485** | **3,485** | **51,745** |
| 600: Special Payments | | | | | |
| 8022 Taxes | 11,388 | 11,509 | 11,500 | 9,620 | 0 |

| Public Works Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 600: Special Payments Total | 11,388 | 11,509 | 11,500 | 9,620 | 0 |
| 103511: P. W. Facility services Total | 731,938 | 749,884 | 836,954 | 844,939 | 732,221 |
| Facilities Total | 731,938 | 749,884 | 836,954 | 844,939 | 732,221 |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Damage to City Property** | **DIVISION:** | **Fleet and Facilities Services** |
| **DEPARTMENT:** | **Public Works** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

This activity consists of repairs to General Fund maintained facilities, vehicles, stop signs and street poles, traffic signal devices, walls and fences and other miscellaneous City facilities for all General Fund departments.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Repaired damage to Gateway Arch (responsible party's insurance reimbursed).

## MAJOR 2009-10 OBJECTIVES

- Not applicable

## RELATED COST CENTER(S)

- 100200

| Public Works Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **100200: Damage To Property** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 0 | 5,765 | 0 | 0 | 0 |
| 7331 Repairs to Mach & equip | 0 | 714 | 2,500 | 0 | 2,500 |
| 7333 Repairs to vehicles | 17,619 | 12,398 | 17,500 | 15,000 | 15,000 |
| 7334 Repairs to buildings | 14,200 | 25,011 | 29,356 | 15,000 | 20,000 |
| 7335 Sublet service contracts | 140 | 20,468 | 0 | 600 | 600 |
| 7352 Special dept materials | 0 | 84 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **31,959** | **64,440** | **49,356** | **30,600** | **38,100** |
| 500: Equipment, Land & Structures | | | | | |
| 7706 Traffic Signal equip | 0 | 0 | 10,000 | 5,000 | 5,000 |
| 7720 Other contracts | 0 | 15,200 | 0 | 39,856 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **15,200** | **10,000** | **44,856** | **5,000** |
| **100200: Damage To Property Total** | **31,959** | **79,640** | **59,356** | **75,456** | **43,100** |
| **Damage to Property Total** | **31,959** | **79,640** | **59,356** | **75,456** | **43,100** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Graffiti Abatement/Parking Lot Maintenance** | **DIVISION:** | **Streets and Drainage** |
| **DEPARTMENT:** | **Public Works** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

Graffiti Abatement activity removes graffiti from public facilities and from privately owned facilities when the graffiti can be seen from the public right-of-way or from areas where the public has a right to be. This position is staffed full-time by a Street Maintenance Worker. Additionally, the parking lot on Elm Street is maintained. Activity goals are: 1) to maintain property values; 2) to suppress gang activities; and 3) to ensure an attractive and safe community. This activity has five major elements:

- Education and promotion – Educate the public to the service provided by the City to remove gang-related graffiti from buildings, fences, and other structures and to promote citizen participation in the early reporting of gang graffiti.
- Obtaining releases – Identify and contact property owners to obtain release and hold harmless agreement for the City to remove graffiti.
- Graffiti removal – Inspect highly vandalized areas routinely; remove graffiti within one business day of notification or discovery; and communicate suspicious graffiti to gang task force.
- Record-keeping – Keep accurate records of all abatement actions to monitor frequencies, reoccurrence, and determine problem areas.
- Maintenance of the city parking lot on Elm Street.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Doubled abatements due to year-round staffing by City.

## MAJOR 2009-10 OBJECTIVES

- Increase public awareness of the program.
- Abate graffiti within one business day of being notified.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Sites abated per year | 895 | 582 | 1,045* |

*As of May 6, 2009

## RELATED COST CENTER(S)

- 105042
- CDBG (75 percent)
- 105043

| Public Works Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **105042: P. W. Parking Lot Maintenance** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 0 | 0 | 3,900 | 3,900 | 0 |
| 7335 Sublet service contracts | 0 | 29,386 | 0 | 0 | 6,550 |
| **300: Supplies, Materials & Services Total** | **0** | **29,386** | **3,900** | **3,900** | **6,550** |
| **105042: P. W. Parking Lot Maintenance Total** | **0** | **29,386** | **3,900** | **3,900** | **6,550** |
| | | | | | |
| **105043: P.W. Graffiti Abatement** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 21,397 | 0 | 0 | 0 | 0 |
| 7102 Overtime | 190 | 0 | 0 | 0 | 0 |
| 7109 Incentive pay | 331 | 0 | 0 | 0 | 0 |
| 7112 Medical insurance | 5,259 | 238 | 0 | 0 | 0 |
| 7113 Dental insurance | 475 | 17 | 0 | 0 | 0 |
| 7114 Vision care | 119 | 4 | 0 | 0 | 0 |
| 7115 Medicare insurance | 297 | 0 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 4,125 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 637 | 0 | 0 | 0 | 0 |
| 7124 LI & AD & D | 44 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 56 | 0 | 0 | 0 | 0 |
| 7128 LTD | 273 | 0 | 0 | 0 | 0 |
| 7129 Chiropractic | 21 | 1 | 0 | 0 | 0 |
| 7130 Insurance refund | 139 | 0 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 22,900 | 0 | 27,086 | 44,000 |
| **100: Personnel Services Total** | **33,363** | **23,160** | **0** | **27,086** | **44,000** |
| 200: Utility Comm. & Transportation | | | | | |
| 7203 Cellular phone charges | 0 | 257 | 400 | 300 | 120 |
| **200: Utility Comm. & Transportation Total** | **0** | **257** | **400** | **300** | **120** |
| 300: Supplies, Materials & Services | | | | | |
| 7306 Safety Equipment | 11 | 0 | 0 | 0 | 0 |
| 7323 Professional services | 0 | 17,475 | 0 | 0 | 0 |
| 7333 Repairs to vehicles | 0 | 3,562 | 0 | 1,500 | 3,320 |
| 7335 Sublet service contracts | 0 | 95 | 200 | 200 | 200 |
| 7343 PL & PD/other insurance | 1,500 | 0 | 0 | 0 | 0 |
| 7351 Motor veh fuel, lube | 0 | 1,244 | 0 | 1,000 | 980 |
| 7352 Special dept materials | 2,602 | 3,844 | 5,500 | 4,001 | 5,225 |
| 7355 General supplies | 10 | 645 | 0 | 0 | 0 |
| 7359 Small tools and equip | 0 | 71 | 1,000 | 1,000 | 1,000 |
| **300: Supplies, Materials & Services Total** | **4,123** | **26,936** | **6,700** | **7,701** | **10,725** |
| **105043: P.W. Graffiti Abatement Total** | **37,486** | **50,353** | **7,100** | **35,087** | **54,845** |
| **Graffiti Abatement Total** | **37,486** | **79,739** | **11,000** | **38,987** | **61,395** |

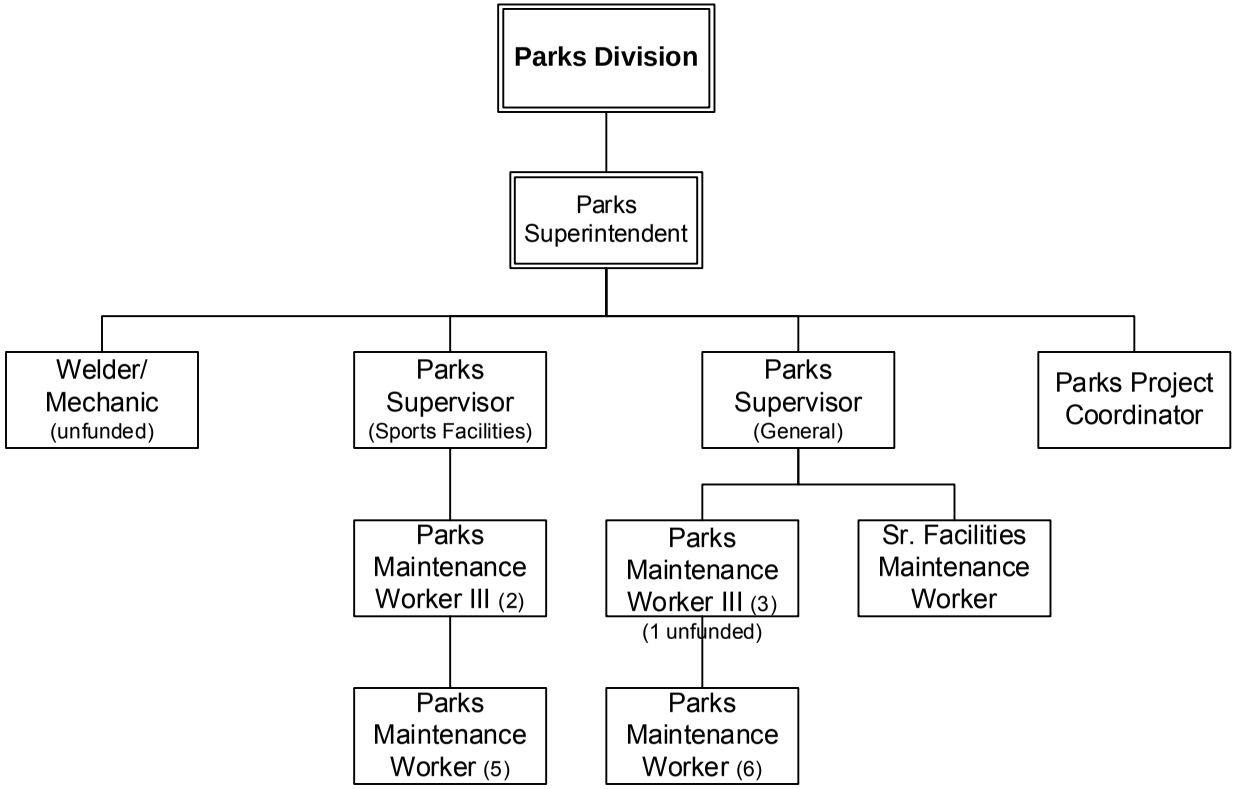
## PARKS DIVISION

The Parks Division of the Parks and Recreation Department is funded solely with General Fund dollars. The division is responsible for park maintenance, coordinating park activities and long-range park planning. The Division has a budget of $2,293,696 in FY 2009/10, a decrease from $2,427,062 in FY 2008/09.

The Parks Division has 20 positions budgeted in FY 2009/10, down from 22 in FY 2008/09.

An organizational chart, staffing summary, detailed activity descriptions and financial tables are included in the following pages.

# Parks and Recreation
## Parks




FY 2009-2010

| Parks Division | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 100: Personnel Services | 1,762,653 | 1,758,407 | 1,885,783 | 1,849,252 | 1,817,970 |
| 200: Utility Comm. & Transportation | 9,915 | 9,497 | 9,200 | 9,330 | 9,200 |
| 300: Supplies, Materials & Services | 280,645 | 449,705 | 435,308 | 409,380 | 408,511 |
| 400: Work for Others | 1,372 | 394 | 0 | 0 | 0 |
| 500: Equipment, Land & Structures | 17,281 | 27,778 | 96,771 | 128,100 | 58,015 |
| 600: Special Payments | 0 | 0 | 0 | 45 | 0 |
| 700: Interfund Transfers | 72,460 | 0 | 0 | 0 | 0 |
| **Parks Division Total** | **2,144,326** | **2,245,781** | **2,427,062** | **2,396,107** | **2,293,696** |

**STAFFING SUMMARY**

| | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **PARKS DIVISION** | | | | | |
| Park Maintenance Worker | 11 | 11 | 11 | 11 | 11 |
| Park Maintenance Worker III | 5 | 5 | 5 | 5 | 4 |
| Parks Project Coordinator | 1 | 1 | 1 | 1 | 1 |
| Parks Superintendent | 1 | 1 | 1 | 1 | 1 |
| Parks Supervisor | 2 | 2 | 2 | 2 | 2 |
| Senior Facilities Maintenance Worker | 1 | 1 | 1 | 1 | 1 |
| Welder-Mechanic | 1 | 1 | 1 | 1 | 0 |
| **Parks Division Total** | **22** | **22** | **22** | **22** | **20** |

| Parks Division | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7100 Personnel Services | 0 | 0 | 70,757 | 31,768 | 2,682 | |
| 7101 Regular emp salary | 981,712 | 930,813 | 1,044,124 | 1,028,540 | 963,230 | Employee contributions, retirements |
| 7102 Overtime | 23,574 | 24,972 | 22,672 | 22,673 | 22,625 | |
| 7103 Part time salary | 150,684 | 176,568 | 105,330 | 124,090 | 123,300 | Increase for Century Meadows L&L maint |
| 7109 Incentive pay | 6,062 | 4,787 | 6,060 | 6,310 | 7,960 | |
| 7110 Admin leave pay | 0 | 0 | 0 | 1,635 | 1,640 | |
| 7111 Workers comp | 70,596 | 70,240 | 72,600 | 72,600 | 73,200 | |
| 7112 Medical insurance | 227,180 | 259,782 | 247,004 | 242,800 | 248,513 | |
| 7113 Dental insurance | 18,260 | 16,134 | 22,000 | 19,335 | 20,000 | |
| 7114 Vision care | 5,101 | 4,790 | 5,500 | 7,620 | 5,000 | |
| 7115 Medicare insurance | 9,924 | 10,484 | 13,078 | 9,110 | 13,057 | |
| 7121 Service contribution-PERS | 197,679 | 188,264 | 198,990 | 196,615 | 180,395 | Reduced payroll |
| 7122 Social security payments | 2,410 | 0 | 0 | 0 | 0 | |
| 7123 Deferred comp | 25,456 | 22,445 | 25,555 | 23,695 | 19,700 | Employee contributions |
| 7124 LI & AD & D | 2,599 | 1,894 | 3,764 | 3,765 | 3,538 | |
| 7125 Unemployment insurance | 3,105 | 3,027 | 2,924 | 2,905 | 3,470 | |
| 7128 LTD | 12,472 | 11,892 | 13,302 | 13,075 | 12,275 | |
| 7129 Chiropractic | 993 | 1,022 | 1,100 | 1,066 | 1,110 | |
| 7130 Insurance refund | 3,950 | 3,414 | 3,250 | 13,870 | 0 | |
| 7131 Other benefits | 20,896 | 27,879 | 27,773 | 27,780 | 37,600 | |
| 7189 Transfer Out | 0 | 0 | 0 | 0 | 78,675 | Allocation of Director and Admin Clerk |
| **100: Personnel Services** | **1,762,653** | **1,758,407** | **1,885,783** | **1,849,252** | **1,817,970** | |
| 7201 Postage | 74 | 0 | 0 | 0 | 0 | |
| 7202 Telephone | 2,081 | 2,227 | 1,200 | 1,270 | 1,200 | |
| 7203 Cellular phone charges | 6,864 | 7,015 | 8,000 | 8,035 | 8,000 | |
| 7204 Pagers | 274 | 255 | 0 | 25 | 0 | |
| 7215 Refuse | 622 | 0 | 0 | 0 | 0 | |
| **200: Utility Comm. & Transportation** | **9,915** | **9,497** | **9,200** | **9,330** | **9,200** | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 63,270 | 0 | 0 | Century Meadows L&L maint exp dispersed |
| 7301 Printing,binding,duplication | 2,005 | 1,204 | 400 | 425 | 0 | |
| 7302 Photocopying | 136 | 220 | 250 | 250 | 0 | |
| 7303 Advertising | 365 | 0 | 250 | 250 | 0 | |
| 7304 Laundry & dry cleaning | 2,060 | 1,463 | 2,700 | 2,720 | 2,700 | |
| 7305 Uniforms | 3,627 | 2,650 | 3,525 | 6,780 | 6,750 | |
| 7306 Safety Equipment | 4,251 | 5,799 | 4,675 | 4,675 | 4,200 | |
| 7307 Office supplies | 2,702 | 3,194 | 2,530 | 2,530 | 2,250 | |
| 7308 Books & periodicals | 146 | 43 | 150 | 150 | 0 | |
| 7309 Membership & dues | 750 | 990 | 1,300 | 1,300 | 1,300 | |
| 7313 Information systems software | 511 | 614 | 0 | 2,148 | 1,000 | |
| 7314 Business expense | 366 | 1,105 | 170 | 170 | 150 | |
| 7315 Conference expense | 260 | 2,743 | 260 | 1,040 | 0 | |
| 7322 Rental of equipment | 814 | 1,490 | 1,900 | 1,900 | 1,000 | |
| 7323 Professional services | 26,746 | 36,105 | 26,000 | 24,450 | 20,000 | |

| Parks Division | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7331 Repairs to Mach & equip | 41,187 | 36,579 | 85,202 | 87,200 | 51,500 | |
| 7333 Repairs to vehicles | 0 | 44,696 | 20,723 | 20,725 | 46,464 | Increase due to aging fleet |
| 7334 Repairs to buildings | 9,772 | 21,038 | 14,018 | 26,580 | 9,700 | |
| 7335 Sublet service contracts | 11,413 | 7,507 | 12,126 | 12,125 | 12,126 | |
| 7336 Car wash | 0 | 207 | 237 | 240 | 252 | |
| 7343 PL & PD/other insurance | 37,436 | 42,866 | 0 | 0 | 37,510 | |
| 7351 Motor veh fuel, lube | 21,340 | 62,060 | 63,590 | 63,590 | 81,175 | |
| 7352 Special dept materials | 72,353 | 129,562 | 91,475 | 96,607 | 95,138 | |
| 7353 Janitorial supplies | 12,865 | 9,363 | 9,500 | 11,500 | 10,000 | |
| 7354 Photo supplies | 215 | 0 | 0 | 0 | 0 | |
| 7355 General supplies | 12,574 | 19,551 | 13,650 | 13,650 | 11,150 | |
| 7358 Training & education | 1,009 | 1,433 | 1,250 | 1,275 | 750 | |
| 7359 Small tools and equip | 15,742 | 17,159 | 16,000 | 27,000 | 13,396 | |
| 7360 Overtime meals | 0 | 64 | 57 | 100 | 0 | |
| 7399 Supplies, mat & services | 0 | 0 | 100 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **280,645** | **449,705** | **435,308** | **409,380** | **408,511** | |
| 7601 Work for others | 1,372 | 394 | 0 | 0 | 0 | |
| **400: Work for Others** | **1,372** | **394** | **0** | **0** | **0** | |
| 7701 Office equip | 0 | 0 | 0 | 3,500 | 0 | |
| 7719 Other equip | 291 | 4,818 | 0 | 27,830 | 0 | |
| 7789 Transfer Out | 16,990 | 22,960 | 96,771 | 96,770 | 58,015 | |
| **500: Equipment, Land & Structures** | **17,281** | **27,778** | **96,771** | **128,100** | **58,015** | |
| 8099 Special payments | 0 | 0 | 0 | 45 | 0 | |
| **600: Special Payments** | **0** | **0** | **0** | **45** | **0** | |
| 8199 Transfer Out | 72,460 | 0 | 0 | 0 | 0 | |
| **700: Interfund Transfers** | **72,460** | **0** | **0** | **0** | **0** | |
| **Parks Division Total** | **2,144,326** | **2,245,781** | **2,427,062** | **2,396,107** | **2,293,696** | |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Parks and Recreation Administration** | **DIVISION:** | **Parks and Recreation** |
| **DEPARTMENT:** | **Parks and Recreation** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

The Parks and Recreation Administration activity plans, directs and evaluates all Park and Recreation programs and activities; plans and coordinates facility development; prepares and revises long-range plans; and works with the Parks and Recreation Commission to review projects, fees and charges. Activity goals are: 1) responsive, cost-effective and well-organized recreation programs; 2) a cost-recovery program within budgetary guidelines; 3) a balance of programs and facilities based on age, interests, opportunity and location; 4) adequately maintained facilities; 5) coordination of parks and facilities for rental, tournament and passive uses; and 6) coordinate all Parks and Recreation capital, Community Development Block Grant and internal projects. This activity has five major elements:

- Leadership and administration – Plan, organize, coordinate and evaluate the City's Parks and Recreation activities, programs and maintenance; develop and recommend budget, cost recovery fees, grant applications, and funding through public/private partnerships; establish rules, procedures, and policies to govern the day-to-day conduct of Park and Recreation services; advise and assist the City Manager, Parks and Recreation Commission and City Council on programs, development of new parks, facilities and cost recovery goals; foster and promote a positive and efficient workplace; recognize and reward excellent performance of employees and participants; recruit, hire, and train over 300 part-time employees; set fees in accordance with the City's fee policy; and negotiate, coordinate and oversee major department contracts and agreements.
- Public relations and information – Develop and distribute brochures and advertising on recreation programs, events and activities; prepare press releases; and represent the City at citywide functions and with other agencies or private groups.
- Commission and Board support – Provide necessary support for the Parks and Recreation Commission, Lodi Sports Foundation, Nature Area Advisory Committee, Lodi Lake Docents and Adults Sports Board. Also advise Boosters of Boys/Girls Sports and City Council-appointed committees.
- Parks and Recreation facility planning, capital improvement and general project development – Develop current and long-range plans for new Parks and Recreation facilities for both indoor and outdoor space needs; and develop, prioritize and coordinate requests for and manage capital improvement projects and department general projects.
- Activity administration – Collect, receive and deposit Department fees and charges; receive and schedule reservations for facilities and activities; and provide over-the-counter information to customers.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Moved to a program budget operation.
- Maintained program cost recovery goals in a difficult economy.

## MAJOR 2009-10 OBJECTIVES

- Complete maintenance standards for parks and facilities.
- Develop "Community Maintenance" programs for all parks and facilities.
- Establish a special events unit as part of the Recreation Division.

**ACTIVITY:** Parks and Recreation Administration
**DIVISION:** Parks and Recreation
**DEPARTMENT:** Parks and Recreation
**FUND:** General Fund

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Program attendance | 400,000 | 395,000 | 410,000 |
| Revenue produced | $1,000,675 | $995,000 | $1,176,900 |
| Programs offered | 65 | 57 | 65 |
| Projects completed | 7 | 8 | 4 |

**RELATED COST CENTER(S)**

- 107511

| Parks Division | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **107511: Parks Administration** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 55,757 | 31,768 | 0 |
| 7101 Regular emp salary | 145,470 | 68,297 | 153,063 | 149,245 | 147,970 |
| 7102 Overtime | 262 | 859 | 632 | 632 | 507 |
| 7103 Part time salary | 13,121 | 14,234 | 12,875 | 12,875 | 0 |
| 7109 Incentive pay | 1,208 | 0 | 960 | 1,130 | 1,150 |
| 7110 Admin leave pay | 0 | 0 | 0 | 1,635 | 1,640 |
| 7111 Workers comp | 7,611 | 10,010 | 6,600 | 6,600 | 7,320 |
| 7112 Medical insurance | 22,302 | 14,747 | 21,494 | 21,240 | 22,400 |
| 7113 Dental insurance | 1,855 | 943 | 2,000 | 1,990 | 2,000 |
| 7114 Vision care | 485 | 263 | 500 | 490 | 500 |
| 7115 Medicare insurance | 2,331 | 1,209 | 2,219 | 2,165 | 2,150 |
| 7121 Service contribution-PERS | 29,797 | 14,876 | 29,171 | 28,660 | 27,710 |
| 7123 Deferred comp | 4,400 | 2,049 | 4,592 | 4,480 | 0 |
| 7124 LI & AD & D | 776 | 92 | 941 | 965 | 990 |
| 7125 Unemployment insurance | 442 | 231 | 429 | 420 | 520 |
| 7128 LTD | 1,861 | 870 | 1,950 | 1,900 | 1,885 |
| 7129 Chiropractic | 95 | 56 | 100 | 105 | 110 |
| 7131 Other benefits | 2,990 | 3,972 | 4,071 | 4,070 | 3,760 |
| 7189 Transfer Out | 0 | 0 | 0 | 0 | 78,675 |
| **100: Personnel Services Total** | **235,006** | **132,708** | **297,354** | **270,370** | **299,287** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 24 | 0 | 0 | 0 | 0 |
| 7202 Telephone | 889 | 946 | 1,000 | 1,000 | 1,000 |
| 7204 Pagers | 55 | 51 | 0 | 25 | 0 |
| **200: Utility Comm. & Transportation Total** | **968** | **997** | **1,000** | **1,025** | **1,000** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 43 | 4 | 0 | 25 | 0 |
| 7302 Photocopying | 136 | 220 | 250 | 250 | 0 |
| 7303 Advertising | 0 | 0 | 250 | 250 | 0 |
| 7307 Office supplies | 2,141 | 2,141 | 2,000 | 2,000 | 2,000 |
| 7308 Books & periodicals | 0 | 18 | 0 | 0 | 0 |
| 7309 Membership & dues | 530 | 550 | 650 | 650 | 650 |
| 7313 Information systems software | 362 | 614 | 0 | 995 | 1,000 |
| 7314 Business expense | 182 | 570 | 170 | 170 | 150 |
| 7315 Conference expense | 260 | 1,461 | 260 | 260 | 0 |
| 7335 Sublet service contracts | 3,764 | 2,488 | 3,226 | 3,225 | 3,226 |
| 7343 PL & PD/other insurance | 5,357 | 6,108 | 0 | 0 | 3,750 |
| 7352 Special dept materials | 372 | 500 | 500 | 500 | 500 |
| 7355 General supplies | 13 | 100 | 100 | 100 | 150 |
| 7358 Training & education | 110 | 365 | 150 | 175 | 150 |
| **300: Supplies, Materials & Services Total** | **13,270** | **15,139** | **7,556** | **8,600** | **11,576** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 0 | 0 | 1,000 | 0 |
| 7789 Transfer Out | 16,990 | 0 | 96,771 | 96,770 | 58,015 |
| **500: Equipment, Land & Structures Total** | **16,990** | **0** | **96,771** | **97,770** | **58,015** |
| 700: Interfund Transfers | | | | | |
| 8199 Transfer Out | 72,460 | 0 | 0 | 0 | 0 |
| **700: Interfund Transfers Total** | **72,460** | **0** | **0** | **0** | **0** |
| **107511: Parks Administration Total** | **338,694** | **148,844** | **402,681** | **377,765** | **369,878** |
| **Administration Total** | **338,694** | **148,844** | **402,681** | **377,765** | **369,878** |

**ACTIVITY:** Sports Facilities **DIVISION:** Parks Division
**DEPARTMENT:** Parks and Recreation **FUND:** General Fund

## ACTIVITY DESCRIPTION

The Sports Facilities activity maintains and manages park facilities, landscaped areas and open park space within the City. Activity goals are: 1) support of Recreation programs; 2) safe, useful and attractive parks and facilities; 3) efficient and effective maintenance service; and 4) a positive image for the City.

- Field and court maintenance – Groom and mark playing fields and maintain basketball courts.
- Janitorial maintenance – Clean and tend park buildings, remove trash and perform minor repairs.
- Renovation and installation of sports facilities – Rebuild fields, fence and build soccer fields.
- Pool maintenance – Vacuum, scrub tiles, maintain water temperature, maintain chemical balance and cleanliness to State and federal standards, maintain pumps, filters, automatic chemical dispensers and chemical alarms.
- Monitor, inspect, repair, maintain and replace playground equipment and areas within industry guidelines.

## SERVICE LEVEL ADJUSTMENTS

- Skate Park now open to public, requiring additional maintenance/repairs.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Completed conversion of Blakely Park playground surfacing from poured-in-place to engineered wood fiber.
- Completed the safety repairs allowing Skate Park reopening.
- Completed the installation of a new roof on the Grape Bowl field house building.
- Installed energy-efficient lighting at three restrooms and two maintenance rooms.
- Completed Phase 1 of Induction lighting project at Salas Park.

## MAJOR 2009-10 OBJECTIVES

- Installation of a new pool deck surrounding the north pool of Blakely Park aquatic complex
- Move to Phase 2 of Induction lighting at Salas Park

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Projects completed | 3 | 4 | 2 |
| Level of park standards as percent of goal | 80% | 70% | 70% |

## RELATED COST CENTER(S)

- 107521

| Parks Division | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **107521: Parks - Sports Facility Mainte** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 321,015 | 336,883 | 346,551 | 356,985 | 361,045 |
| 7102 Overtime | 17,759 | 16,985 | 16,046 | 16,046 | 16,045 |
| 7103 Part time salary | 49,985 | 50,413 | 61,140 | 61,140 | 57,142 |
| 7109 Incentive pay | 2,483 | 1,951 | 1,860 | 1,890 | 2,560 |
| 7111 Workers comp | 18,541 | 23,960 | 26,400 | 26,400 | 29,280 |
| 7112 Medical insurance | 80,168 | 93,566 | 72,922 | 85,325 | 92,970 |
| 7113 Dental insurance | 5,618 | 5,384 | 8,000 | 5,970 | 8,000 |
| 7114 Vision care | 1,691 | 1,712 | 2,000 | 1,715 | 2,000 |
| 7115 Medicare insurance | 2,275 | 3,390 | 5,025 | 2,970 | 6,355 |
| 7121 Service contribution-PERS | 61,898 | 64,989 | 66,046 | 68,395 | 67,615 |
| 7122 Social security payments | 1,256 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 6,446 | 6,926 | 6,927 | 6,920 | 8,470 |
| 7124 LI & AD & D | 670 | 729 | 1,129 | 1,160 | 1,130 |
| 7125 Unemployment insurance | 1,000 | 1,046 | 970 | 1,000 | 1,265 |
| 7128 LTD | 4,006 | 4,273 | 4,415 | 4,550 | 4,600 |
| 7129 Chiropractic | 327 | 365 | 400 | 365 | 440 |
| 7130 Insurance refund | 150 | 1,217 | 1,300 | 6,285 | 0 |
| 7131 Other benefits | 7,284 | 9,510 | 9,218 | 9,220 | 15,040 |
| **100: Personnel Services Total** | **582,572** | **623,299** | **630,349** | **656,336** | **673,957** |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 180 | 180 | 0 | 70 | 0 |
| 7203 Cellular phone charges | 236 | 223 | 0 | 35 | 0 |
| **200: Utility Comm. & Transportation Total** | **416** | **403** | **0** | **105** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 4,000 | 0 | 0 |
| 7301 Printing,binding,duplication | 15 | 6 | 0 | 0 | 0 |
| 7304 Laundry & dry cleaning | 738 | 663 | 1,100 | 1,100 | 1,100 |
| 7305 Uniforms | 1,709 | 936 | 1,625 | 3,000 | 3,000 |
| 7306 Safety Equipment | 2,106 | 1,941 | 2,025 | 2,025 | 2,000 |
| 7307 Office supplies | 215 | 247 | 200 | 200 | 0 |
| 7308 Books & periodicals | 0 | 25 | 150 | 150 | 0 |
| 7309 Membership & dues | 40 | 200 | 200 | 200 | 200 |
| 7314 Business expense | 82 | 0 | 0 | 0 | 0 |
| 7315 Conference expense | 0 | 0 | 0 | 780 | 0 |
| 7322 Rental of equipment | 602 | 1,051 | 1,000 | 1,000 | 500 |
| 7323 Professional services | 9,989 | 13,324 | 9,000 | 7,000 | 7,000 |
| 7331 Repairs to Mach & equip | 2,174 | 262 | 2,000 | 2,000 | 1,000 |
| 7334 Repairs to buildings | 4,371 | 6,911 | 5,000 | 15,360 | 2,500 |
| 7335 Sublet service contracts | 3,127 | 432 | 4,000 | 4,000 | 4,000 |
| 7343 PL & PD/other insurance | 13,049 | 14,623 | 0 | 0 | 15,000 |
| 7352 Special dept materials | 44,196 | 53,374 | 56,975 | 21,100 | 36,000 |
| 7353 Janitorial supplies | 1,918 | 1,385 | 2,000 | 2,000 | 2,000 |
| 7354 Photo supplies | 215 | 0 | 0 | 0 | 0 |
| 7355 General supplies | 3,847 | 3,237 | 3,750 | 3,750 | 2,000 |
| 7358 Training & education | 339 | 317 | 600 | 600 | 100 |
| 7359 Small tools and equip | 5,003 | 6,198 | 4,000 | 4,000 | 3,000 |
| 7360 Overtime meals | 0 | 7 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **93,735** | **105,139** | **97,625** | **68,265** | **79,400** |
| 400: Work for Others | | | | | |
| 7601 Work for others | 997 | 0 | 0 | 0 | 0 |
| **400: Work for Others Total** | **997** | **0** | **0** | **0** | **0** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 0 | 0 | 1,500 | 0 |
| 7719 Other equip | 0 | 0 | 0 | 27,830 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **0** | **0** | **29,330** | **0** |
| **107521: Parks - Sports Facility Mainte Total** | **677,720** | **728,841** | **727,974** | **754,036** | **753,357** |
| **Sports Facility Maintenance Total** | **677,720** | **728,841** | **727,974** | **754,036** | **753,357** |

**ACTIVITY:** Lodi Lake Park **DIVISION:** Parks Division
**DEPARTMENT:** Parks and Recreation **FUND:** General Fund

## ACTIVITY DESCRIPTION

The Lodi Lake Park activity maintains and manages Lodi Lake Park facilities, landscaped areas and open park space within the park, and includes maintenance of Candy Cane Park. Activity goals are: 1) safe, useful, clean and attractive park and facilities; 2) efficient and effective maintenance service; and, 3) a positive image for the City. This activity has five major elements.

- Landscape maintenance – Control weeds, maintain irrigation, fertilize, trim and maintain shrubs and trees, replace nursery stock, aerate and mow turf.
- Repair and remodel – Perform carpentry, paint, plumbing, electrical and mechanical repairs, perform minor repairs with in-house or contract resources.
- Janitorial maintenance – Clean and tend park buildings, remove trash and perform minor repairs.
- Monitor and address vandalism related issues.
- Monitor, inspect, repair, maintain, and replace playground equipment and areas within industry guidelines.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Assisted with the installation of the new Lodi Lake Park Boat House.
- Continuation of Phase I and Phase II of geese management plan.

## MAJOR 2009-10 OBJECTIVES

- Continue providing safe, clean and attractive facilities for park users at existing levels in light of budget hardships.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Projects completed | 3 | 3 | 4 |
| Level of park standards as percent of goal | 70% | 70% | 70% |

## RELATED COST CENTER(S)

- 107522

| Parks Division | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **107522: Parks - Lodi Lake Park** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 77,982 | 93,332 | 90,133 | 91,575 | 90,700 |
| 7102 Overtime | 2,706 | 4,635 | 2,990 | 2,990 | 2,990 |
| 7103 Part time salary | 15,979 | 19,040 | 16,100 | 16,100 | 17,854 |
| 7109 Incentive pay | 484 | 1,408 | 1,380 | 1,400 | 3,800 |
| 7111 Workers comp | 21,481 | 6,070 | 6,600 | 6,600 | 7,320 |
| 7112 Medical insurance | 13,984 | 26,254 | 28,021 | 27,750 | 22,053 |
| 7113 Dental insurance | 1,884 | 1,222 | 2,000 | 1,990 | 2,000 |
| 7114 Vision care | 492 | 459 | 500 | 490 | 500 |
| 7115 Medicare insurance | 1,423 | 1,027 | 685 | 700 | 260 |
| 7121 Service contribution-PERS | 17,060 | 19,922 | 17,177 | 17,720 | 16,990 |
| 7123 Deferred comp | 2,216 | 1,574 | 1,416 | 1,440 | 1,425 |
| 7124 LI & AD & D | 191 | 180 | 282 | 290 | 278 |
| 7125 Unemployment insurance | 259 | 306 | 252 | 255 | 320 |
| 7128 LTD | 1,010 | 1,235 | 1,148 | 1,170 | 1,155 |
| 7129 Chiropractic | 96 | 98 | 100 | 105 | 110 |
| 7130 Insurance refund | 1,850 | 427 | 0 | 0 | 0 |
| 7131 Other benefits | 1,601 | 2,409 | 2,398 | 2,400 | 3,760 |
| **100: Personnel Services Total** | **160,698** | **179,598** | **171,182** | **172,975** | **171,515** |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 549 | 741 | 0 | 0 | 0 |
| **200: Utility Comm. & Transportation Total** | **549** | **741** | **0** | **0** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 215 | 0 | 0 |
| 7304 Laundry & dry cleaning | 0 | 0 | 0 | 20 | 0 |
| 7305 Uniforms | 0 | 0 | 0 | 30 | 0 |
| 7306 Safety Equipment | 150 | 198 | 600 | 600 | 150 |
| 7307 Office supplies | 32 | 39 | 0 | 0 | 0 |
| 7309 Membership & dues | 100 | 40 | 150 | 150 | 150 |
| 7322 Rental of equipment | 68 | 0 | 400 | 400 | 0 |
| 7323 Professional services | 7,102 | 10,927 | 9,000 | 9,450 | 5,000 |
| 7331 Repairs to Mach & equip | 1,016 | 1,417 | 1,000 | 1,000 | 0 |
| 7334 Repairs to buildings | 904 | 627 | 2,000 | 2,000 | 1,000 |
| 7335 Sublet service contracts | 900 | 528 | 900 | 900 | 900 |
| 7343 PL & PD/other insurance | 2,869 | 3,704 | 0 | 0 | 3,750 |
| 7352 Special dept materials | 6,109 | 7,081 | 5,000 | 7,000 | 5,000 |
| 7353 Janitorial supplies | 2,878 | 1,053 | 1,000 | 1,000 | 1,500 |
| 7355 General supplies | 251 | 790 | 1,000 | 1,000 | 1,000 |
| 7358 Training & education | 195 | 0 | 0 | 0 | 0 |
| 7359 Small tools and equip | 1,470 | 806 | 1,000 | 1,000 | 500 |
| 7360 Overtime meals | 0 | 57 | 57 | 100 | 0 |
| 7399 Supplies, mat & services | 0 | 0 | 100 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **24,044** | **27,267** | **22,422** | **24,650** | **18,950** |
| 400: Work for Others | | | | | |
| 7601 Work for others | 0 | 394 | 0 | 0 | 0 |
| **400: Work for Others Total** | **0** | **394** | **0** | **0** | **0** |
| **107522: Parks - Lodi Lake Park Total** | **185,291** | **208,000** | **193,604** | **197,625** | **190,465** |
| **Lodi Lake Maintenance Total** | **185,291** | **208,000** | **193,604** | **197,625** | **190,465** |

**ACTIVITY:** Other Parks **DIVISION:** Parks Division
**DEPARTMENT:** Parks and Recreation **FUND:** General Fund

## ACTIVITY DESCRIPTION

The Parks Maintenance activity maintains and manages general park facilities, landscaped areas and open park space within the City. Activity goals are: 1) safe, useful, clean and attractive parks and facilities; 2) efficient and effective maintenance service; 3) a positive image for the City; and 4) a balanced distribution of parks and playground equipment throughout the City. This activity has eight major elements:

- Landscape maintenance - Control weeds, maintain irrigation, fertilize, aerate, mow, edge, turf, trim and maintain shrubs and trees, replace nursery stock, aerate and mow turf.
- Field and court maintenance – Groom and mark playing fields and maintain basketball courts.
- Repair and remodel – Perform carpentry, paint, plumbing, electrical and mechanical repairs, perform minor repairs with in-house or contract resources.
- Janitorial maintenance – Clean and tend park buildings, remove trash and perform minor repairs.
- Interdepartmental set up – Set up and breakdown of various recreation program equipment for events and rentals.
- Monitor and address vandalism related issues.
- Monitor, inspect, repair, maintain, and replace playground equipment and areas within industry guidelines.
- Renovation and installation of sports facilities – Rebuild fields, fence and build soccer fields.

## SERVICE LEVEL ADJUSTMENTS

None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Assisted with installation of the new Lodi Lake Boat House.

## MAJOR 2009-10 OBJECTIVES

- Continue providing safe, clean and attractive facilities for park users at existing levels despite budgetary constraints.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Projects completed | 3 | 4 | 3 |
| Level of park standards as percent of goal | 70% | 70% | 70% |

## RELATED COST CENTER(S)

- 107523
- 107525

| Parks Division | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **107523: Parks - Other Parks** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 387,093 | 380,446 | 402,721 | 380,860 | 318,865 |
| 7102 Overtime | 2,847 | 2,325 | 2,605 | 2,605 | 2,605 |
| 7103 Part time salary | 13,297 | 22,227 | 15,215 | 18,975 | 17,854 |
| 7109 Incentive pay | 1,887 | 1,428 | 1,860 | 1,890 | 450 |
| 7111 Workers comp | 20,310 | 26,720 | 29,700 | 29,700 | 25,620 |
| 7112 Medical insurance | 93,739 | 104,821 | 108,916 | 92,985 | 93,970 |
| 7113 Dental insurance | 8,043 | 7,725 | 9,000 | 8,435 | 7,000 |
| 7114 Vision care | 2,190 | 2,113 | 2,250 | 2,075 | 1,750 |
| 7115 Medicare insurance | 2,320 | 3,078 | 4,400 | 2,490 | 3,200 |
| 7121 Service contribution-PERS | 76,429 | 74,468 | 76,751 | 72,945 | 59,715 |
| 7123 Deferred comp | 10,889 | 10,340 | 11,070 | 9,850 | 8,465 |
| 7124 LI & AD & D | 867 | 801 | 1,271 | 1,205 | 990 |
| 7125 Unemployment insurance | 1,103 | 1,106 | 1,128 | 1,065 | 1,120 |
| 7128 LTD | 4,956 | 4,853 | 5,131 | 4,855 | 4,065 |
| 7129 Chiropractic | 428 | 451 | 450 | 441 | 390 |
| 7130 Insurance refund | 1,950 | 1,770 | 1,950 | 7,585 | 0 |
| 7131 Other benefits | 7,979 | 10,607 | 10,712 | 10,715 | 13,160 |
| **100: Personnel Services Total** | **636,327** | **655,279** | **685,130** | **648,676** | **559,219** |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 231 | 214 | 200 | 200 | 200 |
| 7203 Cellular phone charges | 6,628 | 6,792 | 8,000 | 8,000 | 8,000 |
| 7204 Pagers | 219 | 204 | 0 | 0 | 0 |
| 7215 Refuse | 622 | 0 | 0 | 0 | 0 |
| **200: Utility Comm. & Transportation Total** | **7,700** | **7,210** | **8,200** | **8,200** | **8,200** |
| 300: Supplies, Materials & Services | | | | | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 2,500 | 0 | 0 |
| 7304 Laundry & dry cleaning | 1,322 | 800 | 1,600 | 1,600 | 1,600 |
| 7305 Uniforms | 1,918 | 1,418 | 1,900 | 3,750 | 3,750 |
| 7306 Safety Equipment | 1,845 | 3,047 | 1,850 | 1,850 | 1,850 |
| 7307 Office supplies | 126 | 25 | 0 | 0 | 0 |
| 7308 Books & periodicals | 146 | 0 | 0 | 0 | 0 |
| 7309 Membership & dues | 80 | 200 | 300 | 300 | 300 |
| 7313 Information systems software | 6 | 0 | 0 | 0 | 0 |
| 7314 Business expense | 102 | 0 | 0 | 0 | 0 |
| 7322 Rental of equipment | 144 | 262 | 500 | 500 | 500 |
| 7323 Professional services | 7,667 | 10,136 | 8,000 | 8,000 | 8,000 |
| 7331 Repairs to Mach & equip | 1,951 | 1,863 | 2,500 | 2,500 | 2,500 |
| 7334 Repairs to buildings | 3,567 | 1,558 | 6,818 | 6,820 | 6,000 |
| 7335 Sublet service contracts | 1,744 | 1,291 | 3,000 | 3,000 | 3,000 |
| 7343 PL & PD/other insurance | 14,294 | 16,308 | 0 | 0 | 13,130 |
| 7352 Special dept materials | 17,750 | 29,717 | 19,000 | 19,000 | 15,193 |
| 7353 Janitorial supplies | 8,069 | 6,925 | 6,500 | 6,500 | 6,500 |
| 7355 General supplies | 2,577 | 7,544 | 3,000 | 3,000 | 3,000 |
| 7358 Training & education | 365 | 246 | 500 | 500 | 500 |
| 7359 Small tools and equip | 1,074 | 2,121 | 2,000 | 2,000 | 2,000 |
| **300: Supplies, Materials & Services Total** | **64,747** | **83,461** | **59,968** | **59,320** | **67,823** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 0 | 0 | 1,000 | 0 |
| 7719 Other equip | 0 | 4,818 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **4,818** | **0** | **1,000** | **0** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 0 | 0 | 0 | 45 | 0 |
| **600: Special Payments Total** | **0** | **0** | **0** | **45** | **0** |
| **107523: Parks - Other Parks Total** | **708,774** | **750,768** | **753,298** | **717,241** | **635,242** |
| | | | | | |
| **107525: Parks Maint-L & L Districts** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 15,000 | 0 | 2,682 |

| Parks Division | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7103 Part time salary | 0 | 0 | 0 | 15,000 | 30,450 |
| 7115 Medicare insurance | 0 | 0 | 0 | 160 | 442 |
| 7125 Unemployment insurance | 0 | 0 | 0 | 35 | 85 |
| **100: Personnel Services Total** | **0** | **0** | **15,000** | **15,195** | **33,659** |
| 300: Supplies, Materials & Services | | | | | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 56,555 | 0 | 0 |
| 7313 Information systems software | 0 | 0 | 0 | 353 | 0 |
| 7331 Repairs to Mach & equip | 0 | 0 | 0 | 2,000 | 2,000 |
| 7334 Repairs to buildings | 0 | 0 | 0 | 2,000 | 0 |
| 7352 Special dept materials | 0 | 0 | 0 | 39,007 | 30,445 |
| 7353 Janitorial supplies | 0 | 0 | 0 | 2,000 | 0 |
| 7359 Small tools and equip | 0 | 0 | 0 | 11,000 | 896 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **56,555** | **56,360** | **33,341** |
| **107525: Parks Maint-L & L Districts Total** | **0** | **0** | **71,555** | **71,555** | **67,000** |
| **General Park Maintenance Total** | **708,774** | **750,768** | **824,853** | **788,796** | **702,242** |

**ACTIVITY:** Equipment Maintenance **DIVISION:** Parks
**DEPARTMENT:** Parks and Recreation **FUND:** General Fund

## ACTIVITY DESCRIPTION

The Equipment Maintenance activity repairs, fabricates and maintains mowers, scooters, small equipment, playgrounds and other equipment, and recommends safety standards for playground equipment. Activity goals are: 1) safe and reliable mowers, scooters and other equipment; 2) obtain maximum service life from equipment; and 3) ensure safe playgrounds. This activity has four major elements.

- Equipment maintenance – Repair, service and inspect mowers, scooters and park maintenance equipment; and, maintain inventory (including three boats) and maintenance records.
- Playground safety – Inspect, repair and service playground equipment; and, assist in the development of playground equipment safety standards.
- Other Department maintenance – Repair and service Community Center mower and scooters.
- Administrative responsibilities – Attend and represent division at Fleet Committee meeting, attend budget meetings, produce and maintain various records related to playground equipment, power vessels, power equipment and scooter assignments.

## SERVICE LEVEL ADJUSTMENTS

None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Recertification of Playground Safety Inspector.
- Completed engineered wood fiber surface installations and maintained acceptable levels in all playgrounds.
- Maintained adequate parts inventory to support maintenance staff.
- Completed the repowering of small water craft.
- Located vendor to supply binder material for poured-in-place playground surface.
- Assisted employee in attaining a Masters Limited license for vessel operations.
- Certified several City employees to safely operate forklifts.
- Assisted in the conversion of playground safety surfacing from poured-in-place to engineered wood fiber at Blakely Park.
- Installed reversible pneumatic fan in largest park mower.

## MAJOR 2009-10 OBJECTIVES

- Continue to bring playground equipment up to ADA standards.
- Top coat poured-in-place material at miscellaneous playgrounds.
- Amend Parks and Recreation Playground Safety Program to improve preventative maintenance procedures and comply with California law.
- Refurbish aging scooter fleet.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Major shop projects | 5 | 5 | 3 |
| Protective surfacing maintenance as percent of goal | 85% | 80% | 70% |

## RELATED COST CENTER(S)

- 107531

| Parks Division | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **107531: Parks - Equipment Maintenance** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 50,152 | 51,855 | 51,656 | 49,875 | 44,650 |
| 7102 Overtime | 0 | 168 | 399 | 400 | 478 |
| 7111 Workers comp | 2,653 | 3,480 | 3,300 | 3,300 | 3,660 |
| 7112 Medical insurance | 12,791 | 14,619 | 15,651 | 15,500 | 17,120 |
| 7113 Dental insurance | 860 | 860 | 1,000 | 950 | 1,000 |
| 7114 Vision care | 243 | 243 | 250 | 2,850 | 250 |
| 7115 Medicare insurance | 730 | 755 | 749 | 625 | 650 |
| 7121 Service contribution-PERS | 9,639 | 9,973 | 9,845 | 8,895 | 8,365 |
| 7123 Deferred comp | 1,505 | 1,556 | 1,550 | 1,005 | 1,340 |
| 7124 LI & AD & D | 95 | 92 | 141 | 145 | 150 |
| 7125 Unemployment insurance | 140 | 145 | 145 | 130 | 160 |
| 7128 LTD | 639 | 661 | 658 | 600 | 570 |
| 7129 Chiropractic | 47 | 52 | 50 | 50 | 60 |
| 7131 Other benefits | 1,042 | 1,381 | 1,374 | 1,375 | 1,880 |
| **100: Personnel Services Total** | **80,536** | **85,840** | **86,768** | **85,700** | **80,333** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 56 | 287 | 400 | 400 | 0 |
| 7305 Uniforms | 0 | 296 | 0 | 0 | 0 |
| 7306 Safety Equipment | 150 | 613 | 200 | 200 | 200 |
| 7307 Office supplies | 109 | 558 | 330 | 330 | 250 |
| 7313 Information systems software | 143 | 0 | 0 | 800 | 0 |
| 7314 Business expense | 0 | 535 | 0 | 0 | 0 |
| 7315 Conference expense | 0 | 1,282 | 0 | 0 | 0 |
| 7322 Rental of equipment | 0 | 177 | 0 | 0 | 0 |
| 7331 Repairs to Mach & equip | 36,027 | 33,037 | 79,702 | 79,700 | 46,000 |
| 7333 Repairs to vehicles | 0 | 44,696 | 20,723 | 20,725 | 46,464 |
| 7334 Repairs to buildings | 706 | 0 | 200 | 400 | 200 |
| 7335 Sublet service contracts | 395 | 1,289 | 1,000 | 1,000 | 1,000 |
| 7336 Car wash | 0 | 207 | 237 | 240 | 252 |
| 7343 PL & PD/other insurance | 1,867 | 2,123 | 0 | 0 | 1,880 |
| 7351 Motor veh fuel, lube | 21,340 | 62,060 | 63,590 | 63,590 | 81,175 |
| 7352 Special dept materials | 189 | 21,081 | 10,000 | 10,000 | 8,000 |
| 7355 General supplies | 5,851 | 7,880 | 5,800 | 5,800 | 5,000 |
| 7359 Small tools and equip | 8,195 | 8,034 | 9,000 | 9,000 | 7,000 |
| **300: Supplies, Materials & Services Total** | **75,028** | **184,155** | **191,182** | **192,185** | **197,421** |
| 400: Work for Others | | | | | |
| 7601 Work for others | 375 | 0 | 0 | 0 | 0 |
| **400: Work for Others Total** | **375** | **0** | **0** | **0** | **0** |
| 500: Equipment, Land & Structures | | | | | |
| 7789 Transfer Out | 0 | 22,960 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **22,960** | **0** | **0** | **0** |
| **107531: Parks - Equipment Maintenance Total** | **155,939** | **292,955** | **277,950** | **277,885** | **277,754** |
| **Equipment Maintenance Total** | **155,939** | **292,955** | **277,950** | **277,885** | **277,754** |

## ADMINISTRATION

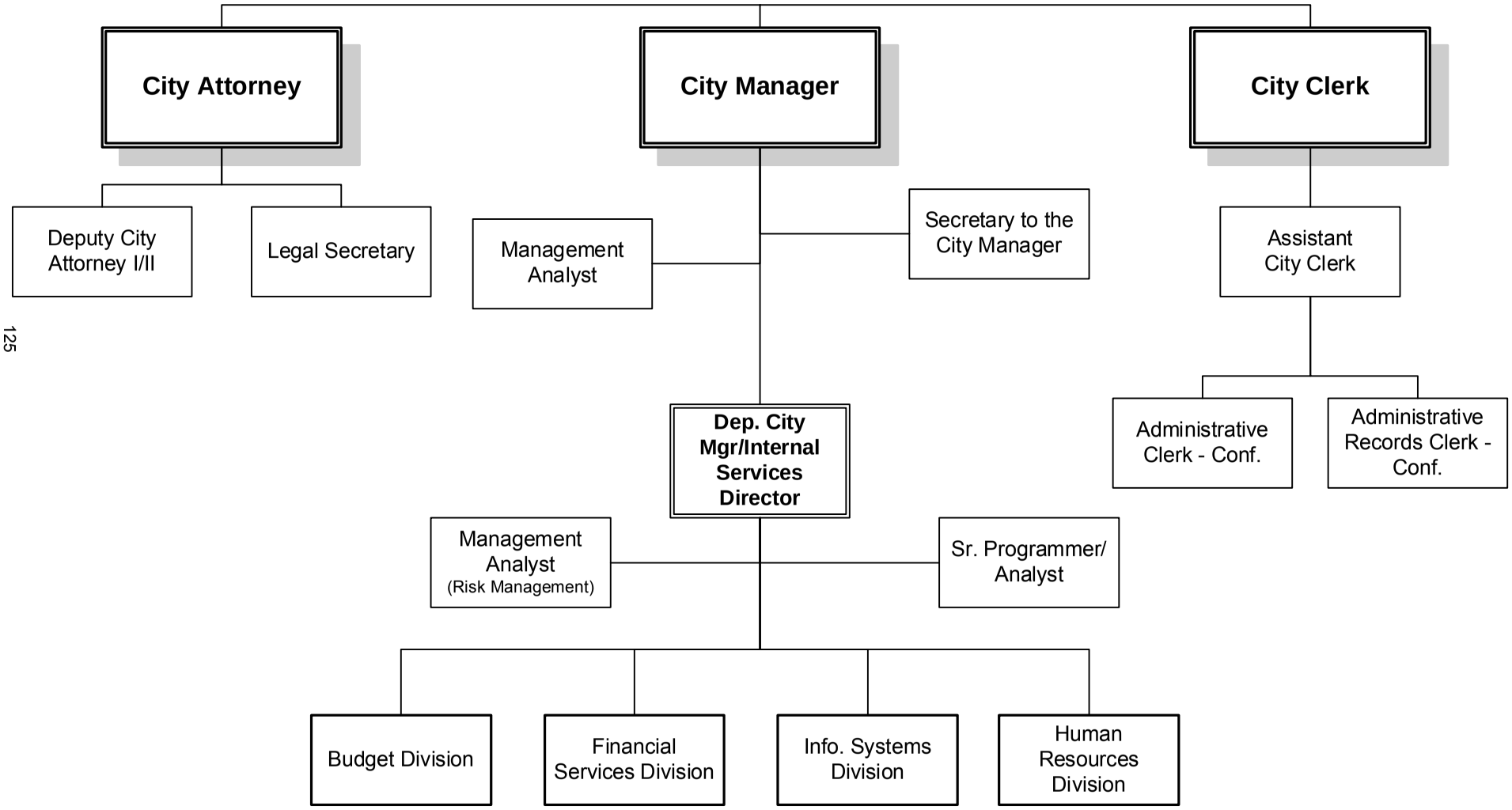
The City of Lodi's administration consists of departments managed by the three City Council appointees: City Manager, City Clerk and City Attorney. The City Manager is the administrative head of the City of Lodi who implements the City Council's policy direction. The City Clerk is responsible for official City records, City elections and provides support to the City Council, and the City Attorney provides legal services for the municipal organization.

The three departments have a combined budget of $1,548,106 in FY 2009/10, compared to $1,639,853 in FY 2008/09. Staffing is increasing from 11 to 13 with the proper assignment of two positions from the Internal Services Department.

The City Manager also is responsible for administering the Economic Development and Community Promotions activity, which has a budget of $506,527 in FY 2009/10, down from $522,692.

Organizational charts, staffing summaries, detailed activity descriptions and financial tables are included in the following pages.

# Administration




FY 2009-2010

| City Clerk | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 100: Personnel Services | 362,873 | 400,419 | 448,557 | 457,193 | 470,306 |
| 200: Utility Comm. & Transportation | 0 | 44 | 50 | 0 | 0 |
| 300: Supplies, Materials & Services | 102,245 | 54,004 | 123,165 | 120,618 | 76,300 |
| **City Clerk Total** | **465,118** | **454,467** | **571,772** | **577,811** | **546,606** |

**STAFFING SUMMARY**

| | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **CITY CLERK** | | | | | |
| City Clerk | 1 | 1 | 1 | 1 | 1 |
| Administrative Clerk - (C) | 1 | 1 | 1 | 1 | 1 |
| Administrative Records Clerk - C | 0 | 1 | 1 | 1 | 1 |
| Assistant City Clerk | 0 | 0 | 0 | 1 | 1 |
| Deputy City Clerk | 2 | 1 | 1 | 0 | 0 |
| **City Clerk Total** | **4** | **4** | **4** | **4** | **4** |

| City Clerk | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7100 Personnel Services | 0 | 0 | 0 | (4,507) | 0 | |
| 7101 Regular emp salary | 177,056 | 203,468 | 220,716 | 227,000 | 224,480 | |
| 7102 Overtime | 8,159 | 347 | 1,500 | 1,000 | 0 | |
| 7103 Part time salary | 28,846 | 31,154 | 42,600 | 42,470 | 51,610 | |
| 7109 Incentive pay | 0 | 246 | 0 | 1,350 | 1,800 | |
| 7110 Admin leave pay | 0 | 1,857 | 2,368 | 1,180 | 3,130 | |
| 7111 Workers comp | 11,165 | 14,087 | 13,200 | 13,200 | 14,640 | |
| 7112 Medical insurance | 76,307 | 80,050 | 89,772 | 91,710 | 95,910 | |
| 7113 Dental insurance | 7,192 | 6,753 | 9,000 | 8,955 | 9,000 | |
| 7114 Vision care | 1,829 | 1,738 | 2,250 | 2,205 | 2,250 | |
| 7115 Medicare insurance | 2,837 | 3,439 | 3,722 | 3,910 | 3,860 | |
| 7121 Service contribution-PERS | 38,481 | 43,721 | 48,925 | 51,615 | 49,776 | |
| 7123 Deferred comp | 2,007 | 2,746 | 2,686 | 3,885 | 0 | |
| 7124 LI & AD & D | 873 | 961 | 1,316 | 1,925 | 1,340 | |
| 7125 Unemployment insurance | 568 | 645 | 719 | 760 | 980 | |
| 7128 LTD | 2,255 | 2,464 | 2,812 | 2,895 | 2,860 | |
| 7129 Chiropractic | 287 | 297 | 450 | 470 | 500 | |
| 7130 Insurance refund | 625 | 853 | 650 | 1,300 | 650 | |
| 7131 Other benefits | 4,386 | 5,593 | 5,871 | 5,870 | 7,520 | |
| **100: Personnel Services** | **362,873** | **400,419** | **448,557** | **457,193** | **470,306** | |
| 7201 Postage | 0 | 18 | 50 | 0 | 0 | |
| 7203 Cellular phone charges | 0 | 26 | 0 | 0 | 0 | |
| **200: Utility Comm. & Transportation** | **0** | **44** | **50** | **0** | **0** | |
| 7301 Printing,binding,duplication | 6,582 | 3,169 | 6,095 | 4,500 | 5,000 | |
| 7302 Photocopying | 0 | 175 | 0 | 0 | 0 | |
| 7303 Advertising | 8,230 | 5,908 | 8,300 | 7,098 | 6,500 | |
| 7307 Office supplies | 2,917 | 6,078 | 5,195 | 2,800 | 2,500 | |
| 7308 Books & periodicals | 733 | 247 | 700 | 550 | 200 | |
| 7309 Membership & dues | 978 | 915 | 900 | 750 | 600 | |
| 7312 Bank service charges | 0 | 38 | 0 | 0 | 0 | |
| 7313 Information systems software | 417 | 0 | 600 | 300 | 19,500 | Includes Granicus software maintenance |
| 7314 Business expense | 2,040 | 2,720 | 550 | 750 | 500 | |
| 7315 Conference expense | 8,604 | 16,755 | 19,500 | 19,500 | 17,500 | |
| 7323 Professional services | 50,456 | 0 | 55,000 | 66,120 | 0 | No elections scheduled for 2009/10 |
| 7332 Repairs to office equip | 0 | 105 | 500 | 500 | 500 | |
| 7337 Employee moving expenses | 5,852 | 0 | 0 | 0 | 0 | |
| 7343 PL & PD/other insurance | 7,858 | 8,599 | 0 | 0 | 7,500 | |
| 7355 General supplies | 6,698 | 8,002 | 13,500 | 11,500 | 10,500 | |
| 7358 Training & education | 128 | 902 | 10,550 | 5,000 | 5,000 | |
| 7359 Small tools and equip | 372 | 0 | 500 | 500 | 0 | |
| 7399 Supplies, mat & services | 380 | 391 | 1,275 | 750 | 500 | |
| **300: Supplies, Materials & Services** | **102,245** | **54,004** | **123,165** | **120,618** | **76,300** | |
| **City Clerk Total** | **465,118** | **454,467** | **571,772** | **577,811** | **546,606** | |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Operations/Records Management** | **DIVISION:** | **City Clerk** |
| **DEPARTMENT:** | **City Clerk** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

The Operations and Records Management activity includes both legislative administration and records management. Among other things, the City Clerk's office is responsible for preparing the legislative agenda, ensuring compliance with the open meeting requirements set forth in the Ralph M. Brown Act, and completing the necessary tasks to ensure an effective meeting. In addition, the office oversees the preservation, production, and protection of public records through a coordinated records management program. Key elements of the activity include the following:

- Legislative Documentation for Shirtsleeve Sessions, Regular Meetings, and Special Meetings - Prepare agendas, agenda packets, minutes, resolutions, ordinances, council communications, and miscellaneous legal notices pursuant to law.
- Records Management — (1) Administer contracts and general liability claims programs, (2) prepare, maintain, and oversee Citywide Records Management Program ensuring proper creation, maintenance, and destruction of City records, (3) research informational requests from Council, staff, and public and respond within time period allotted by law, (4) maintain and update various logs and publications including Municipal Code, Council Protocol Manual, City Directory, and Informational Packet, and (5) administer e-Records program and maintain correlating webpages.
- City Council Support Services — (1) Make Council travel arrangements, prepare financial documentation regarding same, and track expenditures pursuant to law, (2) schedule and confirm appointments, (3) prepare, maintain, and track event calendar, (4) prepare Council correspondence, and (5) track and respond to Council Member requests.
- Boards and Commissions — (1) Prepare, post, and process notices for boards and commissions vacancies, (2) coordinate appointments, (3) maintain and track roster of appointees and terms, and (4) prepare and post Annual Local Appointments List.
- Ministerial Duties — Statements of Economic Interest, Conflict of Interest Code, oaths of office, AB 1234 ethics training, certificates and proclamations, budget, taxicab and pedicab programs, bid openings, special city events, department and Council mail, and switchboard and reception.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Implemented Granicus Electronic Agenda and Meeting Management Program.

## MAJOR 2009-10 OBJECTIVES

- Create, implement and maintain electronic contracts database for contracts/agreements filed in City Clerk's office from incorporation to the present.
- Review and assess hard-copy records maintained by City Clerk's office and stored in City Hall and long-term storage facility to incorporate into Records Management Policy for destruction purposes.
- Obtain training for Administrative Clerk and acquire requisite amount points to maintain the current CMC certifications in the City Clerk's office.

**ACTIVITY:** **Operations/Records Management** **DIVISION:** **City Clerk**
**DEPARTMENT:** **City Clerk** **FUND:** **General Fund**

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Review, prepare, and process the City Council agenda, agenda packet, and minutes for all Shirtsleeve Sessions, and regular and special meetings within the allotted legal time frames of the Ralph M. Brown Act. | Approx. 95 | Approx. 88 | Approx. 93 |
| Process all ordinances, resolutions, contracts, subpoenas, claims, and public records requests within the allotted legal time frames of the Government Code, 100% of the time. | 100% | 100% | 100% |
| Review, prepare, and process recruitments and appointments for members of approximately 18 boards, committees, and commissions, pursuant to the Municipal Code and Government Code. | 18 | 18 | 18 |
| Process campaign disclosure filings and Statements of Economic Interest within the allotted legal time frames, pursuant to the Fair Political Practices Commission (FPPC) and Conflict of Interest Code. | 100% | 100% | 100% |

**RELATED COST CENTER(S)**

- 100101

| City Clerk | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **100101: City Clerk Administration** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 0 | (4,507) | 0 |
| 7101 Regular emp salary | 177,056 | 203,468 | 220,716 | 227,000 | 224,480 |
| 7102 Overtime | 8,159 | 347 | 1,500 | 1,000 | 0 |
| 7109 Incentive pay | 0 | 246 | 0 | 1,350 | 1,800 |
| 7110 Admin leave pay | 0 | 1,857 | 2,368 | 1,180 | 3,130 |
| 7111 Workers comp | 11,165 | 14,087 | 13,200 | 13,200 | 14,640 |
| 7112 Medical insurance | 43,670 | 48,503 | 57,247 | 48,470 | 52,440 |
| 7113 Dental insurance | 2,715 | 2,774 | 4,000 | 3,980 | 4,000 |
| 7114 Vision care | 738 | 768 | 1,000 | 980 | 1,000 |
| 7115 Medicare insurance | 2,419 | 2,987 | 3,200 | 3,295 | 3,260 |
| 7121 Service contribution-PERS | 34,046 | 38,928 | 42,064 | 43,520 | 42,040 |
| 7123 Deferred comp | 2,007 | 2,746 | 2,686 | 3,885 | 0 |
| 7124 LI & AD & D | 873 | 961 | 1,316 | 1,925 | 1,340 |
| 7125 Unemployment insurance | 487 | 557 | 618 | 640 | 790 |
| 7128 LTD | 2,255 | 2,464 | 2,812 | 2,895 | 2,860 |
| 7129 Chiropractic | 145 | 142 | 200 | 210 | 220 |
| 7130 Insurance refund | 0 | 178 | 0 | 650 | 0 |
| 7131 Other benefits | 4,386 | 5,593 | 5,871 | 5,870 | 7,520 |
| **100: Personnel Services Total** | **290,121** | **326,606** | **358,798** | **355,543** | **359,520** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 18 | 50 | 0 | 0 |
| 7203 Cellular phone charges | 0 | 26 | 0 | 0 | 0 |
| **200: Utility Comm. & Transportation Total** | **0** | **44** | **50** | **0** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 6,503 | 3,108 | 6,095 | 4,500 | 5,000 |
| 7302 Photocopying | 0 | 175 | 0 | 0 | 0 |
| 7303 Advertising | 7,951 | 5,908 | 8,000 | 7,000 | 6,500 |
| 7307 Office supplies | 2,679 | 1,116 | 2,095 | 1,800 | 1,500 |
| 7308 Books & periodicals | 733 | 107 | 500 | 500 | 0 |
| 7309 Membership & dues | 550 | 565 | 750 | 750 | 600 |
| 7312 Bank service charges | 0 | 38 | 0 | 0 | 0 |
| 7313 Information systems software | 417 | 0 | 600 | 300 | 19,500 |
| 7314 Business expense | 433 | 319 | 500 | 750 | 500 |
| 7315 Conference expense | 2,806 | 4,101 | 4,500 | 4,500 | 2,500 |
| 7332 Repairs to office equip | 0 | 105 | 500 | 500 | 500 |
| 7337 Employee moving expenses | 5,852 | 0 | 0 | 0 | 0 |
| 7343 PL & PD/other insurance | 7,858 | 8,599 | 0 | 0 | 7,500 |
| 7358 Training & education | 128 | 902 | 0 | 0 | 0 |
| 7359 Small tools and equip | 372 | 0 | 500 | 500 | 0 |
| 7399 Supplies, mat & services | 380 | 391 | 500 | 500 | 500 |
| **300: Supplies, Materials & Services Total** | **36,662** | **25,434** | **24,540** | **21,600** | **44,600** |
| **100101: City Clerk Administration Total** | **326,783** | **352,084** | **383,388** | **377,143** | **404,120** |
| **City Clerk Operations/Records Total** | **326,783** | **352,084** | **383,388** | **377,143** | **404,120** |

**ACTIVITY:** Elections **DIVISION:** City Clerk
**DEPARTMENT:** City Clerk **FUND:** General Fund

## ACTIVITY DESCRIPTION

This activity includes conducting local elections for City Council officers, initiatives, referendums and recalls pursuant to the procedures set forth in the Elections Code. In addition, the office assists candidates with meeting their legal responsibilities before, during and after an election, as required by federal, state, and local laws. The activity has three major elements:

- Election administration – Conduct regular and special elections; process and certify nomination papers, candidate statements, and citizen-generated petitions; prepare and advertise legal notifications in compliance with election rules and regulations; review and update the City's election manual; and assist with voter registration.
- Fair Political Practices Commission reporting – Administer, process and file campaign disclosure statements, and oversee the preparation of candidate conflict of interest statements.
- Register voters and conduct voter outreach pursuant to the Voting Rights Act of 1965 in conjunction with the County Registrar of Voters.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Conducted November 4, 2008, General Municipal Election for two Council member seats.
- Conducted March 4, 2009, Special Municipal Election for Measure W.
- Assisted citizens with voter registration and procedures for the November 2008 General Municipal Election and March 2009 Special Municipal Election.

## MAJOR 2009-10 OBJECTIVES

- Administer Fair Political Practices Commission (FPPC) semi-annual, pre-election, and related campaign disclosure statement filings for open Candidate Controlled Committees and Political Action Committees.
- Continue to work with the County Registrar of Voters' Office to implement a Voting Rights Act Compliance Plan for future elections, in conjunction with other local municipalities within the County.
- Assist citizens with voter registration throughout the year and in anticipation of the November 2010 General Municipal Election.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Review all candidate and committee campaign filings to ensure compliance with the Political Reform Act, 100% of the time. | 100% | 100% | 100% |
| Respond to resident requests for voter information within one day of the original request, 100% of the time. | 100% | 100% | 100% |
| Contact the FPPC with candidate inquiries regarding filing procedures within one day of the original request, 100% of the time. | 100% | 100% | 100% |
| Seminars attended regarding new laws and current procedures pertaining to elections. | 1 | 1 | 1 |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Elections** | **DIVISION:** | **City Clerk** |
| **DEPARTMENT:** | **City Clerk** | **FUND:** | **General Fund** |

**RELATED COST CENTER(S)**

- 100102

| City Clerk | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **100102: Election** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7303 Advertising | 279 | 0 | 300 | 98 | 0 |
| 7307 Office supplies | 0 | 0 | 250 | 0 | 0 |
| 7308 Books & periodicals | 0 | 140 | 200 | 50 | 200 |
| 7314 Business expense | 51 | 0 | 50 | 0 | 0 |
| 7323 Professional services | 50,456 | 0 | 55,000 | 66,120 | 0 |
| 7399 Supplies, mat & services | 0 | 0 | 200 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **50,786** | **140** | **56,000** | **66,268** | **200** |
| **100102: Election Total** | **50,786** | **140** | **56,000** | **66,268** | **200** |
| **City Clerk Elections Total** | **50,786** | **140** | **56,000** | **66,268** | **200** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Legislation and Policy** | **DIVISION:** | **City Council** |
| **DEPARTMENT:** | **City Council** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

The City Council governs the City of Lodi by enacting and enforcing laws, policies, and regulations concerning municipal affairs, subject only to limitations and restrictions provided for in the statutes and Constitution of the State of California. Various advisory commissions and committees assist the City Council with this work. Activity goals are: (1) open, informed, and democratic public decision-making process; (2) responsive and appropriate legislation; (3) efficient and effective execution of adopted laws, policies, and regulations; and (4) to provide citizens with the best services and facilities within available resources. This activity has three major elements:

- Legislation - Enact ordinances, appropriations and resolutions while reviewing compliance with adopted laws, policies, and regulations.
- Policy - Review and adopt plans, which guide decisions and actions of the City's activities and capital investment projects.
- Supervision - Direct and evaluate the City Manager, City Attorney, and City Clerk.

## RELATED COST CENTER(S)

- 100103
- 100107
- 100110
- 100115
- 100116
- 100118
- 100120

| City Clerk | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **100103: Council** | | | | | |
| 100: Personnel Services | | | | | |
| 7103 Part time salary | 28,846 | 31,154 | 42,600 | 42,470 | 51,610 |
| 7112 Medical insurance | 32,637 | 31,547 | 32,525 | 43,240 | 43,470 |
| 7113 Dental insurance | 4,477 | 3,979 | 5,000 | 4,975 | 5,000 |
| 7114 Vision care | 1,091 | 970 | 1,250 | 1,225 | 1,250 |
| 7115 Medicare insurance | 418 | 452 | 522 | 615 | 600 |
| 7121 Service contribution-PERS | 4,435 | 4,793 | 6,861 | 8,095 | 7,736 |
| 7125 Unemployment insurance | 81 | 88 | 101 | 120 | 190 |
| 7129 Chiropractic | 142 | 155 | 250 | 260 | 280 |
| 7130 Insurance refund | 625 | 675 | 650 | 650 | 650 |
| **100: Personnel Services Total** | **72,752** | **73,813** | **89,759** | **101,650** | **110,786** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 79 | 61 | 0 | 0 | 0 |
| 7307 Office supplies | 111 | 4,349 | 2,500 | 1,000 | 1,000 |
| 7314 Business expense | 540 | 50 | 0 | 0 | 0 |
| 7315 Conference expense | (58) | 0 | 0 | 0 | 0 |
| 7355 General supplies | 2,951 | 2,584 | 3,000 | 2,500 | 3,000 |
| 7399 Supplies, mat & services | 0 | 0 | 575 | 250 | 0 |
| **300: Supplies, Materials & Services Total** | **3,623** | **7,044** | **6,075** | **3,750** | **4,000** |
| **100103: Council Total** | **76,375** | **80,857** | **95,834** | **105,400** | **114,786** |
| | | | | | |
| **100107: Council/Mounce** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7314 Business expense | 450 | (177) | 0 | 0 | 0 |
| 7315 Conference expense | 2,450 | 6,326 | 3,400 | 3,400 | 2,900 |
| **300: Supplies, Materials & Services Total** | **2,900** | **6,149** | **3,400** | **3,400** | **2,900** |
| **100107: Council/Mounce Total** | **2,900** | **6,149** | **3,400** | **3,400** | **2,900** |
| | | | | | |
| **100110: Council/Katzakian** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7314 Business expense | 171 | 175 | 0 | 0 | 0 |
| 7315 Conference expense | 869 | 820 | 2,900 | 2,900 | 2,900 |
| **300: Supplies, Materials & Services Total** | **1,040** | **995** | **2,900** | **2,900** | **2,900** |
| **100110: Council/Katzakian Total** | **1,040** | **995** | **2,900** | **2,900** | **2,900** |
| | | | | | |
| **100115: Council/Johnson** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7314 Business expense | 165 | 1,337 | 0 | 0 | 0 |
| 7315 Conference expense | 1,739 | 2,372 | 2,900 | 2,900 | 2,900 |
| **300: Supplies, Materials & Services Total** | **1,904** | **3,709** | **2,900** | **2,900** | **2,900** |
| **100115: Council/Johnson Total** | **1,904** | **3,709** | **2,900** | **2,900** | **2,900** |
| | | | | | |
| **100116: Council/Hitchcock** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7314 Business expense | 125 | 75 | 0 | 0 | 0 |
| 7315 Conference expense | 399 | 1,062 | 2,900 | 2,900 | 2,900 |
| **300: Supplies, Materials & Services Total** | **524** | **1,137** | **2,900** | **2,900** | **2,900** |
| **100116: Council/Hitchcock Total** | **524** | **1,137** | **2,900** | **2,900** | **2,900** |
| | | | | | |
| **100118: Council/Hansen** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7314 Business expense | 105 | 941 | 0 | 0 | 0 |
| 7315 Conference expense | 399 | 2,074 | 2,900 | 2,900 | 3,400 |
| **300: Supplies, Materials & Services Total** | **504** | **3,015** | **2,900** | **2,900** | **3,400** |
| **100118: Council/Hansen Total** | **504** | **3,015** | **2,900** | **2,900** | **3,400** |
| | | | | | |
| **100120: City Protocol** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7307 Office supplies | 127 | 613 | 0 | 0 | 0 |

| City Clerk | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7355 General supplies | 3,739 | 5,418 | 10,500 | 9,000 | 7,500 |
| 7358 Training & education | 0 | 0 | 10,550 | 5,000 | 5,000 |
| **300: Supplies, Materials & Services Total** | **3,866** | **6,031** | **21,050** | **14,000** | **12,500** |
| **100120: City Protocol Total** | **3,866** | **6,031** | **21,050** | **14,000** | **12,500** |
| **City Clerk Legislation/Policy Total** | **87,113** | **101,893** | **131,884** | **134,400** | **142,286** |

| City Attorney | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 100: Personnel Services | 417,825 | 450,229 | 446,542 | 439,317 | 427,530 |
| 200: Utility Comm. & Transportation | 2,322 | 2,507 | 1,500 | 1,150 | 1,110 |
| 300: Supplies, Materials & Services | 74,926 | 76,956 | 32,100 | 62,675 | 34,250 |
| **City Attorney Total** | **495,073** | **529,692** | **480,142** | **503,142** | **462,890** |

| STAFFING SUMMARY | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **CITY ATTORNEY** | | | | | |
| City Attorney | 1 | 1 | 1 | 1 | 1 |
| Deputy City Attorney I/II | 1 | 1 | 1 | 1 | 1 |
| Legal Secretary | 1 | 1 | 1 | 1 | 1 |
| **City Attorney Total** | **3** | **3** | **3** | **3** | **3** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Legal Services** | **DIVISION:** | **City Attorney** |
| **DEPARTMENT:** | **City Attorney** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

The City Attorney reviews, monitors and evaluates the conduct of City activities for conformance with laws, regulations, policies and rules; represents the City in civil litigation; and ensures that violators of City laws are prosecuted. Activity goals are: 1) reduce the City's liability exposure and 2) provide timely and complete legal advice and services. This activity has five major elements:

- Legal review and advice – Review ordinances, resolutions, contracts and provide advice on employment issues.
- Advise and assist the City Council – Orient new Council members on the services and functions of the City Attorney's Office; advise and assist the City Council and staff with suggested and existing legislation, policies and regulations; process citizen requests; anticipate claims and litigation ; and assist in resolving conflict.
- Legal representation – Represent the City at Council meetings and Planning Commission meetings; defend the City against litigation and claims; and, represent the City before other government agencies.
- Document preparation – Prepare ordinances, resolutions, contracts, legal pleadings, reports, correspondence and other legal documents.
- Enforcement – Enforce and prosecute violations of the Municipal Code.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Finalized last PCE-related litigation.
- Drafted new Lodi Tourism Business Improvement District Expansion Ordinance, Card Room and Wastewater Pretreatment ordinances.
- Resolved AT&T litigation at no cost.
- Managed legal revisions to Wal-Mart EIR.
- Prosecuted 12 massage ordinance violations.

## MAJOR 2009-10 OBJECTIVES

- Enforce code compliance through court action.
- Draft Medical Marijuana Dispensary Ordinance.
- Continue to increase in-house employment law expertise through training.
- Pursue PCE stimulus funding.
- Develop wastewater expertise and assist with permit process.
- Implement new Proposition 218 CPI indexing process for Enterprise funds.
- Draft revised Massage Ordinance to comply with State law taking effect July 1, 2009.

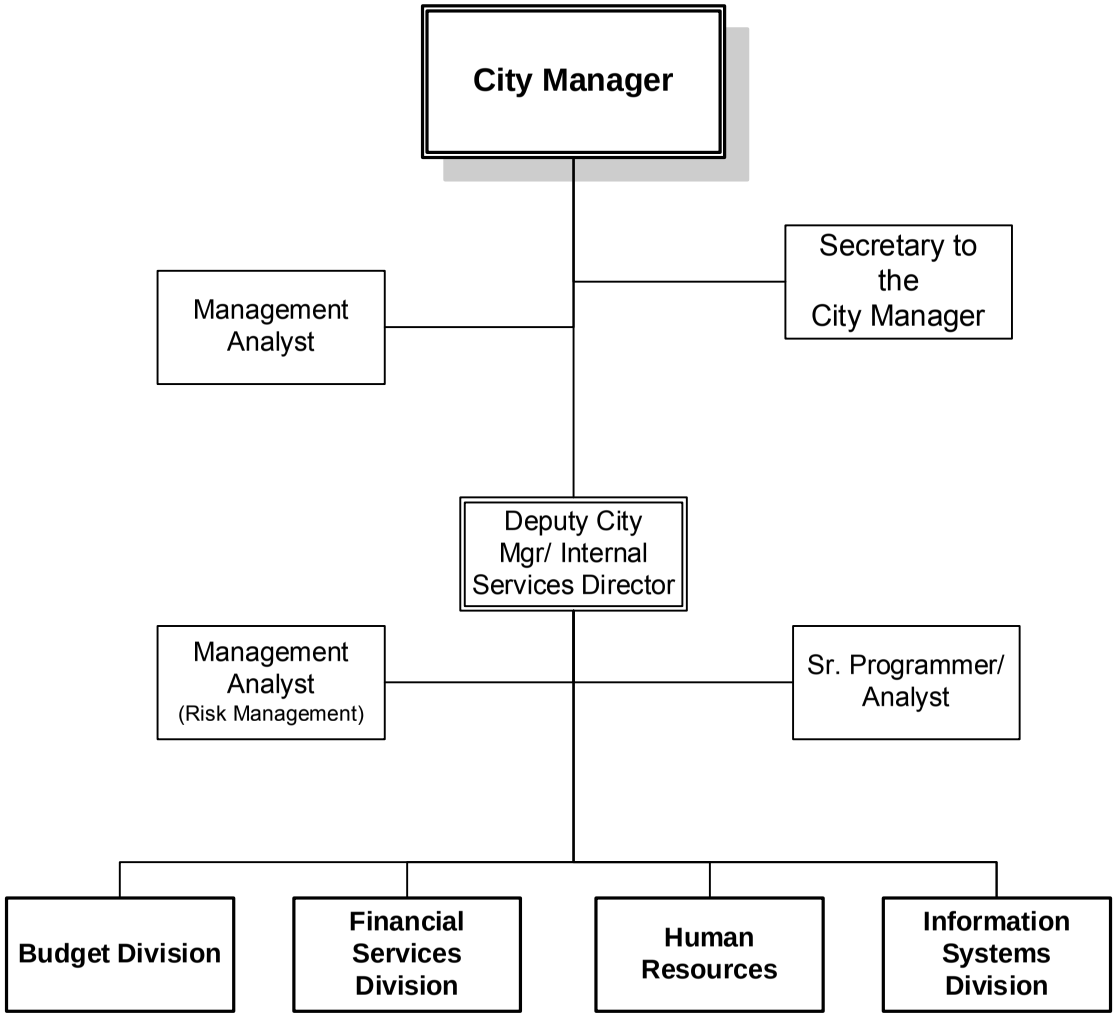
**ACTIVITY:** Legal Services **DIVISION:** City Attorney
**DEPARTMENT:** City Attorney **FUND:** General Fund

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Litigation cases filed/managed (excepting PCE/TCE related cases, pitches motions, firearm petitions, Lodi Municipal Code Violations, and personnel issues | 28 | 25 | 10 |
| Cases resolved | 3 | 9 | 6 |
| Ordinances drafted | 17 | 10 | 9 |
| Liability claims filed | 41 | 57 | 43 |

**RELATED COST CENTER(S)**

- 100351

| City Attorney | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7100 Personnel Services | 0 | 0 | 0 | (7,603) | 0 | |
| 7101 Regular emp salary | 285,236 | 302,893 | 304,269 | 304,555 | 291,870 | Employee contributions |
| 7110 Admin leave pay | 0 | 0 | 0 | 0 | 4,750 | |
| 7111 Workers comp | 14,610 | 19,059 | 9,900 | 9,900 | 10,980 | |
| 7112 Medical insurance | 35,510 | 39,580 | 41,862 | 41,640 | 44,520 | |
| 7113 Dental insurance | 2,850 | 2,850 | 3,000 | 2,985 | 3,000 | |
| 7114 Vision care | 728 | 728 | 750 | 735 | 750 | |
| 7115 Medicare insurance | 4,144 | 4,398 | 4,412 | 4,420 | 4,240 | |
| 7121 Service contribution-PERS | 54,825 | 58,216 | 57,987 | 58,045 | 54,660 | Reduced payroll |
| 7123 Deferred comp | 7,851 | 8,208 | 9,128 | 9,140 | 0 | Employee contributions |
| 7124 LI & AD & D | 1,827 | 1,885 | 2,262 | 2,510 | 2,200 | |
| 7125 Unemployment insurance | 786 | 845 | 852 | 855 | 1,030 | |
| 7128 LTD | 3,576 | 3,846 | 3,876 | 3,880 | 3,720 | |
| 7129 Chiropractic | 142 | 155 | 150 | 160 | 170 | |
| 7131 Other benefits | 5,740 | 7,566 | 8,094 | 8,095 | 5,640 | |
| **100: Personnel Services** | **417,825** | **450,229** | **446,542** | **439,317** | **427,530** | |
| 7201 Postage | 295 | 379 | 200 | 200 | 150 | |
| 7202 Telephone | 0 | 64 | 0 | 0 | 0 | |
| 7203 Cellular phone charges | 2,027 | 2,064 | 1,300 | 950 | 960 | |
| **200: Utility Comm. & Transportation** | **2,322** | **2,507** | **1,500** | **1,150** | **1,110** | |
| 7302 Photocopying | 15 | 6 | 0 | 0 | 0 | |
| 7307 Office supplies | 1,136 | 1,487 | 750 | 500 | 750 | |
| 7308 Books & periodicals | 10,517 | 10,349 | 10,000 | 10,000 | 10,000 | |
| 7309 Membership & dues | 1,085 | 980 | 1,100 | 1,000 | 1,000 | |
| 7312 Bank service charges | 45 | 9 | 0 | 175 | 0 | |
| 7314 Business expense | 1,847 | 1,133 | 2,000 | 1,000 | 750 | |
| 7315 Conference expense | 1,847 | 2,693 | 2,000 | 0 | 250 | |
| 7322 Rental of equipment | 219 | 0 | 0 | 0 | 0 | |
| 7323 Professional services | 45,992 | 47,622 | 16,250 | 50,000 | 16,140 | |
| 7343 PL & PD/other insurance | 10,283 | 11,634 | 0 | 0 | 5,360 | |
| 7355 General supplies | 1,767 | 18 | 0 | 0 | 0 | |
| 7359 Small tools and equip | 0 | 1,025 | 0 | 0 | 0 | |
| 7399 Supplies, mat & services | 173 | 0 | 0 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **74,926** | **76,956** | **32,100** | **62,675** | **34,250** | |
| **City Attorney Total** | **495,073** | **529,692** | **480,142** | **503,142** | **462,890** | |


City Manager
Management Analyst
Secretary to the City Manager
Deputy City Mgr/ Internal Services Director
Management Analyst (Risk Management)
Sr. Programmer/ Analyst
Budget Division
Financial Services Division
Human Resources
Information Systems Division

FY 2009-2010

| City Manager | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 100: Personnel Services | 522,684 | 722,256 | 577,989 | 539,219 | 518,360 |
| 200: Utility Comm. & Transportation | 1,612 | 1,663 | 1,275 | 1,150 | 1,000 |
| 300: Supplies, Materials & Services | 27,691 | 28,794 | 8,675 | 7,645 | 19,250 |
| **City Manager Total** | **551,987** | **752,713** | **587,939** | **548,014** | **538,610** |

**STAFFING SUMMARY**

| | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **CITY MANAGER** | | | | | |
| City Manager | 1 | 1 | 1 | 1 | 1 |
| Deputy City Manager/Internal Services Dir. | 1 | 1 | 1 | 1 | 1 |
| Management Analyst | 1 | 1 | 1 | 2 | 2 |
| Secretary to the City Manager | 1 | 1 | 1 | 1 | 1 |
| Senior Programmer/Analyst | 0 | 0 | 0 | 1 | 1 |
| **City Manager Total** | **4** | **4** | **4** | **6** | **6** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Administration** | **DIVISION:** | **City Manager** |
| **DEPARTMENT:** | **City Manager** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

The City Manager's Office provides overall management and coordination of the City of Lodi municipal corporation, implements City Council policy directives, and directly oversees the internal administrative functions of the City including Financial Services, Budget and Treasury, Human Resources, Risk Management, Information Services and Economic Development.

The City Manager's Office is emphasizing the following areas:

- Efficiency – Seeking out entrepreneurial activities and cost-savings.
- Economic Development – Business attraction and retention, job creation.
- Land use – General Plan update.
- Finance and Administration – Proactive approach to meeting challenges of economic recession.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Made two budget adjustments within the fiscal year to meet fast-changing economic conditions.
- Refinanced 2002 Electric Utility bonds to eliminate uncertain market risk.
- Hired a Deputy City Manager/Internal Services Director.
- Negotiated with all bargaining groups to meet budget challenges.
- Moved forward with General Plan update.

## MAJOR 2009-10 OBJECTIVES

- Complete General Plan update.
- Proactively respond to economic conditions to maintain financial viability.
- Use City's technology for improved communications.
- Monitor grant and federal economic stimulus opportunities.

## RELATED COST CENTER(S)

100401

| City Manager | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7100 Personnel Services | 0 | 0 | (180,000) | (192,581) | 0 | |
| 7101 Regular emp salary | 399,008 | 482,853 | 554,495 | 545,110 | 557,500 | |
| 7102 Overtime | 53 | 0 | 0 | 0 | 0 | |
| 7110 Admin leave pay | 0 | 6,744 | 9,650 | 5,375 | 10,050 | |
| 7111 Workers comp | 20,563 | 26,680 | 19,800 | 19,800 | 21,960 | |
| 7112 Medical insurance | 48,140 | 68,158 | 68,381 | 55,235 | 59,940 | |
| 7113 Dental insurance | 3,927 | 4,839 | 6,000 | 5,630 | 6,000 | |
| 7114 Vision care | 990 | 1,213 | 1,500 | 1,385 | 1,500 | |
| 7115 Medicare insurance | 5,808 | 7,124 | 8,149 | 7,925 | 8,085 | |
| 7121 Service contribution-PERS | 76,693 | 92,864 | 107,104 | 100,845 | 104,405 | |
| 7123 Deferred comp | 7,333 | 10,338 | 12,648 | 15,500 | 0 | Employee contributions |
| 7124 LI & AD & D | 2,664 | 3,119 | 4,479 | 4,870 | 3,480 | |
| 7125 Unemployment insurance | 1,103 | 1,347 | 1,574 | 1,485 | 1,955 | |
| 7128 LTD | 5,019 | 6,128 | 7,160 | 6,745 | 7,105 | |
| 7129 Chiropractic | 194 | 259 | 250 | 295 | 330 | |
| 7130 Insurance refund | 0 | 0 | 1,850 | 6,650 | 10,170 | Policy change |
| 7131 Other benefits | 8,078 | 10,590 | 14,949 | 14,950 | 11,280 | |
| 7188 Transfer In | 0 | 0 | 0 | (60,000) | (285,400) | Allocation of Mgt Analysts, Sr. Programmer |
| 7189 Transfer Out | (56,889) | 0 | (60,000) | 0 | 0 | |
| **100: Personnel Services** | **522,684** | **722,256** | **577,989** | **539,219** | **518,360** | |
| 7201 Postage | 152 | 130 | 75 | 50 | 0 | |
| 7202 Telephone | 0 | 57 | 200 | 0 | 0 | |
| 7203 Cellular phone charges | 1,460 | 1,476 | 1,000 | 1,100 | 1,000 | |
| **200: Utility Comm. & Transportation** | **1,612** | **1,663** | **1,275** | **1,150** | **1,000** | |
| 7301 Printing,binding,duplication | 34 | 0 | 0 | 15 | 0 | |
| 7307 Office supplies | 1,173 | 1,089 | 800 | 800 | 800 | |
| 7308 Books & periodicals | 575 | 1,694 | 0 | 100 | 0 | |
| 7309 Membership & dues | 2,120 | 800 | 1,650 | 1,650 | 1,500 | |
| 7314 Business expense | 1,664 | 3,378 | 1,500 | 950 | 1,500 | |
| 7315 Conference expense | 4,852 | 4,605 | 4,000 | 3,000 | 4,000 | |
| 7335 Sublet service contracts | 551 | 0 | 575 | 830 | 0 | |
| 7343 PL & PD/other insurance | 14,472 | 16,300 | 0 | 0 | 11,250 | |
| 7353 Janitorial supplies | 40 | 0 | 0 | 0 | 0 | |
| 7355 General supplies | 171 | 471 | 150 | 300 | 200 | |
| 7358 Training & education | 0 | 150 | 0 | 0 | 0 | |
| 7359 Small tools and equip | 855 | 307 | 0 | 0 | 0 | |
| 7399 Supplies, mat & services | 1,184 | 0 | 0 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **27,691** | **28,794** | **8,675** | **7,645** | **19,250** | |
| **City Manager Total** | **551,987** | **752,713** | **587,939** | **548,014** | **538,610** | |

**ACTIVITY:** Economic Development & Community Promotions **PROGRAM:** Economic Development
**DEPARTMENT:** Administration **FUND:** General Fund

## ACTIVITY DESCRIPTION

The focus of Economic Development is to plan, organize and coordinate Economic Development activities throughout the City of Lodi. In general, activity goals are to: 1) retain and expand existing businesses; 2) market Lodi as a tourist and day visitor destination; 3) increase the number of visitor-serving facilities; 4) develop downtown as a "lifestyle" and visitor serving center; and 5) seek and attract new businesses.

For the past several years, Lodi has used "contract" outside economic development organizations to fulfill its economic development objectives. The following is the proposed funding for FY 2009-10:

| ORGANIZATION | 2008-09 | 2009-10 |
|---|---|---|
| Lodi Conference and Visitor's Bureau | $93,500 | $78,080 |
| Lodi Downtown Business Partnership | $35,000 | $28,900 |
| San Joaquin Partnership | $35,000 | $29,750 |
| Lodi District Chamber of Commerce | $1,400 | $1,500 |
| Fireworks | $22,000 | $16,000 |
| SJC Enterprise Zone Administration | 23,000 | $21,766 |
| **TOTAL** | **$209,900** | **$175,996** |

The following is the proposed funding for the cost of staffing and promoting various community events:

| EVENT | 2009-10 |
|---|---|
| Fourth of July | $20,000 |
| Grape Festival | $17,000 |
| Parade of Lights | $5,000 |
| Celebration on Central | $2,500 |
| Miscellaneous Special Events | $5,500 |
| **TOTAL** | **$50,000** |

## MAJOR 2008-09 ACCOMPLISHMENTS

- Completed parcel-by-parcel analysis for expanded San Joaquin County Enterprise Zone designation and invested in EZ administrative support.
- Worked with San Joaquin County EZ marketing staff to identify Lodi businesses for one-on-one meetings.
- Strengthened ties with wineries for downtown tasting rooms.
- Blue Shield opening expanded operations in Lodi.
- Established formula for funding Lodi Conference and Visitors Bureau.

## MAJOR 2009-10 OBJECTIVES

- Promote concept of "green" business incubator and work to attract alternative-energy start-ups.
- Hold downtown "summit" to explore next step in business district development.
- Hold Eastside "summit" to explore options to enhance economic vitality.
- Expand visitor opportunities downtown.
- Continue funding local economic development organizations.
- Continue to recruit additional retailers.
- Promote new development opportunities resulting from revised General Plan.

## RELATED COST CENTER

- 100431
- 100432

| Economic Development | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7301 Printing,binding,duplication | 0 | 905 | 0 | 0 | 0 | |
| 7303 Advertising | 4,462 | 0 | 2,000 | 500 | 2,000 | |
| 7307 Office supplies | 0 | 0 | 200 | 0 | 0 | |
| 7314 Business expense | 9 | 0 | 0 | 500 | 0 | |
| 7355 General supplies | 75 | 200 | 0 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **4,546** | **1,105** | **2,200** | **1,000** | **2,000** | |
| 8000 Special payments | 0 | 0 | 60,000 | 0 | 75,000 | Allocation of Public Information Officer |
| 8021 Donations | 10,000 | 0 | (2,652) | 0 | 0 | |
| 8021.1 Donations-LCVB | 0 | 0 | 93,500 | 90,848 | 78,080 | 19% of TOT |
| 8021.2 Donations-DLBP | 0 | 0 | 35,000 | 35,000 | 28,900 | |
| 8021.3 Donations-SJ Partnership | 0 | 0 | 35,000 | 35,000 | 29,750 | 15% reduction |
| 8021.4 Donations-Lodi Dist C | 0 | 0 | 1,424 | 1,424 | 1,500 | |
| 8021.5 Donations-Fireworks | 0 | 0 | 22,000 | 22,000 | 16,000 | Per Council action 04/01/09 |
| 8021.6 Donations-SJC Ent Zone | 0 | 0 | 23,000 | 23,000 | 21,766 | |
| 8099 Special payments | 221,956 | 209,519 | 253,220 | 313,220 | 253,531 | Debt service |
| **600: Special Payments** | **231,956** | **209,519** | **520,492** | **520,492** | **504,527** | |
| **Economic Development Total** | **236,502** | **210,624** | **522,692** | **521,492** | **506,527** | |

| Economic Development | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **100431: Economic Development** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 905 | 0 | 0 | 0 |
| 7303 Advertising | 4,462 | 0 | 2,000 | 500 | 2,000 |
| 7307 Office supplies | 0 | 0 | 200 | 0 | 0 |
| 7314 Business expense | 9 | 0 | 0 | 500 | 0 |
| 7355 General supplies | 75 | 200 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **4,546** | **1,105** | **2,200** | **1,000** | **2,000** |
| 600: Special Payments | | | | | |
| 8021 Donations | 10,000 | 0 | (2,652) | 0 | 0 |
| 8021.1 Donations-LCVB | 0 | 0 | 93,500 | 90,848 | 78,080 |
| 8021.2 Donations-DLBP | 0 | 0 | 35,000 | 35,000 | 28,900 |
| 8021.3 Donations-SJ Partnership | 0 | 0 | 35,000 | 35,000 | 29,750 |
| 8021.4 Donations-Lodi Dist C | 0 | 0 | 1,424 | 1,424 | 1,500 |
| 8021.5 Donations-Fireworks | 0 | 0 | 22,000 | 22,000 | 16,000 |
| 8021.6 Donations-SJC Ent Zone | 0 | 0 | 23,000 | 23,000 | 21,766 |
| 8099 Special payments | 221,956 | 209,519 | 253,220 | 253,220 | 253,531 |
| **600: Special Payments Total** | **231,956** | **209,519** | **460,492** | **460,492** | **429,527** |
| **100431: Economic Development Total** | **236,502** | **210,624** | **462,692** | **461,492** | **431,527** |
| | | | | | |
| **100432: Enterprise Zone Support** | | | | | |
| 600: Special Payments | | | | | |
| 8000 Special payments | 0 | 0 | 60,000 | 0 | 75,000 |
| 8099 Special payments | 0 | 0 | 0 | 60,000 | 0 |
| **600: Special Payments Total** | **0** | **0** | **60,000** | **60,000** | **75,000** |
| **100432: Enterprise Zone Support Total** | **0** | **0** | **60,000** | **60,000** | **75,000** |
| **Economic Development Total** | **236,502** | **210,624** | **522,692** | **521,492** | **506,527** |
| **Economic Development Total** | **236,502** | **210,624** | **522,692** | **521,492** | **506,527** |

## INTERNAL SERVICES

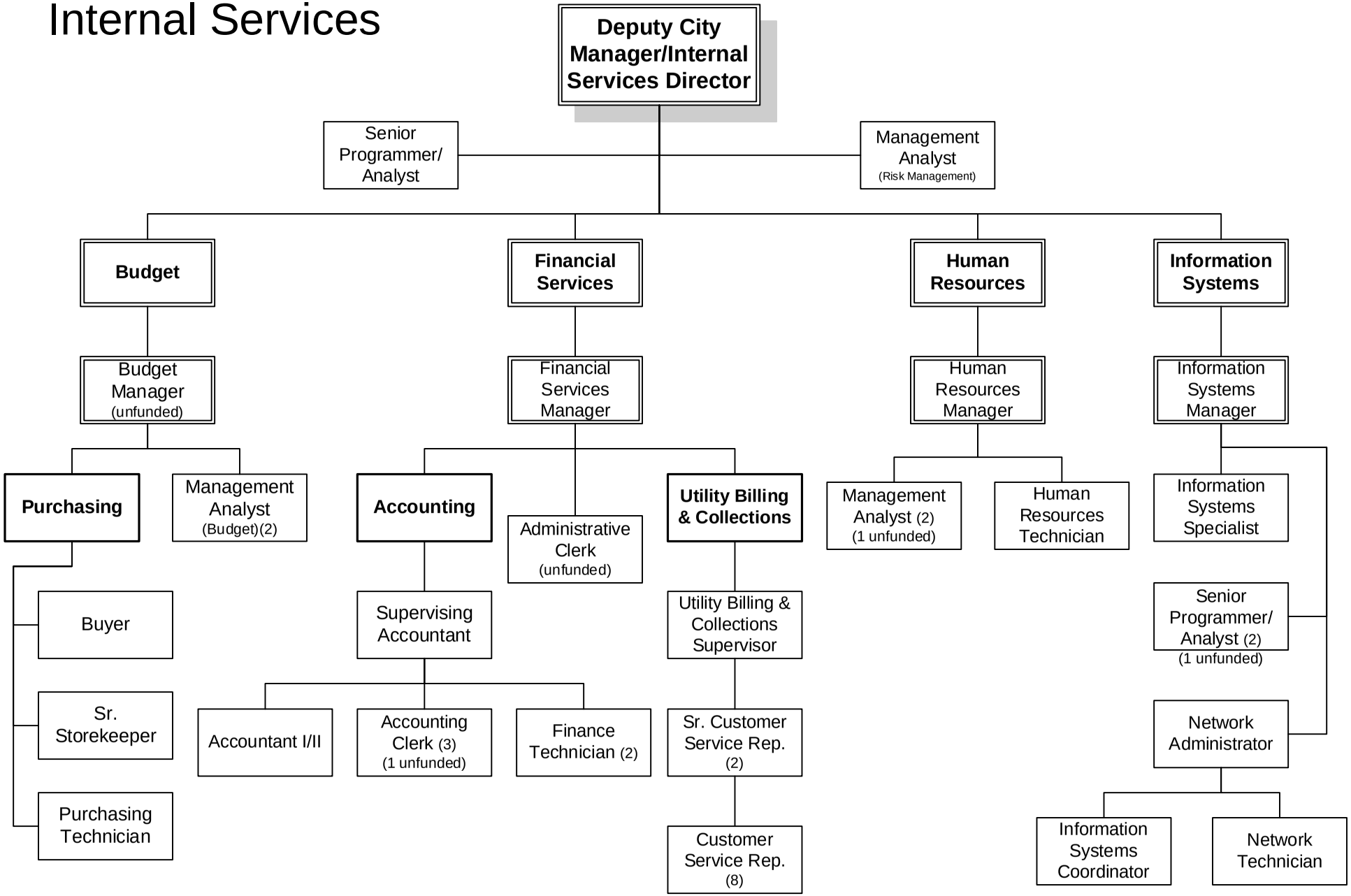
The Internal Services Department encompasses the Budget, Financial Services, Human Resources and Information Systems divisions under the direct supervision of the Deputy City Manager/Internal Services Director.

The Internal Services division makes financial projections and is responsible for the City's financial services. It also is responsible for all personnel matters and maintaining the City's computer systems.

Internal Services has a budget of $3,667,493 in FY 2009/10, compared to $3,994,386 in FY 2008/09. Staffing is being reduced from 39 to 32, including the reassignment of two positions to Administration.

Organizational charts, staffing summaries, detailed activity descriptions and financial tables are included in the following pages.

# Internal Services




FY 2009-2010

| Internal Services Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 100: Personnel Services | 2,849,384 | 3,179,413 | 3,479,600 | 3,201,896 | 3,078,631 |
| 200: Utility Comm. & Transportation | 29,704 | 29,189 | 25,020 | 26,590 | 26,570 |
| 300: Supplies, Materials & Services | 472,404 | 633,095 | 483,923 | 500,588 | 558,747 |
| 500: Equipment, Land & Structures | 17,320 | 3,850 | 5,743 | 5,745 | 3,445 |
| 600: Special Payments | 635 | 1,126 | 100 | 3,734 | 100 |
| 700: Interfund Transfers | 21,370 | 0 | 0 | 0 | 0 |
| **Internal Services Department Total** | **3,390,817** | **3,846,673** | **3,994,386** | **3,738,553** | **3,667,493** |

| STAFFING SUMMARY | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **INTERNAL SERVICES DEPARTMENT** | | | | | |
| Management Analyst | 0 | 0 | 1 | 0 | 0 |
| Sr. Programmer/Analyst | 0 | 0 | 1 | 0 | 0 |
| BUDGET DIVISION | | | | | |
| Administrative Clerk | 0 | 1 | 0 | 0 | 0 |
| Budget Manager | 1 | 1 | 1 | 1 | 0 |
| Buyer | 0 | 1 | 1 | 1 | 1 |
| Management Analyst | 1 | 2 | 2 | 2 | 2 |
| Purchasing Officer | 1 | 0 | 0 | 0 | 0 |
| Purchasing Technician | 1 | 1 | 1 | 1 | 1 |
| Senior Storekeeper | 1 | 1 | 1 | 1 | 1 |
| Storekeeper | 1 | 1 | 0 | 0 | 0 |
| | 6 | 8 | 6 | 6 | 5 |
| FINANCIAL SERVICES DIVISION | | | | | |
| Accountant I/II | 1 | 1 | 1 | 1 | 1 |
| Accounting Clerk | 3 | 3 | 3 | 3 | 2 |
| Administrative Clerk | 0 | 0 | 1 | 1 | 0 |
| Customer Service Representative | 8 | 8 | 8 | 8 | 8 |
| Customer Service Supervisor | 1 | 0 | 0 | 0 | 0 |
| Finance Technician | 2 | 2 | 2 | 2 | 2 |
| Financial Services Manager | 1 | 1 | 1 | 1 | 1 |
| Senior Customer Service Representative | 1 | 2 | 2 | 2 | 2 |
| Supervising Accountant | 1 | 1 | 1 | 1 | 1 |
| Utility Billing & Collections Supervisor | 1 | 1 | 1 | 1 | 1 |
| | 19 | 19 | 20 | 20 | 18 |
| HUMAN RESOURCES DIVISION | | | | | |
| Administrative Secretary - (C) | 1 | 0 | 0 | 0 | 0 |
| Human Resources Manager | 0 | 1 | 1 | 1 | 1 |
| Human Resources Technician | 1 | 1 | 1 | 1 | 1 |
| Management Analyst | 1 | 3 | 2 | 2 | 1 |
| Risk Manager | 1 | 0 | 0 | 0 | 0 |
| | 4 | 5 | 4 | 4 | 3 |
| INFORMATION SYSTEMS DIVISION | | | | | |
| Data Processing Manager | 1 | 1 | 1 | 0 | 0 |
| Information Systems Analyst | 1 | 1 | 1 | 0 | 0 |
| Information Systems Coordinator | 1 | 1 | 1 | 1 | 1 |
| Information Systems Manager | 1 | 1 | 1 | 1 | 1 |
| Information Systems Specialist | 1 | 1 | 1 | 1 | 1 |
| Network Administrator | 1 | 1 | 1 | 1 | 1 |
| Network Technician | 1 | 1 | 1 | 1 | 1 |
| Senior Programmer Analyst | 1 | 1 | 0 | 2 | 1 |
| | 8 | 8 | 7 | 7 | 6 |
| **Internal Services Total** | **37** | **40** | **39** | **37** | **32** |

| Internal Services Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7100 Personnel Services | 0 | 0 | 180,000 | 86,069 | 0 | |
| 7101 Regular emp salary | 1,816,650 | 2,044,988 | 2,101,046 | 1,977,613 | 1,791,675 | Employee contributions, retirements |
| 7102 Overtime | 5,943 | 8,858 | 6,363 | 12,163 | 3,500 | |
| 7103 Part time salary | 34,265 | 35,558 | 43,000 | 54,485 | 44,844 | |
| 7109 Incentive pay | 1,389 | 2,468 | 2,700 | 4,050 | 5,320 | |
| 7110 Admin leave pay | 9,307 | 11,918 | 19,584 | 4,655 | 17,715 | |
| 7111 Workers comp | 104,398 | 138,075 | 122,100 | 122,100 | 117,120 | |
| 7112 Medical insurance | 274,399 | 313,954 | 351,903 | 329,990 | 333,430 | |
| 7113 Dental insurance | 27,768 | 29,038 | 37,000 | 28,885 | 32,000 | |
| 7114 Vision care | 7,132 | 7,568 | 9,250 | 7,120 | 8,000 | |
| 7115 Medicare insurance | 24,799 | 28,275 | 28,431 | 26,720 | 23,770 | |
| 7121 Service contribution-PERS | 347,931 | 392,381 | 404,915 | 377,280 | 335,515 | Reduced payroll |
| 7122 Social security payments | 132 | 0 | 0 | 0 | 0 | |
| 7123 Deferred comp | 44,528 | 51,306 | 50,766 | 49,555 | 0 | Employee contributions |
| 7124 LI & AD & D | 10,470 | 10,852 | 13,882 | 13,820 | 11,040 | |
| 7125 Unemployment insurance | 5,105 | 5,716 | 5,928 | 5,595 | 6,280 | |
| 7128 LTD | 22,884 | 25,721 | 26,971 | 25,190 | 22,845 | |
| 7129 Chiropractic | 1,482 | 1,696 | 1,850 | 1,595 | 1,780 | |
| 7130 Insurance refund | 12,902 | 17,886 | 17,600 | 37,090 | 53,000 | Policy change |
| 7131 Other benefits | 41,011 | 56,851 | 56,311 | 56,315 | 60,397 | |
| 7188 Transfer In | 56,889 | (3,696) | 0 | (18,394) | 0 | |
| 7189 Transfer Out | 0 | 0 | 0 | 0 | 210,400 | Staff allocation |
| **100: Personnel Services** | **2,849,384** | **3,179,413** | **3,479,600** | **3,201,896** | **3,078,631** | |
| 7201 Postage | 1,192 | 1,303 | 1,220 | 1,090 | 1,070 | |
| 7202 Telephone | 25,394 | 25,151 | 22,000 | 21,000 | 21,000 | |
| 7203 Cellular phone charges | 3,127 | 2,735 | 1,800 | 4,500 | 4,500 | Based upon actuals |
| 7204 Pagers | (9) | 0 | 0 | 0 | 0 | |
| **200: Utility Comm. & Transportation** | **29,704** | **29,189** | **25,020** | **26,590** | **26,570** | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 0 | (30,000) | 0 | |
| 7301 Printing,binding,duplication | 46,916 | 44,995 | 46,100 | 48,600 | 49,630 | |
| 7302 Photocopying | 4,386 | 4,952 | 4,278 | 4,000 | 5,950 | |
| 7303 Advertising | 15,757 | 13,442 | 15,350 | 12,800 | 10,350 | |
| 7305 Uniforms | 614 | 200 | 400 | 0 | 0 | |
| 7306 Safety Equipment | 111 | 72 | 50 | 50 | 2,225 | |
| 7307 Office supplies | 23,952 | 28,591 | 20,006 | 22,500 | 19,700 | |
| 7308 Books & periodicals | 4,306 | 4,097 | 4,350 | 4,150 | 4,540 | |
| 7309 Membership & dues | 3,351 | 3,206 | 3,185 | 3,970 | 4,170 | |
| 7312 Bank service charges | 20,343 | 24,857 | 20,000 | 22,800 | 15,000 | |
| 7313 Information systems software | 53,515 | 27,719 | 27,850 | 30,342 | 29,350 | |
| 7314 Business expense | 3,070 | 2,368 | 2,800 | 4,650 | 4,100 | |
| 7315 Conference expense | 6,460 | 4,128 | 8,400 | 6,900 | 6,400 | City-wide reductions |
| 7318 Microfilming | 0 | 24,832 | 9,500 | 9,500 | 1,000 | Conversion to scanning |
| 7322 Rental of equipment | 109 | 32,172 | 40,200 | 36,607 | 40,200 | |

| Internal Services Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7323 Professional services | 36,741 | 106,207 | 75,000 | 117,100 | 93,928 | |
| 7323.1 Negotiations | 1,314 | 374 | 0 | 0 | 0 | |
| 7323.2 Grievances/Arbitration | 0 | 2,716 | 0 | 0 | 0 | |
| 7323.3 Investigations | 0 | 5,662 | 0 | 0 | 0 | |
| 7328 Hepatitis shots | 0 | 0 | 1,400 | 1,400 | 0 | |
| 7330 Repairs to comm equip | 150 | 0 | 500 | 500 | 500 | |
| 7331 Repairs to Mach & equip | 0 | 0 | 1,500 | 1,500 | 0 | |
| 7332 Repairs to office equip | 42,412 | 50,047 | 44,876 | 44,250 | 37,650 | |
| 7333 Repairs to vehicles | 0 | 8,933 | 7,511 | 2,100 | 7,660 | |
| 7335 Sublet service contracts | 75,108 | 86,237 | 92,800 | 105,450 | 108,340 | |
| 7336 Car wash | 0 | 40 | 30 | 0 | 50 | |
| 7343 PL & PD/other insurance | 73,472 | 87,962 | 0 | 0 | 60,020 | |
| 7351 Motor veh fuel, lube | 0 | 802 | 833 | 600 | 635 | |
| 7353 Janitorial supplies | 8 | 0 | 0 | 0 | 0 | |
| 7355 General supplies | 3,691 | 909 | 1,900 | 1,350 | 2,150 | |
| 7356 Medical supplies | 459 | 1,134 | 1,200 | 600 | 1,200 | |
| 7358 Training & education | 10,683 | 14,678 | 18,750 | 20,700 | 17,300 | |
| 7359 Small tools and equip | 11,675 | 14,227 | 7,354 | 6,154 | 5,300 | |
| 7360 Overtime meals | 85 | 60 | 100 | 415 | 0 | |
| 7363 Employees physical exams | 26,691 | 37,476 | 26,700 | 20,600 | 26,700 | |
| 7366 Tuition Reimbursement | 5,538 | 0 | 1,000 | 1,000 | 4,699 | |
| 7369 Software Licensing Cost | 1,458 | 0 | 0 | 0 | 0 | |
| 7399 Supplies, mat & services | 29 | 0 | 0 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **472,404** | **633,095** | **483,923** | **500,588** | **558,747** | |
| 7701 Office equip | 11,033 | 0 | 0 | 0 | 0 | |
| 7719 Other equip | 3,291 | 0 | 0 | 0 | 0 | |
| 7789 Transfer Out | 2,996 | 3,850 | 5,743 | 5,745 | 3,445 | |
| **500: Equipment, Land & Structures** | **17,320** | **3,850** | **5,743** | **5,745** | **3,445** | |
| 8099 Special payments | 635 | 1,126 | 100 | 3,734 | 100 | |
| **600: Special Payments** | **635** | **1,126** | **100** | **3,734** | **100** | |
| 8199 Transfer Out | 21,370 | 0 | 0 | 0 | 0 | |
| **700: Interfund Transfers** | **21,370** | **0** | **0** | **0** | **0** | |
| **Internal Services Department Total** | **3,390,817** | **3,846,673** | **3,994,386** | **3,738,553** | **3,667,493** | |

**ACTIVITY:** Administration **DIVISION:** Budget and Treasury
**DEPARTMENT:** Internal Services **FUND:** General Fund

## ACTIVITY DESCRIPTION

The Budget Division organizes and coordinates the preparation of the annual City of Lodi Financial Plan and Budget document. The Budget Division is responsible for: recommending, developing and implementing budget policies and procedures as set by City Council; preparing and publishing the annual budget document; maintaining liaison with the City's designated depositories (banks); conducting daily banking involving large monetary transactions; investing City funds not required for immediate use; ensuring safety, liquidity and yield on the City's invested funds; protecting City funds from unauthorized use, diversion or theft; and oversight of the City's Purchasing Division. The activity consists of the following three elements:

- Budget preparation and management – Prepare and publish the annual budget document; assist City staff with budget preparation; monitor budget revenues and expenditures; ensure stated revenue sources generate full amounts; monitor expenditures and notify departments when they approach/exceed stated amounts; provide budget projections.
- Daily banking – Handle wire transfers as needed; monitor and report on Local Agency Investment Fund investment earnings; ensure cash availability for paying claims and payroll.
- Purchasing – Administer the purchasing program for the City of Lodi in compliance with the Lodi Municipal Code.

## SERVICE LEVEL ADJUSTMENTS

- Hold Budget Manager position vacant for FY 2009-10 as cost savings.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Published the 2008-09 City of Lodi Budget and Budget in Brief documents.
- Adjusted budget twice in response to economic conditions.

## MAJOR 2009-10 OBJECTIVES

- Maintain fund balances at acceptable levels.
- Produce a balanced budget.
- Monitor economic conditions and adjust budget if needed.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Publish annual budget document | 1 | 1 | 1 |
| Presentations of financial updates to City Council | 1 | 2 | 2 |
| Banking transactions | 780 | 800 | 800 |

## RELATED COST CENTER(S)

- 100421

| Internal Services Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **100421: Budget and Treasury** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 36,000 | (17,350) | 0 |
| 7101 Regular emp salary | 0 | 196,165 | 214,620 | 200,948 | 143,535 |
| 7102 Overtime | 0 | 24 | 0 | 0 | 0 |
| 7110 Admin leave pay | 0 | 1,276 | 4,284 | 3,150 | 2,890 |
| 7111 Workers comp | 0 | 14,294 | 9,900 | 9,900 | 7,320 |
| 7112 Medical insurance | 0 | 25,758 | 35,278 | 40,025 | 32,520 |
| 7113 Dental insurance | 0 | 2,363 | 3,000 | 2,650 | 2,000 |
| 7114 Vision care | 0 | 576 | 750 | 655 | 500 |
| 7115 Medicare insurance | 0 | 2,868 | 3,230 | 2,915 | 2,085 |
| 7121 Service contribution-PERS | 0 | 37,688 | 42,451 | 38,300 | 26,880 |
| 7123 Deferred comp | 0 | 5,793 | 5,044 | 5,950 | 0 |
| 7124 LI & AD & D | 0 | 1,534 | 2,129 | 2,145 | 1,320 |
| 7125 Unemployment insurance | 0 | 535 | 624 | 565 | 505 |
| 7128 LTD | 0 | 2,471 | 2,838 | 2,560 | 1,830 |
| 7129 Chiropractic | 0 | 123 | 150 | 145 | 110 |
| 7130 Insurance refund | 0 | 652 | 650 | 150 | 0 |
| 7131 Other benefits | 0 | 5,675 | 5,925 | 5,925 | 3,670 |
| 7188 Transfer In | 0 | (3,696) | 0 | (18,394) | 0 |
| 7189 Transfer Out | 0 | 0 | 0 | 0 | 36,000 |
| **100: Personnel Services Total** | **0** | **294,099** | **366,873** | **280,239** | **261,165** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 4,580 | 4,000 | 7,000 | 8,000 |
| 7302 Photocopying | 0 | 119 | 300 | 250 | 300 |
| 7307 Office supplies | 0 | 733 | 1,000 | 300 | 750 |
| 7308 Books & periodicals | 0 | 0 | 150 | 150 | 150 |
| 7309 Membership & dues | 0 | 300 | 500 | 300 | 500 |
| 7312 Bank service charges | 0 | 9,022 | 6,800 | 9,600 | 5,000 |
| 7313 Information systems software | 0 | 999 | 350 | 0 | 350 |
| 7314 Business expense | 0 | 19 | 200 | 0 | 300 |
| 7315 Conference expense | 0 | 0 | 1,000 | 0 | 0 |
| 7318 Microfilming | 0 | 0 | 0 | 0 | 1,000 |
| 7323 Professional services | 0 | 0 | 0 | 0 | 10,540 |
| 7332 Repairs to office equip | 0 | 557 | 0 | 0 | 400 |
| 7335 Sublet service contracts | 0 | 205 | 0 | 0 | 1,140 |
| 7343 PL & PD/other insurance | 0 | 8,725 | 0 | 0 | 3,750 |
| 7355 General supplies | 0 | 134 | 200 | 100 | 200 |
| 7358 Training & education | 0 | 99 | 250 | 200 | 800 |
| 7359 Small tools and equip | 0 | 2,564 | 300 | 100 | 300 |
| **300: Supplies, Materials & Services Total** | **0** | **28,056** | **15,050** | **18,000** | **33,480** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 0 | 0 | 0 | 3,634 | 0 |
| **600: Special Payments Total** | **0** | **0** | **0** | **3,634** | **0** |
| **100421: Budget and Treasury Total** | **0** | **322,155** | **381,923** | **301,873** | **294,645** |
| **Budget/Treasury Administration Total** | **0** | **322,155** | **381,923** | **301,873** | **294,645** |

**ACTIVITY:** **Purchasing** **DIVISION:** **Budget and Treasury**
**DEPARTMENT:** **Internal Services** **FUND:** **General Fund**

## ACTIVITY DESCRIPTION

The Purchasing activity provides centralized purchasing and procurement services; inventory management and distribution services; disposal of surplus equipment and material; and maintains lists of suppliers, vendors and contractors. Activity goals are: 1) obtain the best value for supplies, material and equipment purchased by the City; 2) maintain essential levels of common supplies, materials and forms needed to conduct day-to-day City operations; and 3) provide responsive service to staff, vendors and suppliers. This activity has three major elements:

- Administration – Coordinate and review the City's purchasing operations; establish procedures and polices to provide for day-to-day conduct of purchasing services; advise and assist the Deputy City Manager/Internal Services Director and staff on purchasing policies and procedures.
- Purchasing services – Obtain product and pricing information; identify sources of supply; obtain bids and purchase supplies and equipment; process purchase orders and invoices; obtain and maintain warranty/maintenance information; and resolve problems.
- Inventory services – Manage City's inventory of equipment, electrical supplies, common office supplies, forms, and janitorial supplies; distribute and deliver supplies and materials to departments; inspect supplies and materials for conformance with City's specifications; and dispose of surplus material and equipment as required.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Provided goods and services to departments at lowest possible cost

## MAJOR 2009-10 OBJECTIVES

- Continue working with and training all departments on the use of the JDE Purchasing system, especially with the production of purchase orders.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Formal bids developed/managed | 31 | 28 | 17 |
| Purchase orders placed | 1,012 | 965 | 844 |

## RELATED COST CENTER(S)

- 100422

| Internal Services Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **100422: Purchasing** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 18,000 | 18,000 | 0 |
| 7101 Regular emp salary | 0 | 146,090 | 150,796 | 149,440 | 146,870 |
| 7102 Overtime | 0 | 150 | 0 | 0 | 0 |
| 7111 Workers comp | 0 | 9,530 | 9,900 | 9,900 | 10,980 |
| 7112 Medical insurance | 0 | 14,418 | 6,666 | 6,565 | 7,070 |
| 7113 Dental insurance | 0 | 1,855 | 3,000 | 1,990 | 3,000 |
| 7114 Vision care | 0 | 485 | 750 | 490 | 750 |
| 7115 Medicare insurance | 0 | 2,120 | 2,187 | 2,170 | 2,130 |
| 7121 Service contribution-PERS | 0 | 27,976 | 28,739 | 28,480 | 27,505 |
| 7123 Deferred comp | 0 | 3,532 | 3,068 | 3,075 | 0 |
| 7124 LI & AD & D | 0 | 276 | 424 | 435 | 430 |
| 7125 Unemployment insurance | 0 | 400 | 422 | 420 | 515 |
| 7128 LTD | 0 | 1,834 | 1,921 | 1,905 | 1,875 |
| 7129 Chiropractic | 0 | 103 | 150 | 105 | 170 |
| 7130 Insurance refund | 0 | 4,134 | 4,350 | 11,915 | 16,630 |
| 7131 Other benefits | 0 | 5,817 | 4,011 | 4,010 | 5,640 |
| 7189 Transfer Out | 0 | 0 | 0 | 0 | 18,000 |
| **100: Personnel Services Total** | **0** | **218,720** | **234,384** | **238,900** | **241,565** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 246 | 400 | 250 | 350 |
| **200: Utility Comm. & Transportation Total** | **0** | **246** | **400** | **250** | **350** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 114 | 300 | 0 | 300 |
| 7302 Photocopying | 0 | 925 | 1,378 | 1,000 | 1,000 |
| 7303 Advertising | 0 | 0 | 100 | 50 | 100 |
| 7305 Uniforms | 0 | 200 | 400 | 0 | 0 |
| 7306 Safety Equipment | 0 | 72 | 50 | 50 | 225 |
| 7307 Office supplies | 0 | 1,001 | 750 | 1,000 | 1,250 |
| 7308 Books & periodicals | 0 | 0 | 150 | 0 | 150 |
| 7322 Rental of equipment | 0 | 0 | 200 | 0 | 200 |
| 7333 Repairs to vehicles | 0 | 8,933 | 7,511 | 2,100 | 7,660 |
| 7335 Sublet service contracts | 0 | 837 | 300 | 900 | 900 |
| 7336 Car wash | 0 | 40 | 30 | 0 | 50 |
| 7343 PL & PD/other insurance | 0 | 7,710 | 0 | 0 | 5,630 |
| 7351 Motor veh fuel, lube | 0 | 802 | 833 | 600 | 635 |
| 7355 General supplies | 0 | 349 | 350 | 500 | 500 |
| 7359 Small tools and equip | 0 | 430 | 500 | 0 | 500 |
| **300: Supplies, Materials & Services Total** | **0** | **21,413** | **12,852** | **6,200** | **19,100** |
| 500: Equipment, Land & Structures | | | | | |
| 7789 Transfer Out | 0 | 3,850 | 5,743 | 5,745 | 3,445 |
| **500: Equipment, Land & Structures Total** | **0** | **3,850** | **5,743** | **5,745** | **3,445** |
| **100422: Purchasing Total** | **0** | **244,229** | **253,379** | **251,095** | **264,460** |
| **Purchasing Total** | **0** | **244,229** | **253,379** | **251,095** | **264,460** |

**ACTIVITY:** Accounting Services **DIVISION:** Financial Services
**DEPARTMENT:** Internal Services **FUND:** General Fund

## ACTIVITY DESCRIPTION

The Accounting Services activity maintains and controls the City's financial records and books of original entry; prepares, analyzes and publishes financial reports; records debt obligations; maintains cost accounting systems and fixed asset records; prepares payroll and associated reports; and, pays invoices for purchases made by City. Activity goals are: 1) maintain accurate and complete records; 2) provide timely and accurate financial reports; 3) provide quality service to employees and City customers; and 4) protect the financial integrity of the City. This activity has four major elements:

- Leadership and administration – Plan, organize, coordinate and review the City's accounting operations and services; establish rules, procedures and policies to provide for day-to-day conduct of accounting operations; advise and assist the Financial Services Manager and staff on accounting policies and procedures; foster and promote a positive and efficient workplace; and recognize and reward excellent performance.
- Accounting and reporting – Collect, organize, process, analyze and classify the City's financial transactions for preparation of interim and annual financial reports; distribute reports and respond to inquiries; maintain books of original entry and other financial records; and conduct financial analysis studies.
- Annual audits – Assist independent auditors, County, State and federal auditors in conducting the annual audits; prepare and distribute the City's annual financial reports, single audit report and management letter; and, prepare the City's response to recommendations made by the auditors.
- Accounting services – Provide payroll and accounts payable services; prepare and distribute reports; and respond to employee and customer inquiries.

## SERVICE LEVEL ADJUSTMENTS

- One Accounting Clerk position being held vacant for cost savings.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Received clean audit from the independent auditors and received the Government Finance Officers Association Award for Excellence in Financial Reporting for the 14th year.
- Relocated from leased space to City-owned space.

## MAJOR 2009-10 OBJECTIVES

- Implement the auditor-recommended software module to track fixed assets.
- Follow up and close out all audit letter comments.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Payroll checks/direct deposits | 16,900 | 16,900 | 15,800 |
| Accounts payable checks | 15,120 | 11,500 | 11,530 |
| Journal vouchers posted | 4,500 | 4,500 | 5,000 |

## RELATED COST CENTER(S)

- 100503

| Internal Services Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **100503: Finance Accounting** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 60,000 | 60,000 | 0 |
| 7101 Regular emp salary | 385,216 | 444,696 | 458,205 | 421,915 | 413,430 |
| 7102 Overtime | 1,412 | 1,304 | 1,363 | 1,363 | 0 |
| 7103 Part time salary | 0 | 7,280 | 12,000 | 12,000 | 5,000 |
| 7109 Incentive pay | 0 | 805 | 900 | 675 | 0 |
| 7110 Admin leave pay | 4,554 | 4,848 | 4,919 | 0 | 5,025 |
| 7111 Workers comp | 23,481 | 29,707 | 26,400 | 26,400 | 25,620 |
| 7112 Medical insurance | 52,457 | 66,827 | 73,561 | 67,285 | 74,370 |
| 7113 Dental insurance | 5,191 | 6,444 | 8,000 | 5,970 | 7,000 |
| 7114 Vision care | 1,334 | 1,657 | 2,000 | 1,470 | 1,750 |
| 7115 Medicare insurance | 5,682 | 6,664 | 6,644 | 6,120 | 4,855 |
| 7121 Service contribution-PERS | 73,914 | 85,197 | 87,325 | 80,665 | 77,405 |
| 7123 Deferred comp | 9,820 | 10,400 | 10,079 | 10,125 | 0 |
| 7124 LI & AD & D | 2,382 | 2,404 | 3,113 | 3,165 | 2,870 |
| 7125 Unemployment insurance | 1,069 | 1,243 | 1,283 | 1,185 | 1,450 |
| 7128 LTD | 4,864 | 5,605 | 5,838 | 5,375 | 5,270 |
| 7129 Chiropractic | 302 | 405 | 400 | 365 | 390 |
| 7130 Insurance refund | 2,750 | 3,764 | 3,800 | 5,815 | 7,050 |
| 7131 Other benefits | 9,224 | 11,794 | 12,188 | 12,190 | 13,160 |
| 7189 Transfer Out | 0 | 0 | 0 | 0 | 60,000 |
| **100: Personnel Services Total** | **583,652** | **691,044** | **778,018** | **722,083** | **704,645** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 130 | 18 | 200 | 200 | 120 |
| **200: Utility Comm. & Transportation Total** | **130** | **18** | **200** | **200** | **120** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 8,130 | 8,628 | 6,500 | 6,500 | 6,500 |
| 7302 Photocopying | 56 | 859 | 1,500 | 1,500 | 1,500 |
| 7307 Office supplies | 2,529 | 2,907 | 5,000 | 5,000 | 3,000 |
| 7308 Books & periodicals | 1,558 | 1,641 | 2,000 | 2,000 | 1,700 |
| 7309 Membership & dues | 485 | 819 | 485 | 1,100 | 1,100 |
| 7313 Information systems software | 4,450 | 0 | 0 | 342 | 0 |
| 7314 Business expense | 128 | 0 | 500 | 500 | 600 |
| 7315 Conference expense | 1,327 | 0 | 0 | 0 | 0 |
| 7318 Microfilming | 0 | 24,832 | 9,500 | 9,500 | 0 |
| 7323 Professional services | 942 | 5,423 | 6,100 | 6,100 | 5,500 |
| 7331 Repairs to Mach & equip | 0 | 0 | 1,000 | 1,000 | 0 |
| 7332 Repairs to office equip | 1,413 | 1,852 | 1,200 | 1,500 | 1,500 |
| 7335 Sublet service contracts | 0 | 205 | 0 | 350 | 1,700 |
| 7343 PL & PD/other insurance | 16,525 | 18,135 | 0 | 0 | 13,130 |
| 7359 Small tools and equip | 5,404 | 1,674 | 3,054 | 3,054 | 1,500 |
| 7360 Overtime meals | 16 | 11 | 0 | 15 | 0 |
| 7369 Software Licensing Cost | 1,136 | 0 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **44,099** | **66,986** | **36,839** | **38,461** | **37,730** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 11,033 | 0 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **11,033** | **0** | **0** | **0** | **0** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 0 | 1,126 | 100 | 100 | 100 |
| **600: Special Payments Total** | **0** | **1,126** | **100** | **100** | **100** |
| **100503: Finance Accounting Total** | **638,914** | **759,174** | **815,157** | **760,844** | **742,595** |
| **Accounting Services Total** | **638,914** | **759,174** | **815,157** | **760,844** | **742,595** |

**ACTIVITY:** Revenue Services **DIVISION:** Financial Services
**DEPARTMENT:** Internal Services **FUND:** General Fund

## ACTIVITY DESCRIPTION

The Revenue Services activity collects, protects and deposits the City's funds; maintains liaison with the City's designated depositories (banks), advises staff on tax policies, collects taxes and issues bills, issues utility and other miscellaneous bills of the City, administers and manages the parking collection contract and assists in preparing the annual budget and financial reports. Activity goals are 1) provide timely, efficient and accurate service to staff and customers; 2) ensure safety, liquidity and yield on the City's invested funds; 3) protect City funds from unauthorized use, diversion or theft; and 4) promote positive customer relations. This activity has three major elements:

- Leadership and administration – Plan, organize, coordinate and review the City's billing, collection and fund control operations; establish rules, procedures and polices to provide for day to day conduct of revenue operations; advise and assist Financial Services Manager and staff on revenue policies and procedures; foster and promote a positive and efficient work place, and recognize and reward excellent performance.
- Collection services – Prepare, collect and reconcile City bills for utilities and other miscellaneous receivables.
- Tax administration and services – Develop and recommend tax policies and legislation; prepare, collect and/or monitor taxes due the City; enforce provisions of City legislation for collection of locally administered and collected taxes; and, reconcile and analyze tax revenues to annual estimates.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Implemented the online payment option.
- Implemented shorter collection timeline.

## MAJOR 2009-10 OBJECTIVES

- Implement pay stations offsite to enhance accessibility and reduce lobby traffic.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Utility Customers Starts/Stops | 13,000 | 22,400 | 24,600 |
| Phone calls answered | 62,000 | 69,700 | 73,100 |
| Utility Payment arrangements made | 13,000 | 7,190 | 8,700 |
| Business Licenses issued | 2,600 | 2,600 | 3,600 |

## RELATED COST CENTER(S)

- 100505

| Internal Services Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **100505: Finance Revenue Division** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 0 | (19,698) | 0 |
| 7101 Regular emp salary | 360,517 | 405,552 | 466,266 | 430,765 | 425,400 |
| 7102 Overtime | 1,072 | 6,363 | 3,500 | 10,000 | 3,500 |
| 7103 Part time salary | 0 | 14,398 | 19,000 | 12,000 | 19,000 |
| 7109 Incentive pay | 905 | 940 | 900 | 2,025 | 3,520 |
| 7111 Workers comp | 24,133 | 29,125 | 39,600 | 39,600 | 40,260 |
| 7112 Medical insurance | 80,526 | 91,156 | 114,331 | 90,360 | 102,610 |
| 7113 Dental insurance | 8,266 | 8,040 | 12,000 | 8,000 | 11,000 |
| 7114 Vision care | 1,981 | 2,021 | 3,000 | 1,975 | 2,750 |
| 7115 Medicare insurance | 5,266 | 6,173 | 6,761 | 6,160 | 6,170 |
| 7121 Service contribution-PERS | 69,396 | 76,521 | 88,861 | 80,650 | 79,665 |
| 7123 Deferred comp | 6,701 | 8,473 | 9,645 | 10,690 | 0 |
| 7124 LI & AD & D | 875 | 963 | 1,694 | 1,575 | 1,530 |
| 7125 Unemployment insurance | 989 | 1,141 | 1,306 | 1,205 | 1,490 |
| 7128 LTD | 4,559 | 5,069 | 5,940 | 5,475 | 5,420 |
| 7129 Chiropractic | 435 | 461 | 600 | 435 | 610 |
| 7130 Insurance refund | 3,050 | 4,491 | 5,650 | 17,775 | 23,030 |
| 7131 Other benefits | 9,480 | 11,563 | 12,403 | 12,405 | 20,680 |
| 7189 Transfer Out | 0 | 0 | 0 | 0 | 30,400 |
| **100: Personnel Services Total** | **578,151** | **672,450** | **791,457** | **711,397** | **777,035** |
| 300: Supplies, Materials & Services | | | | | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 0 | (30,000) | 0 |
| 7301 Printing,binding,duplication | 32,166 | 30,679 | 34,000 | 34,000 | 34,000 |
| 7302 Photocopying | 100 | 1,612 | 100 | 100 | 1,700 |
| 7303 Advertising | 409 | 0 | 0 | 0 | 0 |
| 7307 Office supplies | 3,980 | 9,424 | 5,256 | 7,500 | 6,500 |
| 7308 Books & periodicals | 0 | 178 | 200 | 0 | 340 |
| 7309 Membership & dues | 0 | 96 | 100 | 270 | 270 |
| 7312 Bank service charges | 20,343 | 15,835 | 13,200 | 13,200 | 10,000 |
| 7313 Information systems software | 210 | 0 | 0 | 0 | 0 |
| 7314 Business expense | 16 | 18 | 100 | 350 | 550 |
| 7323 Professional services | 183 | 32,050 | 200 | 18,000 | 0 |
| 7330 Repairs to comm equip | 150 | 0 | 0 | 0 | 0 |
| 7331 Repairs to Mach & equip | 0 | 0 | 500 | 500 | 0 |
| 7332 Repairs to office equip | 1,581 | 1,190 | 750 | 750 | 750 |
| 7335 Sublet service contracts | 7,824 | 8,051 | 8,000 | 8,200 | 8,600 |
| 7343 PL & PD/other insurance | 16,984 | 17,780 | 0 | 0 | 20,630 |
| 7355 General supplies | 72 | 338 | 0 | 100 | 100 |
| 7358 Training & education | 531 | 490 | 500 | 500 | 500 |
| 7359 Small tools and equip | 1,907 | 6,797 | 1,500 | 1,500 | 1,500 |
| 7360 Overtime meals | 69 | 49 | 100 | 400 | 0 |
| **300: Supplies, Materials & Services Total** | **86,525** | **124,587** | **64,506** | **55,370** | **85,440** |
| 500: Equipment, Land & Structures | | | | | |
| 7719 Other equip | 3,291 | 0 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **3,291** | **0** | **0** | **0** | **0** |
| **100505: Finance Revenue Division Total** | **667,967** | **797,037** | **855,963** | **766,767** | **862,475** |
| **Revenue Services Total** | **667,967** | **797,037** | **855,963** | **766,767** | **862,475** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Administration** | **DIVISION:** | **Human Resources** |
| **DEPARTMENT:** | **Internal Services** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

The Human Resources Division is committed to optimizing the potential of the City's employees. To meet this commitment our resources are devoted to 1) utilizing the principle HR functions of compensation and classification, performance evaluations, recruitment, discipline, training and development, and employer and employee relations to create a model employer in the community; 2) advising and consulting employees, City management staff and Council on personnel matters and employer/employee relations; 3) promoting personnel policies, rules, regulations and legal mandates to create an effective organization. This activity includes the following major elements:

- Programmatic Services – Coordinate personnel support services to include: processing employment inquiries/verifications, pre-employment and fitness for duty medical examinations, drug testing and personnel actions; performance appraisal management; maintain official personnel files; and develop and maintain official personnel policies and procedures.
- Employer/employee relations – Advise and assist staff in resolving complaints in the workplace and in interpreting employment agreements (MOU's, policies, rules, etc.); counsel and assist in preparing disciplinary actions; conduct and advise in negotiation of employment, compensation and benefit agreements; conduct and analyze negotiation surveys.
- Employee recruitment and selection – Develop creative and innovative recruitment/retention strategies and conduct examinations for hiring employees. Ensure employment decisions are nondiscriminatory and do not present artificial barriers to recruitment, examination and promotions practices; develop, maintain and monitor City's affirmative action plan; and respond to Equal Employment Opportunity Commission and Department of Fair Employment and Housing complaints of alleged violations.
- Classification and Compensation – Manage the City's benefit programs: health insurance plans, retirement services, employee assistance services, long-term disability insurance, deferred compensation, flexible spending plans and other City self-insured benefits. Develop and maintain the City's position classification and pay system; evaluate and determine employee classification and pay for new and existing positions; and maintain official classification and pay plan.
- Employee Training – See Activity Description titled Citywide Training that discusses Human Resources comprehensive supervisory training academy.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Finalized negotiations with three bargaining groups.
- Restructured performance evaluation process and developed a new form.

## MAJOR 2009-10 OBJECTIVES

- Finish updating all job descriptions.
- Complete updates to Administrative Policy and Procedures Manual, Personnel Rules, and Employer-Employee Relations Document.

**ACTIVITY:** **Administration** **DIVISION:** **Human Resources**
**DEPARTMENT:** **Internal Services** **FUND:** **General Fund**

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Recruitments conducted | 44 | 79 | 62 |
| Job Descriptions updated | | | 43 |

**RELATED COST CENTER(S)**

- 100402

| Internal Services Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **100402: Human Resources** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 0 | (5,247) | 0 |
| 7101 Regular emp salary | 113,888 | 239,881 | 265,743 | 225,375 | 211,130 |
| 7102 Overtime | 115 | 0 | 0 | 0 | 0 |
| 7103 Part time salary | 15,961 | 2,657 | 0 | 14,485 | 12,844 |
| 7109 Incentive pay | 484 | 723 | 900 | 1,350 | 1,800 |
| 7110 Admin leave pay | 935 | 2,392 | 2,278 | 0 | 3,160 |
| 7111 Workers comp | 5,538 | 10,750 | 13,200 | 13,200 | 10,980 |
| 7112 Medical insurance | 26,599 | 44,411 | 51,020 | 38,995 | 35,210 |
| 7113 Dental insurance | 1,988 | 3,507 | 4,000 | 3,310 | 3,000 |
| 7114 Vision care | 505 | 889 | 1,000 | 815 | 750 |
| 7115 Medicare insurance | 1,906 | 3,566 | 3,966 | 3,480 | 3,065 |
| 7121 Service contribution-PERS | 21,985 | 46,282 | 52,130 | 43,125 | 39,540 |
| 7122 Social security payments | 132 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 3,431 | 6,157 | 6,568 | 4,655 | 0 |
| 7124 LI & AD & D | 838 | 1,662 | 2,270 | 1,930 | 1,520 |
| 7125 Unemployment insurance | 358 | 673 | 766 | 635 | 740 |
| 7128 LTD | 1,432 | 3,038 | 3,485 | 2,875 | 2,700 |
| 7129 Chiropractic | 99 | 190 | 200 | 180 | 170 |
| 7130 Insurance refund | 0 | 478 | 650 | 650 | 5,640 |
| 7131 Other benefits | 2,176 | 4,268 | 7,276 | 7,275 | 5,967 |
| **100: Personnel Services Total** | **198,370** | **371,524** | **415,452** | **357,088** | **338,216** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 511 | 907 | 500 | 500 | 400 |
| **200: Utility Comm. & Transportation Total** | **511** | **907** | **500** | **500** | **400** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 518 | 994 | 1,000 | 1,000 | 800 |
| 7302 Photocopying | 904 | 667 | 500 | 500 | 800 |
| 7303 Advertising | 14,585 | 13,192 | 15,000 | 12,500 | 10,000 |
| 7307 Office supplies | 1,595 | 3,062 | 2,000 | 2,000 | 2,000 |
| 7308 Books & periodicals | 1,615 | 722 | 500 | 500 | 500 |
| 7309 Membership & dues | 1,144 | 655 | 1,000 | 1,000 | 1,000 |
| 7313 Information systems software | 13,607 | 0 | 500 | 500 | 0 |
| 7314 Business expense | 2,210 | 1,775 | 1,500 | 2,000 | 1,500 |
| 7315 Conference expense | 1,727 | 2,470 | 3,000 | 3,000 | 2,000 |
| 7323 Professional services | 30,790 | 38,188 | 30,000 | 55,000 | 35,000 |
| 7335 Sublet service contracts | 832 | 2,757 | 1,500 | 3,000 | 3,000 |
| 7343 PL & PD/other insurance | 3,898 | 8,344 | 0 | 0 | 5,630 |
| 7355 General supplies | 185 | 30 | 250 | 250 | 250 |
| 7358 Training & education | 1,392 | 1,989 | 1,000 | 1,000 | 1,000 |
| 7359 Small tools and equip | 431 | 2,168 | 1,000 | 500 | 500 |
| 7363 Employees physical exams | 24,093 | 33,090 | 25,000 | 20,000 | 25,000 |
| 7366 Tuition Reimbursement | 0 | 0 | 0 | 0 | 3,699 |
| **300: Supplies, Materials & Services Total** | **99,526** | **110,103** | **83,750** | **102,750** | **92,679** |
| **100402: Human Resources Total** | **298,407** | **482,534** | **499,702** | **460,338** | **431,295** |
| | | | | | |
| **100405: Labor Relations** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 0 | 23,026 | 30,000 | 30,000 | 30,000 |
| 7323.1 Negotiations | 1,314 | 374 | 0 | 0 | 0 |
| 7323.2 Grievances/Arbitration | 0 | 2,716 | 0 | 0 | 0 |
| 7323.3 Investigations | 0 | 5,662 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **1,314** | **31,778** | **30,000** | **30,000** | **30,000** |
| **100405: Labor Relations Total** | **1,314** | **31,778** | **30,000** | **30,000** | **30,000** |
| **Human Resources Adminsitration Total** | **299,721** | **514,312** | **529,702** | **490,338** | **461,295** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Risk Management** | **DIVISION:** | **Human Resources** |
| **DEPARTMENT:** | **Internal Services** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

The Risk Management activity identifies loss exposures in the City, develops loss control techniques designed to prevent or control expenditures that could result from those exposures, and monitors the effectiveness of selected loss control techniques. Activity goals are: 1) identify exposures to loss; 2) develop and manage programs to reduce the frequency and severity of loss; 3) ensure appropriate and adequate risk financing; and 4) obtain recovery or indemnification for losses that do occur. The Risk Management activity is composed of the following:

- General liability – Review all claims against the City; manage claim investigations with the City Attorney's office; determine liability and pursue appropriate action; and identify the causes of claims to develop appropriate loss prevention and control techniques.
- Property loss – Evaluate property risks and develop appropriate loss prevention and control techniques; determine appropriate loss financing; and obtain indemnification and reimbursements when applicable.
- Workers' compensation – Receive and review all claims against the City; manage claim investigations with the City's third-party administrator and appropriate City staff; determine liability and pursue appropriate action; and identify the causes of claims to develop appropriate loss prevention and control techniques.
- Injury and illness prevention – Chair Safety Committee and manage its activities, including identification and mitigation of workplace risks, and review injury accidents to assess causes and recommend preventative measures. This component also ensures compliance with OSHA regulations; coordinates training in safe work practices; and conducts health and wellness education.
- Risk financing – Identify and evaluate alternatives for financing accidental losses; select, implement and monitor appropriate retentions, transfer financing and contractual risk transfer techniques; participate as a member of the boards of joint powers authorities; obtain indemnification agreements; review all contracts to ensure appropriate indemnification and insurance coverage are provided; and review, evaluate and approve certificates of insurance as evidence of the transfer of risk and contractual risk transfers.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Reviewed and updated Drug and Alcohol testing policies, procedures, and practices
- Coordinated trainings for Reasonable Suspicion, Workers' Compensation, and forklift driving
- Reviewed and recommended changes in various practices to reduce liability exposure

## MAJOR 2009-10 OBJECTIVES

- Establish standardized accident investigation procedures
- Establish wellness program for City employees

**ACTIVITY:** **Risk Management** **DIVISION:** **Human Resources**
**DEPARTMENT:** **Internal Services** **FUND:** **General Fund**

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Number of general liability claims processed | 56 | 57 | 56 |
| Number of Workers' Compensation claims processed | 70 | 85 | 70 |
| Number of employees receiving safety training | 20 | 90 | 150 |

**RELATED COST CENTER(S)**

- 100403

| Internal Services Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **100403: Risk Management** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 48,000 | 48,000 | 0 |
| 7101 Regular emp salary | 37,965 | 0 | 0 | 0 | 0 |
| 7102 Overtime | 1,695 | 0 | 0 | 0 | 0 |
| 7103 Part time salary | 336 | 7,238 | 12,000 | 16,000 | 8,000 |
| 7111 Workers comp | 6,485 | 4,446 | 0 | 0 | 0 |
| 7112 Medical insurance | 5,612 | 0 | 0 | 0 | 0 |
| 7113 Dental insurance | 746 | 0 | 0 | 0 | 0 |
| 7114 Vision care | 182 | 0 | 0 | 0 | 0 |
| 7115 Medicare insurance | 580 | 105 | 0 | 175 | 0 |
| 7121 Service contribution-PERS | 7,088 | 885 | 1,464 | 1,400 | 0 |
| 7123 Deferred comp | 542 | 0 | 0 | 0 | 0 |
| 7124 LI & AD & D | 152 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 104 | 20 | 0 | 45 | 0 |
| 7128 LTD | 467 | 0 | 0 | 0 | 0 |
| 7129 Chiropractic | 30 | 0 | 0 | 0 | 0 |
| 7130 Insurance refund | 300 | 0 | 0 | 0 | 0 |
| 7131 Other benefits | 2,547 | 1,765 | 0 | 0 | 0 |
| 7188 Transfer In | 56,889 | 0 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 0 | 0 | 0 | 48,000 |
| **100: Personnel Services Total** | **121,720** | **14,459** | **61,464** | **65,620** | **56,000** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 0 | 0 | 40 | 0 |
| **200: Utility Comm. & Transportation Total** | **0** | **0** | **0** | **40** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 379 | 0 | 300 | 100 | 0 |
| 7306 Safety Equipment | 0 | 0 | 0 | 0 | 2,000 |
| 7307 Office supplies | 0 | 27 | 0 | 200 | 200 |
| 7308 Books & periodicals | 30 | 322 | 500 | 600 | 600 |
| 7309 Membership & dues | 600 | 731 | 600 | 800 | 800 |
| 7314 Business expense | 291 | 0 | 300 | 1,500 | 800 |
| 7315 Conference expense | 480 | 1,259 | 1,400 | 1,400 | 1,400 |
| 7323 Professional services | 1,989 | 1,682 | 4,000 | 4,000 | 4,000 |
| 7328 Hepatitis shots | 0 | 0 | 1,400 | 1,400 | 0 |
| 7343 PL & PD/other insurance | 4,564 | 2,714 | 0 | 0 | 0 |
| 7355 General supplies | 1,541 | 0 | 1,000 | 300 | 1,000 |
| 7356 Medical supplies | 459 | 1,134 | 1,200 | 600 | 1,200 |
| 7358 Training & education | 110 | 1,219 | 4,000 | 4,000 | 3,000 |
| 7363 Employees physical exams | 2,190 | 3,834 | 1,000 | 0 | 1,000 |
| 7366 Tuition Reimbursement | 1,301 | 0 | 1,000 | 1,000 | 1,000 |
| **300: Supplies, Materials & Services Total** | **13,934** | **12,922** | **16,700** | **15,900** | **17,000** |
| **100403: Risk Management Total** | **135,654** | **27,381** | **78,164** | **81,560** | **73,000** |
| **Risk Management Total** | **135,654** | **27,381** | **78,164** | **81,560** | **73,000** |

**ACTIVITY:** Citywide Training **DIVISION:** Human Resources
**DEPARTMENT:** Internal Services **FUND:** General Fund

## ACTIVITY DESCRIPTION

Employees are the City's most valuable assets. The Citywide training activity is responsible for promoting a quality workforce by providing training and development opportunities for employees to increase productivity and enhance the overall effectiveness of staff. This activity has one major element:

- Employee training and development - provide programs that enhance the knowledge and abilities of City employees.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Developed and presented a wide variety of comprehensive supervisory and managerial skill-building forums.
- Expanded HR website to include resources to provide supervisors and managers with additional resources to more effectively perform their responsibilities.

## MAJOR 2009-10 OBJECTIVES

- Continue to provide supervisory training workshops

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Supervisory Training workshops | n/a | 12 | 20 |

## RELATED COST CENTER(S)

- 100404

| Internal Services Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **100404: Training-City Wide** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7307 Office supplies | 35 | 0 | 0 | 0 | 0 |
| 7323 Professional services | 2,777 | 4,230 | 4,700 | 4,000 | 3,888 |
| **300: Supplies, Materials & Services Total** | **2,812** | **4,230** | **4,700** | **4,000** | **3,888** |
| **100404: Training-City Wide Total** | **2,812** | **4,230** | **4,700** | **4,000** | **3,888** |
| **Citywide Training Total** | **2,812** | **4,230** | **4,700** | **4,000** | **3,888** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Administration** | **DIVISION:** | **Information Systems** |
| **DEPARTMENT:** | **Internal Services** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

The Information Systems Division (ISD) activity centers on the City's goal to "Enhance Access to Information" and the organization's increasing dependency upon accurate, timely information. High availability of needed information translates into faster, more accurate decisions. This leads to increased efficiencies and decreased organization-wide costs. ISD's main functions are to develop, plan and coordinate the City's information systems. Information systems consists of personal computers, local and wide-area networks (LAN and WAN), internet and intranet, computer software, telephone and wireless communications, telecom wiring infrastructure, and radio equipment. ISD also provides ongoing centralized data processing and information access services and support for City departments; provides advice and assistance to staff on the use, application and operation of central computer systems; advises and assists staff in the utilization of applications and/or purchase of "canned" programs and applications; and, maintains and operates the computer that hosts core billing and business information.

Activity goals include: 1) establishing long-range policies and standards for acquiring, maintaining and replacing equipment and software; 2) providing responsive and ongoing support and training for computer equipment and software, telephones, and other miscellaneous equipment; 3) providing efficient, effective and responsive service; 4) maintaining current programs and applications at levels necessary to conduct operations; 5) assisting staff in improving productivity through data processing and information systems; and 6) maintaining operations 24 hours per day. This activity has four major elements:

- Policies and standards – Develop, implement and manage Information System policies, standards, and specifications for computer hardware and software acquisition, maintenance, and replacement.
- System development and support – Provide for system development, ongoing maintenance of equipment, and training of personnel to ensure full utilization of equipment and software. Maintain and operate system applications (payroll, accounting, etc.) in support of City departments; maintain and operate general support applications (word processing, spreadsheet, etc.) in support of City departments; maintain and operate peripheral equipment; maintain central computers; provide backup and recovery support; repair and replace defective equipment; monitor and analyze uses of storage and operating capacity; and, recommend and advise on expanding hardware and software capacity; enhance, design and implement systems and programs to meet user needs; correct, adjust and update defective applications; advise and assist users to update applications; and, assist and advise users with changing application technology.
- Systems and equipment – Manage, maintain and support City equipment and systems including telephone, PCs, voice-mail, call accounting, radio and wireless communications systems, LAN/WAN systems.
- Data and system security – Develop, manage and maintain systems, strategies and procedures for the purpose of protecting internal systems and data from unauthorized access, or accidental or intentional data loss. Coordinate information security measures to be taken by city employees in an effort to maximize the safeguarding of data and city systems. Develop, plan and provide training to city employees on the importance of data and system security, and the specific steps that should be taken in order to keep the enterprise secure.

## SERVICE LEVEL ADJUSTMENTS

- None

**ACTIVITY:** Administration **DIVISION:** Information Systems
**DEPARTMENT:** Internal Services **FUND:** General Fund

## MAJOR 2008-09 ACCOMPLISHMENTS

- Assisted with New SCADA system implementation to monitor and control electric and water systems.
- Implemented online payments.
- Developed document management system to warehouse scanned or digital documents.

## MAJOR 2009-10 OBJECTIVES

- Replace Public Safety radio systems.
- Implement server "virtualization," allowing different operating systems to run simultaneously on same computer server.
- Assist Police with new Computer Aided Dispatch/Records Management System implementation.
- Develop strategic plan.
- Maintain service levels with one fewer staff member.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Helpdesk calls responded to | 3,295 | 3,150 | 3,000+ |
| Number of PCs and servers supported | 669 | 710 | 712 |
| Number of phones and radios supported | 1,170 | 1,178 | 1,170 |

## RELATED COST CENTER(S)

- 100411

| Internal Services Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **100411: Information Systems** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 18,000 | 2,364 | 0 |
| 7101 Regular emp salary | 586,095 | 612,604 | 545,416 | 549,170 | 451,310 |
| 7102 Overtime | 1,649 | 1,017 | 1,500 | 800 | 0 |
| 7103 Part time salary | 0 | 3,985 | 0 | 0 | 0 |
| 7110 Admin leave pay | 2,806 | 3,402 | 8,103 | 1,505 | 6,640 |
| 7111 Workers comp | 30,353 | 40,223 | 23,100 | 23,100 | 21,960 |
| 7112 Medical insurance | 61,723 | 71,384 | 71,047 | 86,760 | 81,650 |
| 7113 Dental insurance | 6,821 | 6,829 | 7,000 | 6,965 | 6,000 |
| 7114 Vision care | 1,938 | 1,940 | 1,750 | 1,715 | 1,500 |
| 7115 Medicare insurance | 6,420 | 6,779 | 5,643 | 5,700 | 5,465 |
| 7121 Service contribution-PERS | 112,699 | 117,832 | 103,945 | 104,660 | 84,520 |
| 7123 Deferred comp | 15,492 | 16,951 | 16,362 | 15,060 | 0 |
| 7124 LI & AD & D | 4,145 | 4,013 | 4,252 | 4,570 | 3,370 |
| 7125 Unemployment insurance | 1,631 | 1,704 | 1,527 | 1,540 | 1,580 |
| 7128 LTD | 7,420 | 7,704 | 6,949 | 7,000 | 5,750 |
| 7129 Chiropractic | 379 | 414 | 350 | 365 | 330 |
| 7130 Insurance refund | 4,350 | 4,367 | 2,500 | 785 | 650 |
| 7131 Other benefits | 11,924 | 15,969 | 14,508 | 14,510 | 11,280 |
| 7189 Transfer Out | 0 | 0 | 0 | 0 | 18,000 |
| **100: Personnel Services Total** | **855,845** | **917,117** | **831,952** | **826,569** | **700,005** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 132 | 120 | 100 | 200 |
| 7202 Telephone | 25,394 | 25,151 | 22,000 | 21,000 | 21,000 |
| 7203 Cellular phone charges | 3,127 | 2,735 | 1,800 | 4,500 | 4,500 |
| **200: Utility Comm. & Transportation Total** | **28,521** | **28,018** | **23,920** | **25,600** | **25,700** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 0 | 0 | 0 | 30 |
| 7302 Photocopying | 437 | 770 | 500 | 650 | 650 |
| 7303 Advertising | 250 | 250 | 250 | 250 | 250 |
| 7307 Office supplies | 9,211 | 11,437 | 6,000 | 6,500 | 6,000 |
| 7308 Books & periodicals | 675 | 1,234 | 850 | 900 | 1,100 |
| 7309 Membership & dues | 262 | 605 | 500 | 500 | 500 |
| 7313 Information systems software | 33,271 | 26,720 | 27,000 | 29,500 | 29,000 |
| 7314 Business expense | 425 | 556 | 200 | 300 | 350 |
| 7315 Conference expense | 2,926 | 399 | 3,000 | 2,500 | 3,000 |
| 7322 Rental of equipment | 0 | 32,172 | 40,000 | 36,607 | 40,000 |
| 7323 Professional services | 260 | 1,608 | 0 | 0 | 5,000 |
| 7330 Repairs to comm equip | 0 | 0 | 500 | 500 | 500 |
| 7332 Repairs to office equip | 39,285 | 46,448 | 42,926 | 42,000 | 35,000 |
| 7335 Sublet service contracts | 65,208 | 74,182 | 83,000 | 93,000 | 93,000 |
| 7343 PL & PD/other insurance | 21,362 | 24,554 | 0 | 0 | 11,250 |
| 7355 General supplies | 0 | 58 | 100 | 100 | 100 |
| 7358 Training & education | 8,650 | 10,881 | 13,000 | 15,000 | 12,000 |
| 7359 Small tools and equip | 855 | 594 | 1,000 | 1,000 | 1,000 |
| 7363 Employees physical exams | 408 | 552 | 700 | 600 | 700 |
| 7366 Tuition Reimbursement | 4,237 | 0 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **187,722** | **233,020** | **219,526** | **229,907** | **239,430** |
| **100411: Information Systems Total** | **1,072,088** | **1,178,155** | **1,075,398** | **1,082,076** | **965,135** |
| **Information Systems Total** | **1,072,088** | **1,178,155** | **1,075,398** | **1,082,076** | **965,135** |

## NON-DEPARTMENTAL

This activity encompasses General Fund transfers to other funds, and payments and revenue that are not attributed to a particular City service, such as utilities, postage and other government agency fees.

The Non-Departmental budget is $6,232,858 in FY 2009/10, compared to $5,385,598 in FY 2008/09. The difference can largely be attributed to a new method for accounting the General Fund transfer to the Streets Division.

Financial tables are included in the following pages.

| Non-Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 090: Operating Transfers Out | 4,802,126 | 4,345,471 | 4,880,793 | 4,457,123 | 5,042,324 |
| 100: Personnel Services | 2,253,107 | 2,382,645 | (711,240) | 7,355 | 13,655 |
| 200: Utility Comm. & Transportation | 1,464,709 | 1,544,592 | 1,507,000 | 1,437,355 | 1,557,500 |
| 300: Supplies, Materials & Services | 968,132 | 1,168,123 | 324,903 | 344,903 | 275,481 |
| 500: Equipment, Land & Structures | 0 | 43,668 | 74,501 | 125,931 | 0 |
| 600: Special Payments | 286,326 | 296,235 | (690,359) | (662,359) | (656,102) |
| 700: Interfund Transfers | 530 | 0 | 0 | 0 | 0 |
| **Non-Department Total** | **9,774,930** | **9,780,734** | **5,385,598** | **5,710,308** | **6,232,858** |

| Non-Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 4,802,126 | 4,345,471 | 4,880,793 | 4,457,123 | 5,042,324 | Details in Supplemental Information section |
| **090: Operating Transfers Out** | **4,802,126** | **4,345,471** | **4,880,793** | **4,457,123** | **5,042,324** | |
| 7100 Personnel Services | 0 | 0 | (739,895) | 0 | 0 | |
| 7101 Regular emp salary | 976,503 | 930,662 | 0 | 0 | 0 | |
| 7102 Overtime | 37,926 | 39,730 | 15,000 | 5,000 | 0 | |
| 7103 Part time salary | 674,532 | 890,301 | 12,000 | 700 | 12,000 | |
| 7109 Incentive pay | 781 | 1,773 | 0 | 0 | 0 | |
| 7110 Admin leave pay | 7,421 | 11,464 | 0 | 0 | 0 | |
| 7111 Workers comp | 67,437 | 61,522 | 0 | 0 | 0 | |
| 7112 Medical insurance | 144,987 | 142,296 | 0 | 0 | 0 | |
| 7113 Dental insurance | 17,080 | 15,106 | 0 | 0 | 0 | |
| 7114 Vision care | 4,306 | 3,841 | 0 | 0 | 0 | |
| 7115 Medicare insurance | 23,371 | 26,069 | 175 | 175 | 175 | |
| 7121 Service contribution-PERS | 200,460 | 185,990 | 1,440 | 1,440 | 1,440 | |
| 7122 Social security payments | 16,863 | 0 | 0 | 0 | 0 | |
| 7123 Deferred comp | 23,211 | 19,307 | 0 | 0 | 0 | |
| 7124 LI & AD & D | 5,649 | 5,135 | 0 | 0 | 0 | |
| 7125 Unemployment insurance | 4,580 | 4,967 | 40 | 40 | 40 | |
| 7128 LTD | 12,359 | 11,516 | 0 | 0 | 0 | |
| 7129 Chiropractic | 792 | 757 | 0 | 0 | 0 | |
| 7130 Insurance refund | 9,204 | 7,785 | 0 | 0 | 0 | |
| 7131 Other benefits | 25,645 | 24,424 | 0 | 0 | 0 | |
| **100: Personnel Services** | **2,253,107** | **2,382,645** | **(711,240)** | **7,355** | **13,655** | |
| 7201 Postage | 218,990 | 228,859 | 240,000 | 230,000 | 240,000 | |
| 7202 Telephone | 92,667 | 108,977 | 95,000 | 95,000 | 107,500 | |
| 7203 Cellular phone charges | 10,559 | 10,513 | 0 | 0 | 0 | |
| 7211 Electricity | 620,018 | 634,425 | 680,000 | 650,000 | 750,000 | 10% over prior year budget |
| 7212 Gas | 169,189 | 176,268 | 145,000 | 125,000 | 135,000 | |
| 7213 Water | 182,220 | 207,292 | 215,000 | 240,000 | 230,000 | |
| 7214 Sewer | 41,064 | 42,499 | 44,000 | 40,000 | 55,000 | |
| 7215 Refuse | 130,002 | 135,759 | 88,000 | 57,355 | 40,000 | New Waste Management contract reduction |
| **200: Utility Comm. & Transportation** | **1,464,709** | **1,544,592** | **1,507,000** | **1,437,355** | **1,557,500** | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 10,825 | 0 | 0 | |
| 7301 Printing,binding,duplication | 14,202 | 33,905 | 0 | 0 | 850 | |
| 7302 Photocopying | 3,782 | 4,155 | 1,200 | 1,200 | 1,200 | |
| 7303 Advertising | 6,879 | 53,075 | 0 | 0 | 0 | |
| 7304 Laundry & dry cleaning | 860 | 1,088 | 0 | 0 | 0 | |
| 7305 Uniforms | 10,408 | 10,716 | 0 | 0 | 0 | |
| 7306 Safety Equipment | 216 | 305 | 0 | 0 | 0 | |
| 7307 Office supplies | 12,939 | 13,362 | 892 | 500 | 500 | |
| 7308 Books & periodicals | 1,165 | 866 | 1,000 | 1,000 | 0 | |
| 7309 Membership & dues | 53,906 | 22,583 | 31,200 | 31,200 | 30,000 | |
| 7310 Uncollectible acct expense | 41,820 | 47,143 | 0 | 0 | 0 | |
| 7311 Collection agency fees | 222 | 0 | 0 | 0 | 0 | |

| Non-Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7312 Bank service charges | 11,956 | 11,809 | 0 | 0 | 0 | |
| 7313 Information systems software | 1,404 | 691 | 57,190 | 57,190 | 28,000 | |
| 7314 Business expense | 3,403 | 3,700 | 0 | 0 | 0 | |
| 7315 Conference expense | 300 | 12,482 | 0 | 0 | 0 | |
| 7321 Rent of Land, facilities | 30,252 | 48,782 | 0 | 0 | 0 | |
| 7322 Rental of equipment | 7,919 | 9,333 | 1,000 | 1,000 | 1,000 | |
| 7323 Professional services | 432,939 | 514,887 | 173,808 | 205,025 | 179,731 | |
| 7330 Repairs to comm equip | 557 | 2,642 | 1,200 | 1,200 | 1,200 | |
| 7331 Repairs to Mach & equip | 5,454 | 23,225 | 0 | 0 | 0 | |
| 7332 Repairs to office equip | 90 | 1,160 | 0 | 0 | 0 | |
| 7333 Repairs to vehicles | 0 | 13,609 | 0 | 0 | 0 | |
| 7334 Repairs to buildings | 24,755 | 20,174 | 0 | 0 | 0 | |
| 7335 Sublet service contracts | 127,866 | 146,260 | 35,856 | 35,856 | 28,000 | |
| 7336 Car wash | 0 | 182 | 0 | 0 | 0 | |
| 7343 PL & PD/other insurance | 49,657 | 44,060 | 0 | 0 | 0 | |
| 7345 City rental insurance | 0 | 200 | 0 | 0 | 0 | |
| 7351 Motor veh fuel, lube | 615 | 4,365 | 0 | 0 | 0 | |
| 7352 Special dept materials | 18,078 | 12,519 | 0 | 0 | 0 | |
| 7353 Janitorial supplies | 8,683 | 10,195 | 0 | 0 | 0 | |
| 7354 Photo supplies | 5,853 | 7,432 | 0 | 0 | 0 | |
| 7355 General supplies | 85,666 | 80,877 | 0 | 0 | 0 | |
| 7356 Medical supplies | 0 | 209 | 0 | 0 | 0 | |
| 7358 Training & education | 635 | 1,716 | 0 | 0 | 0 | |
| 7359 Small tools and equip | 4,800 | 8,927 | 5,182 | 5,182 | 3,000 | |
| 7360 Overtime meals | 273 | 191 | 0 | 0 | 0 | |
| 7361 Employee relations | 466 | 84 | 0 | 0 | 0 | |
| 7369 Software Licensing Cost | 0 | 0 | 5,550 | 5,550 | 2,000 | |
| 7399 Supplies, mat & services | 112 | 1,214 | 0 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **968,132** | **1,168,123** | **324,903** | **344,903** | **275,481** | |
| 7701 Office equip | 0 | 1,957 | 0 | 0 | 0 | |
| 7715 Data Processing hrdware | 0 | 31,125 | 18,875 | 18,875 | 0 | Granicus moved to City Clerk |
| 7717 Communication equip | 0 | 3,022 | 55,626 | 107,056 | 0 | One time monies for Public Safety |
| 7719 Other equip | 0 | 3,364 | 0 | 0 | 0 | |
| 7789 Transfer Out | 0 | 4,200 | 0 | 0 | 0 | |
| **500: Equipment, Land & Structures** | **0** | **43,668** | **74,501** | **125,931** | **0** | |
| 8000 Special payments | 0 | 0 | (1,012,359) | (1,012,359) | (1,013,602) | Debt Service offset |
| 8021 Donations | 35,300 | 50,000 | 0 | 0 | 42,500 | Arts Grants |
| 8026 Property tax admin fee | 221,461 | 209,216 | 225,000 | 225,000 | 225,000 | |
| 8099 Special payments | 29,565 | 37,019 | 97,000 | 125,000 | 90,000 | Includes Community Events |
| **600: Special Payments** | **286,326** | **296,235** | **(690,359)** | **(662,359)** | **(656,102)** | |
| 8199 Transfer Out | 530 | 0 | 0 | 0 | 0 | |
| **700: Interfund Transfers** | **530** | **0** | **0** | **0** | **0** | |
| **Non-Department Total** | **9,774,930** | **9,780,734** | **5,385,598** | **5,710,308** | **6,232,858** | |

| Non-Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **100: General Fund B/S** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 4,802,126 | 4,345,471 | 4,880,793 | 4,457,123 | 5,042,324 |
| **090: Operating Transfers Out Total** | **4,802,126** | **4,345,471** | **4,880,793** | **4,457,123** | **5,042,324** |
| **100: General Fund B/S Total** | **4,802,126** | **4,345,471** | **4,880,793** | **4,457,123** | **5,042,324** |
| | | | | | |
| **100205: Special Payments-Administratio** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7309 Membership & dues | 50,240 | 19,076 | 31,200 | 31,200 | 30,000 |
| 7310 Uncollectible acct expense | 41,820 | 47,143 | 0 | 0 | 0 |
| 7311 Collection agency fees | 222 | 0 | 0 | 0 | 0 |
| 7323 Professional services | 148,275 | 117,575 | 110,000 | 130,000 | 121,435 |
| **300: Supplies, Materials & Services Total** | **240,557** | **183,794** | **141,200** | **161,200** | **151,435** |
| 600: Special Payments | | | | | |
| 8000 Special payments | 0 | 0 | (1,012,359) | (1,012,359) | (1,013,602) |
| 8021 Donations | 0 | 0 | 0 | 0 | 42,500 |
| 8026 Property tax admin fee | 221,461 | 209,216 | 225,000 | 225,000 | 225,000 |
| 8099 Special payments | 29,565 | 32,073 | 47,000 | 100,000 | 40,000 |
| **600: Special Payments Total** | **251,026** | **241,289** | **(740,359)** | **(687,359)** | **(706,102)** |
| **100205: Special Payments-Administratio Total** | **491,583** | **425,083** | **(599,159)** | **(526,159)** | **(554,667)** |
| | | | | | |
| **100241: Non-Departmental Services** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | (739,895) | 0 | 0 |
| 7102 Overtime | 0 | 0 | 15,000 | 5,000 | 0 |
| 7103 Part time salary | 16,858 | 9,837 | 12,000 | 700 | 12,000 |
| 7111 Workers comp | 9,300 | 0 | 0 | 0 | 0 |
| 7115 Medicare insurance | 244 | 143 | 175 | 175 | 175 |
| 7121 Service contribution-PERS | 2,060 | 1,203 | 1,440 | 1,440 | 1,440 |
| 7125 Unemployment insurance | 47 | 28 | 40 | 40 | 40 |
| 7131 Other benefits | 4,100 | 0 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **32,609** | **11,211** | **(711,240)** | **7,355** | **13,655** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 534 | 0 | 0 | 0 |
| **200: Utility Comm. & Transportation Total** | **0** | **534** | **0** | **0** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 10,825 | 0 | 0 |
| 7301 Printing,binding,duplication | 29 | 13 | 0 | 0 | 0 |
| 7302 Photocopying | 1,495 | 1,419 | 1,200 | 1,200 | 1,200 |
| 7307 Office supplies | 1,728 | 2,440 | 500 | 500 | 500 |
| 7308 Books & periodicals | 0 | 0 | 1,000 | 1,000 | 0 |
| 7312 Bank service charges | 0 | 116 | 0 | 0 | 0 |
| 7313 Information systems software | 0 | 0 | 57,190 | 57,190 | 28,000 |
| 7323 Professional services | 4,200 | 16,198 | 61,000 | 71,825 | 55,196 |
| 7332 Repairs to office equip | 0 | 291 | 0 | 0 | 0 |
| 7335 Sublet service contracts | 2,716 | 3,660 | 1,916 | 1,916 | 5,000 |
| 7343 PL & PD/other insurance | 6,600 | 0 | 0 | 0 | 0 |
| 7359 Small tools and equip | 0 | 0 | 5,182 | 5,182 | 3,000 |
| 7369 Software Licensing Cost | 0 | 0 | 5,550 | 5,550 | 2,000 |
| **300: Supplies, Materials & Services Total** | **16,768** | **24,137** | **144,363** | **144,363** | **94,896** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 1,957 | 0 | 0 | 0 |
| 7715 Data Processing hrdware | 0 | 31,125 | 18,875 | 18,875 | 0 |
| 7717 Communication equip | 0 | 3,022 | 55,626 | 107,056 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **36,104** | **74,501** | **125,931** | **0** |
| **100241: Non-Departmental Services Total** | **49,377** | **71,986** | **(492,376)** | **277,649** | **108,551** |
| | | | | | |
| **100242: Telephone Charges** | | | | | |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 11 | 0 | 0 | 0 | 0 |

| Non-Department | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7202 Telephone | 84,405 | 101,346 | 95,000 | 95,000 | 107,500 |
| **200: Utility Comm. & Transportation Total** | **84,416** | **101,346** | **95,000** | **95,000** | **107,500** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 1,501 | 730 | 0 | 0 | 850 |
| 7323 Professional services | 2,691 | 2,513 | 3,200 | 3,200 | 3,100 |
| 7330 Repairs to comm equip | 347 | 2,358 | 1,200 | 1,200 | 1,200 |
| 7332 Repairs to office equip | 0 | 250 | 0 | 0 | 0 |
| 7335 Sublet service contracts | 29,428 | 22,969 | 33,940 | 33,940 | 23,000 |
| **300: Supplies, Materials & Services Total** | **33,967** | **28,820** | **38,340** | **38,340** | **28,150** |
| **100242: Telephone Charges Total** | **118,383** | **130,166** | **133,340** | **133,340** | **135,650** |
| | | | | | |
| **100243: City Wide Utilities-GF** | | | | | |
| 200: Utility Comm. & Transportation | | | | | |
| 7211 Electricity | 620,018 | 634,425 | 680,000 | 650,000 | 750,000 |
| 7212 Gas | 169,189 | 176,268 | 145,000 | 125,000 | 135,000 |
| 7213 Water | 182,220 | 207,292 | 215,000 | 240,000 | 230,000 |
| 7214 Sewer | 41,064 | 42,499 | 44,000 | 40,000 | 55,000 |
| 7215 Refuse | 130,002 | 135,759 | 88,000 | 57,355 | 40,000 |
| **200: Utility Comm. & Transportation Total** | **1,142,493** | **1,196,243** | **1,172,000** | **1,112,355** | **1,210,000** |
| **100243: City Wide Utilities-GF Total** | **1,142,493** | **1,196,243** | **1,172,000** | **1,112,355** | **1,210,000** |
| | | | | | |
| **100244: City Wide Postage** | | | | | |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 210,590 | 218,251 | 240,000 | 230,000 | 240,000 |
| **200: Utility Comm. & Transportation Total** | **210,590** | **218,251** | **240,000** | **230,000** | **240,000** |
| 300: Supplies, Materials & Services | | | | | |
| 7322 Rental of equipment | 868 | 930 | 1,000 | 1,000 | 1,000 |
| **300: Supplies, Materials & Services Total** | **868** | **930** | **1,000** | **1,000** | **1,000** |
| **100244: City Wide Postage Total** | **211,458** | **219,181** | **241,000** | **231,000** | **241,000** |
| | | | | | |
| **100245: Community Events** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 301 | 0 | 0 | 0 | 0 |
| 7102 Overtime | 1,054 | 2,555 | 0 | 0 | 0 |
| 7109 Incentive pay | 30 | 40 | 0 | 0 | 0 |
| 7112 Medical insurance | 14 | 0 | 0 | 0 | 0 |
| 7113 Dental insurance | 1 | 0 | 0 | 0 | 0 |
| 7115 Medicare insurance | 13 | 19 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 240 | 192 | 0 | 0 | 0 |
| 7123 Deferred comp | 35 | 20 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 1 | 0 | 0 | 0 | 0 |
| 7128 LTD | 15 | 12 | 0 | 0 | 0 |
| 7130 Insurance refund | 5 | 3 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **1,709** | **2,841** | **0** | **0** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7303 Advertising | 0 | 455 | 0 | 0 | 0 |
| 7323 Professional services | 0 | 98 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **0** | **553** | **0** | **0** | **0** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 0 | 1,820 | 50,000 | 25,000 | 50,000 |
| **600: Special Payments Total** | **0** | **1,820** | **50,000** | **25,000** | **50,000** |
| **100245: Community Events Total** | **1,709** | **5,214** | **50,000** | **25,000** | **50,000** |
| **Non-Departmental Total** | **6,817,129** | **6,393,344** | **5,385,598** | **5,710,308** | **6,232,858** |

## ENTERPRISE FUNDS

Enterprise Funds are the City's self-supporting funds: Electric Utility, Water, Wastewater and Transit. The Electric Utility, Water and Wastewater funds are funded through user fees, while Transit is funded through a combination of rider fares, federal assistance, San Joaquin County's transportation sales tax (Measure K) and a small amount of State funds.

The following pages will provide details on each fund.

## ELECTRIC UTILITY

Lodi Electric Utility provides electricity throughout the City. In 2010, it will celebrate its 100th anniversary as a municipal utility.

Lodi Electric has a $72.6 million budget in FY 2009/10, down from $73.1 million in FY 2008/09. The utility's ability to enter into contracts for lower-priced power is the chief reason for the decline. The utility is funded solely through service charges.

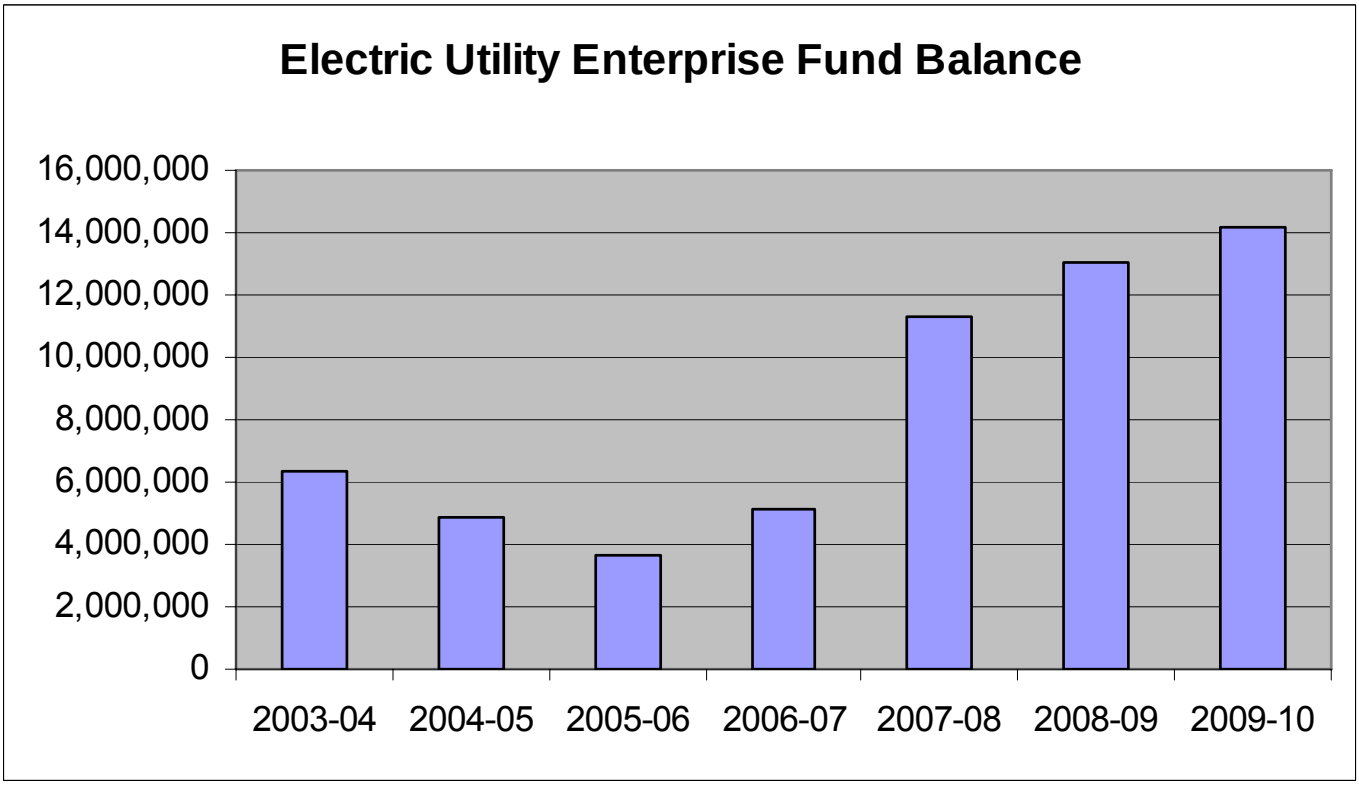
The utility's budgeted staffing levels will remain at 48 in FY 2009/10.

An organizational chart, staffing summary, detailed activity descriptions and financial tables are included in the following pages.

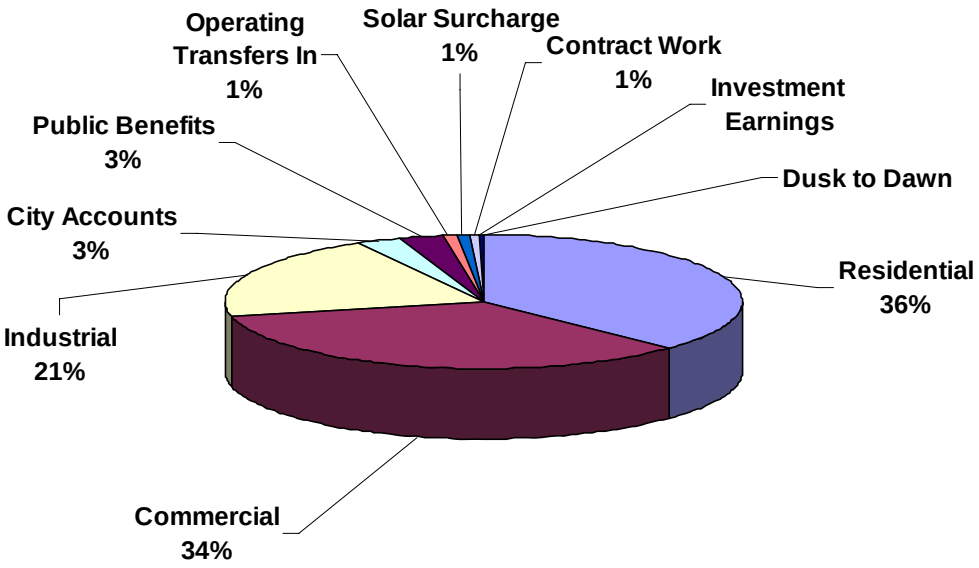
# Electric Fund
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**
**For the Fiscal Year Ended June 30, 2010**
**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Electric Utility Enterprise Fund** | | | | | |
| **Fund Balance (Cash)** | | | | | |
| **Beginning Fund Balance (Cash) Unreserved** | 3,631,402 | 5,162,284 | 10,909,302 | 11,339,624 | 13,072,819 |
| **Revenues** | 70,702,774 | 69,734,050 | 74,471,805 | 74,663,718 | 73,752,410 |
| **Expenditures** | 69,171,892 | 63,556,710 | 73,091,069 | 72,930,523 | 72,634,564 |
| **Net Difference (Revenues Less Expenditures)** | 1,530,882 | 6,177,340 | 1,380,736 | 1,733,195 | 1,117,846 |
| **Fund Balance (Cash)** | | | | | |
| **Ending Fund Balance (Cash) Unreserved** | 5,162,284 | 11,339,624 | 12,290,038 | 13,072,819 | 14,190,665 |



# Electric Fund Revenues



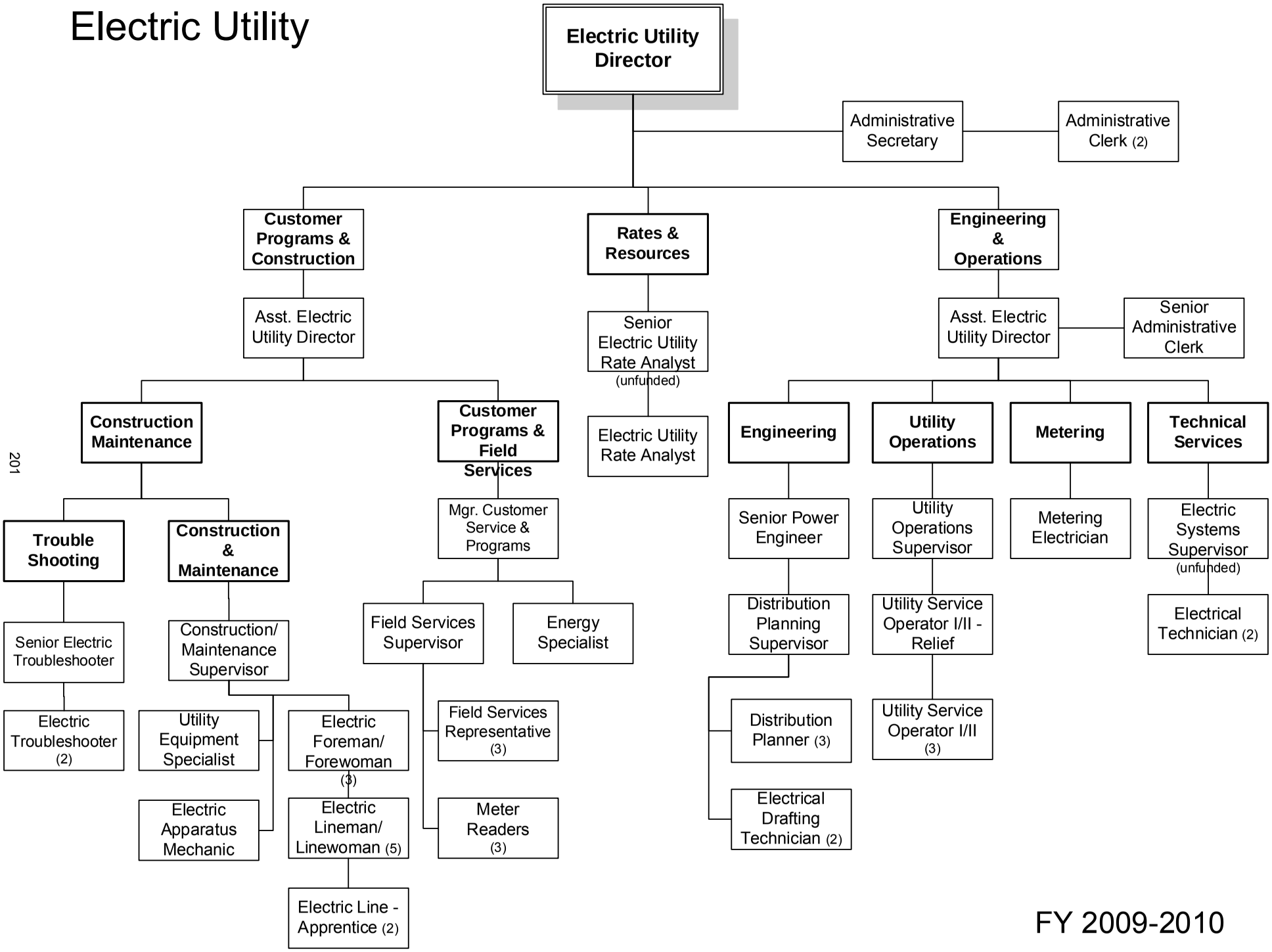

| Revenue | Budget 2009-10 |
|---|---|
| Residential | 27,358,184 |
| Commercial | 25,200,406 |
| Industrial | 15,248,806 |
| City Accounts | 2,147,800 |
| Public Benefits | 1,984,044 |
| Operating Transfers In | 602,739 |
| Solar Surcharge | 600,000 |
| Contract Work | 425,000 |
| Investment Earnings | 154,000 |
| Dusk to Dawn | 31,431 |
| Grand Total | 73,752,410 |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **160: Electric Utility Fund B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 2,180,419 | 903,078 | 0 | 0 | 602,739 | |
| **090: Operating Transfers In Total** | **2,180,419** | **903,078** | **0** | **0** | **602,739** | |
| **160: Electric Utility Fund B/S Total** | **2,180,419** | **903,078** | **0** | **0** | **602,739** | |
| **161: Utility Outlay Reserve Fund B/** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 580,140 | 1,290,866 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **580,140** | **1,290,866** | **0** | **0** | **0** | |
| 900: Other Revenue | | | | | | |
| 1082.2002A COP Construction & Acq | 899,201 | 6,562,043 | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **899,201** | **6,562,043** | **0** | **0** | **0** | |
| **161: Utility Outlay Reserve Fund B/ Total** | **1,479,341** | **7,852,909** | **0** | **0** | **0** | |
| **1601: Electric Utility Fund Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 222,579 | 331,127 | 144,000 | 94,500 | 76,700 | Interest rates are down |
| 5391 Sale of City Property | 189,088 | 46,052 | 0 | 37,548 | 0 | |
| 5392 Sale of Syst-Joint Pole | 89,755 | 78,430 | 65,000 | 65,000 | 0 | |
| **400: Investment/Property Revenues Tota** | **501,422** | **455,609** | **209,000** | **197,048** | **76,700** | |
| 620: Electric Operating Revenue | | | | | | |
| 6420 Domestic-Residential-EA | 24,640,402 | 23,525,901 | 24,277,320 | 23,627,678 | 23,791,774 | Purchased power costs are down |
| 6420.1000 EA Energy cost adjustment | 0 | 1,291,794 | 2,310,058 | 2,512,999 | 1,926,148 | |
| 6421 Res. Low Income Disc ED | 1,381,620 | 1,186,166 | 1,197,901 | 1,233,253 | 1,208,588 | |
| 6421.1000 ED Energy Cost adjustment | 0 | 99,207 | 39,162 | 42,602 | 142,531 | |
| 6422 Domestic Mobile Home Pks-EM | 211,096 | 245,655 | 253,604 | 261,723 | 256,489 | |
| 6422.1000 EM Energy Cost Adjustment | 0 | 22,559 | 170,940 | 185,957 | 32,654 | |
| 6430 Small Commercial-G1 | 7,205,823 | 6,849,457 | 7,002,847 | 6,722,296 | 6,862,790 | |
| 6430.1000 G1 Energy Cost adjustment | 0 | 386,812 | 651,608 | 708,852 | 543,317 | |
| 6431 Large Commercial-G2 | 15,453,728 | 16,149,870 | 15,917,204 | 16,688,552 | 16,354,781 | |
| 6431.1000 G2 Energy Cost adjustment | 0 | 1,052,256 | 1,726,435 | 1,878,104 | 1,439,518 | |
| 6440 Small Industrial-G3 | 2,090,997 | 2,117,645 | 2,236,885 | 2,165,361 | 2,192,147 | |
| 6440.1000 G3 Energy Cost adjustment | 0 | 143,356 | 260,073 | 282,921 | 216,851 | |
| 6441 Medium Industrial-G4 | 2,609,675 | 2,341,613 | 2,461,941 | 2,469,850 | 2,464,896 | |
| 6441.1000 G4 Energy Cost adjustment | 0 | 167,582 | 279,452 | 304,002 | 233,010 | |
| 6442 Large Industrial-G5 | 4,056,617 | 4,739,148 | 4,785,229 | 4,282,098 | 4,689,524 | |
| 6442.1000 G5 Energy Cost adjustment | 0 | 468,344 | 851,735 | 926,561 | 710,185 | |
| 6444 Large Industrial Option | 2,771,174 | 3,727,727 | 3,937,221 | 4,193,915 | 4,110,037 | |
| 6444.1000 I1 Energy Cost adjustment | 0 | 440,563 | 758,154 | 824,759 | 632,156 | |
| 6450 Dusk to Dawn-EL | 34,283 | 34,194 | 32,072 | 30,380 | 31,431 | |
| 6460 Contract Sm Industrial | (741) | 213 | 0 | (1,874) | 0 | |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 6461 Contract Med Industrial | 38,443 | 43,596 | 45,350 | 8,372 | 0 | |
| 6462 Contract Lg Industrial | 1,478,241 | (67) | 0 | 0 | 0 | |
| 6470 City Accounts-ES | 2,016,332 | 2,029,834 | 2,046,347 | 1,776,030 | 2,005,420 | |
| 6470.1000 ES energy Cost adjustment | 0 | 102,286 | 170,759 | 185,760 | 142,380 | |
| 6490.1000 MCA-EA | 41,190 | (3) | 0 | 0 | 0 | |
| 6490.1101 MCA-ED | 2,682 | 0 | 0 | 0 | 0 | |
| 6490.1200 MCA-G1 | 11,491 | 2,491 | 0 | 0 | 0 | |
| 6490.1300 MCA-G2 | 20,667 | 0 | 0 | 0 | 0 | |
| **620: Electric Operating Revenue Total** | **64,063,720** | **67,168,199** | **71,412,297** | **71,310,151** | **69,986,627** | |
| 680: Non-Operating Utility Revenue | | | | | | |
| 5411.9 Wrk for Others-Elec Util | 59,516 | 52,684 | 500,000 | 125,000 | 125,000 | Billable projects reduction |
| 5413.9 Wrk for City-Elec Util | 380,769 | 317,188 | 440,000 | 300,000 | 300,000 | |
| **680: Non-Operating Utility Revenue Tota** | **440,285** | **369,872** | **940,000** | **425,000** | **425,000** | |
| 900: Other Revenue | | | | | | |
| 5394 Revenue-Other | 0 | 3,252,090 | 0 | 0 | 0 | |
| 6152 Damage to Property | 20,946 | 9,093 | 0 | 435 | 0 | |
| 6523 Electric Capacity Revenue | 28,388 | 0 | 0 | 69,316 | 0 | |
| 6529 Line Extension | 0 | 1,067,919 | 15,000 | 0 | 0 | |
| 6531.2 Meter Equipment Sale | 81,335 | 2,729 | 0 | 1,617 | 0 | |
| **900: Other Revenue Total** | **130,669** | **4,331,831** | **15,000** | **71,368** | **0** | |
| **1601: Electric Utility Fund Rev Total** | **65,136,096** | **72,325,511** | **72,576,297** | **72,003,567** | **70,488,327** | |
| | | | | | | |
| **1611: Utility Outlay Res Fund Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 897,915 | 351,085 | 0 | 58,000 | 48,100 | |
| 5391 Sale of City Property | 0 | 5,070 | 0 | 19,513 | 0 | |
| **400: Investment/Property Revenues Tota** | **897,915** | **356,155** | **0** | **77,513** | **48,100** | |
| **1611: Utility Outlay Res Fund Rev Total** | **897,915** | **356,155** | **0** | **77,513** | **48,100** | |
| | | | | | | |
| **1621: Elec Rate Stabilization Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 75,417 | 87,201 | 48,500 | 48,500 | 20,200 | Interest rates are down |
| **400: Investment/Property Revenues Tota** | **75,417** | **87,201** | **48,500** | **48,500** | **20,200** | |
| **1621: Elec Rate Stabilization Rev Total** | **75,417** | **87,201** | **48,500** | **48,500** | **20,200** | |
| | | | | | | |
| **1641: Public Benefits Fund Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 10,501 | 39,027 | 6,500 | 39,600 | 9,000 | |
| **400: Investment/Property Revenues Tota** | **10,501** | **39,027** | **6,500** | **39,600** | **9,000** | |
| 620: Electric Operating Revenue | | | | | | |
| 6527 Public Benefits | 1,745,144 | 1,856,144 | 1,840,508 | 2,024,535 | 1,984,044 | |
| **620: Electric Operating Revenue Total** | **1,745,144** | **1,856,144** | **1,840,508** | **2,024,535** | **1,984,044** | |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **1641: Public Benefits Fund Rev Total** | **1,755,645** | **1,895,171** | **1,847,008** | **2,064,135** | **1,993,044** | |
| | | | | | | |
| **1651: IMF EU Substation & Trans Rev** | | | | | | |
| 810: Development Impact Fees | | | | | | |
| 6122 Development Impact Fees | 0 | 579,994 | 0 | 2,458 | 0 | |
| **810: Development Impact Fees Total** | **0** | **579,994** | **0** | **2,458** | **0** | |
| **1651: IMF EU Substation & Trans Rev Total** | **0** | **579,994** | **0** | **2,458** | **0** | |
| | | | | | | |
| **1661: Solar Surcharge Fund Rev** | | | | | | |
| 620: Electric Operating Revenue | | | | | | |
| 6479 Solar surcharge | 0 | 260,002 | 0 | 467,545 | 600,000 | |
| **620: Electric Operating Revenue Total** | **0** | **260,002** | **0** | **467,545** | **600,000** | |
| **1661: Solar Surcharge Fund Rev Total** | **0** | **260,002** | **0** | **467,545** | **600,000** | |
| **Electric Utility Revenue Total** | **71,524,833** | **84,260,021** | **74,471,805** | **74,663,718** | **73,752,410** | |

# Electric Utility




FY 2009-2010

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 090: Operating Transfers Out | 5,591,407 | 4,686,081 | 2,856,383 | 2,856,383 | 3,959,122 |
| 100: Personnel Services | 4,739,531 | 5,565,580 | 6,330,083 | 6,472,134 | 6,214,474 |
| 200: Utility Comm. & Transportation | 66,727 | 69,191 | 69,891 | 71,381 | 68,750 |
| 300: Supplies, Materials & Services | 1,263,182 | 1,697,845 | 1,770,645 | 1,706,843 | 1,982,010 |
| 400: Work for Others | 0 | 181 | 0 | 0 | 0 |
| 500: Equipment, Land & Structures | 252,374 | 926,989 | 909,151 | 911,490 | 831,900 |
| 550: Fleet | 0 | 520,365 | 0 | 0 | 0 |
| 600: Special Payments | 16,193,681 | 16,143,205 | 13,710,292 | 13,703,999 | 15,288,435 |
| 700: Interfund Transfers | 0 | 0 | (66,903) | (66,903) | 0 |
| 800: Bulk Power Purchase | 43,362,499 | 42,861,551 | 46,870,976 | 46,871,711 | 43,969,873 |
| 900: Capital Projects | 2 | 4 | 640,551 | 403,485 | 320,000 |
| **Electric Utility Total** | **71,469,403** | **72,470,992** | **73,091,069** | **72,930,523** | **72,634,564** |

**STAFFING SUMMARY**

| | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **ELECTRIC UTILITY** | | | | | |
| Administrative Clerk | 2 | 2 | 2 | 2 | 2 |
| Administrative Secretary | 1 | 1 | 1 | 1 | 1 |
| Assistant Electric Utility Director | 0 | 0 | 2 | 2 | 2 |
| Construction/Maintenance Supervisor | 1 | 1 | 1 | 1 | 1 |
| Distribution Planner | 0 | 0 | 3 | 3 | 3 |
| Distribution Planning Supervisor | 0 | 0 | 1 | 1 | 1 |
| Electric Apparatus Mechanic | 1 | 1 | 1 | 1 | 1 |
| Electric Foreman/Forewoman | 4 | 3 | 3 | 3 | 3 |
| Electric Line Apprentice | 0 | 2 | 2 | 2 | 2 |
| Electric Lineman/Linewoman | 4 | 3 | 3 | 5 | 5 |
| Electric Systems Supervisor | 0 | 1 | 1 | 1 | 0 |
| Electric Troubleshooter | 2 | 2 | 2 | 2 | 2 |
| Electric Utility Director | 1 | 1 | 1 | 1 | 1 |
| Electric Utility Rate Analyst | 1 | 1 | 1 | 1 | 1 |
| Electrical Drafting Technician | 1 | 2 | 2 | 2 | 2 |
| Electrical Estimator | 4 | 3 | 0 | 0 | 0 |
| Electrical Technician | 2 | 1 | 2 | 2 | 2 |
| Energy Specialist | 1 | 1 | 1 | 1 | 1 |
| Field Services Representative | 2 | 2 | 2 | 3 | 3 |
| Field Services Supervisor | 1 | 1 | 1 | 1 | 1 |
| Manager, Business Plan & Marketing | 1 | 0 | 0 | 0 | 0 |
| Manager, Customer Services & Programs | 1 | 1 | 1 | 1 | 1 |
| Manager, Electric Services | 1 | 1 | 0 | 0 | 0 |
| Manager, Engineering & Operations | 1 | 1 | 0 | 0 | 0 |
| Manager, Rates & Resources | 1 | 0 | 0 | 0 | 0 |
| Meter Reader | 3 | 4 | 4 | 3 | 3 |
| Metering Electrician | 0 | 1 | 1 | 1 | 1 |
| Senior Administrative Clerk | 1 | 1 | 1 | 1 | 1 |
| Senior Electric Troubleshooter | 1 | 1 | 1 | 1 | 1 |
| Senior Electric Utility Rate Analyst | 1 | 1 | 1 | 1 | 0 |
| Senior Electrical Estimator | 1 | 1 | 0 | 0 | 0 |
| Senior Power Engineer | 1 | 1 | 1 | 1 | 1 |
| Utility Equipment Specialist | 1 | 1 | 1 | 1 | 1 |
| Utility Operations Supervisor | 0 | 1 | 1 | 1 | 1 |
| Utility Service Operator I/II | 4 | 3 | 3 | 3 | 3 |
| Utility Service Operator I/II - Relief | 1 | 1 | 1 | 1 | 1 |
| **Electric Utility Total** | **47** | **47** | **48** | **50** | **48** |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 5,591,407 | 4,686,081 | 2,856,383 | 2,856,383 | 3,959,122 | Detail in Supplemental Information |
| **090: Operating Transfers Out** | **5,591,407** | **4,686,081** | **2,856,383** | **2,856,383** | **3,959,122** | |
| 7100 Personnel Services | 0 | 0 | 40,440 | 0 | 0 | |
| 7101 Regular emp salary | 2,777,813 | 3,198,955 | 3,676,400 | 3,952,397 | 3,824,980 | |
| 7102 Overtime | 231,279 | 353,463 | 293,800 | 296,914 | 249,277 | |
| 7103 Part time salary | 116,891 | 157,931 | 126,766 | 144,475 | 134,553 | |
| 7104 Contract emp salary | 83,772 | 132,028 | 300,684 | 112,618 | 0 | |
| 7106 Uniform allowance | 5,801 | 3,771 | 5,023 | 6,278 | 5,690 | |
| 7108 Meal allowance | 915 | 2,940 | 381 | 1,381 | 469 | |
| 7109 Incentive pay | 58,767 | 97,851 | 111,479 | 115,207 | 128,810 | |
| 7110 Admin leave pay | 3,619 | 5,653 | 10,706 | 10,706 | 15,440 | |
| 7111 Workers comp | 227,906 | 228,775 | 155,100 | 155,100 | 175,680 | |
| 7112 Medical insurance | 354,465 | 395,210 | 500,007 | 523,185 | 577,180 | |
| 7113 Dental insurance | 35,794 | 36,620 | 47,000 | 48,576 | 48,000 | |
| 7114 Vision care | 9,101 | 9,397 | 11,750 | 12,134 | 12,000 | |
| 7115 Medicare insurance | 41,091 | 52,572 | 50,462 | 53,356 | 52,640 | |
| 7121 Service contribution-PERS | 549,591 | 625,546 | 700,649 | 730,261 | 716,340 | |
| 7122 Social security payments | 2,038 | 0 | 0 | 0 | 0 | |
| 7123 Deferred comp | 71,746 | 83,841 | 91,294 | 96,915 | 57,760 | Employee contributions |
| 7124 LI & AD & D | 20,516 | 21,545 | 31,068 | 32,332 | 27,205 | |
| 7125 Unemployment insurance | 7,954 | 9,512 | 10,294 | 10,708 | 13,710 | |
| 7128 LTD | 36,061 | 40,983 | 46,838 | 48,754 | 48,775 | |
| 7129 Chiropractic | 1,683 | 1,843 | 2,350 | 2,432 | 2,665 | |
| 7130 Insurance refund | 11,335 | 16,251 | 19,800 | 20,613 | 33,060 | Policy change |
| 7131 Other benefits | 91,393 | 90,893 | 97,792 | 97,792 | 90,240 | |
| 7188 Transfer In | 0 | 0 | (72,670) | (72,670) | (358,861) | |
| 7189 Transfer Out | 0 | 0 | 72,670 | 72,670 | 358,861 | |
| **100: Personnel Services** | **4,739,531** | **5,565,580** | **6,330,083** | **6,472,134** | **6,214,474** | |
| 7201 Postage | 2,593 | 2,645 | 6,000 | 6,232 | 5,100 | |
| 7202 Telephone | 14,038 | 12,182 | 12,377 | 12,377 | 13,600 | |
| 7203 Cellular phone charges | 15,898 | 19,358 | 17,850 | 19,108 | 16,300 | |
| 7204 Pagers | 1,271 | 1,255 | 1,289 | 1,289 | 750 | |
| 7211 Electricity | 29,395 | 29,842 | 30,000 | 30,000 | 30,000 | |
| 7212 Gas | 1,227 | 1,485 | 750 | 750 | 1,000 | |
| 7213 Water | 1,158 | 1,237 | 825 | 825 | 1,100 | |
| 7214 Sewer | 1,147 | 1,187 | 800 | 800 | 900 | |
| **200: Utility Comm. & Transportation** | **66,727** | **69,191** | **69,891** | **71,381** | **68,750** | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 18,000 | 0 | 0 | |
| 7301 Printing,binding,duplication | 17,078 | 16,755 | 31,950 | 30,038 | 31,200 | |
| 7302 Photocopying | 2,491 | 3,611 | 2,100 | 2,100 | 2,250 | |
| 7303 Advertising | 16,254 | 23,411 | 26,600 | 26,600 | 25,600 | |
| 7304 Laundry & dry cleaning | 0 | 67 | 100 | 100 | 100 | |
| 7305 Uniforms | 1,704 | 2,631 | 2,250 | 2,250 | 3,600 | |
| 7306 Safety Equipment | 17,912 | 34,585 | 28,100 | 28,151 | 31,700 | |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7307 Office supplies | 22,089 | 26,335 | 17,995 | 18,235 | 18,115 | |
| 7308 Books & periodicals | 4,669 | 3,604 | 3,300 | 3,300 | 3,450 | |
| 7309 Membership & dues | 12,227 | 11,702 | 13,000 | 13,000 | 15,250 | |
| 7310 Uncollectible acct expense | 273,658 | 297,797 | 204,000 | 204,000 | 204,000 | |
| 7311 Collection agency fees | 13,124 | 5,236 | 15,000 | 15,000 | 15,000 | |
| 7312 Bank service charges | 32,889 | 55,917 | 35,000 | 35,000 | 38,000 | |
| 7313 Information systems software | 3,327 | 2,270 | 17,900 | 17,900 | 57,200 | Purchase of Milsoft Modeling software |
| 7314 Business expense | 6,771 | 10,557 | 20,050 | 20,050 | 12,115 | |
| 7315 Conference expense | 24,116 | 19,887 | 74,745 | 67,700 | 67,335 | |
| 7321 Rent of Land, facilities | 503 | 779 | 2,100 | 2,100 | 2,100 | |
| 7322 Rental of equipment | 11,966 | 13,166 | 21,000 | 22,476 | 24,200 | |
| 7323 Professional services | 134,390 | 250,050 | 373,648 | 352,159 | 423,500 | Energy efficiency eval; OPS Ctr Eval |
| 7324 Purchased transp | 0 | 113 | 0 | 0 | 0 | |
| 7330 Repairs to comm equip | 393 | 1,500 | 4,600 | 4,600 | 2,000 | |
| 7331 Repairs to Mach & equip | 3,042 | 12,294 | 11,035 | 11,035 | 12,000 | |
| 7332 Repairs to office equip | 1,172 | 0 | 310 | 1,101 | 1,300 | |
| 7333 Repairs to vehicles | 29 | 121,367 | 127,000 | 127,000 | 156,580 | |
| 7334 Repairs to buildings | 857 | 136 | 700 | 700 | 500 | |
| 7335 Sublet service contracts | 382,108 | 476,563 | 508,333 | 503,695 | 531,000 | |
| 7336 Car wash | 0 | 446 | 500 | 500 | 545 | |
| 7338 Sponsorships | 0 | 0 | 0 | 0 | 10,000 | |
| 7340 Representation expense | 0 | 0 | 0 | 0 | 2,725 | |
| 7343 PL & PD/other insurance | 217,438 | 139,655 | 34,075 | 34,075 | 90,030 | |
| 7351 Motor veh fuel, lube | 0 | 49,295 | 38,656 | 38,656 | 38,275 | |
| 7352 Special dept materials | 15,257 | 22,202 | 17,803 | 19,123 | 23,900 | |
| 7353 Janitorial supplies | 53 | 30 | 200 | 200 | 200 | |
| 7354 Photo supplies | 85 | 0 | 500 | 500 | 500 | |
| 7355 General supplies | 4,803 | 4,914 | 4,479 | 4,705 | 10,390 | |
| 7358 Training & education | 6,109 | 3,987 | 49,350 | 48,440 | 48,350 | |
| 7359 Small tools and equip | 24,255 | 76,713 | 60,922 | 50,646 | 66,700 | |
| 7360 Overtime meals | 367 | 16 | 700 | 700 | 500 | |
| 7363 Employees physical exams | 325 | 130 | 200 | 200 | 250 | |
| 7366 Tuition Reimbursement | 0 | 0 | 500 | 500 | 500 | |
| 7369 Software Licensing Cost | 0 | 694 | 644 | 0 | 8,000 | |
| 7399 Supplies, mat & services | 11,721 | 9,430 | 3,300 | 308 | 3,050 | |
| **300: Supplies, Materials & Services** | **1,263,182** | **1,697,845** | **1,770,645** | **1,706,843** | **1,982,010** | |
| 7601 Work for others | 0 | 181 | 0 | 0 | 0 | |
| **400: Work for Others** | **0** | **181** | **0** | **0** | **0** | |
| 7701 Office equip | 9,167 | 13,820 | 15,000 | 12,000 | 15,800 | |
| 7707 Street lighting equip | 60,048 | 64,656 | 50,000 | 50,000 | 50,000 | |
| 7711 Transformers | 0 | 11,578 | 178,000 | 178,000 | 200,000 | |
| 7712 Meters | 35,228 | 119,204 | 50,000 | 50,000 | 50,000 | |
| 7713 Wire | 24,148 | 296,245 | 131,855 | 131,855 | 135,000 | |
| 7714 Poles and pole line hrdware | 68,436 | 100,942 | 95,500 | 95,500 | 96,000 | |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7715 Data Processing hrdware | 2,881 | 11,053 | 24,600 | 23,600 | 15,600 | |
| 7717 Communication equip | 0 | 0 | 500 | 500 | 500 | |
| 7719 Other equip | 42,291 | 238,151 | 128,091 | 134,430 | 187,000 | |
| 7720 Other contracts | 10,175 | 28,249 | 65,000 | 65,000 | 77,000 | |
| 7722 Right of way | 0 | 615 | 0 | 0 | 0 | |
| 7727 Curb, gutter & sidewalks | 0 | 0 | 5,000 | 5,000 | 5,000 | |
| 7730 Underground lines & hrdware | 0 | 42,476 | 165,605 | 165,605 | 0 | |
| **500: Equipment, Land & Structures** | **252,374** | **926,989** | **909,151** | **911,490** | **831,900** | |
| 7851 Vehicles & Equipment | 0 | 234,967 | 0 | 0 | 0 | |
| 7852 Heavy equipment | 0 | 285,398 | 0 | 0 | 0 | |
| **550: Fleet** | **0** | **520,365** | **0** | **0** | **0** | |
| 7636 Amortization | 4,940,090 | 4,653,401 | 0 | 2,920,000 | 3,080,000 | |
| 7900 Debt service | 0 | 0 | 6,339,831 | 0 | 0 | |
| 7924 Bond interest | 3,977,282 | 3,960,718 | 0 | 3,218,831 | 4,089,265 | |
| 8000 Special payments | 0 | 0 | 25,000 | 0 | 0 | |
| 8022 Taxes | 104,548 | 100,325 | 110,000 | 110,000 | 120,000 | |
| 8097 Lodi CARE Program | 23,942 | 6,544 | 0 | 25,000 | 43,000 | |
| 8098 Public Benefits Program | 135,847 | 313,176 | 351,599 | 325,000 | 375,000 | |
| 8099 Special payments | 7,011,972 | 7,109,041 | 6,883,862 | 7,105,168 | 7,581,170 | PILOT, Solar rebates |
| **600: Special Payments** | **16,193,681** | **16,143,205** | **13,710,292** | **13,703,999** | **15,288,435** | |
| 8199 Transfer Out | 0 | 0 | (66,903) | (66,903) | 0 | |
| **700: Interfund Transfers** | **0** | **0** | **(66,903)** | **(66,903)** | **0** | |
| 8201 Power purchase | 43,362,499 | 44,557,595 | 46,870,976 | 46,871,711 | 43,969,873 | Lower purchase prices |
| 8202 NCPA - GOR adjustments | 0 | (1,696,044) | 0 | 0 | 0 | |
| **800: Bulk Power Purchase** | **43,362,499** | **42,861,551** | **46,870,976** | **46,871,711** | **43,969,873** | |
| 1820 Construction in Progress-CY | (597,805) | (6,510,032) | 237,068 | 403,485 | 320,000 | |
| 1825.1700 Contracts | 0 | 3,079,133 | 194,464 | 0 | 0 | |
| 1825.2200 Contracts | 0 | 95,954 | 14,656 | 0 | 0 | |
| 1825.2250 Contracts | 0 | 180,000 | 180,000 | 0 | 0 | |
| 1825.2300 Contracts | 6,724 | 0 | 0 | 0 | 0 | |
| 1827.1700 Force Account | 409,162 | 338,722 | 0 | 0 | 0 | |
| 1829.1700 Equipment | 35,059 | 1,203,789 | 0 | 0 | 0 | |
| 1831.1600 Materials | 0 | 331 | 0 | 0 | 0 | |
| 1831.1700 Materials | 7,786 | 23,710 | 1,613 | 0 | 0 | |
| 1833.1700 Labor | 1,895 | 76,232 | 12,750 | 0 | 0 | |
| 1835.1700 Acquisition | 0 | 203,116 | 0 | 0 | 0 | |
| 1836.1700 Other | 39,741 | 339,666 | 0 | 0 | 0 | |
| 1836.2300 Other | 199 | 648 | 0 | 0 | 0 | |
| 1841.1700 Transformers | 0 | 113,801 | 0 | 0 | 0 | |
| 1842.1700 Meters | 0 | 654,864 | 0 | 0 | 0 | |
| 1843.1700 Wires | 31,622 | 108,638 | 0 | 0 | 0 | |
| 1844.1700 Poles & Pole Line Hardware | 65,619 | 91,432 | 0 | 0 | 0 | |
| **900: Capital Projects** | **2** | **4** | **640,551** | **403,485** | **320,000** | |
| **Electric Utility Total** | **71,469,403** | **72,470,992** | **73,091,069** | **72,930,523** | **72,634,564** | |

**ACTIVITY:** Administration **DIVISION:** Electric Services
**DEPARTMENT:** Electric Utility **FUND:** Electric Fund

## ACTIVITY DESCRIPTION

Electric Utility Administration provides overall direction, leadership, organizational oversight and administrative support for divisions of the Electric Utility Department (EUD). Establishes schedules and implements department policies, goals and objectives for the following divisions: 1) Engineering and Operations, 2) Construction and Technical Services, and 3) Business Planning and Resources. This activity has five elements:

- Provide overall management and strategic direction for Electric Utility Department.
- Represent EUD on variety of commissions and committees related to EUD resources.
- Oversee preparation of City Council reports and recommendations.
- Maintain relationships on behalf of EUD with a number of outside organizations and individuals including customers.
- Monitor and manage overall EUD fiscal position.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Oversaw activities related to Phase 2 development work for the Lodi Energy Center including development of Amendment No 1.
- Completed detailed review of preferred alternative for Westside 60KV Power Line Project and initiated CEQA review.
- Completed fixed-rate refunding of $47 million of variable rate debt and terminated related swap.
- Received upgrade from both Fitch and Standard & Poor's financial rating agencies.
- Completed major 25-megawatt baseload purchase for 21-month period from July 2010 through March 2012.
- Established Economic Development Rates to promote business development.

## MAJOR 2009-10 OBJECTIVES

- Complete Phase 2 development work on Lodi Energy Center and negotiate Phase 3 agreement as appropriate.
- Close open power positions through June 2012 in accordance with approved laddering guidelines.
- Complete environmental work on Westside 60KV Transmission Project.
- Complete environmental and engineering work for development of new Westside Substation.
- Pursue an increase in financial rating by Fitch Ratings.
- Pursue and obtain, as appropriate, American Recovery and Reinvestment Act stimulus funding for local energy programs.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Power supply open position | 3% | 7% | 9.3% |
| Reserve fund | $5,162,284 | $11,339,624 | $13,072,819 |

## RELATED COST CENTER(S)

- 160.4220
- 160311
- 160601
- 160655

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **160: Electric Utility Fund B/S** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 3,410,988 | 4,083,342 | 2,856,383 | 2,856,383 | 3,356,383 |
| **090: Operating Transfers Out Total** | **3,410,988** | **4,083,342** | **2,856,383** | **2,856,383** | **3,356,383** |
| **160: Electric Utility Fund B/S Total** | **3,410,988** | **4,083,342** | **2,856,383** | **2,856,383** | **3,356,383** |
| | | | | | |
| **160311: Bonded debt interest/charges** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 29,079 | 49,781 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **29,079** | **49,781** | **0** | **0** | **0** |
| 600: Special Payments | | | | | |
| 7636 Amortization | 4,940,090 | 4,653,401 | 0 | 2,920,000 | 3,080,000 |
| 7900 Debt service | 0 | 0 | 6,339,831 | 0 | 0 |
| 7924 Bond interest | 3,977,282 | 3,960,718 | 0 | 3,218,831 | 4,089,265 |
| 8099 Special payments | 200,601 | 222,613 | 0 | 201,000 | 0 |
| **600: Special Payments Total** | **9,117,973** | **8,836,732** | **6,339,831** | **6,339,831** | **7,169,265** |
| **160311: Bonded debt interest/charges Total** | **9,147,052** | **8,886,513** | **6,339,831** | **6,339,831** | **7,169,265** |
| | | | | | |
| **160601: Policy,Legislative & Regulator** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 13,000 | 0 | 0 |
| 7101 Regular emp salary | 265,837 | 256,888 | 273,775 | 273,775 | 265,910 |
| 7102 Overtime | 313 | 3,916 | 4,900 | 4,900 | 4,972 |
| 7109 Incentive pay | 0 | 0 | 0 | 0 | 1,800 |
| 7110 Admin leave pay | 0 | 0 | 3,061 | 3,061 | 3,070 |
| 7111 Workers comp | 8,699 | 17,826 | 13,200 | 13,200 | 14,640 |
| 7112 Medical insurance | 46,418 | 44,754 | 55,986 | 55,986 | 58,930 |
| 7113 Dental insurance | 3,575 | 2,880 | 4,000 | 4,000 | 4,000 |
| 7114 Vision care | 970 | 788 | 1,000 | 1,000 | 1,000 |
| 7115 Medicare insurance | 3,867 | 3,792 | 3,970 | 3,970 | 3,860 |
| 7121 Service contribution-PERS | 51,018 | 49,419 | 52,176 | 52,176 | 49,800 |
| 7123 Deferred comp | 6,917 | 6,608 | 6,226 | 6,226 | 0 |
| 7124 LI & AD & D | 1,376 | 1,235 | 1,847 | 1,847 | 1,550 |
| 7125 Unemployment insurance | 717 | 711 | 767 | 767 | 935 |
| 7128 LTD | 3,355 | 3,272 | 3,488 | 3,488 | 3,390 |
| 7129 Chiropractic | 190 | 181 | 200 | 200 | 220 |
| 7130 Insurance refund | 0 | 3 | 0 | 272 | 0 |
| 7131 Other benefits | 3,196 | 7,077 | 7,282 | 7,282 | 7,520 |
| **100: Personnel Services Total** | **396,448** | **399,350** | **444,878** | **432,150** | **421,597** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 1,266 | 441 | 800 | 800 | 800 |
| 7202 Telephone | 2,149 | 2,043 | 1,800 | 1,800 | 1,800 |
| 7203 Cellular phone charges | 2,094 | 1,808 | 1,600 | 1,600 | 1,200 |
| 7204 Pagers | 56 | 51 | 100 | 100 | 100 |
| 7211 Electricity | 29,395 | 29,842 | 30,000 | 30,000 | 30,000 |
| 7212 Gas | 682 | 1,126 | 550 | 550 | 800 |
| 7213 Water | 1,158 | 1,237 | 825 | 825 | 1,100 |
| 7214 Sewer | 1,147 | 1,187 | 800 | 800 | 900 |
| **200: Utility Comm. & Transportation Total** | **37,947** | **37,735** | **36,475** | **36,475** | **36,700** |
| 300: Supplies, Materials & Services | | | | | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 18,000 | 0 | 0 |
| 7301 Printing,binding,duplication | 10,881 | 8,037 | 7,000 | 5,000 | 6,500 |
| 7302 Photocopying | 866 | 1,114 | 700 | 700 | 700 |
| 7303 Advertising | 1,125 | 0 | 600 | 600 | 600 |
| 7306 Safety Equipment | 0 | 22 | 0 | 0 | 0 |
| 7307 Office supplies | 14,720 | 12,983 | 8,000 | 8,000 | 8,000 |
| 7308 Books & periodicals | 468 | 0 | 500 | 500 | 500 |
| 7309 Membership & dues | 12,109 | 10,874 | 12,000 | 12,000 | 14,000 |
| 7310 Uncollectible acct expense | 273,658 | 297,797 | 204,000 | 204,000 | 204,000 |
| 7311 Collection agency fees | 13,124 | 5,236 | 15,000 | 15,000 | 15,000 |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7312 Bank service charges | 32,889 | 55,917 | 35,000 | 35,000 | 38,000 |
| 7313 Information systems software | 596 | 0 | 2,000 | 2,000 | 1,200 |
| 7314 Business expense | 4,278 | 2,953 | 7,000 | 7,000 | 7,325 |
| 7315 Conference expense | 12,341 | 8,276 | 13,545 | 10,000 | 12,635 |
| 7321 Rent of Land, facilities | 0 | 54 | 100 | 100 | 100 |
| 7322 Rental of equipment | 0 | 154 | 0 | 127 | 200 |
| 7323 Professional services | (18,694) | 31,050 | 48,363 | 40,000 | 50,000 |
| 7324 Purchased transp | 0 | 113 | 0 | 0 | 0 |
| 7331 Repairs to Mach & equip | 0 | 700 | 0 | 0 | 0 |
| 7332 Repairs to office equip | 785 | 0 | 200 | 200 | 200 |
| 7333 Repairs to vehicles | 0 | 119,892 | 77,000 | 77,000 | 106,580 |
| 7334 Repairs to buildings | 0 | 136 | 500 | 500 | 500 |
| 7335 Sublet service contracts | 8,135 | 10,332 | 10,000 | 10,000 | 8,000 |
| 7336 Car wash | 0 | 446 | 500 | 500 | 545 |
| 7343 PL & PD/other insurance | 13,000 | 10,882 | 2,900 | 2,900 | 7,500 |
| 7351 Motor veh fuel, lube | 0 | 48,478 | 38,656 | 38,656 | 38,275 |
| 7352 Special dept materials | 5,500 | 0 | 52 | 1,000 | 1,000 |
| 7353 Janitorial supplies | 42 | 30 | 150 | 150 | 150 |
| 7355 General supplies | 32 | 138 | 189 | 189 | 190 |
| 7358 Training & education | 80 | 110 | 1,000 | 1,000 | 500 |
| 7359 Small tools and equip | 1,780 | 8 | 2,000 | 2,000 | 2,000 |
| 7360 Overtime meals | 0 | 0 | 100 | 100 | 0 |
| 7363 Employees physical exams | 0 | 0 | 150 | 150 | 150 |
| 7366 Tuition Reimbursement | 0 | 0 | 500 | 500 | 500 |
| **300: Supplies, Materials & Services Total** | **387,715** | **625,732** | **505,705** | **474,872** | **524,850** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 1,982 | 0 | 2,500 | 2,500 | 2,300 |
| 7715 Data Processing hrdware | 0 | 0 | 5,500 | 5,500 | 5,500 |
| 7717 Communication equip | 0 | 0 | 500 | 500 | 500 |
| **500: Equipment, Land & Structures Total** | **1,982** | **0** | **8,500** | **8,500** | **8,300** |
| 600: Special Payments | | | | | |
| 8022 Taxes | 104,548 | 100,325 | 110,000 | 110,000 | 120,000 |
| 8099 Special payments | 335 | 0 | 0 | 0 | 0 |
| **600: Special Payments Total** | **104,883** | **100,325** | **110,000** | **110,000** | **120,000** |
| 700: Interfund Transfers | | | | | |
| 8199 Transfer Out | 0 | 0 | (66,903) | (66,903) | 0 |
| **700: Interfund Transfers Total** | **0** | **0** | **(66,903)** | **(66,903)** | **0** |
| **160601: Policy,Legislative & Regulator Total** | **928,975** | **1,163,142** | **1,038,655** | **995,094** | **1,111,447** |
| | | | | | |
| **160655: In Lieu Taxes** | | | | | |
| 600: Special Payments | | | | | |
| 8099 Special payments | 6,779,000 | 6,873,228 | 6,879,414 | 6,879,414 | 6,976,670 |
| **600: Special Payments Total** | **6,779,000** | **6,873,228** | **6,879,414** | **6,879,414** | **6,976,670** |
| **160655: In Lieu Taxes Total** | **6,779,000** | **6,873,228** | **6,879,414** | **6,879,414** | **6,976,670** |
| **Electric Utility Admin. Total** | **20,266,015** | **21,006,225** | **17,114,283** | **17,070,722** | **18,613,765** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Engineering and Operations** | **DIVISION:** | **Engineering and Operations** |
| **DEPARTMENT:** | **Electric Utility** | **FUND:** | **Electric Fund** |

## ACTIVITY DESCRIPTION

The Electrical Engineering and Operations activity includes the management, supervision, training and support services for the Engineering, Metering, Utility Operations and Substation Maintenance Sections. Activity goals include: 1) planning for growth; 2) designing an electric system that is cost-effective, reliable, efficient and safe; 3) operating the City's utility systems in the most efficient and reliable manner; 4) restoring service as rapidly as possible following interruptions; 5) being responsive to customer constraints and project schedules; 6) maintaining the substation facilities and fiber optic systems at the least cost and optimum safety to both public and personnel; and 7) responding to calls and inquiries from customers and the public in a courteous, expedient and professional manner.

This activity has four major elements:

- Engineering – Engineer, design and prepare plans, specifications, construction drawings and cost estimates. Collect and analyze data for design of projects and prepare written proposals. Prepare bid packages for construction projects, administer the bidding process and perform construction management, inspections and contract administration. Perform short- and long-range system planning to accommodate growth and annexations and to identify system modifications and improvements. Conduct power systems studies, simulation and contingency analysis. Provide and coordinate engineering services for developers, architects, project engineers, other utilities and other City departments. Review building and development plans such as subdivision maps, parcel maps, off-site improvement plans and remodel/modification projects. Acquire encroachment permits, rights-of-way and public utility easements. Respond to questions and provide consultation to staff and the public regarding applicable laws, codes, regulations and construction details. Develop and maintain maps, schematics, diagrams, plans and specifications. Establish standards and policies including engineering, construction and material standards, rules and regulations, and electric service and metering manuals. Conduct electric and magnetic field (EMF), power quality and energy conservation audits. Construct and maintain the fiber optic infrastructure system and extend reliable communication interface. Provide information and training to educate the public in areas involving electric power services.

- Metering – Install revenue metering equipment at industrial and commercial facilities. Install and maintain remote meter reading equipment at larger industrial and commercial customers. Conduct periodic test, calibration, and diagnostic evaluation of all metering installations. Procure and maintain inventory of all meters, instrument transformers, test switches, meter sockets and appurtenances. Investigate power diversion and vandalism cases as well as metering and billing complaints. Install and maintain communication equipment for remote data retrieval and radio read metering equipment. Provide customer service relative to energy usage, revenue meter equipment and their performance. Retrieve monthly meter data for time-of-use customers, calculate billing determinants, and establish billing spreadsheet. Prepare load profile, load forecast and load duration curves and analyze meter system abnormalities and failures. Implement the infrastructure for automatic meter reading (AMR) system.

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Engineering and Operations** | **DIVISION:** | **Engineering and Operations** |
| **DEPARTMENT:** | **Electric Utility** | **FUND:** | **Electric Fund** |

- Utility Operations (System Control and Dispatch) - Monitor, control and operate the Electric, Water/Wastewater and Storm systems and dispatch personnel for all City operations, with the exception of Public Safety personnel, on a 24-hour basis. Develop, maintain and implement load curtailment and rolling blackout procedures as directed. Control and direct the service restoration process during periods of power interruptions. Call out and dispatch personnel for emergency service restorations. Maintain system maps, records and dispatch boards. Operate and program the System Control and Data Acquisition System (SCADA). Evaluate data received from SCADA, and implement proper corrective measures. Prepare written switching procedures as well as various electric and water system operating reports. Respond to and/or reroute calls from the public. This activity is funded approximately 50 percent by the Public Works Department.

- Substation Maintenance - Maintain and ensure proper operation of all power equipment in four 60/12kV substation facilities including power transformers, circuit breakers, instrument transformers, station service transformers, battery systems and chargers. Test, calibrate and repair protective relays, intelligent equipment devices, remote control units, and controllers. Install and maintain perimeter lighting, intrusion alarm and security systems. Perform weekly substation inspections and record observed readings and deficiencies. Install and troubleshoot SCADA systems, fiber optic links and data communication phone lines. Update drawings, schematics, manuals, test and maintenance procedures. Conduct power quality surveys and analysis and provide customer support services.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Completed installation and commissioning of the new Survalent Technology SCADA System.
- Installed new remote terminal units in Henning, McLane, Killelea and Industrial substations.
- Improved communications technology in all substations and System Control & Dispatch Center.
- Completed the Killelea Substation Rehabilitation Project and the substation is in full service.
- Blue Shield and the Phase 1 Reynolds Ranch Development Project was completed and energized.
- Installed an automated new MSC Emergency Generator, automatic transfer switch (ATS), uninterruptible power system (UPS), and essential/emergency panelboards in the System Control & Dispatch Center.
- Completed installation of approximately 4,000 remotely-read meters.
- Established at least seven alternative routes and initiated environmental work for the 60kV Power Line to the west (Westside-NCPA STIG 60kV Line).

## MAJOR 2009-10 OBJECTIVES

- Complete preliminary layout, engineering and design of an upgraded System Control and Dispatch Center.
- Continue the integration of remotely-read meters, install approximately 10,000 remote-read meters in total, and acquire two vehicle-mounted receivers to collect data.
- Complete preliminary engineering criteria and design for the 60kV/12kV Westside Substation, a 230kV/60kV/12kV substation by NCPA STIG Plant and a double-circuit 60kV Line connecting the two substations.

- Perform a series of power studies, acquire engineering software and install remote fault indicators to ensure system reliability and reduce outage times.
- Replace defective disconnect switches and old graphical recorders, install grounded-metal switch-platforms and perform other substation upgrades.
- Complete the Cable Rejuvenation Project in the Royal Crest subdivision and prepare another application for the next project on Grids 25-44.

| PERFORMANCE MEASURES | 2005-06 | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|---|
| Engineering:<br>Projects designed, permits issued and work orders prepared | 525 | 500 | 865 | 1,192 |
| Metering:<br>Number of meters installed, verified, maintained & AMR | 475 | 420 | 1,061 | 1,448 |
| Utility Operations:<br>Number of service tickets prepared | 3,300 | 2,400 | 2,450 | 2,100 |
| Substation Maintenance:<br>Number of equipment maintained & PQ responses | 51 | 50 | 66 | 55 |

**RELATED COST CENTER(S)**

- 160611
- 160612
- 160613
- 160626
- 160652
- 160653

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **160611: Electric Engineering & Oper Su** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 135,345 | 114,793 | 123,972 | 123,972 | 130,095 |
| 7102 Overtime | 294 | 0 | 6,000 | 6,000 | 6,000 |
| 7103 Part time salary | 441 | 0 | 8,000 | 8,000 | 8,000 |
| 7110 Admin leave pay | 0 | 2,276 | 0 | 0 | 2,630 |
| 7111 Workers comp | 14,676 | 16,581 | 3,300 | 3,300 | 3,660 |
| 7112 Medical insurance | 3,007 | 0 | 0 | 0 | 0 |
| 7113 Dental insurance | 1,712 | 995 | 1,000 | 1,000 | 1,000 |
| 7114 Vision care | 445 | 243 | 250 | 250 | 250 |
| 7115 Medicare insurance | 1,979 | 1,703 | 1,798 | 1,798 | 1,890 |
| 7121 Service contribution-PERS | 25,968 | 22,098 | 23,627 | 23,627 | 24,365 |
| 7123 Deferred comp | 4,053 | 3,264 | 3,719 | 3,719 | 0 |
| 7124 LI & AD & D | 930 | 849 | 1,127 | 1,127 | 1,020 |
| 7125 Unemployment insurance | 377 | 318 | 347 | 347 | 455 |
| 7128 LTD | 1,711 | 1,449 | 1,579 | 1,579 | 1,660 |
| 7129 Chiropractic | 86 | 52 | 50 | 50 | 60 |
| 7130 Insurance refund | 2,917 | 1,857 | 1,850 | 1,850 | 1,850 |
| 7131 Other benefits | 6,254 | 6,583 | 3,298 | 3,298 | 1,880 |
| **100: Personnel Services Total** | **200,195** | **173,061** | **179,917** | **179,917** | **184,815** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 13 | 200 | 200 | 100 |
| 7202 Telephone | 38 | 16 | 0 | 0 | 100 |
| 7203 Cellular phone charges | 0 | 0 | 500 | 500 | 300 |
| 7204 Pagers | 55 | 51 | 100 | 100 | 100 |
| **200: Utility Comm. & Transportation Total** | **93** | **80** | **800** | **800** | **600** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 71 | 200 | 200 | 300 |
| 7302 Photocopying | 0 | 0 | 100 | 100 | 0 |
| 7303 Advertising | 1,883 | 263 | 500 | 500 | 1,500 |
| 7306 Safety Equipment | 0 | 92 | 100 | 100 | 0 |
| 7307 Office supplies | 0 | 205 | 150 | 150 | 0 |
| 7308 Books & periodicals | 681 | 0 | 500 | 500 | 700 |
| 7309 Membership & dues | 0 | 0 | 350 | 350 | 350 |
| 7313 Information systems software | 0 | 0 | 0 | 0 | 40,000 |
| 7314 Business expense | 0 | 0 | 300 | 300 | 600 |
| 7315 Conference expense | 0 | 0 | 5,000 | 5,000 | 5,000 |
| 7323 Professional services | 170 | 0 | 0 | 0 | 25,000 |
| 7335 Sublet service contracts | 19,850 | 17,194 | 21,000 | 21,000 | 25,000 |
| 7343 PL & PD/other insurance | 14,497 | 10,122 | 725 | 725 | 1,880 |
| 7355 General supplies | 5 | 102 | 150 | 150 | 150 |
| 7358 Training & education | 500 | 0 | 8,000 | 8,000 | 8,000 |
| 7359 Small tools and equip | 0 | 0 | 50 | 50 | 1,000 |
| 7360 Overtime meals | 0 | 16 | 100 | 100 | 0 |
| 7363 Employees physical exams | 0 | 0 | 50 | 50 | 100 |
| 7399 Supplies, mat & services | 0 | 31 | 100 | 100 | 50 |
| **300: Supplies, Materials & Services Total** | **37,586** | **28,096** | **37,375** | **37,375** | **109,630** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 0 | 0 | 0 | 4,000 |
| 7715 Data Processing hrdware | 0 | 1,450 | 4,000 | 3,000 | 3,000 |
| 7719 Other equip | 0 | 1,771 | 2,000 | 3,000 | 2,000 |
| **500: Equipment, Land & Structures Total** | **0** | **3,221** | **6,000** | **6,000** | **9,000** |
| **160611: Electric Engineering & Oper Su Total** | **237,874** | **204,458** | **224,092** | **224,092** | **304,045** |
| | | | | | |
| **160612: Engineering** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 393,444 | 536,695 | 646,486 | 646,486 | 659,600 |
| 7102 Overtime | 16,949 | 22,079 | 40,000 | 40,000 | 56,000 |
| 7103 Part time salary | 72,416 | 43,975 | 55,833 | 55,833 | 57,805 |
| 7108 Meal allowance | 0 | 25 | 0 | 80 | 0 |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7109 Incentive pay | 41 | 1,427 | 1,867 | 1,867 | 1,820 |
| 7110 Admin leave pay | 0 | 0 | 0 | 0 | 1,790 |
| 7111 Workers comp | 36,479 | 33,411 | 26,400 | 26,400 | 29,280 |
| 7112 Medical insurance | 61,788 | 73,095 | 88,952 | 88,952 | 114,110 |
| 7113 Dental insurance | 5,432 | 6,545 | 8,000 | 8,000 | 8,000 |
| 7114 Vision care | 1,324 | 1,595 | 2,000 | 2,000 | 2,000 |
| 7115 Medicare insurance | 6,237 | 8,783 | 9,374 | 9,374 | 9,565 |
| 7121 Service contribution-PERS | 81,624 | 102,057 | 123,207 | 123,207 | 123,525 |
| 7122 Social security payments | 618 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 10,297 | 12,083 | 16,183 | 16,183 | 13,750 |
| 7124 LI & AD & D | 3,391 | 3,969 | 5,838 | 5,838 | 5,400 |
| 7125 Unemployment insurance | 1,229 | 1,590 | 1,810 | 1,810 | 2,310 |
| 7128 LTD | 5,408 | 6,713 | 8,236 | 8,236 | 8,405 |
| 7129 Chiropractic | 256 | 315 | 400 | 400 | 440 |
| 7130 Insurance refund | 3 | 1,061 | 3,700 | 3,700 | 0 |
| 7131 Other benefits | 11,815 | 13,330 | 17,197 | 17,197 | 15,040 |
| **100: Personnel Services Total** | **708,751** | **868,748** | **1,055,483** | **1,055,563** | **1,108,840** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 707 | 949 | 900 | 900 | 900 |
| 7202 Telephone | 0 | 383 | 375 | 375 | 0 |
| 7203 Cellular phone charges | 1,767 | 4,133 | 563 | 1,724 | 4,000 |
| 7204 Pagers | 164 | 128 | 150 | 150 | 150 |
| **200: Utility Comm. & Transportation Total** | **2,638** | **5,593** | **1,988** | **3,149** | **5,050** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 705 | 702 | 1,500 | 1,500 | 1,000 |
| 7302 Photocopying | 1,592 | 1,842 | 1,200 | 1,200 | 1,500 |
| 7303 Advertising | 470 | 0 | 500 | 500 | 500 |
| 7305 Uniforms | 0 | 71 | 0 | 0 | 0 |
| 7306 Safety Equipment | 0 | 98 | 250 | 250 | 1,200 |
| 7307 Office supplies | 637 | 3,498 | 1,500 | 1,500 | 1,500 |
| 7308 Books & periodicals | 482 | 40 | 500 | 500 | 500 |
| 7309 Membership & dues | 0 | 597 | 100 | 100 | 500 |
| 7313 Information systems software | 0 | 0 | 15,000 | 15,000 | 5,000 |
| 7314 Business expense | 25 | 138 | 150 | 150 | 150 |
| 7315 Conference expense | 2,371 | 2,810 | 3,500 | 3,500 | 3,500 |
| 7323 Professional services | 0 | 170 | 3,000 | 3,000 | 1,500 |
| 7330 Repairs to comm equip | 0 | 0 | 100 | 100 | 0 |
| 7332 Repairs to office equip | 0 | 0 | 60 | 851 | 1,000 |
| 7335 Sublet service contracts | 3,380 | 19,067 | 35,160 | 35,160 | 52,000 |
| 7343 PL & PD/other insurance | 27,387 | 20,396 | 5,800 | 5,800 | 15,000 |
| 7355 General supplies | 196 | 3 | 60 | 60 | 50 |
| 7358 Training & education | 1,800 | 0 | 16,000 | 16,000 | 12,000 |
| 7359 Small tools and equip | 0 | 208 | 60 | 521 | 1,000 |
| 7369 Software Licensing Cost | 0 | 0 | 0 | 0 | 8,000 |
| **300: Supplies, Materials & Services Total** | **39,045** | **49,640** | **84,440** | **85,692** | **105,900** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 0 | 9,000 | 9,000 | 6,000 |
| 7715 Data Processing hrdware | 0 | 9,603 | 8,000 | 8,000 | 4,000 |
| **500: Equipment, Land & Structures Total** | **0** | **9,603** | **17,000** | **17,000** | **10,000** |
| **160612: Engineering Total** | **750,434** | **933,584** | **1,158,911** | **1,161,404** | **1,229,790** |
| | | | | | |
| **160613: Meter Maintenance** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 48,525 | 128,687 | 81,474 | 81,474 | 92,800 |
| 7102 Overtime | 10,358 | 3,427 | 5,000 | 5,000 | 3,500 |
| 7103 Part time salary | 40 | 0 | 0 | 0 | 0 |
| 7106 Uniform allowance | 75 | 187 | 300 | 300 | 150 |
| 7108 Meal allowance | 15 | 0 | 150 | 150 | 0 |
| 7109 Incentive pay | 0 | 3,858 | 3,215 | 3,215 | 1,820 |
| 7111 Workers comp | 4,348 | 5,249 | 3,300 | 3,300 | 3,660 |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7112 Medical insurance | 7,977 | 15,262 | 13,708 | 13,708 | 17,120 |
| 7113 Dental insurance | 665 | 1,159 | 1,000 | 1,000 | 1,000 |
| 7114 Vision care | 162 | 283 | 250 | 250 | 250 |
| 7115 Medicare insurance | 858 | 1,948 | 1,181 | 1,181 | 1,350 |
| 7121 Service contribution-PERS | 9,349 | 25,554 | 15,527 | 15,527 | 17,380 |
| 7123 Deferred comp | 1 | 3,617 | 2,444 | 2,444 | 2,790 |
| 7124 LI & AD & D | 494 | 1,056 | 770 | 770 | 770 |
| 7125 Unemployment insurance | 136 | 356 | 228 | 228 | 330 |
| 7128 LTD | 619 | 1,670 | 1,038 | 1,038 | 1,190 |
| 7129 Chiropractic | 34 | 81 | 50 | 50 | 60 |
| 7130 Insurance refund | 0 | 1,012 | 0 | 0 | 0 |
| 7131 Other benefits | 1,853 | 2,084 | 2,167 | 2,167 | 1,880 |
| **100: Personnel Services Total** | **85,509** | **195,490** | **131,802** | **131,802** | **146,050** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 296 | 50 | 282 | 400 |
| 7202 Telephone | 1,081 | 1,088 | 1,202 | 1,202 | 1,200 |
| 7203 Cellular phone charges | 393 | 989 | 1,251 | 1,948 | 3,500 |
| **200: Utility Comm. & Transportation Total** | **1,474** | **2,373** | **2,503** | **3,432** | **5,100** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 102 | 158 | 100 | 188 | 250 |
| 7306 Safety Equipment | 7 | 0 | 250 | 250 | 500 |
| 7307 Office supplies | 371 | 0 | 50 | 175 | 500 |
| 7308 Books & periodicals | 178 | 0 | 150 | 150 | 0 |
| 7313 Information systems software | 0 | 970 | 900 | 900 | 1,000 |
| 7315 Conference expense | 0 | 1,124 | 3,500 | 3,500 | 3,500 |
| 7331 Repairs to Mach & equip | 0 | 0 | 500 | 500 | 500 |
| 7343 PL & PD/other insurance | 4,295 | 3,204 | 725 | 725 | 1,880 |
| 7351 Motor veh fuel, lube | 0 | 20 | 0 | 0 | 0 |
| 7352 Special dept materials | 7,109 | 17,933 | 15,251 | 15,251 | 17,000 |
| 7355 General supplies | 0 | 22 | 250 | 250 | 300 |
| 7358 Training & education | 0 | 100 | 4,000 | 4,000 | 4,000 |
| 7359 Small tools and equip | 720 | 60 | 250 | 388 | 500 |
| 7399 Supplies, mat & services | 93 | 6 | 100 | 100 | 0 |
| **300: Supplies, Materials & Services Total** | **12,875** | **23,597** | **26,026** | **26,377** | **29,930** |
| 500: Equipment, Land & Structures | | | | | |
| 7712 Meters | 35,228 | 119,204 | 50,000 | 50,000 | 50,000 |
| 7714 Poles and pole line hrdware | 0 | 0 | 500 | 500 | 1,000 |
| 7719 Other equip | 7,335 | 0 | 41,000 | 41,000 | 50,000 |
| **500: Equipment, Land & Structures Total** | **42,563** | **119,204** | **91,500** | **91,500** | **101,000** |
| **160613: Meter Maintenance Total** | **142,421** | **340,664** | **251,831** | **253,111** | **282,080** |
| | | | | | |
| **160626: Util Syst Contr Dispatch-Other** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 216,084 | 184,641 | 0 | 153,890 | 0 |
| 7102 Overtime | 29,127 | 42,236 | 40,000 | 43,114 | 0 |
| 7103 Part time salary | 3,049 | 10,652 | 0 | 2,208 | 0 |
| 7108 Meal allowance | 15 | 80 | 0 | 0 | 0 |
| 7109 Incentive pay | 0 | 16 | 0 | 0 | 0 |
| 7111 Workers comp | 15,932 | 0 | 0 | 0 | 0 |
| 7112 Medical insurance | 30,118 | 27,432 | 0 | 23,178 | 0 |
| 7113 Dental insurance | 2,345 | 1,940 | 0 | 1,576 | 0 |
| 7114 Vision care | 572 | 473 | 0 | 384 | 0 |
| 7115 Medicare insurance | 3,607 | 3,451 | 0 | 2,894 | 0 |
| 7121 Service contribution-PERS | 42,344 | 35,839 | 0 | 29,612 | 0 |
| 7123 Deferred comp | 5,817 | 4,812 | 0 | 4,512 | 0 |
| 7124 LI & AD & D | 1,809 | 1,378 | 0 | 1,264 | 0 |
| 7125 Unemployment insurance | 588 | 530 | 0 | 414 | 0 |
| 7128 LTD | 2,737 | 2,284 | 0 | 1,916 | 0 |
| 7129 Chiropractic | 112 | 101 | 0 | 82 | 0 |
| 7131 Other benefits | 6,790 | 0 | 0 | 0 | 0 |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7189 Transfer Out | 0 | 0 | 0 | 0 | 287,850 |
| **100: Personnel Services Total** | **361,046** | **315,865** | **40,000** | **265,044** | **287,850** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 0 | 0 | 0 | 100 |
| 7202 Telephone | 0 | 0 | 0 | 0 | 1,500 |
| **200: Utility Comm. & Transportation Total** | **0** | **0** | **0** | **0** | **1,600** |
| 300: Supplies, Materials & Services | | | | | |
| 7332 Repairs to office equip | 80 | 0 | 0 | 0 | 100 |
| 7335 Sublet service contracts | 195 | 66 | 0 | 0 | 5,000 |
| 7343 PL & PD/other insurance | 15,738 | 0 | 0 | 0 | 0 |
| 7352 Special dept materials | 0 | 0 | 0 | 0 | 400 |
| 7358 Training & education | 1,140 | 481 | 0 | 90 | 3,500 |
| **300: Supplies, Materials & Services Total** | **17,153** | **547** | **0** | **90** | **9,000** |
| **160626: Util Syst Contr Dispatch-Other Total** | **378,199** | **316,412** | **40,000** | **265,134** | **298,450** |
| | | | | | |
| **160652: Substation Maintenance** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 141,117 | 156,439 | 257,130 | 257,130 | 177,370 |
| 7102 Overtime | 5,409 | 7,985 | 12,900 | 12,900 | 12,000 |
| 7106 Uniform allowance | 297 | 313 | 460 | 602 | 240 |
| 7109 Incentive pay | 485 | 4,475 | 7,961 | 7,961 | 0 |
| 7111 Workers comp | 14,480 | 11,189 | 9,900 | 9,900 | 7,320 |
| 7112 Medical insurance | 10,627 | 16,133 | 32,461 | 32,461 | 27,260 |
| 7113 Dental insurance | 1,599 | 1,824 | 3,000 | 3,000 | 2,000 |
| 7114 Vision care | 390 | 444 | 750 | 750 | 500 |
| 7115 Medicare insurance | 1,254 | 2,472 | 3,728 | 3,728 | 2,580 |
| 7121 Service contribution-PERS | 24,149 | 31,069 | 49,004 | 49,004 | 33,220 |
| 7123 Deferred comp | 1,356 | 2,169 | 2,388 | 2,388 | 2,330 |
| 7124 LI & AD & D | 1,115 | 1,240 | 2,418 | 2,418 | 870 |
| 7125 Unemployment insurance | 347 | 435 | 720 | 720 | 630 |
| 7128 LTD | 1,582 | 2,035 | 3,276 | 3,276 | 2,260 |
| 7129 Chiropractic | 75 | 87 | 150 | 150 | 110 |
| 7130 Insurance refund | 639 | 817 | 650 | 650 | 0 |
| 7131 Other benefits | 6,170 | 4,442 | 6,840 | 6,840 | 3,760 |
| **100: Personnel Services Total** | **211,091** | **243,568** | **393,736** | **393,878** | **272,450** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 26 | 61 | 50 | 50 | 0 |
| 7203 Cellular phone charges | 515 | 314 | 879 | 879 | 200 |
| 7204 Pagers | 48 | 51 | 139 | 139 | 100 |
| **200: Utility Comm. & Transportation Total** | **589** | **426** | **1,068** | **1,068** | **300** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 32 | 0 | 0 | 0 |
| 7303 Advertising | 465 | 0 | 0 | 0 | 500 |
| 7306 Safety Equipment | 306 | 188 | 1,500 | 1,500 | 1,000 |
| 7307 Office supplies | 0 | 27 | 100 | 100 | 100 |
| 7308 Books & periodicals | 0 | 0 | 100 | 100 | 200 |
| 7309 Membership & dues | 0 | 0 | 300 | 300 | 150 |
| 7314 Business expense | 182 | 0 | 200 | 200 | 0 |
| 7315 Conference expense | 0 | 0 | 5,000 | 5,000 | 3,500 |
| 7322 Rental of equipment | 0 | 0 | 1,000 | 1,000 | 1,000 |
| 7323 Professional services | 4,703 | 1,681 | 55,000 | 55,000 | 55,000 |
| 7331 Repairs to Mach & equip | 2,254 | 2,895 | 4,035 | 4,035 | 5,000 |
| 7335 Sublet service contracts | 3,184 | 2,073 | 2,527 | 2,527 | 4,000 |
| 7343 PL & PD/other insurance | 14,303 | 6,830 | 2,175 | 2,175 | 3,750 |
| 7352 Special dept materials | 1,469 | 2,093 | 2,000 | 2,000 | 5,000 |
| 7355 General supplies | 970 | 960 | 1,059 | 1,059 | 5,000 |
| 7358 Training & education | 0 | 113 | 9,000 | 9,000 | 6,000 |
| 7359 Small tools and equip | 539 | 2,975 | 1,563 | 1,563 | 5,000 |
| 7399 Supplies, mat & services | 0 | 96 | 100 | 100 | 0 |
| **300: Supplies, Materials & Services Total** | **28,375** | **19,963** | **85,659** | **85,659** | **95,200** |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 500: Equipment, Land & Structures | | | | | |
| 7719 Other equip | 0 | 2,175 | 2,500 | 7,839 | 10,000 |
| 7720 Other contracts | 0 | 13,103 | 50,000 | 50,000 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **15,278** | **52,500** | **57,839** | **10,000** |
| **160652: Substation Maintenance Total** | **240,055** | **279,235** | **532,963** | **538,444** | **377,950** |
| | | | | | |
| **160653: Utility System Control & Dispa** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 27,440 | 0 | 0 |
| 7101 Regular emp salary | 226,909 | 263,852 | 465,552 | 465,552 | 483,610 |
| 7102 Overtime | 40,316 | 48,574 | 61,000 | 61,000 | 33,500 |
| 7103 Part time salary | 3,214 | 10,737 | 11,933 | 11,933 | 16,748 |
| 7108 Meal allowance | 75 | 395 | 231 | 231 | 469 |
| 7109 Incentive pay | 22 | 28 | 26 | 26 | 0 |
| 7110 Admin leave pay | 0 | 0 | 0 | 0 | 1,970 |
| 7111 Workers comp | 15,742 | 30,702 | 16,500 | 16,500 | 18,300 |
| 7112 Medical insurance | 26,677 | 34,436 | 70,347 | 70,347 | 74,550 |
| 7113 Dental insurance | 2,432 | 2,720 | 5,000 | 5,000 | 5,000 |
| 7114 Vision care | 593 | 663 | 1,250 | 1,250 | 1,250 |
| 7115 Medicare insurance | 3,927 | 4,700 | 6,751 | 6,751 | 7,015 |
| 7121 Service contribution-PERS | 42,518 | 51,077 | 88,725 | 88,725 | 90,570 |
| 7123 Deferred comp | 5,841 | 7,179 | 13,967 | 13,967 | 11,430 |
| 7124 LI & AD & D | 1,813 | 2,035 | 4,341 | 4,341 | 4,035 |
| 7125 Unemployment insurance | 590 | 751 | 1,304 | 1,304 | 1,965 |
| 7128 LTD | 2,752 | 3,283 | 5,931 | 5,931 | 6,160 |
| 7129 Chiropractic | 117 | 141 | 250 | 250 | 275 |
| 7130 Insurance refund | 0 | 10 | 0 | 0 | 0 |
| 7131 Other benefits | 6,708 | 12,189 | 12,384 | 12,384 | 9,400 |
| 7188 Transfer In | 0 | 0 | 0 | 0 | (287,850) |
| **100: Personnel Services Total** | **380,246** | **473,472** | **792,932** | **765,492** | **478,397** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 0 | 100 | 100 | 100 |
| 7202 Telephone | 10,770 | 8,631 | 9,000 | 9,000 | 9,000 |
| 7203 Cellular phone charges | 373 | 1,151 | 1,257 | 1,257 | 1,400 |
| 7204 Pagers | 274 | 363 | 300 | 300 | 300 |
| 7212 Gas | 280 | 359 | 200 | 200 | 200 |
| **200: Utility Comm. & Transportation Total** | **11,697** | **10,504** | **10,857** | **10,857** | **11,000** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 133 | 150 | 150 | 150 |
| 7302 Photocopying | 0 | 655 | 50 | 50 | 0 |
| 7307 Office supplies | 124 | 860 | 1,179 | 1,179 | 2,100 |
| 7308 Books & periodicals | 105 | 105 | 300 | 300 | 300 |
| 7313 Information systems software | 0 | 1,300 | 0 | 0 | 0 |
| 7315 Conference expense | 0 | 98 | 5,200 | 5,200 | 5,200 |
| 7323 Professional services | 31 | 0 | 5,000 | 13,874 | 0 |
| 7330 Repairs to comm equip | 358 | 1,500 | 4,500 | 4,500 | 2,000 |
| 7331 Repairs to Mach & equip | 197 | 0 | 500 | 500 | 500 |
| 7332 Repairs to office equip | 42 | 0 | 50 | 50 | 0 |
| 7334 Repairs to buildings | 857 | 0 | 200 | 200 | 0 |
| 7335 Sublet service contracts | 1,555 | 16,432 | 28,008 | 28,008 | 28,000 |
| 7343 PL & PD/other insurance | 15,550 | 18,742 | 3,625 | 3,625 | 9,380 |
| 7353 Janitorial supplies | 11 | 0 | 50 | 50 | 50 |
| 7355 General supplies | 0 | 53 | 271 | 575 | 800 |
| 7358 Training & education | 2,526 | 1,738 | 5,000 | 5,000 | 5,000 |
| 7359 Small tools and equip | 364 | 1,853 | 250 | 494 | 1,200 |
| **300: Supplies, Materials & Services Total** | **21,720** | **43,469** | **54,333** | **63,755** | **54,680** |
| 500: Equipment, Land & Structures | | | | | |
| 7715 Data Processing hrdware | 0 | 0 | 4,000 | 4,000 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **0** | **4,000** | **4,000** | **0** |
| 600: Special Payments | | | | | |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 8099 Special payments | 3,391 | 0 | 3,500 | 3,500 | 3,500 |
| **600: Special Payments Total** | **3,391** | **0** | **3,500** | **3,500** | **3,500** |
| **160653: Utility System Control & Dispa Total** | **417,054** | **527,445** | **865,622** | **847,604** | **547,577** |
| **Electric Utility Engineering Total** | **2,166,037** | **2,601,798** | **3,073,419** | **3,289,789** | **3,039,892** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Construction and Maintenance** | **DIVISION:** | **Construction and Maintenance** |
| **DEPARTMENT:** | **Electric Utility** | **FUND:** | **Electric Fund** |

## ACTIVITY DESCRIPTION

The Construction and Maintenance activity includes the management, supervision, training and support services for the Construction and Maintenance Division as well as personnel and equipment for around-the-clock response capability for system reliability and customer electric problems.

- Construction – Construct overhead and underground line extensions to serve new and additional loads to all customer classes. Construct system upgrades and expansions for capacity, reliability and operating flexibility increases; examples of which are transmission and main feeder lines, substation construction and expansion, get-a-ways and distribution system equipment to improve efficiency, system operation and service restoration. A program to systematically replace aged, decaying wood poles is also included in this activity.
- Maintenance – Maintain 132 miles of overhead and 156 miles of underground 12 kV distribution lines as well as 13 miles of 60 kV transmission lines that includes periodic inspections, corrective work and record keeping. Repair and replacement of system components and the installation and maintenance of the City's Dusk to Dawn Lighting Program (185 DD) are included in this activity as well as the "work for others," which includes customer-requested system modifications and damage to equipment.
- Customer service – Provide response to electric system and customer trouble around the clock. Locate underground facilities in response to requests by contractors, citizens, and others through Underground Service Alert. Obtain system data such as voltage and current readings. Connect and disconnect customers, and set meters at new customer locations. Approximately 483 service calls, including 152 after-hour calls, 2,087 locating calls and 325 meter-sets are handled per year.
- Streetlight maintenance – Maintain the 7,144 units of street and alley lighting system. Staff respond to approximately 800 calls for service to the system per year. Electrical energy utilized by the lighting system is also included.
- Tree trimming – Provide line clearance for overhead power lines from trees. This element is performed via a private contractor supervised by Department staff. Approximately 50 miles of overhead line is cleared per year involving 3,200 trees.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Completion of the Killelea Substation Rehabilitation Project.
- Completion of Reynolds Ranch subdivision construction.
- Completion of the 12kV overhead line for the Blue Shield Project.

## MAJOR 2009-10 OBJECTIVES

- Construction and reroute of the 60kv transmission line.
- Continue to implement a cost effective and structured tree trimming program.
- Complete Mills Avenue feeder circuit from Century Boulevard to Harney Lane.
- Begin a comprehensive program of reconstruction and rejuvenation of aged underground facilities.
- Construction of 12kV overhead line for new commercial development.

**ACTIVITY:** Construction and Maintenance **DIVISION:** Construction and Maintenance
**DEPARTMENT:** Electric Utility **FUND:** Electric Fund

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Wood pole replacements | 45 | 25 | 33 |
| Customer service calls | 4,122 | 4,195 | 1,947 |
| Streetlight calls | 800 | 800 | 790 |
| Tree line clearance | 2,399 | 2,294 | 2,000 |

**RELATED COST CENTER(S)**

- 160602
- 160622
- 160649
- 160650
- 160651
- 160654

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **160602: Electric Const & Maint-Supervi** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 347,852 | 341,218 | 172,893 | 295,000 | 569,240 |
| 7102 Overtime | 12,556 | 24,653 | 20,000 | 20,000 | 19,815 |
| 7103 Part time salary | 1,031 | 31,113 | 0 | 1,353 | 0 |
| 7104 Contract emp salary | 20,485 | 11,249 | 300,684 | 100,000 | 0 |
| 7106 Uniform allowance | 3,265 | 2,371 | 0 | 1,113 | 1,750 |
| 7108 Meal allowance | 15 | 30 | 0 | 0 | 0 |
| 7109 Incentive pay | 24,165 | 33,628 | 10,070 | 13,798 | 44,640 |
| 7110 Admin leave pay | (1,372) | 0 | 0 | 0 | 0 |
| 7111 Workers comp | 16,580 | 11,617 | 6,600 | 6,600 | 25,620 |
| 7112 Medical insurance | 36,130 | 37,443 | 27,753 | 27,753 | 69,340 |
| 7113 Dental insurance | 3,984 | 3,397 | 2,000 | 2,000 | 7,000 |
| 7114 Vision care | 992 | 901 | 500 | 500 | 1,750 |
| 7115 Medicare insurance | 5,037 | 5,769 | 2,507 | 2,507 | 8,260 |
| 7121 Service contribution-PERS | 71,920 | 68,777 | 32,950 | 32,950 | 106,610 |
| 7122 Social security payments | 215 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 9,461 | 9,555 | 3,021 | 4,130 | 9,660 |
| 7124 LI & AD & D | 3,038 | 2,673 | 1,624 | 1,624 | 3,790 |
| 7125 Unemployment insurance | 963 | 1,003 | 484 | 484 | 2,000 |
| 7128 LTD | 4,697 | 4,484 | 2,203 | 2,203 | 7,260 |
| 7129 Chiropractic | 149 | 160 | 100 | 100 | 390 |
| 7130 Insurance refund | 2,207 | 1,658 | 0 | 606 | 1,850 |
| 7131 Other benefits | 7,066 | 4,612 | 4,599 | 4,599 | 13,160 |
| **100: Personnel Services Total** | **570,436** | **596,311** | **587,988** | **517,320** | **892,135** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 19 | 57 | 100 | 100 | 0 |
| 7203 Cellular phone charges | 4,529 | 4,865 | 4,200 | 4,200 | 0 |
| 7204 Pagers | 674 | 611 | 500 | 500 | 0 |
| **200: Utility Comm. & Transportation Total** | **5,222** | **5,533** | **4,800** | **4,800** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 357 | 0 | 0 | 0 |
| 7303 Advertising | 625 | 404 | 0 | 0 | 0 |
| 7306 Safety Equipment | 10,325 | 24,907 | 25,000 | 25,000 | 28,000 |
| 7307 Office supplies | 3,381 | 1,590 | 2,500 | 2,500 | 2,500 |
| 7308 Books & periodicals | 820 | 0 | 250 | 250 | 250 |
| 7309 Membership & dues | 38 | 0 | 0 | 0 | 0 |
| 7314 Business expense | 28 | 0 | 300 | 300 | 300 |
| 7315 Conference expense | 3,640 | 1,167 | 9,000 | 7,000 | 9,000 |
| 7322 Rental of equipment | 100 | 216 | 20,000 | 15,000 | 15,000 |
| 7323 Professional services | 5,732 | 18,611 | 25,000 | 20,000 | 25,000 |
| 7331 Repairs to Mach & equip | 0 | 11 | 0 | 0 | 0 |
| 7333 Repairs to vehicles | 0 | 1,475 | 50,000 | 50,000 | 50,000 |
| 7343 PL & PD/other insurance | 16,378 | 7,091 | 1,450 | 1,450 | 13,130 |
| 7352 Special dept materials | 369 | 214 | 500 | 500 | 500 |
| 7354 Photo supplies | 0 | 0 | 200 | 200 | 200 |
| 7355 General supplies | 0 | 299 | 500 | 500 | 500 |
| 7358 Training & education | 0 | 0 | 1,000 | 1,000 | 1,100 |
| 7359 Small tools and equip | 14 | 226 | 60 | 60 | 0 |
| 7363 Employees physical exams | 325 | 130 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **41,775** | **56,698** | **135,760** | **123,760** | **145,480** |
| **160602: Electric Const & Maint-Supervi Total** | **617,433** | **658,542** | **728,548** | **645,880** | **1,037,615** |
| | | | | | |
| **160622: Customer Service Maintenance** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 71,168 | 80,771 | 252,556 | 252,556 | 261,480 |
| 7102 Overtime | 37,525 | 38,232 | 35,000 | 35,000 | 34,824 |
| 7104 Contract emp salary | 202 | 27 | 0 | 0 | 0 |
| 7106 Uniform allowance | 188 | 0 | 875 | 875 | 750 |
| 7108 Meal allowance | 30 | 115 | 0 | 40 | 0 |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7109 Incentive pay | 8,598 | 11,726 | 25,256 | 25,256 | 26,150 |
| 7111 Workers comp | 13,478 | 16,270 | 9,900 | 9,900 | 10,980 |
| 7112 Medical insurance | 8,890 | 14,961 | 37,221 | 37,221 | 46,090 |
| 7113 Dental insurance | 1,003 | 1,022 | 3,000 | 3,000 | 3,000 |
| 7114 Vision care | 245 | 249 | 750 | 750 | 750 |
| 7115 Medicare insurance | 967 | 1,095 | 2,363 | 2,363 | 2,450 |
| 7121 Service contribution-PERS | 15,215 | 17,353 | 48,132 | 48,132 | 48,970 |
| 7123 Deferred comp | 2,313 | 2,669 | 7,577 | 7,577 | 7,850 |
| 7124 LI & AD & D | 593 | 606 | 2,380 | 2,380 | 2,260 |
| 7125 Unemployment insurance | 194 | 222 | 707 | 707 | 920 |
| 7128 LTD | 984 | 1,133 | 3,218 | 3,218 | 3,340 |
| 7129 Chiropractic | 49 | 53 | 150 | 150 | 170 |
| 7130 Insurance refund | 139 | 278 | 650 | 650 | 0 |
| 7131 Other benefits | 5,744 | 6,460 | 6,718 | 6,718 | 5,640 |
| **100: Personnel Services Total** | **167,525** | **193,242** | **436,453** | **436,493** | **455,624** |
| 300: Supplies, Materials & Services | | | | | |
| 7343 PL & PD/other insurance | 13,313 | 9,932 | 2,175 | 2,175 | 5,630 |
| 7358 Training & education | 0 | 100 | 100 | 100 | 3,000 |
| 7359 Small tools and equip | 0 | 0 | 3,570 | 3,570 | 5,000 |
| **300: Supplies, Materials & Services Total** | **13,313** | **10,032** | **5,845** | **5,845** | **13,630** |
| 500: Equipment, Land & Structures | | | | | |
| 7707 Street lighting equip | 77 | 0 | 0 | 0 | 0 |
| 7713 Wire | 72 | 0 | 0 | 0 | 0 |
| 7714 Poles and pole line hrdware | 1,035 | 0 | 0 | 0 | 0 |
| 7719 Other equip | 67 | 0 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **1,251** | **0** | **0** | **0** | **0** |
| **160622: Customer Service Maintenance Total** | **182,089** | **203,274** | **442,298** | **442,338** | **469,254** |
| | | | | | |
| **160649: Hazardous Material Handling (P** | | | | | |
| 600: Special Payments | | | | | |
| 8099 Special payments | 0 | 0 | 948 | 0 | 1,000 |
| **600: Special Payments Total** | **0** | **0** | **948** | **0** | **1,000** |
| **160649: Hazardous Material Handling (P Total** | **0** | **0** | **948** | **0** | **1,000** |
| | | | | | |
| **160650: System Maintenance-Overhead** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 179,769 | 207,943 | 381,445 | 381,445 | 342,060 |
| 7102 Overtime | 41,910 | 72,522 | 30,000 | 30,000 | 29,945 |
| 7103 Part time salary | 1,091 | 10,653 | 0 | 7,213 | 0 |
| 7104 Contract emp salary | 32,061 | 46,536 | 0 | 6,277 | 0 |
| 7106 Uniform allowance | 410 | 0 | 1,500 | 1,500 | 1,000 |
| 7108 Meal allowance | 525 | 1,155 | 0 | 120 | 0 |
| 7109 Incentive pay | 15,057 | 23,760 | 38,145 | 38,145 | 34,210 |
| 7111 Workers comp | 27,401 | 21,797 | 16,500 | 16,500 | 14,640 |
| 7112 Medical insurance | 22,133 | 23,878 | 78,255 | 78,255 | 68,470 |
| 7113 Dental insurance | 2,165 | 2,147 | 5,000 | 5,000 | 4,000 |
| 7114 Vision care | 551 | 578 | 1,250 | 1,250 | 1,000 |
| 7115 Medicare insurance | 3,768 | 4,826 | 5,531 | 5,531 | 4,960 |
| 7121 Service contribution-PERS | 36,398 | 43,038 | 72,696 | 72,696 | 64,060 |
| 7122 Social security payments | 221 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 4,546 | 5,793 | 5,135 | 5,135 | 7,790 |
| 7124 LI & AD & D | 1,579 | 1,445 | 3,634 | 3,634 | 2,330 |
| 7125 Unemployment insurance | 563 | 722 | 1,068 | 1,068 | 1,200 |
| 7128 LTD | 2,396 | 2,825 | 4,860 | 4,860 | 4,360 |
| 7129 Chiropractic | 110 | 110 | 250 | 250 | 220 |
| 7130 Insurance refund | 253 | 562 | 0 | (65) | 0 |
| 7131 Other benefits | 11,677 | 8,654 | 10,146 | 10,146 | 7,520 |
| **100: Personnel Services Total** | **384,584** | **478,944** | **655,415** | **668,960** | **587,765** |
| 200: Utility Comm. & Transportation | | | | | |
| 7212 Gas | 265 | 0 | 0 | 0 | 0 |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **200: Utility Comm. & Transportation Total** | **265** | **0** | **0** | **0** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7306 Safety Equipment | 6,889 | 8,053 | 0 | 0 | 0 |
| 7315 Conference expense | 758 | 0 | 0 | 0 | 0 |
| 7322 Rental of equipment | 11,706 | 0 | 0 | 0 | 0 |
| 7323 Professional services | 3,404 | 5,300 | 305 | 305 | 0 |
| 7331 Repairs to Mach & equip | 591 | 3,968 | 6,000 | 6,000 | 6,000 |
| 7335 Sublet service contracts | 0 | 6,503 | 11,638 | 7,000 | 10,000 |
| 7343 PL & PD/other insurance | 27,067 | 13,306 | 3,625 | 3,625 | 7,500 |
| 7352 Special dept materials | 364 | 372 | 0 | 0 | 0 |
| 7355 General supplies | 1,985 | 2,187 | 500 | 500 | 1,000 |
| 7359 Small tools and equip | 9,374 | 11,951 | 18,000 | 18,000 | 20,000 |
| 7399 Supplies, mat & services | 5,430 | 6,670 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **67,568** | **58,310** | **40,068** | **35,430** | **44,500** |
| 500: Equipment, Land & Structures | | | | | |
| 7707 Street lighting equip | 3,919 | 37,674 | 30,000 | 30,000 | 30,000 |
| 7711 Transformers | 0 | 0 | 28,000 | 28,000 | 50,000 |
| 7713 Wire | 8,353 | 86,357 | 65,000 | 65,000 | 75,000 |
| 7714 Poles and pole line hrdware | 48,565 | 86,396 | 70,000 | 70,000 | 70,000 |
| 7719 Other equip | 4,538 | 37,921 | 31,375 | 31,375 | 50,000 |
| 7720 Other contracts | 500 | 0 | 5,000 | 5,000 | 5,000 |
| 7722 Right of way | 0 | 615 | 0 | 0 | 0 |
| 7730 Underground lines & hrdware | 0 | 41,992 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **65,875** | **290,955** | **229,375** | **229,375** | **280,000** |
| **160650: System Maintenance-Overhead Total** | **518,292** | **828,209** | **924,858** | **933,765** | **912,265** |
| | | | | | |
| **160651: System Maintenance-Underground** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 119,492 | 162,666 | 240,386 | 240,386 | 166,460 |
| 7102 Overtime | 22,959 | 77,863 | 33,000 | 33,000 | 42,721 |
| 7103 Part time salary | (88) | 12,285 | 0 | 6,935 | 0 |
| 7104 Contract emp salary | 22,803 | 68,770 | 0 | 6,341 | 0 |
| 7106 Uniform allowance | 342 | 0 | 688 | 688 | 400 |
| 7108 Meal allowance | 225 | 1,005 | 0 | 760 | 0 |
| 7109 Incentive pay | 7,909 | 15,981 | 24,039 | 24,039 | 16,650 |
| 7111 Workers comp | 16,523 | 15,486 | 9,900 | 9,900 | 7,320 |
| 7112 Medical insurance | 14,884 | 23,205 | 12,102 | 12,102 | 13,170 |
| 7113 Dental insurance | 1,325 | 1,867 | 3,000 | 3,000 | 2,000 |
| 7114 Vision care | 329 | 512 | 750 | 750 | 500 |
| 7115 Medicare insurance | 2,352 | 4,758 | 3,486 | 3,486 | 2,420 |
| 7121 Service contribution-PERS | 24,674 | 32,527 | 45,813 | 45,813 | 31,180 |
| 7122 Social security payments | 394 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 3,401 | 3,979 | 7,212 | 7,212 | 2,160 |
| 7124 LI & AD & D | 1,053 | 1,333 | 2,277 | 2,277 | 1,460 |
| 7125 Unemployment insurance | 377 | 640 | 673 | 673 | 590 |
| 7128 LTD | 1,616 | 2,134 | 3,063 | 3,063 | 2,130 |
| 7129 Chiropractic | 68 | 98 | 150 | 150 | 110 |
| 7130 Insurance refund | 388 | 668 | 3,700 | 3,700 | 1,850 |
| 7131 Other benefits | 7,041 | 6,148 | 6,394 | 6,394 | 3,760 |
| **100: Personnel Services Total** | **248,067** | **431,925** | **396,633** | **410,669** | **294,881** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 243 | 571 | 300 | 300 | 0 |
| 7203 Cellular phone charges | 55 | 0 | 0 | 0 | 0 |
| **200: Utility Comm. & Transportation Total** | **298** | **571** | **300** | **300** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 210 | 0 | 0 | 0 | 0 |
| 7303 Advertising | 157 | 484 | 0 | 0 | 0 |
| 7306 Safety Equipment | 166 | 2 | 0 | 51 | 0 |
| 7315 Conference expense | 652 | 0 | 0 | 0 | 0 |
| 7321 Rent of Land, facilities | 180 | 0 | 0 | 0 | 0 |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7322 Rental of equipment | 0 | 4,985 | 0 | 6,349 | 0 |
| 7323 Professional services | 0 | 1,502 | 0 | 0 | 0 |
| 7331 Repairs to Mach & equip | 0 | 4,720 | 0 | 0 | 0 |
| 7335 Sublet service contracts | 0 | 0 | 10,000 | 10,000 | 10,000 |
| 7343 PL & PD/other insurance | 16,321 | 9,454 | 2,175 | 2,175 | 3,750 |
| 7352 Special dept materials | 414 | 997 | 0 | 372 | 0 |
| 7355 General supplies | 1,092 | 859 | 1,000 | 1,022 | 2,000 |
| 7359 Small tools and equip | 10,141 | 18,495 | 18,000 | 18,000 | 20,000 |
| 7399 Supplies, mat & services | 6,193 | 0 | 0 | 8 | 0 |
| **300: Supplies, Materials & Services Total** | **35,526** | **41,498** | **31,175** | **37,977** | **35,750** |
| 500: Equipment, Land & Structures | | | | | |
| 7707 Street lighting equip | 48,831 | 381 | 20,000 | 20,000 | 20,000 |
| 7711 Transformers | 0 | 11,578 | 150,000 | 150,000 | 150,000 |
| 7713 Wire | 17,835 | 208,746 | 66,855 | 66,855 | 60,000 |
| 7714 Poles and pole line hrdware | 13,430 | 10,826 | 25,000 | 25,000 | 25,000 |
| 7719 Other equip | 18,767 | 149,411 | 51,216 | 51,216 | 75,000 |
| 7720 Other contracts | 8,025 | 15,146 | 10,000 | 10,000 | 72,000 |
| 7727 Curb, gutter & sidewalks | 0 | 0 | 5,000 | 5,000 | 5,000 |
| 7730 Underground lines & hrdware | 0 | 484 | 165,605 | 165,605 | 0 |
| **500: Equipment, Land & Structures Total** | **106,888** | **396,572** | **493,676** | **493,676** | **407,000** |
| **160651: System Maintenance-Underground Tc** | **390,779** | **870,566** | **921,784** | **942,622** | **737,631** |
| | | | | | |
| **160654: Tree Trimming** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 1,206 | 2,202 | 0 | 0 | 0 |
| 7102 Overtime | 574 | 260 | 0 | 0 | 0 |
| 7109 Incentive pay | 0 | 179 | 0 | 0 | 0 |
| 7112 Medical insurance | 355 | 343 | 0 | 0 | 0 |
| 7113 Dental insurance | 34 | 29 | 0 | 0 | 0 |
| 7114 Vision care | 8 | 7 | 0 | 0 | 0 |
| 7115 Medicare insurance | 26 | 39 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 232 | 458 | 0 | 0 | 0 |
| 7123 Deferred comp | 36 | 71 | 0 | 0 | 0 |
| 7124 LI & AD & D | 20 | 16 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 3 | 6 | 0 | 0 | 0 |
| 7128 LTD | 15 | 30 | 0 | 0 | 0 |
| 7129 Chiropractic | 2 | 1 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **2,511** | **3,641** | **0** | **0** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7335 Sublet service contracts | 340,191 | 402,860 | 380,000 | 380,000 | 375,000 |
| 7351 Motor veh fuel, lube | 0 | 797 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **340,191** | **403,657** | **380,000** | **380,000** | **375,000** |
| **160654: Tree Trimming Total** | **342,702** | **407,298** | **380,000** | **380,000** | **375,000** |
| **Electric Utility Construction Total** | **2,051,295** | **2,967,889** | **3,398,436** | **3,344,605** | **3,532,765** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Business Planning & Marketing** | **DIVISION:** | **Business Planning & Marketing** |
| **DEPARTMENT:** | **Electric Utility** | **FUND:** | **Electric Fund** |

## ACTIVITY DESCRIPTION

The Business Planning and Marketing activity includes the management, supervision, training and support services for resource planning and development as well as our legislative and regulatory activities and Public Benefits. Activity goals include: 1) providing reliable power at the lowest practical cost in accordance with sound business and engineering principles; 2) rate design and implementation; 3) planning and marketing to ensure the continued benefits of the City of Lodi's electric utility partnership with the customer owners; 4) active participation in legislative and regulatory advocacy programs; 5) administer and implement Public Benefits programs in compliance with AB1890, as well as other state-mandated programs, such as solar rebates and energy efficiency goal-setting and annual reporting; 6) maintain a Key Account Program to interface with commercial/industrial customers; 7) aggressively participate in economic development activities on behalf of the City of Lodi; and 8) read all electric and water meters, and provide electric utility service connections and disconnections. This activity has five major elements:

- Resource development, acquisition and operation – Develop, acquire and monitor power generation and transmission resources in accordance with forecasted City needs. Provide forecasted bulk power cost analysis for incorporation into the Department's budget process. Identify excess resources available for potential wholesale marketing. Market any excess resources and develop new electric services and financial products as required. Purchase energy to close open positions consistent with the Department's Risk Management Policy. Maintain the Department's Risk Management Policy for energy trading process, procedures, limits, authorities, and coordination with Joint Power Agency (JPA).
- Financial planning and rates – Provide forecasted revenue and customer usage analysis for incorporation into the Department's budget process. Develop and maintain competitive electric rate and service schedules to achieve revenue requirements. Collect and translate load research data for system analysis, cost-of-service, and time-of-use billing determinants. Coordinate the Department's budget process and participate in the development and monitoring of JPA budgets. Monitor local electric and JPA capital projects and make recommendations for project financing/refinancing in accordance with applicable federal, state and city guidelines. Coordinate related Department activities with Financial Services Division.
- Legislative and regulatory advocacy – Maintain a proactive approach to the continuous political challenges at the state and federal level. These challenges include ongoing efforts to erode local control through new mandates and reporting requirements, many of which would have negative rate impacts on our customer/owners. Maintain a presence at both the state and federal level with the legislature and the joint advocacy activities of CMUA and NCPA, as well as at the local level with the Lodi Chamber of Commerce Governmental Relations Committee.
- Customer field services – Responsible for electric and water utility meter reading. This section is also responsible for service shut-off for non-payment, and provides turn-on services for new or re-established accounts. Identifies customer concerns and needs as they apply to electric services and implement appropriate solutions.
- Customer outreach and programs – Responsible for the delivery and maintenance of the Public Benefits Program, a state-mandated program, as well as various other state required ratepayer programs. Incorporated with these programs, are energy conservation/efficiency efforts, assistance to low-income customers, renewable energy resources, energy research & demonstration projects, energy education, electric safety presentations, solar power education and rebates, energy audits, and more. In addition, the utility maintains an aggressive Key Accounts program, with daily contact to various major energy users in Lodi and participation in the Lodi Chamber of Commerce Industrial Group.

**ACTIVITY:** Business Planning & Marketing **DIVISION:** Business Planning & Marketing
**DEPARTMENT:** Electric Utility **FUND:** Electric Fund

## MAJOR 2008-09 ACCOMPLISHMENTS

- Continued active participation in the NCPA External Affairs Task Force, mobilizing community groups and providing grassroots support and advocacy to influence energy policy at local, state and federal levels.
- Provided energy efficiency services (audits, rebates, presentations to over 4,500 customers); these services assisted our customers in saving 1 million kilowatt hours of energy.
- Successfully implemented and conducted the utility's first-ever Youth Energy Summit event.
- Met objective of turning off electric service, on a timely basis, to all non-paying customers with overdue accounts in excess of $100.
- Achieved goal of providing same- or next-day turn-on service for new customers.
- Achieved goal of meeting with utility's major customers at least once per month on various issues of interest/concern to utility, the customer and the City of Lodi.

## MAJOR 2009-10 OBJECTIVES

- Continued emphasis on work at the State Legislature, Air Resources Board and CEC to comply with escalating regulatory reporting requirements.
- Adjust Lodi Solar Rebate Program to reflect changes mandated by the California Energy Commission and experience.
- Create and implement a new low-income customer weatherization program.
- Implement programs beneficial to our customers using external funding, such as federal economic stimulus funds.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Number of Customers (meters) | 25,712 | 25,575 | 25,600 |
| kWh Sales | 458,740,745 | 450,407,709 | 454,165,917 |
| Sales Revenue | $65,916,132 | $64,879,709 | $69,024,340 |
| Discount Rate Participation (# of meters) | 2,539 | 2,381 | 2,414 |

## RELATED COST CENTER(S)

- 160603
- 160621
- 160642
- 164.4220
- 164604
- 164605
- 164606
- 164608
- 164609
- 166601

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **164: Public Benefits Fund B/S** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 2,180,419 | 602,739 | 0 | 0 | 602,739 |
| **090: Operating Transfers Out Total** | **2,180,419** | **602,739** | **0** | **0** | **602,739** |
| **164: Public Benefits Fund B/S Total** | **2,180,419** | **602,739** | **0** | **0** | **602,739** |
| | | | | | |
| **160603: Business Planning & Marketing** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 188,185 | 266,545 | 303,843 | 303,843 | 205,960 |
| 7103 Part time salary | 0 | 1,925 | 0 | 0 | 0 |
| 7110 Admin leave pay | 1,457 | 1,485 | 5,843 | 5,843 | 4,080 |
| 7111 Workers comp | 15,732 | 19,894 | 9,900 | 9,900 | 7,320 |
| 7112 Medical insurance | 22,047 | 16,234 | 13,708 | 13,708 | 15,410 |
| 7113 Dental insurance | 2,155 | 2,819 | 3,000 | 3,000 | 2,000 |
| 7114 Vision care | 525 | 687 | 750 | 750 | 500 |
| 7115 Medicare insurance | 1,422 | 2,756 | 4,406 | 4,406 | 2,990 |
| 7121 Service contribution-PERS | 36,182 | 50,624 | 57,906 | 57,906 | 38,570 |
| 7123 Deferred comp | 5,579 | 7,576 | 9,115 | 9,115 | 0 |
| 7124 LI & AD & D | 1,690 | 2,179 | 2,810 | 2,810 | 1,730 |
| 7125 Unemployment insurance | 523 | 743 | 851 | 851 | 725 |
| 7128 LTD | 2,380 | 3,358 | 3,871 | 3,871 | 2,625 |
| 7129 Chiropractic | 95 | 95 | 150 | 150 | 110 |
| 7130 Insurance refund | 285 | 2,648 | 3,700 | 3,700 | 8,320 |
| 7131 Other benefits | 6,704 | 7,898 | 8,082 | 8,082 | 3,760 |
| **100: Personnel Services Total** | **284,961** | **387,466** | **427,935** | **427,935** | **294,100** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 28 | 23 | 2,000 | 2,000 | 0 |
| 7203 Cellular phone charges | 1,786 | 1,975 | 1,500 | 1,500 | 0 |
| **200: Utility Comm. & Transportation Total** | **1,814** | **1,998** | **3,500** | **3,500** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 38 | 5,852 | 14,000 | 14,000 | 14,000 |
| 7307 Office supplies | 55 | 70 | 0 | 115 | 115 |
| 7313 Information systems software | 2,731 | 0 | 0 | 0 | 0 |
| 7314 Business expense | 907 | 5,558 | 8,600 | 8,600 | 240 |
| 7315 Conference expense | 3,233 | 5,647 | 21,500 | 21,500 | 19,500 |
| 7323 Professional services | 25,488 | 67,938 | 55,000 | 55,000 | 40,000 |
| 7332 Repairs to office equip | 106 | 0 | 0 | 0 | 0 |
| 7340 Representation expense | 0 | 0 | 0 | 0 | 2,725 |
| 7343 PL & PD/other insurance | 15,540 | 12,144 | 2,175 | 2,175 | 3,750 |
| 7355 General supplies | 0 | 18 | 0 | 0 | 0 |
| 7358 Training & education | 128 | 595 | 750 | 750 | 750 |
| 7359 Small tools and equip | 58 | 143 | 1,000 | 1,000 | 1,000 |
| **300: Supplies, Materials & Services Total** | **48,284** | **97,965** | **103,025** | **103,140** | **82,080** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 7,185 | 2,126 | 500 | 500 | 500 |
| 7715 Data Processing hrdware | 2,881 | 0 | 3,100 | 3,100 | 3,100 |
| **500: Equipment, Land & Structures Total** | **10,066** | **2,126** | **3,600** | **3,600** | **3,600** |
| **160603: Business Planning & Marketing Total** | **345,125** | **489,555** | **538,060** | **538,175** | **379,780** |
| | | | | | |
| **160621: Meter Reading Services** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 324,910 | 336,201 | 341,461 | 341,461 | 335,530 |
| 7102 Overtime | 10,780 | 4,924 | 6,000 | 6,000 | 6,000 |
| 7103 Part time salary | 24,395 | 34,529 | 51,000 | 51,000 | 52,000 |
| 7106 Uniform allowance | 1,186 | 900 | 1,200 | 1,200 | 1,400 |
| 7108 Meal allowance | 0 | 15 | 0 | 0 | 0 |
| 7109 Incentive pay | 901 | 904 | 900 | 900 | 1,720 |
| 7111 Workers comp | 20,197 | 19,666 | 23,100 | 23,100 | 25,620 |
| 7112 Medical insurance | 47,410 | 49,043 | 50,746 | 50,746 | 52,500 |
| 7113 Dental insurance | 5,358 | 5,160 | 7,000 | 7,000 | 7,000 |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7114 Vision care | 1,503 | 1,455 | 1,750 | 1,750 | 1,750 |
| 7115 Medicare insurance | 3,707 | 3,909 | 3,403 | 3,403 | 3,345 |
| 7121 Service contribution-PERS | 62,801 | 64,993 | 65,076 | 65,076 | 62,835 |
| 7122 Social security payments | 590 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 9,695 | 10,111 | 10,244 | 10,244 | 0 |
| 7124 LI & AD & D | 769 | 634 | 988 | 988 | 990 |
| 7125 Unemployment insurance | 965 | 1,024 | 956 | 956 | 1,175 |
| 7128 LTD | 4,145 | 4,294 | 4,350 | 4,350 | 4,275 |
| 7129 Chiropractic | 247 | 259 | 350 | 350 | 390 |
| 7130 Insurance refund | 4,476 | 5,656 | 5,550 | 5,550 | 19,190 |
| 7131 Other benefits | 7,120 | 7,808 | 9,083 | 9,083 | 13,160 |
| 7189 Transfer Out | 0 | 0 | 72,670 | 72,670 | 71,011 |
| **100: Personnel Services Total** | **531,155** | **551,485** | **655,827** | **655,827** | **659,891** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 256 | 26 | 500 | 500 | 1,200 |
| 7203 Cellular phone charges | 2,408 | 2,270 | 3,500 | 3,500 | 3,500 |
| **200: Utility Comm. & Transportation Total** | **2,664** | **2,296** | **4,000** | **4,000** | **4,700** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 1,184 | 923 | 2,000 | 2,000 | 2,000 |
| 7302 Photocopying | 33 | 0 | 50 | 50 | 50 |
| 7304 Laundry & dry cleaning | 0 | 67 | 100 | 100 | 100 |
| 7305 Uniforms | 1,704 | 2,389 | 2,000 | 2,000 | 3,200 |
| 7306 Safety Equipment | 219 | 1,223 | 1,000 | 1,000 | 1,000 |
| 7307 Office supplies | 1,061 | 1,997 | 1,000 | 1,000 | 0 |
| 7313 Information systems software | 0 | 0 | 0 | 0 | 10,000 |
| 7315 Conference expense | 0 | 0 | 5,000 | 5,000 | 2,000 |
| 7323 Professional services | 0 | 0 | 0 | 0 | 5,000 |
| 7330 Repairs to comm equip | 35 | 0 | 0 | 0 | 0 |
| 7332 Repairs to office equip | 159 | 0 | 0 | 0 | 0 |
| 7333 Repairs to vehicles | 29 | 0 | 0 | 0 | 0 |
| 7335 Sublet service contracts | 5,618 | 2,036 | 10,000 | 10,000 | 14,000 |
| 7343 PL & PD/other insurance | 16,504 | 12,005 | 5,075 | 5,075 | 13,130 |
| 7354 Photo supplies | 85 | 0 | 300 | 300 | 300 |
| 7355 General supplies | 70 | 133 | 400 | 400 | 400 |
| 7358 Training & education | 89 | 0 | 2,000 | 3,500 | 2,000 |
| 7359 Small tools and equip | 1,235 | 2,713 | 5,000 | 5,000 | 5,000 |
| 7360 Overtime meals | 367 | 0 | 500 | 500 | 500 |
| **300: Supplies, Materials & Services Total** | **28,392** | **23,486** | **34,425** | **35,925** | **58,680** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 0 | 78 | 0 | 0 | 0 |
| **600: Special Payments Total** | **0** | **78** | **0** | **0** | **0** |
| **160621: Meter Reading Services Total** | **562,211** | **577,345** | **694,252** | **695,752** | **723,271** |
| | | | | | |
| **160642: Bulk Power Purchase** | | | | | |
| 800: Bulk Power Purchase | | | | | |
| 8201 Power purchase | 43,362,499 | 44,557,595 | 46,870,976 | 46,871,711 | 43,969,873 |
| 8202 NCPA - GOR adjustments | 0 | (1,696,044) | 0 | 0 | 0 |
| **800: Bulk Power Purchase Total** | **43,362,499** | **42,861,551** | **46,870,976** | **46,871,711** | **43,969,873** |
| **160642: Bulk Power Purchase Total** | **43,362,499** | **42,861,551** | **46,870,976** | **46,871,711** | **43,969,873** |
| | | | | | |
| **164604: Public Benefits** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 102,120 | 138,227 | 135,427 | 135,427 | 134,865 |
| 7102 Overtime | 0 | 38 | 0 | 0 | 0 |
| 7103 Part time salary | 11,302 | 0 | 0 | 0 | 0 |
| 7110 Admin leave pay | 3,534 | 1,892 | 1,802 | 1,802 | 1,900 |
| 7111 Workers comp | 7,639 | 9,087 | 6,600 | 6,600 | 7,320 |
| 7112 Medical insurance | 13,041 | 17,358 | 18,768 | 18,768 | 20,230 |
| 7113 Dental insurance | 1,783 | 1,990 | 2,000 | 2,000 | 2,000 |
| 7114 Vision care | 435 | 485 | 500 | 500 | 500 |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7115 Medicare insurance | 1,698 | 2,035 | 1,964 | 1,964 | 1,955 |
| 7121 Service contribution-PERS | 21,815 | 26,602 | 25,810 | 25,810 | 25,255 |
| 7123 Deferred comp | 2,105 | 3,957 | 4,063 | 4,063 | 0 |
| 7124 LI & AD & D | 715 | 823 | 1,014 | 1,014 | 1,000 |
| 7125 Unemployment insurance | 316 | 384 | 379 | 379 | 475 |
| 7128 LTD | 1,438 | 1,750 | 1,725 | 1,725 | 1,720 |
| 7129 Chiropractic | 85 | 103 | 100 | 100 | 110 |
| 7131 Other benefits | 3,255 | 3,608 | 3,602 | 3,602 | 3,760 |
| 7188 Transfer In | 0 | 0 | (72,670) | (72,670) | (71,011) |
| **100: Personnel Services Total** | **171,281** | **208,339** | **131,084** | **131,084** | **130,079** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 48 | 41 | 1,000 | 1,000 | 1,500 |
| 7202 Telephone | 0 | 21 | 0 | 0 | 0 |
| 7203 Cellular phone charges | 1,425 | 1,853 | 2,000 | 2,000 | 2,200 |
| **200: Utility Comm. & Transportation Total** | **1,473** | **1,915** | **3,000** | **3,000** | **3,700** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 3,958 | 490 | 7,000 | 7,000 | 7,000 |
| 7303 Advertising | 10,935 | 14,007 | 25,000 | 25,000 | 22,500 |
| 7305 Uniforms | 0 | 171 | 250 | 250 | 400 |
| 7307 Office supplies | 1,740 | 5,105 | 3,516 | 3,516 | 3,300 |
| 7308 Books & periodicals | 1,935 | 3,459 | 1,000 | 1,000 | 1,000 |
| 7309 Membership & dues | 80 | 0 | 250 | 250 | 250 |
| 7314 Business expense | 1,351 | 1,908 | 3,500 | 3,500 | 3,500 |
| 7315 Conference expense | 1,121 | 765 | 3,500 | 2,000 | 3,500 |
| 7321 Rent of Land, facilities | 323 | 725 | 2,000 | 2,000 | 2,000 |
| 7322 Rental of equipment | 61 | 7,811 | 0 | 0 | 8,000 |
| 7323 Professional services | 14,244 | 4,728 | 5,000 | 5,000 | 5,000 |
| 7338 Sponsorships | 0 | 0 | 0 | 0 | 10,000 |
| 7343 PL & PD/other insurance | 7,545 | 5,547 | 1,450 | 1,450 | 3,750 |
| 7352 Special dept materials | 0 | 593 | 0 | 0 | 0 |
| 7355 General supplies | 161 | 99 | 100 | 0 | 0 |
| 7358 Training & education | (154) | 750 | 2,500 | 0 | 2,500 |
| 7359 Small tools and equip | 30 | 2,012 | 5,000 | 0 | 5,000 |
| 7399 Supplies, mat & services | 5 | 2,441 | 3,000 | 0 | 3,000 |
| **300: Supplies, Materials & Services Total** | **43,335** | **50,611** | **63,066** | **50,966** | **80,700** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 1,924 | 3,000 | 0 | 3,000 |
| **500: Equipment, Land & Structures Total** | **0** | **1,924** | **3,000** | **0** | **3,000** |
| **164604: Public Benefits Total** | **216,089** | **262,789** | **200,150** | **185,050** | **217,479** |
| | | | | | |
| **164605: Demand-Side Management Service** | | | | | |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 167 | 0 | 0 | 0 |
| **200: Utility Comm. & Transportation Total** | **0** | **167** | **0** | **0** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7303 Advertising | 594 | 8,253 | 0 | 0 | 0 |
| 7323 Professional services | 29,226 | 21,741 | 124,980 | 124,980 | 125,000 |
| **300: Supplies, Materials & Services Total** | **29,820** | **29,994** | **124,980** | **124,980** | **125,000** |
| 500: Equipment, Land & Structures | | | | | |
| 7719 Other equip | 0 | 850 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **850** | **0** | **0** | **0** |
| 600: Special Payments | | | | | |
| 8098 Public Benefits Program | 78,847 | 178,955 | 351,599 | 325,000 | 375,000 |
| **600: Special Payments Total** | **78,847** | **178,955** | **351,599** | **325,000** | **375,000** |
| **164605: Demand-Side Management Service To** | **108,667** | **209,966** | **476,579** | **449,980** | **500,000** |
| | | | | | |
| **164606: Low-Income Services** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 0 | 13,820 | 37,000 | 20,000 | 75,000 |
| **300: Supplies, Materials & Services Total** | **0** | **13,820** | **37,000** | **20,000** | **75,000** |

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **164606: Low-Income Services Total** | **0** | **13,820** | **37,000** | **20,000** | **75,000** |
| | | | | | |
| **164608: Renewable Energy Resource/Tech** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 28,083 | 19,948 | 10,000 | 10,000 | 10,000 |
| **300: Supplies, Materials & Services Total** | **28,083** | **19,948** | **10,000** | **10,000** | **10,000** |
| 600: Special Payments | | | | | |
| 8098 Public Benefits Program | 57,000 | 0 | 0 | 0 | 0 |
| **600: Special Payments Total** | **57,000** | **0** | **0** | **0** | **0** |
| **164608: Renewable Energy Resource/Tech To** | **85,083** | **19,948** | **10,000** | **10,000** | **10,000** |
| | | | | | |
| **164609: Lodi CARE Program** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 12,000 | 2,780 | 5,000 | 5,000 | 7,000 |
| **300: Supplies, Materials & Services Total** | **12,000** | **2,780** | **5,000** | **5,000** | **7,000** |
| 600: Special Payments | | | | | |
| 8000 Special payments | 0 | 0 | 25,000 | 0 | 0 |
| 8097 Lodi CARE Program | 23,942 | 6,544 | 0 | 25,000 | 43,000 |
| **600: Special Payments Total** | **23,942** | **6,544** | **25,000** | **25,000** | **43,000** |
| **164609: Lodi CARE Program Total** | **35,942** | **9,324** | **30,000** | **30,000** | **50,000** |
| | | | | | |
| **166601: Solar rebates** | | | | | |
| 600: Special Payments | | | | | |
| 8098 Public Benefits Program | 0 | 134,221 | 0 | 0 | 0 |
| 8099 Special payments | 0 | 0 | 0 | 0 | 600,000 |
| **600: Special Payments Total** | **0** | **134,221** | **0** | **0** | **600,000** |
| **166601: Solar rebates Total** | **0** | **134,221** | **0** | **0** | **600,000** |
| **Electric Utility Marketing Total** | **46,896,035** | **45,181,258** | **48,857,017** | **48,800,668** | **47,128,142** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Capital Improvement Project(s)** | **FUND:** | **Electric Utility Capital Outlay Fund** |
| **DEPARTMENT:** | **Electric Utility** | | |

**Capital Improvement Project Descriptions:**

**Street Light Improvements** **$25,000**
Street light grounding and fusing; replacement of deteriorated poles.

**Substation Maintenance** **$75,000**
Replacement of defective substation disconnect switches, installation of gas generators on power transformers, installation of five various transformers in three substations and Industrial Substation.

**Grid 56 Cable/Unit Replacement** **$100,000**
Replacement of deteriorating units and old direct buried cable in Grid 56.

**Westside Substation** **$120,000**
EIR study, negative declaration, preliminary engineering, criteria, design and scope, grown grid design.

| Electric Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **161633: Street Light Improvement** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 0 | 0 | 25,000 |
| 1827.1700 Force Account | 18,335 | 5,586 | 0 | 0 | 0 |
| 1831.1700 Materials | 5,061 | 98 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **23,396** | **5,684** | **0** | **0** | **25,000** |
| **161633: Street Light Improvement Total** | **23,396** | **5,684** | **0** | **0** | **25,000** |
| | | | | | |
| **161650: Electric Service Center** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 0 | 0 | 75,000 |
| 1827.1700 Force Account | 0 | 790 | 0 | 0 | 0 |
| 1829.1700 Equipment | 0 | 27,568 | 0 | 0 | 0 |
| 1844.1700 Poles & Pole Line Hardware | 0 | 63,115 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **0** | **91,473** | **0** | **0** | **75,000** |
| **161650: Electric Service Center Total** | **0** | **91,473** | **0** | **0** | **75,000** |
| | | | | | |
| **161651: EUIP-Line Extensions** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7719 Other equip | 0 | 5,294 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **5,294** | **0** | **0** | **0** |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 0 | 12,750 | 100,000 |
| 1827.1700 Force Account | 56,322 | 17,096 | 0 | 0 | 0 |
| 1829.1700 Equipment | 14,673 | 360,261 | 0 | 0 | 0 |
| 1831.1700 Materials | 1,073 | 5 | 0 | 0 | 0 |
| 1833.1700 Labor | 260 | 8,600 | 12,750 | 0 | 0 |
| 1836.1700 Other | 0 | 950 | 0 | 0 | 0 |
| 1841.1700 Transformers | 0 | 113,801 | 0 | 0 | 0 |
| 1842.1700 Meters | 0 | 564,686 | 0 | 0 | 0 |
| 1843.1700 Wires | 3,383 | 0 | 0 | 0 | 0 |
| 1844.1700 Poles & Pole Line Hardware | 16,864 | 1,781 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **92,575** | **1,067,180** | **12,750** | **12,750** | **100,000** |
| **161651: EUIP-Line Extensions Total** | **92,575** | **1,072,474** | **12,750** | **12,750** | **100,000** |
| | | | | | |
| **161677: Killelea Substation Construct** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 0 | 12,905 | 120,000 |
| 1825.1700 Contracts | 0 | 3,020,087 | 11,290 | 0 | 0 |
| 1825.2300 Contracts | 6,724 | 0 | 0 | 0 | 0 |
| 1827.1700 Force Account | 31,196 | 220,820 | 0 | 0 | 0 |
| 1829.1700 Equipment | 0 | 778,397 | 0 | 0 | 0 |
| 1831.1700 Materials | 0 | 23,275 | 1,613 | 0 | 0 |
| 1833.1700 Labor | 0 | 67,632 | 0 | 0 | 0 |
| 1835.1700 Acquisition | 0 | 203,116 | 0 | 0 | 0 |
| 1836.1700 Other | 39,567 | 336,160 | 0 | 0 | 0 |
| 1836.2300 Other | 199 | 648 | 0 | 0 | 0 |
| 1843.1700 Wires | 0 | 87,569 | 0 | 0 | 0 |
| 1844.1700 Poles & Pole Line Hardware | 0 | 23,708 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **77,686** | **4,761,412** | **12,903** | **12,905** | **120,000** |
| **161677: Killelea Substation Construct Total** | **77,686** | **4,761,412** | **12,903** | **12,905** | **120,000** |
| **Electric Utility Capital Total** | **193,657** | **5,931,043** | **25,653** | **25,655** | **320,000** |

## WATER UTILITY

Lodi's water utility provides clean drinking water each day to nearly 23,000 customers. Lodi is the largest water supplier in the state that does not routinely disinfect its drinking water supply.

The water utility, managed by the Public Works Department, is responsible for delivering clean water, repairing aging infrastructure and removing industrial contaminants PCE and TCE from Lodi's groundwater. The utility's budget is $12,500,365 in FY 2009/10, a decline from $15,523,008 due to declining legal expenses related to PCE/TCE contamination.

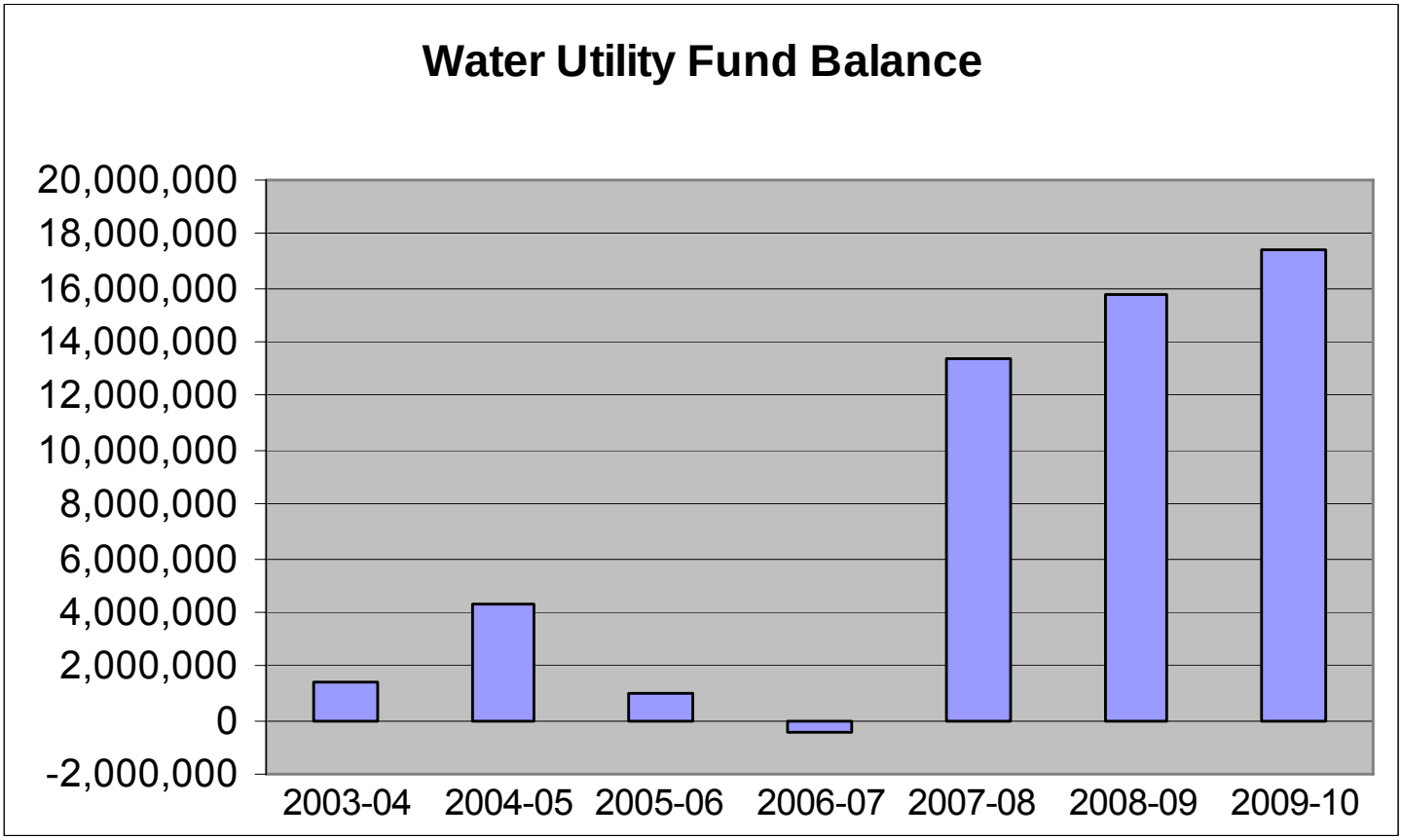
The utility shares a 40-person staff with the Wastewater utility. There is no change in staffing levels in FY 2009/10.

An organizational chart, staffing summary, detailed activity descriptions and financial tables are included in the following pages.

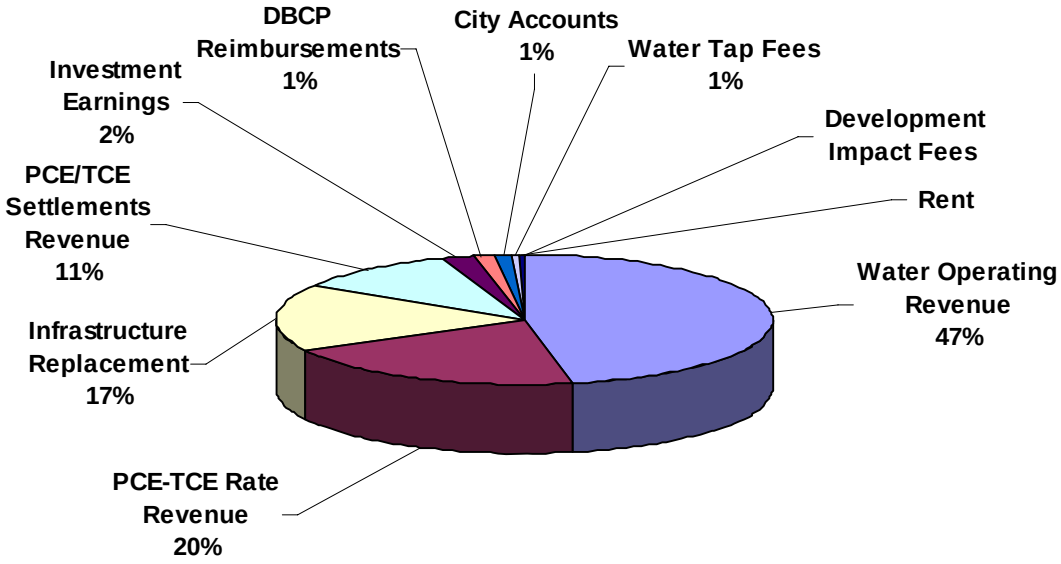
# Water Fund
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**
**For the Fiscal Year Ended June 30, 2010**
**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Water Utility Enterprise Fund** | | | | | |
| **Fund Balance (Cash)** | | | | | |
| **Beginning Fund Balance (Cash) Unreserved** | 946,119 | (475,262) | 8,953,566 | 13,434,921 | 15,761,074 |
| **Revenues** | 11,489,976 | 23,293,009 | 13,297,945 | 14,645,918 | 14,186,738 |
| **Expenditures** | 12,911,357 | 9,382,826 | 15,523,008 | 12,319,765 | 12,500,365 |
| **Net Difference (Revenues Less Expenditures)** | (1,421,381) | 13,910,183 | (2,225,063) | 2,326,153 | 1,686,373 |
| **Fund Balance (Cash)** | | | | | |
| **Ending Fund Balance (Cash) Unreserved** | (475,262) | 13,434,921 | 6,728,503 | 15,761,074 | 17,447,447 |



# Water Fund Revenues



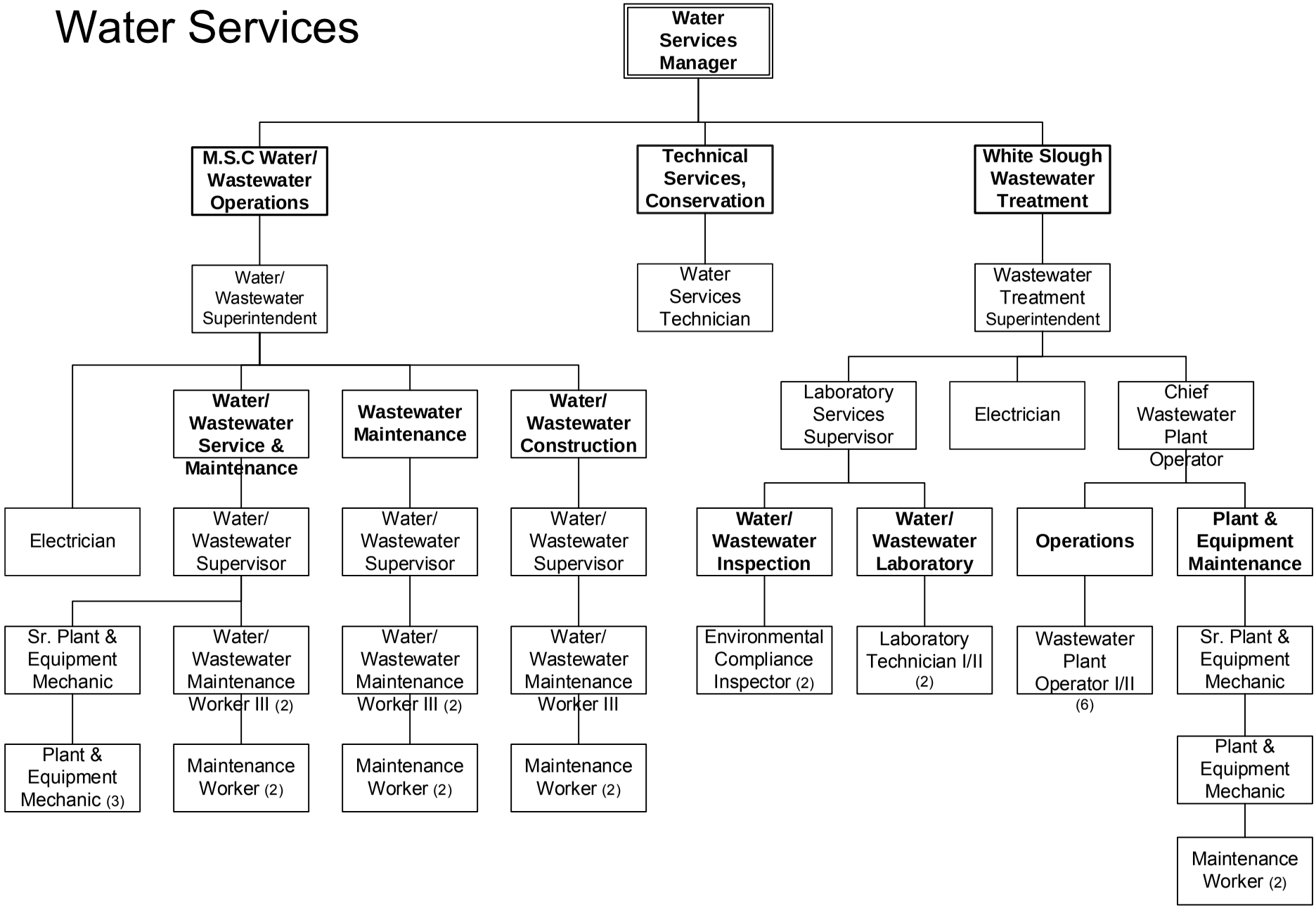

| Revenue | Budget 2009-10 |
|---|---|
| Water Operating Revenue | 6,643,974 |
| PCE-TCE Rate Revenue | 2,884,700 |
| Infrastructure Replacement | 2,384,556 |
| PCE/TCE Settlements Revenue | 1,506,540 |
| Investment Earnings | 288,200 |
| DBCP Reimbursements | 200,000 |
| City Accounts | 150,000 |
| Water Tap Fees | 100,000 |
| Rent | 15,000 |
| Development Impact Fees | 13,768 |
| Grand Total | 14,186,738 |

| Water Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **181: Water Utility - Capital Outlay** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 2,177,650 | 2,411,914 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **2,177,650** | **2,411,914** | **0** | **0** | **0** | |
| **181: Water Utility - Capital Outlay Total** | **2,177,650** | **2,411,914** | **0** | **0** | **0** | |
| **183: Water Pce-Tce B/S** | | | | | | |
| 900: Other Revenue | | | | | | |
| 1082.2000 COP Construction & Acq | (33) | (34) | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **(33)** | **(34)** | **0** | **0** | **0** | |
| **183: Water Pce-Tce B/S Total** | **(33)** | **(34)** | **0** | **0** | **0** | |
| **1801: Water Utility Fund Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 244,423 | 341,648 | 155,000 | 54,500 | 79,200 | Interest rates are down |
| 5361 Rent | 12,049 | 11,534 | 12,000 | 15,000 | 15,000 | |
| 5391 Sale of City Property | 0 | 153 | 0 | 103 | 0 | |
| **400: Investment/Property Revenues Tota** | **256,472** | **353,335** | **167,000** | **69,603** | **94,200** | |
| 660: Water Operating Revenue | | | | | | |
| 6471 City Accounts | 131,075 | 144,434 | 136,900 | 136,900 | 150,000 | |
| 6480 Customer Accounts | 6,004,859 | 6,204,856 | 6,449,200 | 6,513,700 | 6,643,974 | |
| 6481 Infrastructure Replacement | 2,162,595 | 2,223,213 | 2,314,700 | 2,337,800 | 2,384,556 | |
| 6493 Water Discount | (5) | 0 | 0 | 0 | 0 | |
| 6493.1000 Water Discount - SHARE | (92,472) | 0 | 0 | 0 | 0 | |
| 6493.2000 Water Discount - Fixed Incon | (3,079) | 0 | 0 | 0 | 0 | |
| **660: Water Operating Revenue Total** | **8,202,973** | **8,572,503** | **8,900,800** | **8,988,400** | **9,178,530** | |
| 680: Non-Operating Utility Revenue | | | | | | |
| 6522 Water Tap Fees | 108,797 | 161,914 | 100,000 | 100,000 | 100,000 | |
| 6526 Water Reimbursements | 0 | 2,523 | 0 | 0 | 0 | |
| **680: Non-Operating Utility Revenue Total** | **108,797** | **164,437** | **100,000** | **100,000** | **100,000** | |
| 900: Other Revenue | | | | | | |
| 5394 Revenue-Other | 1,438 | 3,909 | 0 | 0 | 0 | |
| 6152 Damage to Property | 7,155 | 31,870 | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **8,593** | **35,779** | **0** | **0** | **0** | |
| **1801: Water Utility Fund Rev Total** | **8,576,835** | **9,126,054** | **9,167,800** | **9,158,003** | **9,372,730** | |
| **1811: Water Utility - Capital Outlay** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 263,824 | 380,421 | 0 | 240,500 | 88,200 | Interest rates are down |
| 5391 Sale of City Property | 233 | 0 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **264,057** | **380,421** | **0** | **240,500** | **88,200** | |
| 900: Other Revenue | | | | | | |
| 5396 DBCP settlements | 235,405 | 196,085 | 214,545 | 214,545 | 200,000 | |

| Water Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **900: Other Revenue Total** | **235,405** | **196,085** | **214,545** | **214,545** | **200,000** | |
| **1811: Water Utility - Capital Outlay Total** | **499,462** | **576,506** | **214,545** | **455,045** | **288,200** | |
| | | | | | | |
| **1821: Imf Water Facilities Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 36,383 | 9,178 | 20,000 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **36,383** | **9,178** | **20,000** | **0** | **0** | |
| 810: Development Impact Fees | | | | | | |
| 6122 Development Impact Fees | 119,837 | 30,783 | 171,000 | 37,786 | 13,768 | Fewer developer projects |
| **810: Development Impact Fees Total** | **119,837** | **30,783** | **171,000** | **37,786** | **13,768** | |
| **1821: Imf Water Facilities Rev Total** | **156,220** | **39,961** | **191,000** | **37,786** | **13,768** | |
| | | | | | | |
| **1831: Water Pce-Tce Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | (461,284) | (658,424) | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **(461,284)** | **(658,424)** | **0** | **0** | **0** | |
| **1831: Water Pce-Tce Rev Total** | **(461,284)** | **(658,424)** | **0** | **0** | **0** | |
| | | | | | | |
| **1841: Water PCE-TCE Settlements-Rev** | | | | | | |
| 900: Other Revenue | | | | | | |
| 5397 PCE/TCE settlements | 5,962,502 | 3,375,000 | 700,000 | 700,000 | 0 | |
| **900: Other Revenue Total** | **5,962,502** | **3,375,000** | **700,000** | **700,000** | **0** | |
| **1841: Water PCE-TCE Settlements-Rev Tota** | **5,962,502** | **3,375,000** | **700,000** | **700,000** | **0** | |
| | | | | | | |
| **1851: PCE-TCE Rate Abatement** | | | | | | |
| 660: Water Operating Revenue | | | | | | |
| 6495 PCE-TCE Rate Revenue | 1,836,733 | 2,777,483 | 2,844,600 | 2,884,100 | 2,884,700 | |
| **660: Water Operating Revenue Total** | **1,836,733** | **2,777,483** | **2,844,600** | **2,884,100** | **2,884,700** | |
| **1851: PCE-TCE Rate Abatement Total** | **1,836,733** | **2,777,483** | **2,844,600** | **2,884,100** | **2,884,700** | |
| | | | | | | |
| **1901: Central Plume-Revenue** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 148,662 | 275,297 | 180,000 | 140,000 | 72,000 | Interest rates are down |
| **400: Investment/Property Revenues Tota** | **148,662** | **275,297** | **180,000** | **140,000** | **72,000** | |
| 900: Other Revenue | | | | | | |
| 5397 PCE/TCE settlements | 260,066 | 260,066 | 0 | 260,084 | 0 | |
| **900: Other Revenue Total** | **260,066** | **260,066** | **0** | **260,084** | **0** | |
| **1901: Central Plume-Revenue Total** | **408,728** | **535,363** | **180,000** | **400,084** | **72,000** | |
| | | | | | | |
| **1911: Southern Plume-Revenue** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 0 | 12,186 | 0 | 16,300 | 2,800 | |
| **400: Investment/Property Revenues Tota** | **0** | **12,186** | **0** | **16,300** | **2,800** | |

| Water Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 900: Other Revenue | | | | | | |
| 5397 PCE/TCE settlements | 0 | 686,250 | 0 | 0 | 675,000 | |
| **900: Other Revenue Total** | **0** | **686,250** | **0** | **0** | **675,000** | |
| **1911: Southern Plume-Revenue Total** | **0** | **698,436** | **0** | **16,300** | **677,800** | |
| | | | | | | |
| **1921: Busy Bee Plume-Revenue** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 2,877 | 4,476 | 0 | 2,100 | 1,000 | |
| **400: Investment/Property Revenues Tota** | **2,877** | **4,476** | **0** | **2,100** | **1,000** | |
| **1921: Busy Bee Plume-Revenue Total** | **2,877** | **4,476** | **0** | **2,100** | **1,000** | |
| | | | | | | |
| **1931: Northern Plume-Revenue** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 0 | 12,725 | 0 | 135,000 | 45,000 | |
| **400: Investment/Property Revenues Tota** | **0** | **12,725** | **0** | **135,000** | **45,000** | |
| 900: Other Revenue | | | | | | |
| 5397 PCE/TCE settlements | 0 | 4,269,999 | 0 | 835,000 | 250,000 | |
| **900: Other Revenue Total** | **0** | **4,269,999** | **0** | **835,000** | **250,000** | |
| **1931: Northern Plume-Revenue Total** | **0** | **4,282,724** | **0** | **970,000** | **295,000** | |
| | | | | | | |
| **1941: South Central Western Plume-Rv** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 856 | 3,061 | 0 | 7,500 | 0 | |
| **400: Investment/Property Revenues Tota** | **856** | **3,061** | **0** | **7,500** | **0** | |
| 900: Other Revenue | | | | | | |
| 5397 PCE/TCE settlements | 0 | 300,000 | 0 | 15,000 | 581,540 | |
| **900: Other Revenue Total** | **0** | **300,000** | **0** | **15,000** | **581,540** | |
| **1941: South Central Western Plume-Rv Tota** | **856** | **303,061** | **0** | **22,500** | **581,540** | |
| **Water Utility Revenue Total** | **19,160,546** | **23,472,520** | **13,297,945** | **14,645,918** | **14,186,738** | |

# Public Works
# Water Services




FY 2009-2010

| Water Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 090: Operating Transfers Out | 5,517,429 | 3,036,210 | 1,060,122 | 1,060,122 | 1,060,122 |
| 100: Personnel Services | 1,132,289 | 1,128,576 | 1,105,841 | 1,325,058 | 1,307,549 |
| 200: Utility Comm. & Transportation | 698,227 | 780,260 | 882,340 | 882,340 | 917,040 |
| 300: Supplies, Materials & Services | 4,128,317 | 3,510,338 | 6,679,973 | 6,322,157 | 773,380 |
| 400: Work for Others | 380,118 | 316,117 | 360,000 | 360,000 | 345,000 |
| 500: Equipment, Land & Structures | 3,539 | 2,698 | 6,442 | 7,000 | 4,000 |
| 550: Fleet | 0 | 0 | 40,521 | 0 | 50,000 |
| 600: Special Payments | 913,582 | 857,312 | 295,774 | 67,750 | 492,274 |
| 700: Interfund Transfers | 76,238 | 0 | 0 | 0 | 0 |
| 800: Bulk Power Purchase | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 |
| 900: Capital Projects | (1) | 0 | 3,891,995 | 1,095,338 | 6,351,000 |
| **Water Utility Total** | **14,049,738** | **10,831,511** | **15,523,008** | **12,319,765** | **12,500,365** |

| STAFFING SUMMARY | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **WATER SERVICES** | | | | | |
| Chief Wastewater Plant Operator | 1 | 1 | 1 | 1 | 1 |
| Electrician | 2 | 2 | 2 | 2 | 2 |
| Environmental Compliance Inspector | 2 | 2 | 2 | 2 | 2 |
| Laboratory Services Supervisor | 1 | 1 | 1 | 1 | 1 |
| Laboratory Technician I/II | 2 | 2 | 2 | 2 | 2 |
| Maintenance Worker | 8 | 8 | 8 | 8 | 8 |
| Plant & Equipment Mechanic | 4 | 4 | 4 | 4 | 4 |
| Senior Plant & Equipment Mechanic | 3 | 3 | 2 | 2 | 2 |
| Wastewater Plant Operator I/II/III | 6 | 6 | 6 | 6 | 6 |
| Wastewater Treatment Superintendent | 1 | 1 | 1 | 1 | 1 |
| Water Services Manager | 1 | 1 | 1 | 1 | 1 |
| Water Services Technician | 1 | 1 | 1 | 1 | 1 |
| Water/Wastewater Maintenance Worker III | 5 | 5 | 5 | 5 | 5 |
| Water/Wastewater Superintendent | 1 | 1 | 1 | 1 | 1 |
| Water/Wastewater Supervisor | 3 | 3 | 3 | 3 | 3 |
| **Water Services Total** | **41** | **41** | **40** | **40** | **40** |

| Water Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 5,517,429 | 3,036,210 | 1,060,122 | 1,060,122 | 1,060,122 | General Fund cost of services |
| **090: Operating Transfers Out** | **5,517,429** | **3,036,210** | **1,060,122** | **1,060,122** | **1,060,122** | |
| 7100 Personnel Services | 0 | 0 | 117,400 | 0 | 0 | |
| 7101 Regular emp salary | 671,336 | 12,805 | 0 | 125 | 0 | |
| 7102 Overtime | 19,803 | 17,884 | 21,977 | 21,087 | 22,097 | |
| 7103 Part time salary | 23,679 | 31,310 | 0 | 31,000 | 0 | |
| 7106 Uniform allowance | 75 | 0 | 0 | 0 | 0 | |
| 7109 Incentive pay | 9,680 | 937 | 0 | 0 | 0 | |
| 7111 Workers comp | 60,503 | 0 | 0 | 0 | 0 | |
| 7112 Medical insurance | 134,652 | 20,164 | 0 | 0 | 0 | |
| 7113 Dental insurance | 11,765 | 1,541 | 0 | 0 | 0 | |
| 7114 Vision care | 2,937 | 388 | 0 | 0 | 0 | |
| 7115 Medicare insurance | 8,284 | 888 | 0 | 0 | 0 | |
| 7121 Service contribution-PERS | 131,102 | 3,228 | 0 | 0 | 0 | |
| 7122 Social security payments | 901 | 0 | 0 | 0 | 0 | |
| 7123 Deferred comp | 19,820 | 85 | 0 | 0 | 0 | |
| 7124 LI & AD & D | 1,934 | 39 | 0 | 0 | 0 | |
| 7125 Unemployment insurance | 1,869 | 122 | 0 | 0 | 0 | |
| 7128 LTD | 8,655 | 171 | 0 | 0 | 0 | |
| 7129 Chiropractic | 576 | 66 | 0 | 0 | 0 | |
| 7130 Insurance refund | 2,421 | 30 | 0 | 0 | 0 | |
| 7131 Other benefits | 22,297 | 0 | 0 | 0 | 0 | |
| 7189 Transfer Out | 0 | 1,038,918 | 966,464 | 1,272,846 | 1,285,452 | Staff allocated from Wastewater |
| **100: Personnel Services** | **1,132,289** | **1,128,576** | **1,105,841** | **1,325,058** | **1,307,549** | |
| 7201 Postage | 266 | 454 | 400 | 400 | 400 | |
| 7202 Telephone | 24,454 | 25,603 | 23,900 | 23,900 | 20,650 | |
| 7203 Cellular phone charges | 2,363 | 3,500 | 4,400 | 4,400 | 4,350 | |
| 7204 Pagers | 27 | 27 | 40 | 40 | 40 | |
| 7211 Electricity | 666,314 | 745,197 | 850,000 | 850,000 | 888,000 | 4.5% increase |
| 7213 Water | 4,803 | 5,479 | 3,600 | 3,600 | 3,600 | |
| **200: Utility Comm. & Transportation** | **698,227** | **780,260** | **882,340** | **882,340** | **917,040** | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 12,500 | 0 | 0 | |
| 7301 Printing,binding,duplication | 2,126 | 2,095 | 4,500 | 5,500 | 4,500 | |
| 7302 Photocopying | 3,544 | 833 | 250 | 250 | 250 | |
| 7303 Advertising | 645 | 17,188 | 1,150 | 1,150 | 1,150 | |
| 7305 Uniforms | 2,670 | 3,584 | 2,500 | 2,500 | 3,000 | |
| 7306 Safety Equipment | 3,616 | 4,993 | 8,000 | 8,000 | 5,500 | |
| 7307 Office supplies | 1,986 | 2,347 | 2,700 | 2,721 | 5,700 | |
| 7308 Books & periodicals | 823 | 615 | 1,550 | 1,550 | 1,550 | |
| 7309 Membership & dues | 6,774 | 9,152 | 8,800 | 8,800 | 8,800 | |
| 7310 Uncollectible acct expense | 104,357 | 126,950 | 40,000 | 40,000 | 45,000 | |
| 7311 Collection agency fees | 2,019 | 799 | 2,500 | 2,500 | 2,500 | |
| 7312 Bank service charges | 6,604 | 10,995 | 5,000 | 5,000 | 8,000 | |

| Water Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7313 Information systems software | 1,683 | 3,266 | 20,000 | 20,000 | 10,000 | |
| 7314 Business expense | 2,138 | 1,522 | 1,200 | 1,200 | 2,050 | |
| 7315 Conference expense | 3,020 | 326 | 8,000 | 8,000 | 5,000 | |
| 7321 Rent of Land, facilities | 4,071 | 4,223 | 5,350 | 5,350 | 6,350 | |
| 7322 Rental of equipment | 1,526 | 131 | 2,000 | 2,000 | 0 | |
| 7323 Professional services | 3,816,350 | 2,997,456 | 5,815,110 | 5,435,269 | 193,000 | PCE/TCE litigation, oversight reductions |
| 7330 Repairs to comm equip | 880 | 1,127 | 1,000 | 1,000 | 1,000 | |
| 7331 Repairs to Mach & equip | 10,475 | 69,247 | 70,000 | 90,000 | 70,000 | |
| 7332 Repairs to office equip | 0 | 456 | 0 | 0 | 0 | |
| 7333 Repairs to vehicles | 0 | 51,851 | 54,363 | 54,363 | 48,785 | |
| 7334 Repairs to buildings | 0 | 422 | 0 | 0 | 0 | |
| 7335 Sublet service contracts | 16,673 | 16,394 | 25,949 | 29,178 | 5,800 | |
| 7336 Car wash | 0 | 138 | 125 | 125 | 170 | |
| 7343 PL & PD/other insurance | 39,200 | 1,900 | 0 | 0 | 0 | |
| 7351 Motor veh fuel, lube | 0 | 19,968 | 17,802 | 17,802 | 15,775 | |
| 7352 Special dept materials | 74,901 | 146,334 | 552,224 | 559,949 | 309,800 | |
| 7353 Janitorial supplies | 11 | 11 | 100 | 300 | 100 | |
| 7354 Photo supplies | 0 | 0 | 250 | 250 | 250 | |
| 7355 General supplies | 1,807 | 1,257 | 150 | 1,100 | 200 | |
| 7356 Medical supplies | 0 | 6 | 100 | 100 | 2,000 | |
| 7358 Training & education | 2,643 | 2,249 | 2,400 | 4,250 | 3,650 | |
| 7359 Small tools and equip | 15,698 | 9,908 | 12,600 | 9,900 | 10,300 | |
| 7360 Overtime meals | 162 | 317 | 850 | 850 | 0 | |
| 7363 Employees physical exams | 0 | 0 | 200 | 200 | 200 | |
| 7366 Tuition Reimbursement | 0 | 0 | 500 | 500 | 500 | |
| 7369 Software Licensing Cost | 1,810 | 2,059 | 250 | 2,500 | 2,500 | |
| 7399 Supplies, mat & services | 105 | 219 | 0 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **4,128,317** | **3,510,338** | **6,679,973** | **6,322,157** | **773,380** | |
| 7601 Work for others | 380,118 | 316,117 | 360,000 | 360,000 | 345,000 | |
| **400: Work for Others** | **380,118** | **316,117** | **360,000** | **360,000** | **345,000** | |
| 7701 Office equip | 36 | 327 | 1,500 | 5,000 | 2,000 | |
| 7709 Shop equipment | 0 | 0 | 2,942 | 0 | 0 | |
| 7715 Data Processing hrdware | 1,549 | 2,371 | 2,000 | 2,000 | 2,000 | |
| 7719 Other equip | 354 | 0 | 0 | 0 | 0 | |
| 7720 Other contracts | 1,600 | 0 | 0 | 0 | 0 | |
| **500: Equipment, Land & Structures** | **3,539** | **2,698** | **6,442** | **7,000** | **4,000** | |
| 7850 Fleet | 0 | 0 | 40,000 | 0 | 50,000 | |
| 7851 Vehicles & Equipment | 0 | 0 | 521 | 0 | 0 | |
| **550: Fleet** | **0** | **0** | **40,521** | **0** | **50,000** | |
| 7900 Debt service | 0 | 0 | 228,024 | 0 | 228,024 | |
| 7924 Bond interest | 0 | 31,367 | 0 | 0 | 0 | |
| 7927 Loan interest | 68,132 | 31,309 | 0 | 0 | 0 | |
| 8022 Taxes | 60 | 34 | 4,000 | 4,000 | 1,000 | |

| Water Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 8023 Refunds/Rebates | 787 | 437 | 1,500 | 1,500 | 1,000 | |
| 8097 Lodi CARE Program | 6,860 | 317 | 0 | 0 | 0 | |
| 8099 Special payments | 837,743 | 793,848 | 62,250 | 62,250 | 262,250 | Compliance payments |
| **600: Special Payments** | **913,582** | **857,312** | **295,774** | **67,750** | **492,274** | |
| 8199 Transfer Out | 76,238 | 0 | 0 | 0 | 0 | |
| **700: Interfund Transfers** | **76,238** | **0** | **0** | **0** | **0** | |
| 8301 WID Water Purchase | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | |
| **800: Bulk Power Purchase** | **1,200,000** | **1,200,000** | **1,200,000** | **1,200,000** | **1,200,000** | |
| 1820 Construction in Progress-CY | (762,369) | (748,715) | 3,548,756 | 1,095,338 | 6,351,000 | |
| 1825.2000 Contracts | 510,073 | 0 | 0 | 0 | 0 | |
| 1825.2100 Contracts | 4,025 | 0 | 0 | 0 | 0 | |
| 1825.2150 Contracts | 16,775 | 28,461 | 2,479 | 0 | 0 | |
| 1825.2200 Contracts | 0 | 321,276 | 90,760 | 0 | 0 | |
| 1825.2250 Contracts | 0 | 0 | 250,000 | 0 | 0 | |
| 1825.2300 Contracts | 58,840 | 0 | 0 | 0 | 0 | |
| 1827.2000 Force Account | 0 | 24,429 | 0 | 0 | 0 | |
| 1827.2150 Force Account | 0 | 53,440 | 0 | 0 | 0 | |
| 1827.2300 Force Account | 0 | 44,867 | 0 | 0 | 0 | |
| 1829.2000 Equipment | 51,396 | 0 | 0 | 0 | 0 | |
| 1829.2300 Equipment | 1,883 | 3,215 | 0 | 0 | 0 | |
| 1831.1800 Materials | 41 | 0 | 0 | 0 | 0 | |
| 1831.2000 Materials | 1,067 | 832 | 0 | 0 | 0 | |
| 1831.2100 Materials | 32,808 | 33,174 | 0 | 0 | 0 | |
| 1831.2150 Materials | 25,896 | 27,095 | 0 | 0 | 0 | |
| 1833.2100 Labor | 0 | 1,336 | 0 | 0 | 0 | |
| 1836.2000 Other | 18,062 | 650 | 0 | 0 | 0 | |
| 1836.2100 Other | 217 | 289 | 0 | 0 | 0 | |
| 1836.2150 Other | 21,140 | 55,603 | 0 | 0 | 0 | |
| 1836.2300 Other | 20,145 | 45,496 | 0 | 0 | 0 | |
| 1842.2150 Meters | 0 | 108,552 | 0 | 0 | 0 | |
| **900: Capital Projects** | **(1)** | **0** | **3,891,995** | **1,095,338** | **6,351,000** | |
| **Water Utility Total** | **14,049,738** | **10,831,511** | **15,523,008** | **12,319,765** | **12,500,365** | |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Water Utility** | **DIVISION:** | **Water Services** |
| **DEPARTMENT:** | **Public Works** | **FUND:** | **Water Fund** |

## ACTIVITY DESCRIPTION

The Water Utility activity provides potable water to approximately 23,000 residential, commercial and industrial customers. The utility provides water for fire suppression to both public and private fire hydrants and fire suppression systems. Activity goals are to provide a reliable supply of safe drinking water, ensure prudent and responsible water use, provide a well-maintained system of pumping, distribution and treatment facilities and equipment, and to recruit and maintain a highly-trained and motivated staff. This activity has five major elements:

- Administration – Provides overall direction, supervision and planning for the water utility activity; prepares studies and reports on water utility service operations and facilities; ensures compliance with existing, and reviews and researches pending, federal and state water and groundwater regulations, legislation, and grants; represents the City on water and groundwater related issues, including TCE/PCE technical issues; participates in designing and specifying related capital projects; and coordinates and provides liaison with other utilities and public agencies and private firms.
- Water Conservation – Plans, promotes and enforces the City's water conservation program; responds to complaints; distributes water conservation material; and offers rebates for water-saving plumbing fixtures.
- Water Production – Operates, maintains, repairs, and monitors the City's potable water system (27 wells, six granular activated carbon treatment systems, emergency generators, chlorinators, sand separators, one elevated water tank, one 1-million gallon tank and pump station) and the production of over five billion gallons of drinking water. This function also tests for compliance with State and federal safe drinking water standards and includes DBCP monitoring and some TCE/PCE monitoring and groundwater cleanup systems.
- Water Distribution – Operates, repairs and maintains 238 miles of water mains (ranging in diameter from 2 to 14 inches), services lines for nearly 23,000 customers, 1,515 meters, 4,986 water valves, and 1,858 fire hydrants; responds to customer complaints; and monitors for compliance with State and federal bacteriological standards.
- Work for others/capital improvement – Constructs water main connection for new development and new wells and storage tanks; installs fire service lines, hydrants and large water services for new or existing customers; upgrades existing water systems and installs underground and above-ground piping for new well sites and new water-treatment systems.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Designed and bid Phase 3 of the City's residential water meter retrofit program.
- Completed planning phases of Surface Water Treatment Plant.
- Completed water-rate analysis and tiered commodity rate structure.
- Initiated computer maintenance management system.

## MAJOR 2009-10 OBJECTIVES

- Continue improving infrastructure mapping and cost-tracking information.
- Continue future phases of the City's residential water meter retrofit program for compliance with 2011 legislative mandate to begin charging metered rates to those with water meters installed.
- Increase public education on the value of conserving our potable water supply.
- Ramp up PCE/TCE cleanup from pilot testing to full-scale remediation program.

**ACTIVITY:** Water Utility **DIVISION:** Water Services
**DEPARTMENT:** Public Works **FUND:** Water Fund

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Total potable water production (million gallons/year) | 5,313 | 5,582 | 5,593 |
| Number of customers | 23,790 | 23,516 | 23,000 |
| Number of water wells | 27 | 27 | 27 |
| Water use (gallons per capita per day) | 232 | 241 | 242 |

**RELATED COST CENTER(S)**

- 180.4220
- 180152
- 180413
- 180451
- 180453
- 180454
- 180456
- 180459
- 180611

| Water Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **180: Water Utility Fund B/S** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 3,083,742 | 3,029,444 | 1,060,122 | 1,060,122 | 1,060,122 |
| **090: Operating Transfers Out Total** | **3,083,742** | **3,029,444** | **1,060,122** | **1,060,122** | **1,060,122** |
| **180: Water Utility Fund B/S Total** | **3,083,742** | **3,029,444** | **1,060,122** | **1,060,122** | **1,060,122** |
| | | | | | |
| **180152: Damage To City Property-Water** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 1,941 | 0 | 0 | 0 | 0 |
| 7102 Overtime | 206 | 655 | 1,729 | 1,200 | 1,773 |
| 7109 Incentive pay | 43 | 50 | 0 | 0 | 0 |
| 7112 Medical insurance | 330 | 151 | 0 | 0 | 0 |
| 7113 Dental insurance | 33 | 9 | 0 | 0 | 0 |
| 7114 Vision care | 8 | 2 | 0 | 0 | 0 |
| 7115 Medicare insurance | 30 | 10 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 380 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 58 | 0 | 0 | 0 | 0 |
| 7124 LI & AD & D | 3 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 5 | 0 | 0 | 0 | 0 |
| 7128 LTD | 25 | 0 | 0 | 0 | 0 |
| 7129 Chiropractic | 2 | 0 | 0 | 0 | 0 |
| 7130 Insurance refund | 18 | 0 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 174 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **3,082** | **1,051** | **1,729** | **1,200** | **1,773** |
| 300: Supplies, Materials & Services | | | | | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 5,000 | 0 | 0 |
| 7352 Special dept materials | 320 | 0 | 0 | 4,000 | 4,000 |
| **300: Supplies, Materials & Services Total** | **320** | **0** | **5,000** | **4,000** | **4,000** |
| 600: Special Payments | | | | | |
| 8099 Special payments | (105) | (978) | 0 | 0 | 0 |
| **600: Special Payments Total** | **(105)** | **(978)** | **0** | **0** | **0** |
| **180152: Damage To City Property-Water Total** | **3,297** | **73** | **6,729** | **5,200** | **5,773** |
| | | | | | |
| **180413: Water Conservation Program** | | | | | |
| 100: Personnel Services | | | | | |
| 7102 Overtime | 0 | 0 | 361 | 0 | 0 |
| 7103 Part time salary | 20,429 | 30,645 | 0 | 31,000 | 0 |
| 7111 Workers comp | 2,400 | 0 | 0 | 0 | 0 |
| 7115 Medicare insurance | 296 | 444 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 144 | 647 | 0 | 0 | 0 |
| 7122 Social security payments | 741 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 57 | 85 | 0 | 0 | 0 |
| 7131 Other benefits | 1,300 | 0 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **25,367** | **31,821** | **361** | **31,000** | **0** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 0 | 100 | 100 | 100 |
| 7202 Telephone | 0 | 0 | 200 | 200 | 200 |
| 7203 Cellular phone charges | 161 | 151 | 400 | 400 | 250 |
| **200: Utility Comm. & Transportation Total** | **161** | **151** | **700** | **700** | **550** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 311 | 0 | 500 | 500 | 500 |
| 7303 Advertising | 0 | 0 | 150 | 150 | 150 |
| 7307 Office supplies | 41 | 55 | 200 | 200 | 200 |
| 7308 Books & periodicals | 0 | 0 | 50 | 50 | 50 |
| 7309 Membership & dues | 300 | 345 | 300 | 300 | 300 |
| 7314 Business expense | 0 | 0 | 200 | 200 | 200 |
| 7321 Rent of Land, facilities | 228 | 380 | 350 | 350 | 350 |
| 7343 PL & PD/other insurance | 1,900 | 1,900 | 0 | 0 | 0 |
| 7352 Special dept materials | 1,260 | 1 | 500 | 500 | 800 |
| 7358 Training & education | 0 | 0 | 500 | 500 | 250 |

| Water Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7359 Small tools and equip | 0 | 0 | 100 | 100 | 100 |
| **300: Supplies, Materials & Services Total** | **4,040** | **2,681** | **2,850** | **2,850** | **2,900** |
| **180413: Water Conservation Program Total** | **29,568** | **34,653** | **3,911** | **34,550** | **3,450** |
| | | | | | |
| **180451: Water Administration** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 117,400 | 0 | 0 |
| 7101 Regular emp salary | 170,224 | 12,515 | 0 | 0 | 0 |
| 7102 Overtime | 925 | 2,061 | 2,457 | 2,457 | 2,497 |
| 7103 Part time salary | 880 | 0 | 0 | 0 | 0 |
| 7106 Uniform allowance | 75 | 0 | 0 | 0 | 0 |
| 7109 Incentive pay | 608 | 33 | 0 | 0 | 0 |
| 7111 Workers comp | 14,000 | 0 | 0 | 0 | 0 |
| 7112 Medical insurance | 27,365 | 6,987 | 0 | 0 | 0 |
| 7113 Dental insurance | 2,524 | 486 | 0 | 0 | 0 |
| 7114 Vision care | 648 | 129 | 0 | 0 | 0 |
| 7115 Medicare insurance | 1,830 | 191 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 32,761 | 2,407 | 0 | 0 | 0 |
| 7122 Social security payments | 47 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 5,095 | 56 | 0 | 0 | 0 |
| 7124 LI & AD & D | 763 | 38 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 476 | 35 | 0 | 0 | 0 |
| 7128 LTD | 2,165 | 160 | 0 | 0 | 0 |
| 7129 Chiropractic | 130 | 10 | 0 | 0 | 0 |
| 7130 Insurance refund | 494 | 3 | 0 | 0 | 0 |
| 7131 Other benefits | 4,800 | 0 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 340,572 | 0 | 449,150 | 471,555 |
| **100: Personnel Services Total** | **265,810** | **365,683** | **119,857** | **451,607** | **474,052** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 36 | 39 | 250 | 250 | 250 |
| 7202 Telephone | 435 | 503 | 500 | 500 | 250 |
| 7203 Cellular phone charges | 1,946 | 3,349 | 3,500 | 3,500 | 3,900 |
| 7204 Pagers | 27 | 27 | 40 | 40 | 40 |
| **200: Utility Comm. & Transportation Total** | **2,444** | **3,918** | **4,290** | **4,290** | **4,440** |
| 300: Supplies, Materials & Services | | | | | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 7,500 | 0 | 0 |
| 7301 Printing,binding,duplication | 1,815 | 2,042 | 4,000 | 4,000 | 4,000 |
| 7302 Photocopying | 141 | 295 | 250 | 250 | 250 |
| 7303 Advertising | 645 | 0 | 1,000 | 1,000 | 1,000 |
| 7305 Uniforms | 2,670 | 3,574 | 2,500 | 2,500 | 3,000 |
| 7306 Safety Equipment | 3,318 | 4,575 | 7,500 | 7,500 | 5,000 |
| 7307 Office supplies | 1,260 | 2,215 | 2,500 | 2,500 | 3,500 |
| 7308 Books & periodicals | 823 | 545 | 1,500 | 1,500 | 1,500 |
| 7309 Membership & dues | 6,474 | 8,807 | 8,500 | 8,500 | 8,500 |
| 7310 Uncollectible acct expense | 104,357 | 126,950 | 40,000 | 40,000 | 45,000 |
| 7311 Collection agency fees | 2,019 | 799 | 2,500 | 2,500 | 2,500 |
| 7312 Bank service charges | 6,604 | 10,995 | 5,000 | 5,000 | 8,000 |
| 7313 Information systems software | 281 | 1,915 | 20,000 | 20,000 | 10,000 |
| 7314 Business expense | 703 | 1,148 | 1,000 | 1,000 | 1,600 |
| 7315 Conference expense | 2,051 | 326 | 8,000 | 8,000 | 5,000 |
| 7321 Rent of Land, facilities | 3,843 | 3,843 | 5,000 | 5,000 | 6,000 |
| 7323 Professional services | 0 | 4,413 | 20,145 | 20,145 | 42,000 |
| 7330 Repairs to comm equip | 880 | 1,127 | 1,000 | 1,000 | 1,000 |
| 7332 Repairs to office equip | 0 | 207 | 0 | 0 | 0 |
| 7333 Repairs to vehicles | 0 | 51,851 | 54,363 | 54,363 | 48,785 |
| 7335 Sublet service contracts | 3,313 | 4,019 | 2,000 | 4,000 | 4,000 |
| 7336 Car wash | 0 | 138 | 125 | 125 | 170 |
| 7343 PL & PD/other insurance | 12,000 | 0 | 0 | 0 | 0 |
| 7351 Motor veh fuel, lube | 0 | 19,968 | 17,802 | 17,802 | 15,775 |
| 7352 Special dept materials | 834 | 1,395 | 1,000 | 1,000 | 1,000 |

| Water Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7353 Janitorial supplies | 6 | 11 | 100 | 100 | 100 |
| 7354 Photo supplies | 0 | 0 | 250 | 250 | 250 |
| 7355 General supplies | 24 | 109 | 150 | 150 | 200 |
| 7356 Medical supplies | 0 | 6 | 100 | 100 | 2,000 |
| 7358 Training & education | 2,293 | 1,999 | 1,500 | 3,000 | 3,000 |
| 7359 Small tools and equip | 12,487 | 4,503 | 9,300 | 6,000 | 6,500 |
| 7360 Overtime meals | 162 | 293 | 600 | 600 | 0 |
| 7363 Employees physical exams | 0 | 0 | 200 | 200 | 200 |
| 7366 Tuition Reimbursement | 0 | 0 | 500 | 500 | 500 |
| 7369 Software Licensing Cost | 1,810 | 2,059 | 250 | 2,500 | 2,500 |
| 7399 Supplies, mat & services | 105 | 157 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **170,918** | **260,284** | **226,135** | **221,085** | **232,830** |
| 400: Work for Others | | | | | |
| 7601 Work for others | 0 | 71 | 0 | 0 | 0 |
| **400: Work for Others Total** | **0** | **71** | **0** | **0** | **0** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 36 | 327 | 1,500 | 5,000 | 2,000 |
| 7715 Data Processing hrdware | 1,549 | 2,371 | 2,000 | 2,000 | 2,000 |
| 7719 Other equip | 354 | 0 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **1,939** | **2,698** | **3,500** | **7,000** | **4,000** |
| 600: Special Payments | | | | | |
| 8023 Refunds/Rebates | 787 | 437 | 1,500 | 1,500 | 1,000 |
| 8099 Special payments | 36,139 | 41,734 | 62,250 | 62,250 | 262,250 |
| **600: Special Payments Total** | **36,926** | **42,171** | **63,750** | **63,750** | **263,250** |
| 700: Interfund Transfers | | | | | |
| 8199 Transfer Out | 76,238 | 0 | 0 | 0 | 0 |
| **700: Interfund Transfers Total** | **76,238** | **0** | **0** | **0** | **0** |
| **180451: Water Administration Total** | **554,275** | **674,825** | **417,532** | **747,732** | **978,572** |
| | | | | | |
| **180453: Production-Water** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 61,888 | 0 | 0 | 0 | 0 |
| 7102 Overtime | 1,700 | 1,225 | 2,100 | 2,100 | 2,110 |
| 7109 Incentive pay | 1,489 | 35 | 0 | 0 | 0 |
| 7111 Workers comp | 3,500 | 0 | 0 | 0 | 0 |
| 7112 Medical insurance | 13,593 | 1,373 | 0 | 0 | 0 |
| 7113 Dental insurance | 1,009 | 98 | 0 | 0 | 0 |
| 7114 Vision care | 246 | 24 | 0 | 0 | 0 |
| 7115 Medicare insurance | 937 | 18 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 12,236 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 1,898 | 0 | 0 | 0 | 0 |
| 7124 LI & AD & D | 162 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 144 | 0 | 0 | 0 | 0 |
| 7128 LTD | 808 | 0 | 0 | 0 | 0 |
| 7129 Chiropractic | 48 | 5 | 0 | 0 | 0 |
| 7130 Insurance refund | 14 | 0 | 0 | 0 | 0 |
| 7131 Other benefits | 1,500 | 0 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 145,869 | 224,292 | 160,661 | 176,330 |
| **100: Personnel Services Total** | **101,172** | **148,647** | **226,392** | **162,761** | **178,440** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 13 | 0 | 0 | 0 | 0 |
| 7202 Telephone | 23,815 | 24,919 | 23,000 | 23,000 | 20,000 |
| 7203 Cellular phone charges | 256 | 0 | 500 | 500 | 200 |
| 7211 Electricity | 665,643 | 745,197 | 850,000 | 850,000 | 888,000 |
| 7213 Water | 4,803 | 5,479 | 3,600 | 3,600 | 3,600 |
| **200: Utility Comm. & Transportation Total** | **694,530** | **775,595** | **877,100** | **877,100** | **911,800** |
| 300: Supplies, Materials & Services | | | | | |
| 7306 Safety Equipment | 0 | 15 | 0 | 0 | 0 |
| 7323 Professional services | 49,012 | 10,590 | 36,504 | 36,504 | 60,000 |
| 7331 Repairs to Mach & equip | 9,191 | 69,247 | 60,000 | 80,000 | 60,000 |

| Water Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7334 Repairs to buildings | 0 | 422 | 0 | 0 | 0 |
| 7335 Sublet service contracts | 13,360 | 10,339 | 23,949 | 23,949 | 1,800 |
| 7343 PL & PD/other insurance | 2,500 | 0 | 0 | 0 | 0 |
| 7352 Special dept materials | 11,040 | 7,386 | 7,500 | 75,000 | 10,000 |
| 7355 General supplies | 29 | 41 | 0 | 400 | 0 |
| 7359 Small tools and equip | 65 | 311 | 500 | 600 | 500 |
| **300: Supplies, Materials & Services Total** | **85,197** | **98,351** | **128,453** | **216,453** | **132,300** |
| 400: Work for Others | | | | | |
| 7601 Work for others | 378,198 | 316,046 | 360,000 | 360,000 | 345,000 |
| **400: Work for Others Total** | **378,198** | **316,046** | **360,000** | **360,000** | **345,000** |
| 600: Special Payments | | | | | |
| 8022 Taxes | 60 | 34 | 4,000 | 4,000 | 1,000 |
| 8099 Special payments | 0 | 24 | 0 | 0 | 0 |
| **600: Special Payments Total** | **60** | **58** | **4,000** | **4,000** | **1,000** |
| **180453: Production-Water Total** | **1,259,157** | **1,338,697** | **1,595,945** | **1,620,314** | **1,568,540** |
| | | | | | |
| **180454: DBCP Monitoring Program** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 32,805 | 0 | 0 | 0 | 0 |
| 7102 Overtime | 813 | 333 | 1,070 | 1,070 | 1,120 |
| 7109 Incentive pay | 652 | 24 | 0 | 0 | 0 |
| 7111 Workers comp | 2,000 | 0 | 0 | 0 | 0 |
| 7112 Medical insurance | 6,235 | 233 | 0 | 0 | 0 |
| 7113 Dental insurance | 468 | 16 | 0 | 0 | 0 |
| 7114 Vision care | 114 | 4 | 0 | 0 | 0 |
| 7115 Medicare insurance | 279 | 5 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 6,442 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 1,004 | 0 | 0 | 0 | 0 |
| 7124 LI & AD & D | 130 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 87 | 0 | 0 | 0 | 0 |
| 7128 LTD | 425 | 0 | 0 | 0 | 0 |
| 7129 Chiropractic | 22 | 1 | 0 | 0 | 0 |
| 7130 Insurance refund | 12 | 0 | 0 | 0 | 0 |
| 7131 Other benefits | 700 | 0 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 46,021 | 61,768 | 57,557 | 52,810 |
| **100: Personnel Services Total** | **52,188** | **46,637** | **62,838** | **58,627** | **53,930** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 20 | 0 | 50 | 50 | 50 |
| 7202 Telephone | 182 | 181 | 200 | 200 | 200 |
| **200: Utility Comm. & Transportation Total** | **202** | **181** | **250** | **250** | **250** |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 9,754 | 10,548 | 12,000 | 12,000 | 11,000 |
| 7331 Repairs to Mach & equip | 1,284 | 0 | 10,000 | 10,000 | 10,000 |
| 7343 PL & PD/other insurance | 1,600 | 0 | 0 | 0 | 0 |
| 7352 Special dept materials | 1,408 | 91,069 | 463,775 | 400,000 | 219,000 |
| 7358 Training & education | 0 | 0 | 400 | 400 | 400 |
| 7359 Small tools and equip | 65 | 0 | 200 | 200 | 200 |
| **300: Supplies, Materials & Services Total** | **14,111** | **101,617** | **486,375** | **422,600** | **240,600** |
| **180454: DBCP Monitoring Program Total** | **66,501** | **148,435** | **549,463** | **481,477** | **294,780** |
| | | | | | |
| **180456: Distribution-Water** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 351,883 | 290 | 0 | 0 | 0 |
| 7102 Overtime | 14,947 | 13,547 | 14,260 | 14,260 | 14,597 |
| 7103 Part time salary | 59 | 0 | 0 | 0 | 0 |
| 7109 Incentive pay | 6,107 | 794 | 0 | 0 | 0 |
| 7111 Workers comp | 38,603 | 0 | 0 | 0 | 0 |
| 7112 Medical insurance | 75,287 | 10,458 | 0 | 0 | 0 |
| 7113 Dental insurance | 6,579 | 849 | 0 | 0 | 0 |
| 7114 Vision care | 1,640 | 209 | 0 | 0 | 0 |

| Water Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7115 Medicare insurance | 4,337 | 210 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 68,800 | 174 | 0 | 0 | 0 |
| 7122 Social security payments | 4 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 10,208 | 29 | 0 | 0 | 0 |
| 7124 LI & AD & D | 656 | 1 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 947 | 1 | 0 | 0 | 0 |
| 7128 LTD | 4,554 | 11 | 0 | 0 | 0 |
| 7129 Chiropractic | 330 | 45 | 0 | 0 | 0 |
| 7130 Insurance refund | 1,639 | 27 | 0 | 0 | 0 |
| 7131 Other benefits | 13,997 | 0 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 498,213 | 680,404 | 605,478 | 584,757 |
| **100: Personnel Services Total** | **600,577** | **524,858** | **694,664** | **619,738** | **599,354** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 53 | 0 | 1,000 | 0 |
| 7305 Uniforms | 0 | 10 | 0 | 0 | 0 |
| 7306 Safety Equipment | 298 | 403 | 500 | 500 | 500 |
| 7307 Office supplies | 0 | 42 | 0 | 21 | 2,000 |
| 7308 Books & periodicals | 0 | 70 | 0 | 0 | 0 |
| 7314 Business expense | 0 | 0 | 0 | 0 | 250 |
| 7322 Rental of equipment | 1,526 | 131 | 2,000 | 2,000 | 0 |
| 7323 Professional services | 759 | 6,561 | 0 | 486 | 30,000 |
| 7332 Repairs to office equip | 0 | 249 | 0 | 0 | 0 |
| 7335 Sublet service contracts | 0 | 2,036 | 0 | 1,229 | 0 |
| 7343 PL & PD/other insurance | 21,200 | 0 | 0 | 0 | 0 |
| 7352 Special dept materials | 59,927 | 46,171 | 79,449 | 79,449 | 75,000 |
| 7353 Janitorial supplies | 5 | 0 | 0 | 200 | 0 |
| 7355 General supplies | 1,754 | 1,107 | 0 | 550 | 0 |
| 7358 Training & education | 350 | 250 | 0 | 350 | 0 |
| 7359 Small tools and equip | 3,081 | 5,094 | 2,500 | 3,000 | 3,000 |
| 7360 Overtime meals | 0 | 0 | 250 | 250 | 0 |
| 7399 Supplies, mat & services | 0 | 62 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **88,900** | **62,239** | **84,699** | **89,035** | **110,750** |
| 400: Work for Others | | | | | |
| 7601 Work for others | 1,920 | 0 | 0 | 0 | 0 |
| **400: Work for Others Total** | **1,920** | **0** | **0** | **0** | **0** |
| 500: Equipment, Land & Structures | | | | | |
| 7720 Other contracts | 1,600 | 0 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **1,600** | **0** | **0** | **0** | **0** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 17,349 | 17,607 | 0 | 0 | 0 |
| **600: Special Payments Total** | **17,349** | **17,607** | **0** | **0** | **0** |
| **180456: Distribution-Water Total** | **710,346** | **604,704** | **779,363** | **708,773** | **710,104** |
| | | | | | |
| **180459: WID Water Purchase** | | | | | |
| 800: Bulk Power Purchase | | | | | |
| 8301 WID Water Purchase | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 | 1,200,000 |
| **800: Bulk Power Purchase Total** | **1,200,000** | **1,200,000** | **1,200,000** | **1,200,000** | **1,200,000** |
| **180459: WID Water Purchase Total** | **1,200,000** | **1,200,000** | **1,200,000** | **1,200,000** | **1,200,000** |
| | | | | | |
| **180611: Water Loan-Interest & Fees** | | | | | |
| 600: Special Payments | | | | | |
| 7900 Debt service | 0 | 0 | 228,024 | 0 | 228,024 |
| 7924 Bond interest | 0 | 31,367 | 0 | 0 | 0 |
| 7927 Loan interest | 68,132 | 31,309 | 0 | 0 | 0 |
| **600: Special Payments Total** | **68,132** | **62,676** | **228,024** | **0** | **228,024** |
| **180611: Water Loan-Interest & Fees Total** | **68,132** | **62,676** | **228,024** | **0** | **228,024** |
| **Water Utility Total** | **6,975,018** | **7,093,507** | **5,841,089** | **5,858,168** | **6,049,365** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Capital Improvement Project(s)** | **FUND:** | **Water Capital Funds and Impact Fee Fund** |
| **DEPARTMENT:** | **Public Works** | | |

**Capital Improvement Project Descriptions:**

**MSC Space Planning and Facility Evaluation Study** **$25,000**
Initiate a space planning and facility evaluation study on the existing Municipal Services Center campus to plan a proposed expansion of the facility. This is a jointly funded project with additional funding from the Wastewater Impact Fee Fund.

**Decommission Old Fleet Services Shop** **$15,000**
Work to prepare old fleet shop for other uses: abandon/remove underground oil tank; remove oil containers and piping; remove lifts; remove methane detection system; reconfigure electrical services; repairs to mezzanine. This is a jointly funded project ($45,000) with additional funding from Wastewater and Streets funds.

**Miscellaneous Capital Maintenace Projects** **$6,311,000**
Maintenance projects including: construct raw water transmission main ($1,000,000); valve exercising program ($21,000); water taps and miscellaneous systems relocations ($130,000); water meter installation #4 ($2,080,000); main replacement #3 ($2,080,000); initiate surface water treatment plant design ($1,000,000).

**ACTIVITY:** **Equipment Purchase** **FUND:** **Water Capital Outlay Fund**
**DEPARTMENT:** **Public Works**

**Equipment - New or Replacement Description:**

**Replacement of Vehicle 04-116** **$50,000**
Replace crane truck used by the Water Services construction and maintenance staff. One-half of the total replacement cost ($100,000) to be funded by Water Capital Outlay Fund.

| Water Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **181000: Capital Projects - New** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 356,000 | 0 | 6,311,000 |
| **900: Capital Projects Total** | **0** | **0** | **356,000** | **0** | **6,311,000** |
| **181000: Capital Projects - New Total** | **0** | **0** | **356,000** | **0** | **6,311,000** |
| | | | | | |
| **182356: MSC Fleet Service Shop** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 117,225 | 250,000 | 40,000 |
| 1825.2250 Contracts | 0 | 0 | 250,000 | 0 | 0 |
| **900: Capital Projects Total** | **0** | **0** | **367,225** | **250,000** | **40,000** |
| **182356: MSC Fleet Service Shop Total** | **0** | **0** | **367,225** | **250,000** | **40,000** |
| | | | | | |
| **1811201: Capital Equipment** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7709 Shop equipment | 0 | 0 | 2,942 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **0** | **2,942** | **0** | **0** |
| 550: Fleet | | | | | |
| 7850 Fleet | 0 | 0 | 40,000 | 0 | 50,000 |
| 7851 Vehicles & Equipment | 0 | 0 | 521 | 0 | 0 |
| **550: Fleet Total** | **0** | **0** | **40,521** | **0** | **50,000** |
| **1811201: Capital Equipment Total** | **0** | **0** | **43,463** | **0** | **50,000** |
| **Water Utility Capital Total** | **0** | **0** | **766,688** | **250,000** | **6,401,000** |

| Water Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **1840205: T&R Task 5-Cost Est/All Plumes** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 0 | 0 | 35,566 | 35,566 | 0 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **35,566** | **35,566** | **0** |
| **1840205: T&R Task 5-Cost Est/All Plumes Tota** | **0** | **0** | **35,566** | **35,566** | **0** |
| **Water Other Total** | **7,074,720** | **3,738,004** | **8,915,231** | **6,211,597** | **50,000** |

## WASTEWATER UTILITY

This utility is responsible for collecting, conveying and treating 2.4 billion gallons of wastewater a year at the White Slough Water Pollution Control Facility. It also manages the City's storm drain system. The Wastewater Utility is managed by the Public Works Department.

The wastewater utility has a budget of $16,343,361 in FY 2009/10, compared to $30,497,223 in FY 2008/09, which included $18.2 million in capital projects.

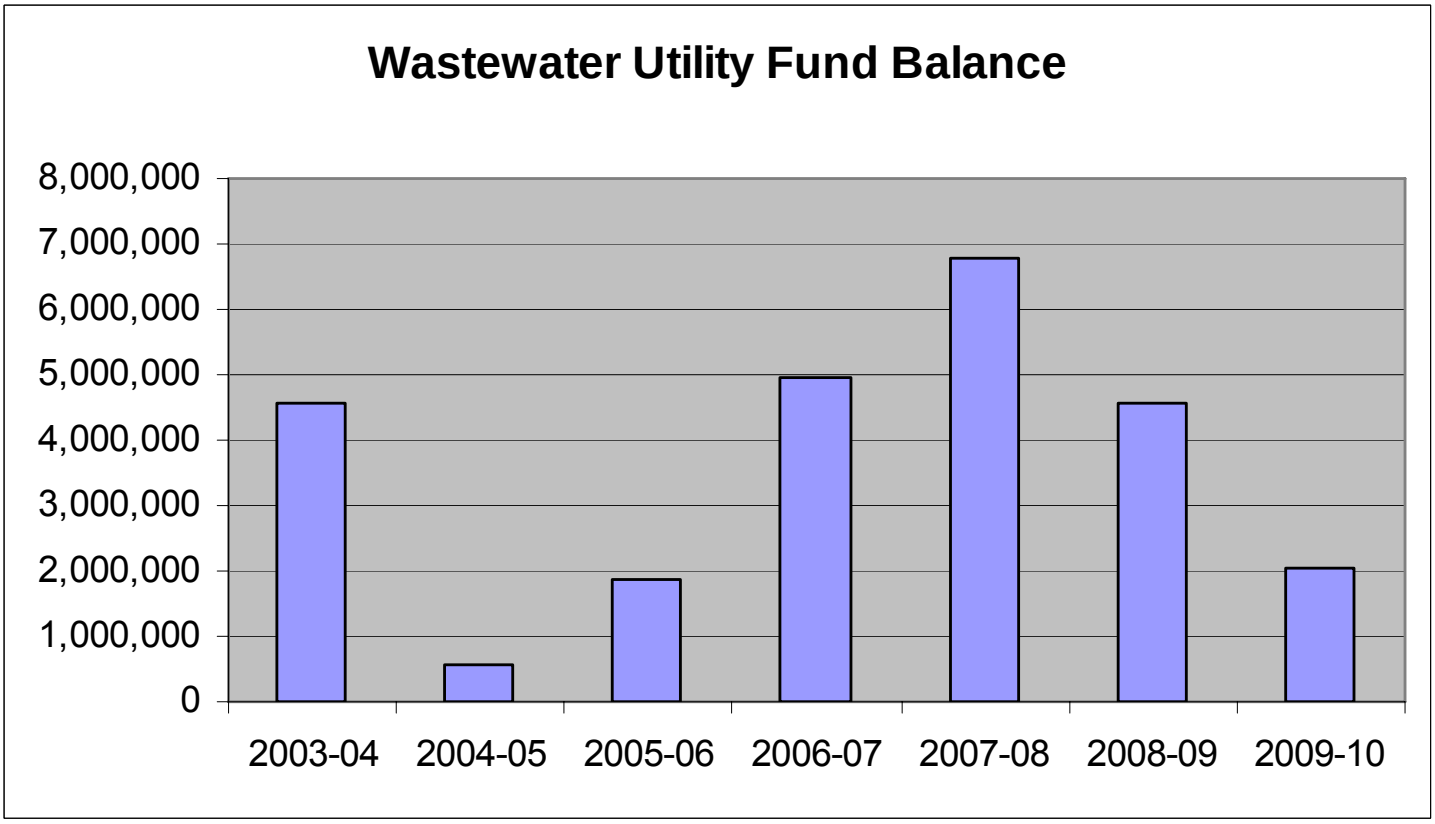
The utility shares a 40-person staff with the Water utility. There is no change in staffing levels in FY 2009/10.

An organizational chart, staffing summary, detailed activity descriptions and financial tables are included in the following pages.

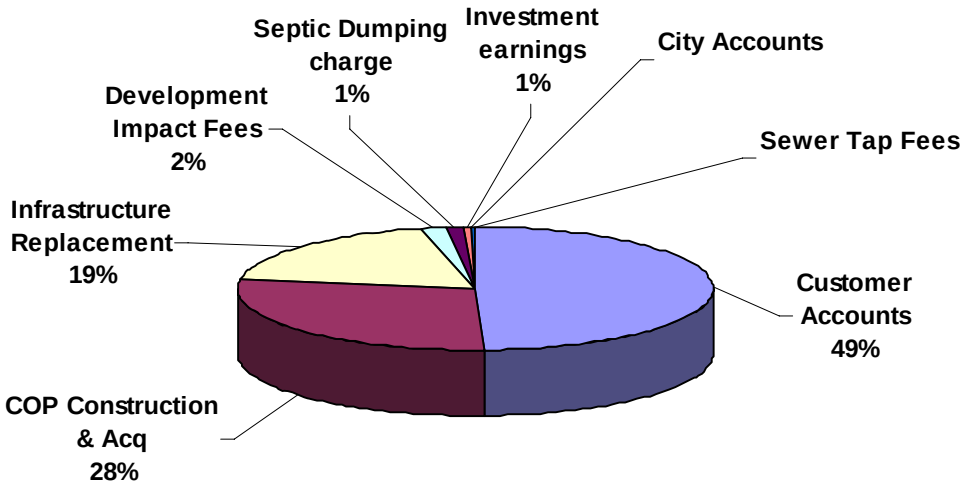
# Wastewater Fund
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**
**For the Fiscal Year Ended June 30, 2010**
**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Wastewater Utility Enterprise Fund** | | | | | |
| **Fund Balance (Cash)** | | | | | |
| **Beginning Fund Balance (Cash) Unreserved** | 1,866,805 | 4,956,069 | 9,971,095 | 6,766,472 | 4,568,929 |
| **Revenues** | 17,957,059 | 38,421,977 | 21,457,272 | 15,532,196 | 13,821,930 |
| **Expenditures** | 14,867,795 | 36,611,574 | 30,497,223 | 17,729,739 | 16,343,361 |
| **Net Difference (Revenues Less Expenditures)** | 3,089,264 | 1,810,403 | (9,039,951) | (2,197,543) | (2,521,431) |
| **Fund Balance (Cash)** | | | | | |
| **Ending Fund Balance (Cash) Unreserved** | 4,956,069 | 6,766,472 | 931,144 | 4,568,929 | 2,047,498 |



# Wastewater Fund Revenues

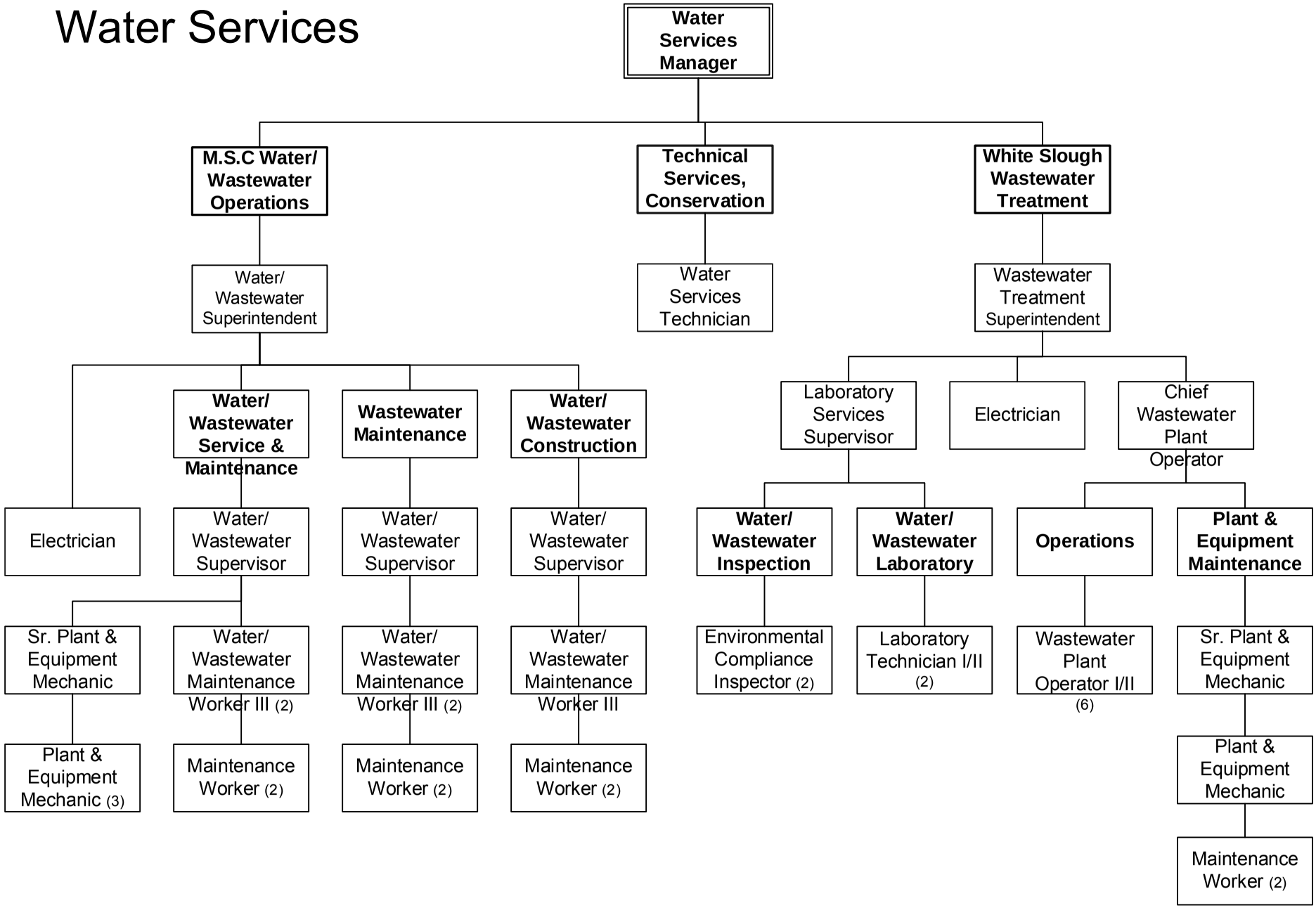



| Revenue | Budget 2009-10 |
|---|---|
| Customer Accounts | 6,817,800 |
| COP Construction & Acq | 3,900,000 |
| Infrastructure Replacement | 2,591,100 |
| Development Impact Fees | 226,270 |
| Septic Dumping charge | 170,000 |
| Investment earnings | 73,460 |
| City Accounts | 33,300 |
| Sewer Tap Fees | 10,000 |
| Grand Total | 13,821,930 |

| Wastewater Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **171: Wastewtr-Capital Outlay B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 5,521,724 | 3,595,181 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **5,521,724** | **3,595,181** | **0** | **0** | **0** | |
| **171: Wastewtr-Capital Outlay B/S Total** | **5,521,724** | **3,595,181** | **0** | **0** | **0** | |
| **172: Waste Water Capital Res B/S** | | | | | | |
| 900: Other Revenue | | | | | | |
| 1082.2003B COP Construction & Acq | (113) | (9) | 0 | 0 | 0 | |
| 1082.2004A COP Construction & Acq | 3,553,757 | 8,792,937 | 0 | 0 | 0 | |
| 1082.2007 COP Construction & Acq | 0 | 10,232,014 | 10,727,466 | 4,295,573 | 3,900,000 | Major project completed |
| **900: Other Revenue Total** | **3,553,644** | **19,024,942** | **10,727,466** | **4,295,573** | **3,900,000** | |
| **172: Waste Water Capital Res B/S Total** | **3,553,644** | **19,024,942** | **10,727,466** | **4,295,573** | **3,900,000** | |
| **1701: Wastewater Utility Fund Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 12,742 | (34,539) | 8,000 | 0 | 0 | |
| 5361 Rent | 176,202 | 165,931 | 150,000 | 210,000 | 0 | |
| 5391 Sale of City Property | 0 | 153 | 0 | 103 | 0 | |
| **400: Investment/Property Revenues Tota** | **188,944** | **131,545** | **158,000** | **210,103** | **0** | |
| 500: Revenue from Others | | | | | | |
| 5604 State Special Grants | 74,941 | 17,526 | 40,000 | 416,746 | 0 | |
| **500: Revenue from Others Total** | **74,941** | **17,526** | **40,000** | **416,746** | **0** | |
| 640: Sewer Operating Revenue | | | | | | |
| 6471 City Accounts | 31,272 | 32,108 | 34,000 | 33,000 | 33,300 | |
| 6480 Customer Accounts | 6,166,536 | 6,564,348 | 6,580,100 | 6,816,400 | 6,817,800 | |
| 6481 Infrastructure Replacement | 2,398,513 | 2,494,764 | 2,563,900 | 2,590,600 | 2,591,100 | |
| 6492.1000 Wastewater Discount - SHAF | (70,475) | 0 | 0 | 0 | 0 | |
| 6492.2000 WW Discount - Fixed Income | (2,315) | 0 | 0 | 0 | 0 | |
| **640: Sewer Operating Revenue Total** | **8,523,531** | **9,091,220** | **9,178,000** | **9,440,000** | **9,442,200** | |
| 680: Non-Operating Utility Revenue | | | | | | |
| 6524 Sewer Reimbursements | 0 | 3,440 | 0 | 0 | 0 | |
| 6525 Sewer Tap Fees | 20,864 | 41,009 | 20,000 | 10,000 | 10,000 | |
| 6530.1 Kettleman Liftstation | 13,202 | 3,299 | 0 | 985 | 0 | |
| **680: Non-Operating Utility Revenue Total** | **34,066** | **47,748** | **20,000** | **10,985** | **10,000** | |
| 900: Other Revenue | | | | | | |
| 5386 Septic Dumping charge | 220,634 | 190,435 | 170,000 | 170,000 | 170,000 | |
| 5394 Revenue-Other | 188 | 5,463 | 0 | 43 | 0 | |
| 5398 Reimbursable Charges | 0 | 70,743 | 0 | 187,000 | 0 | |
| 6152 Damage to Property | 4,497 | 10,077 | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **225,319** | **276,718** | **170,000** | **357,043** | **170,000** | |
| **1701: Wastewater Utility Fund Rev Total** | **9,046,801** | **9,564,757** | **9,566,000** | **10,434,877** | **9,622,200** | |

| Wastewater Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **1711: Wastewtr-Capital Outlay Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5391 Sale of City Property | 233 | 0 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **233** | **0** | **0** | **0** | **0** | |
| 900: Other Revenue | | | | | | |
| 5398 Reimbursable Charges | 0 | 69,606 | 0 | 0 | 0 | |
| 6152 Damage to Property | 0 | 24,184 | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **0** | **93,790** | **0** | **0** | **0** | |
| **1711: Wastewtr-Capital Outlay Rev Total** | **233** | **93,790** | **0** | **0** | **0** | |
| **1721: Waste Water Capital Res Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 700,215 | 640,906 | 0 | 160,000 | 20,060 | |
| **400: Investment/Property Revenues Tota** | **700,215** | **640,906** | **0** | **160,000** | **20,060** | |
| **1721: Waste Water Capital Res Rev Total** | **700,215** | **640,906** | **0** | **160,000** | **20,060** | |
| **1731: Imf Wastewater Facilities Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 209,196 | 230,496 | 135,000 | 225,000 | 53,400 | |
| **400: Investment/Property Revenues Tota** | **209,196** | **230,496** | **135,000** | **225,000** | **53,400** | |
| 810: Development Impact Fees | | | | | | |
| 6122 Development Impact Fees | 1,454,915 | 6,384,631 | 1,028,806 | 416,746 | 226,270 | |
| **810: Development Impact Fees Total** | **1,454,915** | **6,384,631** | **1,028,806** | **416,746** | **226,270** | |
| **1731: Imf Wastewater Facilities Rev Total** | **1,664,111** | **6,615,127** | **1,163,806** | **641,746** | **279,670** | |
| **Wastewater Utility Revenue Total** | **20,486,728** | **39,534,703** | **21,457,272** | **15,532,196** | **13,821,930** | |

# Public Works
# Water Services




FY 2009-2010

| Wastewater Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 090: Operating Transfers Out | 4,206,533 | 4,170,507 | 1,451,478 | 1,451,478 | 1,451,478 |
| 100: Personnel Services | 2,233,730 | 2,833,603 | 3,068,836 | 2,978,415 | 2,842,298 |
| 200: Utility Comm. & Transportation | 683,670 | 798,652 | 819,210 | 874,250 | 925,550 |
| 300: Supplies, Materials & Services | 863,879 | 1,245,901 | 2,367,642 | 2,321,544 | 1,935,545 |
| 400: Work for Others | 1,780 | 0 | 43,960 | 43,960 | 43,700 |
| 500: Equipment, Land & Structures | 71,320 | 60,383 | 118,212 | 100,100 | 40,600 |
| 550: Fleet | 0 | 218,625 | 100,000 | 0 | 100,000 |
| 600: Special Payments | 3,123,895 | 3,388,711 | 4,328,073 | 4,330,581 | 4,299,190 |
| 700: Interfund Transfers | 219,394 | 0 | 0 | 0 | 0 |
| 900: Capital Projects | 0 | 0 | 18,199,812 | 5,629,411 | 4,705,000 |
| **Wastewater Utility Total** | **11,404,201** | **12,716,382** | **30,497,223** | **17,729,739** | **16,343,361** |

| STAFFING SUMMARY | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **WATER SERVICES** | | | | | |
| Chief Wastewater Plant Operator | 1 | 1 | 1 | 1 | 1 |
| Electrician | 2 | 2 | 2 | 2 | 2 |
| Environmental Compliance Inspector | 2 | 2 | 2 | 2 | 2 |
| Laboratory Services Supervisor | 1 | 1 | 1 | 1 | 1 |
| Laboratory Technician I/II | 2 | 2 | 2 | 2 | 2 |
| Maintenance Worker | 8 | 8 | 8 | 8 | 8 |
| Plant & Equipment Mechanic | 4 | 4 | 4 | 4 | 4 |
| Senior Plant & Equipment Mechanic | 3 | 3 | 2 | 2 | 2 |
| Wastewater Plant Operator I/II/III | 6 | 6 | 6 | 6 | 6 |
| Wastewater Treatment Superintendent | 1 | 1 | 1 | 1 | 1 |
| Water Services Manager | 1 | 1 | 1 | 1 | 1 |
| Water Services Technician | 1 | 1 | 1 | 1 | 1 |
| Water/Wastewater Maintenance Worker III | 5 | 5 | 5 | 5 | 5 |
| Water/Wastewater Superintendent | 1 | 1 | 1 | 1 | 1 |
| Water/Wastewater Supervisor | 3 | 3 | 3 | 3 | 3 |
| **Water Services Total** | **41** | **41** | **40** | **40** | **40** |

| Wastewater Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 4,206,533 | 4,170,507 | 1,451,478 | 1,451,478 | 1,451,478 | General Fund cost of services |
| **090: Operating Transfers Out** | **4,206,533** | **4,170,507** | **1,451,478** | **1,451,478** | **1,451,478** | |
| 7100 Personnel Services | 0 | 0 | 117,400 | 0 | 0 | |
| 7101 Regular emp salary | 1,391,503 | 2,068,054 | 2,317,396 | 563,906 | 2,313,545 | Employee contributions |
| 7102 Overtime | 51,384 | 90,717 | 66,765 | 89,705 | 102,350 | |
| 7103 Part time salary | 22,293 | 9,668 | 0 | 0 | 0 | |
| 7106 Uniform allowance | 75 | 0 | 450 | 0 | 0 | |
| 7109 Incentive pay | 17,372 | 101,584 | 56,161 | 4,898 | 65,910 | |
| 7110 Admin leave pay | 3,536 | 5,810 | 5,810 | 1,856 | 5,820 | |
| 7111 Workers comp | 89,123 | 150,160 | 145,300 | 29,700 | 146,400 | |
| 7112 Medical insurance | 231,496 | 381,932 | 498,239 | 103,908 | 532,740 | |
| 7113 Dental insurance | 21,085 | 28,717 | 41,000 | 9,000 | 40,000 | |
| 7114 Vision care | 6,033 | 7,877 | 10,250 | 2,250 | 10,000 | |
| 7115 Medicare insurance | 15,529 | 25,161 | 27,432 | 5,731 | 27,580 | |
| 7121 Service contribution-PERS | 274,226 | 418,499 | 441,649 | 100,114 | 433,260 | Reduced payroll |
| 7122 Social security payments | 298 | 0 | 0 | 0 | 0 | |
| 7123 Deferred comp | 37,253 | 58,528 | 55,356 | 8,225 | 47,870 | Employee contributions |
| 7124 LI & AD & D | 4,132 | 6,089 | 9,264 | 20,260 | 8,390 | |
| 7125 Unemployment insurance | 3,863 | 5,702 | 6,489 | 1,471 | 8,105 | |
| 7128 LTD | 17,917 | 26,967 | 29,524 | 6,692 | 29,480 | |
| 7129 Chiropractic | 1,186 | 1,615 | 2,050 | 450 | 2,210 | |
| 7130 Insurance refund | 7,143 | 7,189 | 6,950 | 650 | 16,630 | Policy change |
| 7131 Other benefits | 38,283 | 59,622 | 61,642 | 13,973 | 75,200 | |
| 7188 Transfer In | 0 | (2,532,131) | (2,914,662) | 0 | (3,026,429) | |
| 7189 Transfer Out | 0 | 1,911,843 | 2,084,371 | 2,015,626 | 2,003,237 | |
| **100: Personnel Services** | **2,233,730** | **2,833,603** | **3,068,836** | **2,978,415** | **2,842,298** | |
| 7201 Postage | 904 | 962 | 4,950 | 4,450 | 4,450 | |
| 7202 Telephone | 13,598 | 13,064 | 16,050 | 12,750 | 13,350 | |
| 7203 Cellular phone charges | 1,909 | 5,176 | 5,100 | 5,100 | 5,600 | |
| 7204 Pagers | 27 | 7 | 50 | 50 | 50 | |
| 7211 Electricity | 627,778 | 723,866 | 768,000 | 818,000 | 868,000 | 6% over current year estimate |
| 7212 Gas | 35,897 | 50,855 | 16,500 | 21,500 | 21,500 | |
| 7213 Water | 2,267 | 2,562 | 2,400 | 2,400 | 2,600 | |
| 7215 Refuse | 1,290 | 2,160 | 6,160 | 10,000 | 10,000 | |
| **200: Utility Comm. & Transportation** | **683,670** | **798,652** | **819,210** | **874,250** | **925,550** | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 4,500 | 0 | 0 | |
| 7301 Printing,binding,duplication | 1,377 | 717 | 5,310 | 2,400 | 2,450 | |
| 7302 Photocopying | 417 | 522 | 400 | 400 | 400 | |
| 7303 Advertising | 2,741 | 2,518 | 4,200 | 2,700 | 3,550 | |
| 7305 Uniforms | 3,554 | 4,509 | 5,200 | 5,200 | 5,700 | |
| 7306 Safety Equipment | 6,491 | 14,277 | 24,300 | 26,500 | 16,000 | |
| 7307 Office supplies | 5,186 | 6,641 | 6,000 | 6,000 | 7,000 | |
| 7308 Books & periodicals | 167 | 135 | 550 | 550 | 750 | |

| Wastewater Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7309 Membership & dues | 18,103 | 11,282 | 18,555 | 16,355 | 18,200 | |
| 7310 Uncollectible acct expense | 96,522 | 99,390 | 50,000 | 50,000 | 50,000 | |
| 7311 Collection agency fees | 505 | 905 | 400 | 400 | 3,000 | |
| 7312 Bank service charges | 5,407 | 7,887 | 3,800 | 3,800 | 6,000 | |
| 7313 Information systems software | 1,828 | 2,088 | 25,500 | 26,500 | 15,000 | |
| 7314 Business expense | 2,878 | 2,588 | 3,400 | 3,400 | 4,300 | |
| 7315 Conference expense | 8,140 | 8,242 | 21,920 | 17,000 | 11,120 | |
| 7321 Rent of Land, facilities | 4,071 | 4,223 | 5,500 | 5,500 | 5,500 | |
| 7322 Rental of equipment | 3,909 | 4,574 | 5,500 | 13,600 | 5,500 | |
| 7323 Professional services | 163,245 | 140,250 | 1,170,795 | 900,145 | 571,000 | Additional work completed in current year |
| 7330 Repairs to comm equip | 1,780 | 1,577 | 1,300 | 1,620 | 1,300 | |
| 7331 Repairs to Mach & equip | 146,289 | 358,866 | 292,845 | 424,174 | 437,000 | |
| 7332 Repairs to office equip | 0 | 2,382 | 300 | 300 | 300 | Aging equipment |
| 7333 Repairs to vehicles | (159) | 170,646 | 154,281 | 154,345 | 155,785 | |
| 7334 Repairs to buildings | 2,135 | 1,756 | 2,800 | 2,800 | 5,000 | |
| 7335 Sublet service contracts | 28,102 | 42,313 | 42,442 | 61,442 | 62,300 | |
| 7336 Car wash | 0 | 400 | 310 | 310 | 490 | |
| 7343 PL & PD/other insurance | 88,940 | 91,673 | 29,725 | 6,525 | 75,010 | |
| 7351 Motor veh fuel, lube | 0 | 48,535 | 41,613 | 41,741 | 38,340 | |
| 7352 Special dept materials | 94,136 | 61,951 | 98,000 | 106,000 | 87,700 | |
| 7353 Janitorial supplies | 1,674 | 858 | 1,000 | 1,020 | 1,200 | |
| 7354 Photo supplies | 47 | 0 | 400 | 400 | 400 | |
| 7355 General supplies | 121,442 | 107,812 | 275,949 | 365,265 | 270,000 | |
| 7356 Medical supplies | 0 | 6 | 0 | 0 | 0 | |
| 7358 Training & education | 4,311 | 4,154 | 8,500 | 7,000 | 10,000 | |
| 7359 Small tools and equip | 20,912 | 18,994 | 37,375 | 35,480 | 37,700 | |
| 7360 Overtime meals | 193 | 876 | 500 | 700 | 0 | |
| 7362 Laboratory supplies | 27,030 | 19,480 | 22,962 | 22,962 | 26,050 | |
| 7366 Tuition Reimbursement | 0 | 0 | 500 | 500 | 500 | |
| 7369 Software Licensing Cost | 1,810 | 2,059 | 0 | 7,500 | 0 | |
| 7398 Reimbursable Expense | 507 | 508 | 1,010 | 1,010 | 1,000 | |
| 7399 Supplies, mat & services | 189 | 307 | 0 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **863,879** | **1,245,901** | **2,367,642** | **2,321,544** | **1,935,545** | |
| 7601 Work for others | 1,780 | 0 | 43,960 | 43,960 | 43,700 | |
| **400: Work for Others** | **1,780** | **0** | **43,960** | **43,960** | **43,700** | |
| 7701 Office equip | 36 | 5,030 | 1,500 | 5,000 | 1,500 | |
| 7709 Shop equipment | 0 | 0 | 2,942 | 0 | 0 | |
| 7715 Data Processing hrdware | 1,549 | 2,371 | 2,000 | 2,000 | 2,000 | |
| 7719 Other equip | 32,329 | 26,197 | 39,100 | 33,100 | 25,600 | |
| 7731 Storm drains | 37,406 | 26,785 | 72,670 | 60,000 | 11,500 | |
| **500: Equipment, Land & Structures** | **71,320** | **60,383** | **118,212** | **100,100** | **40,600** | |
| 7850 Fleet | 0 | 0 | 100,000 | 0 | 100,000 | |
| 7851 Vehicles & Equipment | 0 | 218,625 | 0 | 0 | 0 | |

| Wastewater Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **550: Fleet** | **0** | **218,625** | **100,000** | **0** | **100,000** | |
| 7636 Amortization | 57,120 | 47,636 | 0 | 0 | 0 | |
| 7924 Bond interest | 2,016,697 | 2,333,676 | 0 | 0 | 0 | |
| 8022 Taxes | 718 | 713 | 100 | 100 | 100 | |
| 8023 Refunds/Rebates | 787 | 437 | 1,500 | 1,500 | 2,000 | |
| 8097 Lodi CARE Program | 5,416 | 222 | 0 | 0 | 0 | |
| 8099 Special payments | 1,043,157 | 1,006,027 | 4,326,473 | 4,328,981 | 4,297,090 | Debt service, compliance fees, discharge fee |
| **600: Special Payments** | **3,123,895** | **3,388,711** | **4,328,073** | **4,330,581** | **4,299,190** | |
| 8199 Transfer Out | 219,394 | 0 | 0 | 0 | 0 | |
| **700: Interfund Transfers** | **219,394** | **0** | **0** | **0** | **0** | |
| 1820 Construction in Progress-CY | (6,610,815) | (20,516,579) | 13,407,772 | 5,629,411 | 4,705,000 | Completed Phase 3 improvements |
| 1825.1800 Contracts | 268,146 | 255,478 | 81,968 | 0 | 0 | |
| 1825.1850 Contracts | 4,511,221 | 16,003,222 | 3,833,212 | 0 | 0 | |
| 1825.2100 Contracts | 87,496 | 81,807 | 698 | 0 | 0 | |
| 1825.2200 Contracts | 1,258,234 | 270,550 | 396,148 | 0 | 0 | |
| 1825.2250 Contracts | 0 | 0 | 250,000 | 0 | 0 | |
| 1825.2275 Contracts | 12,298 | 46,721 | 0 | 0 | 0 | |
| 1825.2300 Contracts | 393,205 | 156,280 | 230,014 | 0 | 0 | |
| 1827.1800 Force Account | 0 | 502 | 0 | 0 | 0 | |
| 1827.1850 Force Account | 0 | 178,949 | 0 | 0 | 0 | |
| 1827.2100 Force Account | 0 | 2,026 | 0 | 0 | 0 | |
| 1829.1800 Equipment | 17,404 | 974 | 0 | 0 | 0 | |
| 1829.2275 Machinery & equipment | 0 | 614,474 | 0 | 0 | 0 | |
| 1829.2300 Equipment | 1,883 | 0 | 0 | 0 | 0 | |
| 1831.1800 Materials | 1,526 | 2,775,425 | 0 | 0 | 0 | |
| 1831.1850 Materials | 0 | 1,011 | 0 | 0 | 0 | |
| 1831.1900 Materials | 9,837 | 13,351 | 0 | 0 | 0 | |
| 1831.2100 Materials | 0 | 528 | 0 | 0 | 0 | |
| 1831.2150 Materials | 97 | 120 | 0 | 0 | 0 | |
| 1831.2300 Materials | 151 | 0 | 0 | 0 | 0 | |
| 1836.1200 Other | 12,200 | 0 | 0 | 0 | 0 | |
| 1836.1800 Other | 19,206 | 447 | 0 | 0 | 0 | |
| 1836.1850 Other | 3,648 | 2,773 | 0 | 0 | 0 | |
| 1836.2200 Other | 2,141 | 1,080 | 0 | 0 | 0 | |
| 1836.2300 Other | 12,122 | 110,861 | 0 | 0 | 0 | |
| **900: Capital Projects** | **0** | **0** | **18,199,812** | **5,629,411** | **4,705,000** | |
| **Wastewater Utility Total** | **11,404,201** | **12,716,382** | **30,497,223** | **17,729,739** | **16,343,361** | |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Wastewater Utility** | **DIVISION:** | **Water Services** |
| **DEPARTMENT:** | **Public Works** | **FUND:** | **Wastewater Fund** |

## ACTIVITY DESCRIPTION

The Wastewater Utility activity includes: 1) the operation of the White Slough Water Pollution Control Facility, (Treatment Plant) which treats the City's wastewater to tertiary levels and is located approximately 6 miles west of town; and 2) the maintenance of wastewater pipelines and lift stations that convey wastewater to the Treatment Plant. Activity goals are to provide uninterrupted wastewater flows from source to treatment facilities without blockages or overflows; minimize the City's impact on the environment by consistently treating wastewater that meets all Federal and State standards and striving for 100 percent recycling and land disposal for treated effluent and industrial wastewater; and to continue the replacement/rehabilitation of aging infrastructure. This activity has five major elements:

- Wastewater administration – Directs, supervises, and plans operations of the wastewater utility; prepares studies and reports; reviews and researches State and federal regulations and legislation on wastewater operations and discharge requirements; represents the City with other agencies and committees on matters regarding wastewater operations and treatment; and establishes sewer connection fees.
- Domestic collection system – Operates, maintains and repairs the domestic wastewater collection system, service laterals for more than 23,000 customers, 3,196 manholes, and eight domestic pumping stations; responds to customer complaints; performs regular systematic rodding and hydrocleaning to periodically remove grease and other obstructions; and performs closed-circuit television operations to assess the condition of wastewater mains.
- Industrial collection system – Operates, maintains and repairs the industrial wastewater collection system, including 10 miles of industrial wastewater collection mains, 83 manholes, 4.5 miles of 30-inch diameter "IW outfall" line, one pumping station, and seven service laterals.
- Treatment facility/laboratory services – Treatment Facility: Operates and maintains a tertiary treatment facility which operates seven days per week, 24 hours per day, and is manned 16 hours per day. Treats an annual average domestic flow of 2.4 billion gallons and an annual average industrial flow of 150 million gallons per year and utilizes recycled biosolids in accordance with discharge permit requirements. Laboratory Services: This State-certified laboratory analyzes untreated and treated wastewater to determine it's chemical, physical and bacteriological characteristics for the purpose of evaluating treatment plant effectiveness; samples and analyzes City drinking water for the purpose of monitoring water quality and compliance with State regulations; and administers the enforcement of the City's pretreatment and cross connection control programs.
- Work for others/capital improvement – Constructs wastewater main connections for new development and provides services during construction on capital improvement projects.

## SERVICE LEVEL ADJUSTMENTS

- Increase testing and environmental monitoring at wastewater plant as required by waste discharge permit.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Completed rate analysis and recommended updated wastewater rates to offset increased operating costs and compliance with State regulatory requirements.
- Initiated computer maintenance management system (EMMS).
- Completed Phase 3 improvements to White Slough Water Pollution Control Facility.

**ACTIVITY:** **Wastewater Utility** **DIVISION:** **Water Services**
**DEPARTMENT:** **Public Works** **FUND:** **Wastewater Fund**

## MAJOR 2009-10 OBJECTIVES

- Design and construct Beckman Road Relief Sewer Project.
- Reduce sanitary sewer overflows to less than 3-per-100 miles of sewer main.
- Adjust wastewater rates to offset increased operating costs associated with WSWPCF and compliance with the waste discharge requirements.
- Complete Capacity Assurance Study to comply with waste discharge requirements.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Wastewater treated (million gallons/year)* | 2,400 | 2,400.9 | 2,334 |
| Cost per million gallons treated* | $1,160 | $1,003 | $1,469 |
| Miles of wastewater main* | 185 | 187 | 194 |
| Miles of wastewater main cleaned* | 100 | 83.6 | 55.9 |
| Public sewer overflows per 100 miles of main* | 3.24 | 5.88 | 4.6 |

(*Calendar Year Calculations)

## RELATED COST CENTER(S)

- 170.4220
- 170152
- 170301
- 170401
- 170403
- 170404
- 170414
- 170442
- 170501

| Wastewater Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **170: Wastewater Utility Fund B/S** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 4,175,793 | 4,170,507 | 1,451,478 | 1,451,478 | 1,451,478 |
| **090: Operating Transfers Out Total** | **4,175,793** | **4,170,507** | **1,451,478** | **1,451,478** | **1,451,478** |
| **170: Wastewater Utility Fund B/S Total** | **4,175,793** | **4,170,507** | **1,451,478** | **1,451,478** | **1,451,478** |
| | | | | | |
| **170152: Damage To Property-Wastewtr** | | | | | |
| 100: Personnel Services | | | | | |
| 7102 Overtime | 0 | 73 | 400 | 400 | 400 |
| 7109 Incentive pay | 0 | 3 | 0 | 0 | 0 |
| 7130 Insurance refund | 0 | 1 | 0 | 0 | 0 |
| 7131 Other benefits | 27 | 0 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 3,493 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **27** | **3,570** | **400** | **400** | **400** |
| 300: Supplies, Materials & Services | | | | | |
| 7322 Rental of equipment | 0 | 159 | 0 | 0 | 0 |
| 7352 Special dept materials | 0 | 0 | 2,500 | 2,500 | 2,500 |
| **300: Supplies, Materials & Services Total** | **0** | **159** | **2,500** | **2,500** | **2,500** |
| 600: Special Payments | | | | | |
| 8099 Special payments | (29) | 0 | 0 | 0 | 0 |
| **600: Special Payments Total** | **(29)** | **0** | **0** | **0** | **0** |
| **170152: Damage To Property-Wastewtr Total** | **(2)** | **3,729** | **2,900** | **2,900** | **2,900** |
| | | | | | |
| **170301: Bonded Debt-Interest-Wastewtr** | | | | | |
| 600: Special Payments | | | | | |
| 7636 Amortization | 57,120 | 47,636 | 0 | 0 | 0 |
| 7924 Bond interest | 2,016,697 | 2,333,676 | 0 | 0 | 0 |
| 8099 Special payments | 9,079 | 9,177 | 4,127,861 | 4,127,861 | 4,126,833 |
| **600: Special Payments Total** | **2,082,896** | **2,390,489** | **4,127,861** | **4,127,861** | **4,126,833** |
| **170301: Bonded Debt-Interest-Wastewtr Total** | **2,082,896** | **2,390,489** | **4,127,861** | **4,127,861** | **4,126,833** |
| | | | | | |
| **170401: Wastewater Administration** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 117,400 | 0 | 0 |
| 7101 Regular emp salary | 170,867 | 0 | 0 | 0 | 0 |
| 7102 Overtime | 977 | 1,749 | 1,805 | 1,805 | 1,850 |
| 7103 Part time salary | 939 | 32 | 0 | 0 | 0 |
| 7106 Uniform allowance | 75 | 0 | 0 | 0 | 0 |
| 7109 Incentive pay | 650 | 24 | 0 | 0 | 0 |
| 7110 Admin leave pay | 1,768 | 0 | 0 | 0 | 0 |
| 7111 Workers comp | 15,000 | 0 | 0 | 0 | 0 |
| 7112 Medical insurance | 24,062 | 2,659 | 0 | 0 | 0 |
| 7113 Dental insurance | 2,258 | 191 | 0 | 0 | 0 |
| 7114 Vision care | 616 | 49 | 0 | 0 | 0 |
| 7115 Medicare insurance | 1,822 | 8 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 32,943 | 0 | 0 | 0 | 0 |
| 7122 Social security payments | 51 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 5,114 | 0 | 0 | 0 | 0 |
| 7124 LI & AD & D | 920 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 480 | 0 | 0 | 0 | 0 |
| 7128 LTD | 2,176 | 0 | 0 | 0 | 0 |
| 7129 Chiropractic | 123 | 11 | 0 | 0 | 0 |
| 7130 Insurance refund | 442 | 2 | 0 | 0 | 0 |
| 7131 Other benefits | 5,503 | 0 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 365,475 | 271,398 | 479,263 | 382,725 |
| **100: Personnel Services Total** | **266,786** | **370,200** | **390,603** | **481,068** | **384,575** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 23 | 210 | 200 | 200 | 200 |
| 7202 Telephone | 435 | 242 | 350 | 350 | 350 |
| 7203 Cellular phone charges | 1,792 | 3,558 | 3,500 | 3,500 | 3,900 |

| Wastewater Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7204 Pagers | 27 | 7 | 50 | 50 | 50 |
| **200: Utility Comm. & Transportation Total** | **2,277** | **4,017** | **4,100** | **4,100** | **4,500** |
| 300: Supplies, Materials & Services | | | | | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 4,500 | 0 | 0 |
| 7301 Printing,binding,duplication | 118 | 362 | 250 | 250 | 250 |
| 7302 Photocopying | 141 | 268 | 200 | 200 | 200 |
| 7303 Advertising | 0 | 0 | 100 | 100 | 200 |
| 7305 Uniforms | 3,554 | 4,449 | 4,000 | 4,000 | 4,500 |
| 7306 Safety Equipment | 3,616 | 8,228 | 5,000 | 5,000 | 5,000 |
| 7307 Office supplies | 1,352 | 2,811 | 3,000 | 3,000 | 4,000 |
| 7308 Books & periodicals | 39 | 85 | 300 | 300 | 500 |
| 7309 Membership & dues | 9,898 | 4,144 | 6,350 | 6,350 | 7,000 |
| 7310 Uncollectible acct expense | 96,522 | 99,390 | 50,000 | 50,000 | 50,000 |
| 7311 Collection agency fees | 505 | 905 | 400 | 400 | 3,000 |
| 7312 Bank service charges | 5,407 | 7,887 | 3,800 | 3,800 | 6,000 |
| 7313 Information systems software | 281 | 477 | 20,000 | 20,000 | 10,000 |
| 7314 Business expense | 655 | 875 | 700 | 700 | 1,250 |
| 7315 Conference expense | 1,699 | 2,548 | 8,000 | 8,000 | 2,200 |
| 7321 Rent of Land, facilities | 3,843 | 3,843 | 5,500 | 5,500 | 5,500 |
| 7323 Professional services | 0 | 2,568 | 20,145 | 20,145 | 20,000 |
| 7330 Repairs to comm equip | 1,060 | 977 | 1,300 | 1,300 | 1,300 |
| 7332 Repairs to office equip | 0 | 456 | 0 | 0 | 0 |
| 7333 Repairs to vehicles | (159) | 131,764 | 118,345 | 118,345 | 121,320 |
| 7335 Sublet service contracts | 2,908 | 3,747 | 5,000 | 5,000 | 5,000 |
| 7336 Car wash | 0 | 400 | 310 | 310 | 490 |
| 7343 PL & PD/other insurance | 12,771 | 0 | 0 | 0 | 0 |
| 7351 Motor veh fuel, lube | 0 | 41,301 | 35,741 | 35,741 | 32,625 |
| 7352 Special dept materials | 978 | 1,362 | 1,000 | 1,000 | 1,500 |
| 7353 Janitorial supplies | 6 | 11 | 0 | 0 | 0 |
| 7354 Photo supplies | 0 | 0 | 300 | 300 | 300 |
| 7355 General supplies | 84 | 353 | 0 | 0 | 0 |
| 7356 Medical supplies | 0 | 6 | 0 | 0 | 0 |
| 7358 Training & education | 1,289 | 1,385 | 2,500 | 2,500 | 2,500 |
| 7359 Small tools and equip | 10,249 | 5,657 | 20,000 | 16,000 | 16,000 |
| 7360 Overtime meals | 16 | 447 | 250 | 250 | 0 |
| 7366 Tuition Reimbursement | 0 | 0 | 500 | 500 | 500 |
| 7369 Software Licensing Cost | 1,810 | 2,059 | 0 | 7,500 | 0 |
| 7399 Supplies, mat & services | 133 | 237 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **158,775** | **329,002** | **317,491** | **316,491** | **301,135** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 36 | 327 | 1,500 | 5,000 | 1,500 |
| 7715 Data Processing hrdware | 1,549 | 2,371 | 2,000 | 2,000 | 2,000 |
| 7719 Other equip | 354 | 0 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **1,939** | **2,698** | **3,500** | **7,000** | **3,500** |
| 600: Special Payments | | | | | |
| 8022 Taxes | 614 | 624 | 0 | 0 | 0 |
| 8023 Refunds/Rebates | 787 | 437 | 1,500 | 1,500 | 2,000 |
| **600: Special Payments Total** | **1,401** | **1,061** | **1,500** | **1,500** | **2,000** |
| 700: Interfund Transfers | | | | | |
| 8199 Transfer Out | 219,394 | 0 | 0 | 0 | 0 |
| **700: Interfund Transfers Total** | **219,394** | **0** | **0** | **0** | **0** |
| **170401: Wastewater Administration Total** | **650,572** | **706,978** | **717,194** | **810,159** | **695,710** |
| | | | | | |
| **170403: Plant Maintenance** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 735,501 | 401,950 | 513,093 | 563,906 | 541,410 |
| 7102 Overtime | 38,139 | 60,826 | 49,800 | 85,000 | 85,000 |
| 7103 Part time salary | 3,876 | 0 | 0 | 0 | 0 |
| 7109 Incentive pay | 9,353 | 4,782 | 4,770 | 4,898 | 5,160 |
| 7110 Admin leave pay | 1,768 | 1,856 | 1,856 | 1,856 | 1,860 |

| Wastewater Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7111 Workers comp | 45,723 | 28,970 | 39,700 | 29,700 | 32,940 |
| 7112 Medical insurance | 113,307 | 63,296 | 103,908 | 103,908 | 113,190 |
| 7113 Dental insurance | 10,380 | 5,589 | 9,000 | 9,000 | 9,000 |
| 7114 Vision care | 2,954 | 1,303 | 2,250 | 2,250 | 2,250 |
| 7115 Medicare insurance | 8,488 | 5,255 | 5,608 | 5,731 | 5,960 |
| 7121 Service contribution-PERS | 144,389 | 78,113 | 97,785 | 100,114 | 101,390 |
| 7122 Social security payments | 240 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 18,549 | 7,660 | 8,072 | 8,225 | 6,860 |
| 7124 LI & AD & D | 2,213 | 1,255 | 2,026 | 20,260 | 1,980 |
| 7125 Unemployment insurance | 2,024 | 1,085 | 1,437 | 1,471 | 1,900 |
| 7128 LTD | 9,470 | 5,053 | 6,537 | 6,692 | 6,900 |
| 7129 Chiropractic | 582 | 277 | 450 | 450 | 500 |
| 7130 Insurance refund | 4,426 | 1,039 | 650 | 650 | 0 |
| 7131 Other benefits | 20,826 | 11,510 | 13,648 | 13,973 | 16,920 |
| 7189 Transfer Out | 0 | 649,868 | 753,752 | 653,700 | 795,727 |
| **100: Personnel Services Total** | **1,172,208** | **1,329,687** | **1,614,342** | **1,611,784** | **1,728,947** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 625 | 715 | 1,000 | 1,000 | 1,000 |
| 7202 Telephone | 187 | 173 | 1,500 | 1,500 | 1,000 |
| 7203 Cellular phone charges | 117 | 1,618 | 1,600 | 1,600 | 1,700 |
| 7211 Electricity | 617,652 | 712,936 | 750,000 | 800,000 | 850,000 |
| 7212 Gas | 35,132 | 50,113 | 15,000 | 20,000 | 20,000 |
| 7215 Refuse | 1,290 | 2,160 | 6,160 | 10,000 | 10,000 |
| **200: Utility Comm. & Transportation Total** | **655,003** | **767,715** | **775,260** | **834,100** | **883,700** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 76 | 0 | 60 | 150 | 200 |
| 7302 Photocopying | 276 | 247 | 200 | 200 | 200 |
| 7303 Advertising | 675 | 306 | 600 | 600 | 600 |
| 7305 Uniforms | 0 | 60 | 1,200 | 1,200 | 1,200 |
| 7306 Safety Equipment | 1,851 | 5,050 | 2,800 | 5,000 | 5,000 |
| 7307 Office supplies | 3,692 | 3,788 | 3,000 | 3,000 | 3,000 |
| 7308 Books & periodicals | 27 | 50 | 250 | 250 | 250 |
| 7309 Membership & dues | 4,891 | 5,706 | 8,005 | 8,005 | 9,200 |
| 7313 Information systems software | 1,547 | 1,611 | 5,000 | 6,000 | 4,000 |
| 7314 Business expense | 853 | 1,030 | 1,400 | 1,400 | 1,750 |
| 7315 Conference expense | 5,851 | 5,694 | 13,920 | 9,000 | 8,920 |
| 7322 Rental of equipment | 3,515 | 4,415 | 5,000 | 5,000 | 5,000 |
| 7323 Professional services | 128,639 | 125,823 | 1,044,650 | 830,000 | 440,000 |
| 7330 Repairs to comm equip | 330 | 300 | 0 | 200 | 0 |
| 7331 Repairs to Mach & equip | 131,370 | 352,443 | 268,671 | 400,000 | 413,000 |
| 7332 Repairs to office equip | 0 | 1,926 | 300 | 300 | 300 |
| 7334 Repairs to buildings | 2,135 | 1,756 | 2,800 | 2,800 | 5,000 |
| 7335 Sublet service contracts | 18,897 | 21,307 | 29,525 | 29,525 | 33,000 |
| 7343 PL & PD/other insurance | 48,153 | 17,690 | 6,525 | 6,525 | 16,880 |
| 7352 Special dept materials | 12,021 | 17,272 | 43,000 | 43,000 | 30,000 |
| 7353 Janitorial supplies | 1,625 | 840 | 1,000 | 1,000 | 1,200 |
| 7354 Photo supplies | 47 | 0 | 100 | 100 | 100 |
| 7355 General supplies | 120,761 | 106,717 | 275,949 | 365,000 | 270,000 |
| 7358 Training & education | 2,262 | 661 | 2,000 | 2,000 | 5,000 |
| 7359 Small tools and equip | 6,520 | 9,096 | 7,000 | 7,000 | 10,000 |
| 7360 Overtime meals | 177 | 394 | 250 | 400 | 0 |
| 7362 Laboratory supplies | 27,030 | 19,480 | 22,962 | 22,962 | 26,050 |
| 7398 Reimbursable Expense | 507 | 508 | 1,010 | 1,010 | 1,000 |
| 7399 Supplies, mat & services | 56 | 70 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **523,784** | **704,240** | **1,747,177** | **1,751,627** | **1,290,850** |
| 400: Work for Others | | | | | |
| 7601 Work for others | 640 | 0 | 7,260 | 7,260 | 7,000 |
| **400: Work for Others Total** | **640** | **0** | **7,260** | **7,260** | **7,000** |
| 500: Equipment, Land & Structures | | | | | |
| 7719 Other equip | 14,607 | 10,866 | 20,100 | 20,100 | 12,600 |

| Wastewater Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **500: Equipment, Land & Structures Total** | **14,607** | **10,866** | **20,100** | **20,100** | **12,600** |
| 600: Special Payments | | | | | |
| 8022 Taxes | 104 | 89 | 100 | 100 | 100 |
| 8099 Special payments | 50,124 | 66,793 | 96,000 | 96,000 | 75,000 |
| **600: Special Payments Total** | **50,228** | **66,882** | **96,100** | **96,100** | **75,100** |
| **170403: Plant Maintenance Total** | **2,416,470** | **2,879,390** | **4,260,239** | **4,320,971** | **3,998,197** |
| | | | | | |
| **170404: Sanitary System Maintenance** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 334,485 | 43,349 | 0 | 0 | 0 |
| 7102 Overtime | 7,831 | 14,228 | 14,260 | 0 | 14,600 |
| 7109 Incentive pay | 4,895 | 5,252 | 0 | 0 | 0 |
| 7111 Workers comp | 20,000 | 3,960 | 0 | 0 | 0 |
| 7112 Medical insurance | 57,072 | 18,537 | 0 | 0 | 0 |
| 7113 Dental insurance | 5,141 | 1,241 | 0 | 0 | 0 |
| 7114 Vision care | 1,654 | 344 | 0 | 0 | 0 |
| 7115 Medicare insurance | 3,607 | 212 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 65,260 | 9,229 | 0 | 0 | 0 |
| 7123 Deferred comp | 10,069 | 1,471 | 0 | 0 | 0 |
| 7124 LI & AD & D | 662 | 71 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 905 | 121 | 0 | 0 | 0 |
| 7128 LTD | 4,323 | 578 | 0 | 0 | 0 |
| 7129 Chiropractic | 325 | 73 | 0 | 0 | 0 |
| 7130 Insurance refund | 1,696 | 27 | 0 | 0 | 0 |
| 7131 Other benefits | 8,807 | 1,570 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 477,470 | 604,856 | 540,000 | 597,956 |
| **100: Personnel Services Total** | **526,732** | **577,733** | **619,116** | **540,000** | **612,556** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 179 | 5 | 250 | 250 | 250 |
| 7202 Telephone | 6,862 | 6,676 | 6,500 | 6,500 | 6,500 |
| 7211 Electricity | 9,217 | 9,750 | 15,000 | 15,000 | 15,000 |
| 7212 Gas | 765 | 742 | 1,500 | 1,500 | 1,500 |
| 7213 Water | 1,649 | 1,863 | 1,800 | 1,800 | 2,000 |
| **200: Utility Comm. & Transportation Total** | **18,672** | **19,036** | **25,050** | **25,050** | **25,250** |
| 300: Supplies, Materials & Services | | | | | |
| 7306 Safety Equipment | 1,024 | 999 | 16,500 | 16,500 | 6,000 |
| 7307 Office supplies | 52 | 42 | 0 | 0 | 0 |
| 7313 Information systems software | 0 | 0 | 500 | 500 | 1,000 |
| 7314 Business expense | 199 | 0 | 0 | 0 | 0 |
| 7322 Rental of equipment | 394 | 0 | 500 | 500 | 500 |
| 7323 Professional services | 0 | 3,723 | 0 | 1,000 | 0 |
| 7331 Repairs to Mach & equip | 7,146 | 6,064 | 9,474 | 9,474 | 10,000 |
| 7335 Sublet service contracts | 315 | 242 | 1,917 | 1,917 | 1,800 |
| 7343 PL & PD/other insurance | 20,414 | 2,420 | 0 | 0 | 0 |
| 7352 Special dept materials | 10,261 | 28,316 | 23,000 | 23,000 | 23,000 |
| 7353 Janitorial supplies | 43 | 7 | 0 | 20 | 0 |
| 7355 General supplies | 597 | 742 | 0 | 265 | 0 |
| 7359 Small tools and equip | 2,006 | 3,963 | 8,630 | 8,630 | 8,000 |
| **300: Supplies, Materials & Services Total** | **42,451** | **46,518** | **60,521** | **61,806** | **50,300** |
| 400: Work for Others | | | | | |
| 7601 Work for others | 1,140 | 0 | 20,000 | 20,000 | 20,000 |
| **400: Work for Others Total** | **1,140** | **0** | **20,000** | **20,000** | **20,000** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 2,033 | 3,262 | 0 | 0 | 0 |
| **600: Special Payments Total** | **2,033** | **3,262** | **0** | **0** | **0** |
| **170404: Sanitary System Maintenance Total** | **591,028** | **646,549** | **724,687** | **646,856** | **708,106** |
| | | | | | |
| **170414: Watershed Education Grant** | | | | | |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 59 | 0 | 0 | 0 | 0 |

| Wastewater Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **200: Utility Comm. & Transportation Total** | **59** | **0** | **0** | **0** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7314 Business expense | 533 | 401 | 1,000 | 1,000 | 1,000 |
| 7323 Professional services | 31,848 | 4,753 | 29,000 | 29,000 | 21,000 |
| 7352 Special dept materials | 58,164 | 1,129 | 20,000 | 20,000 | 15,000 |
| **300: Supplies, Materials & Services Total** | **90,545** | **6,283** | **50,000** | **50,000** | **37,000** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 0 | 881 | 0 | 0 | 1,000 |
| **600: Special Payments Total** | **0** | **881** | **0** | **0** | **1,000** |
| **170414: Watershed Education Grant Total** | **90,604** | **7,164** | **50,000** | **50,000** | **38,000** |
| | | | | | |
| **170442: Industrial System Maintenance** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 2,880 | 0 | 0 | 0 | 0 |
| 7102 Overtime | 564 | 116 | 500 | 500 | 500 |
| 7109 Incentive pay | 66 | 4 | 0 | 0 | 0 |
| 7111 Workers comp | 300 | 0 | 0 | 0 | 0 |
| 7112 Medical insurance | 939 | 78 | 0 | 0 | 0 |
| 7113 Dental insurance | 69 | 5 | 0 | 0 | 0 |
| 7114 Vision care | 17 | 1 | 0 | 0 | 0 |
| 7115 Medicare insurance | 50 | 2 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 564 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 88 | 0 | 0 | 0 | 0 |
| 7124 LI & AD & D | 12 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 7 | 0 | 0 | 0 | 0 |
| 7128 LTD | 37 | 0 | 0 | 0 | 0 |
| 7129 Chiropractic | 4 | 0 | 0 | 0 | 0 |
| 7131 Other benefits | 120 | 0 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 5,482 | 27,601 | 27,784 | 25,273 |
| **100: Personnel Services Total** | **5,717** | **5,688** | **28,101** | **28,284** | **25,773** |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 394 | 834 | 400 | 400 | 1,500 |
| 7211 Electricity | 909 | 1,180 | 3,000 | 3,000 | 3,000 |
| 7213 Water | 618 | 699 | 600 | 600 | 600 |
| **200: Utility Comm. & Transportation Total** | **1,921** | **2,713** | **4,000** | **4,000** | **5,100** |
| 300: Supplies, Materials & Services | | | | | |
| 7331 Repairs to Mach & equip | 7,608 | 0 | 3,000 | 3,000 | 3,000 |
| 7352 Special dept materials | 202 | 0 | 500 | 500 | 500 |
| **300: Supplies, Materials & Services Total** | **7,810** | **0** | **3,500** | **3,500** | **3,500** |
| **170442: Industrial System Maintenance Total** | **15,448** | **8,401** | **35,601** | **35,784** | **34,373** |
| | | | | | |
| **170501: Wastewtr/Wtr Service Personnel** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 0 | 1,622,755 | 1,804,303 | 0 | 1,772,135 |
| 7102 Overtime | 0 | 3,558 | 0 | 0 | 0 |
| 7106 Uniform allowance | 0 | 0 | 450 | 0 | 0 |
| 7109 Incentive pay | 0 | 91,346 | 51,391 | 0 | 60,750 |
| 7110 Admin leave pay | 0 | 3,954 | 3,954 | 0 | 3,960 |
| 7111 Workers comp | 0 | 117,230 | 105,600 | 0 | 113,460 |
| 7112 Medical insurance | 0 | 294,333 | 394,331 | 0 | 419,550 |
| 7113 Dental insurance | 0 | 21,443 | 32,000 | 0 | 31,000 |
| 7114 Vision care | 0 | 6,119 | 8,000 | 0 | 7,750 |
| 7115 Medicare insurance | 0 | 19,460 | 21,824 | 0 | 21,620 |
| 7121 Service contribution-PERS | 0 | 330,000 | 343,864 | 0 | 331,870 |
| 7123 Deferred comp | 0 | 49,386 | 47,284 | 0 | 41,010 |
| 7124 LI & AD & D | 0 | 4,763 | 7,238 | 0 | 6,410 |
| 7125 Unemployment insurance | 0 | 4,470 | 5,052 | 0 | 6,205 |
| 7128 LTD | 0 | 21,336 | 22,987 | 0 | 22,580 |
| 7129 Chiropractic | 0 | 1,241 | 1,600 | 0 | 1,710 |
| 7130 Insurance refund | 0 | 6,107 | 6,300 | 0 | 16,630 |

| Wastewater Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7131 Other benefits | 0 | 46,542 | 47,994 | 0 | 58,280 |
| 7188 Transfer In | 0 | (2,532,131) | (2,914,662) | 0 | (3,026,429) |
| 7189 Transfer Out | 0 | 500 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **0** | **112,412** | **(10,490)** | **0** | **(111,509)** |
| 300: Supplies, Materials & Services | | | | | |
| 7343 PL & PD/other insurance | 0 | 71,563 | 23,200 | 0 | 58,130 |
| **300: Supplies, Materials & Services Total** | **0** | **71,563** | **23,200** | **0** | **58,130** |
| **170501: Wastewtr/Wtr Service Personnel Total** | **0** | **183,975** | **12,710** | **0** | **(53,379)** |
| **Wastewater Utility Total** | **10,022,809** | **10,997,182** | **11,382,670** | **11,446,009** | **11,002,218** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Storm Drain Maintenance** | **DIVISION:** | **Streets and Drainage** |
| **DEPARTMENT:** | **Public Works** | **FUND:** | **Wastewater Fund** |

## ACTIVITY DESCRIPTION

Streets and Drainage Division staff are responsible for maintaining the City's storm drain system, coordinating emergency response during storms, and meeting the requirements of the National Pollutant Discharge Elimination System (NPDES) Phase II Permit and Storm Water Discharge Agreement with Woodbridge Irrigation District. Activity goals are: 1) prevent damage to property from flooding; 2) maintain the infrastructure of the storm system; 3) comply with the requirements in the NPDES Phase II permit. This activity has two major elements:

- Storm Water Management and Maintenance – Maintain the City's 161 miles of storm drains, 45 pumps at 13 pump stations, and 18 stormwater outlets into the Mokelumne River and the Woodbridge Irrigation District Canal. This drainage system has an estimated replacement value of $192,232,450.

- National Pollutant Discharge Eliminations System Permit (NPDES) – This permit is a requirement of Environmental Protection Agency. This program is implemented by Streets and Drainage Administration. There are six basic requirements to this program: Public Education, Public Involvement, Illicit Discharge Detection and Elimination, Construction Site Runoff, Post Construction Stormwater Management, and Pollution Prevention/Good Housekeeping.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Implemented National Pollutant Discharge Elimination System (NPDES) stormwater discharge permit as required by the California Water Resource Control Board.
- Implemented Development and Redevelopment Design Standard Plan (DSP) as required in NPDES permit.
- Replaced pumps at Vinewood Storm Pumping Station.

## MAJOR 2009-10 OBJECTIVES

- Prepare a new five-year Storm Water Management Plan (SWMP).
- Renew storm water discharge permit with Regional Water Quality Control Board including:
    1. Implementation of a Dry Weather Screening Program – monitoring outfalls along the river, collecting samples.
    2. Inspection of Post Construction best management practices (BMP's) as required by the Development Design Standard Plan related to Low Impact Development (LID) and hydromodification requirements.

- Replace pumps at Shady Acres Storm Pumping Station.
- Install new controller at Cluff Avenue Storm Pumping Station.

**ACTIVITY:** **Storm Drain Maintenance** **DIVISION:** **Streets and Drainage**
**DEPARTMENT:** **Public Works** **FUND:** **Wastewater Fund**

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Miles of storm line | 116 | 119 | 161 |
| Percentage of small storm line cleaned | 18% | 14% | 17% |
| Storm pumps stations | 13 | 13 | 13 |
| Storm pumps stations cleaned | 13 | 13 | 13 |
| Catch basins | 3,150 | 3,250 | 3,365 |
| Catch basins cleaned | 3,150 | 2,887 | 2,441 |
| Number of illicit discharges reported/corrected | 22 | 15 | 44 |
| Requests for service | N/A | 360 | 73 |
| Construction sites inspected for BMP's | N/A | 115 | 76 |
| Estimated volume (acre feet) of pumped discharge | 4,804.76 | 4,911.01 | 4,474.82 |

**RELATED COST CENTER(S)**

- 170405

| Wastewater Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **170405: Storm Drain Maintenance** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 141,850 | 0 | 0 | 0 | 0 |
| 7102 Overtime | 3,830 | 10,167 | 0 | 2,000 | 0 |
| 7109 Incentive pay | 2,308 | 173 | 0 | 0 | 0 |
| 7111 Workers comp | 8,100 | 0 | 0 | 0 | 0 |
| 7112 Medical insurance | 34,561 | 2,982 | 0 | 0 | 0 |
| 7113 Dental insurance | 3,090 | 240 | 0 | 0 | 0 |
| 7114 Vision care | 756 | 59 | 0 | 0 | 0 |
| 7115 Medicare insurance | 1,231 | 84 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 27,791 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 3,253 | 11 | 0 | 0 | 0 |
| 7124 LI & AD & D | 315 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 382 | 0 | 0 | 0 | 0 |
| 7128 LTD | 1,834 | 0 | 0 | 0 | 0 |
| 7129 Chiropractic | 148 | 13 | 0 | 0 | 0 |
| 7130 Insurance refund | 543 | 13 | 0 | 0 | 0 |
| 7131 Other benefits | 3,000 | 0 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 409,555 | 426,764 | 314,879 | 201,556 |
| **100: Personnel Services Total** | **232,992** | **423,297** | **426,764** | **316,879** | **201,556** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 18 | 32 | 3,500 | 3,000 | 3,000 |
| 7202 Telephone | 5,720 | 5,114 | 7,300 | 4,000 | 4,000 |
| **200: Utility Comm. & Transportation Total** | **5,738** | **5,146** | **10,800** | **7,000** | **7,000** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 1,183 | 355 | 5,000 | 2,000 | 2,000 |
| 7302 Photocopying | 0 | 7 | 0 | 0 | 0 |
| 7303 Advertising | 2,066 | 2,212 | 3,500 | 2,000 | 2,750 |
| 7307 Office supplies | 90 | 0 | 0 | 0 | 0 |
| 7308 Books & periodicals | 101 | 0 | 0 | 0 | 0 |
| 7309 Membership & dues | 3,314 | 1,432 | 4,200 | 2,000 | 2,000 |
| 7314 Business expense | 638 | 282 | 300 | 300 | 300 |
| 7315 Conference expense | 590 | 0 | 0 | 0 | 0 |
| 7321 Rent of Land, facilities | 228 | 380 | 0 | 0 | 0 |
| 7322 Rental of equipment | 0 | 0 | 0 | 8,100 | 0 |
| 7323 Professional services | 2,758 | 3,383 | 60,500 | 20,000 | 90,000 |
| 7330 Repairs to comm equip | 390 | 300 | 0 | 120 | 0 |
| 7331 Repairs to Mach & equip | 165 | 359 | 11,700 | 11,700 | 11,000 |
| 7333 Repairs to vehicles | 0 | 38,882 | 35,936 | 36,000 | 34,465 |
| 7335 Sublet service contracts | 5,982 | 17,017 | 6,000 | 25,000 | 22,500 |
| 7343 PL & PD/other insurance | 7,602 | 0 | 0 | 0 | 0 |
| 7351 Motor veh fuel, lube | 0 | 7,234 | 5,872 | 6,000 | 5,715 |
| 7352 Special dept materials | 12,467 | 13,760 | 8,000 | 16,000 | 15,200 |
| 7358 Training & education | 760 | 2,108 | 4,000 | 2,500 | 2,500 |
| 7359 Small tools and equip | 2,137 | 278 | 1,745 | 3,850 | 3,700 |
| 7360 Overtime meals | 0 | 35 | 0 | 50 | 0 |
| **300: Supplies, Materials & Services Total** | **40,471** | **88,024** | **146,753** | **135,620** | **192,130** |
| 400: Work for Others | | | | | |
| 7601 Work for others | 0 | 0 | 16,700 | 16,700 | 16,700 |
| **400: Work for Others Total** | **0** | **0** | **16,700** | **16,700** | **16,700** |
| 500: Equipment, Land & Structures | | | | | |
| 7719 Other equip | 17,368 | 15,331 | 19,000 | 13,000 | 13,000 |
| 7731 Storm drains | 37,406 | 26,785 | 72,670 | 60,000 | 11,500 |
| **500: Equipment, Land & Structures Total** | **54,774** | **42,116** | **91,670** | **73,000** | **24,500** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 89,450 | 95,914 | 102,612 | 105,120 | 94,257 |
| **600: Special Payments Total** | **89,450** | **95,914** | **102,612** | **105,120** | **94,257** |
| **170405: Storm Drain Maintenance Total** | **423,425** | **654,497** | **795,299** | **654,319** | **536,143** |
| **Storm Drain Maintenance Total** | **423,425** | **654,497** | **795,299** | **654,319** | **536,143** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Capital Improvement Project(s)** | **FUND:** | **Wastewater Capital Funds and Impact Fee Fund** |
| **DEPARTMENT:** | **Public Works** | | |

**Capital Improvement Project Descriptions:**

**MSC Space Planning and Facility Evaluation Study** **$25,000**
Initiate a space planning and facility evaluation study on the existing Municipal Services Center campus to plan a proposed expansion of the facility. This is a jointly funded project with additional funding from the Water Impact Fee Fund.

**Collection System Master Plan** **$50,000**
Prepare a collection system master plan as part of the General Plan update.

**Miscellaneous White Slough Capital Improvements** **$370,000**
Various studies mandated by the City's permit and other maintenance related projects: FOG Program and Reporting ($25,000); Capacity Assurance Plan ($100,000); White Slough Compliance Studies and Reports ($125,000); Plant Maintenance and Land Application Area Improvements ($70,000); Plant Security Improvements ($50,000).

**White Slough Water Pollution Control Facility** **$3,900,000**
Complete the design and construction of a Biosolids Dewatering Facility.

**Shady Acres Storm Pump Station** **$50,000**
Update existing vertical turbines or replace existing pumps with new submersible pumps.

**Decommission Old Fleet Services Shop** **$15,000**
Work to prepare old fleet shop for other uses: abandon/remove underground oil tank; remove oil containers and piping; remove lifts, remove methane detection system; reconfigure electrical services; repairs to mezzanine. This is a jointly funded project ($45,000) with additional funding from Water and Streets funds.

**Miscellaneous Capital Maintenance Projects** **$295,000**
Maintenance projects including: system relocations ($35,000); wastewater taps ($40,000); lift station generator replacements ($100,000); lift station RTU replacements ($20,000); future projects recommended by System Capacity Study ($100,000).

**ACTIVITY:** **Equipment Purchase** **FUND:** **Wastewater Capital Outlay Fund**
**DEPARTMENT:** **Public Works**

**Equipment - New or Replacement Description:**

**Replacement of Vehicle 04-003** **$25,000**
Replace 1996 Ford 4WD pickup fo use at the While Slough Water Pollution Control Facility.

**Replacement of Vehicle 04-137** **$25,000**
Replace 1996 Dodge van to by used for environmental compliance purposes at the White Slough Water Pollution Control Facility.

**Replacement of Vehicle 04-116** **$50,000**
Replace crane truck used by the Water Services construction and maintenance staff. One-half of the total replacement cost ($100,000) to be funded by Water Capital Outlay Fund.

| Wastewater Utility | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **171000: Capital Projects - New** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 40,050 | 0 | 345,000 |
| **900: Capital Projects Total** | **0** | **0** | **40,050** | **0** | **345,000** |
| **171000: Capital Projects - New Total** | **0** | **0** | **40,050** | **0** | **345,000** |
| | | | | | |
| **172000: Wastewater Capital-New** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 0 | 0 | 370,000 |
| **900: Capital Projects Total** | **0** | **0** | **0** | **0** | **370,000** |
| **172000: Wastewater Capital-New Total** | **0** | **0** | **0** | **0** | **370,000** |
| | | | | | |
| **172026: WSWPCF-Construction/Phase 3** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 11,627,466 | 4,295,573 | 3,900,000 |
| 1825.1800 Contracts | 2,000 | 0 | 0 | 0 | 0 |
| 1825.1850 Contracts | 3,716,148 | 15,887,273 | 3,833,212 | 0 | 0 |
| 1825.2200 Contracts | 138,759 | 270,550 | 390,991 | 0 | 0 |
| 1825.2300 Contracts | 82,724 | 54,811 | 170,764 | 0 | 0 |
| 1827.1850 Force Account | 0 | 100,056 | 0 | 0 | 0 |
| 1829.1800 Equipment | 0 | 974 | 0 | 0 | 0 |
| 1829.2275 Machinery & equipment | 0 | 614,474 | 0 | 0 | 0 |
| 1831.1800 Materials | 0 | 2,774,950 | 0 | 0 | 0 |
| 1836.1800 Other | 17,245 | 447 | 0 | 0 | 0 |
| 1836.2200 Other | 0 | 1,080 | 0 | 0 | 0 |
| 1836.2300 Other | 11,917 | 110,516 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **3,968,793** | **19,815,131** | **16,022,433** | **4,295,573** | **3,900,000** |
| **172026: WSWPCF-Construction/Phase 3 Total** | **3,968,793** | **19,815,131** | **16,022,433** | **4,295,573** | **3,900,000** |
| | | | | | |
| **173050: WW Collection Master Plan** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 75,000 | 30,000 | 50,000 |
| **900: Capital Projects Total** | **0** | **0** | **75,000** | **30,000** | **50,000** |
| **173050: WW Collection Master Plan Total** | **0** | **0** | **75,000** | **30,000** | **50,000** |
| | | | | | |
| **173356: MSC Fleet Services Shop** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 117,225 | 250,000 | 40,000 |
| 1825.2250 Contracts | 0 | 0 | 250,000 | 0 | 0 |
| **900: Capital Projects Total** | **0** | **0** | **367,225** | **250,000** | **40,000** |
| **173356: MSC Fleet Services Shop Total** | **0** | **0** | **367,225** | **250,000** | **40,000** |
| | | | | | |
| **1711201: Capital Equipment** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 4,703 | 0 | 0 | 0 |
| 7709 Shop equipment | 0 | 0 | 2,942 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **4,703** | **2,942** | **0** | **0** |
| 550: Fleet | | | | | |
| 7850 Fleet | 0 | 0 | 100,000 | 0 | 100,000 |
| 7851 Vehicles & Equipment | 0 | 218,625 | 0 | 0 | 0 |
| **550: Fleet Total** | **0** | **218,625** | **100,000** | **0** | **100,000** |
| **1711201: Capital Equipment Total** | **0** | **223,328** | **102,942** | **0** | **100,000** |
| **Wastewater Utility Capital Total** | **3,968,793** | **20,038,459** | **16,607,650** | **4,575,573** | **4,805,000** |

## TRANSIT

The Transit Division operates the City's GrapeLine, Dial-A-Ride and VineLine transportation services. The services are available seven days a week.

The Transit Division, part of the Public Works Department, has a budget of $4,070,445 in FY 2009/10, compared to $7,338,156 in FY 2008/09, when the division received State special grants for capital spending. The City contracts with MV Transit to provide drivers and support staff for the transit services.

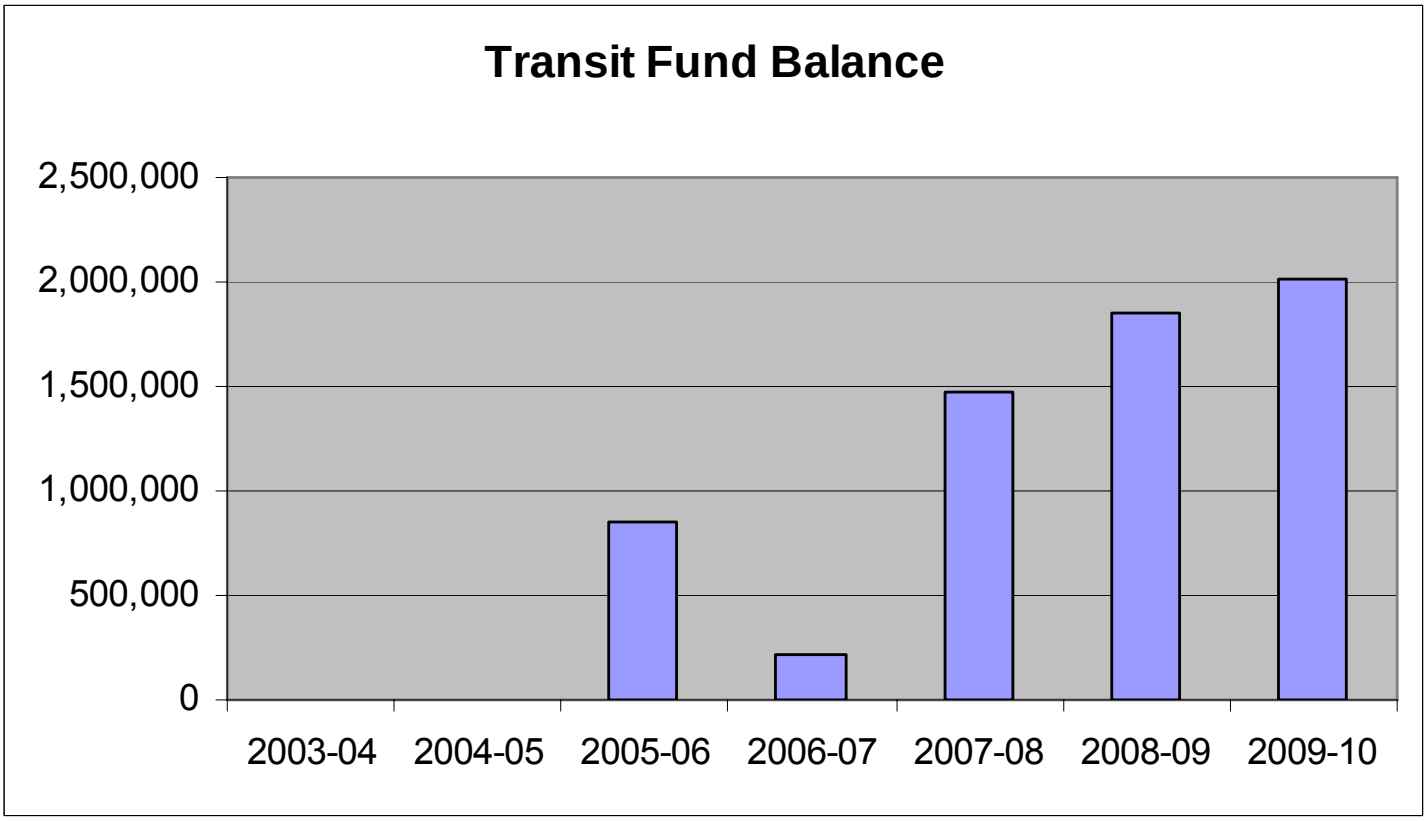
Transit has three budgeted positions in FY 2009/10, an increase from two in FY 2008/09.

An organizational chart, staffing summary, detailed activity descriptions and financial tables are included in the following pages.

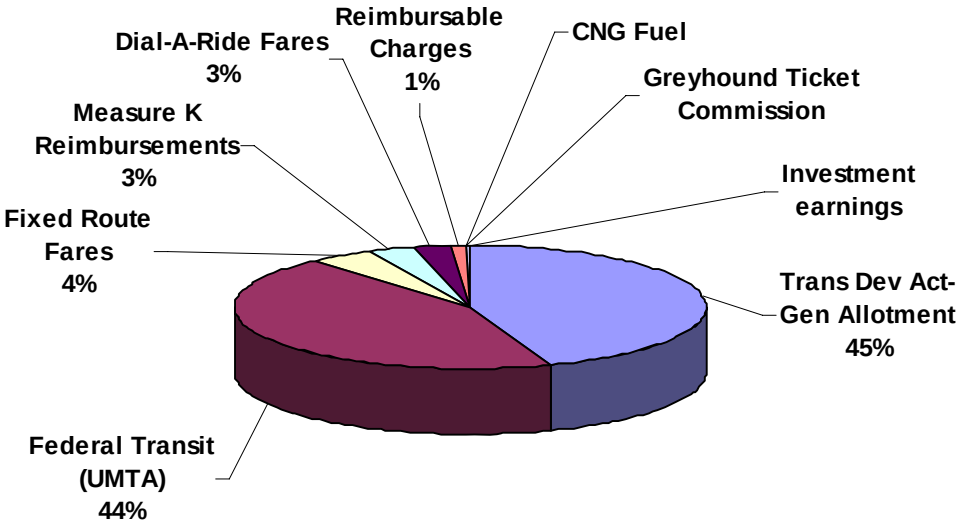
# Transit Fund
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**
**For the Fiscal Year Ended June 30, 2010**
**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Transit Fund** | | | | | |
| **Fund Balance (Cash)** | | | | | |
| **Beginning Fund Balance (Cash) Unreserved** | 851,427 | 213,212 | 360,309 | 1,478,458 | 1,856,155 |
| Revenues | 3,355,922 | 4,923,545 | 7,002,481 | 6,873,513 | 4,232,831 |
| Expenditures | 3,994,137 | 3,658,299 | 7,338,156 | 6,495,816 | 4,070,445 |
| Net Difference (Revenues Less Expenditures) | (638,215) | 1,265,246 | (335,675) | 377,697 | 162,386 |
| **Fund Balance (Cash)** | | | | | |
| **Ending Fund Balance (Cash) Unreserved** | 213,212 | 1,478,458 | 24,634 | 1,856,155 | 2,018,541 |



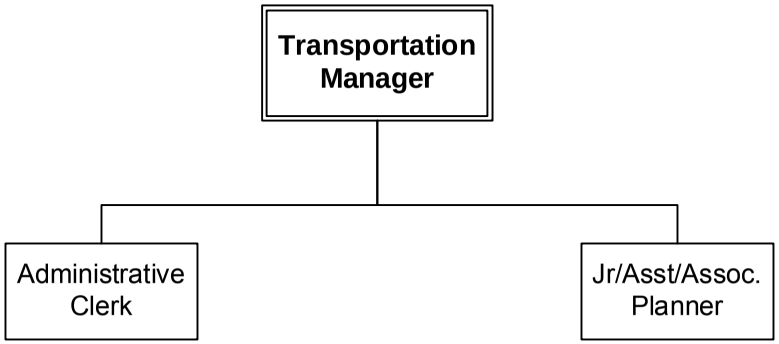
# Transit Fund Revenues




| Revenue | Budget 2009-10 |
|---|---|
| Trans Dev Act-Gen Allotment | 1,876,800 |
| Federal Transit (UMTA) | 1,872,811 |
| Fixed Route Fares | 190,000 |
| Measure K Reimbursements | 123,420 |
| Dial-A-Ride Fares | 110,000 |
| Reimbursable Charges | 43,000 |
| CNG Fuel | 7,500 |
| Greyhound Ticket Commission | 7,500 |
| Investment earnings | 1,800 |
| Grand Total | 4,232,831 |

| Transit | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **12501: Dial-A-ride/Transp Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 15,428 | (6,085) | 9,900 | 0 | 0 | |
| 5361 Rent | 4,000 | 4,200 | 0 | 0 | 0 | |
| 5391 Sale of City Property | 0 | 2,505 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **19,428** | **620** | **9,900** | **0** | **0** | |
| 500: Revenue from Others | | | | | | |
| 5493 Trans Dev Act-Gen Allotment | 2,118,335 | 1,943,873 | 1,891,849 | 1,815,781 | 1,876,800 | |
| 5496 Federal Transit(UMTA) | 1,497,216 | 1,062,908 | 1,250,000 | 1,250,000 | 1,552,811 | |
| 5496.1 Federal Transit-Galt | 0 | 381,433 | 325,000 | 325,000 | 320,000 | |
| 5569 Other Federal Grants | 0 | 0 | 0 | 0 | 0 | |
| 5604 State Special Grants | 0 | 0 | 1,750,000 | 1,750,000 | 0 | Transit Fleet shop completed |
| 6005.1 Measure K Reimb-Operating | 103,570 | 85,860 | 121,000 | 121,000 | 123,420 | |
| 6005.2 Measure K Reimb-Capital | 125,000 | 266,733 | 158,267 | 158,267 | 0 | |
| **500: Revenue from Others Total** | **3,844,121** | **3,740,807** | **5,496,116** | **5,420,048** | **3,873,031** | |
| 720: Transit Fees | | | | | | |
| 6002 Dial-A-Ride Fares | 109,175 | 102,439 | 110,000 | 110,000 | 110,000 | |
| 6003 Fixed Route Fares | 170,004 | 161,969 | 190,000 | 190,000 | 190,000 | |
| 6004 CNG Fuel | 513 | 106,887 | 18,000 | 18,000 | 7,500 | |
| 6006 Greyhound Ticket Commission | 18,077 | 13,093 | 10,000 | 10,000 | 7,500 | |
| 6124 Plans and Specs | 189 | 0 | 0 | 0 | 0 | |
| **720: Transit Fees Total** | **297,958** | **384,388** | **328,000** | **328,000** | **315,000** | |
| 900: Other Revenue | | | | | | |
| 5394 Revenue-Other | 8,080 | (43,748) | 4,000 | 4,000 | 0 | |
| 5395 Revenue Over/Short | 1,090 | 1,601 | 0 | 0 | 0 | |
| 5398 Reimbursable Charges | 68,187 | 67,557 | 50,000 | 7,000 | 43,000 | |
| 5411.4 Wrk for Others-PW | 0 | 4,760 | 0 | 0 | 0 | |
| 6152 Damage to Property | 16,484 | 0 | 5,000 | 5,000 | 0 | |
| **900: Other Revenue Total** | **93,841** | **30,170** | **59,000** | **16,000** | **43,000** | |
| **12501: Dial-A-ride/Transp Rev Total** | **4,255,348** | **4,155,985** | **5,893,016** | **5,764,048** | **4,231,031** | |
| | | | | | | |
| **12521: Transit-Prop.1B Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 0 | 8,150 | 25,500 | 25,500 | 1,800 | |
| **400: Investment/Property Revenues Tota** | **0** | **8,150** | **25,500** | **25,500** | **1,800** | |
| 500: Revenue from Others | | | | | | |
| 5501 Prop.1B | 0 | 0 | 1,030,234 | 1,030,234 | 0 | No Prop 1B project |
| 5502 Prop.1B Transit-Safety | 0 | 0 | 53,731 | 53,731 | 0 | |
| **500: Revenue from Others Total** | **0** | **0** | **1,083,965** | **1,083,965** | **0** | |
| **12521: Transit-Prop.1B Rev Total** | **0** | **8,150** | **1,109,465** | **1,109,465** | **1,800** | |
| **Transit Revenue Total** | **4,255,348** | **4,164,135** | **7,002,481** | **6,873,513** | **4,232,831** | |

# Public Works
# Transportation




FY 2009-2010

| Transit | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 090: Operating Transfers Out | 0 | 1,000 | 0 | 0 | 0 |
| 100: Personnel Services | 117,746 | 137,318 | 346,056 | 270,685 | 258,345 |
| 200: Utility Comm. & Transportation | 47,369 | 74,284 | 46,645 | 59,145 | 76,910 |
| 300: Supplies, Materials & Services | 2,532,172 | 2,556,610 | 3,065,918 | 3,139,464 | 3,148,190 |
| 400: Work for Others | 7,041 | 0 | 0 | 0 | 0 |
| 500: Equipment, Land & Structures | 441,416 | 39,330 | 394,666 | 318,815 | 0 |
| 550: Fleet | 626,875 | 532,273 | 1,173,016 | 390,125 | 0 |
| 600: Special Payments | 296,076 | 381,433 | 325,996 | 325,996 | 320,000 |
| 900: Capital Projects | 0 | 0 | 1,985,859 | 1,991,586 | 267,000 |
| **Transit Total** | **4,068,695** | **3,722,248** | **7,338,156** | **6,495,816** | **4,070,445** |

**STAFFING SUMMARY**

| | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **TRANSPORTATION & COMMUNICATIONS** | | | | | |
| Administrative Clerk | 0 | 0 | 0 | 1 | 1 |
| Jr/Asst/Assoc Planner | 0 | 0 | 1 | 1 | 1 |
| Transportation Manager | 1 | 1 | 1 | 1 | 1 |
| Transportation Technician | 0 | 1 | 0 | 0 | 0 |
| **Transportation & Communications Total** | **1** | **2** | **2** | **3** | **3** |

| Transit | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 0 | 1,000 | 0 | 0 | 0 | |
| **090: Operating Transfers Out** | **0** | **1,000** | **0** | **0** | **0** | |
| 7100 Personnel Services | 0 | 0 | 144,000 | 0 | 0 | Transfer of staff in re-adopted budget |
| 7101 Regular emp salary | 79,421 | 83,330 | 135,388 | 179,766 | 170,795 | |
| 7103 Part time salary | 0 | 0 | 0 | 470 | 0 | |
| 7110 Admin leave pay | 0 | 0 | 0 | 981 | 2,300 | |
| 7111 Workers comp | 4,555 | 5,426 | 6,600 | 9,900 | 10,980 | |
| 7112 Medical insurance | 12,033 | 13,380 | 20,138 | 26,804 | 27,700 | |
| 7113 Dental insurance | 995 | 995 | 2,000 | 3,000 | 3,000 | |
| 7114 Vision care | 243 | 243 | 500 | 750 | 750 | |
| 7115 Medicare insurance | 1,153 | 1,210 | 1,963 | 2,607 | 1,155 | |
| 7121 Service contribution-PERS | 15,265 | 16,026 | 25,802 | 34,260 | 31,985 | |
| 7123 Deferred comp | 186 | 2,427 | 2,551 | 2,870 | 0 | |
| 7124 LI & AD & D | 682 | 650 | 1,309 | 1,552 | 1,090 | |
| 7125 Unemployment insurance | 221 | 231 | 379 | 503 | 600 | |
| 7128 LTD | 1,004 | 1,052 | 1,725 | 2,290 | 2,180 | |
| 7129 Chiropractic | 47 | 52 | 100 | 150 | 170 | |
| 7131 Other benefits | 1,941 | 3,312 | 3,601 | 4,782 | 5,640 | |
| 7189 Transfer Out | 0 | 8,984 | 0 | 0 | 0 | |
| **100: Personnel Services** | **117,746** | **137,318** | **346,056** | **270,685** | **258,345** | |
| 7201 Postage | 335 | 740 | 125 | 125 | 130 | |
| 7202 Telephone | 5,884 | 5,739 | 5,500 | 5,500 | 5,900 | |
| 7203 Cellular phone charges | 8,392 | 10,654 | 5,350 | 5,350 | 8,700 | Includes radio charges |
| 7211 Electricity | 27,578 | 51,227 | 30,500 | 43,000 | 55,900 | |
| 7212 Gas | 924 | 1,138 | 470 | 470 | 1,180 | |
| 7213 Water | 4,008 | 4,530 | 4,400 | 4,400 | 4,800 | |
| 7214 Sewer | 248 | 256 | 300 | 300 | 300 | |
| **200: Utility Comm. & Transportation** | **47,369** | **74,284** | **46,645** | **59,145** | **76,910** | |
| 7301 Printing,binding,duplication | 62 | 750 | 3,000 | 3,000 | 2,850 | |
| 7302 Photocopying | 36 | 48 | 0 | 0 | 0 | |
| 7303 Advertising | 3,394 | 9,920 | 10,000 | 10,000 | 7,400 | |
| 7306 Safety Equipment | 534 | 0 | 0 | 0 | 0 | |
| 7307 Office supplies | 189 | 578 | 800 | 800 | 800 | |
| 7309 Membership & dues | 1,901 | 2,203 | 2,500 | 2,500 | 2,500 | |
| 7312 Bank service charges | 15,638 | 13,345 | 15,000 | 15,000 | 15,000 | |
| 7313 Information systems software | 697 | 0 | 500 | 500 | 500 | |
| 7314 Business expense | 707 | 1,192 | 1,000 | 1,000 | 1,000 | |
| 7315 Conference expense | 175 | 2,124 | 2,000 | 2,000 | 5,000 | |
| 7323 Professional services | 7,836 | 8,165 | 10,500 | 10,500 | 8,500 | |
| 7324 Purchased transp | 1,614,085 | 1,641,426 | 2,100,000 | 2,100,000 | 2,219,000 | |
| 7331 Repairs to Mach & equip | 8,269 | 29,622 | 26,918 | 20,000 | 20,000 | |
| 7332 Repairs to office equip | 0 | 0 | 0 | 1,013 | 0 | |
| 7333 Repairs to vehicles | 411,818 | 411,628 | 465,000 | 517,652 | 464,665 | |

| Transit | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7334 Repairs to buildings | 10,841 | 2,283 | 500 | 500 | 500 | |
| 7335 Sublet service contracts | 178,433 | 151,286 | 154,000 | 154,000 | 156,000 | |
| 7343 PL & PD/other insurance | 53,790 | 61,368 | 70,000 | 70,000 | 75,500 | |
| 7351 Motor veh fuel, lube | 132,382 | 150,862 | 160,000 | 160,000 | 117,825 | |
| 7352 Special dept materials | 8,165 | 0 | 0 | 0 | 0 | |
| 7353 Janitorial supplies | 451 | 0 | 1,000 | 1,000 | 500 | |
| 7355 General supplies | 1,101 | 1,750 | 700 | 700 | 2,150 | |
| 7358 Training & education | 506 | 405 | 2,000 | 2,000 | 2,000 | |
| 7359 Small tools and equip | 10,619 | 1,302 | 0 | 0 | 0 | |
| 7369 Software Licensing Cost | 5,130 | 347 | 0 | 0 | 0 | |
| 7398 Reimbursable Expense | 53,790 | 61,368 | 35,000 | 61,799 | 43,000 | |
| 7399 Supplies, mat & services | 11,623 | 4,638 | 5,500 | 5,500 | 3,500 | |
| **300: Supplies, Materials & Services** | **2,532,172** | **2,556,610** | **3,065,918** | **3,139,464** | **3,148,190** | |
| 7601 Work for others | 7,041 | 0 | 0 | 0 | 0 | |
| **400: Work for Others** | **7,041** | **0** | **0** | **0** | **0** | |
| 7700 Equipment, Land & Structures | 0 | 0 | 274,120 | 0 | 0 | |
| 7701 Office equip | 2,297 | 0 | 0 | 0 | 0 | |
| 7706 Traffic signal equip | 494 | 0 | 0 | 0 | 0 | |
| 7709 Shop equipment | 4,401 | 0 | 111,477 | 260,000 | 0 | |
| 7715 Data Processing hrdware | 5,146 | 1,619 | 0 | 0 | 0 | |
| 7718 Grant equip | 12,042 | 7,634 | 0 | 0 | 0 | |
| 7719 Other equip | 0 | 0 | 0 | 43,815 | 0 | |
| 7720 Other contracts | 415,297 | 23,819 | 9,069 | 0 | 0 | |
| 7724 Buildings | 1,010 | 0 | 0 | 0 | 0 | |
| 7725 Other Structures | 729 | 0 | 0 | 0 | 0 | |
| 7797 Bus shelters | 0 | 6,258 | 0 | 0 | 0 | |
| 7798 Bus benches | 0 | 0 | 0 | 15,000 | 0 | |
| **500: Equipment, Land & Structures** | **441,416** | **39,330** | **394,666** | **318,815** | **0** | |
| 7850 Fleet | 0 | 0 | 1,000,000 | 0 | 0 | |
| 7851 Vehicles & Equipment | 626,875 | 532,273 | 173,016 | 390,125 | 0 | |
| **550: Fleet** | **626,875** | **532,273** | **1,173,016** | **390,125** | **0** | |
| 8099 Special payments | 296,076 | 381,433 | 325,996 | 325,996 | 320,000 | |
| **600: Special Payments** | **296,076** | **381,433** | **325,996** | **325,996** | **320,000** | |
| 1820 Construction in Progress-CY | 0 | (3,312) | 58,000 | 0 | 267,000 | |
| 1825.2200 Contracts | 0 | 0 | 0 | 1,991,586 | 0 | Transit Fleet shop completed |
| 1825.2250 Contracts | 0 | 3,312 | 1,927,859 | 0 | 0 | |
| **900: Capital Projects** | **0** | **0** | **1,985,859** | **1,991,586** | **267,000** | |
| **Transit Total** | **4,068,695** | **3,722,248** | **7,338,156** | **6,495,816** | **4,070,445** | |

**ACTIVITY:** Transit **DIVISION:** Transit
**DEPARTMENT:** Public Works **FUND:** Transit Fund

## ACTIVITY DESCRIPTION

The Transit activity provides a daily fixed route bus system known as the GrapeLine within the City limits, ADA Paratransit service known as the VineLine and a door-to-door "Dial-A-Ride" service for the general public (including discounted fares for seniors/disabled/Medicare) within the City limits and immediately adjacent areas. Nearly all of this activity is performed by contracted services. In addition, transportation funding and related activities are handled by this division. The Division Manager with assistance from the Transportation Planner manages operator contracts, plans future services and operations, files reports and claims for transportation funding, attends various meetings with partner agencies on transportation issues, manages transit claim files, assists with preparation of applications for transportation grant funding, as well as provides assistance with the administration of successful grants. This activity includes the following elements:

- Dial-A-Ride Service.
- Fixed Route Service.
- Transit Administration.
- Property Maintenance.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Funded construction of new Transit Vehicle Maintenance Facility.
- Implemented Vehicle Incident Recording (cameras) on buses.
- Implemented On-Line Real Time Data Monitoring.
- Equipped Mobile Data Terminals (GPS) on buses.
- Held public meetings on Short Range Transit Plan.

## MAJOR 2009-10 OBJECTIVES

- Open operations of the Transit Vehicle Maintenance Facility.
- Implement Short Range Transit Plan recommendations.
- Implement Transit System marketing plan.
- Administer American Recovery and Reinvestment Act-funded projects.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Operating cost per passenger for fixed route | $5.13 | $4.88 | $4.64 |
| Operating cost per passenger for Dial-A-Ride | $22.62 | $20.93 | $22.21 |
| Total number of fixed route passengers | 285,000 | 242,000 | 253,700 |
| Total number of Dial-A-Ride passengers (general public and senior/disabled/ Medicare) | 67,500 | 65,200 | 53,600 |
| Total number of Dial-A-Ride senior/disabled/Medicare passengers (reduced fare) | 64,500 | 62,200 | 50,000 |
| Revenue miles for fixed route | 283,000 | 272,500 | 266,000 |
| Revenue miles for Dial-A-Ride | 232,000 | 247,000 | 256,000 |
| Passengers per revenue mile for fixed route | 1.007 | 0.888 | 0.954 |
| Passengers per revenue miles for Dial-A-Ride | 0.291 | 0.264 | 0.209 |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Transit** | **DIVISION:** | **Transit** |
| **DEPARTMENT:** | **Public Works** | **FUND:** | **Transit Fund** |

**RELATED COST CENTER(S)**

- 125051
- 125052
- 125053
- 125055
- 125057
- 125058
- 125152
- 1250600

| Transit | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **125051: Dial-A-Ride Transit** | | | | | |
| 200: Utility Comm. & Transportation | | | | | |
| 7203 Cellular phone charges | 1,966 | 5,548 | 2,000 | 2,000 | 2,000 |
| 7211 Electricity | 5,573 | 5,308 | 5,500 | 5,500 | 6,800 |
| 7212 Gas | 251 | 328 | 150 | 150 | 300 |
| 7213 Water | 2,004 | 2,265 | 2,200 | 2,200 | 2,400 |
| 7214 Sewer | 124 | 128 | 150 | 150 | 150 |
| **200: Utility Comm. & Transportation Total** | **9,918** | **13,577** | **10,000** | **10,000** | **11,650** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 0 | 1,000 | 1,000 | 850 |
| 7303 Advertising | 0 | 338 | 2,000 | 2,000 | 2,000 |
| 7307 Office supplies | 6 | 0 | 0 | 0 | 0 |
| 7324 Purchased transp | 915,836 | 922,314 | 1,150,000 | 1,150,000 | 1,212,000 |
| 7333 Repairs to vehicles | 188,111 | 176,306 | 210,000 | 210,000 | 213,130 |
| 7335 Sublet service contracts | 556 | 0 | 1,000 | 1,000 | 1,000 |
| 7343 PL & PD/other insurance | 26,895 | 30,684 | 35,000 | 35,000 | 40,500 |
| 7351 Motor veh fuel, lube | 63,566 | 88,775 | 60,000 | 60,000 | 70,120 |
| 7359 Small tools and equip | 0 | 316 | 0 | 0 | 0 |
| 7398 Reimbursable Expense | 26,895 | 30,684 | 0 | 26,799 | 0 |
| 7399 Supplies, mat & services | 650 | 1,600 | 1,000 | 1,000 | 1,000 |
| **300: Supplies, Materials & Services Total** | **1,222,515** | **1,251,017** | **1,460,000** | **1,486,799** | **1,540,600** |
| **125051: Dial-A-Ride Transit Total** | **1,232,433** | **1,264,594** | **1,470,000** | **1,496,799** | **1,552,250** |
| | | | | | |
| **125052: Grapeline Fixed Route** | | | | | |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 141 | 0 | 0 | 0 |
| 7202 Telephone | 4,235 | 4,159 | 4,000 | 4,000 | 4,500 |
| 7203 Cellular phone charges | 5,783 | 4,164 | 2,750 | 2,750 | 6,100 |
| 7211 Electricity | 5,573 | 5,308 | 5,500 | 5,500 | 6,800 |
| 7212 Gas | 251 | 269 | 100 | 100 | 300 |
| 7213 Water | 2,004 | 2,265 | 2,200 | 2,200 | 2,400 |
| 7214 Sewer | 124 | 128 | 150 | 150 | 150 |
| **200: Utility Comm. & Transportation Total** | **17,970** | **16,434** | **14,700** | **14,700** | **20,250** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 0 | 1,500 | 1,500 | 1,500 |
| 7302 Photocopying | 0 | 3 | 0 | 0 | 0 |
| 7303 Advertising | 1,003 | 5,732 | 7,000 | 7,000 | 4,300 |
| 7307 Office supplies | 0 | 0 | 300 | 300 | 300 |
| 7324 Purchased transp | 698,249 | 718,614 | 950,000 | 950,000 | 1,007,000 |
| 7331 Repairs to Mach & equip | 0 | 714 | 0 | 0 | 0 |
| 7333 Repairs to vehicles | 197,326 | 196,313 | 250,000 | 250,000 | 218,740 |
| 7335 Sublet service contracts | 18,475 | 16,114 | 28,000 | 28,000 | 25,000 |
| 7343 PL & PD/other insurance | 26,895 | 30,684 | 35,000 | 35,000 | 35,000 |
| 7351 Motor veh fuel, lube | 68,566 | 62,087 | 100,000 | 100,000 | 47,705 |
| 7352 Special dept materials | 682 | 0 | 0 | 0 | 0 |
| 7353 Janitorial supplies | 451 | 0 | 1,000 | 1,000 | 500 |
| 7355 General supplies | 0 | 0 | 100 | 100 | 150 |
| 7359 Small tools and equip | 0 | 822 | 0 | 0 | 0 |
| 7398 Reimbursable Expense | 26,895 | 30,684 | 35,000 | 35,000 | 43,000 |
| 7399 Supplies, mat & services | 625 | 2,867 | 4,000 | 4,000 | 2,000 |
| **300: Supplies, Materials & Services Total** | **1,039,167** | **1,064,634** | **1,411,900** | **1,411,900** | **1,385,195** |
| **125052: Grapeline Fixed Route Total** | **1,057,137** | **1,081,068** | **1,426,600** | **1,426,600** | **1,405,445** |
| | | | | | |
| **125053: Transit Administration** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 144,000 | 0 | 0 |
| 7101 Regular emp salary | 79,421 | 83,330 | 135,388 | 179,766 | 170,795 |
| 7103 Part time salary | 0 | 0 | 0 | 470 | 0 |
| 7110 Admin leave pay | 0 | 0 | 0 | 981 | 2,300 |
| 7111 Workers comp | 4,555 | 5,426 | 6,600 | 9,900 | 10,980 |

| Transit | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7112 Medical insurance | 12,033 | 13,380 | 20,138 | 26,804 | 27,700 |
| 7113 Dental insurance | 995 | 995 | 2,000 | 3,000 | 3,000 |
| 7114 Vision care | 243 | 243 | 500 | 750 | 750 |
| 7115 Medicare insurance | 1,153 | 1,210 | 1,963 | 2,607 | 1,155 |
| 7121 Service contribution-PERS | 15,265 | 16,026 | 25,802 | 34,260 | 31,985 |
| 7123 Deferred comp | 186 | 2,427 | 2,551 | 2,870 | 0 |
| 7124 LI & AD & D | 682 | 650 | 1,309 | 1,552 | 1,090 |
| 7125 Unemployment insurance | 221 | 231 | 379 | 503 | 600 |
| 7128 LTD | 1,004 | 1,052 | 1,725 | 2,290 | 2,180 |
| 7129 Chiropractic | 47 | 52 | 100 | 150 | 170 |
| 7131 Other benefits | 1,941 | 3,312 | 3,601 | 4,782 | 5,640 |
| 7189 Transfer Out | 0 | 8,984 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **117,746** | **137,318** | **346,056** | **270,685** | **258,345** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 131 | 517 | 125 | 125 | 130 |
| 7202 Telephone | 1,649 | 1,580 | 1,500 | 1,500 | 1,400 |
| 7203 Cellular phone charges | 643 | 942 | 600 | 600 | 600 |
| 7211 Electricity | 1,130 | 998 | 1,500 | 1,500 | 1,300 |
| 7212 Gas | 422 | 541 | 220 | 220 | 580 |
| **200: Utility Comm. & Transportation Total** | **3,975** | **4,578** | **3,945** | **3,945** | **4,010** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 87 | 500 | 500 | 500 |
| 7302 Photocopying | 13 | 45 | 0 | 0 | 0 |
| 7303 Advertising | 1,220 | 3,850 | 1,000 | 1,000 | 1,100 |
| 7307 Office supplies | 183 | 578 | 500 | 500 | 500 |
| 7309 Membership & dues | 1,901 | 2,203 | 2,500 | 2,500 | 2,500 |
| 7312 Bank service charges | 15,638 | 13,345 | 15,000 | 15,000 | 15,000 |
| 7313 Information systems software | 307 | 0 | 500 | 500 | 500 |
| 7314 Business expense | 707 | 1,192 | 1,000 | 1,000 | 1,000 |
| 7315 Conference expense | 175 | 2,124 | 2,000 | 2,000 | 5,000 |
| 7323 Professional services | 0 | 0 | 3,000 | 3,000 | 3,000 |
| 7335 Sublet service contracts | 31,059 | 30,834 | 25,000 | 25,000 | 20,000 |
| 7355 General supplies | 1,101 | 1,750 | 600 | 600 | 2,000 |
| 7358 Training & education | 506 | 405 | 2,000 | 2,000 | 2,000 |
| 7369 Software Licensing Cost | 0 | 347 | 0 | 0 | 0 |
| 7399 Supplies, mat & services | 10,028 | 171 | 500 | 500 | 500 |
| **300: Supplies, Materials & Services Total** | **62,838** | **56,931** | **54,100** | **54,100** | **53,600** |
| 500: Equipment, Land & Structures | | | | | |
| 7715 Data Processing hrdware | 0 | 1,619 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **1,619** | **0** | **0** | **0** |
| **125053: Transit Administration Total** | **184,559** | **200,446** | **404,101** | **328,730** | **315,955** |
| | | | | | |
| **125055: Lodi Station Parking Structure** | | | | | |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 33 | 0 | 0 | 0 |
| 7211 Electricity | 15,302 | 18,270 | 18,000 | 18,000 | 26,000 |
| **200: Utility Comm. & Transportation Total** | **15,302** | **18,303** | **18,000** | **18,000** | **26,000** |
| 300: Supplies, Materials & Services | | | | | |
| 7334 Repairs to buildings | 5,023 | 275 | 500 | 500 | 500 |
| 7335 Sublet service contracts | 125,693 | 104,338 | 100,000 | 100,000 | 110,000 |
| **300: Supplies, Materials & Services Total** | **130,716** | **104,613** | **100,500** | **100,500** | **110,500** |
| **125055: Lodi Station Parking Structure Total** | **146,018** | **122,916** | **118,500** | **118,500** | **136,500** |
| | | | | | |
| **125057: Outside CNG Fueling** | | | | | |
| 200: Utility Comm. & Transportation | | | | | |
| 7211 Electricity | 0 | 21,343 | 0 | 12,500 | 15,000 |
| **200: Utility Comm. & Transportation Total** | **0** | **21,343** | **0** | **12,500** | **15,000** |
| 300: Supplies, Materials & Services | | | | | |
| 7306 Safety Equipment | 534 | 0 | 0 | 0 | 0 |
| 7331 Repairs to Mach & equip | 4,204 | 22,041 | 20,000 | 20,000 | 20,000 |

| Transit | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7333 Repairs to vehicles | 5,624 | 23,191 | 5,000 | 50,000 | 24,795 |
| 7334 Repairs to buildings | 0 | 876 | 0 | 0 | 0 |
| 7335 Sublet service contracts | 2,650 | 0 | 0 | 0 | 0 |
| 7351 Motor veh fuel, lube | 250 | 0 | 0 | 0 | 0 |
| 7352 Special dept materials | 862 | 0 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **14,124** | **46,108** | **25,000** | **70,000** | **44,795** |
| **125057: Outside CNG Fueling Total** | **14,124** | **67,451** | **25,000** | **82,500** | **59,795** |
| | | | | | |
| **125058: Greyhound Pass-thru** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 7,086 | 8,165 | 7,500 | 7,500 | 5,500 |
| **300: Supplies, Materials & Services Total** | **7,086** | **8,165** | **7,500** | **7,500** | **5,500** |
| **125058: Greyhound Pass-thru Total** | **7,086** | **8,165** | **7,500** | **7,500** | **5,500** |
| | | | | | |
| **125152: Damage to City Property** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7333 Repairs to vehicles | 5,956 | 4,002 | 0 | 7,652 | 8,000 |
| 7334 Repairs to buildings | 5,818 | 0 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **11,774** | **4,002** | **0** | **7,652** | **8,000** |
| **125152: Damage to City Property Total** | **11,774** | **4,002** | **0** | **7,652** | **8,000** |
| | | | | | |
| **1250600: Transit-Galt** | | | | | |
| 600: Special Payments | | | | | |
| 8099 Special payments | 296,076 | 381,433 | 325,996 | 325,996 | 320,000 |
| **600: Special Payments Total** | **296,076** | **381,433** | **325,996** | **325,996** | **320,000** |
| **1250600: Transit-Galt Total** | **296,076** | **381,433** | **325,996** | **325,996** | **320,000** |
| **Transit Utility Total** | **2,949,207** | **3,130,075** | **3,777,697** | **3,794,277** | **3,803,445** |

**ACTIVITY:** **Capital Improvement Project(s)** **FUND:** **Transit Fund**
**DEPARTMENT:** **Public Works**

**Capital Improvement Project Descriptions:**

**Bus Stop/Shelters** **$45,000**
Purchase and install bus shelters, benches and amenities in accordance with the Short Range Transit Plan and Federal regulations.

**Facility Upgrades** **$200,000**
Perform repairs and upgrades to the Multi-modal Transit Depot, Lodi Station Parking Structure; Municipal Service Center compressed natural gas fueling station; procure tools and provide improvements for the Transit Fleet Services Shop.

**Marketing/Transit Information** **$22,000**
Provide a Marketing/Transit Information Program to promote and enhance the existing GrapeLine fixed route system to include an advertising campaign, improved bus schedule brochures, updated website and creation of a summer student pass system.

| Transit | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **125000: Capital Projects - New** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 58,000 | 0 | 267,000 |
| **900: Capital Projects Total** | **0** | **0** | **58,000** | **0** | **267,000** |
| **125000: Capital Projects - New Total** | **0** | **0** | **58,000** | **0** | **267,000** |
| **Transit Capital Total** | **0** | **0** | **58,000** | **0** | **267,000** |

## SPECIAL REVENUE FUNDS

Special Revenue Funds are those that receive financial support from the General Fund and have other revenue sources, such as user fees, transfers from other funds or restricted government grants.

The Special Revenue category includes the Streets and Drainage division, Community Development Department, Recreation, Community Center and Library.

Organizational charts, staffing summaries, detailed activity descriptions and financial tables are included in the following pages.

## STREETS AND DRAINAGE

The Streets and Drainage Division of the Public Works Department is responsible for maintaining City streets, City-owned parking lots and sidewalks, street lights and signs. In addition, it maintains the City's storm drain system.

Most of the division's revenue comes from State and local taxes. It has a budget of $3,017,491 in FY 2009/10, down from $8,424,384 in FY 2008/09. The significant drop relates to completion of capital projects. The division has 24 budgeted positions in FY 2009/10, down from 29.

An organizational chart, staffing summary, detailed activity descriptions and financial tables are included in the following pages.

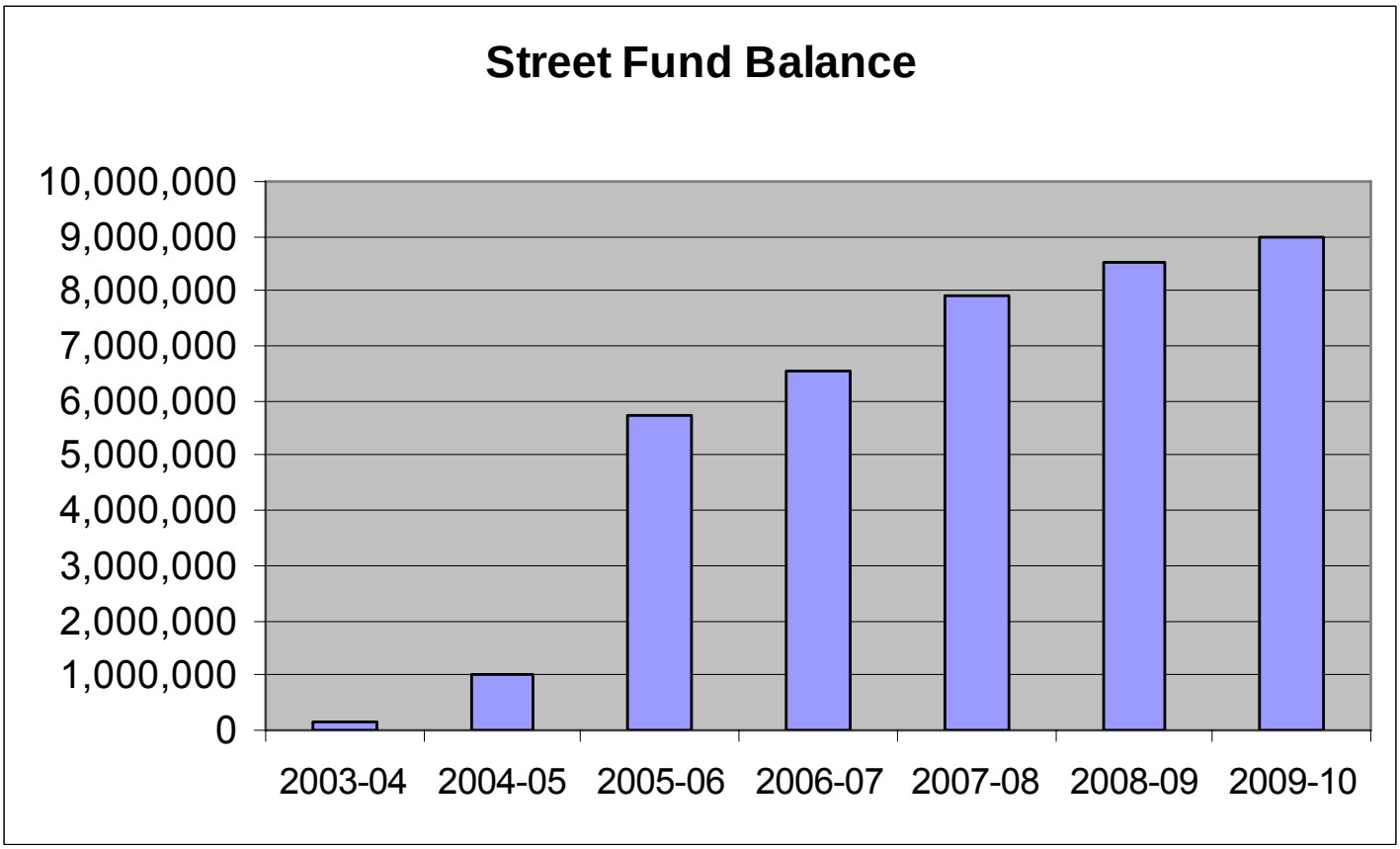
# Street Fund
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**

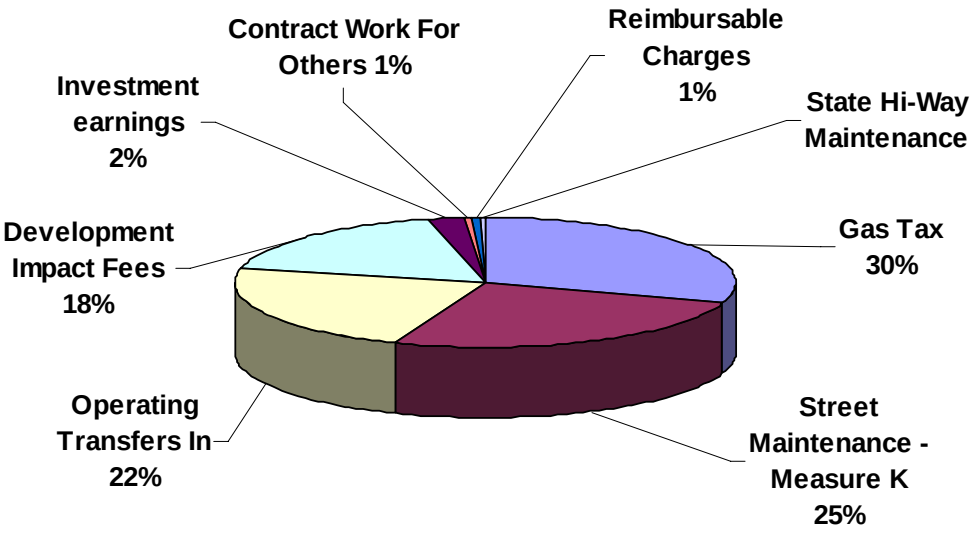
**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Street Fund** | | | | | |
| **Fund Balance (Net Assets)** | | | | | |
| Beginning Fund Balance (Net Assets) Unreserved | 5,737,407 | 6,546,231 | 4,772,818 | 7,907,130 | 8,512,374 |
| Revenues | 5,295,890 | 5,612,485 | 4,667,659 | 5,369,737 | 3,509,713 |
| Expenditures | 4,487,066 | 4,251,586 | 8,424,384 | 4,764,493 | 3,017,491 |
| Net Difference (Revenues Less Expenditures) | 808,824 | 1,360,899 | (3,756,725) | 605,244 | 492,222 |
| **Fund Balance (Net Assets)** | | | | | |
| Ending Fund Balance (Net Assets) Unreserved | 6,546,231 | 7,907,130 | 1,016,093 | 8,512,374 | 9,004,596 |



# Street Fund Revenues




| Revenue | Budget 2009-10 |
|---|---|
| Gas Tax | 1,062,000 |
| Street Maintenance - Measure K | 900,000 |
| Operating Transfers In | 789,371 |
| Development Impact Fees | 635,937 |
| Investment earnings | 71,000 |
| Contract Work For Others | 20,000 |
| Reimbursable Charges | 20,000 |
| State Hi-Way Maintenance | 11,405 |
| Grand Total | 3,509,713 |

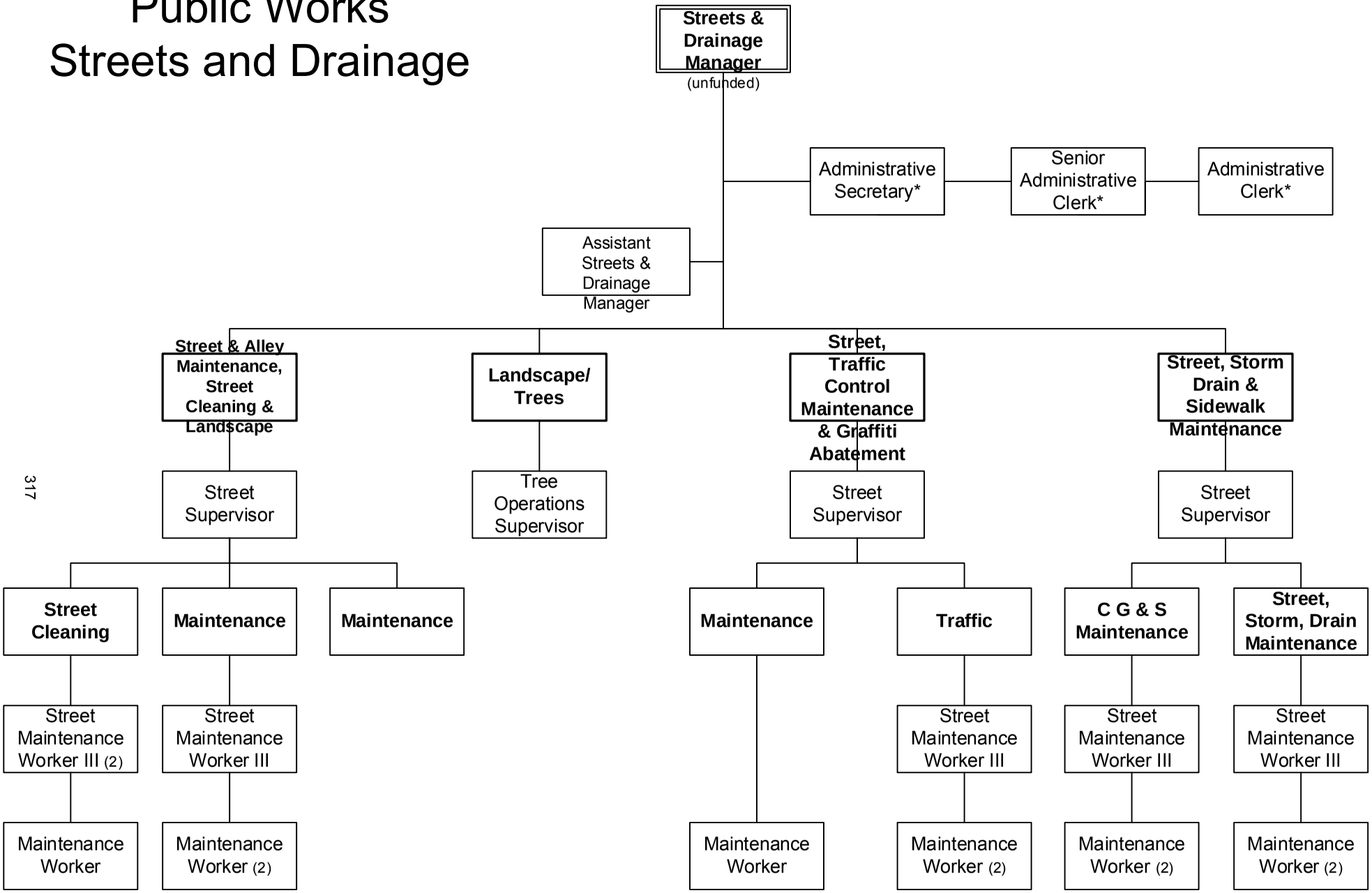
| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **320: Street Fund B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 23,275 | 60,082 | 0 | 0 | 789,371 | Maintenance of effort |
| **090: Operating Transfers In Total** | **23,275** | **60,082** | **0** | **0** | **789,371** | |
| **320: Street Fund B/S Total** | **23,275** | **60,082** | **0** | **0** | **789,371** | |
| **321: Gas Tax** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 534,637 | 320,061 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **534,637** | **320,061** | **0** | **0** | **0** | |
| **321: Gas Tax Total** | **534,637** | **320,061** | **0** | **0** | **0** | |
| **329: TDA - Streets B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 2,232 | 0 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **2,232** | **0** | **0** | **0** | **0** | |
| **329: TDA - Streets B/S Total** | **2,232** | **0** | **0** | **0** | **0** | |
| **331: Federal - Streets B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 2,962 | 0 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **2,962** | **0** | **0** | **0** | **0** | |
| **331: Federal - Streets B/S Total** | **2,962** | **0** | **0** | **0** | **0** | |
| **332: IMF (Regional)Streets B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 0 | 9,218 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **0** | **9,218** | **0** | **0** | **0** | |
| **332: IMF (Regional)Streets B/S Total** | **0** | **9,218** | **0** | **0** | **0** | |
| **3201: Street Fund Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 28,098 | 22,640 | 18,000 | 13,200 | 5,200 | Interest rates reduced |
| **400: Investment/Property Revenues Tota** | **28,098** | **22,640** | **18,000** | **13,200** | **5,200** | |
| 900: Other Revenue | | | | | | |
| 5394 Revenue-Other | (5,357) | 5,663 | 0 | 1,200 | 0 | |
| 5398 Reimbursable Charges | 6,656 | 5,193 | 0 | 5,200 | 0 | |
| **900: Other Revenue Total** | **1,299** | **10,856** | **0** | **6,400** | **0** | |
| **3201: Street Fund Rev Total** | **29,397** | **33,496** | **18,000** | **19,600** | **5,200** | |
| **3211: Gas Tax - 2107 Rev** | | | | | | |
| 500: Revenue from Others | | | | | | |

| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 5531 Gas Tax 2105 Subventions | 381,259 | 377,679 | 360,000 | 360,000 | 350,000 | |
| 5532 Gas Tax 2106 Subventions | 243,034 | 232,902 | 216,000 | 216,000 | 217,000 | |
| 5533 Gas Tax 2107 Subventions | 517,069 | 513,806 | 492,000 | 492,000 | 495,000 | |
| 5692 State Hi-Way Maintenance | 5,066 | 8,875 | 10,000 | 11,407 | 11,405 | |
| **500: Revenue from Others Total** | **1,146,428** | **1,133,262** | **1,078,000** | **1,079,407** | **1,073,405** | |
| 900: Other Revenue | | | | | | |
| 5391 Sale of City Property | 7,350 | 0 | 0 | 16,000 | 0 | |
| 5394 Revenue-Other | 18,638 | 39,926 | 0 | 0 | 0 | |
| 5398 Reimbursable Charges | 33,238 | 56,149 | 0 | 50,000 | 20,000 | |
| 5411.4 Wrk for Others-PW | 28,366 | 120,090 | 0 | 30,000 | 20,000 | |
| 5413.4 Wrk for City-PW | 6,664 | 7,828 | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **94,256** | **223,993** | **0** | **96,000** | **40,000** | |
| **3211: Gas Tax - 2107 Rev Total** | **1,240,684** | **1,357,255** | **1,078,000** | **1,175,407** | **1,113,405** | |
| | | | | | | |
| **3251: Measure K Funds Rev** | | | | | | |
| 100: Tax Revenues | | | | | | |
| 5033 Street Maint.-Measure K | 956,834 | 918,267 | 960,000 | 920,000 | 900,000 | |
| 5037 Reimb-Measure K | 292,104 | 1,559,298 | 445,000 | 435,000 | 0 | |
| **100: Tax Revenues Total** | **1,248,938** | **2,477,565** | **1,405,000** | **1,355,000** | **900,000** | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 48,324 | 64,932 | 0 | 54,000 | 15,000 | |
| **400: Investment/Property Revenues Tota** | **48,324** | **64,932** | **0** | **54,000** | **15,000** | |
| 900: Other Revenue | | | | | | |
| 5394 Revenue-Other | 0 | 2,269 | 0 | 0 | 0 | |
| 6152 Damage to Property | 0 | 24,184 | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **0** | **26,453** | **0** | **0** | **0** | |
| **3251: Measure K Funds Rev Total** | **1,297,262** | **2,568,950** | **1,405,000** | **1,409,000** | **915,000** | |
| | | | | | | |
| **3261: IMF Storm Facilities Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 145,808 | 165,674 | 94,000 | 97,200 | 38,400 | |
| **400: Investment/Property Revenues Tota** | **145,808** | **165,674** | **94,000** | **97,200** | **38,400** | |
| 810: Development Impact Fees | | | | | | |
| 6122 Development Impact Fees | 605,304 | 34,981 | 626,000 | 287,083 | 3,885 | |
| **810: Development Impact Fees Total** | **605,304** | **34,981** | **626,000** | **287,083** | **3,885** | |
| **3261: IMF Storm Facilities Rev Total** | **751,112** | **200,655** | **720,000** | **384,283** | **42,285** | |
| | | | | | | |
| **3271: IMF (Local)Streets Facil. Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 1,780 | 224 | 1,000 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **1,780** | **224** | **1,000** | **0** | **0** | |
| 810: Development Impact Fees | | | | | | |

| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 6122 Development Impact Fees | 389,165 | 1,118 | 0 | 0 | 0 | |
| **810: Development Impact Fees Total** | **389,165** | **1,118** | **0** | **0** | **0** | |
| **3271: IMF (Local)Streets Facil. Rev Total** | **390,945** | **1,342** | **1,000** | **0** | **0** | |
| **3291: TDA - Streets Rev** | | | | | | |
| 500: Revenue from Others | | | | | | |
| 5493 Trans Dev Act-Gen Allotment | 150,000 | 50,000 | 150,000 | 0 | 0 | |
| **500: Revenue from Others Total** | **150,000** | **50,000** | **150,000** | **0** | **0** | |
| 900: Other Revenue | | | | | | |
| 5411.4 Wrk for Others-PW | 35 | 0 | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **35** | **0** | **0** | **0** | **0** | |
| **3291: TDA - Streets Rev Total** | **150,035** | **50,000** | **150,000** | **0** | **0** | |
| **3321: IMF (Regional)Streets Rev** | | | | | | |
| 810: Development Impact Fees | | | | | | |
| 5332 Investment earnings | 18,316 | 47,314 | 0 | 28,000 | 0 | |
| 6122 Development Impact Fees | 318,477 | 778,673 | 487,000 | 349,319 | 495,011 | |
| **810: Development Impact Fees Total** | **336,793** | **825,987** | **487,000** | **377,319** | **495,011** | |
| 900: Other Revenue | | | | | | |
| 5394 Revenue-Other | 0 | 34,785 | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **0** | **34,785** | **0** | **0** | **0** | |
| **3321: IMF (Regional)Streets Rev Total** | **336,793** | **860,772** | **487,000** | **377,319** | **495,011** | |
| **3331: State Bike Lane Fund Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 31 | 38 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **31** | **38** | **0** | **0** | **0** | |
| **3331: State Bike Lane Fund Rev Total** | **31** | **38** | **0** | **0** | **0** | |
| **3351: CALTRANS Imp. Program Rev** | | | | | | |
| 500: Revenue from Others | | | | | | |
| 5604 State Special Grants | 636,061 | 42,800 | 0 | 0 | 0 | |
| **500: Revenue from Others Total** | **636,061** | **42,800** | **0** | **0** | **0** | |
| **3351: CALTRANS Imp. Program Rev Total** | **636,061** | **42,800** | **0** | **0** | **0** | |
| **3361: Fence & Lanscape Maint.Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 13,099 | 15,145 | 8,400 | 8,400 | 3,500 | |
| **400: Investment/Property Revenues Tota** | **13,099** | **15,145** | **8,400** | **8,400** | **3,500** | |
| 800: Public Works Fees | | | | | | |
| 6126 Fence & Landscape | 71 | 0 | 0 | 0 | 0 | |
| **800: Public Works Fees Total** | **71** | **0** | **0** | **0** | **0** | |

| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **3361: Fence & Lanscape Maint.Rev Total** | **13,170** | **15,145** | **8,400** | **8,400** | **3,500** | |
| **3371: Traffic Congestion Relf-AB2928** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 24,625 | 26,735 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **24,625** | **26,735** | **0** | **0** | **0** | |
| 500: Revenue from Others | | | | | | |
| 5498 Traffic CongestionAB2928 | 0 | 0 | 645,121 | 581,403 | 0 | |
| 5604 State Special Grants | 0 | 0 | 0 | 134,875 | 0 | |
| **500: Revenue from Others Total** | **0** | **0** | **645,121** | **716,278** | **0** | |
| **3371: Traffic Congestion Relf-AB2928 Total** | **24,625** | **26,735** | **645,121** | **716,278** | **0** | |
| **3381: IMF Regional Transporation** | | | | | | |
| 810: Development Impact Fees | | | | | | |
| 5332 Investment earnings | 8,286 | 20,356 | 0 | 15,000 | 4,700 | |
| 6122 Development Impact Fees | 292,256 | 416,350 | 155,138 | 219,485 | 137,041 | |
| **810: Development Impact Fees Total** | **300,542** | **436,706** | **155,138** | **234,485** | **141,741** | |
| **3381: IMF Regional Transporation Total** | **300,542** | **436,706** | **155,138** | **234,485** | **141,741** | |
| **3391: Prop.1B Spec Rev Fund Revenue** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 0 | 18,449 | 0 | 25,300 | 4,200 | |
| **400: Investment/Property Revenues Tota** | **0** | **18,449** | **0** | **25,300** | **4,200** | |
| 500: Revenue from Others | | | | | | |
| 5501 Prop.1B | 0 | 0 | 0 | 1,019,665 | 0 | No Prop 1B project |
| **500: Revenue from Others Total** | **0** | **0** | **0** | **1,019,665** | **0** | |
| **3391: Prop.1B Spec Rev Fund Revenue Tot** | **0** | **18,449** | **0** | **1,044,965** | **4,200** | |
| **Streets Revenue Total** | **5,733,763** | **6,001,704** | **4,667,659** | **5,369,737** | **3,509,713** | |

# Public Works
# Streets and Drainage




FY 2009-2010

*Administrative staff shared with Water Services Divison

| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 090: Operating Transfers Out | 533,980 | 485,324 | 96,106 | 96,106 | 0 |
| 100: Personnel Services | 1,840,341 | 1,912,004 | 1,715,866 | 2,001,422 | 1,710,291 |
| 200: Utility Comm. & Transportation | 4,087 | 4,567 | 3,800 | 3,750 | 3,800 |
| 300: Supplies, Materials & Services | 687,353 | 856,289 | 792,065 | 711,156 | 703,550 |
| 400: Work for Others | 654 | 0 | 0 | 0 | 31,150 |
| 500: Equipment, Land & Structures | 2,211,625 | 2,112,037 | 4,361,499 | 2,882,999 | 233,700 |
| 550: Fleet | 0 | 123,347 | 149,622 | 0 | 185,000 |
| 600: Special Payments | 77,294 | 100,060 | 0 | 20,000 | 0 |
| 700: Interfund Transfers | (979,933) | (969,440) | (950,940) | (950,940) | 0 |
| 900: Capital Projects | 0 | 0 | 2,256,366 | 0 | 150,000 |
| **Streets Total** | **4,375,401** | **4,624,188** | **8,424,384** | **4,764,493** | **3,017,491** |

| STAFFING SUMMARY | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **STREETS & DRAINAGE** | | | | | |
| Administrative Clerk | 1 | 1 | 1 | 1 | 1 |
| Administrative Secretary | 0 | 0 | 0 | 1 | 1 |
| Assistant Streets & Drainage Manager | 1 | 1 | 1 | 1 | 1 |
| Maintenance Worker | 12 | 12 | 12 | 10 | 10 |
| Office Supervisor | 1 | 1 | 1 | 0 | 0 |
| Senior Administrative Clerk | 1 | 1 | 1 | 1 | 1 |
| Street Maintenance Worker III | 8 | 8 | 8 | 6 | 6 |
| Streets & Drainage Manager | 1 | 1 | 1 | 1 | 0 |
| Street Supervisor | 3 | 3 | 3 | 3 | 3 |
| Tree Operations Supervisor | 1 | 1 | 1 | 1 | 1 |
| **Streets & Drainage Total** | **29** | **29** | **29** | **25** | **24** |

| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 533,980 | 485,324 | 96,106 | 96,106 | 0 | Debt service pmt - loan paid off in 2008-09 |
| **090: Operating Transfers Out** | **533,980** | **485,324** | **96,106** | **96,106** | **0** | |
| 7100 Personnel Services | 0 | 0 | 24,196 | 0 | 0 | |
| 7101 Regular emp salary | 1,157,235 | 1,404,579 | 1,385,656 | 1,476,208 | 1,225,240 | Employee contributions, retirement |
| 7102 Overtime | 16,683 | 20,100 | 28,900 | 28,900 | 24,650 | |
| 7103 Part time salary | 2,632 | 0 | 3,300 | 0 | 3,425 | |
| 7109 Incentive pay | 17,650 | 21,030 | 20,600 | 21,203 | 22,590 | |
| 7110 Admin leave pay | 2,911 | 3,139 | 2,911 | 0 | 1,570 | |
| 7111 Workers comp | 73,589 | 97,364 | 89,100 | 92,400 | 88,450 | |
| 7112 Medical insurance | 220,800 | 292,973 | 314,174 | 324,781 | 291,910 | |
| 7113 Dental insurance | 19,583 | 23,409 | 27,000 | 28,000 | 24,170 | |
| 7114 Vision care | 5,668 | 6,590 | 6,750 | 7,000 | 6,045 | |
| 7115 Medicare insurance | 11,240 | 13,320 | 12,601 | 13,372 | 11,020 | |
| 7121 Service contribution-PERS | 226,146 | 274,527 | 261,966 | 281,336 | 229,315 | Payroll reduced |
| 7122 Social security payments | 156 | 0 | 0 | 0 | 0 | |
| 7123 Deferred comp | 30,645 | 37,373 | 37,046 | 39,970 | 27,450 | Employee contributions |
| 7124 LI & AD & D | 3,385 | 3,572 | 4,973 | 5,271 | 3,975 | |
| 7125 Unemployment insurance | 3,064 | 3,745 | 3,849 | 4,133 | 4,290 | |
| 7128 LTD | 14,882 | 18,088 | 17,512 | 18,807 | 15,600 | |
| 7129 Chiropractic | 1,101 | 1,406 | 1,350 | 1,400 | 1,330 | |
| 7130 Insurance refund | 4,730 | 5,248 | 5,100 | 5,100 | 7,050 | |
| 7131 Other benefits | 28,909 | 38,655 | 36,564 | 39,267 | 45,435 | |
| 7135 VTO Program | (668) | 0 | 0 | 0 | 0 | |
| 7188 Transfer In | 0 | (1,688,105) | (1,583,008) | (1,554,106) | (1,662,441) | |
| 7189 Transfer Out | 0 | 1,334,991 | 1,015,326 | 1,168,380 | 1,339,217 | |
| **100: Personnel Services** | **1,840,341** | **1,912,004** | **1,715,866** | **2,001,422** | **1,710,291** | |
| 7201 Postage | 409 | 359 | 400 | 220 | 200 | |
| 7202 Telephone | 264 | 270 | 0 | 130 | 0 | |
| 7203 Cellular phone charges | 3,414 | 3,938 | 3,400 | 3,400 | 3,600 | |
| **200: Utility Comm. & Transportation** | **4,087** | **4,567** | **3,800** | **3,750** | **3,800** | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 23,000 | 0 | 0 | |
| 7301 Printing,binding,duplication | 550 | 2,132 | 1,000 | 1,000 | 800 | |
| 7302 Photocopying | 281 | 446 | 500 | 200 | 0 | |
| 7303 Advertising | 1,150 | 1,322 | 2,500 | 2,050 | 1,800 | |
| 7305 Uniforms | 7,378 | 7,039 | 7,000 | 7,200 | 9,400 | |
| 7306 Safety Equipment | 7,978 | 6,686 | 10,200 | 8,360 | 6,000 | |
| 7307 Office supplies | 3,456 | 3,008 | 2,350 | 2,350 | 2,800 | |
| 7308 Books & periodicals | 0 | 131 | 150 | 150 | 150 | |
| 7309 Membership & dues | 1,800 | 1,647 | 2,160 | 2,200 | 2,190 | |
| 7312 Bank service charges | 87 | 0 | 0 | 0 | 0 | |
| 7313 Information systems software | 1,451 | 1,351 | 2,800 | 2,400 | 2,800 | |
| 7314 Business expense | 2,912 | 2,629 | 2,200 | 2,265 | 2,100 | |

| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7315 Conference expense | 4,766 | 8,431 | 6,050 | 4,000 | 500 | |
| 7321 Rent of Land, facilities | 29,441 | 22,399 | 34,350 | 23,850 | 23,850 | Share of traffic light maint with State of CA |
| 7322 Rental of equipment | 63,391 | 46,852 | 22,000 | 22,000 | 20,000 | |
| 7323 Professional services | 48,049 | 30,305 | 97,604 | 28,600 | 17,000 | Reduction in projects |
| 7330 Repairs to comm equip | 1,456 | 1,224 | 1,400 | 1,400 | 1,380 | |
| 7331 Repairs to Mach & equip | 0 | 0 | 0 | 1,000 | 0 | |
| 7332 Repairs to office equip | 0 | 459 | 300 | 300 | 200 | |
| 7333 Repairs to vehicles | (1,166) | 84,750 | 145,483 | 145,480 | 207,825 | |
| 7335 Sublet service contracts | 171,821 | 143,845 | 252,641 | 263,300 | 210,000 | |
| 7336 Car wash | 0 | 157 | 190 | 200 | 190 | |
| 7343 PL & PD/other insurance | 66,523 | 201,556 | 19,575 | 20,300 | 45,315 | |
| 7351 Motor veh fuel, lube | 0 | 67,914 | 60,078 | 81,500 | 53,600 | |
| 7352 Special dept materials | 263,452 | 206,905 | 82,834 | 77,656 | 83,250 | |
| 7353 Janitorial supplies | 108 | 16 | 0 | 90 | 0 | |
| 7354 Photo supplies | 0 | 427 | 400 | 200 | 200 | |
| 7355 General supplies | 2,037 | 4,132 | 4,300 | 2,800 | 200 | |
| 7356 Medical supplies | 0 | 7 | 0 | 0 | 0 | |
| 7358 Training & education | 2,088 | 1,505 | 4,000 | 3,000 | 5,000 | |
| 7359 Small tools and equip | 7,124 | 4,411 | 6,500 | 6,605 | 7,000 | |
| 7360 Overtime meals | 400 | 691 | 500 | 700 | 0 | |
| 7369 Software Licensing Cost | 0 | 3,720 | 0 | 0 | 0 | |
| 7399 Supplies, mat & services | 820 | 192 | 0 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **687,353** | **856,289** | **792,065** | **711,156** | **703,550** | |
| 7601 Work for others | 654 | 0 | 0 | 0 | 31,150 | |
| **400: Work for Others** | **654** | **0** | **0** | **0** | **31,150** | |
| 7700 Equipment, Land & Structures | 0 | 0 | 3,455,259 | 2,149,402 | 165,000 | |
| 7700.1050 Equipment, Land & Structures | 0 | 0 | 24,000 | 0 | 0 | Completion of projects |
| 7701 Office equip | 2,548 | 18,846 | 2,000 | 8,900 | 2,000 | |
| 7706 Traffic signal equip | 18,387 | 25,568 | 8,900 | 8,900 | 8,900 | |
| 7715 Data Processing hrdware | 1,549 | 1,815 | 0 | 0 | 0 | |
| 7717 Communication equip | 958 | 204 | 2,800 | 1,000 | 2,800 | |
| 7719 Other equip | 5,599 | 39,517 | 8,000 | 8,000 | 5,000 | |
| 7720 Other contracts | 2,119,026 | 1,959,684 | 774,696 | 686,797 | 50,000 | |
| 7726 Streets | 13,759 | 0 | 65,844 | 0 | 0 | |
| 7727 Curb, gutter & sidewalks | 49,799 | 66,403 | 20,000 | 20,000 | 0 | |
| **500: Equipment, Land & Structures** | **2,211,625** | **2,112,037** | **4,361,499** | **2,882,999** | **233,700** | |
| 7851 Vehicles & Equipment | 0 | 123,347 | 149,622 | 0 | 185,000 | |
| **550: Fleet** | **0** | **123,347** | **149,622** | **0** | **185,000** | |
| 8022 Taxes | 0 | 93 | 0 | 0 | 0 | |
| 8099 Special payments | 77,294 | 99,967 | 0 | 20,000 | 0 | |
| **600: Special Payments** | **77,294** | **100,060** | **0** | **20,000** | **0** | |
| 7788 Transfer In | (979,933) | (969,440) | (950,940) | (950,940) | 0 | Former MOE transfer |

| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **700: Interfund Transfers** | **(979,933)** | **(969,440)** | **(950,940)** | **(950,940)** | **0** | |
| 1820 Construction in Progress-CY | 0 | 0 | 2,256,366 | 0 | 150,000 | |
| **900: Capital Projects** | **0** | **0** | **2,256,366** | **0** | **150,000** | |
| **Streets Total** | **4,375,401** | **4,624,188** | **8,424,384** | **4,764,493** | **3,017,491** | |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Street Maintenance** | **DIVISION:** | **Streets and Drainage** |
| **DEPARTMENT:** | **Public Works** | **FUND:** | **Street Fund** |

## ACTIVITY DESCRIPTION

Street Maintenance activity includes the administration, management, and maintenance for the following: streets, alleys, curb and gutters, sidewalks, traffic signals, traffic control signs, street markings, street sweeping, street trees, all landscape maintenance in the public right-of-way and for most public buildings, storm water system maintenance and discharge permit compliance and enforcement. This activity includes four Highway 99 over-crossings along with the bridge deck lighting. Activity goals are: 1) safe and smooth streets and sidewalks; 2) safe and efficient traffic circulation; 3) efficient and effective street services; 4) safe and properly maintained street trees; and 5) proper stormwater management. This activity has four major elements:

- Street Administration – Providing the overall direction, supervision, and planning for the Streets and Drainage Division in the preparation of reports and studies; coordinating with utilities, public agencies and private firms; providing equipment maintenance and safety equipment; overseeing contracts; and promoting public relations.
- Street Maintenance – Maintaining 200 miles of streets and 16 miles of alleys. This includes patching and sealing as needed; providing subdivision oil treatment; repaving utility trenches and pavement cuts; repairing base failures of approximately 50,000 square feet of streets annually; and contracting for annual rubberized cape sealing of approximately 1 million square feet of streets. This effort is to maintain 4,112,666 square yards of pavement with a replacement value of $370,139,940.
- Curb, Gutter and Sidewalk Maintenance – Removing, replacing, and repairing curb, gutter, sidewalk (both private and public responsibilities), including handicap ramps and alley approaches; and patching existing sidewalks.
- Traffic Control Maintenance – Maintaining 5,516 street signs, warning, regulatory and guide signs; painting 10 miles of curbs, pavement legends, crosswalks, railroad crossings, and parking stalls; installing new signs and pavement markings; maintaining 48 City signalized intersections and three flashing/crosswalk beacon intersections; and providing 50% funding for 13 Caltrans maintained intersections. Street lights are maintained by EUD.

The following elements are listed later in greater detail but are a significant part of the overall Street Administration effort:

- Street Cleaning – Sweeping approximately 14,212 curb miles in the public right-of-way and removing more than 5,500 cubic yards of leaves in an effort to minimize the amount of debris that enters the storm system, as well as provide the aesthetics of a clean and well-maintained city.
- Street Trees and Landscape – Maintaining approximately 9,000 City trees in the public right-of-way and implementing the contract landscape maintenance of 196 different sites, totaling 50 acres.
- Graffiti Abatement – Removing graffiti from the area viewed by the public from streets, alleys, and parks and from private property.
- Storm Drain Maintenance – Maintaining the City's 161 miles of storm drains, 45 pumps at 13 pump stations, and 18 stormwater outlets into the Mokelumne River and the Woodbridge Irrigation District Canal. This drainage system has an estimated replacement value of $181,845,250. The other major function is the implementation of the National Pollutant Discharge Elimination System (NPDES) permit. This activity is funded by the Wastewater fund.

**ACTIVITY:** Street Maintenance **DIVISION:** Streets and Drainage
**DEPARTMENT:** Public Works **FUND:** Street Fund

- Parking Lots – Maintaining the City's five Downtown public parking lots and two others on Lockeford Street to provide adequate and safe parking for visitors, customers and employees.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- $1 million Rubberized Cape Seal Project with $134,000 funded through State recycling grant.
- Installed recycled tire rubber sidewalk panels at three locations.
- Completed patching all 11,984 known sidewalk defects of one-half inch or greater, both private and City.
- Implemented fourth phase of private sidewalk repairs valued at a total of $248,000.

## MAJOR 2009-10 OBJECTIVES

- Reduce sidewalk-related claims against the City.
- Obtain grants for Rubberized Cape Seal and Rubberized Sidewalk programs.
- Implement another Rubberized Cape Seal Project.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Requests for service | N/A | 873 | 730 |
| Center line miles | 200.01 | 200.01+ | 201.8+ |
| Tons of asphalt placed by City workers | 4,200 | 4,300 | 1,000 |
| Percent of streets treated | 8% | 7% | 7% |
| Square feet of sidewalk removed and replaced | 14,973 | 13,434 | 10,492 |
| Square feet of traffic paint applied | 61,000 | 41,694 | 53,450 |
| Traffic signals maintained | 44 | 48 | 48 |
| Pavement Condition Index rating (PCI) | 66.7 | 66.7 | 67.22 |

## RELATED COST CENTER(S)

- 3215011
- 3215012
- 3215031

| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **3215011: PW Street Administration** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 24,196 | 0 | 0 |
| 7101 Regular emp salary | 404,829 | 1,404,457 | 1,385,656 | 1,476,208 | 1,225,240 |
| 7102 Overtime | 2,580 | 5,060 | 28,900 | 28,900 | 24,650 |
| 7103 Part time salary | 1,288 | 0 | 3,300 | 0 | 3,425 |
| 7109 Incentive pay | 3,866 | 20,736 | 20,600 | 21,203 | 22,590 |
| 7110 Admin leave pay | 2,911 | 3,139 | 2,911 | 0 | 1,570 |
| 7111 Workers comp | 73,589 | 97,364 | 89,100 | 92,400 | 88,450 |
| 7112 Medical insurance | 70,002 | 275,222 | 314,174 | 324,781 | 291,910 |
| 7113 Dental insurance | 5,912 | 21,929 | 27,000 | 28,000 | 24,170 |
| 7114 Vision care | 1,870 | 6,211 | 6,750 | 7,000 | 6,045 |
| 7115 Medicare insurance | 3,611 | 13,178 | 12,601 | 13,372 | 11,020 |
| 7121 Service contribution-PERS | 78,417 | 274,503 | 261,966 | 281,336 | 229,315 |
| 7122 Social security payments | 73 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 11,107 | 37,334 | 37,046 | 39,970 | 27,450 |
| 7124 LI & AD & D | 1,844 | 3,572 | 4,973 | 5,271 | 3,975 |
| 7125 Unemployment insurance | 1,098 | 3,745 | 3,849 | 4,133 | 4,290 |
| 7128 LTD | 5,170 | 18,086 | 17,512 | 18,807 | 15,600 |
| 7129 Chiropractic | 377 | 1,324 | 1,350 | 1,400 | 1,330 |
| 7130 Insurance refund | 1,709 | 5,214 | 5,100 | 5,100 | 7,050 |
| 7131 Other benefits | 28,909 | 38,655 | 36,564 | 39,267 | 45,435 |
| 7188 Transfer In | 0 | (1,607,061) | (1,665,874) | (1,554,106) | (1,662,441) |
| **100: Personnel Services Total** | **699,162** | **622,668** | **617,674** | **833,042** | **371,074** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 166 | 99 | 400 | 200 | 200 |
| 7202 Telephone | 31 | 0 | 0 | 0 | 0 |
| 7203 Cellular phone charges | 3,414 | 3,938 | 3,400 | 3,400 | 3,600 |
| **200: Utility Comm. & Transportation Total** | **3,611** | **4,037** | **3,800** | **3,600** | **3,800** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 113 | 1,536 | 1,000 | 1,000 | 800 |
| 7302 Photocopying | 281 | 311 | 500 | 200 | 0 |
| 7303 Advertising | 484 | 1,121 | 800 | 400 | 800 |
| 7305 Uniforms | 7,052 | 6,938 | 7,000 | 7,000 | 9,400 |
| 7306 Safety Equipment | 7,771 | 6,663 | 10,200 | 8,000 | 6,000 |
| 7307 Office supplies | 3,424 | 2,938 | 2,350 | 2,350 | 2,800 |
| 7308 Books & periodicals | 0 | 131 | 150 | 150 | 150 |
| 7309 Membership & dues | 1,600 | 1,397 | 2,160 | 2,160 | 1,940 |
| 7313 Information systems software | 49 | 0 | 2,800 | 2,400 | 2,800 |
| 7314 Business expense | 2,904 | 2,629 | 2,000 | 2,000 | 1,900 |
| 7315 Conference expense | 4,766 | 8,431 | 6,050 | 4,000 | 500 |
| 7321 Rent of Land, facilities | 3,843 | 3,843 | 3,850 | 3,850 | 3,850 |
| 7322 Rental of equipment | 470 | 645 | 0 | 0 | 0 |
| 7330 Repairs to comm equip | 1,456 | 1,224 | 1,400 | 1,400 | 1,380 |
| 7332 Repairs to office equip | 0 | 459 | 300 | 300 | 200 |
| 7333 Repairs to vehicles | (1,166) | 226,445 | 145,483 | 145,480 | 207,825 |
| 7335 Sublet service contracts | 3,522 | 3,906 | 4,400 | 3,600 | 3,500 |
| 7336 Car wash | 0 | 157 | 190 | 200 | 190 |
| 7343 PL & PD/other insurance | 10,790 | 59,436 | 19,575 | 20,300 | 45,315 |
| 7351 Motor veh fuel, lube | 0 | 67,914 | 60,078 | 81,500 | 53,600 |
| 7352 Special dept materials | 2,432 | 1,541 | 2,000 | 1,500 | 750 |
| 7353 Janitorial supplies | 12 | 16 | 0 | 0 | 0 |
| 7354 Photo supplies | 0 | 427 | 400 | 200 | 200 |
| 7355 General supplies | 244 | 265 | 300 | 300 | 200 |
| 7356 Medical supplies | 0 | 7 | 0 | 0 | 0 |
| 7358 Training & education | 1,790 | 1,505 | 4,000 | 3,000 | 3,000 |
| 7359 Small tools and equip | 850 | 115 | 0 | 105 | 0 |
| 7360 Overtime meals | 325 | 483 | 500 | 700 | 0 |
| 7399 Supplies, mat & services | 217 | 192 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **53,229** | **400,675** | **277,486** | **292,095** | **347,100** |

| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 2,043 | 1,120 | 2,000 | 8,900 | 2,000 |
| 7715 Data Processing hrdware | 1,549 | 1,815 | 0 | 0 | 0 |
| 7717 Communication equip | 958 | 204 | 2,800 | 1,000 | 2,800 |
| 7719 Other equip | 1,031 | 0 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **5,581** | **3,139** | **4,800** | **9,900** | **4,800** |
| **3215011: PW Street Administration Total** | **761,583** | **1,030,519** | **903,760** | **1,138,637** | **726,774** |
| | | | | | |
| **3215012: Street Work for Others** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 40,504 | 0 | 0 | 0 | 0 |
| 7102 Overtime | 5,667 | 9,883 | 0 | 0 | 0 |
| 7109 Incentive pay | 921 | 201 | 0 | 0 | 0 |
| 7112 Medical insurance | 9,472 | 3,346 | 0 | 0 | 0 |
| 7113 Dental insurance | 792 | 283 | 0 | 0 | 0 |
| 7114 Vision care | 193 | 69 | 0 | 0 | 0 |
| 7115 Medicare insurance | 549 | 78 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 7,989 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 1,123 | 27 | 0 | 0 | 0 |
| 7124 LI & AD & D | 77 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 108 | 0 | 0 | 0 | 0 |
| 7128 LTD | 528 | 0 | 0 | 0 | 0 |
| 7129 Chiropractic | 41 | 15 | 0 | 0 | 0 |
| 7130 Insurance refund | 138 | 14 | 0 | 0 | 0 |
| 7188 Transfer In | 0 | 0 | 82,866 | 0 | 0 |
| 7189 Transfer Out | 0 | 273,886 | 0 | 169,152 | 260,731 |
| **100: Personnel Services Total** | **68,102** | **287,802** | **82,866** | **169,152** | **260,731** |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 8,190 | 3,763 | 0 | 1,600 | 0 |
| 7335 Sublet service contracts | 370 | 0 | 0 | 0 | 0 |
| 7352 Special dept materials | 4,656 | 23,074 | 10,000 | 5,000 | 5,000 |
| 7360 Overtime meals | 75 | 208 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **13,291** | **27,045** | **10,000** | **6,600** | **5,000** |
| 500: Equipment, Land & Structures | | | | | |
| 7720 Other contracts | 0 | 20,771 | 5,000 | 9,600 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **20,771** | **5,000** | **9,600** | **0** |
| **3215012: Street Work for Others Total** | **81,393** | **335,618** | **97,866** | **185,352** | **265,731** |
| | | | | | |
| **3215031: Street Maintenance** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 478,765 | 0 | 0 | 0 | 0 |
| 7102 Overtime | 4,844 | 1,642 | 0 | 0 | 0 |
| 7103 Part time salary | 1,344 | 0 | 0 | 0 | 0 |
| 7109 Incentive pay | 8,160 | 10 | 0 | 0 | 0 |
| 7112 Medical insurance | 102,276 | 10,582 | 0 | 0 | 0 |
| 7113 Dental insurance | 8,795 | 845 | 0 | 0 | 0 |
| 7114 Vision care | 2,478 | 218 | 0 | 0 | 0 |
| 7115 Medicare insurance | 4,710 | 24 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 93,701 | 0 | 0 | 0 | 0 |
| 7122 Social security payments | 83 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 12,839 | 5 | 0 | 0 | 0 |
| 7124 LI & AD & D | 1,030 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 1,269 | 0 | 0 | 0 | 0 |
| 7128 LTD | 6,183 | 0 | 0 | 0 | 0 |
| 7129 Chiropractic | 464 | 47 | 0 | 0 | 0 |
| 7130 Insurance refund | 1,475 | 0 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 633,957 | 667,737 | 663,446 | 659,864 |
| **100: Personnel Services Total** | **728,416** | **647,330** | **667,737** | **663,446** | **659,864** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 158 | 4 | 0 | 20 | 0 |

| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7202 Telephone | 233 | 270 | 0 | 130 | 0 |
| **200: Utility Comm. & Transportation Total** | **391** | **274** | **0** | **150** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 23,000 | 0 | 0 |
| 7303 Advertising | 235 | 0 | 1,700 | 1,500 | 1,000 |
| 7305 Uniforms | 326 | 101 | 0 | 200 | 0 |
| 7306 Safety Equipment | 207 | 12 | 0 | 360 | 0 |
| 7307 Office supplies | 32 | 70 | 0 | 0 | 0 |
| 7309 Membership & dues | 200 | 250 | 0 | 40 | 250 |
| 7312 Bank service charges | 87 | 0 | 0 | 0 | 0 |
| 7314 Business expense | 8 | 0 | 200 | 200 | 200 |
| 7321 Rent of Land, facilities | 25,598 | 18,556 | 30,500 | 20,000 | 20,000 |
| 7322 Rental of equipment | 62,921 | 46,207 | 22,000 | 22,000 | 20,000 |
| 7331 Repairs to Mach & equip | 0 | 0 | 0 | 1,000 | 0 |
| 7333 Repairs to vehicles | 0 | 425 | 0 | 0 | 0 |
| 7335 Sublet service contracts | 11,526 | 19,242 | 22,700 | 22,700 | 1,000 |
| 7343 PL & PD/other insurance | 40,826 | 0 | 0 | 0 | 0 |
| 7352 Special dept materials | 250,545 | 172,280 | 52,434 | 60,000 | 70,000 |
| 7353 Janitorial supplies | 51 | 0 | 0 | 90 | 0 |
| 7355 General supplies | 729 | 3,828 | 4,000 | 2,500 | 0 |
| 7358 Training & education | 298 | 0 | 0 | 0 | 2,000 |
| 7359 Small tools and equip | 5,979 | 3,690 | 4,500 | 4,000 | 5,000 |
| **300: Supplies, Materials & Services Total** | **399,568** | **264,661** | **161,034** | **134,590** | **119,450** |
| 400: Work for Others | | | | | |
| 7601 Work for others | 559 | 0 | 0 | 0 | 31,150 |
| **400: Work for Others Total** | **559** | **0** | **0** | **0** | **31,150** |
| 500: Equipment, Land & Structures | | | | | |
| 7706 Traffic signal equip | 18,387 | 775 | 8,900 | 8,900 | 8,900 |
| 7719 Other equip | 4,568 | 2,774 | 8,000 | 8,000 | 5,000 |
| 7720 Other contracts | 0 | 41,694 | 0 | 0 | 0 |
| 7727 Curb, gutter & sidewalks | 17,192 | 1,403 | 20,000 | 20,000 | 0 |
| **500: Equipment, Land & Structures Total** | **40,147** | **46,646** | **36,900** | **36,900** | **13,900** |
| 600: Special Payments | | | | | |
| 8022 Taxes | 0 | 93 | 0 | 0 | 0 |
| **600: Special Payments Total** | **0** | **93** | **0** | **0** | **0** |
| **3215031: Street Maintenance Total** | **1,169,081** | **959,004** | **865,671** | **835,086** | **824,364** |
| **Streets Maintenance Total** | **2,012,057** | **2,325,141** | **1,867,297** | **2,159,075** | **1,816,869** |

**ACTIVITY:** Street Trees and Landscape **DIVISION:** Streets and Drainage
**DEPARTMENT:** Public Works **FUND:** Street Fund

## ACTIVITY DESCRIPTION

Street Trees and Landscape activity is responsible for the maintenance and growth of the City's urban forest and the maintenance of landscape in the public right-of-way. This activity has three major elements:

- Tree Maintenance – By the use of contract maintenance, this activity provides for pruning, trimming, re-staking, and root surgery on the City's 9,042 street trees. This maintenance effort cares for 56 different species located in parkways, tree wells, public parking lots, and public buildings. The maintenance provides for removing dead and diseased trees and responding during emergencies to downed trees in the right-of-way.
- Landscape Maintenance – By the utilization of contract services since 1982, this activity provides for the ongoing mowing, pruning, spraying, and irrigation of landscaped areas in the public right-of-way, reverse frontages, street medians, as well as public facilities such as City Hall, parking lots, substations, water wells, sewer lift stations, White Slough, the Police Building, and four fire stations.
- Grid Pruning – The utilization of a grid pruning program has reduced the per-tree trimming cost by half ($59 per tree), allowing for an increase in the number of trees trimmed each year. The current program allows for the pruning of two to three grids, which will provide a 10-year cycle to trim the City's urban forest.

## SERVICE LEVEL ADJUSTMENTS

- Increased trees trimmed due to grid pruning. This method has reduced the per-tree trimming cost by half ($59 per tree in grid).
- The current grid pruning program provides for a 10-year cycle to trim our urban forest.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Awarded the designation of Tree City USA for seventh year.

## MAJOR 2009-10 OBJECTIVES

- Formation of Landscape Lighting Districts (LLD's) and Community Facilities District (CFD) to fund large landscape areas in new commercial areas such Lowe's, the proposed Lodi Shopping Center, etc.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Street trees (beginning of FY) | 8,907 | 8,967 | 9,041 |
| Trees removed | 35 | 53 | 92 |
| Trees planted | 95 | 127 | 93 |
| Trees pruned by contract | 640 | 875 | 1,228 |
| Percentage of total trees trimmed by contract grid pruning | 8% | 10% | 14% |
| Total street trees | 8,967 | 9,041 | 9,042 |

## RELATED COST CENTER(S)

- 3215036

| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **3215036: PW Tree Maintenance** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 43,849 | 0 | 0 | 0 | 0 |
| 7102 Overtime | 2,238 | 2,303 | 0 | 0 | 0 |
| 7109 Incentive pay | 1,331 | 54 | 0 | 0 | 0 |
| 7112 Medical insurance | 5,274 | 475 | 0 | 0 | 0 |
| 7113 Dental insurance | 656 | 62 | 0 | 0 | 0 |
| 7114 Vision care | 193 | 17 | 0 | 0 | 0 |
| 7115 Medicare insurance | 675 | 26 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 8,756 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 1,348 | 0 | 0 | 0 | 0 |
| 7124 LI & AD & D | 68 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 123 | 0 | 0 | 0 | 0 |
| 7128 LTD | 575 | 0 | 0 | 0 | 0 |
| 7129 Chiropractic | 37 | 4 | 0 | 0 | 0 |
| 7130 Insurance refund | 421 | 15 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 77,230 | 75,771 | 75,782 | 80,141 |
| **100: Personnel Services Total** | **65,544** | **80,186** | **75,771** | **75,782** | **80,141** |
| 300: Supplies, Materials & Services | | | | | |
| 7303 Advertising | 0 | 0 | 0 | 150 | 0 |
| 7306 Safety Equipment | 0 | 11 | 0 | 0 | 0 |
| 7323 Professional services | 25,003 | 16,670 | 27,000 | 27,000 | 17,000 |
| 7333 Repairs to vehicles | 0 | (142,120) | 0 | 0 | 0 |
| 7335 Sublet service contracts | 0 | 107,825 | 197,992 | 195,000 | 149,000 |
| 7343 PL & PD/other insurance | 3,526 | 142,120 | 0 | 0 | 0 |
| 7352 Special dept materials | 447 | 1,219 | 3,500 | 3,000 | 2,500 |
| 7355 General supplies | 5 | 0 | 0 | 0 | 0 |
| 7359 Small tools and equip | 53 | 46 | 500 | 500 | 500 |
| **300: Supplies, Materials & Services Total** | **29,034** | **125,771** | **228,992** | **225,650** | **169,000** |
| 500: Equipment, Land & Structures | | | | | |
| 7720 Other contracts | 47,201 | 47,926 | 77,576 | 76,000 | 50,000 |
| **500: Equipment, Land & Structures Total** | **47,201** | **47,926** | **77,576** | **76,000** | **50,000** |
| **3215036: PW Tree Maintenance Total** | **141,779** | **253,883** | **382,339** | **377,432** | **299,141** |
| **Streets Trees and Landscape Total** | **141,779** | **253,883** | **382,339** | **377,432** | **299,141** |

**ACTIVITY:** **Street Cleaning** **DIVISION:** **Streets and Drainage**
**DEPARTMENT:** **Public Works** **FUND:** **Street Fund**

## ACTIVITY DESCRIPTION

Street Cleaning provides for sweeping of City streets, alleys, and parking lots; removal of leaves during leaf season; and weed abatement. The activity goals are to ensure streets are clean and free of debris, leaves and weeds. This activity has three major elements:

- Street Sweeping - Sweeping approximately 14,212 miles of curb, 16 miles of alleys, and 19 public parking lots on the following schedule: Downtown area three times a week; arterials once a week; all other streets twice a month; alleys and parking lots monthly or as needed; and State Highway 12 bi-monthly, per agreement with Caltrans (75 percent of the activity).
- Leaf Removal - Removing approximately 5,135 cubic yards of leaves placed in the street right-of-way during leaf season (November through January) on a 10-day frequency (17 percent of the activity).
- Weed Abatement - Spraying weeds with herbicide and removing weeds and other debris along street shoulders, alleys, and within 2.6 miles of street medians (8 percent of the activity).

## SERVICE LEVEL ADJUSTMENTS

- Downtown Cleanup activity has been eliminated. United Cerebral Palsy (UCP) had provided a four-person crew plus a supervisor servicing the Downtown core. Their duties had included emptying trash containers twice weekly, or as needed, and leaf, litter, and gum removal Monday through Friday mornings. Funding for this service came from the Central Valley Waste Management franchise. This funding has been redirected, and there is no alterative funding source to continue this program.
- Downtown effort will consist of emptying trash containers only.
- Posted “No Parking” on sweeper days on East Locust Street as a test.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Implemented United Cerebral Palsy Downtown cleaning, 80 hours per week
- All Street Sweepers are PM 10 certified (Clean Air Units)
- Street Sweeping cost at an impressive $15.36 per curb mile

## MAJOR 2009-10 OBJECTIVES

- Continue to keep sweeper costs down
- Strive to eliminate customer complaints

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Curb Miles of Street Swept | 13,060 | 13,080 | 14,212 |
| Cost per Curb Mile Swept | $9.35 | $16.16 | $15.36 |
| Cubic Yards of Leaves Removed | 5,117 | 4,694 | 5,135 |
| Cost per Curb Mile for Leaf Removal | $41.22 | $39.30 | $39.57 |

## RELATED COST CENTER(S)

- 3215037

| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **3215037: PW Street Cleaning** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 189,288 | 122 | 0 | 0 | 0 |
| 7102 Overtime | 1,354 | 1,212 | 0 | 0 | 0 |
| 7109 Incentive pay | 3,372 | 29 | 0 | 0 | 0 |
| 7112 Medical insurance | 33,776 | 3,348 | 0 | 0 | 0 |
| 7113 Dental insurance | 3,428 | 290 | 0 | 0 | 0 |
| 7114 Vision care | 934 | 75 | 0 | 0 | 0 |
| 7115 Medicare insurance | 1,695 | 14 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 37,283 | 24 | 0 | 0 | 0 |
| 7123 Deferred comp | 4,228 | 7 | 0 | 0 | 0 |
| 7124 LI & AD & D | 366 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 466 | 0 | 0 | 0 | 0 |
| 7128 LTD | 2,426 | 2 | 0 | 0 | 0 |
| 7129 Chiropractic | 182 | 16 | 0 | 0 | 0 |
| 7130 Insurance refund | 987 | 5 | 0 | 0 | 0 |
| 7135 VTO Program | (668) | 0 | 0 | 0 | 0 |
| 7189 Transfer Out | 0 | 257,894 | 271,818 | 260,000 | 338,481 |
| **100: Personnel Services Total** | **279,117** | **263,038** | **271,818** | **260,000** | **338,481** |
| 300: Supplies, Materials & Services | | | | | |
| 7314 Business expense | 0 | 0 | 0 | 65 | 0 |
| 7335 Sublet service contracts | 138,437 | 12,486 | 7,500 | 30,000 | 50,000 |
| 7343 PL & PD/other insurance | 11,381 | 0 | 0 | 0 | 0 |
| 7352 Special dept materials | 5,354 | 8,791 | 5,400 | 5,000 | 5,000 |
| 7353 Janitorial supplies | 45 | 0 | 0 | 0 | 0 |
| 7355 General supplies | 1,038 | 0 | 0 | 0 | 0 |
| 7359 Small tools and equip | 242 | 560 | 1,500 | 2,000 | 1,500 |
| **300: Supplies, Materials & Services Total** | **156,497** | **21,837** | **14,400** | **37,065** | **56,500** |
| **3215037: PW Street Cleaning Total** | **435,614** | **284,875** | **286,218** | **297,065** | **394,981** |
| **Streets Cleaning Total** | **435,614** | **284,875** | **286,218** | **297,065** | **394,981** |

**ACTIVITY:** Parking Lots **DIVISION:** Streets and Drainage
**DEPARTMENT:** Public Works **FUND:** Street Fund

## ACTIVITY DESCRIPTION

The Parking Lot Maintenance activity is responsible for maintenance of the City's five Downtown public parking lots and two others on Lockeford Street. Maintenance of other parking lots is the responsibility of the designated department (i.e., Library, Parks, City facilities). The activity goal is to provide adequate and safe parking for visitors, customers, and employees. This activity's major element is:

- Maintenance - Sweeping and removing trash, patching and resurfacing pavement, repainting pavement markings, maintaining signs and landscaped areas within the parking lots.

| PARKING LOTS | SPACES |
|---|---|
| PL #1 Church Street and Walnut Street | 63 |
| PL #2 Church Street and Oak Street – South Side | 35 |
| PL #3 Church Street and Oak Street – North Side | 36 |
| PL #4 Church Street and Pine Street | 52 |
| PL #5 11-19 West Elm Street | 57 |
| Lockeford Street and Washington Street* | 60 |
| Lockeford Street and Stockton Street* | 60 |

* Under contract for sale

## SERVICE LEVEL ADJUSTMENTS

- Parking lots are not receiving preventive maintenance because of budgetary constraints.

## MAJOR 2008-09 ACCOMPLISHMENTS

- United Cerebral Palsy Association (UCP) was contracted to clean the Downtown core early mornings (Monday through Friday) and to remove litter and debris from parking lots. A different UCP crew cleans the Lodi Station and the Parking Structure under the Transit budget.

## MAJOR 2009-10 OBJECTIVES

- Re-evaluate parking permit fees, which were reduced by two-thirds in 2000.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Total lots | 7 | 7 | 7 |
| Lots resurfaced | 1 | 1 | 0 |
| Lots repainted | 1 | 1 | 0 |

## RELATED COST CENTER(S)

- 3215042

| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **3215042: PW Parking Lot Maintenance** | | | | | |
| 100: Personnel Services | | | | | |
| 7189 Transfer Out | 0 | 141 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **0** | **141** | **0** | **0** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7335 Sublet service contracts | 17,966 | 386 | 20,049 | 12,000 | 6,500 |
| 7352 Special dept materials | 0 | 0 | 6,600 | 0 | 0 |
| 7355 General supplies | 21 | 0 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **17,987** | **386** | **26,649** | **12,000** | **6,500** |
| **3215042: PW Parking Lot Maintenance Total** | **17,987** | **527** | **26,649** | **12,000** | **6,500** |
| **Streets Parking Lots Total** | **17,987** | **527** | **26,649** | **12,000** | **6,500** |

**ACTIVITY:** **Capital Improvement Project(s)** **FUND:** **Streets Fund**
**DEPARTMENT:** **Public Works**

**Capital Improvement Project Descriptions:**

**Thin Overlay** **$50,000**
Remove and replace failed pavement and subgrade as part of an ongoing rehabilitative maintenance program.

**Traffic Signal Maintenance** **$150,000**
Preventative maintenance for 48 signalized intersections and three flashing/crosswalk beacon intersections to include signal cabinet/traffic controller replacement; battery backups; miscellaneous traffic improvements and signal maintenance.

**Street Striping** **$75,000**
Repainting of approximately 20% of all striped streets as part of ongoing maintenance. Applied thermoplastic material, which is expected to last 62% longer than sprayed, will be used.

**Sidewalk Replacement** **$25,000**
Replacement of approximately 7,000 square feet of sidewalk as part of ongoing maintenance. Additional funding for this project to come from the TDA Bike/Pedestrian Fund.

**Decommission Old Fleet Services Shop** **$15,000**
Work to prepare old fleet shop for other uses: abandon/remove underground oil tank; remove oil containers and piping; remove lifts, remove methane detection system; reconfigure electrical services; repairs to mezzanine. This is a jointly funded project ($45,000) with additional funding from Water and Wastewater funds.

**ACTIVITY:** **Equipment Purchase** **FUND:** **Streets Fund**
**DEPARTMENT:** **Public Works**

**Equipment - New or Replacement Description:**

**Replacement of Vehicle 04-367** **$75,000**
Replace existing Layton pull paver with a self propelled small paving machine for use on minor paving jobs requiring no more than 50 tons of material.

**Replacement of Vehicle 04-117** **$50,000**
Replace existing Bobcat skid steer tractor with a new compact track loader to be used primarily for sidewalk and concrete work.

**New Hot Thermoplastic Applicator** **$60,000**
Purchase a new hot thermoplastic applicator for use in applying hot melt thermoplastic material for lane lines and traffic legends.

| Streets | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **320000: Capital Projects - New** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7700 Equipment, Land & Structures | 0 | 0 | 45,000 | 0 | 25,000 |
| **500: Equipment, Land & Structures Total** | **0** | **0** | **45,000** | **0** | **25,000** |
| **320000: Capital Projects - New Total** | **0** | **0** | **45,000** | **0** | **25,000** |
| | | | | | |
| **320035: Street Striping** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7700 Equipment, Land & Structures | 0 | 0 | 20,000 | 20,000 | 45,000 |
| **500: Equipment, Land & Structures Total** | **0** | **0** | **20,000** | **20,000** | **45,000** |
| **320035: Street Striping Total** | **0** | **0** | **20,000** | **20,000** | **45,000** |
| | | | | | |
| **325000: Capital Projects - New** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 2,106,366 | 0 | 150,000 |
| **900: Capital Projects Total** | **0** | **0** | **2,106,366** | **0** | **150,000** |
| **325000: Capital Projects - New Total** | **0** | **0** | **2,106,366** | **0** | **150,000** |
| | | | | | |
| **325030: Thin Overlay** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7700 Equipment, Land & Structures | 0 | 0 | 50,000 | 50,000 | 50,000 |
| **500: Equipment, Land & Structures Total** | **0** | **0** | **50,000** | **50,000** | **50,000** |
| **325030: Thin Overlay Total** | **0** | **0** | **50,000** | **50,000** | **50,000** |
| | | | | | |
| **325035: Street Striping** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7700 Equipment, Land & Structures | 0 | 0 | 30,000 | 30,000 | 30,000 |
| **500: Equipment, Land & Structures Total** | **0** | **0** | **30,000** | **30,000** | **30,000** |
| **325035: Street Striping Total** | **0** | **0** | **30,000** | **30,000** | **30,000** |
| | | | | | |
| **332356: MSC-Fleet Services Shop** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7700 Equipment, Land & Structures | 0 | 0 | 367,226 | 250,000 | 15,000 |
| 7720 Other contracts | 0 | 5,472 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **5,472** | **367,226** | **250,000** | **15,000** |
| **332356: MSC-Fleet Services Shop Total** | **0** | **5,472** | **367,226** | **250,000** | **15,000** |
| | | | | | |
| **3251201: Vehicle Replacement** | | | | | |
| 550: Fleet | | | | | |
| 7851 Vehicles & Equipment | 0 | 123,347 | 149,622 | 0 | 185,000 |
| **550: Fleet Total** | **0** | **123,347** | **149,622** | **0** | **185,000** |
| **3251201: Vehicle Replacement Total** | **0** | **123,347** | **149,622** | **0** | **185,000** |
| **Streets Captial Total** | **0** | **128,819** | **2,768,214** | **350,000** | **500,000** |

## COMMUNITY DEVELOPMENT

The Community Development Department includes the Planning, Building and Safety and Neighborhood Services divisions. They oversee the City's growth and development, ensure dwellings are constructed safely, and provide housing assistance.

The Department is funded through user fees and the General Fund. The Department's budget is $1,123,218 in FY 2009/10, down from $1,628,438 in FY 2008/09. Staffing is being reduced from 14 to 10 in FY 2009/10.

An organizational chart, staffing summary, detailed activity descriptions and financial tables are included in the following pages.

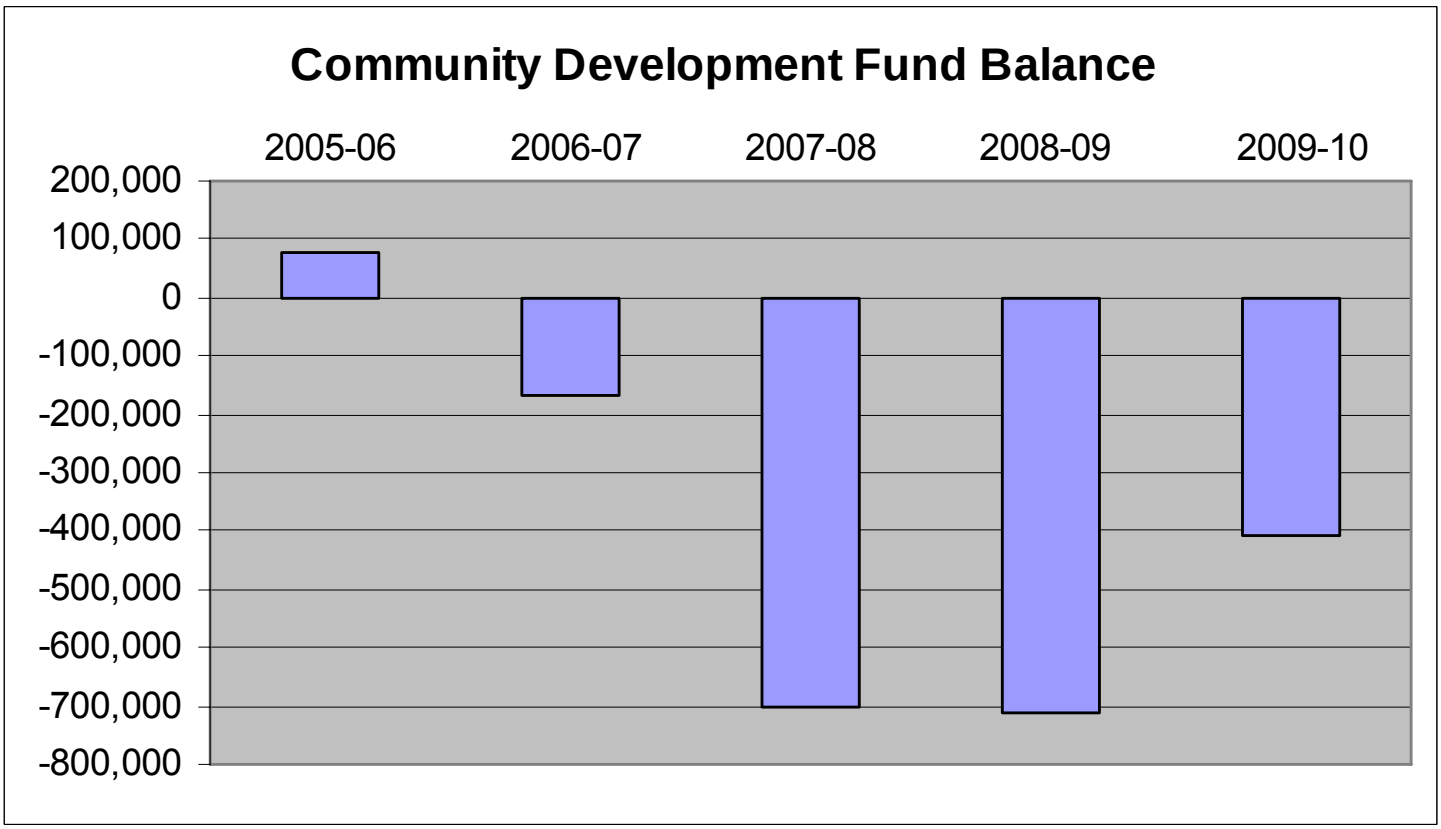
# Community Development Fund
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**

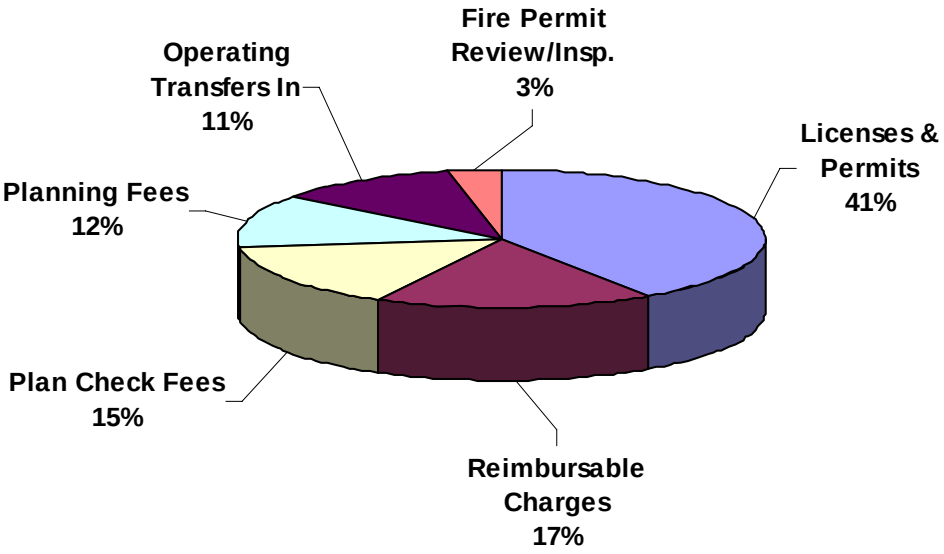
**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Community Development Fund** | | | | | |
| **Fund Balance (Net Assets)** | | | | | |
| **Beginning Fund Balance (Net Assets) Unreserved** | 78,692 | (167,024) | (454,604) | (702,127) | (713,886) |
| **Revenues** | 1,821,426 | 1,479,536 | 1,615,148 | 1,367,691 | 1,427,891 |
| **Expenditures** | 2,067,142 | 2,014,639 | 1,628,438 | 1,379,450 | 1,123,218 |
| **Net Difference (Revenues Less Expenditures)** | (245,716) | (535,103) | (13,290) | (11,759) | 304,673 |
| **Fund Balance (Net Assets)** | | | | | |
| **Ending Fund Balance (Net Assets) Unreserved** | (167,024) | (702,127) | (467,894) | (713,886) | (409,213) |



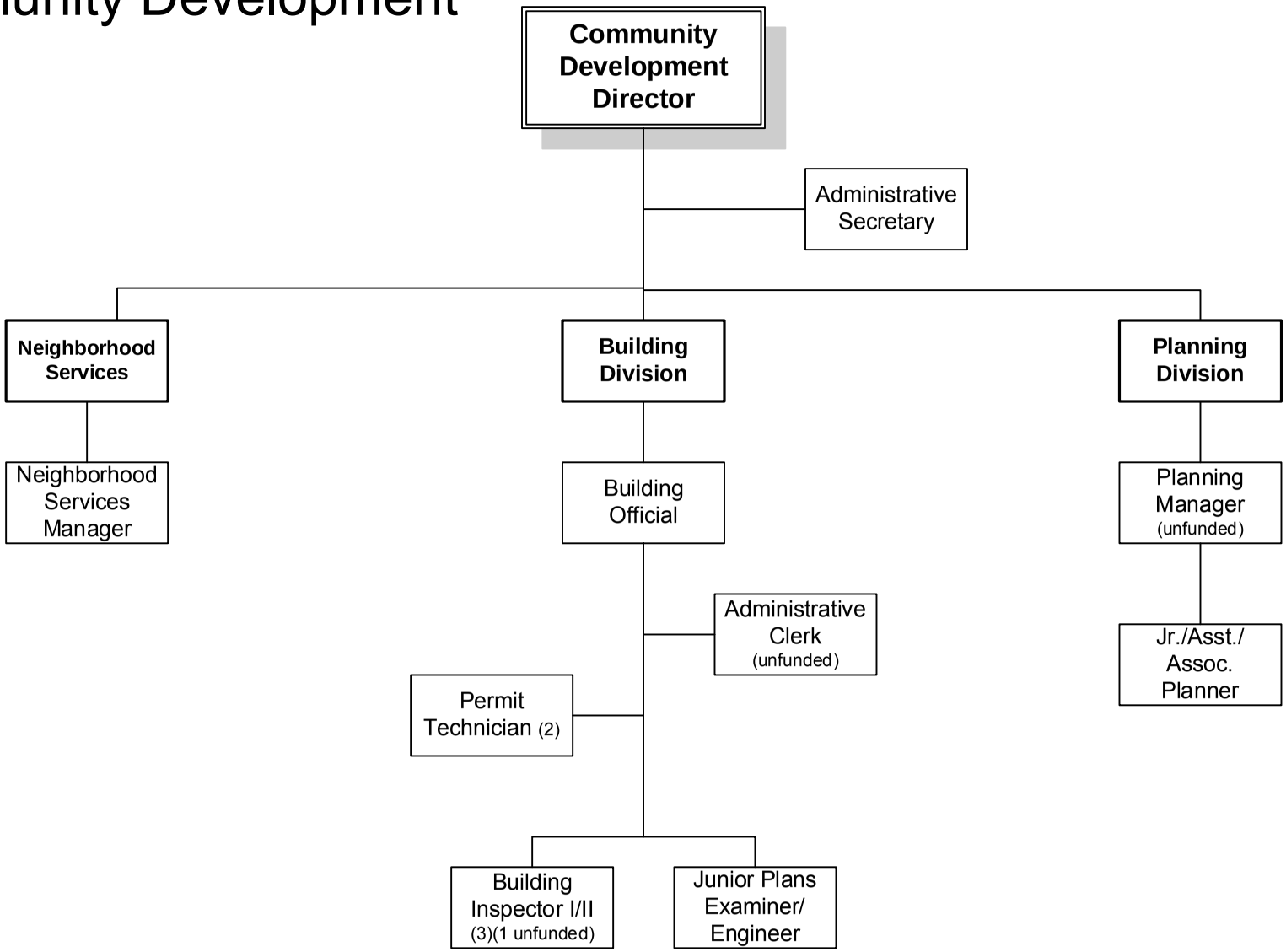
# Community Development Fund Revenues




| Revenue | Budget 2009-10 |
|---|---|
| Licenses & Permits | 580,645 |
| Reimbursable Charges | 244,146 |
| Plan Check Fees | 220,000 |
| Planning Fees | 175,000 |
| Operating Transfers In | 162,100 |
| Fire Permit Review/Insp. | 46,000 |
| Grand Total | 1,427,891 |

| Community Development | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **340: Comm Dev Special Rev Fund** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 600,000 | 334,139 | 185,148 | 230,603 | 162,100 | General Fund support |
| **090: Operating Transfers In Total** | **600,000** | **334,139** | **185,148** | **230,603** | **162,100** | |
| **340: Comm Dev Special Rev Fund Total** | **600,000** | **334,139** | **185,148** | **230,603** | **162,100** | |
| | | | | | | |
| **3401: Comm Dev Spec Rev Fund Revenue** | | | | | | |
| 200: Licenses & Permits | | | | | | |
| 5145 Vendor Permit to Operate | 0 | 2,850 | 0 | 1,500 | 1,800 | |
| 5171 Building Permit | 484,854 | 477,239 | 711,787 | 360,574 | 550,000 | New fee schedule |
| 5172 Electrical Permit | 62,213 | 51,034 | 84,963 | 44,234 | 2,679 | Included in building permit |
| 5173 Mechanical-Gas Permit | 44,841 | 32,643 | 51,114 | 28,000 | 3,896 | Included in building permit |
| 5174 Plumbing-Planning & Mech | 32,886 | 26,430 | 37,910 | 20,500 | 5,104 | Included in building permit |
| 5175 Building Plans Maintenance | 8,026 | 11,388 | 14,225 | 7,500 | 17,166 | |
| **200: Licenses & Permits Total** | **632,820** | **601,584** | **899,999** | **462,308** | **580,645** | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | (11,734) | (17,416) | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **(11,734)** | **(17,416)** | **0** | **0** | **0** | |
| 500: Revenue from Others | | | | | | |
| 5604 State Special Grants | 23,905 | 57,839 | 0 | 0 | 0 | |
| **500: Revenue from Others Total** | **23,905** | **57,839** | **0** | **0** | **0** | |
| 610: Public Safety Fees | | | | | | |
| 5933 Vehicle Towing | 101,052 | 0 | 0 | 0 | 0 | |
| 5974 Fire Permit Review/Insp. | 0 | 451 | 0 | 12,780 | 46,000 | Assumption of increased services |
| **610: Public Safety Fees Total** | **101,052** | **451** | **0** | **12,780** | **46,000** | |
| 780: Community Development Fees | | | | | | |
| 5206 Nuisance Fines | 1,125 | 0 | 0 | 0 | 0 | |
| 5706 Vehicle Abate Serv Authority | 29,487 | 0 | 0 | 0 | 0 | |
| 6101 Plan Check Fees | 201,617 | 248,547 | 380,001 | 182,000 | 220,000 | |
| 6102 Planning Fees | 188,647 | 233,148 | 0 | 150,000 | 175,000 | |
| 6123 Code Permit Inspections | 7,540 | 0 | 0 | 0 | 0 | |
| **780: Community Development Fees Tota** | **428,416** | **481,695** | **380,001** | **332,000** | **395,000** | |
| 900: Other Revenue | | | | | | |
| 5394 Revenue-Other | (2,925) | 340 | 150,000 | 220,000 | 0 | Moved to Plan Check fee |
| 5398 Reimbursable Charges | 25,084 | 2,071 | 0 | 110,000 | 244,146 | Reimbursement for CDBG administration |
| 5399 Repairs & Demolition Reimb. | 892 | 0 | 0 | 0 | 0 | |
| 5411.3 Wrk for Others-Comm Dev | 12,182 | 1,417 | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **35,233** | **3,828** | **150,000** | **330,000** | **244,146** | |
| **3401: Comm Dev Spec Rev Fund Revenue T** | **1,209,692** | **1,127,981** | **1,430,000** | **1,137,088** | **1,265,791** | |
| **Community Development Revenue Total** | **1,809,692** | **1,462,120** | **1,615,148** | **1,367,691** | **1,427,891** | |

# Community Development




FY 2009-2010

| Community Development | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 090: Operating Transfers Out | 0 | 3,000 | 0 | 0 | 0 |
| 100: Personnel Services | 1,476,387 | 1,419,114 | 1,306,433 | 1,132,677 | 969,065 |
| 200: Utility Comm. & Transportation | 12,572 | 5,817 | 9,300 | 7,137 | 5,224 |
| 300: Supplies, Materials & Services | 473,208 | 556,520 | 292,368 | 222,617 | 146,419 |
| 500: Equipment, Land & Structures | 59,307 | 12,777 | 20,337 | 17,019 | 2,510 |
| 600: Special Payments | 12,866 | 0 | 0 | 0 | 0 |
| 700: Interfund Transfers | 21,070 | 0 | 0 | 0 | 0 |
| **Community Development Total** | **2,055,410** | **1,997,228** | **1,628,438** | **1,379,450** | **1,123,218** |

| STAFFING SUMMARY | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **COMMUNITY DEVELOPMENT** | | | | | |
| Administrative Clerk | 2 | 1 | 1 | 1 | 0 |
| Administrative Secretary | 1 | 1 | 1 | 1 | 1 |
| Building Inspector I/II | 3 | 3 | 4 | 3 | 2 |
| Building Official | 1 | 1 | 1 | 1 | 1 |
| Community Development Director | 1 | 1 | 1 | 1 | 1 |
| Community Improvement Manager | 1 | 1 | 1 | 0 | 0 |
| Community Improvement Officer I/II | 2 | 0 | 0 | 0 | 0 |
| Junior/Assistant/Associate Planner | 2 | 2 | 1 | 1 | 1 |
| Junior Plans Examiner/Engineer | 0 | 0 | 0 | 1 | 1 |
| Neighborhood Services Manager | 0 | 0 | 0 | 1 | 1 |
| Permit Technician | 2 | 2 | 2 | 2 | 2 |
| Plan Check Engineer | 0 | 1 | 0 | 0 | 0 |
| Planning Manager | 1 | 1 | 1 | 1 | 0 |
| Senior Building Inspector | 1 | 0 | 0 | 0 | 0 |
| Senior Planner | 1 | 1 | 1 | 0 | 0 |
| **Community Development Total** | **18** | **15** | **14** | **13** | **10** |

| Community Development | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 0 | 3,000 | 0 | 0 | 0 | |
| **090: Operating Transfers Out** | **0** | **3,000** | **0** | **0** | **0** | |
| 7100 Personnel Services | 0 | 0 | (191,870) | 0 | 0 | |
| 7101 Regular emp salary | 967,920 | 929,728 | 974,918 | 734,050 | 651,365 | Sr Planner eliminated; employee contributions |
| 7102 Overtime | 915 | 233 | 17,173 | 6,200 | 0 | |
| 7103 Part time salary | 20,799 | 6,200 | 7,639 | 13,295 | 3,400 | |
| 7106 Uniform allowance | 0 | 900 | 1,200 | 0 | 0 | |
| 7109 Incentive pay | 909 | 906 | 945 | 1,350 | 1,800 | |
| 7110 Admin leave pay | 3,324 | 6,710 | 10,388 | 5,878 | 5,660 | |
| 7111 Workers comp | 69,093 | 76,264 | 46,200 | 46,200 | 34,770 | |
| 7112 Medical insurance | 125,042 | 138,772 | 156,299 | 107,155 | 103,015 | |
| 7113 Dental insurance | 14,801 | 12,817 | 14,000 | 11,190 | 9,500 | |
| 7114 Vision care | 3,779 | 3,294 | 3,500 | 2,760 | 2,380 | |
| 7115 Medicare insurance | 13,096 | 12,485 | 14,137 | 9,432 | 8,975 | |
| 7121 Service contribution-PERS | 185,736 | 175,351 | 185,800 | 138,615 | 115,855 | Payroll reduced |
| 7122 Social security payments | 783 | 0 | 0 | 0 | 0 | |
| 7123 Deferred comp | 17,521 | 13,851 | 13,628 | 11,014 | 0 | Employee contributions |
| 7124 LI & AD & D | 4,909 | 4,677 | 9,394 | 4,165 | 3,845 | |
| 7125 Unemployment insurance | 2,731 | 2,542 | 2,730 | 2,036 | 2,170 | |
| 7128 LTD | 12,259 | 11,533 | 12,420 | 9,240 | 7,890 | |
| 7129 Chiropractic | 741 | 702 | 700 | 590 | 530 | |
| 7130 Insurance refund | 3,425 | 855 | 1,300 | 3,575 | 0 | |
| 7131 Other benefits | 28,604 | 30,278 | 25,932 | 25,932 | 17,910 | |
| 7188 Transfer In | 0 | (8,984) | 0 | 0 | 0 | |
| **100: Personnel Services** | **1,476,387** | **1,419,114** | **1,306,433** | **1,132,677** | **969,065** | |
| 7201 Postage | 6,140 | 2,060 | 5,500 | 3,913 | 1,600 | |
| 7202 Telephone | 221 | 293 | 200 | 200 | 200 | |
| 7203 Cellular phone charges | 6,211 | 3,464 | 3,600 | 3,024 | 3,424 | |
| **200: Utility Comm. & Transportation** | **12,572** | **5,817** | **9,300** | **7,137** | **5,224** | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 0 | (5,500) | 0 | |
| 7301 Printing,binding,duplication | 2,868 | 1,021 | 5,500 | 3,000 | 3,050 | |
| 7302 Photocopying | 1,290 | 923 | 1,700 | 1,748 | 1,584 | |
| 7303 Advertising | 5,087 | 3,177 | 5,500 | 5,000 | 2,000 | |
| 7305 Uniforms | 0 | 0 | 200 | 200 | 0 | |
| 7306 Safety Equipment | 0 | 117 | 300 | 300 | 0 | |
| 7307 Office supplies | 11,147 | 8,744 | 8,800 | 7,800 | 5,450 | |
| 7308 Books & periodicals | 4,171 | 9,189 | 12,000 | 4,500 | 2,250 | |
| 7309 Membership & dues | 2,224 | 2,527 | 5,000 | 3,000 | 1,600 | |
| 7312 Bank service charges | 1,118 | 1,294 | 1,000 | 1,000 | 1,000 | |
| 7313 Information systems software | 1,839 | 4,886 | 19,000 | 15,000 | 8,000 | |
| 7314 Business expense | 3,018 | 2,689 | 19,500 | 5,000 | 2,100 | |
| 7315 Conference expense | 6,806 | 11,449 | 19,000 | 12,119 | 500 | City wide reductions |

| Community Development | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7318 Microfilming | 0 | 0 | 300 | 300 | 0 | |
| 7322 Rental of equipment | 507 | 0 | 0 | 0 | 0 | |
| 7323 Professional services | 366,677 | 429,603 | 146,414 | 130,000 | 75,000 | Reduced contract for plan check |
| 7330 Repairs to comm equip | 0 | 0 | 600 | 600 | 0 | |
| 7331 Repairs to Mach & equip | 0 | 539 | 0 | 0 | 0 | |
| 7332 Repairs to office equip | 2,495 | 3,297 | 1,500 | 3,500 | 3,000 | |
| 7333 Repairs to vehicles | 18 | 7,450 | 8,959 | 8,959 | 7,260 | |
| 7336 Car wash | 0 | 104 | 120 | 120 | 125 | |
| 7343 PL & PD/other insurance | 45,814 | 56,005 | 0 | 0 | 17,880 | |
| 7351 Motor veh fuel, lube | 0 | 3,886 | 3,925 | 4,548 | 3,070 | |
| 7353 Janitorial supplies | 0 | 0 | 50 | 50 | 50 | |
| 7354 Photo supplies | 0 | 0 | 50 | 50 | 0 | |
| 7355 General supplies | 88 | 740 | 950 | 900 | 350 | |
| 7358 Training & education | 11,105 | 3,662 | 24,000 | 12,000 | 5,650 | |
| 7359 Small tools and equip | 6,936 | 5,104 | 8,000 | 8,423 | 6,500 | |
| 7399 Supplies, mat & services | 0 | 114 | 0 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **473,208** | **556,520** | **292,368** | **222,617** | **146,419** | |
| 7701 Office equip | 7,111 | 6,867 | 12,943 | 12,253 | 0 | |
| 7715 Data Processing hrdware | 23,240 | 0 | 0 | 0 | 0 | |
| 7718 Grant equip | 23,520 | 0 | 3,211 | 0 | 0 | |
| 7789 Transfer Out | 5,436 | 5,910 | 4,183 | 4,766 | 2,510 | |
| **500: Equipment, Land & Structures** | **59,307** | **12,777** | **20,337** | **17,019** | **2,510** | |
| 8099 Special payments | 12,866 | 0 | 0 | 0 | 0 | |
| **600: Special Payments** | **12,866** | **0** | **0** | **0** | **0** | |
| 8199 Transfer Out | 21,070 | 0 | 0 | 0 | 0 | |
| **700: Interfund Transfers** | **21,070** | **0** | **0** | **0** | **0** | |
| **Community Development Total** | **2,055,410** | **1,997,228** | **1,628,438** | **1,379,450** | **1,123,218** | |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Administration** | **DIVISION:** | **Administration** |
| **DEPARTMENT:** | **Community Development** | **FUND:** | **Community Development Fund** |

## ACTIVITY DESCRIPTION

Community Development Administration provides overall direction, administrative suppport and management for the Building and Safety, Neighborhood Services and Planning divisions.

- Department management and representation - Establish department policy and procedure, monitor division activities, represent the City with outside agencies and organizations.
- Budget administration - Coordinate the Community Development Department budget and special revenue fund activities.
- Personnel administration - Develop department implementation programs following the City's rules and regulations. Evaluate policies including training, safety and work load issues.
- Clerical support - Prepare correspondence, staff reports and advisory Commission/Committee packets and minutes. Coordinate contract documents, purchase orders, payroll and public inquiries.

## SERVICE LEVEL ADJUSTMENTS

- Maintain the contract Community Development Director position.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Assisted in transition from Urban County CDBG program.
- Managed the General Plan update.

## MAJOR 2009-10 OBJECTIVES

- Oversee implementation of new building fee program.
- Implement new cost recovery and time tracking program for Planning Division.
- Adopt the General Plan.

## RELATED COST CENTER(S)

- 340450
- 340455

| Community Development | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **340450: Community Dev-Admin** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 0 | 0 | 0 | 0 | 143,840 |
| 7110 Admin leave pay | 0 | 0 | 0 | 0 | 1,230 |
| 7111 Workers comp | 0 | 0 | 0 | 0 | 5,490 |
| 7112 Medical insurance | 0 | 0 | 0 | 0 | 25,680 |
| 7113 Dental insurance | 0 | 0 | 0 | 0 | 1,500 |
| 7114 Vision care | 0 | 0 | 0 | 0 | 380 |
| 7115 Medicare insurance | 0 | 0 | 0 | 0 | 1,615 |
| 7121 Service contribution-PERS | 0 | 0 | 0 | 0 | 20,805 |
| 7124 LI & AD & D | 0 | 0 | 0 | 0 | 1,280 |
| 7125 Unemployment insurance | 0 | 0 | 0 | 0 | 390 |
| 7128 LTD | 0 | 0 | 0 | 0 | 1,415 |
| 7129 Chiropractic | 0 | 0 | 0 | 0 | 80 |
| 7131 Other benefits | 0 | 0 | 0 | 0 | 2,870 |
| **100: Personnel Services Total** | **0** | **0** | **0** | **0** | **206,575** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 0 | 0 | 0 | 50 |
| 7203 Cellular phone charges | 0 | 0 | 0 | 0 | 600 |
| **200: Utility Comm. & Transportation Total** | **0** | **0** | **0** | **0** | **650** |
| 300: Supplies, Materials & Services | | | | | |
| 7302 Photocopying | 0 | 0 | 0 | 0 | 200 |
| 7303 Advertising | 0 | 0 | 0 | 0 | 250 |
| 7307 Office supplies | 0 | 0 | 0 | 0 | 500 |
| 7309 Membership & dues | 0 | 0 | 0 | 0 | 500 |
| 7312 Bank service charges | 0 | 0 | 0 | 0 | 1,000 |
| 7314 Business expense | 0 | 0 | 0 | 0 | 600 |
| 7343 PL & PD/other insurance | 0 | 0 | 0 | 0 | 2,870 |
| 7358 Training & education | 0 | 0 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **0** | **0** | **5,920** |
| **340450: Community Dev-Admin Total** | **0** | **0** | **0** | **0** | **213,145** |
| | | | | | |
| **340455: Planning Commission/Committee** | | | | | |
| 100: Personnel Services | | | | | |
| 7103 Part time salary | 1,980 | 1,000 | 3,400 | 3,400 | 3,400 |
| 7115 Medicare insurance | 29 | 15 | 0 | 0 | 0 |
| 7122 Social security payments | 11 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 6 | 3 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **2,026** | **1,018** | **3,400** | **3,400** | **3,400** |
| 300: Supplies, Materials & Services | | | | | |
| 7307 Office supplies | 0 | 524 | 1,000 | 1,000 | 0 |
| 7315 Conference expense | 258 | 852 | 5,000 | 5,000 | 0 |
| 7358 Training & education | 0 | 160 | 500 | 500 | 0 |
| **300: Supplies, Materials & Services Total** | **258** | **1,536** | **6,500** | **6,500** | **0** |
| **340455: Planning Commission/Committee Tot** | **2,284** | **2,554** | **9,900** | **9,900** | **3,400** |
| **Community Development Admin. Total** | **2,284** | **2,554** | **9,900** | **9,900** | **216,545** |

**ACTIVITY:** Planning **DIVISION:** Planning
**DEPARTMENT:** Community Development **FUND:** Community Development Fund

## ACTIVITY DESCRIPTION

Provide advice and technical expertise to assist the City Council, appointed commissions/committees, public agencies and citizens in understanding community issues related to development. Focus on the City's commitment to economic vitality, environmental integrity and development quality. Activity goals include: 1) a well-planned community; 2) managed community growth; 3) protection of environmental resources; 4) balanced economic development, and 5) a high level of public service.

- Development Review and Environmental Assessment – Prepare and implement policies and ordinances that set standards for development activity; coordinate with other City departments and outside agencies in review of projects; perform environmental assessments; monitor mitigation measures; and respond to inquiries from the public on development related issues.
- Long Range Planning – Prepare and implement policies and ordinances necessary for long-term development of the City; maintain and update the General Plan; and coordinate with outside agencies on planning-related issues.
- City Council and appointed Commission/Committee support – Provide necessary support on Planning-related matters.
- Economic Development – Assist the City's economic development effort; maintain an appropriate data base of information; and provide an easily understood process for project processing.

## SERVICE LEVEL ADJUSTMENTS

- Continue to maintain the Planning Manager vacancy.
- Eliminate the Senior Planner position.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Continued the General Plan update.
- Processed the Sutter Gould Master Plan EIR.
- Processed the Lodi Shopping Center project.
- Adopted the Transit Oriented Development Guidelines.

## MAJOR 2009-10 OBJECTIVES

- Adopt the updated General Plan.
- Complete the Sutter Gould Master Plan.
- Implement the Reynolds Ranch commercial project.
- Continue the Development Code program.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Use permits | 17 | 16 | 12 |
| SPARC applications | 12 | 10 | 6 |
| Tentative maps | 10 | 10 | 7 |
| Planning Commission items | 69 | 48 | 35 |

## RELATED COST CENTER(S)

- 340451

| Community Development | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **340451: Planning - Administration** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | (125,570) | 0 | 0 |
| 7101 Regular emp salary | 414,635 | 456,506 | 410,540 | 214,000 | 54,435 |
| 7102 Overtime | 336 | 117 | 1,294 | 1,200 | 0 |
| 7103 Part time salary | 0 | 564 | 0 | 3,895 | 0 |
| 7110 Admin leave pay | 1,484 | 6,710 | 6,525 | 2,015 | 550 |
| 7111 Workers comp | 34,993 | 29,861 | 16,500 | 16,500 | 3,660 |
| 7112 Medical insurance | 60,261 | 71,677 | 67,969 | 40,740 | 6,080 |
| 7113 Dental insurance | 5,503 | 5,834 | 5,000 | 3,225 | 1,000 |
| 7114 Vision care | 1,374 | 1,455 | 1,250 | 795 | 250 |
| 7115 Medicare insurance | 4,890 | 5,527 | 5,953 | 1,890 | 790 |
| 7121 Service contribution-PERS | 79,697 | 84,167 | 78,241 | 39,350 | 10,195 |
| 7123 Deferred comp | 8,972 | 9,125 | 9,424 | 4,800 | 0 |
| 7124 LI & AD & D | 2,808 | 2,678 | 3,879 | 1,370 | 150 |
| 7125 Unemployment insurance | 1,155 | 1,221 | 1,150 | 580 | 195 |
| 7128 LTD | 5,253 | 5,550 | 5,230 | 2,620 | 695 |
| 7129 Chiropractic | 276 | 310 | 250 | 170 | 60 |
| 7130 Insurance refund | 0 | 53 | 0 | 650 | 0 |
| 7131 Other benefits | 13,835 | 11,855 | 10,920 | 10,920 | 1,880 |
| 7188 Transfer In | 0 | (8,984) | 0 | 0 | 0 |
| **100: Personnel Services Total** | **635,472** | **684,226** | **498,555** | **344,720** | **79,940** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 1,228 | 557 | 500 | 500 | 0 |
| 7203 Cellular phone charges | 1,170 | 1,035 | 1,200 | 200 | 0 |
| **200: Utility Comm. & Transportation Total** | **2,398** | **1,592** | **1,700** | **700** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 780 | 113 | 2,000 | 1,000 | 2,000 |
| 7302 Photocopying | 846 | 236 | 600 | 300 | 300 |
| 7303 Advertising | 2,114 | 685 | 2,000 | 1,500 | 750 |
| 7307 Office supplies | 3,708 | 3,124 | 3,500 | 2,500 | 1,000 |
| 7308 Books & periodicals | 681 | 683 | 1,000 | 500 | 250 |
| 7309 Membership & dues | 1,295 | 1,977 | 3,000 | 1,000 | 500 |
| 7312 Bank service charges | 1,017 | 1,294 | 1,000 | 1,000 | 0 |
| 7313 Information systems software | 1,832 | 4,510 | 19,000 | 15,000 | 1,500 |
| 7314 Business expense | 2,531 | 2,421 | 12,000 | 2,000 | 250 |
| 7315 Conference expense | 3,574 | 9,304 | 5,000 | 2,500 | 500 |
| 7323 Professional services | 55,317 | 93,311 | 61,414 | 95,000 | 30,000 |
| 7332 Repairs to office equip | 1,038 | 720 | 600 | 1,500 | 0 |
| 7343 PL & PD/other insurance | 26,265 | 26,265 | 0 | 0 | 1,880 |
| 7355 General supplies | 13 | 11 | 100 | 50 | 0 |
| 7358 Training & education | 2,715 | 979 | 11,000 | 6,000 | 500 |
| 7359 Small tools and equip | 5,434 | 4,148 | 7,000 | 5,000 | 500 |
| **300: Supplies, Materials & Services Total** | **109,160** | **149,781** | **129,214** | **134,850** | **39,930** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 2,225 | 0 | 1,690 | 1,000 | 0 |
| 7715 Data Processing hrdware | 4,386 | 0 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **6,611** | **0** | **1,690** | **1,000** | **0** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 12,866 | 0 | 0 | 0 | 0 |
| **600: Special Payments Total** | **12,866** | **0** | **0** | **0** | **0** |
| **340451: Planning - Administration Total** | **766,507** | **835,599** | **631,159** | **481,270** | **119,870** |
| **Community Development Planning Total** | **766,507** | **835,599** | **631,159** | **481,270** | **119,870** |

**ACTIVITY:** Building and Safety **DIVISION:** Building Division
**DEPARTMENT:** Community Development **FUND:** Community Development Fund

## ACTIVITY DESCRIPTION

The Building and Safety activity enforces the minimum standards mandated by State and Local law to safeguard life, health, property and public welfare. State law also requires enforcement of disabled access and energy conservation regulations. Activity goals are: 1) continue to improve turnaround times for plan check; 2) compliance with all codes and ordinances, 3) perform most structural plan check in-house; and 4) provide training for staff in the new codes which includes specialized training for fire plan check and structural review. The activity has the following five major elements:

- Public Information – Answer questions and offer interpretations about construction codes and regulations.
- Construction Permit Application Review – Review construction permit applications and plans for compliance with applicable codes and ordinances; issue permits; and collect fees.
- Code training in-house and off site.
- Development Review Coordination – Coordinated permit application reviews with other departments/agencies to ensure compliance with other development regulations.
- Construction Inspection – Inspect construction projects to ensure compliance with codes, ordinances, permits, and approved plans.

## SERVICE LEVEL ADJUSTMENTS

- Re-classify a Building Inspector II position that is already filled by a Junior Engineer. This will reduce the need for outside professional services.
- Absorb construction permits for fire inspections with existing staff.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Maintained our stated plan-check turnaround goal 90% of the time.
- Completed Cost Analysis study, created and adopted a new fee schedule.
- Performed fire plan review in Community Development.

## MAJOR 2009-10 OBJECTIVES

- Implement the new fee schedule to achieve 90% cost recovery of permit value.
- Reduce the need for outside professional services.
- Increase public knowledge in the new code changes by continuing to provide new handouts at the counter, as well as City web site.
- Teach code update classes for the Building Industry Association and Contractors.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Permits issued | 1,829 | 1,634 | 1,731 |
| New residential | 66 | 13 | 7 |
| Remodeled residential | 246 | 266 | 281 |
| New/add/alt repair commercial/industrial | 130 | 204 | 150 |

## RELATED COST CENTER(S)

- 340452

| Community Development | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **340452: Building Inspection** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | (66,300) | 0 | 0 |
| 7101 Regular emp salary | 320,328 | 374,770 | 463,920 | 419,590 | 357,250 |
| 7102 Overtime | 173 | 116 | 15,879 | 5,000 | 0 |
| 7103 Part time salary | 18,819 | 4,636 | 4,239 | 6,000 | 0 |
| 7106 Uniform allowance | 0 | 900 | 1,200 | 0 | 0 |
| 7109 Incentive pay | 909 | 906 | 945 | 1,350 | 1,800 |
| 7110 Admin leave pay | 0 | 0 | 1,931 | 1,931 | 1,940 |
| 7111 Workers comp | 21,200 | 29,689 | 26,400 | 26,400 | 21,960 |
| 7112 Medical insurance | 42,484 | 51,552 | 74,253 | 52,605 | 56,695 |
| 7113 Dental insurance | 5,402 | 5,822 | 8,000 | 6,965 | 6,000 |
| 7114 Vision care | 1,455 | 1,556 | 2,000 | 1,715 | 1,500 |
| 7115 Medicare insurance | 4,764 | 5,512 | 6,727 | 6,085 | 5,180 |
| 7121 Service contribution-PERS | 61,272 | 72,249 | 88,414 | 80,120 | 66,905 |
| 7122 Social security payments | 772 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 3,500 | 1,773 | 1,190 | 3,200 | 0 |
| 7124 LI & AD & D | 1,049 | 1,253 | 4,585 | 1,865 | 1,535 |
| 7125 Unemployment insurance | 920 | 1,045 | 1,299 | 1,175 | 1,250 |
| 7128 LTD | 4,049 | 4,741 | 5,910 | 5,340 | 4,555 |
| 7129 Chiropractic | 280 | 332 | 400 | 370 | 330 |
| 7130 Insurance refund | 650 | 802 | 1,300 | 2,925 | 0 |
| 7131 Other benefits | 8,428 | 11,787 | 12,340 | 12,340 | 11,280 |
| **100: Personnel Services Total** | **496,454** | **569,441** | **654,632** | **634,976** | **538,180** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 4,912 | 1,486 | 5,000 | 3,400 | 1,500 |
| 7203 Cellular phone charges | 3,032 | 1,845 | 1,400 | 1,824 | 1,824 |
| **200: Utility Comm. & Transportation Total** | **7,944** | **3,331** | **6,400** | **5,224** | **3,324** |
| 300: Supplies, Materials & Services | | | | | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 0 | (5,500) | 0 |
| 7301 Printing,binding,duplication | 1,282 | 817 | 3,000 | 1,500 | 800 |
| 7302 Photocopying | 366 | 687 | 600 | 948 | 984 |
| 7303 Advertising | 474 | 0 | 2,000 | 2,000 | 0 |
| 7305 Uniforms | 0 | 0 | 200 | 200 | 0 |
| 7306 Safety Equipment | 0 | 117 | 300 | 300 | 0 |
| 7307 Office supplies | 6,395 | 4,732 | 3,700 | 3,700 | 3,700 |
| 7308 Books & periodicals | 3,341 | 8,349 | 10,000 | 3,000 | 2,000 |
| 7309 Membership & dues | 604 | 360 | 1,500 | 1,500 | 600 |
| 7312 Bank service charges | 101 | 0 | 0 | 0 | 0 |
| 7313 Information systems software | 7 | 0 | 0 | 0 | 6,500 |
| 7314 Business expense | 288 | 185 | 7,000 | 2,500 | 1,000 |
| 7315 Conference expense | 1,797 | 0 | 7,000 | 2,500 | 0 |
| 7318 Microfilming | 0 | 0 | 300 | 300 | 0 |
| 7323 Professional services | 223,963 | 299,029 | 85,000 | 35,000 | 10,000 |
| 7330 Repairs to comm equip | 0 | 0 | 600 | 600 | 0 |
| 7331 Repairs to Mach & equip | 0 | 539 | 0 | 0 | 0 |
| 7332 Repairs to office equip | 1,413 | 2,577 | 900 | 2,000 | 3,000 |
| 7333 Repairs to vehicles | 18 | 7,450 | 8,959 | 8,959 | 7,260 |
| 7336 Car wash | 0 | 104 | 120 | 120 | 125 |
| 7343 PL & PD/other insurance | 19,520 | 19,520 | 0 | 0 | 11,250 |
| 7351 Motor veh fuel, lube | 0 | 3,886 | 3,925 | 4,548 | 3,070 |
| 7353 Janitorial supplies | 0 | 0 | 50 | 50 | 50 |
| 7354 Photo supplies | 0 | 0 | 50 | 50 | 0 |
| 7355 General supplies | 53 | 729 | 350 | 350 | 350 |
| 7358 Training & education | 7,455 | 2,188 | 12,000 | 5,000 | 5,000 |
| 7359 Small tools and equip | 1,355 | 889 | 1,000 | 3,423 | 6,000 |
| **300: Supplies, Materials & Services Total** | **268,432** | **352,158** | **148,554** | **73,048** | **61,689** |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 4,886 | 6,867 | 11,253 | 11,253 | 0 |
| 7715 Data Processing hrdware | 18,854 | 0 | 0 | 0 | 0 |

| Community Development | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7789 Transfer Out | 0 | 4,930 | 4,183 | 4,766 | 2,510 |
| **500: Equipment, Land & Structures Total** | **23,740** | **11,797** | **15,436** | **16,019** | **2,510** |
| **340452: Building Inspection Total** | **796,570** | **936,727** | **825,022** | **729,267** | **605,703** |
| **Community Development Building Total** | **796,570** | **936,727** | **825,022** | **729,267** | **605,703** |

**ACTIVITY:** Neighborhood Services **DIVISION:** Neighborhood Services
**DEPARTMENT:** Community Development **FUND:** Community Development Fund

## ACTIVITY DESCRIPTION

Responsible for the overall coordination of services and programs for neighborhood improvement within the community; and the development, improvement and maintenance of housing, especially affordable housing, throughout the City of Lodi. This activity has three major elements:

- Neighborhood Services - Administrative and clerical duties which support all of the activities under the Neighborhood Services Division. This includes staff's support and participation with community groups and functions, as well as the development and implementation of housing programs and policies for the maintenance, improvement and rehabilitation of the existing housing stock and residential neighborhoods.
- Community Development Block Grant Administration (CDBG) - Administer the City's block grant program; monitor funded programs for compliance with governing policies and legislation; and assist community-based organizations with application processing of requests for block grant funding.
- Council/Commission Support - Provide necessary support to the City Council, the Planning Commission and the Lodi Improvement Committee.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Completed the RFQ process for the selection of an affordable housing developer for the Roget Park Development site.
- Transitioned from the Urban County to Entitlement status for the annual allocation of CDBG funds directly from the U.S. Department of Housing and Urban Development (HUD).

## MAJOR 2009-10 OBJECTIVES

- Obtain HOME Program funding from the State of California Housing and Community Development Department (HCD) to maintain our existing Housing Assistance Programs.
- Close out all CDBG projects funded through the Urban County Program.
- Implement the Neighborhood Stabilization Program (NSP) and have at least 80 percent of the allocated NSP funding obligated to specific projects/subrecipients.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| CDBG Funds Allocated During Year | $912,766 | $758,189 | $764,565 |
| CDBG Funds Expended During Year | $297,729 | $711,150 | $1,049,026 |
| Down-Payment Assistance Loans | 2 | 13 | 8 |
| Housing Rehab Assistance Loans | 1 | 1 | 0 |

## RELATED COST CENTER(S)

- 340456

| Community Development | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **340456: Community Improvement** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 232,957 | 98,452 | 100,458 | 100,460 | 95,840 |
| 7102 Overtime | 406 | 0 | 0 | 0 | 0 |
| 7110 Admin leave pay | 1,840 | 0 | 1,932 | 1,932 | 1,940 |
| 7111 Workers comp | 12,900 | 16,714 | 3,300 | 3,300 | 3,660 |
| 7112 Medical insurance | 22,297 | 15,543 | 14,077 | 13,810 | 14,560 |
| 7113 Dental insurance | 3,896 | 1,161 | 1,000 | 1,000 | 1,000 |
| 7114 Vision care | 950 | 283 | 250 | 250 | 250 |
| 7115 Medicare insurance | 3,413 | 1,431 | 1,457 | 1,457 | 1,390 |
| 7121 Service contribution-PERS | 44,767 | 18,935 | 19,145 | 19,145 | 17,950 |
| 7123 Deferred comp | 5,049 | 2,953 | 3,014 | 3,014 | 0 |
| 7124 LI & AD & D | 1,052 | 746 | 930 | 930 | 880 |
| 7125 Unemployment insurance | 650 | 273 | 281 | 281 | 335 |
| 7128 LTD | 2,957 | 1,242 | 1,280 | 1,280 | 1,225 |
| 7129 Chiropractic | 185 | 60 | 50 | 50 | 60 |
| 7130 Insurance refund | 2,775 | 0 | 0 | 0 | 0 |
| 7131 Other benefits | 6,341 | 6,636 | 2,672 | 2,672 | 1,880 |
| **100: Personnel Services Total** | **342,435** | **164,429** | **149,846** | **149,581** | **140,970** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 17 | 0 | 13 | 50 |
| 7202 Telephone | 221 | 293 | 200 | 200 | 200 |
| 7203 Cellular phone charges | 2,009 | 584 | 1,000 | 1,000 | 1,000 |
| **200: Utility Comm. & Transportation Total** | **2,230** | **894** | **1,200** | **1,213** | **1,250** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 806 | 91 | 500 | 500 | 250 |
| 7302 Photocopying | 78 | 0 | 500 | 500 | 100 |
| 7303 Advertising | 2,499 | 2,492 | 1,500 | 1,500 | 1,000 |
| 7307 Office supplies | 1,044 | 364 | 600 | 600 | 250 |
| 7308 Books & periodicals | 149 | 157 | 1,000 | 1,000 | 0 |
| 7309 Membership & dues | 325 | 190 | 500 | 500 | 0 |
| 7313 Information systems software | 0 | 376 | 0 | 0 | 0 |
| 7314 Business expense | 199 | 83 | 500 | 500 | 250 |
| 7315 Conference expense | 1,177 | 1,293 | 2,000 | 2,119 | 0 |
| 7323 Professional services | 68,608 | 35,798 | 0 | 0 | 35,000 |
| 7332 Repairs to office equip | 44 | 0 | 0 | 0 | 0 |
| 7343 PL & PD/other insurance | 29 | 10,220 | 0 | 0 | 1,880 |
| 7355 General supplies | 22 | 0 | 500 | 500 | 0 |
| 7358 Training & education | 935 | 335 | 500 | 500 | 150 |
| 7359 Small tools and equip | 147 | 67 | 0 | 0 | 0 |
| 7399 Supplies, mat & services | 0 | 114 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **76,062** | **51,580** | **8,100** | **8,219** | **38,880** |
| 500: Equipment, Land & Structures | | | | | |
| 7789 Transfer Out | 5,436 | 980 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **5,436** | **980** | **0** | **0** | **0** |
| 700: Interfund Transfers | | | | | |
| 8199 Transfer Out | 21,070 | 0 | 0 | 0 | 0 |
| **700: Interfund Transfers Total** | **21,070** | **0** | **0** | **0** | **0** |
| **340456: Community Improvement Total** | **447,233** | **217,883** | **159,146** | **159,013** | **181,100** |
| **Comm. Develop. Neighborhood Total** | **447,233** | **217,883** | **159,146** | **159,013** | **181,100** |

## RECREATION

The Recreation Division of the Parks & Recreation Department provides recreational programs for the Lodi community. Among the activities are adult and youth sports, after school programs, boat rentals at Lodi Lake Park and aquatics.

The Department is funded through user fees and the General Fund. The Department's budget is $1,844,318 in 2009/10, an increase from $1,763,730 in FY 2008/09. Staffing is being increased from 7.5 to 9.5 positions.

An organizational chart, staffing summary, detailed activity descriptions and financial tables are included in the following pages.

# Recreation Fund
# Fund Balance Analysis

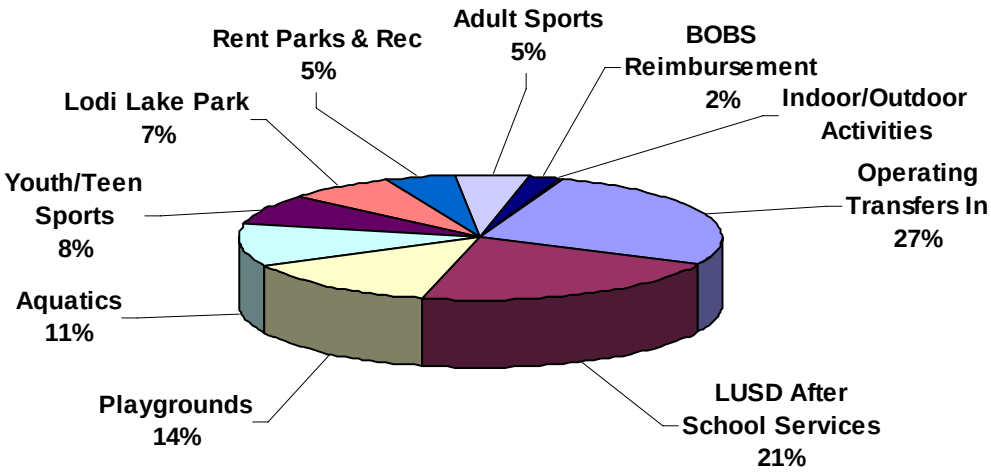
**Statement of Estimated Changes in Fund Balance**

**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Recreation Fund** | | | | | |
| **Fund Balance (Net Assets)** | | | | | |
| **Beginning Fund Balance (Net Assets) Unreserved** | - | - | - | - | 49 |
| **Revenues** | - | - | 1,798,838 | 1,717,115 | 1,844,318 |
| **Expenditures** | - | - | 1,763,730 | 1,717,066 | 1,844,318 |
| **Net Difference (Revenues Less Expenditures)** | - | - | 35,108 | 49 | - |
| **Fund Balance (Net Assets)** | | | | | |
| **Ending Fund Balance (Net Assets) Unreserved** | - | - | 35,108 | 49 | 49 |

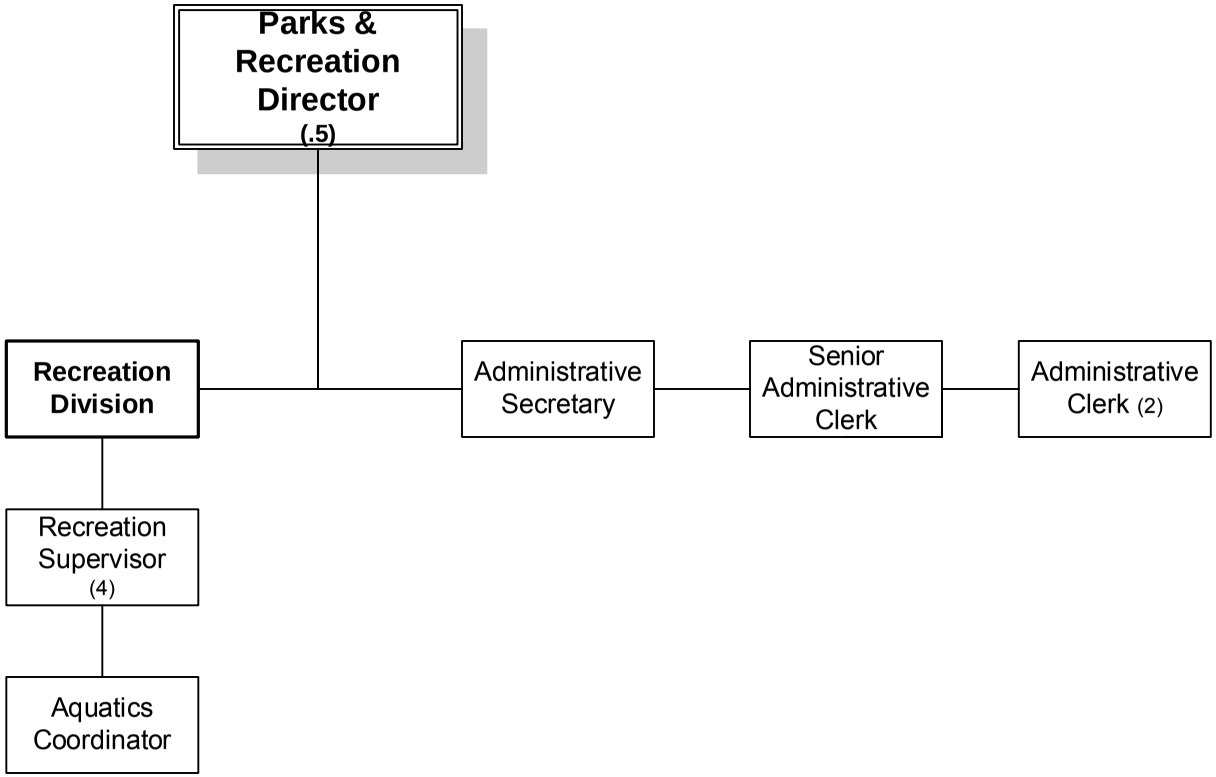
# Recreation Fund Revenues




| Revenue | Budget 2009-10 |
|---|---|
| Operating Transfers In | 494,130 |
| LUSD After School Servi | 395,400 |
| Playgrounds | 251,489 |
| Aquatics | 200,749 |
| Youth/Teen Sports | 146,550 |
| Lodi Lake Park | 135,000 |
| Rent Parks & Rec | 90,000 |
| Adult Sports | 90,000 |
| BOBS Reimbursement | 35,000 |
| Indoor/Outdoor Activities | 6,000 |
| Grand Total | 1,844,318 |

| Recreation | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **346: Recreation Fund** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 0 | 0 | 652,500 | 534,715 | 494,130 | General Fund support |
| **090: Operating Transfers In Total** | **0** | **0** | **652,500** | **534,715** | **494,130** | |
| **346: Recreation Fund Total** | **0** | **0** | **652,500** | **534,715** | **494,130** | |
| | | | | | | |
| **3461: Recreation Revenue** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5362 Rent Parks & Rec | 0 | 0 | 60,000 | 80,000 | 90,000 | |
| **400: Investment/Property Revenues Tota** | **0** | **0** | **60,000** | **80,000** | **90,000** | |
| 740: Park & Recreation Fees | | | | | | |
| 6031 Youth/Teen Sports | 0 | 0 | 139,000 | 144,500 | 146,550 | |
| 6033 Adult Sports | 0 | 0 | 58,405 | 58,500 | 90,000 | |
| 6034 Playgrounds | 0 | 0 | 248,975 | 250,000 | 251,489 | |
| 6035 LUSD After School Services | 0 | 0 | 395,308 | 395,400 | 395,400 | |
| 6036 Aquatics | 0 | 0 | 84,000 | 84,000 | 200,749 | Moved programs from Community Center |
| 6037 BOBS Reimbursement | 0 | 0 | 35,000 | 35,000 | 35,000 | |
| 6038 Indoor/Outdoor Activities | 0 | 0 | 4,900 | 5,000 | 6,000 | |
| 6041 Lodi Lake Park | 0 | 0 | 120,000 | 130,000 | 135,000 | |
| 6043 Admin.Services-Parks/Rec. | 0 | 0 | 750 | 0 | 0 | |
| **740: Park & Recreation Fees Total** | **0** | **0** | **1,086,338** | **1,102,400** | **1,260,188** | |
| **3461: Recreation Revenue Total** | **0** | **0** | **1,146,338** | **1,182,400** | **1,350,188** | |
| **Recreation Revenue Total** | **0** | **0** | **1,798,838** | **1,717,115** | **1,844,318** | |

# Parks and Recreation
## Recreation




FY 2009-2010

| Recreation | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 100: Personnel Services | 0 | 20 | 1,529,131 | 1,483,374 | 1,601,422 |
| 200: Utility Comm. & Transportation | 0 | 0 | 7,930 | 7,830 | 8,400 |
| 300: Supplies, Materials & Services | 0 | 0 | 220,997 | 220,190 | 231,096 |
| 500: Equipment, Land & Structures | 0 | 0 | 5,672 | 5,672 | 3,400 |
| **Recreation Total** | **0** | **20** | **1,763,730** | **1,717,066** | **1,844,318** |

| STAFFING SUMMARY | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **RECREATION DIVISION** | | | | | |
| Administrative Clerk | 1 | 1 | 1 | 2 | 2 |
| Administrative Secretary | 1 | 1 | 1 | 1 | 1 |
| Aquatics Coordinator | 0 | 0 | 0 | 1 | 1 |
| Management Analyst | 1 | 0 | 0 | 0 | 0 |
| Parks & Recreation Director | 1 | 1 | 0.5 | 0.5 | 0.5 |
| Recreation Supervisor | 4 | 4 | 4 | 4 | 4 |
| Senior Administrative Clerk | 1 | 1 | 1 | 1 | 1 |
| **Recreation Division Total** | **9** | **8** | **7.5** | **9.5** | **9.5** |

| Recreation | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7100 Personnel Services | 0 | 0 | 358,795 | 1,287 | 0 | Spread across Personnel Services lines |
| 7101 Regular emp salary | 0 | 0 | 428,728 | 428,728 | 437,310 | |
| 7102 Overtime | 0 | 0 | 1,365 | 1,365 | 1,436 | |
| 7103 Part time salary | 0 | 20 | 487,233 | 809,343 | 851,343 | Aquatics trf from Comm Ctr; incr events |
| 7110 Admin leave pay | 0 | 0 | 5,912 | 5,912 | 5,912 | |
| 7111 Workers comp | 0 | 0 | 23,100 | 23,100 | 32,940 | |
| 7112 Medical insurance | 0 | 0 | 82,407 | 77,007 | 111,090 | |
| 7113 Dental insurance | 0 | 0 | 7,000 | 7,000 | 9,000 | |
| 7114 Vision care | 0 | 0 | 1,750 | 1,750 | 2,250 | |
| 7115 Medicare insurance | 0 | 0 | 12,292 | 12,455 | 14,206 | |
| 7121 Service contribution-PERS | 0 | 0 | 84,965 | 81,707 | 85,160 | |
| 7123 Deferred comp | 0 | 0 | 8,264 | 8,264 | 0 | |
| 7124 LI & AD & D | 0 | 0 | 3,350 | 3,350 | 3,215 | |
| 7125 Unemployment insurance | 0 | 0 | 4,254 | 2,390 | 4,510 | |
| 7128 LTD | 0 | 0 | 5,462 | 5,462 | 5,575 | |
| 7129 Chiropractic | 0 | 0 | 350 | 350 | 500 | |
| 7130 Insurance refund | 0 | 0 | 2,500 | 2,500 | 1,850 | |
| 7131 Other benefits | 0 | 0 | 11,404 | 11,404 | 16,920 | |
| 7188 Transfer In | 0 | 0 | 0 | 0 | (30,235) | Allocation of Administration Clerk to Parks |
| 7189 Transfer Out | 0 | 0 | 0 | 0 | 48,440 | Allocation of Director from Community Center |
| **100: Personnel Services** | **0** | **20** | **1,529,131** | **1,483,374** | **1,601,422** | |
| 7201 Postage | 0 | 0 | 400 | 400 | 400 | |
| 7202 Telephone | 0 | 0 | 2,200 | 2,100 | 2,250 | |
| 7203 Cellular phone charges | 0 | 0 | 5,330 | 5,330 | 5,750 | |
| **200: Utility Comm. & Transportation** | **0** | **0** | **7,930** | **7,830** | **8,400** | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 0 | 17,880 | 0 | |
| 7301 Printing,binding,duplication | 0 | 0 | 1,900 | 1,300 | 4,100 | |
| 7302 Photocopying | 0 | 0 | 4,500 | 4,500 | 3,000 | |
| 7303 Advertising | 0 | 0 | 1,700 | 1,250 | 1,400 | |
| 7304 Laundry & dry cleaning | 0 | 0 | 500 | 500 | 1,100 | |
| 7305 Uniforms | 0 | 0 | 12,600 | 13,813 | 14,813 | |
| 7306 Safety Equipment | 0 | 0 | 450 | 300 | 350 | |
| 7307 Office supplies | 0 | 0 | 4,300 | 4,200 | 4,550 | |
| 7308 Books & periodicals | 0 | 0 | 125 | 125 | 225 | |
| 7309 Membership & dues | 0 | 0 | 3,065 | 3,065 | 2,700 | |
| 7312 Bank service charges | 0 | 0 | 2,500 | 2,500 | 0 | |
| 7313 Information systems software | 0 | 0 | 300 | 300 | 300 | |
| 7314 Business expense | 0 | 0 | 350 | 150 | 350 | |
| 7315 Conference expense | 0 | 0 | 0 | 0 | 200 | |
| 7321 Rent of Land, facilities | 0 | 0 | 45,000 | 45,000 | 45,000 | |
| 7322 Rental of equipment | 0 | 0 | 250 | 250 | 250 | |
| 7323 Professional services | 0 | 0 | 29,663 | 26,800 | 27,000 | |

| Recreation | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7331 Repairs to Mach & equip | 0 | 0 | 200 | 0 | 100 | |
| 7333 Repairs to vehicles | 0 | 0 | 2,164 | 2,164 | 7,145 | |
| 7334 Repairs to buildings | 0 | 0 | 400 | 400 | 400 | |
| 7335 Sublet service contracts | 0 | 0 | 14,226 | 14,226 | 15,726 | |
| 7336 Car wash | 0 | 0 | 207 | 210 | 210 | |
| 7343 PL & PD/other insurance | 0 | 0 | 0 | 0 | 16,880 | |
| 7345 City rental insurance | 0 | 0 | 200 | 200 | 200 | |
| 7351 Motor veh fuel, lube | 0 | 0 | 2,085 | 2,085 | 2,150 | |
| 7352 Special dept materials | 0 | 0 | 13,600 | 75 | 6,500 | |
| 7354 Photo supplies | 0 | 0 | 6,750 | 6,000 | 6,500 | |
| 7355 General supplies | 0 | 0 | 72,015 | 69,400 | 65,400 | |
| 7356 Medical supplies | 0 | 0 | 300 | 300 | 300 | |
| 7358 Training & education | 0 | 0 | 800 | 500 | 700 | |
| 7359 Small tools and equip | 0 | 0 | 847 | 2,697 | 2,947 | |
| 7399 Supplies, mat & services | 0 | 0 | 0 | 0 | 600 | |
| **300: Supplies, Materials & Services** | **0** | **0** | **220,997** | **220,190** | **231,096** | |
| 7789 Transfer Out | 0 | 0 | 5,672 | 5,672 | 3,400 | |
| **500: Equipment, Land & Structures** | **0** | **0** | **5,672** | **5,672** | **3,400** | |
| **Recreation Total** | **0** | **20** | **1,763,730** | **1,717,066** | **1,844,318** | |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Parks and Recreation Administration** | **DIVISION:** | **Parks and Recreation** |
| **DEPARTMENT:** | **Parks and Recreation** | **FUND:** | **General Fund** |

## ACTIVITY DESCRIPTION

The Parks and Recreation Administration activity plans, directs and evaluates all Park and Recreation programs and activities; plans and coordinates facility development; prepares and revises long-range plans; and works with the Parks and Recreation Commission to review projects, fees and charges. Activity goals are: 1) responsive, cost-effective and well-organized recreation programs; 2) a cost-recovery program within budgetary guidelines; 3) a balance of programs and facilities based on age, interests, opportunity and location; 4) adequately maintained facilities; 5) coordination of parks and facilities for rental, tournament and passive uses; and 6) coordinate all Parks and Recreation capital, Community Development Block Grant and internal projects. This activity has five major elements:

- Leadership and administration – Plan, organize, coordinate and evaluate the City's Parks and Recreation activities, programs and maintenance; develop and recommend budget, cost recovery fees, grant applications, and funding through public/private partnerships; establish rules, procedures, and policies to govern the day-to-day conduct of Park and Recreation services; advise and assist the City Manager, Parks and Recreation Commission and City Council on programs, development of new parks, facilities and cost recovery goals; foster and promote a positive and efficient workplace; recognize and reward excellent performance of employees and participants; recruit, hire, and train over 300 part-time employees; set fees in accordance with the City's fee policy; and negotiate, coordinate and oversee major department contracts and agreements.
- Public relations and information – Develop and distribute brochures and advertising on recreation programs, events and activities; prepare press releases; and represent the City at citywide functions and with other agencies or private groups.
- Commission and Board support – Provide necessary support for the Parks and Recreation Commission, Lodi Sports Foundation, Nature Area Advisory Committee, Lodi Lake Docents and Adults Sports Board. Also advise Boosters of Boys/Girls Sports and City Council-appointed committees.
- Parks and Recreation facility planning, capital improvement and general project development – Develop current and long-range plans for new Parks and Recreation facilities for both indoor and outdoor space needs; and develop, prioritize and coordinate requests for and manage capital improvement projects and department general projects.
- Activity administration – Collect, receive and deposit Department fees and charges; receive and schedule reservations for facilities and activities; and provide over-the-counter information to customers.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Moved to a program budget operation.
- Maintained program cost recovery goals in a difficult economy.

## MAJOR 2009-10 OBJECTIVES

- Complete maintenance standards for parks and facilities.
- Develop "Community Maintenance" programs for all parks and facilities.
- Establish a special events unit as part of the Recreation Division.

**ACTIVITY:** Parks and Recreation Administration
**DIVISION:** Parks and Recreation
**DEPARTMENT:** Parks and Recreation
**FUND:** General Fund

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Program attendance | 400,000 | 395,000 | 410,000 |
| Revenue produced | $1,000,675 | $995,000 | $1,176,900 |
| Programs offered | 65 | 57 | 65 |
| Projects completed | 7 | 8 | 4 |

**RELATED COST CENTER(S)**

- 346011

| Recreation | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **346011: Recreation Administration** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | (36,513) | (68,313) | 0 |
| 7101 Regular emp salary | 0 | 0 | 428,728 | 428,728 | 390,260 |
| 7102 Overtime | 0 | 0 | 1,365 | 1,365 | 1,436 |
| 7103 Part time salary | 0 | 0 | 10,973 | 10,973 | 0 |
| 7110 Admin leave pay | 0 | 0 | 5,912 | 5,912 | 5,912 |
| 7111 Workers comp | 0 | 0 | 23,100 | 23,100 | 29,280 |
| 7112 Medical insurance | 0 | 0 | 77,007 | 77,007 | 99,280 |
| 7113 Dental insurance | 0 | 0 | 7,000 | 7,000 | 8,000 |
| 7114 Vision care | 0 | 0 | 1,750 | 1,750 | 2,000 |
| 7115 Medicare insurance | 0 | 0 | 5,275 | 5,275 | 4,760 |
| 7121 Service contribution-PERS | 0 | 0 | 81,707 | 81,707 | 73,085 |
| 7123 Deferred comp | 0 | 0 | 8,264 | 8,264 | 0 |
| 7124 LI & AD & D | 0 | 0 | 3,350 | 3,350 | 3,065 |
| 7125 Unemployment insurance | 0 | 0 | 1,200 | 1,200 | 1,370 |
| 7128 LTD | 0 | 0 | 5,462 | 5,462 | 4,975 |
| 7129 Chiropractic | 0 | 0 | 350 | 350 | 440 |
| 7130 Insurance refund | 0 | 0 | 2,500 | 2,500 | 1,850 |
| 7131 Other benefits | 0 | 0 | 11,404 | 11,404 | 15,040 |
| 7188 Transfer In | 0 | 0 | 0 | 0 | (30,235) |
| 7189 Transfer Out | 0 | 0 | 0 | 0 | 48,440 |
| **100: Personnel Services Total** | **0** | **0** | **638,834** | **607,034** | **658,958** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 0 | 400 | 400 | 400 |
| 7202 Telephone | 0 | 0 | 600 | 600 | 600 |
| 7203 Cellular phone charges | 0 | 0 | 1,080 | 1,080 | 1,500 |
| **200: Utility Comm. & Transportation Total** | **0** | **0** | **2,080** | **2,080** | **2,500** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 0 | 300 | 300 | 750 |
| 7302 Photocopying | 0 | 0 | 4,500 | 4,500 | 3,000 |
| 7303 Advertising | 0 | 0 | 500 | 500 | 500 |
| 7304 Laundry & dry cleaning | 0 | 0 | 500 | 500 | 1,100 |
| 7306 Safety Equipment | 0 | 0 | 100 | 100 | 100 |
| 7307 Office supplies | 0 | 0 | 4,200 | 4,200 | 4,200 |
| 7308 Books & periodicals | 0 | 0 | 125 | 125 | 125 |
| 7309 Membership & dues | 0 | 0 | 900 | 900 | 1,100 |
| 7312 Bank service charges | 0 | 0 | 2,500 | 2,500 | 0 |
| 7313 Information systems software | 0 | 0 | 300 | 300 | 300 |
| 7314 Business expense | 0 | 0 | 150 | 150 | 150 |
| 7315 Conference expense | 0 | 0 | 0 | 0 | 200 |
| 7321 Rent of Land, facilities | 0 | 0 | 45,000 | 45,000 | 45,000 |
| 7322 Rental of equipment | 0 | 0 | 250 | 250 | 250 |
| 7323 Professional services | 0 | 0 | 300 | 300 | 500 |
| 7333 Repairs to vehicles | 0 | 0 | 2,164 | 2,164 | 7,145 |
| 7334 Repairs to buildings | 0 | 0 | 400 | 400 | 400 |
| 7335 Sublet service contracts | 0 | 0 | 13,851 | 13,851 | 13,851 |
| 7336 Car wash | 0 | 0 | 207 | 210 | 210 |
| 7343 PL & PD/other insurance | 0 | 0 | 0 | 0 | 15,000 |
| 7351 Motor veh fuel, lube | 0 | 0 | 2,085 | 2,085 | 2,150 |
| 7352 Special dept materials | 0 | 0 | 0 | 0 | 250 |
| 7355 General supplies | 0 | 0 | 400 | 400 | 400 |
| 7356 Medical supplies | 0 | 0 | 100 | 100 | 100 |
| 7358 Training & education | 0 | 0 | 500 | 500 | 500 |
| 7359 Small tools and equip | 0 | 0 | 500 | 850 | 850 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **79,832** | **80,185** | **98,131** |
| 500: Equipment, Land & Structures | | | | | |
| 7789 Transfer Out | 0 | 0 | 5,672 | 5,672 | 3,400 |
| **500: Equipment, Land & Structures Total** | **0** | **0** | **5,672** | **5,672** | **3,400** |
| **346011: Recreation Administration Total** | **0** | **0** | **726,418** | **694,971** | **762,989** |
| **Recreation Administration Total** | **0** | **0** | **726,418** | **694,971** | **762,989** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Commissions and Committees** | **DIVISION:** | **Parks and Recreation** |
| **DEPARTMENT:** | **Parks and Recreation** | **FUND:** | **Recreation** |

## ACTIVITY DESCRIPTION

Advises and assists the City Council on park and recreation programs and activities. The Parks and Recreation Commission reviews and recommends programs, activities and capital improvement projects, fees and charges. Activity goals are:

- Well-planned and well-maintained facilities.
- Well-organized, balanced and responsive programs, activities and events.
- Assist Department in coordinating special events.
- Attend local, district and State parks and recreation related activities, workshops seminars and professional banquets.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Approved new layout for DeBenedetti Park.
- Approved installation of synthetic turf at the Grape Bowl.
- Approved in concept the ADA changes at the Grape Bowl.
- Approved a change in the recreation fee structure to accommodate growth of the LUSD.

## MAJOR 2009-10 OBJECTIVES

- Review and approve maintenance priorities for Parks.
- Review and approve the continuous renovation of the Grape Bowl.
- Assist in the development of a new joint use agreement with LUSD.

## RELATED COST CENTER(S)

- 346012

| Recreation | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **346012: Recreation Commission** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7309 Membership & dues | 0 | 0 | 165 | 165 | 0 |
| 7352 Special dept materials | 0 | 0 | 100 | 75 | 0 |
| 7355 General supplies | 0 | 0 | 50 | 75 | 0 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **315** | **315** | **0** |
| **346012: Recreation Commission Total** | **0** | **0** | **315** | **315** | **0** |
| **Recreation Commission Total** | **0** | **0** | **315** | **315** | **0** |

**ACTIVITY:** After School Programs **DIVISION:** Parks and Recreation
**DEPARTMENT:** Parks and Recreation **FUND:** General Fund

## ACTIVITY DESCRIPTION

The After School Playground program provides for after school activities for children whenever school is in session. The programs are fee based. Services are offered at Vinewood, Lakewood, Larson, and Reese elementary schools within the City limits. The goals of the program are: 1) to provide a safe, attentive, and reliable recreation program; 2) offer homework assistance and 3) 100% cost recovery.

- Childcare and safety – Organized, available and safe after school care for children 5 to 12 years of age.
- Recreational and educational programs – Organize recreational and educational programs for after school and during school vacations.
- Snacks – Provide each participant a daily snack.
- Homework assistance – Provide each participant with homework assistance.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Fined-tuned the enrollment agreement for program and parent clarifications.
- Increased enrollments at Lakewood school.
- Implemented a tennis program at all ASP sites.
- Created City Kids Camp for ASP kids to attend during the school breaks.
- Paritcipated in special events for park dedications.
- Recruited Christmas tree donations for under-privileged children in our ASP programs.
- Maintained all programs and participation remained consistent and solid.
- Kept ratios at one supervisor per 20 participants. Participants are always safe, supervised, and well cared for by the staff of the ASP program.

## MAJOR 2009-10 OBJECTIVES

- Maintain programs.
- Increase participation at sites with low enrollment.
- Strive for 1:15 ratio.
- Recover 100% of costs.
- Offer field trips to ASP participants.
- Increase participation in City Kids Camp by offering two venues with recreational and educational programming.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Program/Participation | 145,000 | 208,624 | 47,941 |
| Programs offered | 18 | 16 | 8 |
| Revenued Produced | $640,900 | $748,000 | $272,298 |
| *Note: 4 ASP Sites/ 4 Camps | | | |

## RELATED COST CENTER(S)

- 346021

**ACTIVITY:** Bridge After School Programs **DIVISION:** Parks and Recreation
**DEPARTMENT:** Parks and Recreation **FUND:** Recreation Fund

## ACTIVITY DESCRIPTION

The Bridge After School Playground program provides for after school activities for children attending Lawrence, Needham, Heritage, Washington, Woodbridge, Lois Borchardt, Nichols, and Beckman elementary schools whenever school is in session. The City serves as a contractor for Lodi Unified School District, which covers 100% of the program costs. Bridge goals are: 1) Provide a safe, attentive, and reliable recreation program; 2) a balanced educational and recreational program; 3) 100% cost recovery from Lodi Unified School District. The Bridge program has four major elements:

- Recreational and educational programs – Organize recreational and educational after school programs.
- Safe childcare – Organized, available and safe after school care for children 5 to 12 years of age.
- Snacks – Provide each participant a daily snack.
- Homework assistance – Provide each participant with homework assistance.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Provided academic teachers for activities and tutoring.
- Provided healthy snacks to all children.
- Implemented tennis programs at all sites.
- Provided more staff within budget to cover high enrollment numbers at some sites.

## MAJOR 2009-10 OBJECTIVES

- Maintain all programs.
- Increase enrollments at Beckman and Washington Bridge sites with low attendance numbers.
- Decrease enrollments at Lawrence, Woodbridge, Heritage, Needham, Nichols and Lois Borchardt Bridge sites.
- Maintain ratios of one adult to 20 children.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Program participation | | 70,934 | 144,400 |
| Programs offered | | 8 | 8 |
| Revenues recovered | | $425,822 | $335,640 |

## RELATED COST CENTER(S)

- 346035

| Recreation | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **346021: Recreation - Playgrounds** | | | | | |
| 100: Personnel Services | | | | | |
| 7103 Part time salary | 0 | 0 | 169,245 | 169,245 | 169,245 |
| 7115 Medicare insurance | 0 | 0 | 2,454 | 2,454 | 2,454 |
| 7125 Unemployment insurance | 0 | 0 | 474 | 474 | 474 |
| **100: Personnel Services Total** | **0** | **0** | **172,173** | **172,173** | **172,173** |
| 200: Utility Comm. & Transportation | | | | | |
| 7203 Cellular phone charges | 0 | 0 | 4,000 | 4,000 | 4,000 |
| **200: Utility Comm. & Transportation Total** | **0** | **0** | **4,000** | **4,000** | **4,000** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 0 | 500 | 400 | 400 |
| 7305 Uniforms | 0 | 0 | 1,600 | 3,063 | 3,063 |
| 7323 Professional services | 0 | 0 | 19,363 | 18,000 | 18,000 |
| 7355 General supplies | 0 | 0 | 53,500 | 52,000 | 52,000 |
| 7359 Small tools and equip | 0 | 0 | 347 | 1,847 | 1,847 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **75,310** | **75,310** | **75,310** |
| **346021: Recreation - Playgrounds Total** | **0** | **0** | **251,483** | **251,483** | **251,483** |
| | | | | | |
| **346035: LUSD-ASES Program** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 395,308 | 0 | 0 |
| 7103 Part time salary | 0 | 0 | 0 | 394,000 | 330,640 |
| 7115 Medicare insurance | 0 | 0 | 0 | 1,325 | 0 |
| **100: Personnel Services Total** | **0** | **0** | **395,308** | **395,325** | **330,640** |
| **346035: LUSD-ASES Program Total** | **0** | **0** | **395,308** | **395,325** | **330,640** |
| **Recreation After School Pgms Total** | **0** | **0** | **646,791** | **646,808** | **582,123** |

**ACTIVITY:** Tot, Youth and Teen Sports **DIVISION:** Recreation
**DEPARTMENT:** Parks & Recreation **FUND:** Recreation Fund

## ACTIVITY DESCRIPTION

The Tot, Youth, and Teen Sports activity offers a wide range of youth sports opportunities. The activity area is broken into two basic categories: competitive and introductory or instructional. More than 6,500 youth and teens participate annually in these programs. Activity goals are: 1) provide quality sports experiences in a wide variety of programs; 2) organize well-run and coordinated leagues, tournaments, camps, and clinics that instruct, and meet social, emotional and physical needs of participants; 3) cost recovery per budgetary guidelines; 4) provide work experience for youths, teens and young adults; 5) coordinate and facilitate volunteers in our program offerings; and 6) recruit and screen for qualified coaches. This activity has two major elements:

- Recreational and competitive sports – Some of the recreational and competitive sports programs are co-sponsored by a local advisory organization (which is affiliated directly with the Department). This joint involvement produces programs in baseball, softball, soccer, basketball, football programs, clinics and camps. More than 4,500 youth and teens participate in these programs.
- Introduction/instructional programs – These programs are operated 100% by the City. They include basketball, volleyball, tot programs, sports camps, and other club sports and clinics. More than 2,000 youth and teens participate in these programs.

## SERVICE LEVEL ADJUSTMENTS

- Prior budget reductions continue to impact program quality through a reduction in sports officials, site supervision, and supplies/materials. We have had to cap enrollment numbers or in some cases cancel select programs, due to the lack of adequate facilities operated by the City and the school district.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Programmed for more than 6,500 youth and teens.
- Growth in some programs, particularly in tot offerings.
- Offered an extended basketball program with a 4th/5th- and 6th/7th-grade spring basketball league.

## MAJOR 2009-10 OBJECTIVES

- Offer and encourage more participation by underprivileged and low-income youth through collaborative scholarship efforts with locally based non-profit organizations.
- Review and improve programs within budget limits.
- Develop collaborative efforts with community interest groups.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Participants | 200,000 | 197,000 | 196,000 |
| Programs | 14 | 14 | 15 |
| Revenue | $135,000 | $140,000 | $142,000 |

## RELATED COST CENTER(S)

- 346022

| Recreation | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **346022: Youth - Teen Sports** | | | | | |
| 100: Personnel Services | | | | | |
| 7103 Part time salary | 0 | 20 | 112,749 | 112,749 | 116,865 |
| 7115 Medicare insurance | 0 | 0 | 1,627 | 1,627 | 1,695 |
| 7125 Unemployment insurance | 0 | 0 | 316 | 316 | 327 |
| **100: Personnel Services Total** | **0** | **20** | **114,692** | **114,692** | **118,887** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 0 | 250 | 250 | 100 |
| 7303 Advertising | 0 | 0 | 500 | 500 | 250 |
| 7305 Uniforms | 0 | 0 | 10,500 | 10,500 | 11,000 |
| 7306 Safety Equipment | 0 | 0 | 100 | 100 | 0 |
| 7323 Professional services | 0 | 0 | 3,500 | 2,500 | 500 |
| 7354 Photo supplies | 0 | 0 | 6,750 | 6,000 | 6,500 |
| 7355 General supplies | 0 | 0 | 3,000 | 3,000 | 1,500 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **24,600** | **22,850** | **19,850** |
| **346022: Youth - Teen Sports Total** | **0** | **20** | **139,292** | **137,542** | **138,737** |
| **Recreation Youth/Teen Sports Total** | **0** | **20** | **139,292** | **137,542** | **138,737** |

**ACTIVITY:** Indoor/Outdoor Activities **DIVISION:** Recreation
**DEPARTMENT:** Parks and Recreation **FUND:** Recreational Fund

## ACTIVITY DESCRIPTION

The Indoor/Outdoor activity offers a wide selection of youth, teen and adult activities, physical activity and instructional classes, and special events. Activity goals are: 1) well-organized, fun, and challenging activities and events; 2) well-organized traditional community-wide events for all ages; 3) instructional classes enhancing physical and cultural awareness; and 4) cost recovery per budgetary guidelines, and a high level of cost recovery in youth and teen special interest classes. This activity has three major elements:

- Instructional classes – Provide administration, instructors, equipment, and facilities for tennis, exercise, and citizenship classes.
- Traditional events – Provide administration, organization and coordinate community events such as the Christmas Tree Run, All-City Youth Track Meet, and Salmon Run.
- Special events – Plan, organize and coordinate special events.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Tennis lessons and classes have doubled.
- Instituted citizenship classes.
- Brought ice skating, bowling, indoor soccer, tumbling, and skate boarding classes to the community.

## MAJOR 2009-10 OBJECTIVES

- Increase number of offerings for special interest groups.
- Offer continuous classes and increase the number of participants.
- Make a connection with the Girls and Boy Scouts of America to work with camp programs.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Program participation | 3,000 | 3,500 | 1,408 |
| Special interest classes offered | 10 | 15 | 16 |
| New classes offered | 6 | 3 | 10 |
| Revenue produced | $20,100 | $24,058 | $8,486 |

## RELATED COST CENTER(S)

- 346023

| Recreation | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **346023: Misc Indoor/Outdoor Activities** | | | | | |
| 100: Personnel Services | | | | | |
| 7103 Part time salary | 0 | 0 | 35 | 800 | 800 |
| 7115 Medicare insurance | 0 | 0 | 29 | 29 | 29 |
| 7125 Unemployment insurance | 0 | 0 | 6 | 6 | 6 |
| **100: Personnel Services Total** | **0** | **0** | **70** | **835** | **835** |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 0 | 0 | 350 | 300 | 300 |
| **200: Utility Comm. & Transportation Total** | **0** | **0** | **350** | **300** | **300** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 0 | 150 | 150 | 150 |
| 7323 Professional services | 0 | 0 | 4,500 | 4,000 | 4,000 |
| 7335 Sublet service contracts | 0 | 0 | 375 | 375 | 375 |
| 7355 General supplies | 0 | 0 | 500 | 500 | 500 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **5,525** | **5,025** | **5,025** |
| **346023: Misc Indoor/Outdoor Activities Total** | **0** | **0** | **5,945** | **6,160** | **6,160** |
| **Recreation Indoor/Outdoor Act. Total** | **0** | **0** | **5,945** | **6,160** | **6,160** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Aquatics** | **DIVISION:** | **Recreation** |
| **DEPARTMENT:** | **Parks and Recreation** | **FUND:** | **Recreation Fund** |

## ACTIVITY DESCRIPTION

The Aquatics activity schedules, organizes and conducts swimming activities (recreational swimming, swim lessons, recreational swim league, competitive swim program, swimming instruction, and special events). Activity goals are: 1) a comprehensive recreational swim program for all ages and abilities; and 2) cost-recovery per budgetary guidelines. This activity has eight major elements:

- Recreational swimming – Hire, train and coordinate staff to provide safe recreational swimming.
- Recreation swim league – Provide an introductory competitive swim league; screen and obtain qualified coaches for six teams.
- Competitive swimming – Provide assistance and facilities for a year-round competitive swimming program.
- Swimming instruction – Plan, promote, and facilitate a comprehensive schedule of swimming instruction for all ages.
- Therapeutic Swim Pool – Program, schedule and conduct various therapeutic swimming activities, vacuum, scrub tiles, maintain water temperature, maintain chemical balance and cleanliness of facilities.
- Miscellaneous aquatics – Offer pool rentals, special events and special interest aquatic classes.
- Community aquatics – Exercise classes, lap swim, family swim, baby-and-me and disabled swim.
- Safety – Provide lifeguard instruction, community first aid and CPR certifications.

## SERVICE LEVEL ADJUSTMENTS

- Offering more swim lesson classes during the peak hours to increase revenue and a higher percentage of filled classes.
- Close Lodi Lake Beach and Blakely Pool an additional day per week for public swim due to low attendance and reduce part-time hours of lifeguards.
- Assume operation of the Hutchins Street Square Community Center aquatics program.

## MAJOR 2008-09 ACCOMPLISHMENTS

- More than 600 participants in Summer Swim League.
- Improved swim lesson schedule.
- Offered class in the Community Center pool for kayak rolling and recovery.
- Aquatic Coordinator received Waterfront Instructor training certificate and qualified to certify all City of Lodi lifeguards for Lodi Lake duty.

## MAJOR 2009-10 OBJECTIVES

- Utilize Lodi Lake Beach for special events, like family friendly concerts and movies.
- Offer more Red Cross classes such as: Basic Water Rescue, Lifeguard Training, Water Safety Instructor.
- Increase rental opportunities.
- Implement exercise class for grade school-aged children.

**ACTIVITY:** Aquatics **DIVISION:** Recreation
**DEPARTMENT:** Parks and Recreation **FUND:** Recreation Fund

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Participants in Recreation programs | 59,000 | 59,000 | 59,000 |
| Recreation Department-based programs | 8 | 8 | 8 |
| Recreation Department aquatics revenue | $88,425 | $90,351 | $89,885 |
| Community Center aquatics revenue | $69,640 | $70,032 | $73,455 |
| Number of participants at Community Center pool | 29,406 | 29,454 | 31,262 |

**RELATED COST CENTER(S)**

- 346024

| Recreation | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **346024: Aquatics** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 0 | 0 | 0 | 0 | 47,050 |
| 7103 Part time salary | 0 | 0 | 69,239 | 69,239 | 109,554 |
| 7111 Workers comp | 0 | 0 | 0 | 0 | 3,660 |
| 7112 Medical insurance | 0 | 0 | 0 | 0 | 6,410 |
| 7113 Dental insurance | 0 | 0 | 0 | 0 | 1,000 |
| 7114 Vision care | 0 | 0 | 0 | 0 | 250 |
| 7115 Medicare insurance | 0 | 0 | 1,004 | 1,004 | 3,720 |
| 7121 Service contribution-PERS | 0 | 0 | 0 | 0 | 8,815 |
| 7124 LI & AD & D | 0 | 0 | 0 | 0 | 150 |
| 7125 Unemployment insurance | 0 | 0 | 194 | 200 | 338 |
| 7128 LTD | 0 | 0 | 0 | 0 | 600 |
| 7129 Chiropractic | 0 | 0 | 0 | 0 | 60 |
| 7131 Other benefits | 0 | 0 | 0 | 0 | 1,880 |
| **100: Personnel Services Total** | **0** | **0** | **70,437** | **70,443** | **183,487** |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 0 | 0 | 850 | 800 | 950 |
| 7203 Cellular phone charges | 0 | 0 | 250 | 250 | 250 |
| **200: Utility Comm. & Transportation Total** | **0** | **0** | **1,100** | **1,050** | **1,200** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 0 | 200 | 200 | 200 |
| 7303 Advertising | 0 | 0 | 250 | 250 | 250 |
| 7305 Uniforms | 0 | 0 | 250 | 250 | 500 |
| 7306 Safety Equipment | 0 | 0 | 100 | 100 | 100 |
| 7307 Office supplies | 0 | 0 | 0 | 0 | 250 |
| 7308 Books & periodicals | 0 | 0 | 0 | 0 | 100 |
| 7309 Membership & dues | 0 | 0 | 0 | 0 | 100 |
| 7323 Professional services | 0 | 0 | 2,000 | 2,000 | 2,200 |
| 7343 PL & PD/other insurance | 0 | 0 | 0 | 0 | 1,880 |
| 7352 Special dept materials | 0 | 0 | 0 | 0 | 1,250 |
| 7355 General supplies | 0 | 0 | 7,500 | 7,500 | 5,000 |
| 7356 Medical supplies | 0 | 0 | 200 | 200 | 200 |
| 7359 Small tools and equip | 0 | 0 | 0 | 0 | 250 |
| 7399 Supplies, mat & services | 0 | 0 | 0 | 0 | 600 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **10,500** | **10,500** | **12,880** |
| **346024: Aquatics Total** | **0** | **0** | **82,037** | **81,993** | **197,567** |
| **Recreation Aquatics Total** | **0** | **0** | **82,037** | **81,993** | **197,567** |

**ACTIVITY:** Adult Sports **DIVISION:** Recreation
**DEPARTMENT:** Parks and Recreation **FUND:** Recreation Fund

## ACTIVITY DESCRIPTION

The Adult Sports activity offers a wide range of athletic leagues and tournaments. Activity goals are: 1) well-organized and competitive sports leagues and tournaments for adults and older teens; and 2) a high recovery of the direct costs for adult leagues and tournaments. This activity has four major elements:

- Softball leagues and tournaments - Provide officials, scorekeepers, equipment, promotion, administration, and facilities for league and tournament play.
- Basketball leagues and tournaments - Provide officials, scorekeepers, equipment, promotion, administration, and facilities for league and tournament play.
- Volleyball leagues and tournaments - Provide officials, scorekeepers, equipment, promotion, administration, and facilities for league and tournament play.
- Soccer leagues and tournaments - Provide officials, scorekeepers, equipment, promotion, administration, and facilities for league play.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Programmed for more than 4,000 adults and older teens.
- Late Nite Basketball program grew by 40%.
- Late Nite Basketball program offerings included additional season of play.

## MAJOR 2009-10 OBJECTIVES

- Encourage the development of facilities to support adult program needs.
- Continue to expand Late Nite Basketball to multiple seasons.
- Offer safety changes to softball program to increase the value of existing fields.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Program/participation units | 36,000 | 34,000 | 34,000 |
| Programs offered | 11 | 10 | 11 |
| Tournaments | 16 | 14 | 14 |
| Revenue produced | $62,000 | $53,615 | $56,750 |

## RELATED COST CENTER(S)

- 346025

| Recreation | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **346025: Adult Sports** | | | | | |
| 100: Personnel Services | | | | | |
| 7103 Part time salary | 0 | 0 | 42,837 | 42,837 | 44,719 |
| 7115 Medicare insurance | 0 | 0 | 615 | 615 | 648 |
| 7125 Unemployment insurance | 0 | 0 | 119 | 119 | 125 |
| **100: Personnel Services Total** | **0** | **0** | **43,571** | **43,571** | **45,492** |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 0 | 0 | 200 | 200 | 200 |
| **200: Utility Comm. & Transportation Total** | **0** | **0** | **200** | **200** | **200** |
| 300: Supplies, Materials & Services | | | | | |
| 7309 Membership & dues | 0 | 0 | 2,000 | 2,000 | 1,500 |
| 7345 City rental insurance | 0 | 0 | 200 | 200 | 200 |
| 7355 General supplies | 0 | 0 | 5,925 | 5,925 | 5,000 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **8,125** | **8,125** | **6,700** |
| **346025: Adult Sports Total** | **0** | **0** | **51,896** | **51,896** | **52,392** |
| **Recreation Adult Sports Total** | **0** | **0** | **51,896** | **51,896** | **52,392** |

**ACTIVITY:** Lodi Lake Programs **DIVISION:** Parks Division
**DEPARTMENT:** Parks and Recreation **FUND:** Recreation Fund

## ACTIVITY DESCRIPTION

This activity provides interpretive programs, coordinates special events and schedules park and gate attendants for Lodi Lake Park. Activity goals are: 1) educational programs that promote respect for nature and parks in general; 2) interpretive programs and tours of Lodi Lake and river environments; and 3) promotion of Lodi Lake as a major citywide and regional tourism element. This activity has six major elements:

- Project programs – Planning and coordinatation of docent programs for the Nature Area.
- Facility operations – Support for facility and campground rentals.
- Park and gate attendants – Coordination and scheduling of part-time attendants.
- Rental/Tour Boat Concessions – Coordination and scheduing of part-time attendants, responsible for rental operations and tour scheduling.
- Discovery Center Exhibits – Coordination of quarterly displays.
- Special Events – Coordination and support for all major events.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Increased participation in our newly certified boat tour program.
- Implementation of Phase 3 and Phase 4 of Geese Management Plan.
- Increase participation of service projects with community service groups.
- Assisted in the design, installation and the organizing of new Lodi Lake Park Boat House.

## MAJOR 2009-10 OBJECTIVES

- Increase revenue by expanding programs offered in anticipation of year-round water in the lake.
- Replace aging polluting boat motors with new cleaner-burning engines.
- Continue to foster relationships between the Parks Division and various community groups.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Program attendance | 25,000 | 26,000 | 26,000 |
| Programs offered | 6 | 7 | 7 |
| Revenue produced | $75,000 | $88,550 | $105,000 |

## RELATED COST CENTER(S)

- 346028

| Recreation | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **346028: Lodi Lake Programs** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 0 | 69,600 | 0 |
| 7103 Part time salary | 0 | 0 | 58,171 | 0 | 79,520 |
| 7112 Medical insurance | 0 | 0 | 5,400 | 0 | 5,400 |
| 7115 Medicare insurance | 0 | 0 | 900 | 0 | 900 |
| 7121 Service contribution-PERS | 0 | 0 | 3,258 | 0 | 3,260 |
| 7125 Unemployment insurance | 0 | 0 | 1,870 | 0 | 1,870 |
| **100: Personnel Services Total** | **0** | **0** | **69,599** | **69,600** | **90,950** |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 0 | 0 | 200 | 200 | 200 |
| **200: Utility Comm. & Transportation Total** | **0** | **0** | **200** | **200** | **200** |
| 300: Supplies, Materials & Services | | | | | |
| 7300 Supplies,Materials & Serv | 0 | 0 | 0 | 17,880 | 0 |
| 7301 Printing,binding,duplication | 0 | 0 | 500 | 0 | 2,500 |
| 7303 Advertising | 0 | 0 | 450 | 0 | 400 |
| 7305 Uniforms | 0 | 0 | 250 | 0 | 250 |
| 7306 Safety Equipment | 0 | 0 | 150 | 0 | 150 |
| 7307 Office supplies | 0 | 0 | 100 | 0 | 100 |
| 7314 Business expense | 0 | 0 | 200 | 0 | 200 |
| 7323 Professional services | 0 | 0 | 0 | 0 | 1,800 |
| 7331 Repairs to Mach & equip | 0 | 0 | 200 | 0 | 100 |
| 7335 Sublet service contracts | 0 | 0 | 0 | 0 | 1,500 |
| 7352 Special dept materials | 0 | 0 | 13,500 | 0 | 5,000 |
| 7355 General supplies | 0 | 0 | 1,140 | 0 | 1,000 |
| 7358 Training & education | 0 | 0 | 300 | 0 | 200 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **16,790** | **17,880** | **13,200** |
| **346028: Lodi Lake Programs Total** | **0** | **0** | **86,589** | **87,680** | **104,350** |
| **Recreation Lodi Lake Programs Total** | **0** | **0** | **86,589** | **87,680** | **104,350** |

## COMMUNITY CENTER

The Hutchins Street Square Community Center provides a venue for performing arts, meeting and party rentals, and the Senior Center. This Department also provides support for the Senior Citizen, Arts and Youth commissions, and the Art Advisory Board.

The Department is funded through user fees and the General Fund. The Department's budget is $1,859,673 in 2009/10, a decline from $1,938,531 in FY 2008/09. Staffing is being reduced to 7.5 positions in FY 2009/10 from 8.5.

An organizational chart, staffing summary, detailed activity descriptions and financial tables are included in the following pages.

# Community Center Fund
# Fund Balance Analysis

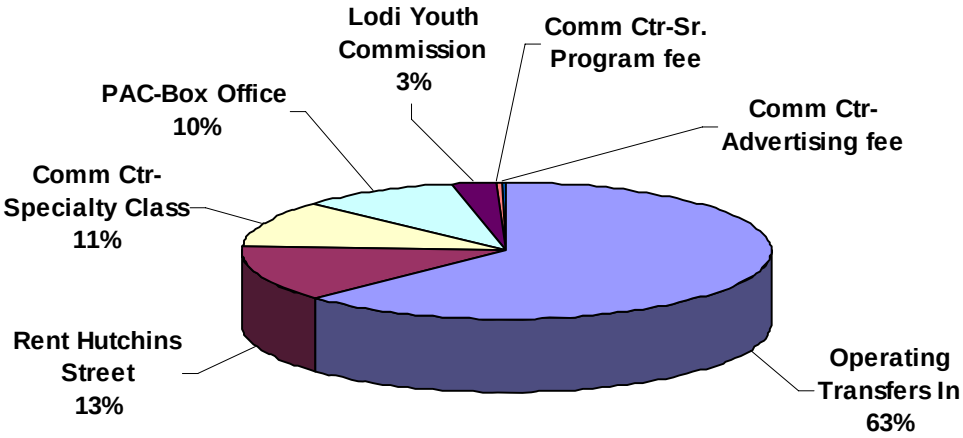
**Statement of Estimated Changes in Fund Balance**

**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Community Center Fund** | | | | | |
| **Fund Balance (Net Assets)** | | | | | |
| **Beginning Fund Balance (Net Assets) Unreserved** | - | - | - | - | - |
| **Revenues** | - | - | 1,938,531 | 1,943,849 | 1,859,673 |
| **Expenditures** | - | - | 1,938,531 | 1,943,849 | 1,859,673 |
| **Net Difference (Revenues Less Expenditures)** | - | - | - | - | - |
| **Fund Balance (Net Assets)** | | | | | |
| **Ending Fund Balance (Net Assets) Unreserved** | - | - | - | - | - |

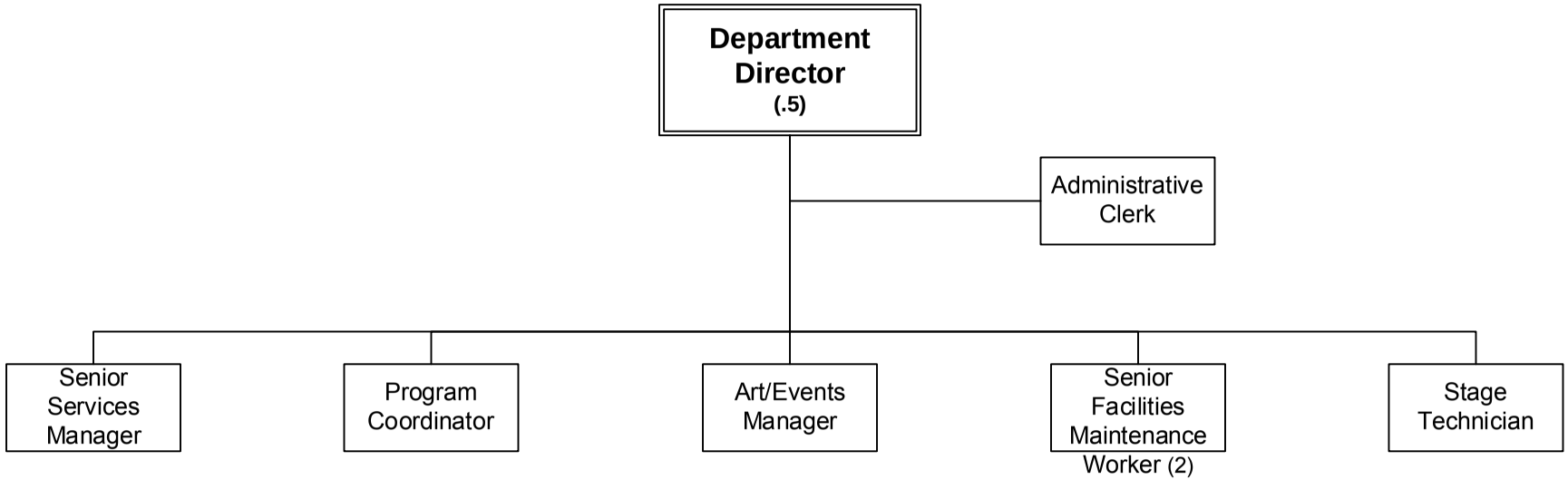
# Community Center Revenues




| Revenue | Budget 2009-10 |
|---|---|
| Operating Transfers In | 1,166,095 |
| Rent Hutchins Street | 250,000 |
| Comm Ctr-Specialty Class | 200,000 |
| PAC-Box Office | 180,778 |
| Lodi Youth Commission | 55,000 |
| Comm Ctr-Sr. Program fee | 4,800 |
| Comm Ctr-Advertising fee | 3,000 |
| Grand Total | 1,859,673 |

| Community Center | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **345: Community Center Fund** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 0 | 0 | 1,272,792 | 1,261,872 | 1,166,095 | General Fund support; debt service |
| **090: Operating Transfers In Total** | **0** | **0** | **1,272,792** | **1,261,872** | **1,166,095** | |
| **345: Community Center Fund Total** | **0** | **0** | **1,272,792** | **1,261,872** | **1,166,095** | |
| | | | | | | |
| **3451: Community Center Revenue** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5363 Rent Hutchins Street | 0 | 0 | 234,539 | 235,000 | 250,000 | |
| **400: Investment/Property Revenues Tota** | **0** | **0** | **234,539** | **235,000** | **250,000** | |
| 760: Community Center Fees | | | | | | |
| 6039 Lodi Youth Commission | 0 | 0 | 40,000 | 45,000 | 55,000 | |
| 6071 Comm Ctr-Specialty Class | 0 | 0 | 175,000 | 160,000 | 200,000 | |
| 6072 Comm Ctr-Swimming | 0 | 0 | 75,000 | 75,000 | 0 | Transferred to Recreation |
| 6074 Comm Ctr-Advertising Fee | 0 | 0 | 36,000 | 3,600 | 3,000 | Budget correction |
| 6075 Comm Ctr-Sr. Program fees | 0 | 0 | 0 | 4,000 | 4,800 | |
| 6076 PAC-Box office | 0 | 0 | 105,200 | 159,377 | 180,778 | |
| **760: Community Center Fees Total** | **0** | **0** | **431,200** | **446,977** | **443,578** | |
| **3451: Community Center Revenue Total** | **0** | **0** | **665,739** | **681,977** | **693,578** | |
| **Community Center Revenue Total** | **0** | **0** | **1,938,531** | **1,943,849** | **1,859,673** | |

# Community Center




FY 2009-2010

| Community Center | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 090: Operating Transfers Out | 0 | 0 | 662,515 | 662,515 | 663,329 |
| 100: Personnel Services | 0 | 0 | 801,459 | 731,259 | 839,484 |
| 200: Utility Comm. & Transportation | 0 | 0 | 10,975 | 9,725 | 14,225 |
| 300: Supplies, Materials & Services | 0 | 0 | 408,265 | 485,033 | 339,445 |
| 500: Equipment, Land & Structures | 0 | 0 | 5,317 | 5,317 | 3,190 |
| 600: Special Payments | 0 | 0 | 50,000 | 50,000 | 0 |
| **Community Center Total** | **0** | **0** | **1,938,531** | **1,943,849** | **1,859,673** |

**STAFFING SUMMARY**

| | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **COMMUNITY CENTER** | | | | | |
| Administrative Clerk | 1 | 1 | 1 | 1 | 1 |
| Administrative Secretary | 1 | 1 | 0 | 0 | 0 |
| Aquatics Coordinator | 1 | 1 | 1 | 0 | 0 |
| Art & Events Coordinator | 0 | 0 | 1 | 0 | 0 |
| Art & Events Manager | 0 | 0 | 0 | 1 | 1 |
| Community Center Director | 1 | 1 | 0.5 | 0.5 | 0.5 |
| Building Services/Event Coordinator | 0 | 1 | 0 | 0 | 0 |
| Facilities Maintenance Worker | 2 | 1 | 0 | 0 | 0 |
| Program Coordinator | 0 | 0 | 1 | 1 | 1 |
| Senior Services Coordinator | 1 | 1 | 1 | 0 | 0 |
| Senior Services Manager | 0 | 0 | 0 | 1 | 1 |
| Senior Facilities Maintenance Worker | 1 | 1 | 2 | 2 | 2 |
| Stage Technician | 1 | 1 | 1 | 1 | 1 |
| **Community Center Total** | **9** | **9** | **8.5** | **7.5** | **7.5** |

| Community Center | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 0 | 0 | 662,515 | 662,515 | 663,329 | Debt service |
| **090: Operating Transfers Out** | **0** | **0** | **662,515** | **662,515** | **663,329** | |
| 7100 Personnel Services | 0 | 0 | (43,760) | (117,470) | 0 | |
| 7101 Regular emp salary | 0 | 0 | 431,024 | 431,024 | 454,870 | |
| 7102 Overtime | 0 | 0 | 14,828 | 14,828 | 22,250 | |
| 7103 Part time salary | 0 | 0 | 158,586 | 162,096 | 205,089 | Increased events |
| 7109 Incentive pay | 0 | 0 | 0 | 0 | 1,760 | |
| 7110 Admin leave pay | 0 | 0 | 1,856 | 1,856 | 4,450 | |
| 7111 Workers comp | 0 | 0 | 26,400 | 26,400 | 29,220 | |
| 7112 Medical insurance | 0 | 0 | 76,206 | 76,206 | 82,430 | |
| 7113 Dental insurance | 0 | 0 | 8,000 | 8,000 | 8,000 | |
| 7114 Vision care | 0 | 0 | 2,000 | 2,000 | 2,000 | |
| 7115 Medicare insurance | 0 | 0 | 6,675 | 6,675 | 9,930 | |
| 7121 Service contribution-PERS | 0 | 0 | 84,869 | 84,869 | 85,195 | |
| 7122 Social security payments | 0 | 0 | 347 | 347 | 0 | |
| 7123 Deferred comp | 0 | 0 | 9,047 | 9,047 | 4,645 | Employee contributions |
| 7124 LI & AD & D | 0 | 0 | 2,375 | 2,375 | 2,730 | |
| 7125 Unemployment insurance | 0 | 0 | 1,287 | 1,287 | 1,870 | |
| 7128 LTD | 0 | 0 | 5,673 | 5,673 | 5,805 | |
| 7129 Chiropractic | 0 | 0 | 400 | 400 | 460 | |
| 7130 Insurance refund | 0 | 0 | 3,800 | 3,800 | 2,500 | |
| 7131 Other benefits | 0 | 0 | 11,846 | 11,846 | 13,160 | |
| 7188 Transfer In | 0 | 0 | 0 | 0 | (96,880) | Allocation of Director to Recreation, Parks |
| **100: Personnel Services** | **0** | **0** | **801,459** | **731,259** | **839,484** | |
| 7201 Postage | 0 | 0 | 6,800 | 5,300 | 8,000 | |
| 7202 Telephone | 0 | 0 | 2,175 | 2,425 | 2,425 | |
| 7203 Cellular phone charges | 0 | 0 | 2,000 | 2,000 | 3,800 | |
| **200: Utility Comm. & Transportation** | **0** | **0** | **10,975** | **9,725** | **14,225** | |
| 7301 Printing,binding,duplication | 0 | 0 | 15,550 | 39,750 | 19,750 | |
| 7302 Photocopying | 0 | 0 | 3,400 | 3,300 | 1,400 | |
| 7303 Advertising | 0 | 0 | 5,800 | 6,150 | 14,000 | Increased events |
| 7304 Laundry & dry cleaning | 0 | 0 | 1,080 | 1,200 | 1,000 | |
| 7305 Uniforms | 0 | 0 | 1,550 | 1,550 | 3,500 | |
| 7306 Safety Equipment | 0 | 0 | 500 | 500 | 500 | |
| 7307 Office supplies | 0 | 0 | 4,350 | 3,450 | 2,550 | |
| 7308 Books & periodicals | 0 | 0 | 600 | 600 | 500 | |
| 7309 Membership & dues | 0 | 0 | 1,100 | 1,800 | 1,000 | |
| 7312 Bank service charges | 0 | 0 | 8,300 | 8,300 | 4,750 | |
| 7313 Information systems software | 0 | 0 | 0 | 0 | 1,200 | |
| 7314 Business expense | 0 | 0 | 10,600 | 6,600 | 3,700 | City-wide reductions |
| 7315 Conference expense | 0 | 0 | 2,000 | 2,000 | 2,000 | |
| 7321 Rent of Land, facilities | 0 | 0 | 2,500 | 8,000 | 5,000 | |

| Community Center | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7322 Rental of equipment | 0 | 0 | 2,200 | 2,400 | 1,900 | |
| 7323 Professional services | 0 | 0 | 209,485 | 261,233 | 137,500 | Reduced Contracted Services |
| 7331 Repairs to Mach & equip | 0 | 0 | 8,150 | 8,150 | 7,650 | |
| 7332 Repairs to office equip | 0 | 0 | 800 | 800 | 450 | |
| 7333 Repairs to vehicles | 0 | 0 | 3,500 | 3,500 | 5,110 | |
| 7334 Repairs to buildings | 0 | 0 | 20,500 | 15,500 | 12,500 | |
| 7335 Sublet service contracts | 0 | 0 | 66,700 | 67,500 | 61,500 | |
| 7343 PL & PD/other insurance | 0 | 0 | 0 | 0 | 15,020 | |
| 7351 Motor veh fuel, lube | 0 | 0 | 900 | 900 | 615 | |
| 7352 Special dept materials | 0 | 0 | 7,400 | 7,100 | 5,500 | |
| 7353 Janitorial supplies | 0 | 0 | 8,000 | 7,000 | 8,000 | |
| 7355 General supplies | 0 | 0 | 15,750 | 14,950 | 15,050 | |
| 7358 Training & education | 0 | 0 | 2,250 | 2,250 | 0 | |
| 7359 Small tools and equip | 0 | 0 | 2,500 | 8,000 | 6,300 | |
| 7360 Overtime meals | 0 | 0 | 700 | 700 | 0 | |
| 7361 Employee relations | 0 | 0 | 500 | 500 | 500 | |
| 7399 Supplies, mat & services | 0 | 0 | 1,600 | 1,350 | 1,000 | |
| **300: Supplies, Materials & Services** | **0** | **0** | **408,265** | **485,033** | **339,445** | |
| 7789 Transfer Out | 0 | 0 | 5,317 | 5,317 | 3,190 | |
| **500: Equipment, Land & Structures** | **0** | **0** | **5,317** | **5,317** | **3,190** | |
| 8021 Donations | 0 | 0 | 50,000 | 50,000 | 0 | |
| **600: Special Payments** | **0** | **0** | **50,000** | **50,000** | **0** | |
| **Community Center Total** | **0** | **0** | **1,938,531** | **1,943,849** | **1,859,673** | |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **General Administration** | **DIVISION:** | **Cultural Services** |
| **DEPARTMENT:** | **Community Center** | **FUND:** | **Community Center** |

## ACTIVITY DESCRIPTION

The Community Center at Hutchins Street Square is a focal point for cultural, fine art, performing art and senior programs for the Lodi community and surrounding areas. The Center provides facilities for meetings, conferences, recreational activities and events sponsored by the city, community groups and private individuals and organizations. The Center staff work with the Senior Citizen's Commission, Lodi Arts Commission, and Lodi Youth Commission. In addition, staff works with the Hutchins Street Square Foundation, the Lodi Arts Project Fund, and the Senior Foundation as well as other local nonprofit groups. The goals of the department include providing well-maintained facilities, well-balanced programs for seniors, promoting fine art and performing art with the City and increasing revenues to offset the operating costs of the Center. The department offers a variety of programs, services and events with six major areas of emphasis:

- Senior Center – Offer recreational and social activities; provide referrals to social service agencies, emotional and physical wellness activities, legal, consumer, financial and educational services and counseling.
- Cultural Programs – Plan and promote workshops for crafts, arts, music and other fine arts; provide for display of crafts and fine arts of local residents; and plan promote and organize activities in arts, crafts, music, dance, and drama.
- Public Relations and Information – Prepare and distribute brochures and schedules for senior, fine art and performing art activities; work with the Adult Daycare Advisory Committee, the Senior Citizens commissions, Lodi Arts Commission, and Hutchins Street Square Foundation to develop programs; plan facilities; and obtain funds from private and public sources.
- Facility Scheduling and Administration – Process reservations for facilities; liability review; receive and deposit fees; and maintain responsive relations with customers.
- Special Events Management – Plan, organize, and coordinate special events sponsored by the City; create, design and distribute flyers; prepare news releases; and solicit and schedule vendors, entertainers and participants.
- Facility and Janitorial Maintenance – Cleanup; remove trash; maintain and install new equipment; perform minor repairs; and coordinate major repairs to keep the Hutchins Street Square facilities in top condition to attract users and events.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Established better controls on expenditures for the fiscal period.
- Increased revenues for the Performing Arts Center by bringing the workforce in-house and controlling costs.

## MAJOR 2009-10 OBJECTIVES

- Continue to develop new revenue-generating programs.
- Address deferred maintenance issues.
- Develop a program for equipment replacement.

## RELATED COST CENTER(S)

- 345.4220
- 345403

| Community Center | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **345: Community Center Fund** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 0 | 0 | 662,515 | 662,515 | 663,329 |
| **090: Operating Transfers Out Total** | **0** | **0** | **662,515** | **662,515** | **663,329** |
| **345: Community Center Fund Total** | **0** | **0** | **662,515** | **662,515** | **663,329** |
| | | | | | |
| **345403: Community Center Administratio** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | (98,093) | (117,470) | 0 |
| 7101 Regular emp salary | 0 | 0 | 144,878 | 144,878 | 137,270 |
| 7102 Overtime | 0 | 0 | 200 | 200 | 2,500 |
| 7103 Part time salary | 0 | 0 | 21,160 | 21,160 | 0 |
| 7110 Admin leave pay | 0 | 0 | 1,856 | 1,856 | 2,050 |
| 7111 Workers comp | 0 | 0 | 6,600 | 6,600 | 7,320 |
| 7112 Medical insurance | 0 | 0 | 16,668 | 16,668 | 28,970 |
| 7113 Dental insurance | 0 | 0 | 2,000 | 2,000 | 2,000 |
| 7114 Vision care | 0 | 0 | 500 | 500 | 500 |
| 7115 Medicare insurance | 0 | 0 | 2,101 | 2,101 | 1,990 |
| 7121 Service contribution-PERS | 0 | 0 | 27,611 | 27,611 | 25,710 |
| 7123 Deferred comp | 0 | 0 | 1,451 | 1,451 | 0 |
| 7124 LI & AD & D | 0 | 0 | 1,038 | 1,038 | 1,000 |
| 7125 Unemployment insurance | 0 | 0 | 406 | 406 | 480 |
| 7128 LTD | 0 | 0 | 1,846 | 1,846 | 1,750 |
| 7129 Chiropractic | 0 | 0 | 100 | 100 | 110 |
| 7130 Insurance refund | 0 | 0 | 650 | 650 | 0 |
| 7131 Other benefits | 0 | 0 | 3,854 | 3,854 | 3,760 |
| 7188 Transfer In | 0 | 0 | 0 | 0 | (96,880) |
| **100: Personnel Services Total** | **0** | **0** | **134,826** | **115,449** | **118,530** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 0 | 6,500 | 5,000 | 8,000 |
| 7202 Telephone | 0 | 0 | 1,200 | 1,200 | 1,200 |
| 7203 Cellular phone charges | 0 | 0 | 0 | 0 | 1,800 |
| **200: Utility Comm. & Transportation Total** | **0** | **0** | **7,700** | **6,200** | **11,000** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 0 | 2,200 | 1,700 | 500 |
| 7302 Photocopying | 0 | 0 | 300 | 800 | 800 |
| 7303 Advertising | 0 | 0 | 2,500 | 2,500 | 1,500 |
| 7305 Uniforms | 0 | 0 | 0 | 0 | 1,000 |
| 7307 Office supplies | 0 | 0 | 2,400 | 2,000 | 1,000 |
| 7308 Books & periodicals | 0 | 0 | 300 | 300 | 300 |
| 7309 Membership & dues | 0 | 0 | 600 | 1,300 | 700 |
| 7312 Bank service charges | 0 | 0 | 2,800 | 2,800 | 1,000 |
| 7313 Information systems software | 0 | 0 | 0 | 0 | 1,200 |
| 7314 Business expense | 0 | 0 | 1,000 | 1,000 | 1,000 |
| 7315 Conference expense | 0 | 0 | 2,000 | 2,000 | 2,000 |
| 7323 Professional services | 0 | 0 | 32,450 | 32,450 | 10,000 |
| 7331 Repairs to Mach & equip | 0 | 0 | 150 | 150 | 150 |
| 7335 Sublet service contracts | 0 | 0 | 700 | 1,500 | 1,500 |
| 7343 PL & PD/other insurance | 0 | 0 | 0 | 0 | 3,750 |
| 7352 Special dept materials | 0 | 0 | 0 | 0 | 400 |
| 7355 General supplies | 0 | 0 | 1,000 | 1,000 | 2,000 |
| 7359 Small tools and equip | 0 | 0 | 500 | 0 | 1,800 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **48,900** | **49,500** | **30,600** |
| **345403: Community Center Administratio Tota** | **0** | **0** | **191,426** | **171,149** | **160,130** |
| **Community Center Admin. Total** | **0** | **0** | **853,941** | **833,664** | **823,459** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Boards and Commisions** | **DIVISION:** | **Boards and Commissions** |
| **DEPARTMENT:** | **Community Center** | **FUND:** | **Community Center** |

## ACTIVITY DESCRIPTION

Four Boards/Commissions advise the City Council on cultural programs:

- Senior Citizen Commission – The Senior Citizen Commission advises the City Council on programs, policies and activities which serve seniors in the community. Activity goals are: 1) identify needs of the aging; 2) create community awareness; 3) explore improved standards of service; and 4) develop services and programs.
- Arts Commission – The Arts Commission advises and assists the City Council in establishing and promoting fine and performing art programs. Activity goals are: 1) enrichment of the community through fine art and performing art programs; 2) evaluate grant requests and recommend funding for local non-profit organizations that promote cultural activities; 3) celebrate the cultural heritage of the community; and 4) recognize artistic, creative and cultural achievements of Lodi citizens.
- Art Advisory Board (Formerly the Art in Public Places Advisory Board) – The Art Advisory Board advises and assists the City Council with oversight of the Public Art Program. Activity goals are: 1) recommend policies and guidelines for the Public Art Program; and 2) review the City's annual Master Art Plan and oversee art purchases for the City's fine art collection.
- Youth Commission – The Youth Commission communicates with young people and takes a leadership role in developing their futures. Activity goals are: 1) provide youth services in a safe and non-discriminatory environment; 2) provide support programs and services; and, 3) assist in developing future leaders in business, government and communities.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Youth Commission continued to hold community dances that have been very successful.
- The Art Advisory Board assigned funds to assist with the Project Lodi Art with their installation of art on the sidewalks of Lodi Avenue as part of the street project.
- Senior Commission developed an informational mailer for seniors distributed in utility billing.
- Art Advisory Board evaluated various projects in order to fund $50,000 worth of public arts grants.

## MAJOR 2009-10 OBJECTIVES

- Arts Commission – Work with local arts organizations to continue and increase capacity (e.g. funding, business managements, etc), continue to present Arts Festival, First Friday Art Hop and Smooth Jazz series; evaluate grant requests and recommend funding.
- Youth Commision will be increasing opportunities for leadership training as well as attending youth conferences during the year.
- Senior Commission will partner with other entities to create additional resources for senior information, referral, and recreational opportunities throughout the community.

## RELATED COST CENTER(S)

- 345013
- 345027
- 345029
- 345041

| Community Center | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **345013: Youth Commission** | | | | | |
| 100: Personnel Services | | | | | |
| 7103 Part time salary | 0 | 0 | 15,000 | 18,510 | 18,510 |
| 7115 Medicare insurance | 0 | 0 | 218 | 218 | 565 |
| 7122 Social security payments | 0 | 0 | 347 | 347 | 0 |
| 7125 Unemployment insurance | 0 | 0 | 40 | 40 | 40 |
| **100: Personnel Services Total** | **0** | **0** | **15,605** | **19,115** | **19,115** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 0 | 350 | 1,600 | 2,000 |
| 7302 Photocopying | 0 | 0 | 100 | 0 | 100 |
| 7303 Advertising | 0 | 0 | 900 | 1,000 | 1,500 |
| 7307 Office supplies | 0 | 0 | 200 | 200 | 200 |
| 7309 Membership & dues | 0 | 0 | 200 | 200 | 200 |
| 7314 Business expense | 0 | 0 | 3,000 | 1,000 | 1,000 |
| 7321 Rent of Land, facilities | 0 | 0 | 2,500 | 8,000 | 5,000 |
| 7322 Rental of equipment | 0 | 0 | 400 | 600 | 700 |
| 7323 Professional services | 0 | 0 | 7,000 | 6,000 | 5,000 |
| 7352 Special dept materials | 0 | 0 | 150 | 150 | 100 |
| 7355 General supplies | 0 | 0 | 500 | 400 | 300 |
| 7399 Supplies, mat & services | 0 | 0 | 1,000 | 750 | 1,000 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **16,300** | **19,900** | **17,100** |
| **345013: Youth Commission Total** | **0** | **0** | **31,905** | **39,015** | **36,215** |
| | | | | | |
| **345027: Lodi Arts Commission** | | | | | |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 0 | 0 | 300 | 300 | 0 |
| **200: Utility Comm. & Transportation Total** | **0** | **0** | **300** | **300** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 0 | 200 | 200 | 0 |
| 7303 Advertising | 0 | 0 | 400 | 400 | 0 |
| 7307 Office supplies | 0 | 0 | 100 | 100 | 0 |
| 7314 Business expense | 0 | 0 | 100 | 100 | 0 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **800** | **800** | **0** |
| **345027: Lodi Arts Commission Total** | **0** | **0** | **1,100** | **1,100** | **0** |
| | | | | | |
| **345029: Arts in Public Places Board** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7355 General supplies | 0 | 0 | 200 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **200** | **0** | **0** |
| **345029: Arts in Public Places Board Total** | **0** | **0** | **200** | **0** | **0** |
| | | | | | |
| **345041: Senior Citizen's Commission** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 0 | 450 | 0 | 0 |
| 7307 Office supplies | 0 | 0 | 100 | 0 | 0 |
| 7352 Special dept materials | 0 | 0 | 200 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **750** | **0** | **0** |
| **345041: Senior Citizen's Commission Total** | **0** | **0** | **750** | **0** | **0** |
| **Community Center Boards Total** | **0** | **0** | **33,955** | **40,115** | **36,215** |

**ACTIVITY:** Arts Specialty Classes **DIVISION:** Cultural Services
**DEPARTMENT:** Community Center **FUND:** Community Center

## ACTIVITY DESCRIPTION

The Division of Arts and Culture plans, develops and evaluates the City's artistic and cultural resources; prepares and revises long-range plans; and works with the Arts Commission to review projects and fees. Activity goals are: 1) responsive, cost-effective and well-organized arts and cultural programs; 2) a balance of programs and activities based on age, interests, opportunity and location; 3) a combined 30% cost recovery from all Arts and Culture programs; and 4) improve quality of life for the citizens of Lodi. This activity has four major compenents:

- Arts Instruction – Provide a wide variety of arts, crafts, music, dance, theater, literary and culinary classes for children and adults.
- Events – Present and manage arts events that further the development and public awareness of the fine and performing arts within the City of Lodi.
- Commission and Board Support – Provide necessary support to the Arts Commission and the Lodi Arts Project Fund Trustees.
- Public Relations and Information – Develop and distribute brochures, posters and other forms of promotion for arts and cultural programs, events and activities; prepare press releases; maintain and promote website; and represent the City at citywide functions and with other agencies and civic groups.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Held 6th Annual Arts Open House.
- Worked closer with Parks and Recreation Department on common goals.
- Expanded break and summer programs to include the Recreation Department.
- Transitioned to web-based scheduling for classes.
- Changed from Community Arts Program to Community Program Catalog in order to present more comprehensive list of City programs.

## MAJOR 2009-10 OBJECTIVES

- Grow programming in conjunction with Parks and Recreation.
- Continue to program new classes for the community.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Class revenue | $166,052 | $177,777 | $167,000 |
| Advertising revenue | $4,975 | $4,437 | $2,420 |
| Number of students | 3,000 | 3,600 | 3,400 |

## RELATED COST CENTER(S)

- 345026

| Community Center | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **345026: Arts Specialty Classes** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 0 | 0 | 36,349 | 36,349 | 41,740 |
| 7102 Overtime | 0 | 0 | 2,628 | 2,628 | 1,750 |
| 7103 Part time salary | 0 | 0 | 0 | 0 | 12,380 |
| 7111 Workers comp | 0 | 0 | 3,300 | 3,300 | 3,600 |
| 7112 Medical insurance | 0 | 0 | 15,651 | 15,651 | 17,120 |
| 7113 Dental insurance | 0 | 0 | 1,000 | 1,000 | 1,000 |
| 7114 Vision care | 0 | 0 | 250 | 250 | 250 |
| 7115 Medicare insurance | 0 | 0 | 527 | 527 | 605 |
| 7121 Service contribution-PERS | 0 | 0 | 6,927 | 6,927 | 7,820 |
| 7123 Deferred comp | 0 | 0 | 1,090 | 1,090 | 0 |
| 7124 LI & AD & D | 0 | 0 | 141 | 141 | 150 |
| 7125 Unemployment insurance | 0 | 0 | 102 | 102 | 150 |
| 7128 LTD | 0 | 0 | 463 | 463 | 535 |
| 7129 Chiropractic | 0 | 0 | 50 | 50 | 60 |
| 7131 Other benefits | 0 | 0 | 967 | 967 | 1,880 |
| **100: Personnel Services Total** | **0** | **0** | **69,445** | **69,445** | **89,040** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 0 | 12,000 | 36,000 | 17,000 |
| 7302 Photocopying | 0 | 0 | 1,000 | 500 | 500 |
| 7303 Advertising | 0 | 0 | 2,000 | 2,250 | 3,000 |
| 7307 Office supplies | 0 | 0 | 500 | 50 | 400 |
| 7312 Bank service charges | 0 | 0 | 2,000 | 2,000 | 250 |
| 7314 Business expense | 0 | 0 | 6,500 | 4,500 | 1,000 |
| 7323 Professional services | 0 | 0 | 108,000 | 100,000 | 100,000 |
| 7331 Repairs to Mach & equip | 0 | 0 | 500 | 500 | 500 |
| 7343 PL & PD/other insurance | 0 | 0 | 0 | 0 | 1,880 |
| 7352 Special dept materials | 0 | 0 | 1,050 | 1,050 | 750 |
| 7355 General supplies | 0 | 0 | 2,000 | 1,500 | 500 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **135,550** | **148,350** | **125,780** |
| **345026: Arts Specialty Classes Total** | **0** | **0** | **204,995** | **217,795** | **214,820** |
| **Community Center Arts Classes Total** | **0** | **0** | **204,995** | **217,795** | **214,820** |

**ACTIVITY:** Arts and Culture **DIVISION:** Event/Arts Services
**DEPARTMENT:** Community Center **FUND:** Community Center

## ACTIVITY DESCRIPTION

The Division of Event/Arts Services plans, develops and evaluates the City's artistic and cultural resources; prepares and revises long-range plans; and works with the Arts Commission to review projects and fees. The event component manages all aspects of events that occur within the facility and grounds of the community center. Activity goals are: 1) responsive, cost-effective and well-organized arts and cultural programs; 2) a balance of programs and activites based on age, interest, opportunity and location; 3) a combined 30% cost recovery from all Arts and Culture programs; and 4) improve quality of life for the citizens of Lodi.

- Events – Present and manage arts events that further the development and public awareness of the fine and performing arts within the City of Lodi.
- Commission and Board Support – Provide necessary programs and projects support for the Arts Commission and the Lodi Arts Project Fund Trustees.
- Public Relations and Information – Develop and distribute brochures, posters and other forms of promotion for the arts and cultural programs, events and activities; prepare press releases; maintain and promote website; and represent the City at citywide functions and with other agencies and civic groups.
- Events and Rentals Position – Overseeing and increasing rental use of Hutchins Street Square in a wide variety of uses including but not limited to Theatre, business meetings and weddings.

## SERVICE LEVEL ADJUSTMENTS

- Established the Arts and Events Coordinator as a full-time position in 2008-09.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Increased the use of event attendants.

## MAJOR 2009-10 OBJECTIVES

- Increase rental revenue by five percent over 2008-09.
- Increase Monday-to-Thursday rental of corporate business.
- Re-bid catering services contract.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Rental Revenue | $183,932 | $238,518 | $235,000 |

## RELATED COST CENTER(S)

- 345028

| Community Center | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **345028: Arts and Culture** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 0 | 0 | 0 | 0 | 56,195 |
| 7103 Part time salary | 0 | 0 | 36,000 | 36,000 | 11,400 |
| 7110 Admin leave pay | 0 | 0 | 0 | 0 | 1,080 |
| 7111 Workers comp | 0 | 0 | 0 | 0 | 3,660 |
| 7112 Medical insurance | 0 | 0 | 0 | 0 | 6,080 |
| 7113 Dental insurance | 0 | 0 | 0 | 0 | 1,000 |
| 7114 Vision care | 0 | 0 | 0 | 0 | 250 |
| 7115 Medicare insurance | 0 | 0 | 0 | 0 | 815 |
| 7121 Service contribution-PERS | 0 | 0 | 0 | 0 | 10,525 |
| 7124 LI & AD & D | 0 | 0 | 0 | 0 | 540 |
| 7125 Unemployment insurance | 0 | 0 | 0 | 0 | 200 |
| 7128 LTD | 0 | 0 | 0 | 0 | 720 |
| 7129 Chiropractic | 0 | 0 | 0 | 0 | 60 |
| 7130 Insurance refund | 0 | 0 | 0 | 0 | 650 |
| **100: Personnel Services Total** | **0** | **0** | **36,000** | **36,000** | **93,175** |
| 300: Supplies, Materials & Services | | | | | |
| 7302 Photocopying | 0 | 0 | 2,000 | 2,000 | 0 |
| 7303 Advertising | 0 | 0 | 0 | 0 | 8,000 |
| 7307 Office supplies | 0 | 0 | 100 | 100 | 100 |
| 7322 Rental of equipment | 0 | 0 | 600 | 600 | 0 |
| 7323 Professional services | 0 | 0 | 3,000 | 3,000 | 2,500 |
| 7343 PL & PD/other insurance | 0 | 0 | 0 | 0 | 1,880 |
| 7355 General supplies | 0 | 0 | 1,000 | 1,000 | 2,000 |
| 7358 Training & education | 0 | 0 | 1,500 | 1,500 | 0 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **8,200** | **8,200** | **14,480** |
| 600: Special Payments | | | | | |
| 8021 Donations | 0 | 0 | 50,000 | 50,000 | 0 |
| **600: Special Payments Total** | **0** | **0** | **50,000** | **50,000** | **0** |
| **345028: Arts and Culture Total** | **0** | **0** | **94,200** | **94,200** | **107,655** |
| **Community Center Arts/Culture Total** | **0** | **0** | **94,200** | **94,200** | **107,655** |

**ACTIVITY:** Performing Arts Theater **DIVISION:** Cultural Services
**DEPARTMENT:** Community Center **FUND:** Community Center

## ACTIVITY DESCRIPTION

The performing arts theater and box office provide the premiere Lodi venue for theatrical productions, business conferences and seminars. With state-of-the-art facilities and full-time technical staffing, the Hutchins Street Square Performing Arts Theatre is the hub of cultural activities in Lodi. This area has two major components:

- Technical – Responsible for purchasing, maintaining, and repairing all theatrical equipment, including but not limited to sound systems, communication systems, lighting instrumentation, lighting control, fly system rigging and function, stage condition, and stage draperies. The technical staff also assists in the production of theatrical presentations both amateur and professional; education of theatrical groups; research of feasibility and the subsequent booking of professional productions; aiding in the promotion and marketing of production; maintaining a solid network of theater industry professionals; establishing guidelines for theater use; establishing pricing rates for labor and equipment rental.
- Box Office – Responsible for all ticket sales at the Community Center and is the "first contact" with the public. Currently staffed by four part-time employees, the Box Office is open Monday through Friday from 10 a.m. to 5 p.m., Wednesdays until 7:30 p.m. and two hours before curtain for all productions.

## SERVICE LEVEL ADJUSTMENTS

- Transitioned contracted staff to part-time city staff.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Increased revenues and decreased use costs.

## MAJOR 2009-10 OBJECTIVES

- Hire, develop, and improve existing technical staff.
- Improve sound and lighting capabilities through acquisition of new equipment and additional training.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Number of events | 22 | 40 | 45 |
| Program series | n/a | 12 | 8 |
| Revenue | $84,319 | $112,174 | $125,000 |

## RELATED COST CENTER(S)

- 345404

| Community Center | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **345404: Performing Arts Center** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 0 | 0 | 32,900 | 32,900 | 49,875 |
| 7102 Overtime | 0 | 0 | 0 | 0 | 9,000 |
| 7103 Part time salary | 0 | 0 | 21,357 | 21,357 | 79,998 |
| 7111 Workers comp | 0 | 0 | 3,300 | 3,300 | 3,660 |
| 7112 Medical insurance | 0 | 0 | 15,651 | 15,651 | 6,080 |
| 7113 Dental insurance | 0 | 0 | 1,000 | 1,000 | 1,000 |
| 7114 Vision care | 0 | 0 | 250 | 250 | 250 |
| 7115 Medicare insurance | 0 | 0 | 684 | 684 | 2,015 |
| 7121 Service contribution-PERS | 0 | 0 | 8,995 | 8,995 | 9,340 |
| 7123 Deferred comp | 0 | 0 | 0 | 0 | 1,500 |
| 7124 LI & AD & D | 0 | 0 | 141 | 141 | 110 |
| 7125 Unemployment insurance | 0 | 0 | 132 | 132 | 170 |
| 7128 LTD | 0 | 0 | 601 | 601 | 635 |
| 7129 Chiropractic | 0 | 0 | 50 | 50 | 60 |
| 7131 Other benefits | 0 | 0 | 1,256 | 1,256 | 1,880 |
| **100: Personnel Services Total** | **0** | **0** | **86,317** | **86,317** | **165,573** |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 0 | 0 | 750 | 1,000 | 1,000 |
| 7203 Cellular phone charges | 0 | 0 | 600 | 600 | 600 |
| **200: Utility Comm. & Transportation Total** | **0** | **0** | **1,350** | **1,600** | **1,600** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 0 | 0 | 350 | 250 | 250 |
| 7304 Laundry & dry cleaning | 0 | 0 | 80 | 200 | 200 |
| 7307 Office supplies | 0 | 0 | 150 | 200 | 200 |
| 7309 Membership & dues | 0 | 0 | 100 | 100 | 0 |
| 7312 Bank service charges | 0 | 0 | 3,500 | 3,500 | 3,500 |
| 7314 Business expense | 0 | 0 | 0 | 0 | 500 |
| 7322 Rental of equipment | 0 | 0 | 1,000 | 1,000 | 1,000 |
| 7323 Professional services | 0 | 0 | 28,685 | 35,000 | 10,000 |
| 7334 Repairs to buildings | 0 | 0 | 500 | 500 | 500 |
| 7343 PL & PD/other insurance | 0 | 0 | 0 | 0 | 1,880 |
| 7352 Special dept materials | 0 | 0 | 750 | 750 | 750 |
| 7355 General supplies | 0 | 0 | 3,000 | 3,000 | 3,500 |
| 7359 Small tools and equip | 0 | 0 | 750 | 750 | 500 |
| 7360 Overtime meals | 0 | 0 | 500 | 500 | 0 |
| 7361 Employee relations | 0 | 0 | 500 | 500 | 500 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **39,865** | **46,250** | **23,280** |
| **345404: Performing Arts Center Total** | **0** | **0** | **127,532** | **134,167** | **190,453** |
| **Community Center Theater Total** | **0** | **0** | **127,532** | **134,167** | **190,453** |

**ACTIVITY:** Administration **DIVISION:** Senior Information Center
**DEPARTMENT:** Community Center **FUND:** Community Center

## ACTIVITY DESCRIPTION

The Senior Information Center at Hutchins Street Square offers local seniors and their families access to programs and services related to the needs of Lodi's aging population.

- The Health Insurance Counseling and Advocacy Program (HICAP) operates out of the Senior Center and its volunteers assist seniors with Medicare and related health insurance issues.
- Computer classes for seniors are offered in cooperation with the Lodi Adult School.
- The Center provides Income Tax Assistance through the AARP tax counseling for the elderly program. All preparers are volunteers.
- Free Legal Assistance is provided by a grant through the San Joaquin County Department of Aging.
- In cooperation with University of the Pacific, and through a grant from the Osher Institute, mature adult learning experiences are offered.
- In cooperation with Lodi Memorial Hospital, health education and disease prevention classes are held on a regular basis.

## SERVICE LEVEL ADJUSTMENTS

- None

## MAJOR 2008-09 ACCOMPLISHMENTS

- Doubled number of UOP/Osher mature learning opportunities.
- Lodi Adult School purchased four new computers for the computer lab in Senior Center.
- Started a revenue generating memory loss program in cooperation with Lodi Memorial Hospital.

## MAJOR 2009-10 OBJECTIVES

- Increase revenue generating programs.
- Investigate providing notary services at Senior Center.
- Bring back “Senior Follies”.
- Begin co-programming with Parks and Recreation.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Number of seniors served | 12,245 | 13,118 | 13,084 |
| Volunteer hours | 876 | 1,233 | 1,061 |

## RELATED COST CENTER(S)

- 345042

| Community Center | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **345042: Senior Information & Referral** | | | | | |
| 100: Personnel Services | | | | | |
| 7101 Regular emp salary | 0 | 0 | 64,940 | 64,940 | 65,055 |
| 7103 Part time salary | 0 | 0 | 20,000 | 20,000 | 16,020 |
| 7110 Admin leave pay | 0 | 0 | 0 | 0 | 1,320 |
| 7111 Workers comp | 0 | 0 | 3,300 | 3,300 | 3,660 |
| 7113 Dental insurance | 0 | 0 | 1,000 | 1,000 | 1,000 |
| 7114 Vision care | 0 | 0 | 250 | 250 | 250 |
| 7115 Medicare insurance | 0 | 0 | 942 | 942 | 1,320 |
| 7121 Service contribution-PERS | 0 | 0 | 12,376 | 12,376 | 12,185 |
| 7123 Deferred comp | 0 | 0 | 1,948 | 1,948 | 0 |
| 7124 LI & AD & D | 0 | 0 | 632 | 632 | 640 |
| 7125 Unemployment insurance | 0 | 0 | 182 | 182 | 230 |
| 7128 LTD | 0 | 0 | 827 | 827 | 830 |
| 7129 Chiropractic | 0 | 0 | 50 | 50 | 60 |
| 7130 Insurance refund | 0 | 0 | 1,850 | 1,850 | 1,850 |
| 7131 Other benefits | 0 | 0 | 1,727 | 1,727 | 1,880 |
| **100: Personnel Services Total** | **0** | **0** | **110,024** | **110,024** | **106,300** |
| 300: Supplies, Materials & Services | | | | | |
| 7307 Office supplies | 0 | 0 | 500 | 500 | 500 |
| 7308 Books & periodicals | 0 | 0 | 200 | 200 | 200 |
| 7309 Membership & dues | 0 | 0 | 100 | 100 | 100 |
| 7332 Repairs to office equip | 0 | 0 | 800 | 800 | 450 |
| 7343 PL & PD/other insurance | 0 | 0 | 0 | 0 | 1,880 |
| 7355 General supplies | 0 | 0 | 750 | 750 | 750 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **2,350** | **2,350** | **3,880** |
| **345042: Senior Information & Referral Total** | **0** | **0** | **112,374** | **112,374** | **110,180** |
| **Community Center Senior Info Total** | **0** | **0** | **112,374** | **112,374** | **110,180** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Maintenance** | **DIVISION:** | **Building Maintenance** |
| **DEPARTMENT:** | **Community Center** | **FUND:** | **Community Center** |

## ACTIVITY DESCRIPTION

Maintain 70,000 square feet of facility, including 70,000 gallon indoor swimming pool, 789 seat theater, and 7+ acres of grounds. Service and repair 29 HVAC units, monitor and schedule operating systems, landscape sprinkler systems, and fire and alarm systems. General maintenance, including but not limited to, floor maintenance, wall repair, painting, mechanical maintenance, electrical, and plumbing. Oversees contracts and vendors for custodial and landscape services.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Pool deck refurbishing.
- Maintained facilities with high use levels.
- Renovation of the Senior Center patio.

## MAJOR 2009-10 OBJECTIVES

- Replace pool mechanical equipment.
- Transition to a central maintenance department.

## PERFORMANCE MEASURES:

- No facility closures due to maintenance issues.
- Maintained 353 operating days for the year.
- Pool passed inspection with higher ratings during the year.
- Completed three major projects: Senior Center patio, Kirst railing, and replacement of columns.

## RELATED COST CENTER(S)

- 345525

| Community Center | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **345525: Hutchins Street Square Mainten** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 54,333 | 0 | 0 |
| 7101 Regular emp salary | 0 | 0 | 104,076 | 104,076 | 104,735 |
| 7102 Overtime | 0 | 0 | 12,000 | 12,000 | 9,000 |
| 7103 Part time salary | 0 | 0 | 0 | 0 | 66,781 |
| 7109 Incentive pay | 0 | 0 | 0 | 0 | 1,760 |
| 7111 Workers comp | 0 | 0 | 6,600 | 6,600 | 7,320 |
| 7112 Medical insurance | 0 | 0 | 22,317 | 22,317 | 24,180 |
| 7113 Dental insurance | 0 | 0 | 2,000 | 2,000 | 2,000 |
| 7114 Vision care | 0 | 0 | 500 | 500 | 500 |
| 7115 Medicare insurance | 0 | 0 | 1,509 | 1,509 | 2,620 |
| 7121 Service contribution-PERS | 0 | 0 | 19,835 | 19,835 | 19,615 |
| 7123 Deferred comp | 0 | 0 | 3,122 | 3,122 | 3,145 |
| 7124 LI & AD & D | 0 | 0 | 282 | 282 | 290 |
| 7125 Unemployment insurance | 0 | 0 | 291 | 291 | 600 |
| 7128 LTD | 0 | 0 | 1,326 | 1,326 | 1,335 |
| 7129 Chiropractic | 0 | 0 | 100 | 100 | 110 |
| 7130 Insurance refund | 0 | 0 | 650 | 650 | 0 |
| 7131 Other benefits | 0 | 0 | 2,768 | 2,768 | 3,760 |
| **100: Personnel Services Total** | **0** | **0** | **231,709** | **177,376** | **247,751** |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 0 | 0 | 225 | 225 | 225 |
| 7203 Cellular phone charges | 0 | 0 | 1,400 | 1,400 | 1,400 |
| **200: Utility Comm. & Transportation Total** | **0** | **0** | **1,625** | **1,625** | **1,625** |
| 300: Supplies, Materials & Services | | | | | |
| 7304 Laundry & dry cleaning | 0 | 0 | 1,000 | 1,000 | 800 |
| 7305 Uniforms | 0 | 0 | 1,300 | 1,300 | 2,500 |
| 7306 Safety Equipment | 0 | 0 | 500 | 500 | 500 |
| 7307 Office supplies | 0 | 0 | 50 | 50 | 150 |
| 7314 Business expense | 0 | 0 | 0 | 0 | 200 |
| 7322 Rental of equipment | 0 | 0 | 200 | 200 | 200 |
| 7323 Professional services | 0 | 0 | 30,250 | 84,583 | 10,000 |
| 7331 Repairs to Mach & equip | 0 | 0 | 7,500 | 7,500 | 7,000 |
| 7333 Repairs to vehicles | 0 | 0 | 3,500 | 3,500 | 5,110 |
| 7334 Repairs to buildings | 0 | 0 | 20,000 | 15,000 | 12,000 |
| 7335 Sublet service contracts | 0 | 0 | 66,000 | 66,000 | 60,000 |
| 7343 PL & PD/other insurance | 0 | 0 | 0 | 0 | 3,750 |
| 7351 Motor veh fuel, lube | 0 | 0 | 900 | 900 | 615 |
| 7352 Special dept materials | 0 | 0 | 4,000 | 4,000 | 3,500 |
| 7353 Janitorial supplies | 0 | 0 | 8,000 | 7,000 | 8,000 |
| 7355 General supplies | 0 | 0 | 7,300 | 7,300 | 6,000 |
| 7359 Small tools and equip | 0 | 0 | 1,000 | 7,000 | 4,000 |
| 7360 Overtime meals | 0 | 0 | 200 | 200 | 0 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **151,700** | **206,033** | **124,325** |
| 500: Equipment, Land & Structures | | | | | |
| 7789 Transfer Out | 0 | 0 | 5,317 | 5,317 | 3,190 |
| **500: Equipment, Land & Structures Total** | **0** | **0** | **5,317** | **5,317** | **3,190** |
| **345525: Hutchins Street Square Mainten Total** | **0** | **0** | **390,351** | **390,351** | **376,891** |
| **Community Center Maintenance Total** | **0** | **0** | **390,351** | **390,351** | **376,891** |
| **Community Center Total** | **0** | **0** | **1,938,531** | **1,943,849** | **1,859,673** |

## LIBRARY

The Lodi Public Library provides library services to the Lodi Community. It is funded by the General Fund, Library fines and fees, and grants.

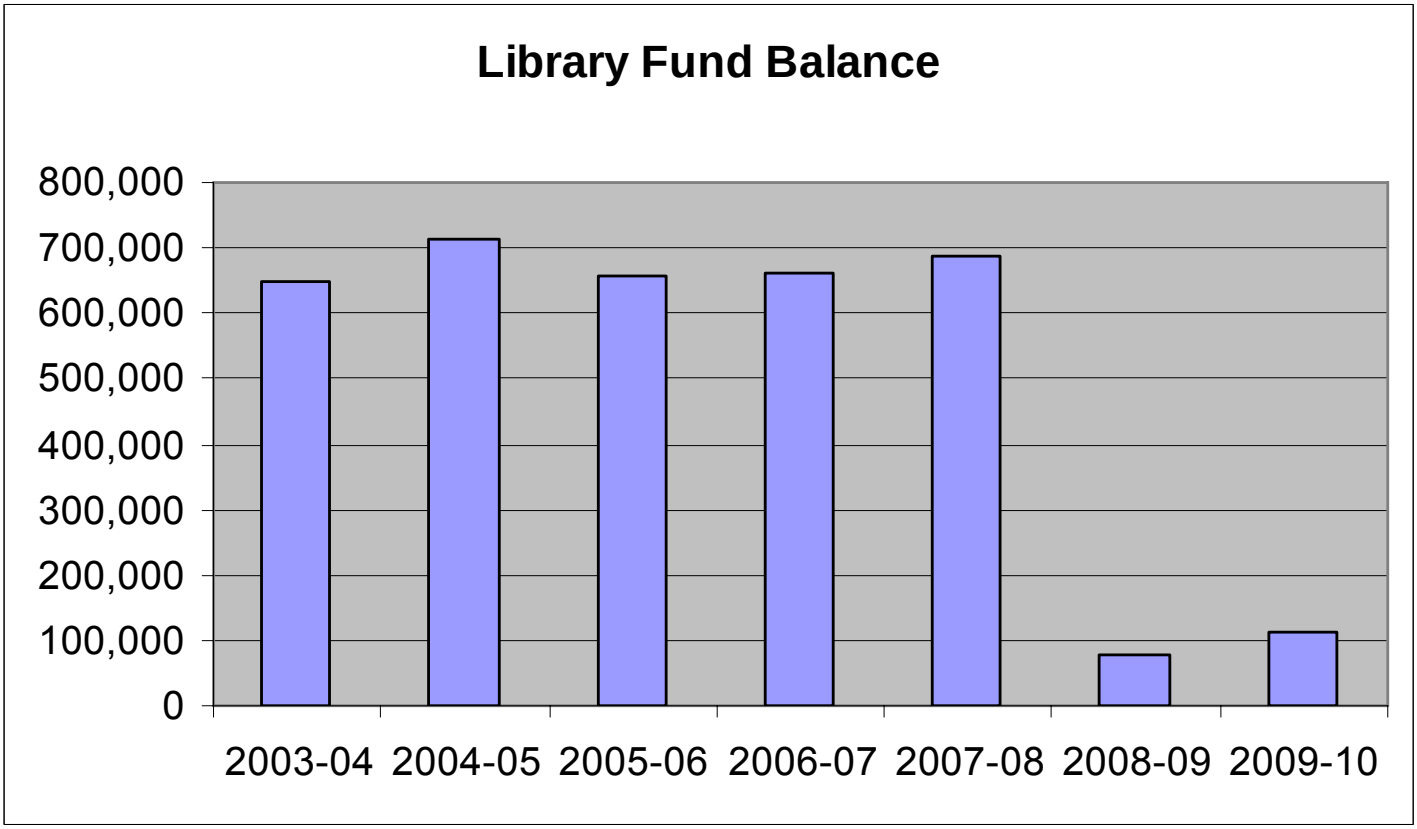
The Department's budget is $1,419,910 in 2009/10, a decline from $2,826,159 in FY 2008/09, which included a $1.2 million capital project. Staffing is being reduced from 14 positions to 12 in FY 2009/10.

An organizational chart, staffing summary, detailed activity descriptions and financial tables are included in the following pages.

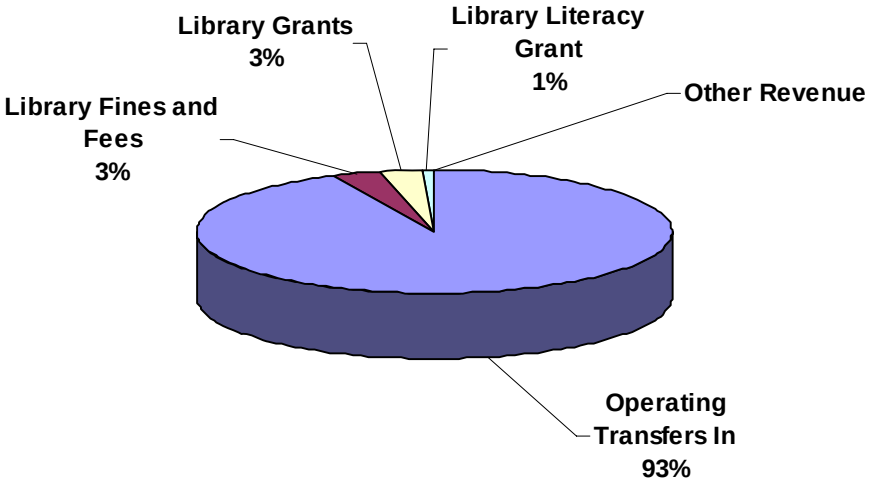
# Library Fund
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**
**For the Fiscal Year Ended June 30, 2010**
**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Library Fund** | | | | | |
| Fund Balance (Net Assets) | | | | | |
| Beginning Fund Balance (Net Assets) Unreserved | 659,023 | 659,572 | 659,885 | 685,687 | 79,758 |
| Revenues | 1,664,914 | 1,764,025 | 2,200,294 | 2,271,047 | 1,453,901 |
| Expenditures | 1,664,365 | 1,737,910 | 2,826,159 | 2,876,976 | 1,419,910 |
| Net Difference (Revenues Less Expenditures) | 549 | 26,115 | (625,865) | (605,929) | 33,991 |
| Fund Balance (Net Assets) | | | | | |
| Ending Fund Balance (Net Assets) Unreserved | 659,572 | 685,687 | 34,020 | 79,758 | 113,749 |



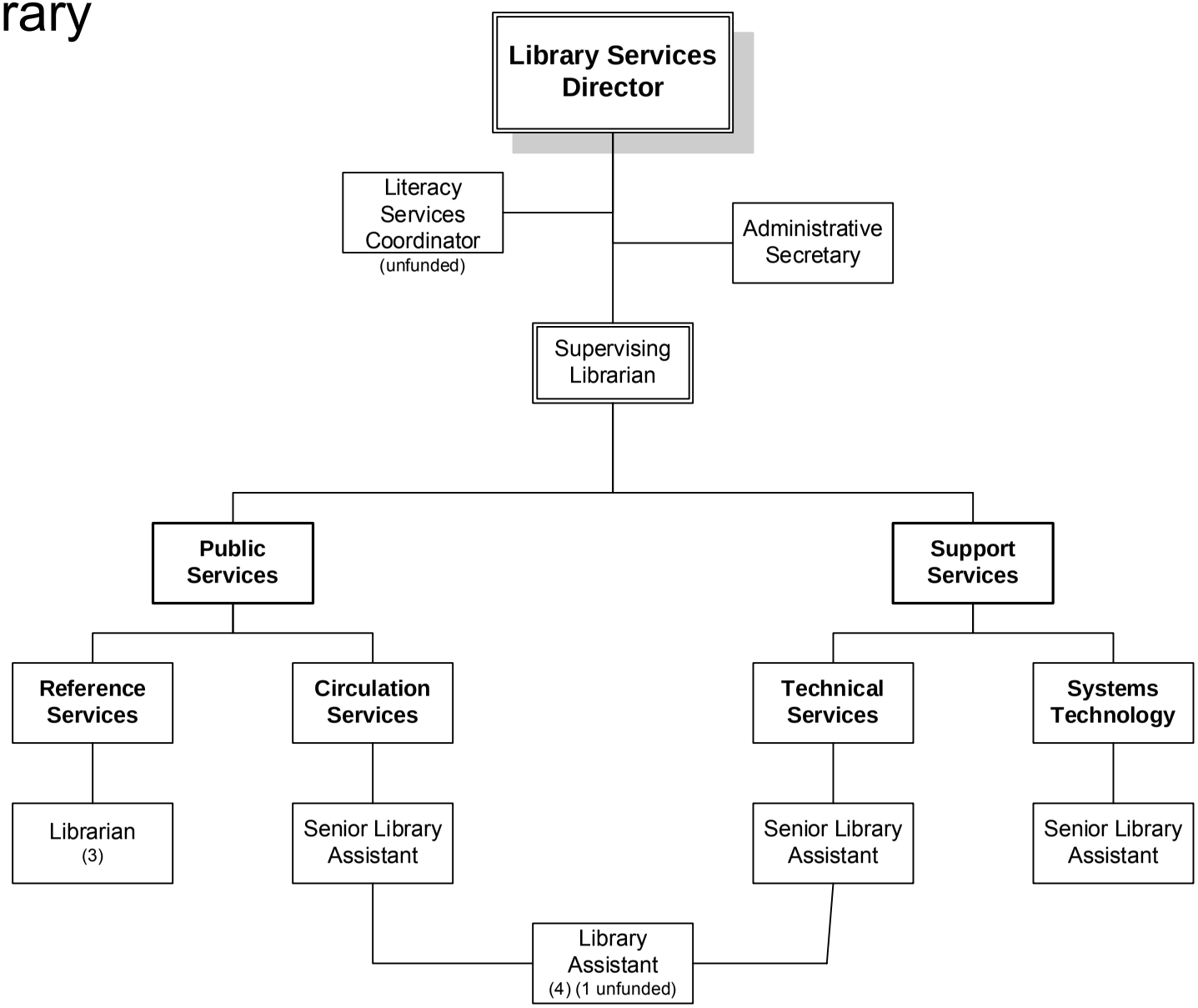
# Library Fund Revenues




| Revenue | Budget 2009-10 |
|---|---|
| Operating Transfers In | 1,352,026 |
| Library Fines and Fees | 50,000 |
| Library Grants | 40,000 |
| Library Literacy Grant | 10,000 |
| Other Revenue | 1,875 |
| Grand Total | 1,453,901 |

| Library | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **210: Library Fund B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 1,489,225 | 1,578,580 | 1,537,994 | 1,463,074 | 1,352,026 | General Fund support |
| **090: Operating Transfers In Total** | **1,489,225** | **1,578,580** | **1,537,994** | **1,463,074** | **1,352,026** | |
| **210: Library Fund B/S Total** | **1,489,225** | **1,578,580** | **1,537,994** | **1,463,074** | **1,352,026** | |
| | | | | | | |
| **2101: Library Fund Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 20,878 | 29,070 | 13,500 | 15,100 | 0 | Decreased cash balance |
| 5361 Rent | 375 | 225 | 300 | 375 | 375 | |
| **400: Investment/Property Revenues Tota** | **21,253** | **29,295** | **13,800** | **15,475** | **375** | |
| 500: Revenue from Others | | | | | | |
| 5651 Library Grants | 67,126 | 53,960 | 43,000 | 40,680 | 40,000 | |
| 5653 Library Literacy Grant | 21,531 | 22,020 | 20,000 | 18,318 | 10,000 | |
| 5705 Library-GATES Grant | 9,000 | 0 | 0 | 0 | 0 | |
| **500: Revenue from Others Total** | **97,657** | **75,980** | **63,000** | **58,998** | **50,000** | |
| 900: Other Revenue | | | | | | |
| 5210 Library Fines and Fees | 53,147 | 52,656 | 48,000 | 46,000 | 50,000 | |
| 5394 Revenue-Other | 905 | 719 | 500 | 500 | 500 | |
| 5398 Reimbursable Charges | 0 | 12,384 | 0 | 0 | 0 | |
| 6151 Other Service Charges | 60 | 55 | 0 | 0 | 0 | |
| 6153 Donations | 2,661 | 2,565 | 2,000 | 687,000 | 1,000 | |
| **900: Other Revenue Total** | **56,773** | **68,379** | **50,500** | **733,500** | **51,500** | |
| **2101: Library Fund Rev Total** | **175,683** | **173,654** | **127,300** | **807,973** | **101,875** | |
| | | | | | | |
| **2111: Library Capital Account Rev** | | | | | | |
| 900: Other Revenue | | | | | | |
| 6153 Donations | 0 | 0 | 535,000 | 0 | 0 | |
| **900: Other Revenue Total** | **0** | **0** | **535,000** | **0** | **0** | |
| **2111: Library Capital Account Rev Total** | **0** | **0** | **535,000** | **0** | **0** | |
| **Library Revenue Total** | **1,664,908** | **1,752,234** | **2,200,294** | **2,271,047** | **1,453,901** | |

# Library




FY 2009-2010

| Library | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 090: Operating Transfers Out | 65,000 | 65,000 | 65,000 | 65,000 | 65,000 |
| 100: Personnel Services | 1,224,372 | 1,303,452 | 1,203,040 | 1,254,882 | 1,119,930 |
| 200: Utility Comm. & Transportation | 7,479 | 8,335 | 8,450 | 8,450 | 8,450 |
| 300: Supplies, Materials & Services | 355,862 | 358,242 | 329,669 | 326,664 | 226,530 |
| 600: Special Payments | 0 | 2,880 | 0 | 1,980 | 0 |
| 900: Capital Projects | 0 | 0 | 1,220,000 | 1,220,000 | 0 |
| **Library Total** | **1,652,713** | **1,737,909** | **2,826,159** | **2,876,976** | **1,419,910** |

**STAFFING SUMMARY**

| | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **LIBRARY** | | | | | |
| Administrative Secretary | 1 | 1 | 1 | 1 | 1 |
| Librarian | 3 | 3 | 3 | 3 | 3 |
| Library Assistant | 4 | 4 | 4 | 4 | 3 |
| Library Services Director | 1 | 1 | 1 | 1 | 1 |
| Literacy Services Coordinator | 1 | 1 | 1 | 1 | 0 |
| Senior Library Assistant | 0 | 0 | 0 | 3 | 3 |
| Supervising Librarian | 1 | 1 | 1 | 1 | 1 |
| Supervising Library Assistant | 3 | 3 | 3 | 0 | 0 |
| **Library Total** | **14** | **14** | **14** | **14** | **12** |

| Library | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 65,000 | 65,000 | 65,000 | 65,000 | 65,000 | General Fund cost of services |
| **090: Operating Transfers Out** | **65,000** | **65,000** | **65,000** | **65,000** | **65,000** | |
| 7100 Personnel Services | 0 | 0 | (113,300) | 0 | 0 | |
| 7101 Regular emp salary | 696,406 | 718,753 | 737,142 | 685,000 | 625,945 | Employee contributions, unfunded positions |
| 7102 Overtime | 0 | 893 | 1,400 | 1,400 | 500 | |
| 7103 Part time salary | 161,774 | 193,652 | 189,000 | 189,000 | 132,600 | |
| 7110 Admin leave pay | 2,066 | 4,044 | 4,309 | 2,500 | 5,150 | |
| 7111 Workers comp | 40,150 | 49,126 | 46,200 | 46,200 | 43,920 | |
| 7112 Medical insurance | 99,145 | 108,799 | 108,902 | 114,347 | 128,130 | |
| 7113 Dental insurance | 13,070 | 13,250 | 14,000 | 1,400 | 12,000 | |
| 7114 Vision care | 3,514 | 3,514 | 3,500 | 3,500 | 3,000 | |
| 7115 Medicare insurance | 9,331 | 10,232 | 8,599 | 8,600 | 8,165 | |
| 7121 Service contribution-PERS | 136,127 | 139,814 | 140,485 | 140,485 | 117,220 | Reduced payroll |
| 7122 Social security payments | 4,269 | 0 | 0 | 0 | 0 | |
| 7123 Deferred comp | 18,404 | 19,167 | 19,747 | 19,700 | 0 | Employee contributions |
| 7124 LI & AD & D | 2,816 | 2,690 | 3,693 | 3,700 | 2,860 | |
| 7125 Unemployment insurance | 2,397 | 2,537 | 2,064 | 2,060 | 2,195 | |
| 7128 LTD | 8,855 | 9,101 | 9,391 | 9,390 | 7,975 | |
| 7129 Chiropractic | 644 | 699 | 700 | 700 | 660 | |
| 7130 Insurance refund | 7,204 | 7,677 | 7,600 | 7,300 | 7,050 | |
| 7131 Other benefits | 18,200 | 19,504 | 19,608 | 19,600 | 22,560 | |
| **100: Personnel Services** | **1,224,372** | **1,303,452** | **1,203,040** | **1,254,882** | **1,119,930** | |
| 7201 Postage | 2,380 | 2,675 | 2,800 | 2,800 | 2,800 | |
| 7202 Telephone | 4,480 | 5,120 | 5,200 | 5,200 | 5,200 | |
| 7203 Cellular phone charges | 619 | 540 | 450 | 450 | 450 | |
| **200: Utility Comm. & Transportation** | **7,479** | **8,335** | **8,450** | **8,450** | **8,450** | |
| 7301 Printing,binding,duplication | 2,161 | 1,269 | 2,200 | 2,000 | 2,000 | |
| 7302 Photocopying | 1,354 | 2,461 | 1,000 | 1,000 | 1,000 | |
| 7303 Advertising | 4,516 | 4,990 | 7,500 | 7,500 | 4,930 | |
| 7304 Laundry & dry cleaning | 40 | 20 | 30 | 30 | 0 | |
| 7306 Safety Equipment | 0 | 0 | 250 | 250 | 0 | |
| 7307 Office supplies | 7,544 | 11,638 | 8,550 | 8,550 | 8,000 | |
| 7308 Books & periodicals | 175,632 | 174,919 | 167,100 | 167,000 | 65,000 | Economic reductions |
| 7309 Membership & dues | 6,555 | 2,062 | 7,100 | 6,900 | 6,800 | |
| 7312 Bank service charges | 57 | 46 | 50 | 50 | 0 | |
| 7313 Information systems software | 4,400 | 4,876 | 3,000 | 3,000 | 1,000 | |
| 7314 Business expense | 3,682 | 3,797 | 3,100 | 2,700 | 2,500 | |
| 7315 Conference expense | 2,304 | 4,818 | 2,700 | 2,500 | 2,000 | |
| 7318 Microfilming | 0 | 0 | 1,000 | 1,200 | 1,200 | |
| 7321 Rent of Land, facilities | 182 | 0 | 0 | 0 | 0 | |
| 7322 Rental of equipment | 0 | 283 | 3,000 | 1,000 | 0 | |
| 7323 Professional services | 33,782 | 49,834 | 50,921 | 51,466 | 42,050 | |

| Library | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7324 Purchased transp | 0 | 315 | 0 | 0 | 0 | |
| 7330 Repairs to comm equip | 0 | 332 | 450 | 450 | 0 | |
| 7332 Repairs to office equip | 1,648 | 2,409 | 1,000 | 1,000 | 0 | |
| 7335 Sublet service contracts | 42,347 | 42,908 | 51,168 | 51,168 | 52,000 | |
| 7343 PL & PD/other insurance | 42,186 | 29,989 | 0 | 0 | 22,500 | |
| 7352 Special dept materials | 13,095 | 8,595 | 8,500 | 8,500 | 9,000 | |
| 7353 Janitorial supplies | 141 | 295 | 500 | 400 | 0 | |
| 7354 Photo supplies | 0 | 0 | 100 | 100 | 0 | |
| 7355 General supplies | 259 | 1,131 | 800 | 600 | 500 | |
| 7358 Training & education | 1,457 | 433 | 1,350 | 1,000 | 1,050 | |
| 7359 Small tools and equip | 12,520 | 10,822 | 8,000 | 8,000 | 5,000 | |
| 7399 Supplies, mat & services | 0 | 0 | 300 | 300 | 0 | |
| **300: Supplies, Materials & Services** | **355,862** | **358,242** | **329,669** | **326,664** | **226,530** | |
| 8099 Special payments | 0 | 2,880 | 0 | 1,980 | 0 | |
| **600: Special Payments** | **0** | **2,880** | **0** | **1,980** | **0** | |
| 1820 Construction in Progress-CY | 0 | (11,732) | 1,220,000 | 1,220,000 | 0 | Phase 1 project completed |
| 1829.2300 Equipment | 0 | 11,732 | 0 | 0 | 0 | |
| **900: Capital Projects** | **0** | **0** | **1,220,000** | **1,220,000** | **0** | |
| **Library Total** | **1,652,713** | **1,737,909** | **2,826,159** | **2,876,976** | **1,419,910** | |

**ACTIVITY:** Administration **DIVISION:** Library
**DEPARTMENT:** Library **FUND:** Library Fund

## ACTIVITY DESCRIPTION

Library Administration and Technical Services provides general administrative direction to the department to ensure that library collections and programs meet the needs of the users.

- Provide direction and guidance to library staff so that established goals and objectives can be achieved.
- Provide a variety of library materials that are current and relevant in meeting the needs and demands of library customers.
- Develop and implement policies to improve effectiveness and/or efficiency.
- Provide library facilities which are comfortable, attractive, inviting, and well-equipped for information access and reading.
- Increase the visibility of the library within the community and encourage the growth of partnerships with other agencies, most especially the local schools.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Completed Phase I of Library Renovation Project including HVAC Renovation Project.
- Completed move of library services to temporary location.
- Administered one public survey to determine the public interest, satisfaction, and suggestions for library services.

## MAJOR 2009-10 OBJECTIVES

- Maintain the library's commitment to reading, literacy and learning through collection development, programming, and on-line access.
- Implement the Technology Plan for Library services.
- Participate in and work toward the completion of the Library Renovation Project, Phase 2.

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| New titles added to collections | N/A | N/A | 8,912 |
| Library brochures and flyers updated/created | 3 | 2 | 2 |
| Newspaper articles and advertisements placed | 12 | 12 | 10 |
| Conduct online and in-person surveys | 0 | 0 | 1 |

## RELATED COST CENTER(S)

- 210.4220
- 210801

**ACTIVITY:** Library Public Services **DIVISION:** Library
**DEPARTMENT:** Library **FUND:** Library Fund

## ACTIVITY DESCRIPTION

To help the Lodi community meet its need for educational and recreational materials of all kinds by providing comprehensive and efficient library services, along with a wide variety of materials for library customers' reading pleasure.

- Provide access and assistance to information using state-of-the-art technologies, computers, and on-line services, as well as books and other materials, library personnel, and other resources to meet the diverse needs of library customers.
- Provide programs and special events that promote literacy and reading for pleasure as well as for education and general information, which encourages individuals and famililes to frequent the library.
- Assist school-aged children and youth by offering resources and services related to their homework needs.
- Provide staff and appropriate systems to allow library customers to take materials out of the library, return them, place holds on them, and protect their privacy.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Developed a partnership with area schools to provide easier access to library materials on school standardized reading lists.
- Continued to offer programs to residents promoting reading and literacy.
- Provided highly successful Summer Reading Clubs for children, teens, and adults.

## MAJOR 2008-09 OBJECTIVES

- Continue to promote reading and literacy through collection development and programming.
- Continue to provide homework help to children through collection development, online assistance, and volunteers.
- Continue to provide online resources through public access computers and instruction in their use in conjunction with the Technology Plan.

| PERFORMANCE MEASURES | 2005-06 | 2006-07 | 2007-08 |
|---|---|---|---|
| Programs offered/attendance | 320/10,872 | 338/10,701 | 224/5,725* |
| Materials checked out | 281,216 | 270,635 | 280,466 |
| Public computer usage | 29,896 | 35,260 | 38,999 |
| Library visits | 287,986 | 287,800 | 296,793 |

*Children's programming only

## RELATED COST CENTER(S)

- 210801

| Library | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **210: Library Fund B/S** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 65,000 | 65,000 | 65,000 | 65,000 | 65,000 |
| **090: Operating Transfers Out Total** | **65,000** | **65,000** | **65,000** | **65,000** | **65,000** |
| **210: Library Fund B/S Total** | **65,000** | **65,000** | **65,000** | **65,000** | **65,000** |
| | | | | | |
| **210801: Library Administration** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | (113,300) | 0 | 0 |
| 7101 Regular emp salary | 696,406 | 718,753 | 737,142 | 685,000 | 625,945 |
| 7102 Overtime | 0 | 893 | 1,400 | 1,400 | 500 |
| 7103 Part time salary | 161,774 | 193,652 | 189,000 | 189,000 | 132,600 |
| 7110 Admin leave pay | 2,066 | 4,044 | 4,309 | 2,500 | 5,150 |
| 7111 Workers comp | 40,150 | 49,126 | 46,200 | 46,200 | 43,920 |
| 7112 Medical insurance | 99,145 | 108,799 | 108,902 | 114,347 | 128,130 |
| 7113 Dental insurance | 13,070 | 13,250 | 14,000 | 1,400 | 12,000 |
| 7114 Vision care | 3,514 | 3,514 | 3,500 | 3,500 | 3,000 |
| 7115 Medicare insurance | 9,331 | 10,232 | 8,599 | 8,600 | 8,165 |
| 7121 Service contribution-PERS | 136,127 | 139,814 | 140,485 | 140,485 | 117,220 |
| 7122 Social security payments | 4,269 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 18,404 | 19,167 | 19,747 | 19,700 | 0 |
| 7124 LI & AD & D | 2,816 | 2,690 | 3,693 | 3,700 | 2,860 |
| 7125 Unemployment insurance | 2,397 | 2,537 | 2,064 | 2,060 | 2,195 |
| 7128 LTD | 8,855 | 9,101 | 9,391 | 9,390 | 7,975 |
| 7129 Chiropractic | 644 | 699 | 700 | 700 | 660 |
| 7130 Insurance refund | 7,204 | 7,677 | 7,600 | 7,300 | 7,050 |
| 7131 Other benefits | 18,200 | 19,504 | 19,608 | 19,600 | 22,560 |
| **100: Personnel Services Total** | **1,224,372** | **1,303,452** | **1,203,040** | **1,254,882** | **1,119,930** |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 2,380 | 2,675 | 2,800 | 2,800 | 2,800 |
| 7202 Telephone | 4,480 | 5,120 | 5,200 | 5,200 | 5,200 |
| 7203 Cellular phone charges | 619 | 540 | 450 | 450 | 450 |
| **200: Utility Comm. & Transportation Total** | **7,479** | **8,335** | **8,450** | **8,450** | **8,450** |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 2,161 | 1,269 | 2,200 | 2,000 | 2,000 |
| 7302 Photocopying | 1,354 | 2,461 | 1,000 | 1,000 | 1,000 |
| 7303 Advertising | 4,516 | 4,990 | 7,500 | 7,500 | 4,930 |
| 7304 Laundry & dry cleaning | 40 | 20 | 30 | 30 | 0 |
| 7306 Safety Equipment | 0 | 0 | 250 | 250 | 0 |
| 7307 Office supplies | 7,544 | 11,638 | 8,500 | 8,500 | 8,000 |
| 7308 Books & periodicals | 175,632 | 174,919 | 167,100 | 167,000 | 65,000 |
| 7309 Membership & dues | 5,755 | 1,149 | 6,200 | 6,200 | 6,000 |
| 7312 Bank service charges | 57 | 46 | 50 | 50 | 0 |
| 7313 Information systems software | 4,400 | 4,876 | 3,000 | 3,000 | 1,000 |
| 7314 Business expense | 3,169 | 3,296 | 2,000 | 2,000 | 2,000 |
| 7315 Conference expense | 2,304 | 4,818 | 2,700 | 2,500 | 2,000 |
| 7318 Microfilming | 0 | 0 | 1,000 | 1,200 | 1,200 |
| 7321 Rent of Land, facilities | 182 | 0 | 0 | 0 | 0 |
| 7322 Rental of equipment | 0 | 283 | 3,000 | 1,000 | 0 |
| 7323 Professional services | 33,782 | 49,289 | 50,421 | 50,421 | 41,500 |
| 7324 Purchased transp | 0 | 315 | 0 | 0 | 0 |
| 7330 Repairs to comm equip | 0 | 332 | 450 | 450 | 0 |
| 7332 Repairs to office equip | 1,648 | 2,409 | 1,000 | 1,000 | 0 |
| 7335 Sublet service contracts | 42,347 | 42,908 | 51,168 | 51,168 | 52,000 |
| 7343 PL & PD/other insurance | 42,186 | 29,989 | 0 | 0 | 22,500 |
| 7352 Special dept materials | 13,095 | 8,595 | 8,500 | 8,500 | 9,000 |
| 7353 Janitorial supplies | 141 | 295 | 500 | 400 | 0 |
| 7354 Photo supplies | 0 | 0 | 100 | 100 | 0 |
| 7355 General supplies | 259 | 851 | 600 | 400 | 300 |
| 7358 Training & education | 957 | 433 | 1,350 | 1,000 | 1,050 |

| Library | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7359 Small tools and equip | 12,419 | 10,619 | 8,000 | 8,000 | 5,000 |
| 7399 Supplies, mat & services | 0 | 0 | 300 | 300 | 0 |
| **300: Supplies, Materials & Services Total** | **353,948** | **355,800** | **326,919** | **323,969** | **224,480** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 0 | 2,880 | 0 | 1,980 | 0 |
| **600: Special Payments Total** | **0** | **2,880** | **0** | **1,980** | **0** |
| **210801: Library Administration Total** | **1,585,799** | **1,670,467** | **1,538,409** | **1,589,281** | **1,352,860** |
| **Library Administration Total** | **1,650,799** | **1,735,467** | **1,603,409** | **1,654,281** | **1,417,860** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Library Board of Trustees** | **DIVISION:** | **Library Board of Trustees** |
| **DEPARTMENT:** | **Library** | **FUND:** | **Library Fund** |

## ACTIVITY DESCRIPTION

The Library Board of Trustees governs operations of the library. They are responsible for working with the CIty Council and California State legislators to ensure full funding for operations now and into the future. They are responsible for working with the citizens of the community to meet information and education needs.

- Ensure well-planned and well-maintained Library services.
- Ensure well-organized and responsive Library programs.
- Ensure adequate funding for LIbrary services.
- Provide community input in Library planning.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Began development of Technology and Strategic plans for the library.
- Fostered the completion of the Library Renovation Project Phase I.

## MAJOR 2009-10 OBJECTIVES

- Participate in advocacy opportunities on behalf of the Library.
- Participate in and work toward the completion of the Library Renovation Project, Phase 2.

## RELATED COST CENTER(S)

- 210802

| Library | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **210802: Library Board** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7307 Office supplies | 0 | 0 | 50 | 50 | 0 |
| 7309 Membership & dues | 800 | 913 | 900 | 700 | 800 |
| 7314 Business expense | 513 | 501 | 1,100 | 700 | 500 |
| 7323 Professional services | 0 | 545 | 500 | 1,045 | 550 |
| 7355 General supplies | 0 | 280 | 200 | 200 | 200 |
| 7358 Training & education | 500 | 0 | 0 | 0 | 0 |
| 7359 Small tools and equip | 101 | 203 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **1,914** | **2,442** | **2,750** | **2,695** | **2,050** |
| **210802: Library Board Total** | **1,914** | **2,442** | **2,750** | **2,695** | **2,050** |
| **Library Board Total** | **1,914** | **2,442** | **2,750** | **2,695** | **2,050** |

# Transportation Development Act Fund
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**

**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Transportation Development Act Fund** | | | | | |
| **Fund Balance (Net Assets)** | | | | | |
| **Beginning Fund Balance (Net Assets) Unreserved** | 105,728 | 92,717 | 65,041 | 103,471 | 50,764 |
| **Revenues** | 53,448 | 54,909 | 97,116 | 45,143 | - |
| **Expenditures** | 66,459 | 44,155 | 97,850 | 97,850 | 50,000 |
| **Net Difference (Revenues Less Expenditures)** | (13,011) | 10,754 | (734) | (52,707) | (50,000) |
| **Fund Balance (Net Assets)** | | | | | |
| **Ending Fund Balance (Net Assets) Unreserved** | 92,717 | 103,471 | 64,307 | 50,764 | 764 |

| Transportation Dev. Act | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **12411: LTf-Pedestrian/Bike Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 3,098 | 2,933 | 2,000 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **3,098** | **2,933** | **2,000** | **0** | **0** | |
| 500: Revenue from Others | | | | | | |
| 5492 Trans Dev Act-Ped/Bike | 50,350 | 51,976 | 95,116 | 45,143 | 0 | |
| **500: Revenue from Others Total** | **50,350** | **51,976** | **95,116** | **45,143** | **0** | |
| **12411: LTf-Pedestrian/Bike Rev Total** | **53,448** | **54,909** | **97,116** | **45,143** | **0** | |
| **Trans. Dev. Act Revenue Total** | **53,448** | **54,909** | **97,116** | **45,143** | **0** | |

| Transportation Dev. Act | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 1820 Construction in Progress-CY | (66,460) | (44,155) | 95,000 | 97,850 | 50,000 | |
| 1825.1200 Contracts | 10,000 | (3,038) | 0 | 0 | 0 | |
| 1825.1300 Contracts | 56,460 | 41,367 | 2,850 | 0 | 0 | |
| 1825.2300 Contracts | 0 | 5,200 | 0 | 0 | 0 | |
| 1827.2300 Force Account | 0 | 191 | 0 | 0 | 0 | |
| 1836.1300 Other | 0 | 6 | 0 | 0 | 0 | |
| 1836.2300 Other | 0 | 428 | 0 | 0 | 0 | |
| **900: Capital Projects** | **0** | **(1)** | **97,850** | **97,850** | **50,000** | |
| **Transpotation Dev. Act Total** | **0** | **(1)** | **97,850** | **97,850** | **50,000** | |

| Transportation Dev. Act | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **1241: LTF-Pedestrian/Bike B/S** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | (66,460) | (44,155) | 0 | 0 | 0 |
| **900: Capital Projects Total** | **(66,460)** | **(44,155)** | **0** | **0** | **0** |
| **1241: LTF-Pedestrian/Bike B/S Total** | **(66,460)** | **(44,155)** | **0** | **0** | **0** |
| **1241006: Bike Imprv-Church St** | | | | | |
| 900: Capital Projects | | | | | |
| 1825.1200 Contracts | 10,000 | (3,038) | 0 | 0 | 0 |
| 1836.2300 Other | 0 | 428 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **10,000** | **(2,610)** | **0** | **0** | **0** |
| **1241006: Bike Imprv-Church St Total** | **10,000** | **(2,610)** | **0** | **0** | **0** |
| **1241011: Bike Master Plan** | | | | | |
| 900: Capital Projects | | | | | |
| 1827.2300 Force Account | 0 | 191 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **0** | **191** | **0** | **0** | **0** |
| **1241011: Bike Master Plan Total** | **0** | **191** | **0** | **0** | **0** |
| **1241014: Sidewalk Installation** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 95,000 | 97,850 | 50,000 |
| 1825.1300 Contracts | 56,460 | 41,367 | 2,850 | 0 | 0 |
| 1836.1300 Other | 0 | 6 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **56,460** | **41,373** | **97,850** | **97,850** | **50,000** |
| **1241014: Sidewalk Installation Total** | **56,460** | **41,373** | **97,850** | **97,850** | **50,000** |
| **1241015: Citywide School Signage** | | | | | |
| 900: Capital Projects | | | | | |
| 1825.2300 Contracts | 0 | 5,200 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **0** | **5,200** | **0** | **0** | **0** |
| **1241015: Citywide School Signage Total** | **0** | **5,200** | **0** | **0** | **0** |
| **Transportation Development Act Total** | **0** | **(1)** | **97,850** | **97,850** | **50,000** |
| **Transpotation Dev. Act Total** | **0** | **(1)** | **97,850** | **97,850** | **50,000** |

# Community Development Block Grant Fund
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**

**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Community Dev. Block Grant Fund** | | | | | |
| **Fund Balance (Cash)** | | | | | |
| **Beginning Fund Balance (Cash) Unreserved** | - | - | | - | - |
| Revenues | 87,977 | 11,660 | 431,000 | 461,105 | 751,256 |
| Expenditures | 87,977 | 11,660 | 461,105 | 461,105 | 751,256 |
| Net Difference (Revenues Less Expenditures) | - | - | (30,105) | - | - |
| **Fund Balance (Cash)** | | | | | |
| **Ending Fund Balance (Cash) Unreserved** | - | - | (30,105) | - | - |

| CDBG | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **4501: Home Funds-Rev** | | | | | | |
| 500: Revenue from Others | | | | | | |
| 5563 Home Funds | 0 | 0 | 0 | 0 | 0 | |
| **500: Revenue from Others Total** | **0** | **0** | **0** | **0** | **0** | |
| **4501: Home Funds-Rev Total** | **0** | **0** | **0** | **0** | **0** | |
| **4571: HUD 01/02 Rev** | | | | | | |
| 500: Revenue from Others | | | | | | |
| 5564 Comm Dev Block Grants | 289 | 965 | 0 | 0 | 0 | |
| **500: Revenue from Others Total** | **289** | **965** | **0** | **0** | **0** | |
| **4571: HUD 01/02 Rev Total** | **289** | **965** | **0** | **0** | **0** | |
| **4591: HUD 2003-05 Rev** | | | | | | |
| 500: Revenue from Others | | | | | | |
| 5564 Comm Dev Block Grants | 87,687 | 10,696 | 431,000 | 461,105 | 751,256 | Conversion to Entitlement City |
| **500: Revenue from Others Total** | **87,687** | **10,696** | **431,000** | **461,105** | **751,256** | |
| **4591: HUD 2003-05 Rev Total** | **87,687** | **10,696** | **431,000** | **461,105** | **751,256** | |
| **CDBG Revenue Total** | **87,976** | **11,661** | **431,000** | **461,105** | **751,256** | |

| CDBG | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7301 Printing,binding,duplication | 362 | 0 | 0 | 0 | 0 | |
| 7303 Advertising | 4,166 | 0 | 0 | 0 | 0 | |
| 7307 Office supplies | 375 | 0 | 0 | 0 | 0 | |
| 7323 Professional services | 19,893 | 0 | 0 | 0 | 0 | |
| 7355 General supplies | 0 | 0 | 3,105 | 3,105 | 0 | |
| 7359 Small tools and equip | 1,784 | 0 | 0 | 0 | 0 | |
| 7399 Supplies, mat & services | 289 | 965 | 0 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **26,869** | **965** | **3,105** | **3,105** | **0** | |
| 7700 Equipment, Land & Structures | 0 | 0 | 431,000 | 150,000 | 751,256 | Conversion to Entitlement City |
| 7720 Other contracts | 28,455 | 0 | 27,000 | 308,000 | 0 | |
| **500: Equipment, Land & Structures** | **28,455** | **0** | **458,000** | **458,000** | **751,256** | |
| 8099 Special payments | 32,653 | 10,696 | 0 | 0 | 0 | |
| **600: Special Payments** | **32,653** | **10,696** | **0** | **0** | **0** | |
| **CDBG Total** | **87,977** | **11,661** | **461,105** | **461,105** | **751,256** | |

| CDBG | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **457108: Target Area Cleanup 01/02** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7399 Supplies, mat & services | 289 | 965 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **289** | **965** | **0** | **0** | **0** |
| **457108: Target Area Cleanup 01/02 Total** | **289** | **965** | **0** | **0** | **0** |
| **459000: CDBG Allocations** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7700 Equipment, Land & Structures | 0 | 0 | 0 | 0 | 751,256 |
| **500: Equipment, Land & Structures Total** | **0** | **0** | **0** | **0** | **751,256** |
| **459000: CDBG Allocations Total** | **0** | **0** | **0** | **0** | **751,256** |
| **459182: Local Park Playgr Rehab 04/05** | | | | | |
| 600: Special Payments | | | | | |
| 8099 Special payments | 7,569 | 0 | 0 | 0 | 0 |
| **600: Special Payments Total** | **7,569** | **0** | **0** | **0** | **0** |
| **459182: Local Park Playgr Rehab 04/05 Total** | **7,569** | **0** | **0** | **0** | **0** |
| **459187: Public Works-Transit 04/05** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7720 Other contracts | 28,455 | 0 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **28,455** | **0** | **0** | **0** | **0** |
| **459187: Public Works-Transit 04/05 Total** | **28,455** | **0** | **0** | **0** | **0** |
| **4591268: Administration 05/06** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7303 Advertising | 2,990 | 0 | 0 | 0 | 0 |
| 7307 Office supplies | 375 | 0 | 0 | 0 | 0 |
| 7323 Professional services | 19,893 | 0 | 0 | 0 | 0 |
| 7359 Small tools and equip | 1,784 | 0 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **25,042** | **0** | **0** | **0** | **0** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 25,084 | 0 | 0 | 0 | 0 |
| **600: Special Payments Total** | **25,084** | **0** | **0** | **0** | **0** |
| **4591268: Administration 05/06 Total** | **50,126** | **0** | **0** | **0** | **0** |
| **4591391: Handicap Ramp Retrofit** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7355 General supplies | 0 | 0 | 3,105 | 3,105 | 0 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **3,105** | **3,105** | **0** |
| **4591391: Handicap Ramp Retrofit Total** | **0** | **0** | **3,105** | **3,105** | **0** |
| **4591392: Library Entrance ADA Retrofit** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7700 Equipment, Land & Structures | 0 | 0 | 281,000 | 0 | 0 |
| 7720 Other contracts | 0 | 0 | 27,000 | 308,000 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **0** | **308,000** | **308,000** | **0** |
| **4591392: Library Entrance ADA Retrofit Total** | **0** | **0** | **308,000** | **308,000** | **0** |
| **4591394: Enze Pool Deck Surfacing** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7301 Printing,binding,duplication | 362 | 0 | 0 | 0 | 0 |
| 7303 Advertising | 1,176 | 0 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **1,538** | **0** | **0** | **0** | **0** |
| **4591394: Enze Pool Deck Surfacing Total** | **1,538** | **0** | **0** | **0** | **0** |
| **4591397: Adult Literacy Program** | | | | | |
| 600: Special Payments | | | | | |
| 8099 Special payments | 0 | 10,696 | 0 | 0 | 0 |
| **600: Special Payments Total** | **0** | **10,696** | **0** | **0** | **0** |

| CDBG | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **4591397: Adult Literacy Program Total** | **0** | **10,696** | **0** | **0** | **0** |
| | | | | | |
| **4591500: Handicap Ramp Retrofit** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7700 Equipment, Land & Structures | 0 | 0 | 150,000 | 150,000 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **0** | **150,000** | **150,000** | **0** |
| **4591500: Handicap Ramp Retrofit Total** | **0** | **0** | **150,000** | **150,000** | **0** |
| **Community Dev. Block Grant Total** | **87,977** | **11,661** | **461,105** | **461,105** | **751,256** |
| **CDBG Total** | **87,977** | **11,661** | **461,105** | **461,105** | **751,256** |

# Public Safety Special Revenue Funds
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**

**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Public Safety Special Revenue Funds** | | | | | |
| Fund Balance (Net Assets) | | | | | |
| Beginning Fund Balance (Net Assets) Unreserved | 383,040 | 188,675 | 175,243 | 138,337 | 225,303 |
| Revenues | 243,296 | 157,041 | 687,729 | 207,577 | 587,151 |
| Expenditures | 437,661 | 207,379 | 600,893 | 120,611 | 580,151 |
| Net Difference (Revenues Less Expenditures) | (194,365) | (50,338) | 86,836 | 86,966 | 7,000 |
| Fund Balance (Net Assets) | | | | | |
| Ending Fund Balance (Net Assets) Unreserved | 188,675 | 138,337 | 262,079 | 225,303 | 232,303 |

| Public Safety Special Revenue | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **231: Auto Theft Prosecution Fund B/** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 0 | 0 | 1,211 | 1,211 | 0 | |
| **090: Operating Transfers In Total** | **0** | **0** | **1,211** | **1,211** | **0** | |
| **231: Auto Theft Prosecution Fund B/ Total** | **0** | **0** | **1,211** | **1,211** | **0** | |
| **250: LFD-Federal Grants** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 8,680 | 0 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **8,680** | **0** | **0** | **0** | **0** | |
| **250: LFD-Federal Grants Total** | **8,680** | **0** | **0** | **0** | **0** | |
| **2301: Asset Seizure Fund Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 1,526 | 1,970 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **1,526** | **1,970** | **0** | **0** | **0** | |
| 500: Revenue from Others | | | | | | |
| 5698 Asset Forfeiture-County | 8,681 | 3,722 | 3,390 | 3,390 | 4,000 | |
| **500: Revenue from Others Total** | **8,681** | **3,722** | **3,390** | **3,390** | **4,000** | |
| **2301: Asset Seizure Fund Rev Total** | **10,207** | **5,692** | **3,390** | **3,390** | **4,000** | |
| **2311: Auto Theft Prosecution Fund Rv** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 1,577 | (28) | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **1,577** | **(28)** | **0** | **0** | **0** | |
| 500: Revenue from Others | | | | | | |
| 5693 Auto Theft | 5,122 | 0 | 0 | 0 | 0 | |
| **500: Revenue from Others Total** | **5,122** | **0** | **0** | **0** | **0** | |
| **2311: Auto Theft Prosecution Fund Rv Total** | **6,699** | **(28)** | **0** | **0** | **0** | |
| **2321: Federal Asset Seizure Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 101 | 104 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **101** | **104** | **0** | **0** | **0** | |
| 500: Revenue from Others | | | | | | |
| 5707 Asset Forfeiture-Federal | 2,881 | 0 | 0 | 0 | 0 | |
| **500: Revenue from Others Total** | **2,881** | **0** | **0** | **0** | **0** | |
| **2321: Federal Asset Seizure Rev Total** | **2,982** | **104** | **0** | **0** | **0** | |
| **2341: Local Law Enforcement Blk Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 2,632 | 1,325 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **2,632** | **1,325** | **0** | **0** | **0** | |
| 500: Revenue from Others | | | | | | |

| Public Safety Special Revenue | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 5566 Local Law Enforce-Block | 0 | 0 | 93,950 | 93,950 | 0 | |
| **500: Revenue from Others Total** | **0** | **0** | **93,950** | **93,950** | **0** | |
| **2341: Local Law Enforcement Blk Rev Total** | **2,632** | **1,325** | **93,950** | **93,950** | **0** | |
| | | | | | | |
| **2351: LPD-Public Safety Prgm AB 1913** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 3,569 | 2,723 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **3,569** | **2,723** | **0** | **0** | **0** | |
| 500: Revenue from Others | | | | | | |
| 5605 Police State Safety Grant | 122,265 | 121,903 | 100,886 | 100,886 | 100,000 | |
| **500: Revenue from Others Total** | **122,265** | **121,903** | **100,886** | **100,886** | **100,000** | |
| **2351: LPD-Public Safety Prgm AB 1913 Tota** | **125,834** | **124,626** | **100,886** | **100,886** | **100,000** | |
| | | | | | | |
| **2361: LPD-OTS Grants** | | | | | | |
| 500: Revenue from Others | | | | | | |
| 5604 State Special Grants | 21,470 | 21,202 | 5,140 | 5,140 | 0 | |
| **500: Revenue from Others Total** | **21,470** | **21,202** | **5,140** | **5,140** | **0** | |
| **2361: LPD-OTS Grants Total** | **21,470** | **21,202** | **5,140** | **5,140** | **0** | |
| | | | | | | |
| **2371: LPD-Disabled Parking Viol Fd** | | | | | | |
| 300: Fines & Forfeitures | | | | | | |
| 5203 Overparking | 3,100 | 3,500 | 3,000 | 3,000 | 3,000 | |
| **300: Fines & Forfeitures Total** | **3,100** | **3,500** | **3,000** | **3,000** | **3,000** | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 355 | 612 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **355** | **612** | **0** | **0** | **0** | |
| **2371: LPD-Disabled Parking Viol Fd Total** | **3,455** | **4,112** | **3,000** | **3,000** | **3,000** | |
| | | | | | | |
| **2381: LPD-Federal Grants** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 0 | 6 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **0** | **6** | **0** | **0** | **0** | |
| 500: Revenue from Others | | | | | | |
| 5569 Other Federal Grants | 59,631 | 0 | 0 | 0 | 0 | |
| **500: Revenue from Others Total** | **59,631** | **0** | **0** | **0** | **0** | |
| **2381: LPD-Federal Grants Total** | **59,631** | **6** | **0** | **0** | **0** | |
| | | | | | | |
| **2501: LFD-Federal Grants** | | | | | | |
| 500: Revenue from Others | | | | | | |
| 5569 Other Federal Grants | 1,708 | 0 | 480,151 | 0 | 480,151 | Public Safety Radios |
| **500: Revenue from Others Total** | **1,708** | **0** | **480,151** | **0** | **480,151** | |
| **2501: LFD-Federal Grants Total** | **1,708** | **0** | **480,151** | **0** | **480,151** | |
| **Public Safety SR Revenue Total** | **243,298** | **157,039** | **687,728** | **207,577** | **587,151** | |

| Public Safety Special Revenue | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 0 | 0 | 1,211 | 1,211 | 0 | |
| **090: Operating Transfers Out** | **0** | **0** | **1,211** | **1,211** | **0** | |
| 7100 Personnel Services | 0 | 0 | 26,000 | 0 | 100,000 | |
| 7101 Regular emp salary | 0 | 58,914 | 0 | 45,000 | 0 | |
| 7102 Overtime | 19,390 | 20,635 | 0 | 23,000 | 0 | |
| 7103 Part time salary | 84,308 | 42,633 | 0 | 43,000 | 0 | |
| 7109 Incentive pay | 337 | 392 | 0 | 1,400 | 0 | |
| 7112 Medical insurance | 2,111 | 0 | 0 | 3,000 | 0 | |
| 7113 Dental insurance | 366 | 0 | 0 | 200 | 0 | |
| 7114 Vision care | 92 | 0 | 0 | 40 | 0 | |
| 7115 Medicare insurance | 1,617 | 1,647 | 0 | 1,500 | 0 | |
| 7121 Service contribution-PERS | 163 | 0 | 0 | 0 | 0 | |
| 7122 Social security payments | 777 | 0 | 0 | 0 | 0 | |
| 7123 Deferred comp | 24 | 0 | 0 | 75 | 0 | |
| 7125 Unemployment insurance | 234 | 283 | 0 | 300 | 0 | |
| 7129 Chiropractic | 18 | 0 | 0 | 10 | 0 | |
| 7130 Insurance refund | 42 | 0 | 0 | 375 | 0 | |
| **100: Personnel Services** | **109,479** | **124,504** | **26,000** | **117,900** | **100,000** | |
| 7202 Telephone | 2,889 | 2,834 | 0 | 500 | 0 | |
| **200: Utility Comm. & Transportation** | **2,889** | **2,834** | **0** | **500** | **0** | |
| 7313 Information systems software | 350 | 0 | 0 | 0 | 0 | |
| 7335 Sublet service contracts | 2,174 | 0 | 0 | 0 | 0 | |
| 7346 K-9 supplies | 10,642 | 0 | 0 | 0 | 0 | |
| 7358 Training & education | 0 | 0 | 0 | 1,000 | 0 | |
| 7359 Small tools and equip | 0 | 4,592 | 0 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **13,166** | **4,592** | **0** | **1,000** | **0** | |
| 7700 Equipment, Land & Structures | 0 | 0 | 573,682 | 0 | 0 | |
| 7715 Data Processing hrdware | 379 | 0 | 0 | 0 | 0 | |
| 7717 Communication equip | 25,130 | 0 | 0 | 0 | 0 | |
| 7718 Grant equip | 284,399 | 75,448 | 0 | 0 | 480,151 | Public Safety Radios |
| **500: Equipment, Land & Structures** | **309,908** | **75,448** | **573,682** | **0** | **480,151** | |
| 7851 Vehicles & Equipment | 350 | 0 | 0 | 0 | 0 | |
| **550: Fleet** | **350** | **0** | **0** | **0** | **0** | |
| **Public Safety Special Revenue Total** | **435,792** | **207,378** | **600,893** | **120,611** | **580,151** | |

| Public Safety Special Revenue | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **235: LPD-Public Safety Prgm AB 1913** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 0 | 0 | 1,211 | 1,211 | 0 |
| **090: Operating Transfers Out Total** | **0** | **0** | **1,211** | **1,211** | **0** |
| **235: LPD-Public Safety Prgm AB 1913 Total** | **0** | **0** | **1,211** | **1,211** | **0** |
| | | | | | |
| **236004: Deuce Busters-Traffic Services** | | | | | |
| 100: Personnel Services | | | | | |
| 7102 Overtime | 10,244 | 0 | 0 | 0 | 0 |
| 7112 Medical insurance | 696 | 0 | 0 | 0 | 0 |
| 7113 Dental insurance | 252 | 0 | 0 | 0 | 0 |
| 7114 Vision care | 64 | 0 | 0 | 0 | 0 |
| 7115 Medicare insurance | 315 | 0 | 0 | 0 | 0 |
| 7121 Service contribution-PERS | 163 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 13 | 0 | 0 | 0 | 0 |
| 7129 Chiropractic | 12 | 0 | 0 | 0 | 0 |
| 7130 Insurance refund | 36 | 0 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **11,795** | **0** | **0** | **0** | **0** |
| **236004: Deuce Busters-Traffic Services Total** | **11,795** | **0** | **0** | **0** | **0** |
| | | | | | |
| **236005: Click It or Ticket Grant 2007** | | | | | |
| 100: Personnel Services | | | | | |
| 7102 Overtime | 7,438 | 0 | 0 | 0 | 0 |
| 7109 Incentive pay | 337 | 0 | 0 | 0 | 0 |
| 7112 Medical insurance | 1,415 | 0 | 0 | 0 | 0 |
| 7113 Dental insurance | 114 | 0 | 0 | 0 | 0 |
| 7114 Vision care | 28 | 0 | 0 | 0 | 0 |
| 7115 Medicare insurance | 112 | 0 | 0 | 0 | 0 |
| 7123 Deferred comp | 11 | 0 | 0 | 0 | 0 |
| 7129 Chiropractic | 6 | 0 | 0 | 0 | 0 |
| 7130 Insurance refund | 6 | 0 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **9,467** | **0** | **0** | **0** | **0** |
| **236005: Click It or Ticket Grant 2007 Total** | **9,467** | **0** | **0** | **0** | **0** |
| | | | | | |
| **236006: Avoid The 10 Grant** | | | | | |
| 100: Personnel Services | | | | | |
| 7102 Overtime | 0 | 8,018 | 0 | 6,000 | 0 |
| 7109 Incentive pay | 0 | 392 | 0 | 500 | 0 |
| 7112 Medical insurance | 0 | 0 | 0 | 3,000 | 0 |
| 7113 Dental insurance | 0 | 0 | 0 | 200 | 0 |
| 7114 Vision care | 0 | 0 | 0 | 40 | 0 |
| 7115 Medicare insurance | 0 | 0 | 0 | 100 | 0 |
| 7129 Chiropractic | 0 | 0 | 0 | 10 | 0 |
| 7130 Insurance refund | 0 | 0 | 0 | 75 | 0 |
| **100: Personnel Services Total** | **0** | **8,410** | **0** | **9,925** | **0** |
| **236006: Avoid The 10 Grant Total** | **0** | **8,410** | **0** | **9,925** | **0** |
| | | | | | |
| **236007: Sobriety Checkpoint Program** | | | | | |
| 100: Personnel Services | | | | | |
| 7102 Overtime | 0 | 4,815 | 0 | 10,000 | 0 |
| 7109 Incentive pay | 0 | 0 | 0 | 600 | 0 |
| 7115 Medicare insurance | 0 | 56 | 0 | 100 | 0 |
| 7123 Deferred comp | 0 | 0 | 0 | 75 | 0 |
| 7130 Insurance refund | 0 | 0 | 0 | 150 | 0 |
| **100: Personnel Services Total** | **0** | **4,871** | **0** | **10,925** | **0** |
| **236007: Sobriety Checkpoint Program Total** | **0** | **4,871** | **0** | **10,925** | **0** |
| | | | | | |
| **236008: Click It or Ticket Grant 2008** | | | | | |
| 100: Personnel Services | | | | | |
| 7102 Overtime | 0 | 7,802 | 0 | 0 | 0 |

| Public Safety Special Revenue | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7115 Medicare insurance | 0 | 119 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **0** | **7,921** | **0** | **0** | **0** |
| **236008: Click It or Ticket Grant 2008 Total** | **0** | **7,921** | **0** | **0** | **0** |
| | | | | | |
| **236009: Click It or Ticket Grant 2009** | | | | | |
| 100: Personnel Services | | | | | |
| 7102 Overtime | 0 | 0 | 0 | 7,000 | 0 |
| 7109 Incentive pay | 0 | 0 | 0 | 300 | 0 |
| 7115 Medicare insurance | 0 | 0 | 0 | 100 | 0 |
| 7130 Insurance refund | 0 | 0 | 0 | 150 | 0 |
| **100: Personnel Services Total** | **0** | **0** | **0** | **7,550** | **0** |
| **236009: Click It or Ticket Grant 2009 Total** | **0** | **0** | **0** | **7,550** | **0** |
| | | | | | |
| **238001: Homeland Security** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7718 Grant equip | 59,631 | (822) | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **59,631** | **(822)** | **0** | **0** | **0** |
| **238001: Homeland Security Total** | **59,631** | **(822)** | **0** | **0** | **0** |
| | | | | | |
| **250002: Assistance to Firefighters** | | | | | |
| 100: Personnel Services | | | | | |
| 7102 Overtime | 1,708 | 0 | 0 | 0 | 0 |
| **100: Personnel Services Total** | **1,708** | **0** | **0** | **0** | **0** |
| 500: Equipment, Land & Structures | | | | | |
| 7718 Grant equip | 29,051 | 0 | 0 | 0 | 480,151 |
| **500: Equipment, Land & Structures Total** | **29,051** | **0** | **0** | **0** | **480,151** |
| **250002: Assistance to Firefighters Total** | **30,759** | **0** | **0** | **0** | **480,151** |
| | | | | | |
| **250003: Radio Equipment** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7700 Equipment, Land & Structures | 0 | 0 | 480,152 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **0** | **480,152** | **0** | **0** |
| **250003: Radio Equipment Total** | **0** | **0** | **480,152** | **0** | **0** |
| | | | | | |
| **2301201: Capital Equipment** | | | | | |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 40 | 0 | 0 | 0 | 0 |
| **200: Utility Comm. & Transportation Total** | **40** | **0** | **0** | **0** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7346 K-9 supplies | 6,211 | 0 | 0 | 0 | 0 |
| 7359 Small tools and equip | 0 | 4,592 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **6,211** | **4,592** | **0** | **0** | **0** |
| **2301201: Capital Equipment Total** | **6,251** | **4,592** | **0** | **0** | **0** |
| | | | | | |
| **2311201: Capital Equipment** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7717 Communication equip | 25,130 | 0 | 0 | 0 | 0 |
| 7718 Grant equip | 61,912 | 1,423 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **87,042** | **1,423** | **0** | **0** | **0** |
| 550: Fleet | | | | | |
| 7851 Vehicles & Equipment | 350 | 0 | 0 | 0 | 0 |
| **550: Fleet Total** | **350** | **0** | **0** | **0** | **0** |
| **2311201: Capital Equipment Total** | **87,392** | **1,423** | **0** | **0** | **0** |
| | | | | | |
| **2321201: Capital Equipment** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7346 K-9 supplies | 4,431 | 0 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **4,431** | **0** | **0** | **0** | **0** |
| **2321201: Capital Equipment Total** | **4,431** | **0** | **0** | **0** | **0** |

| Public Safety Special Revenue | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **2341201: Capital Equipment** | | | | | |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 2,161 | 2,122 | 0 | 0 | 0 |
| **200: Utility Comm. & Transportation Total** | **2,161** | **2,122** | **0** | **0** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7313 Information systems software | 350 | 0 | 0 | 0 | 0 |
| 7335 Sublet service contracts | 2,174 | 0 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **2,524** | **0** | **0** | **0** | **0** |
| 500: Equipment, Land & Structures | | | | | |
| 7715 Data Processing hrdware | 379 | 0 | 0 | 0 | 0 |
| 7718 Grant equip | 36,025 | 33,978 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **36,404** | **33,978** | **0** | **0** | **0** |
| **2341201: Capital Equipment Total** | **41,089** | **36,100** | **0** | **0** | **0** |
| | | | | | |
| **2341202: McNerney Public Safety Grant** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7700 Equipment, Land & Structures | 0 | 0 | 93,530 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **0** | **93,530** | **0** | **0** |
| **2341202: McNerney Public Safety Grant Total** | **0** | **0** | **93,530** | **0** | **0** |
| | | | | | |
| **2351001: Park Provisional Officers** | | | | | |
| 100: Personnel Services | | | | | |
| 7100 Personnel Services | 0 | 0 | 26,000 | 0 | 100,000 |
| 7101 Regular emp salary | 0 | 58,914 | 0 | 45,000 | 0 |
| 7103 Part time salary | 84,308 | 42,633 | 0 | 43,000 | 0 |
| 7115 Medicare insurance | 1,190 | 1,472 | 0 | 1,200 | 0 |
| 7122 Social security payments | 777 | 0 | 0 | 0 | 0 |
| 7125 Unemployment insurance | 234 | 283 | 0 | 300 | 0 |
| **100: Personnel Services Total** | **86,509** | **103,302** | **26,000** | **89,500** | **100,000** |
| 200: Utility Comm. & Transportation | | | | | |
| 7202 Telephone | 688 | 712 | 0 | 500 | 0 |
| **200: Utility Comm. & Transportation Total** | **688** | **712** | **0** | **500** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7358 Training & education | 0 | 0 | 0 | 1,000 | 0 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **0** | **1,000** | **0** |
| 500: Equipment, Land & Structures | | | | | |
| 7718 Grant equip | 97,780 | 40,869 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **97,780** | **40,869** | **0** | **0** | **0** |
| **2351001: Park Provisional Officers Total** | **184,977** | **144,883** | **26,000** | **91,000** | **100,000** |
| **Public Safety Special Revenue Total** | **435,792** | **207,378** | **600,893** | **120,611** | **580,151** |
| **Public Safety Special Revenue Total** | **435,792** | **207,378** | **600,893** | **120,611** | **580,151** |

# Capital Outlay Fund
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**

**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Capital Outlay Fund** | | | | | |
| **Fund Balance (Net Assets)** | | | | | |
| **Beginning Fund Balance (Net Assets) Unreserved** | 5,035,871 | 4,547,189 | 3,341,277 | 3,884,225 | 1,852,050 |
| **Revenues** | 987,248 | 671,156 | 2,127,603 | 978,890 | 371,436 |
| **Expenditures** | 1,475,930 | 1,334,120 | 3,674,173 | 3,011,065 | 467,760 |
| **Net Difference (Revenues Less Expenditures)** | (488,682) | (662,964) | (1,546,570) | (2,032,175) | (96,324) |
| **Fund Balance (Net Assets)** | | | | | |
| **Ending Fund Balance (Net Assets) Unreserved** | 4,547,189 | 3,884,225 | 1,794,707 | 1,852,050 | 1,755,726 |

| Capital Outlay | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **1212: Capital Outlay/General Fnd BS** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 70,789 | 7,225 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **70,789** | **7,225** | **0** | **0** | **0** | |
| **1212: Capital Outlay/General Fnd BS Total** | **70,789** | **7,225** | **0** | **0** | **0** | |
| **1215: IMF Police Facilities B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 0 | 5,063 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **0** | **5,063** | **0** | **0** | **0** | |
| **1215: IMF Police Facilities B/S Total** | **0** | **5,063** | **0** | **0** | **0** | |
| **1216: IMF Fire Facilities B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 0 | 726 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **0** | **726** | **0** | **0** | **0** | |
| **1216: IMF Fire Facilities B/S Total** | **0** | **726** | **0** | **0** | **0** | |
| **12111: Capital Outlay/Gen Fnd Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 127,556 | 96,883 | 82,500 | 12,600 | 1,000 | Reduction in cash balance |
| 5361 Rent | 16,190 | 4,228 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **143,746** | **101,111** | **82,500** | **12,600** | **1,000** | |
| 900: Other Revenue | | | | | | |
| 6153 Donations | 10,000 | 0 | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **10,000** | **0** | **0** | **0** | **0** | |
| **12111: Capital Outlay/Gen Fnd Rev Total** | **153,746** | **101,111** | **82,500** | **12,600** | **1,000** | |
| **12121: Parks & Rec Capital Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | (3,530) | (1,947) | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **(3,530)** | **(1,947)** | **0** | **0** | **0** | |
| 500: Revenue from Others | | | | | | |
| 5604 State Special Grants | 234,926 | 365,074 | 515,431 | 515,431 | 0 | |
| **500: Revenue from Others Total** | **234,926** | **365,074** | **515,431** | **515,431** | **0** | |
| 900: Other Revenue | | | | | | |
| 5398 Reimbursable Charges | 0 | 0 | 0 | 1,875 | 3,000 | |
| **900: Other Revenue Total** | **0** | **0** | **0** | **1,875** | **3,000** | |
| **12121: Parks & Rec Capital Rev Total** | **231,396** | **363,127** | **515,431** | **517,306** | **3,000** | |
| **12141: Art in Public Places Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 19,132 | 21,717 | 12,000 | 3,400 | 0 | |
| **400: Investment/Property Revenues Tota** | **19,132** | **21,717** | **12,000** | **3,400** | **0** | |

| Capital Outlay | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 800: Public Works Fees | | | | | | |
| 6127 Public art revenue | 34,682 | 26,481 | 64,172 | 24,995 | 19,216 | |
| **800: Public Works Fees Total** | **34,682** | **26,481** | **64,172** | **24,995** | **19,216** | |
| **12141: Art in Public Places Rev Total** | **53,814** | **48,198** | **76,172** | **28,395** | **19,216** | |
| **12151: IMF Police Facilities Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 6,981 | 10,744 | 4,500 | 7,500 | 2,400 | |
| **400: Investment/Property Revenues Tota** | **6,981** | **10,744** | **4,500** | **7,500** | **2,400** | |
| 810: Development Impact Fees | | | | | | |
| 6122 Development Impact Fees | 108,204 | 123,276 | 67,000 | 95,577 | 135,498 | |
| **810: Development Impact Fees Total** | **108,204** | **123,276** | **67,000** | **95,577** | **135,498** | |
| **12151: IMF Police Facilities Rev Total** | **115,185** | **134,020** | **71,500** | **103,077** | **137,898** | |
| **12161: IMF Fire Facilities Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | (5,277) | (5,782) | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **(5,277)** | **(5,782)** | **0** | **0** | **0** | |
| 810: Development Impact Fees | | | | | | |
| 6122 Development Impact Fees | 61,373 | 79,953 | 66,000 | 60,950 | 86,443 | |
| **810: Development Impact Fees Total** | **61,373** | **79,953** | **66,000** | **60,950** | **86,443** | |
| **12161: IMF Fire Facilities Rev Total** | **56,096** | **74,171** | **66,000** | **60,950** | **86,443** | |
| **12171: IMF Parks & Rec Facil Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 96,780 | 105,035 | 62,500 | 61,000 | 24,300 | |
| **400: Investment/Property Revenues Tota** | **96,780** | **105,035** | **62,500** | **61,000** | **24,300** | |
| 810: Development Impact Fees | | | | | | |
| 6122 Development Impact Fees | 263,158 | (42,271) | 946,000 | 104,351 | 51,750 | |
| **810: Development Impact Fees Total** | **263,158** | **(42,271)** | **946,000** | **104,351** | **51,750** | |
| **12171: IMF Parks & Rec Facil Rev Total** | **359,938** | **62,764** | **1,008,500** | **165,351** | **76,050** | |
| **12181: IMF Gen Facil-Adm Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 55,116 | 20,106 | 35,500 | 7,800 | 4,600 | |
| **400: Investment/Property Revenues Tota** | **55,116** | **20,106** | **35,500** | **7,800** | **4,600** | |
| 810: Development Impact Fees | | | | | | |
| 6122 Development Impact Fees | 193,354 | 216,937 | 272,000 | 83,411 | 43,229 | |
| **810: Development Impact Fees Total** | **193,354** | **216,937** | **272,000** | **83,411** | **43,229** | |
| 900: Other Revenue | | | | | | |
| 5398 Reimbursable Charges | 0 | 8,063 | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **0** | **8,063** | **0** | **0** | **0** | |
| **12181: IMF Gen Facil-Adm Rev Total** | **248,470** | **245,106** | **307,500** | **91,211** | **47,829** | |
| **Capital Outlay Revenue Total** | **1,289,434** | **1,041,511** | **2,127,603** | **978,890** | **371,436** | |

| Capital Outlay | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 632,990 | 684,139 | 0 | 0 | 0 | |
| **090: Operating Transfers Out** | **632,990** | **684,139** | **0** | **0** | **0** | |
| 7323 Professional services | 16,138 | 96 | 0 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **16,138** | **96** | **0** | **0** | **0** | |
| 1820 Construction in Progress-CY | (884,059) | (1,049,141) | 3,234,546 | 3,011,065 | 467,760 | Fewer projects |
| 1825.1050 Contracts | 92,819 | 37,859 | 70 | 0 | 0 | |
| 1825.2200 Contracts | 52,456 | 61,434 | 0 | 0 | 0 | |
| 1825.2250 Contracts | 0 | 80,974 | 1,409 | 0 | 0 | |
| 1825.2300 Contracts | 289,290 | 338,452 | 436,454 | 0 | 0 | |
| 1825.2400 Contracts | 232,575 | 434,997 | 1,344 | 0 | 0 | |
| 1827.2300 Force Account | 0 | 3,538 | 0 | 0 | 0 | |
| 1827.2400 Force Account | 0 | 331 | 0 | 0 | 0 | |
| 1829.2275 Machinery & equipment | 0 | 12,729 | 0 | 0 | 0 | |
| 1829.2300 Equipment | 1,883 | 0 | 0 | 0 | 0 | |
| 1829.2400 Equipment | 101,473 | 287 | 350 | 0 | 0 | |
| 1831.2400 Materials | 514 | 20,527 | 0 | 0 | 0 | |
| 1835.2225 Acquisition | 12,250 | 14,730 | 0 | 0 | 0 | |
| 1836.1050 Other | 29,328 | 0 | 0 | 0 | 0 | |
| 1836.1400 Other | 20,000 | 0 | 0 | 0 | 0 | |
| 1836.2250 Other | 38,157 | 0 | 0 | 0 | 0 | |
| 1836.2300 Other | 11,566 | 9,400 | 0 | 0 | 0 | |
| 1836.2400 Other | 1,749 | 33,884 | 0 | 0 | 0 | |
| **900: Capital Projects** | **1** | **1** | **3,674,173** | **3,011,065** | **467,760** | |
| **Capital Outlay Total** | **649,129** | **684,236** | **3,674,173** | **3,011,065** | **467,760** | |

**ACTIVITY:** **Capital Improvement Project(s)** **FUND:** **Capital Outlay Fund**
**DEPARTMENT:** **Public Works**

**Capital Improvement Project Descriptions:**

**Wallpaper at Carnegie Forum** **$15,000**
Replacement of worn and deteriorating wallpaper at Carnegie Forum.

**Gutters at Purchasing Warehouse** **$40,000**
Replace leaky gutters on the Purchasing Warehouse facility located at the Municipal Service Center.

**Improvements to Fire Station #4** **$20,000**
Repairs to eliminate rainwater leaks and improve heat and cool air distribution to two bedrooms.

**General Plan Update** **$392,760**
Completion of the update to the City's General Plan

| Capital Outlay | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **1211: Capital Outlay/Gen Fnd B/S** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 0 | 300,000 | 0 | 0 | 0 |
| **090: Operating Transfers Out Total** | **0** | **300,000** | **0** | **0** | **0** |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | (55,851) | (115,909) | 0 | 0 | 0 |
| **900: Capital Projects Total** | **(55,851)** | **(115,909)** | **0** | **0** | **0** |
| **1211: Capital Outlay/Gen Fnd B/S Total** | **(55,851)** | **184,091** | **0** | **0** | **0** |
| **1212: Capital Outlay/General Fnd BS** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | (234,322) | (463,363) | 515,431 | 0 | 0 |
| **900: Capital Projects Total** | **(234,322)** | **(463,363)** | **515,431** | **0** | **0** |
| **1212: Capital Outlay/General Fnd BS Total** | **(234,322)** | **(463,363)** | **515,431** | **0** | **0** |
| **1214: Arts in Public Places** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 3,100 | 0 | 0 | 0 | 0 |
| **090: Operating Transfers Out Total** | **3,100** | **0** | **0** | **0** | **0** |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | (73,830) | (137,934) | 239,000 | 0 | 0 |
| **900: Capital Projects Total** | **(73,830)** | **(137,934)** | **239,000** | **0** | **0** |
| **1214: Arts in Public Places Total** | **(70,730)** | **(137,934)** | **239,000** | **0** | **0** |
| **1215: IMF Police Facilities B/S** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 25,924 | 0 | 0 | 0 | 0 |
| **090: Operating Transfers Out Total** | **25,924** | **0** | **0** | **0** | **0** |
| **1215: IMF Police Facilities B/S Total** | **25,924** | **0** | **0** | **0** | **0** |
| **1216: IMF Fire Facilities B/S** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 149,673 | 0 | 0 | 0 | 0 |
| **090: Operating Transfers Out Total** | **149,673** | **0** | **0** | **0** | **0** |
| **1216: IMF Fire Facilities B/S Total** | **149,673** | **0** | **0** | **0** | **0** |
| **1217: IMF Parks & Rec Facili B/S** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 52,913 | 0 | 0 | 0 | 0 |
| **090: Operating Transfers Out Total** | **52,913** | **0** | **0** | **0** | **0** |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | (101,987) | (26,663) | 0 | 0 | 0 |
| **900: Capital Projects Total** | **(101,987)** | **(26,663)** | **0** | **0** | **0** |
| **1217: IMF Parks & Rec Facili B/S Total** | **(49,074)** | **(26,663)** | **0** | **0** | **0** |
| **1218: IMF Gen Facil-Adm B/S** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 401,380 | 384,139 | 0 | 0 | 0 |
| **090: Operating Transfers Out Total** | **401,380** | **384,139** | **0** | **0** | **0** |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | (418,069) | (305,272) | 0 | 500,000 | 0 |
| **900: Capital Projects Total** | **(418,069)** | **(305,272)** | **0** | **500,000** | **0** |
| **1218: IMF Gen Facil-Adm B/S Total** | **(16,689)** | **78,867** | **0** | **500,000** | **0** |
| **1211000: Capital Projects - New** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 176,800 | 0 | 75,000 |
| **900: Capital Projects Total** | **0** | **0** | **176,800** | **0** | **75,000** |
| **1211000: Capital Projects - New Total** | **0** | **0** | **176,800** | **0** | **75,000** |

| Capital Outlay | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **1211002: Prop Purch 307 W Elm** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 0 | 14,800 | 0 |
| 1835.2225 Acquisition | 12,250 | 14,730 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **12,250** | **14,730** | **0** | **14,800** | **0** |
| **1211002: Prop Purch 307 W Elm Total** | **12,250** | **14,730** | **0** | **14,800** | **0** |
| **1211016: Animal Shelter Improvements** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 25,000 | 0 | 0 |
| **900: Capital Projects Total** | **0** | **0** | **25,000** | **0** | **0** |
| **1211016: Animal Shelter Improvements Total** | **0** | **0** | **25,000** | **0** | **0** |
| **1211035: Finance Dept.Relocation** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 750,000 | 650,000 | 0 |
| 1825.2250 Contracts | 0 | 80,974 | 1,409 | 0 | 0 |
| 1827.2300 Force Account | 0 | 2,635 | 0 | 0 | 0 |
| 1836.2250 Other | 38,157 | 0 | 0 | 0 | 0 |
| 1836.2300 Other | 0 | 4,842 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **38,157** | **88,451** | **751,409** | **650,000** | **0** |
| **1211035: Finance Dept.Relocation Total** | **38,157** | **88,451** | **751,409** | **650,000** | **0** |
| **1211210: CFD Formation** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 16,138 | 96 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **16,138** | **96** | **0** | **0** | **0** |
| **1211210: CFD Formation Total** | **16,138** | **96** | **0** | **0** | **0** |
| **1211353: MSC Fleet Services Shop** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 120,000 | 120,000 | 0 |
| **900: Capital Projects Total** | **0** | **0** | **120,000** | **120,000** | **0** |
| **1211353: MSC Fleet Services Shop Total** | **0** | **0** | **120,000** | **120,000** | **0** |
| **1211363: Animal Shelter Facility Lease** | | | | | |
| 900: Capital Projects | | | | | |
| 1836.2300 Other | 5,444 | 0 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **5,444** | **0** | **0** | **0** | **0** |
| **1211363: Animal Shelter Facility Lease Total** | **5,444** | **0** | **0** | **0** | **0** |
| **1211378: CA Law Enforcement Equip.Grant** | | | | | |
| 900: Capital Projects | | | | | |
| 1829.2275 Machinery & equipment | 0 | 12,729 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **0** | **12,729** | **0** | **0** | **0** |
| **1211378: CA Law Enforcement Equip.Grant To** | **0** | **12,729** | **0** | **0** | **0** |
| **1211381: Sungard System** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 157,468 | 160,536 | 0 |
| **900: Capital Projects Total** | **0** | **0** | **157,468** | **160,536** | **0** |
| **1211381: Sungard System Total** | **0** | **0** | **157,468** | **160,536** | **0** |
| **1212029: Small Capital Projects** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 5,339 | 1,344 | 0 |
| 1825.2400 Contracts | 8,490 | 60,701 | 1,344 | 0 | 0 |
| 1831.2400 Materials | 0 | 954 | 0 | 0 | 0 |
| 1836.2400 Other | 0 | 2,045 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **8,490** | **63,700** | **6,683** | **1,344** | **0** |

| Capital Outlay | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **1212029: Small Capital Projects Total** | **8,490** | **63,700** | **6,683** | **1,344** | **0** |
| | | | | | |
| **1212803: Henry Glaves Park Restroom** | | | | | |
| 900: Capital Projects | | | | | |
| 1825.2400 Contracts | 0 | 187,078 | 0 | 0 | 0 |
| 1836.2400 Other | 184 | 10,325 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **184** | **197,403** | **0** | **0** | **0** |
| **1212803: Henry Glaves Park Restroom Total** | **184** | **197,403** | **0** | **0** | **0** |
| | | | | | |
| **1212804: Beckman Park Restroom** | | | | | |
| 900: Capital Projects | | | | | |
| 1825.2400 Contracts | 0 | 181,873 | 0 | 0 | 0 |
| 1836.2400 Other | 184 | 9,221 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **184** | **191,094** | **0** | **0** | **0** |
| **1212804: Beckman Park Restroom Total** | **184** | **191,094** | **0** | **0** | **0** |
| | | | | | |
| **1212805: Kofu Park Community Bldg.** | | | | | |
| 900: Capital Projects | | | | | |
| 1825.2400 Contracts | 23,570 | 0 | 0 | 0 | 0 |
| 1836.2400 Other | 560 | 0 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **24,130** | **0** | **0** | **0** | **0** |
| **1212805: Kofu Park Community Bldg. Total** | **24,130** | **0** | **0** | **0** | **0** |
| | | | | | |
| **1212806: Legion Pk Community Bldg Roof** | | | | | |
| 900: Capital Projects | | | | | |
| 1825.2400 Contracts | 113,537 | 2,920 | 0 | 0 | 0 |
| 1836.2400 Other | 560 | 0 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **114,097** | **2,920** | **0** | **0** | **0** |
| **1212806: Legion Pk Community Bldg Roof Tot** | **114,097** | **2,920** | **0** | **0** | **0** |
| | | | | | |
| **1212807: Peterson Park Playground Imprv** | | | | | |
| 900: Capital Projects | | | | | |
| 1825.2400 Contracts | 86,978 | 0 | 0 | 0 | 0 |
| 1836.2400 Other | 261 | 0 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **87,239** | **0** | **0** | **0** | **0** |
| **1212807: Peterson Park Playground Imprv Tot** | **87,239** | **0** | **0** | **0** | **0** |
| | | | | | |
| **1212808: Lodi Lake-Boathouse/Discovery** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 515,431 | 515,431 | 0 |
| 1825.2400 Contracts | 0 | 2,425 | 0 | 0 | 0 |
| 1836.2400 Other | 0 | 5,821 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **0** | **8,246** | **515,431** | **515,431** | **0** |
| **1212808: Lodi Lake-Boathouse/Discovery Tota** | **0** | **8,246** | **515,431** | **515,431** | **0** |
| | | | | | |
| **1214001: Art in Public Places** | | | | | |
| 900: Capital Projects | | | | | |
| 1836.2300 Other | 1,374 | 0 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **1,374** | **0** | **0** | **0** | **0** |
| **1214001: Art in Public Places Total** | **1,374** | **0** | **0** | **0** | **0** |
| | | | | | |
| **1214002: Vintner's Square Development** | | | | | |
| 900: Capital Projects | | | | | |
| 1836.1400 Other | 20,000 | 0 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **20,000** | **0** | **0** | **0** | **0** |
| **1214002: Vintner's Square Development Total** | **20,000** | **0** | **0** | **0** | **0** |
| | | | | | |
| **1214003: Water Tank Artwork** | | | | | |
| 900: Capital Projects | | | | | |
| 1825.2200 Contracts | 52,456 | 0 | 0 | 0 | 0 |

| Capital Outlay | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **900: Capital Projects Total** | **52,456** | **0** | **0** | **0** | **0** |
| **1214003: Water Tank Artwork Total** | **52,456** | **0** | **0** | **0** | **0** |
| | | | | | |
| **1214004: Animal Shelter Mural** | | | | | |
| 900: Capital Projects | | | | | |
| 1825.2200 Contracts | 0 | 61,434 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **0** | **61,434** | **0** | **0** | **0** |
| **1214004: Animal Shelter Mural Total** | **0** | **61,434** | **0** | **0** | **0** |
| | | | | | |
| **1214005: Celebrate the Harvest** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 76,500 | 76,500 | 0 |
| 1825.2300 Contracts | 0 | 76,500 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **0** | **76,500** | **76,500** | **76,500** | **0** |
| **1214005: Celebrate the Harvest Total** | **0** | **76,500** | **76,500** | **76,500** | **0** |
| | | | | | |
| **1214006: Sacramento Street Mural** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 46,000 | 46,000 | 0 |
| **900: Capital Projects Total** | **0** | **0** | **46,000** | **46,000** | **0** |
| **1214006: Sacramento Street Mural Total** | **0** | **0** | **46,000** | **46,000** | **0** |
| | | | | | |
| **1214007: Better Days** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 86,000 | 86,000 | 0 |
| **900: Capital Projects Total** | **0** | **0** | **86,000** | **86,000** | **0** |
| **1214007: Better Days Total** | **0** | **0** | **86,000** | **86,000** | **0** |
| | | | | | |
| **1214008: Project Lodi Art** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 10,000 | 5,000 | 0 |
| **900: Capital Projects Total** | **0** | **0** | **10,000** | **5,000** | **0** |
| **1214008: Project Lodi Art Total** | **0** | **0** | **10,000** | **5,000** | **0** |
| | | | | | |
| **1214009: Japantown Mural** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 29,000 | 0 | 0 |
| **900: Capital Projects Total** | **0** | **0** | **29,000** | **0** | **0** |
| **1214009: Japantown Mural Total** | **0** | **0** | **29,000** | **0** | **0** |
| | | | | | |
| **1215002: Public Safety Software** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 83,577 | 0 | 0 |
| **900: Capital Projects Total** | **0** | **0** | **83,577** | **0** | **0** |
| **1215002: Public Safety Software Total** | **0** | **0** | **83,577** | **0** | **0** |
| | | | | | |
| **1217004: MPR059 Century Meadows Park** | | | | | |
| 900: Capital Projects | | | | | |
| 1827.2400 Force Account | 0 | 331 | 0 | 0 | 0 |
| 1831.2400 Materials | 168 | 19,573 | 0 | 0 | 0 |
| 1836.2400 Other | 0 | 6,472 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **168** | **26,376** | **0** | **0** | **0** |
| **1217004: MPR059 Century Meadows Park Tota** | **168** | **26,376** | **0** | **0** | **0** |
| | | | | | |
| **1217750: Parks Mower HR9016** | | | | | |
| 900: Capital Projects | | | | | |
| 1829.2400 Equipment | 101,473 | 287 | 350 | 0 | 0 |
| 1831.2400 Materials | 346 | 0 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **101,819** | **287** | **350** | **0** | **0** |
| **1217750: Parks Mower HR9016 Total** | **101,819** | **287** | **350** | **0** | **0** |

| Capital Outlay | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **1218002: Community Facilities District** | | | | | |
| 900: Capital Projects | | | | | |
| 1825.2300 Contracts | 8,063 | 0 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **8,063** | **0** | **0** | **0** | **0** |
| **1218002: Community Facilities District Total** | **8,063** | **0** | **0** | **0** | **0** |
| **1218003: Library Phase I Remodel** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 105,000 | 105,000 | 0 |
| **900: Capital Projects Total** | **0** | **0** | **105,000** | **105,000** | **0** |
| **1218003: Library Phase I Remodel Total** | **0** | **0** | **105,000** | **105,000** | **0** |
| **1218047: PW/CD Server** | | | | | |
| 900: Capital Projects | | | | | |
| 1829.2300 Equipment | 1,883 | 0 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **1,883** | **0** | **0** | **0** | **0** |
| **1218047: PW/CD Server Total** | **1,883** | **0** | **0** | **0** | **0** |
| **1218050: General Plan** | | | | | |
| 900: Capital Projects | | | | | |
| 1820 Construction in Progress-CY | 0 | 0 | 294,000 | 730,454 | 392,760 |
| 1825.2300 Contracts | 281,227 | 261,952 | 436,454 | 0 | 0 |
| 1827.2300 Force Account | 0 | 903 | 0 | 0 | 0 |
| 1836.2300 Other | 4,748 | 4,558 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **285,975** | **267,413** | **730,454** | **730,454** | **392,760** |
| **1218050: General Plan Total** | **285,975** | **267,413** | **730,454** | **730,454** | **392,760** |
| **1218051: Circulation Master Plan** | | | | | |
| 900: Capital Projects | | | | | |
| 1825.1050 Contracts | 92,819 | 37,859 | 70 | 0 | 0 |
| 1836.1050 Other | 29,328 | 0 | 0 | 0 | 0 |
| **900: Capital Projects Total** | **122,147** | **37,859** | **70** | **0** | **0** |
| **1218051: Circulation Master Plan Total** | **122,147** | **37,859** | **70** | **0** | **0** |
| **Capital Outlay Total** | **649,129** | **684,236** | **3,674,173** | **3,011,065** | **467,760** |
| **Capital Outlay Total** | **649,129** | **684,236** | **3,674,173** | **3,011,065** | **467,760** |

# Vehicle and Equipment Replacement Funds
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**

**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Vehicle and Equipment Replacement Funds** | | | | | |
| **Fund Balance (Net Assets)** | | | | | |
| **Beginning Fund Balance (Net Assets) Unreserved** | 290,725 | 1,291,194 | 1,566,345 | 1,611,545 | 1,945,556 |
| **Revenues** | 1,342,707 | 911,724 | 603,550 | 605,734 | 430,579 |
| **Expenditures** | 342,238 | 591,373 | 827,097 | 271,723 | 415,000 |
| **Net Difference (Revenues Less Expenditures)** | 1,000,469 | 320,351 | (223,547) | 334,011 | 15,579 |
| **Fund Balance (Net Assets)** | | | | | |
| **Ending Fund Balance (Net Assets) Unreserved** | 1,291,194 | 1,611,545 | 1,342,798 | 1,945,556 | 1,961,135 |

| Vehicle and Equipment | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **120: Vehicle Replacement Fund** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 668,341 | 43,038 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **668,341** | **43,038** | **0** | **0** | **0** | |
| **120: Vehicle Replacement Fund Total** | **668,341** | **43,038** | **0** | **0** | **0** | |
| **122: Equipment Replacement** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 160,261 | 154,447 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **160,261** | **154,447** | **0** | **0** | **0** | |
| **122: Equipment Replacement Total** | **160,261** | **154,447** | **0** | **0** | **0** | |
| **123: Info Systems Repl Fund B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 165,000 | 94,553 | 65,000 | 65,000 | 65,000 | IT Equipment |
| **090: Operating Transfers In Total** | **165,000** | **94,553** | **65,000** | **65,000** | **65,000** | |
| **123: Info Systems Repl Fund B/S Total** | **165,000** | **94,553** | **65,000** | **65,000** | **65,000** | |
| **1201: Vehicle Replacement Fund Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5391 Sale of City Property | 0 | 5,631 | 0 | 2,184 | 0 | |
| **400: Investment/Property Revenues Tota** | **0** | **5,631** | **0** | **2,184** | **0** | |
| 900: Other Revenue | | | | | | |
| 6341 Revenues by Transfer | 0 | 614,055 | 538,550 | 538,550 | 365,579 | Vehicles |
| **900: Other Revenue Total** | **0** | **614,055** | **538,550** | **538,550** | **365,579** | |
| **1201: Vehicle Replacement Fund Rev Total** | **0** | **619,686** | **538,550** | **540,734** | **365,579** | |
| **Vehicle and Equipment Revenue Total** | **993,602** | **911,724** | **603,550** | **605,734** | **430,579** | |

| Vehicle and Equipment | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7201 Postage | 15 | 0 | 0 | 0 | 0 | |
| **200: Utility Comm. & Transportation** | **15** | **0** | **0** | **0** | **0** | |
| 7335 Sublet service contracts | 0 | 1,800 | 0 | 0 | 0 | |
| 7355 General supplies | 91 | 0 | 0 | 0 | 0 | |
| 7359 Small tools and equip | 122 | 627 | 0 | 0 | 0 | |
| **300: Supplies, Materials & Services** | **213** | **2,427** | **0** | **0** | **0** | |
| 7700 Equipment, Land & Structures | 0 | 0 | 65,000 | 0 | 65,000 | IT Equipment |
| 7701 Office equip | 0 | 118,806 | 64,999 | 10,625 | 0 | |
| 7715 Data Processing hrdware | 114,885 | 103,239 | 1,000 | 0 | 0 | |
| 7717 Communication equip | 0 | 86,859 | 0 | 65,000 | 0 | |
| **500: Equipment, Land & Structures** | **114,885** | **308,904** | **130,999** | **75,625** | **65,000** | |
| 7851 Vehicles & Equipment | 227,125 | 280,041 | 696,098 | 196,098 | 350,000 | Vehicles |
| **550: Fleet** | **227,125** | **280,041** | **696,098** | **196,098** | **350,000** | |
| 7788 Transfer In | (349,105) | 0 | 0 | 0 | 0 | |
| **700: Interfund Transfers** | **(349,105)** | **0** | **0** | **0** | **0** | |
| **Vehicle and Equipment Total** | **(6,867)** | **591,372** | **827,097** | **271,723** | **415,000** | |

**ACTIVITY:** **Equipment Purchase** **FUND:** **Information Systems Replacement Fund**
**DEPARTMENT:** **Non-Departmental**

**Equipment - New or Replacement Description:**

| | |
|---|---|
| **Server Replacements**<br>Replacement of two servers. | **$15,000** |
| **Software and Upgrades**<br>Windows operating systems, Microsoft Office 2007 software upgrades, CALS access licenses. | **$20,000** |
| **Monitor Replacements**<br>Replacement of 10 monitors. | **$3,000** |
| **Desktop/Laptop Computer Replacements**<br>Replacement of 10 desktop and laptop computers. | **$10,000** |
| **Maintenance Renewals**<br>Various renewals for antivirus, spam filter, web filter and network support. | **$9,000** |
| **Network Hardware**<br>Anticipated need for replacing network hardware. | **$8,000** |

**ACTIVITY:** **Equipment Purchase** **FUND:** **Vehicle Replacement Fund**
**DEPARTMENT:** **General Fund**

**Equipment - New or Replacement Description:**

**Replacement of vehicles** **$350,000**
Replacement of vehicles such as patrol cars, maintenance/services trucks and vans, sedans and scooters.

| Vehicle and Equipment | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **120100: Interfund transfers** | | | | | |
| 700: Interfund Transfers | | | | | |
| 7788 Transfer In | (349,105) | 0 | 0 | 0 | 0 |
| **700: Interfund Transfers Total** | **(349,105)** | **0** | **0** | **0** | **0** |
| **120100: Interfund transfers Total** | **(349,105)** | **0** | **0** | **0** | **0** |
| | | | | | |
| **123001: Information System Replacement** | | | | | |
| 200: Utility Comm. & Transportation | | | | | |
| 7201 Postage | 15 | 0 | 0 | 0 | 0 |
| **200: Utility Comm. & Transportation Total** | **15** | **0** | **0** | **0** | **0** |
| 300: Supplies, Materials & Services | | | | | |
| 7335 Sublet service contracts | 0 | 1,800 | 0 | 0 | 0 |
| 7355 General supplies | 91 | 0 | 0 | 0 | 0 |
| 7359 Small tools and equip | 122 | 627 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **213** | **2,427** | **0** | **0** | **0** |
| 500: Equipment, Land & Structures | | | | | |
| 7700 Equipment, Land & Structures | 0 | 0 | 65,000 | 0 | 65,000 |
| 7715 Data Processing hrdware | 114,885 | 103,239 | 1,000 | 0 | 0 |
| 7717 Communication equip | 0 | 0 | 0 | 65,000 | 0 |
| **500: Equipment, Land & Structures Total** | **114,885** | **103,239** | **66,000** | **65,000** | **65,000** |
| **123001: Information System Replacement Tota** | **115,113** | **105,666** | **66,000** | **65,000** | **65,000** |
| | | | | | |
| **1200401: Administration** | | | | | |
| 550: Fleet | | | | | |
| 7851 Vehicles & Equipment | 0 | 0 | 500,000 | 0 | 350,000 |
| **550: Fleet Total** | **0** | **0** | **500,000** | **0** | **350,000** |
| **1200401: Administration Total** | **0** | **0** | **500,000** | **0** | **350,000** |
| | | | | | |
| **1201031: Police** | | | | | |
| 550: Fleet | | | | | |
| 7851 Vehicles & Equipment | 227,125 | 257,503 | 108,000 | 108,000 | 0 |
| **550: Fleet Total** | **227,125** | **257,503** | **108,000** | **108,000** | **0** |
| **1201031: Police Total** | **227,125** | **257,503** | **108,000** | **108,000** | **0** |
| | | | | | |
| **1207511: Parks** | | | | | |
| 550: Fleet | | | | | |
| 7851 Vehicles & Equipment | 0 | 22,538 | 88,098 | 88,098 | 0 |
| **550: Fleet Total** | **0** | **22,538** | **88,098** | **88,098** | **0** |
| **1207511: Parks Total** | **0** | **22,538** | **88,098** | **88,098** | **0** |
| | | | | | |
| **1220401: Administration** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 34,566 | 18,911 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **34,566** | **18,911** | **0** | **0** |
| **1220401: Administration Total** | **0** | **34,566** | **18,911** | **0** | **0** |
| | | | | | |
| **1220411: Community Center** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 18,228 | 9,843 | 4,825 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **18,228** | **9,843** | **4,825** | **0** |
| **1220411: Community Center Total** | **0** | **18,228** | **9,843** | **4,825** | **0** |
| | | | | | |
| **1220501: Finance** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 32,335 | 17,820 | 5,800 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **32,335** | **17,820** | **5,800** | **0** |
| **1220501: Finance Total** | **0** | **32,335** | **17,820** | **5,800** | **0** |
| | | | | | |
| **1221031: Police** | | | | | |
| 500: Equipment, Land & Structures | | | | | |

| Vehicle and Equipment | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 7717 Communication equip | 0 | 86,859 | 0 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **86,859** | **0** | **0** | **0** |
| **1221031: Police Total** | **0** | **86,859** | **0** | **0** | **0** |
| | | | | | |
| **1222011: Fire** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 15,951 | 8,727 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **15,951** | **8,727** | **0** | **0** |
| **1222011: Fire Total** | **0** | **15,951** | **8,727** | **0** | **0** |
| | | | | | |
| **1227011: Recreation** | | | | | |
| 500: Equipment, Land & Structures | | | | | |
| 7701 Office equip | 0 | 17,726 | 9,698 | 0 | 0 |
| **500: Equipment, Land & Structures Total** | **0** | **17,726** | **9,698** | **0** | **0** |
| **1227011: Recreation Total** | **0** | **17,726** | **9,698** | **0** | **0** |
| **Vehicle and Equipment Total** | **(6,867)** | **591,372** | **827,097** | **271,723** | **415,000** |
| **Vehicle and Equipment Total** | **(6,867)** | **591,372** | **827,097** | **271,723** | **415,000** |

# Debt Service Funds
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**

**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Debt Service Funds** | | | | | |
| Fund Balance (Net Assets) | | | | | |
| Beginning Fund Balance (Net Assets) Unreserved | - | | - | - | - |
| Revenues | 1,778,948 | 1,777,607 | 1,770,980 | 1,770,980 | 1,676,931 |
| Expenditures | 1,778,948 | 1,777,607 | 1,770,980 | 1,770,980 | 1,676,931 |
| Net Difference (Revenues Less Expenditures) | - | - | - | - | - |
| Fund Balance (Net Assets) | | | | | |
| Ending Fund Balance (Net Assets) Unreserved | - | - | - | - | - |

| Debt Service | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **410: Bond Interest & Redemption BS** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 1,678,407 | 1,687,642 | 1,674,874 | 1,674,874 | 1,676,931 | |
| **090: Operating Transfers In Total** | **1,678,407** | **1,687,642** | **1,674,874** | **1,674,874** | **1,676,931** | |
| **410: Bond Interest & Redemption BS Total** | **1,678,407** | **1,687,642** | **1,674,874** | **1,674,874** | **1,676,931** | |
| **411: Notes Payable-Debt Service** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 96,106 | 96,106 | 96,106 | 96,106 | 0 | |
| **090: Operating Transfers In Total** | **96,106** | **96,106** | **96,106** | **96,106** | **0** | |
| **411: Notes Payable-Debt Service Total** | **96,106** | **96,106** | **96,106** | **96,106** | **0** | |
| **430: 1996 Cop Redemption Fund B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 4,435 | 0 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **4,435** | **0** | **0** | **0** | **0** | |
| **430: 1996 Cop Redemption Fund B/S Total** | **4,435** | **0** | **0** | **0** | **0** | |
| **Debt Service Revenue Total** | **1,778,948** | **1,783,748** | **1,770,980** | **1,770,980** | **1,676,931** | |

| Debt Service | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 0 | 6,141 | 0 | 0 | 0 | |
| **090: Operating Transfers Out** | **0** | **6,141** | **0** | **0** | **0** | |
| 7900 Debt service | 0 | 0 | 1,770,980 | 96,106 | 1,676,931 | |
| 7924 Bond interest | 1,140,546 | 1,123,641 | 0 | 0 | 0 | |
| 7925 Bond principal | 626,232 | 647,829 | 0 | 0 | 0 | |
| 7927 Loan interest | 4,874 | 3,277 | 0 | 0 | 0 | |
| 8099 Special payments | 7,295 | 2,860 | 0 | 1,674,874 | 0 | |
| **600: Special Payments** | **1,778,947** | **1,777,607** | **1,770,980** | **1,770,980** | **1,676,931** | |
| **Debt Service Total** | **1,778,947** | **1,783,748** | **1,770,980** | **1,770,980** | **1,676,931** | |

| Debt Service | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **410: Bond Interest & Redemption BS** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 0 | 6,141 | 0 | 0 | 0 |
| **090: Operating Transfers Out Total** | **0** | **6,141** | **0** | **0** | **0** |
| **410: Bond Interest & Redemption BS Total** | **0** | **6,141** | **0** | **0** | **0** |
| | | | | | |
| **410032: COP Debt Service** | | | | | |
| 600: Special Payments | | | | | |
| 7900 Debt service | 0 | 0 | 1,674,874 | 0 | 0 |
| 7924 Bond interest | 1,140,546 | 1,123,641 | 0 | 0 | 1,084,071 |
| 7925 Bond principal | 535,000 | 555,000 | 0 | 0 | 590,000 |
| 8099 Special payments | 2,860 | 2,860 | 0 | 1,674,874 | 2,860 |
| **600: Special Payments Total** | **1,678,406** | **1,681,501** | **1,674,874** | **1,674,874** | **1,676,931** |
| **410032: COP Debt Service Total** | **1,678,406** | **1,681,501** | **1,674,874** | **1,674,874** | **1,676,931** |
| | | | | | |
| **411031: Principal & Interest Payments** | | | | | |
| 600: Special Payments | | | | | |
| 7900 Debt service | 0 | 0 | 96,106 | 96,106 | 0 |
| 7925 Bond principal | 91,232 | 92,829 | 0 | 0 | 0 |
| 7927 Loan interest | 4,874 | 3,277 | 0 | 0 | 0 |
| **600: Special Payments Total** | **96,106** | **96,106** | **96,106** | **96,106** | **0** |
| **411031: Principal & Interest Payments Total** | **96,106** | **96,106** | **96,106** | **96,106** | **0** |
| | | | | | |
| **430031: 96 Cop Interest & Redemption** | | | | | |
| 600: Special Payments | | | | | |
| 8099 Special payments | 4,435 | 0 | 0 | 0 | 0 |
| **600: Special Payments Total** | **4,435** | **0** | **0** | **0** | **0** |
| **430031: 96 Cop Interest & Redemption Total** | **4,435** | **0** | **0** | **0** | **0** |
| **Debt Service Total** | **1,778,947** | **1,783,748** | **1,770,980** | **1,770,980** | **1,676,931** |
| **Debt Service Total** | **1,778,947** | **1,783,748** | **1,770,980** | **1,770,980** | **1,676,931** |

# Employee Benefits Internal Services Fund
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**

**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Employee Benefits Internal Services Fund** | | | | | |
| **Fund Balance (Cash)** | | | | | |
| **Beginning Fund Balance (Cash) Unreserved** | - | - | 529,647 | - | - |
| Revenues | 5,785,127 | 6,346,991 | 7,483,032 | 6,596,116 | 6,909,090 |
| Expenditures | 5,785,127 | 6,346,991 | 7,453,525 | 6,596,116 | 6,909,090 |
| Net Difference (Revenues Less Expenditures) | - | - | 29,507 | - | - |
| **Fund Balance (Cash)** | | | | | |
| **Ending Fund Balance (Cash) Unreserved** | - | - | 559,154 | - | - |

| Benefits | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **270: Employee Benefits B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 0 | 807,711 | 155,000 | 0 | 0 | |
| **090: Operating Transfers In Total** | **0** | **807,711** | **155,000** | **0** | **0** | |
| **270: Employee Benefits B/S Total** | **0** | **807,711** | **155,000** | **0** | **0** | |
| | | | | | | |
| **2701: Employee Benefits Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 4,790 | 38,010 | 3,000 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **4,790** | **38,010** | **3,000** | **0** | **0** | |
| 840: Benefit & Insurance Fees | | | | | | |
| 6271 R/T Medical Care | 4,161,831 | 4,654,198 | 5,446,732 | 4,788,785 | 5,112,990 | |
| 6274 R/T Dental Insurance | 412,683 | 416,613 | 464,000 | 450,000 | 431,170 | |
| 6275 R/T Vision Care | 101,024 | 102,136 | 116,000 | 88,434 | 107,795 | |
| 6276 R/T Chiropractic | 21,033 | 20,797 | 23,150 | 22,653 | 23,715 | |
| 6277 R/T Life Insurance | 73,373 | 78,078 | 94,486 | 70,359 | 72,125 | |
| 6278 R/T Accidental Death Insuran | 12,233 | 12,572 | 29,621 | 14,180 | 26,690 | |
| 6279 R/T Unemployment Insurance | 73,364 | 78,482 | 84,344 | 80,000 | 97,055 | |
| 6282 R/T Long-term disability | 220,091 | 235,423 | 261,233 | 195,311 | 233,430 | |
| 6284 Cobra-Medical Ins Premium | 148 | 104 | 0 | 0 | 0 | |
| 6285 Cobra-Dental Ins Premium | 0 | 3,681 | 0 | 0 | 0 | |
| 6289 R/T Other Benefits | 621,368 | 744,908 | 800,466 | 886,394 | 804,120 | |
| **840: Benefit & Insurance Fees Total** | **5,697,148** | **6,346,992** | **7,320,032** | **6,596,116** | **6,909,090** | |
| 900: Other Revenue | | | | | | |
| 5394 Revenue-Other | 10,479 | 20,567 | 5,000 | 0 | 0 | |
| 6154 Experience Rebate | 72,710 | 0 | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **83,189** | **20,567** | **5,000** | **0** | **0** | |
| **2701: Employee Benefits Rev Total** | **5,785,127** | **6,405,569** | **7,328,032** | **6,596,116** | **6,909,090** | |
| **Benefits Revenue Total** | **5,785,127** | **7,213,280** | **7,483,032** | **6,596,116** | **6,909,090** | |

| Benefits | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 0 | 1,043,172 | 0 | 0 | 0 | |
| **090: Operating Transfers Out** | **0** | **1,043,172** | **0** | **0** | **0** | |
| 7323 Professional services | 4,801,068 | 5,321,567 | 6,249,968 | 5,531,327 | 5,857,265 | |
| 7361 Employee relations | 0 | 229 | 0 | 0 | 0 | |
| 7363 Employees physical exams | 0 | 395 | 1,000 | 1,000 | 1,000 | |
| **300: Supplies, Materials & Services** | **4,801,068** | **5,322,191** | **6,250,968** | **5,532,327** | **5,858,265** | |
| 8041 Retiree's Medical Reimb. | 448,667 | 551,076 | 698,752 | 670,403 | 600,000 | |
| 8050 Employee Assistance program | 10,340 | 5,829 | 2,400 | 1,936 | 2,400 | |
| 8051 Life Insurance | 65,232 | 67,564 | 94,656 | 70,359 | 72,125 | |
| 8052 Accidental Death Ins | 12,624 | 13,012 | 29,694 | 14,180 | 26,690 | |
| 8053 Unemployment Ins | 47,021 | 67,492 | 84,543 | 80,000 | 97,055 | |
| 8054 Long-term Disability | 152,286 | 211,368 | 262,062 | 195,311 | 233,430 | |
| 8055 Employee Recognition | 25,876 | 22,851 | 26,500 | 26,500 | 14,025 | |
| 8056 Flexible Spending | 4,964 | 5,379 | 3,950 | 5,100 | 5,100 | |
| **600: Special Payments** | **767,010** | **944,571** | **1,202,557** | **1,063,789** | **1,050,825** | |
| **Benefits Total** | **5,568,078** | **7,309,934** | **7,453,525** | **6,596,116** | **6,909,090** | |

| Benefits | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **270: Employee Benefits B/S** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 0 | 1,043,172 | 0 | 0 | 0 |
| **090: Operating Transfers Out Total** | **0** | **1,043,172** | **0** | **0** | **0** |
| **270: Employee Benefits B/S Total** | **0** | **1,043,172** | **0** | **0** | **0** |
| | | | | | |
| **270201: Benefits Administration Fees** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 17,705 | 33,794 | 7,840 | 7,500 | 8,000 |
| **300: Supplies, Materials & Services Total** | **17,705** | **33,794** | **7,840** | **7,500** | **8,000** |
| **270201: Benefits Administration Fees Total** | **17,705** | **33,794** | **7,840** | **7,500** | **8,000** |
| | | | | | |
| **270204: Medical Care** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 4,214,040 | 4,641,239 | 5,461,698 | 4,788,785 | 5,112,125 |
| **300: Supplies, Materials & Services Total** | **4,214,040** | **4,641,239** | **5,461,698** | **4,788,785** | **5,112,125** |
| **270204: Medical Care Total** | **4,214,040** | **4,641,239** | **5,461,698** | **4,788,785** | **5,112,125** |
| | | | | | |
| **270205: Retiree's Medical Care** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 113,909 | 145,822 | 175,980 | 173,955 | 175,000 |
| **300: Supplies, Materials & Services Total** | **113,909** | **145,822** | **175,980** | **173,955** | **175,000** |
| 600: Special Payments | | | | | |
| 8041 Retiree's Medical Reimb. | 448,667 | 551,076 | 698,752 | 670,403 | 600,000 |
| **600: Special Payments Total** | **448,667** | **551,076** | **698,752** | **670,403** | **600,000** |
| **270205: Retiree's Medical Care Total** | **562,576** | **696,898** | **874,732** | **844,358** | **775,000** |
| | | | | | |
| **270206: Medical Co-Pay Reimbursement** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7363 Employees physical exams | 0 | 395 | 1,000 | 1,000 | 1,000 |
| **300: Supplies, Materials & Services Total** | **0** | **395** | **1,000** | **1,000** | **1,000** |
| **270206: Medical Co-Pay Reimbursement Total** | **0** | **395** | **1,000** | **1,000** | **1,000** |
| | | | | | |
| **270207: Dental Insurance** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 355,139 | 397,744 | 465,000 | 450,000 | 431,170 |
| **300: Supplies, Materials & Services Total** | **355,139** | **397,744** | **465,000** | **450,000** | **431,170** |
| **270207: Dental Insurance Total** | **355,139** | **397,744** | **465,000** | **450,000** | **431,170** |
| | | | | | |
| **270208: Vision Care** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 80,302 | 81,870 | 116,250 | 88,434 | 107,795 |
| **300: Supplies, Materials & Services Total** | **80,302** | **81,870** | **116,250** | **88,434** | **107,795** |
| **270208: Vision Care Total** | **80,302** | **81,870** | **116,250** | **88,434** | **107,795** |
| | | | | | |
| **270209: Chiropractic Expense** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 19,973 | 21,098 | 23,200 | 22,653 | 23,175 |
| **300: Supplies, Materials & Services Total** | **19,973** | **21,098** | **23,200** | **22,653** | **23,175** |
| **270209: Chiropractic Expense Total** | **19,973** | **21,098** | **23,200** | **22,653** | **23,175** |
| | | | | | |
| **270210: Employee Assistance Program** | | | | | |
| 600: Special Payments | | | | | |
| 8050 Employee Assistance program | 10,340 | 5,829 | 2,400 | 1,936 | 2,400 |
| **600: Special Payments Total** | **10,340** | **5,829** | **2,400** | **1,936** | **2,400** |
| **270210: Employee Assistance Program Total** | **10,340** | **5,829** | **2,400** | **1,936** | **2,400** |
| | | | | | |
| **270211: Life Insurance** | | | | | |
| 600: Special Payments | | | | | |
| 8051 Life Insurance | 65,232 | 67,564 | 94,656 | 70,359 | 72,125 |

| Benefits | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **600: Special Payments Total** | **65,232** | **67,564** | **94,656** | **70,359** | **72,125** |
| **270211: Life Insurance Total** | **65,232** | **67,564** | **94,656** | **70,359** | **72,125** |
| | | | | | |
| **270212: Accidental Death Insurance** | | | | | |
| 600: Special Payments | | | | | |
| 8052 Accidental Death Ins | 12,624 | 13,012 | 29,694 | 14,180 | 26,690 |
| **600: Special Payments Total** | **12,624** | **13,012** | **29,694** | **14,180** | **26,690** |
| **270212: Accidental Death Insurance Total** | **12,624** | **13,012** | **29,694** | **14,180** | **26,690** |
| | | | | | |
| **270213: Unemployment Insurance** | | | | | |
| 600: Special Payments | | | | | |
| 8053 Unemployment Ins | 47,021 | 67,492 | 84,543 | 80,000 | 97,055 |
| **600: Special Payments Total** | **47,021** | **67,492** | **84,543** | **80,000** | **97,055** |
| **270213: Unemployment Insurance Total** | **47,021** | **67,492** | **84,543** | **80,000** | **97,055** |
| | | | | | |
| **270214: Long Term Disability** | | | | | |
| 600: Special Payments | | | | | |
| 8054 Long-term Disability | 152,286 | 211,368 | 262,062 | 195,311 | 233,430 |
| **600: Special Payments Total** | **152,286** | **211,368** | **262,062** | **195,311** | **233,430** |
| **270214: Long Term Disability Total** | **152,286** | **211,368** | **262,062** | **195,311** | **233,430** |
| | | | | | |
| **270215: Employee Recognition** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7361 Employee relations | 0 | 229 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **0** | **229** | **0** | **0** | **0** |
| 600: Special Payments | | | | | |
| 8055 Employee Recognition | 25,876 | 22,851 | 26,500 | 26,500 | 14,025 |
| **600: Special Payments Total** | **25,876** | **22,851** | **26,500** | **26,500** | **14,025** |
| **270215: Employee Recognition Total** | **25,876** | **23,080** | **26,500** | **26,500** | **14,025** |
| | | | | | |
| **270216: Flexible Spending Account** | | | | | |
| 600: Special Payments | | | | | |
| 8056 Flexible Spending | 4,964 | 5,379 | 3,950 | 5,100 | 5,100 |
| **600: Special Payments Total** | **4,964** | **5,379** | **3,950** | **5,100** | **5,100** |
| **270216: Flexible Spending Account Total** | **4,964** | **5,379** | **3,950** | **5,100** | **5,100** |
| **Benefits Total** | **5,568,078** | **7,309,934** | **7,453,525** | **6,596,116** | **6,909,090** |
| **Benefits Total** | **5,568,078** | **7,309,934** | **7,453,525** | **6,596,116** | **6,909,090** |

# Self Insurance Internal Services Funds
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**

**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Self Insurance Internal Services Funds** | | | | | |
| **Fund Balance (Net Assets)** | | | | | |
| **Beginning Fund Balance (Cash) Unreserved** | 4,060,506 | 5,446,130 | 6,156,411 | 7,282,069 | 6,533,577 |
| **Revenues** | 3,598,981 | 3,844,574 | 2,235,773 | 2,310,437 | 2,483,520 |
| **Expenditures** | 2,213,357 | 2,008,635 | 4,011,630 | 3,058,929 | 2,340,000 |
| **Net Difference (Revenues Less Expenditures)** | 1,385,624 | 1,835,939 | (1,775,857) | (748,492) | 143,520 |
| **Fund Balance (Net Assets)** | | | | | |
| **Ending Fund Balance (Cash) Unreserved** | 5,446,130 | 7,282,069 | 4,380,554 | 6,533,577 | 6,677,097 |

| Self-Insurance | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **301: Other Insurance B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 139,169 | 154,655 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **139,169** | **154,655** | **0** | **0** | **0** | |
| **301: Other Insurance B/S Total** | **139,169** | **154,655** | **0** | **0** | **0** | |
| **310: Workers' Compensation Ins B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 0 | 0 | 500,000 | 500,000 | 0 | |
| **090: Operating Transfers In Total** | **0** | **0** | **500,000** | **500,000** | **0** | |
| **310: Workers' Compensation Ins B/S Total** | **0** | **0** | **500,000** | **500,000** | **0** | |
| **3001: PL and PD Insurance Fund Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 65,276 | 94,631 | 42,000 | 44,700 | 21,900 | |
| **400: Investment/Property Revenues Tota** | **65,276** | **94,631** | **42,000** | **44,700** | **21,900** | |
| 500: Revenue from Others | | | | | | |
| 6154 Experience Rebate | 97,700 | 31,293 | 0 | 37,070 | 0 | |
| **500: Revenue from Others Total** | **97,700** | **31,293** | **0** | **37,070** | **0** | |
| 840: Benefit & Insurance Fees | | | | | | |
| 6290 R/T PL & PD insurance | 1,205,040 | 1,159,012 | 93,073 | 93,073 | 820,000 | |
| **840: Benefit & Insurance Fees Total** | **1,205,040** | **1,159,012** | **93,073** | **93,073** | **820,000** | |
| 900: Other Revenue | | | | | | |
| 5398 Reimbursable Charges | 0 | 165,230 | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **0** | **165,230** | **0** | **0** | **0** | |
| **3001: PL and PD Insurance Fund Rev Total** | **1,368,016** | **1,450,166** | **135,073** | **174,843** | **841,900** | |
| **3011: Other Insurance Rev** | | | | | | |
| 900: Other Revenue | | | | | | |
| 5332 Investment earnings | 0 | (1,193) | 0 | 3,580 | 0 | |
| 5394 Revenue-Other | 0 | 0 | 0 | 3,814 | 0 | |
| **900: Other Revenue Total** | **0** | **(1,193)** | **0** | **7,394** | **0** | |
| **3011: Other Insurance Rev Total** | **0** | **(1,193)** | **0** | **7,394** | **0** | |
| **3101: Workers' Compensation Ins Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 133,168 | 182,108 | 86,000 | 113,500 | 42,200 | |
| **400: Investment/Property Revenues Tota** | **133,168** | **182,108** | **86,000** | **113,500** | **42,200** | |
| 840: Benefit & Insurance Fees | | | | | | |
| 6281 Workers Compensation | 1,630,961 | 2,087,054 | 1,514,700 | 1,514,700 | 1,599,420 | |
| **840: Benefit & Insurance Fees Total** | **1,630,961** | **2,087,054** | **1,514,700** | **1,514,700** | **1,599,420** | |
| 900: Other Revenue | | | | | | |
| 5394 Revenue-Other | 14,934 | 0 | 0 | 0 | 0 | |

| Self-Insurance | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 5398 Reimbursable Charges | 489,589 | 63,934 | 0 | 0 | 0 | |
| **900: Other Revenue Total** | **504,523** | **63,934** | **0** | **0** | **0** | |
| **3101: Workers' Compensation Ins Rev Total** | **2,268,652** | **2,333,096** | **1,600,700** | **1,628,200** | **1,641,620** | |
| **Self-Insurance Revenue Total** | **3,775,837** | **3,936,724** | **2,235,773** | **2,310,437** | **2,483,520** | |

| Self-Insurance | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 139,169 | 154,655 | 1,000,000 | 1,000,000 | 0 | |
| **090: Operating Transfers Out** | **139,169** | **154,655** | **1,000,000** | **1,000,000** | **0** | |
| 7309 Membership & dues | 75 | 0 | 0 | 100 | 0 | |
| 7312 Bank service charges | 0 | 22 | 0 | 0 | 0 | |
| 7314 Business expense | 75 | 0 | 0 | 0 | 0 | |
| 7323 Professional services | 158,405 | 124,383 | 170,000 | 150,000 | 150,000 | |
| 7333 Repairs to vehicles | 0 | 2,859 | 0 | 0 | 0 | |
| 7343 PL & PD/other insurance | 737,176 | 316,787 | 365,000 | 100,000 | 215,000 | |
| 7399 Supplies, mat & services | 118,837 | 235,272 | 480,000 | 125,000 | 500,000 | |
| **300: Supplies, Materials & Services** | **1,014,568** | **679,323** | **1,015,000** | **375,100** | **865,000** | |
| 8031 ISF Workers comp | 303,934 | 314,181 | 318,200 | 300,000 | 300,000 | |
| 8032 ISF Temp disability-WC | 86,796 | 250,052 | 0 | 260,000 | 0 | |
| 8033 ISF Perm disability WC | 324,673 | 116,692 | 0 | 350,000 | 0 | |
| 8057 Boiler Insurance | 11,334 | 0 | 14,000 | 14,661 | 15,000 | |
| 8058 Property Insurance | 90,987 | 0 | 103,500 | 114,718 | 115,000 | |
| 8059 Surety Bonds | 7,606 | 5,425 | 8,280 | 29,400 | 0 | |
| 8065 WC-Medical Services | 314,344 | 398,129 | 0 | 462,000 | 0 | |
| 8066 WC-Vocational Rehab | 8,165 | 8,170 | 0 | 5,000 | 0 | |
| 8067 WC-Legal Counsel | 41,628 | 44,615 | 0 | 57,000 | 0 | |
| 8099 Special payments | 95,189 | 190,853 | 1,552,650 | 91,050 | 1,045,000 | |
| **600: Special Payments** | **1,284,656** | **1,328,117** | **1,996,630** | **1,683,829** | **1,475,000** | |
| **Self-Insurance Total** | **2,438,393** | **2,162,095** | **4,011,630** | **3,058,929** | **2,340,000** | |

| Self-Insurance | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **300: PL and PD Insurance Fund B/S** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 139,169 | 154,655 | 1,000,000 | 1,000,000 | 0 |
| **090: Operating Transfers Out Total** | **139,169** | **154,655** | **1,000,000** | **1,000,000** | **0** |
| **300: PL and PD Insurance Fund B/S Total** | **139,169** | **154,655** | **1,000,000** | **1,000,000** | **0** |
| | | | | | |
| **300202: General Liabilities** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7312 Bank service charges | 0 | 22 | 0 | 0 | 0 |
| 7323 Professional services | 44,245 | 14,202 | 40,000 | 20,000 | 20,000 |
| 7333 Repairs to vehicles | 0 | 2,859 | 0 | 0 | 0 |
| 7343 PL & PD/other insurance | 737,176 | 316,787 | 365,000 | 100,000 | 215,000 |
| 7399 Supplies, mat & services | 118,837 | 235,272 | 480,000 | 125,000 | 500,000 |
| **300: Supplies, Materials & Services Total** | **900,258** | **569,142** | **885,000** | **245,000** | **735,000** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 53,056 | 16,675 | 55,000 | 55,000 | 20,000 |
| **600: Special Payments Total** | **53,056** | **16,675** | **55,000** | **55,000** | **20,000** |
| **300202: General Liabilities Total** | **953,314** | **585,817** | **940,000** | **300,000** | **755,000** |
| | | | | | |
| **301201: Other Insurance** | | | | | |
| 600: Special Payments | | | | | |
| 8057 Boiler Insurance | 11,334 | 0 | 14,000 | 14,661 | 15,000 |
| 8058 Property Insurance | 90,987 | 0 | 103,500 | 114,718 | 115,000 |
| 8059 Surety Bonds | 7,606 | 5,425 | 8,280 | 29,400 | 0 |
| 8099 Special payments | 29,242 | 149,230 | 31,050 | 31,050 | 25,000 |
| **600: Special Payments Total** | **139,169** | **154,655** | **156,830** | **189,829** | **155,000** |
| **301201: Other Insurance Total** | **139,169** | **154,655** | **156,830** | **189,829** | **155,000** |
| | | | | | |
| **310202: Workers Compensation Charges** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7309 Membership & dues | 75 | 0 | 0 | 100 | 0 |
| 7314 Business expense | 75 | 0 | 0 | 0 | 0 |
| 7323 Professional services | 114,160 | 110,181 | 130,000 | 130,000 | 130,000 |
| **300: Supplies, Materials & Services Total** | **114,310** | **110,181** | **130,000** | **130,100** | **130,000** |
| 600: Special Payments | | | | | |
| 8031 ISF Workers comp | 303,934 | 314,181 | 318,200 | 300,000 | 300,000 |
| 8032 ISF Temp disability-WC | 86,796 | 250,052 | 0 | 260,000 | 0 |
| 8033 ISF Perm disability WC | 324,673 | 116,692 | 0 | 350,000 | 0 |
| 8065 WC-Medical Services | 314,344 | 398,129 | 0 | 462,000 | 0 |
| 8066 WC-Vocational Rehab | 8,165 | 8,170 | 0 | 5,000 | 0 |
| 8067 WC-Legal Counsel | 41,628 | 44,615 | 0 | 57,000 | 0 |
| 8099 Special payments | 12,891 | 24,948 | 1,466,600 | 5,000 | 1,000,000 |
| **600: Special Payments Total** | **1,092,431** | **1,156,787** | **1,784,800** | **1,439,000** | **1,300,000** |
| **310202: Workers Compensation Charges Tota** | **1,206,741** | **1,266,968** | **1,914,800** | **1,569,100** | **1,430,000** |
| **Self-Insurance Total** | **2,438,393** | **2,162,095** | **4,011,630** | **3,058,929** | **2,340,000** |
| **Self-Insurance Total** | **2,438,393** | **2,162,095** | **4,011,630** | **3,058,929** | **2,340,000** |

# Trust and Agency Funds
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**

**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Trust and Agency Funds** | | | | | |
| Fund Balance (Net Assets) | | | | | |
| Beginning Fund Balance (Net Assets) Unreserved | 1,286,808 | 1,522,837 | 1,063,888 | 1,599,812 | 1,609,012 |
| Revenues | 925,500 | 1,075,526 | 242,817 | 248,586 | 388,064 |
| Expenditures | 689,471 | 998,551 | 239,386 | 239,386 | 388,064 |
| Net Difference (Revenues Less Expenditures) | 236,029 | 76,975 | 3,431 | 9,200 | - |
| Fund Balance (Net Assets) | | | | | |
| Ending Fund Balance (Net Assets) Unreserved | 1,522,837 | 1,599,812 | 1,067,319 | 1,609,012 | 1,609,012 |

| Trust and Agency | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **2121: Private Sector Trust Fund Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 100,575 | 6,037 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **100,575** | **6,037** | **0** | **0** | **0** | |
| **2121: Private Sector Trust Fund Rev Total** | **100,575** | **6,037** | **0** | **0** | **0** | |
| **5011: Lcr Assessment 95-1 Rev** | | | | | | |
| 100: Tax Revenues | | | | | | |
| 5021 Special Assessments | 199,732 | 202,221 | 0 | 0 | 200,460 | |
| **100: Tax Revenues Total** | **199,732** | **202,221** | **0** | **0** | **200,460** | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 9,876 | 13,849 | 0 | 6,275 | 0 | |
| **400: Investment/Property Revenues Tota** | **9,876** | **13,849** | **0** | **6,275** | **0** | |
| **5011: Lcr Assessment 95-1 Rev Total** | **209,608** | **216,070** | **0** | **6,275** | **200,460** | |
| **5021: L&L Dist Z1-Almond Estates** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 345 | 597 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **345** | **597** | **0** | **0** | **0** | |
| 800: Public Works Fees | | | | | | |
| 6128 L & L-Almond Estates | 32,588 | 25,309 | 34,867 | 37,490 | 24,349 | |
| **800: Public Works Fees Total** | **32,588** | **25,309** | **34,867** | **37,490** | **24,349** | |
| **5021: L&L Dist Z1-Almond Estates Total** | **32,933** | **25,906** | **34,867** | **37,490** | **24,349** | |
| **5031: L&L Dist Z2-Century Meadows I** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 977 | 1,454 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **977** | **1,454** | **0** | **0** | **0** | |
| 800: Public Works Fees | | | | | | |
| 6128 L & L-Century Meadows | 44,137 | 39,409 | 47,428 | 49,629 | 38,961 | |
| **800: Public Works Fees Total** | **44,137** | **39,409** | **47,428** | **49,629** | **38,961** | |
| **5031: L&L Dist Z2-Century Meadows I Total** | **45,114** | **40,863** | **47,428** | **49,629** | **38,961** | |
| **5041: L&L Dist Z3-Millsbridge II** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 130 | 147 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **130** | **147** | **0** | **0** | **0** | |
| 800: Public Works Fees | | | | | | |
| 6128 L & L-Millsbridge II | 8,619 | 8,583 | 14,350 | 14,350 | 9,248 | |
| **800: Public Works Fees Total** | **8,619** | **8,583** | **14,350** | **14,350** | **9,248** | |
| **5041: L&L Dist Z3-Millsbridge II Total** | **8,749** | **8,730** | **14,350** | **14,350** | **9,248** | |
| **5051: L&L Dist Z4-Almond North** | | | | | | |

| Trust and Agency | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 22 | (33) | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **22** | **(33)** | **0** | **0** | **0** | |
| 800: Public Works Fees | | | | | | |
| 6128 L & L-Almond North | 9,559 | 8,293 | 12,840 | 12,840 | 8,685 | |
| **800: Public Works Fees Total** | **9,559** | **8,293** | **12,840** | **12,840** | **8,685** | |
| **5051: L&L Dist Z4-Almond North Total** | **9,581** | **8,260** | **12,840** | **12,840** | **8,685** | |
| **5061: L&L Dist Z5-Legacy I,II,Kirst** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | (179) | 562 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **(179)** | **562** | **0** | **0** | **0** | |
| 800: Public Works Fees | | | | | | |
| 6128 L & L-Legacy I,II Kirst | 63,103 | 58,548 | 59,969 | 63,294 | 60,165 | |
| **800: Public Works Fees Total** | **63,103** | **58,548** | **59,969** | **63,294** | **60,165** | |
| 810: Development Impact Fees | | | | | | |
| 6122 Development Impact Fees | 0 | (24,114) | 0 | 0 | 0 | |
| **810: Development Impact Fees Total** | **0** | **(24,114)** | **0** | **0** | **0** | |
| **5061: L&L Dist Z5-Legacy I,II,Kirst Total** | **62,924** | **34,996** | **59,969** | **63,294** | **60,165** | |
| **5071: L&L Dist Z6-The Villas** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 2,273 | 2,943 | 0 | 1,725 | 0 | |
| **400: Investment/Property Revenues Tota** | **2,273** | **2,943** | **0** | **1,725** | **0** | |
| 800: Public Works Fees | | | | | | |
| 6128 L & L-The Villas | 34,046 | 32,352 | 49,013 | 49,013 | 29,534 | |
| **800: Public Works Fees Total** | **34,046** | **32,352** | **49,013** | **49,013** | **29,534** | |
| **5071: L&L Dist Z6-The Villas Total** | **36,319** | **35,295** | **49,013** | **50,738** | **29,534** | |
| **5081: L&L Dist Z7-Woodlake Meadow** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 24 | 22 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **24** | **22** | **0** | **0** | **0** | |
| 800: Public Works Fees | | | | | | |
| 6128 L & L-Woodlake Meadows | 748 | 1,031 | 1,011 | 1,011 | 885 | |
| **800: Public Works Fees Total** | **748** | **1,031** | **1,011** | **1,011** | **885** | |
| **5081: L&L Dist Z7-Woodlake Meadow Total** | **772** | **1,053** | **1,011** | **1,011** | **885** | |
| **5091: L&L Dist Z8-Vintage Oaks** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 97 | 287 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **97** | **287** | **0** | **0** | **0** | |
| 800: Public Works Fees | | | | | | |

| Trust and Agency | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 6128 L & L-Vintage Oaks | 4,164 | 8,186 | 7,512 | 5,130 | 7,753 | |
| **800: Public Works Fees Total** | **4,164** | **8,186** | **7,512** | **5,130** | **7,753** | |
| **5091: L&L Dist Z8-Vintage Oaks Total** | **4,261** | **8,473** | **7,512** | **5,130** | **7,753** | |
| | | | | | | |
| **5101: SJMSCP Development Fees Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 1,800 | 7,712 | 0 | 1,200 | 0 | |
| **400: Investment/Property Revenues Tota** | **1,800** | **7,712** | **0** | **1,200** | **0** | |
| 810: Development Impact Fees | | | | | | |
| 6122 Development Impact Fees | 93,901 | 202,571 | 0 | 0 | 0 | |
| **810: Development Impact Fees Total** | **93,901** | **202,571** | **0** | **0** | **0** | |
| **5101: SJMSCP Development Fees Rev Total** | **95,701** | **210,283** | **0** | **1,200** | **0** | |
| | | | | | | |
| **5111: L&L Dist Z9-Interlake Square** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 17 | 25 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **17** | **25** | **0** | **0** | **0** | |
| 800: Public Works Fees | | | | | | |
| 6128 L & L-Interlake Square | 848 | 1,912 | 2,314 | 2,314 | 1,956 | |
| **800: Public Works Fees Total** | **848** | **1,912** | **2,314** | **2,314** | **1,956** | |
| **5111: L&L Dist Z9-Interlake Square Total** | **865** | **1,937** | **2,314** | **2,314** | **1,956** | |
| | | | | | | |
| **5121: L&L Dist Z10-Lakeshore Prop.** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 8 | 18 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **8** | **18** | **0** | **0** | **0** | |
| 800: Public Works Fees | | | | | | |
| 6128 L & L-Lakeshore Prop. | 316 | 960 | 1,236 | 1,236 | 989 | |
| **800: Public Works Fees Total** | **316** | **960** | **1,236** | **1,236** | **989** | |
| **5121: L&L Dist Z10-Lakeshore Prop. Total** | **324** | **978** | **1,236** | **1,236** | **989** | |
| | | | | | | |
| **5131: L&L Dist Z11-Tate Property** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 19 | 39 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **19** | **39** | **0** | **0** | **0** | |
| 800: Public Works Fees | | | | | | |
| 6128 L & L-Tate Prop. | 883 | 1,809 | 1,838 | 1,838 | 1,910 | |
| **800: Public Works Fees Total** | **883** | **1,809** | **1,838** | **1,838** | **1,910** | |
| **5131: L&L Dist Z11-Tate Property Total** | **902** | **1,848** | **1,838** | **1,838** | **1,910** | |
| | | | | | | |
| **5141: L&L Dist Z12-Winchester Woods** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 8 | 10 | 0 | 0 | 0 | |

| Trust and Agency | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **400: Investment/Property Revenues Tota** | **8** | **10** | **0** | **0** | **0** | |
| 800: Public Works Fees | | | | | | |
| 6128 L & L-Winchester Woods | 374 | 1,081 | 1,241 | 1,241 | 1,189 | |
| **800: Public Works Fees Total** | **374** | **1,081** | **1,241** | **1,241** | **1,189** | |
| **5141: L&L Dist Z12-Winchester Woods Tota** | **382** | **1,091** | **1,241** | **1,241** | **1,189** | |
| **5151: L&L Dist Z13-Guild Industrial** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 206 | 409 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **206** | **409** | **0** | **0** | **0** | |
| 800: Public Works Fees | | | | | | |
| 6128 L & L-Guild Industrial | 10,000 | 1,888 | 9,198 | 0 | 1,980 | |
| **800: Public Works Fees Total** | **10,000** | **1,888** | **9,198** | **0** | **1,980** | |
| **5151: L&L Dist Z13-Guild Industrial Total** | **10,206** | **2,297** | **9,198** | **0** | **1,980** | |
| **5501: SJC Facilities Fees-Future Dev** | | | | | | |
| 810: Development Impact Fees | | | | | | |
| 6122 Development Impact Fees | (125,793) | 205,142 | 0 | 0 | 0 | |
| **810: Development Impact Fees Total** | **(125,793)** | **205,142** | **0** | **0** | **0** | |
| **5501: SJC Facilities Fees-Future Dev Total** | **(125,793)** | **205,142** | **0** | **0** | **0** | |
| **12021: Hutchins StSq/holz Bequest Rv** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | 52 | 60 | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **52** | **60** | **0** | **0** | **0** | |
| **12021: Hutchins StSq/holz Bequest Rv Tota** | **52** | **60** | **0** | **0** | **0** | |
| **Trust and Agency Revenue Total** | **493,475** | **809,319** | **242,817** | **248,586** | **388,064** | |

| Trust and Agency | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 4220 Operating Transfers Out | 35,699 | 32,367 | 0 | 0 | 0 | |
| **090: Operating Transfers Out** | **35,699** | **32,367** | **0** | **0** | **0** | |
| 7312 Bank service charges | 15 | 0 | 0 | 0 | 0 | |
| 7323 Professional services | 18,441 | 0 | 0 | 0 | 0 | |
| 7335 Sublet service contracts | 57,880 | 28,262 | 8,149 | 22,499 | 0 | |
| **300: Supplies, Materials & Services** | **76,336** | **28,262** | **8,149** | **22,499** | **0** | |
| 7924 Bond interest | 51,413 | 42,930 | 0 | 0 | 0 | |
| 7925 Bond principal | 145,000 | 130,000 | 0 | 0 | 0 | |
| 8099 Special payments | 112,113 | 405,644 | 231,237 | 216,887 | 388,064 | |
| **600: Special Payments** | **308,526** | **578,574** | **231,237** | **216,887** | **388,064** | |
| **Trust and Agency Total** | **420,561** | **639,203** | **239,386** | **239,386** | **388,064** | |

| Trust and Agency | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| **1410: Expendable Trust B/S** | | | | | |
| 090: Operating Transfers Out | | | | | |
| 4220 Operating Transfers Out | 35,699 | 32,367 | 0 | 0 | 0 |
| **090: Operating Transfers Out Total** | **35,699** | **32,367** | **0** | **0** | **0** |
| **1410: Expendable Trust B/S Total** | **35,699** | **32,367** | **0** | **0** | **0** |
| | | | | | |
| **212801: Private Sector Trust Fund Exp** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 11,866 | 0 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **11,866** | **0** | **0** | **0** | **0** |
| **212801: Private Sector Trust Fund Exp Total** | **11,866** | **0** | **0** | **0** | **0** |
| | | | | | |
| **501031: Lcr Assessment 95-1** | | | | | |
| 600: Special Payments | | | | | |
| 7924 Bond interest | 51,413 | 42,930 | 0 | 0 | 0 |
| 7925 Bond principal | 145,000 | 130,000 | 0 | 0 | 0 |
| 8099 Special payments | 8,012 | 8,970 | 0 | 0 | 200,460 |
| **600: Special Payments Total** | **204,425** | **181,900** | **0** | **0** | **200,460** |
| **501031: Lcr Assessment 95-1 Total** | **204,425** | **181,900** | **0** | **0** | **200,460** |
| | | | | | |
| **502501: Landscape & Lighting Dist Z-1** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7335 Sublet service contracts | 14,560 | 8,074 | 2,623 | 2,623 | 0 |
| **300: Supplies, Materials & Services Total** | **14,560** | **8,074** | **2,623** | **2,623** | **0** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 14,462 | 14,781 | 34,867 | 34,867 | 24,349 |
| **600: Special Payments Total** | **14,462** | **14,781** | **34,867** | **34,867** | **24,349** |
| **502501: Landscape & Lighting Dist Z-1 Total** | **29,022** | **22,855** | **37,490** | **37,490** | **24,349** |
| | | | | | |
| **503501: Landscape & Lighting Dist Z-2** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7335 Sublet service contracts | 12,220 | 6,145 | 2,201 | 2,201 | 0 |
| **300: Supplies, Materials & Services Total** | **12,220** | **6,145** | **2,201** | **2,201** | **0** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 25,842 | 26,458 | 47,428 | 47,428 | 38,961 |
| **600: Special Payments Total** | **25,842** | **26,458** | **47,428** | **47,428** | **38,961** |
| **503501: Landscape & Lighting Dist Z-2 Total** | **38,062** | **32,603** | **49,629** | **49,629** | **38,961** |
| | | | | | |
| **504501: Landscape & Lighting Dist Z-3** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7335 Sublet service contracts | 0 | 0 | 0 | 14,350 | 0 |
| **300: Supplies, Materials & Services Total** | **0** | **0** | **0** | **14,350** | **0** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 7,646 | 7,430 | 14,350 | 0 | 9,248 |
| **600: Special Payments Total** | **7,646** | **7,430** | **14,350** | **0** | **9,248** |
| **504501: Landscape & Lighting Dist Z-3 Total** | **7,646** | **7,430** | **14,350** | **14,350** | **9,248** |
| | | | | | |
| **505501: Landscape & Lighting Dist Z-3** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7323 Professional services | 6,575 | 0 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **6,575** | **0** | **0** | **0** | **0** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 6,218 | 6,360 | 12,840 | 12,840 | 8,685 |
| **600: Special Payments Total** | **6,218** | **6,360** | **12,840** | **12,840** | **8,685** |
| **505501: Landscape & Lighting Dist Z-3 Total** | **12,793** | **6,360** | **12,840** | **12,840** | **8,685** |
| | | | | | |
| **506501: Landscape & Lighting Dist Z-5** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7335 Sublet service contracts | 18,460 | 10,433 | 3,325 | 3,325 | 0 |
| **300: Supplies, Materials & Services Total** | **18,460** | **10,433** | **3,325** | **3,325** | **0** |

| Trust and Agency | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 600: Special Payments | | | | | |
| 8099 Special payments | 30,638 | 41,411 | 59,969 | 59,969 | 60,165 |
| **600: Special Payments Total** | **30,638** | **41,411** | **59,969** | **59,969** | **60,165** |
| **506501: Landscape & Lighting Dist Z-5 Total** | **49,098** | **51,844** | **63,294** | **63,294** | **60,165** |
| | | | | | |
| **507501: Landscape & Lighting Dist Z-6** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7335 Sublet service contracts | 12,640 | 3,075 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **12,640** | **3,075** | **0** | **0** | **0** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 14,789 | 15,115 | 49,013 | 49,013 | 29,534 |
| **600: Special Payments Total** | **14,789** | **15,115** | **49,013** | **49,013** | **29,534** |
| **507501: Landscape & Lighting Dist Z-6 Total** | **27,429** | **18,190** | **49,013** | **49,013** | **29,534** |
| | | | | | |
| **508501: Landscape & Lighting Dist Z-7** | | | | | |
| 600: Special Payments | | | | | |
| 8099 Special payments | 865 | 784 | 1,011 | 1,011 | 885 |
| **600: Special Payments Total** | **865** | **784** | **1,011** | **1,011** | **885** |
| **508501: Landscape & Lighting Dist Z-7 Total** | **865** | **784** | **1,011** | **1,011** | **885** |
| | | | | | |
| **509501: L&L Dist Z8-Vintage Oaks** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7335 Sublet service contracts | 0 | 535 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **0** | **535** | **0** | **0** | **0** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 1,629 | 3,020 | 5,130 | 5,130 | 7,753 |
| **600: Special Payments Total** | **1,629** | **3,020** | **5,130** | **5,130** | **7,753** |
| **509501: L&L Dist Z8-Vintage Oaks Total** | **1,629** | **3,555** | **5,130** | **5,130** | **7,753** |
| | | | | | |
| **510501: SJMSCP-remittance to County** | | | | | |
| 600: Special Payments | | | | | |
| 8099 Special payments | 0 | 243,016 | 0 | 0 | 0 |
| **600: Special Payments Total** | **0** | **243,016** | **0** | **0** | **0** |
| **510501: SJMSCP-remittance to County Total** | **0** | **243,016** | **0** | **0** | **0** |
| | | | | | |
| **511501: L&L Dist Z9-Interlake Square** | | | | | |
| 600: Special Payments | | | | | |
| 8099 Special payments | 818 | 1,802 | 2,314 | 2,314 | 1,956 |
| **600: Special Payments Total** | **818** | **1,802** | **2,314** | **2,314** | **1,956** |
| **511501: L&L Dist Z9-Interlake Square Total** | **818** | **1,802** | **2,314** | **2,314** | **1,956** |
| | | | | | |
| **512501: L&L Dist Z10-Lakeshore Prop.** | | | | | |
| 600: Special Payments | | | | | |
| 8099 Special payments | 298 | 902 | 1,236 | 1,236 | 989 |
| **600: Special Payments Total** | **298** | **902** | **1,236** | **1,236** | **989** |
| **512501: L&L Dist Z10-Lakeshore Prop. Total** | **298** | **902** | **1,236** | **1,236** | **989** |
| | | | | | |
| **513501: L&L Dist Z11-Tate Property .** | | | | | |
| 600: Special Payments | | | | | |
| 8099 Special payments | 542 | 1,057 | 1,838 | 1,838 | 1,910 |
| **600: Special Payments Total** | **542** | **1,057** | **1,838** | **1,838** | **1,910** |
| **513501: L&L Dist Z11-Tate Property . Total** | **542** | **1,057** | **1,838** | **1,838** | **1,910** |
| | | | | | |
| **514501: L&L Dist Z12-Winchester Woods** | | | | | |
| 600: Special Payments | | | | | |
| 8099 Special payments | 354 | 1,013 | 1,241 | 1,241 | 1,189 |
| **600: Special Payments Total** | **354** | **1,013** | **1,241** | **1,241** | **1,189** |
| **514501: L&L Dist Z12-Winchester Woods Total** | **354** | **1,013** | **1,241** | **1,241** | **1,189** |
| | | | | | |
| **515501: L&L Dist Z13-Guild Industrial** | | | | | |

| Trust and Agency | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 600: Special Payments | | | | | |
| 8099 Special payments | 0 | 155 | 0 | 0 | 1,980 |
| **600: Special Payments Total** | **0** | **155** | **0** | **0** | **1,980** |
| **515501: L&L Dist Z13-Guild Industrial Total** | **0** | **155** | **0** | **0** | **1,980** |
| | | | | | |
| **550501: SJCFF remittance to County** | | | | | |
| 300: Supplies, Materials & Services | | | | | |
| 7312 Bank service charges | 15 | 0 | 0 | 0 | 0 |
| **300: Supplies, Materials & Services Total** | **15** | **0** | **0** | **0** | **0** |
| 600: Special Payments | | | | | |
| 8099 Special payments | 0 | 33,370 | 0 | 0 | 0 |
| **600: Special Payments Total** | **0** | **33,370** | **0** | **0** | **0** |
| **550501: SJCFF remittance to County Total** | **15** | **33,370** | **0** | **0** | **0** |
| **Trust and Agency Total** | **420,561** | **639,203** | **239,386** | **239,386** | **388,064** |
| **Trust and Agency Total** | **420,561** | **639,203** | **239,386** | **239,386** | **388,064** |

# Fleet Service Fund
# Fund Balance Analysis

**Statement of Estimated Changes in Fund Balance**

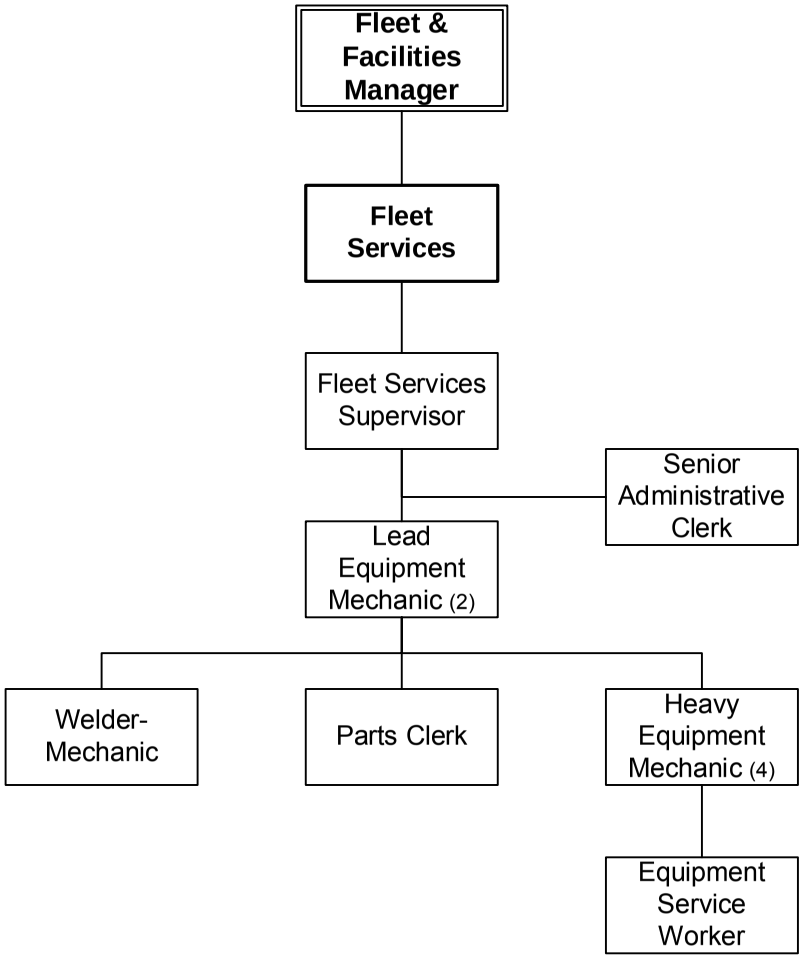
**For the Fiscal Year Ended June 30, 2010**

**With Audited Actuals for FY 2006-07 and 2007-08 and Comparative Budget FY 2008-09**

| | Audited 2006-07 Actuals | Audited 2007-08 Actuals | 2008-09 Budget | Estimated 2008-09 Actuals | 2009-10 Budget |
|---|---|---|---|---|---|
| **Fleet Services Internal Services Fund** | | | | | |
| **Fund Balance (Cash)** | | | | | |
| **Beginning Fund Balance (Cash) Unreserved** | - | - | 27,928 | - | - |
| Revenues | 1,565,130 | 1,090,871 | 1,947,553 | 1,864,249 | 1,960,170 |
| Expenditures | 1,565,130 | 1,090,871 | 1,947,553 | 1,864,249 | 1,960,170 |
| Net Difference (Revenues Less Expenditures) | - | - | - | - | - |
| **Fund Balance (Cash)** | | | | | |
| **Ending Fund Balance (Cash) Unreserved** | - | - | 27,928 | - | - |

| Fleet Services | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| **260: Internal Srvc-Equip Maint B/S** | | | | | | |
| 090: Operating Transfers In | | | | | | |
| 4210 Operating Transfers In | 418,569 | 0 | 0 | 0 | 0 | |
| **090: Operating Transfers In Total** | **418,569** | **0** | **0** | **0** | **0** | |
| **260: Internal Srvc-Equip Maint B/S Total** | **418,569** | **0** | **0** | **0** | **0** | |
| | | | | | | |
| **2601: Internal Srvc-Equip Maint Rev** | | | | | | |
| 400: Investment/Property Revenues | | | | | | |
| 5332 Investment earnings | (7,660) | (13,432) | 0 | 0 | 0 | |
| **400: Investment/Property Revenues Tota** | **(7,660)** | **(13,432)** | **0** | **0** | **0** | |
| 900: Other Revenue | | | | | | |
| 6004 CNG Fuel | 0 | 58,333 | 0 | 0 | 0 | |
| 6341 Revenues by Transfer | 269,269 | 1,017,324 | 1,947,553 | 1,864,249 | 1,960,170 | |
| **900: Other Revenue Total** | **269,269** | **1,075,657** | **1,947,553** | **1,864,249** | **1,960,170** | |
| **2601: Internal Srvc-Equip Maint Rev Total** | **261,609** | **1,062,225** | **1,947,553** | **1,864,249** | **1,960,170** | |
| **Fleet Services Revenue Total** | **680,178** | **1,062,225** | **1,947,553** | **1,864,249** | **1,960,170** | |

# Public Works
# Fleet Services




FY 2009-2010

| Fleet Services | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final |
|---|---|---|---|---|---|
| 100: Personnel Services | 757,162 | 874,937 | 931,128 | 933,769 | 967,205 |
| 200: Utility Comm. & Transportation | 14,587 | 2,246 | 19,970 | 3,557 | 2,050 |
| 300: Supplies, Materials & Services | 703,207 | 146,090 | 929,300 | 879,768 | 963,760 |
| 500: Equipment, Land & Structures | 0 | 13,100 | 40,655 | 40,655 | 20,655 |
| 600: Special Payments | 16,674 | 5,888 | 6,500 | 6,500 | 6,500 |
| 700: Interfund Transfers | (879,178) | 0 | 0 | 0 | 0 |
| 900: Capital Projects | 0 | 0 | 20,000 | 0 | 0 |
| **Fleet Services Total** | **612,452** | **1,042,261** | **1,947,553** | **1,864,249** | **1,960,170** |

**STAFFING SUMMARY**

| | 2006-07 Positions | 2007-08 Positions | 2008-09 Positions | 2009-10 Authorized Positions | 2009-10 Budgeted Positions |
|---|---|---|---|---|---|
| **FLEET** | | | | | |
| Equipment Service Worker | 1 | 1 | 1 | 1 | 1 |
| Fleets Services Supervisor | 1 | 1 | 1 | 1 | 1 |
| Heavy Equipment Mechanic | 3 | 4 | 4 | 4 | 4 |
| Lead Equipment Mechanic | 2 | 2 | 2 | 2 | 2 |
| Parts Clerk | 1 | 1 | 1 | 1 | 1 |
| Senior Administrative Clerk | 1 | 1 | 1 | 1 | 1 |
| Welder-Mechanic | 1 | 1 | 1 | 1 | 1 |
| **Fleet Total** | **10** | **11** | **11** | **11** | **11** |

| | | | |
|---|---|---|---|
| **ACTIVITY:** | **Fleet Services and Motor Pool** | **DIVISION:** | **Fleet and Facilities Services** |
| **DEPARTMENT:** | **Public Works** | **FUND:** | **Internal Services Fund** |

## ACTIVITY DESCRIPTION

The Fleet Services Section maintains a fleet of approximately 430 vehicles and equipment, serving the entire City fleet except Parks and Recreation's mowing equipment and scooters. Included are repairs to vehicles and equipment of all types and sizes; managing the parts inventory; troubleshooting and repair of mechanical operation problems in electric, hydraulic, and mechanical systems; welding/fabricating projects; providing preventative maintenance to all vehicles and equipment; overseeing the fleet management system and software; preparing vehicle purchase specifications; working with the City fleet coordinators from all departments/divisions and supervising contract labor and outside vendors.

The total cost of this activity is distributed as an internal service fund in which costs for vehicles and maintenance are allocated to individual departmental activities.

Activity goals are: 1) safe and reliable City vehicles and equipment; 2) maximum service life; and 3) a positive image for the City. This activity has six major elements:

- Administration – Direct, supervise, and plan Fleet Services activities; provide clerical and administrative support; establish shop rules and procedures; train and develop staff; promote and foster a positive, safe and efficient work place; and maintain shop materials and supplies.
- Repairs – Repair vehicle and equipment malfunctions and overhaul engines and transmissions.
- Preventive Maintenance – Schedule, inspect and service vehicles, heavy equipment and other equipment.
- Vehicle Support Operations – Purchase and provide parts, tires, gas and oil for vehicles and equipment. Coordinate administration of purchasing and disposition of vehicles and equipment, and oversee Fleet Policies and Procedures.
- Fabrication and Repair – Fabricate parts and equipment and perform welding and machine work as needed.
- Motor pool operations – Provide and maintain a pool of vehicles and equipment for use by staff in conducting City business as needed.

## SERVICE LEVEL ADJUSTMENTS

- None.

## MAJOR 2008-09 ACCOMPLISHMENTS

- Completed construction of new Fleet Transit Shop.
- Replaced four aging buses.
- Down-sized transit fleet through reduction of number of spare buses.

## MAJOR 2009-10 OBJECTIVES

- Add shop security system.
- Replace aging shop equipment.

**ACTIVITY:** Fleet Services and Motor Pool **DIVISION:** Fleet and Facilities Services
**DEPARTMENT:** Public Works **FUND:** Internal Services Fund

| PERFORMANCE MEASURES | 2006-07 | 2007-08 | 2008-09 |
|---|---|---|---|
| Vehicle and heavy equipment fleet size | 420 | 430 | 430 |
| Work order tasks completed | 6,102 | 6,277 | 8,159 |
| Smog certifications | 56 | 73 | 65 |
| Services/safety checks/tune-ups | 833 | 1,018 | 1,266 |

**RELATED COST CENTER(S)**

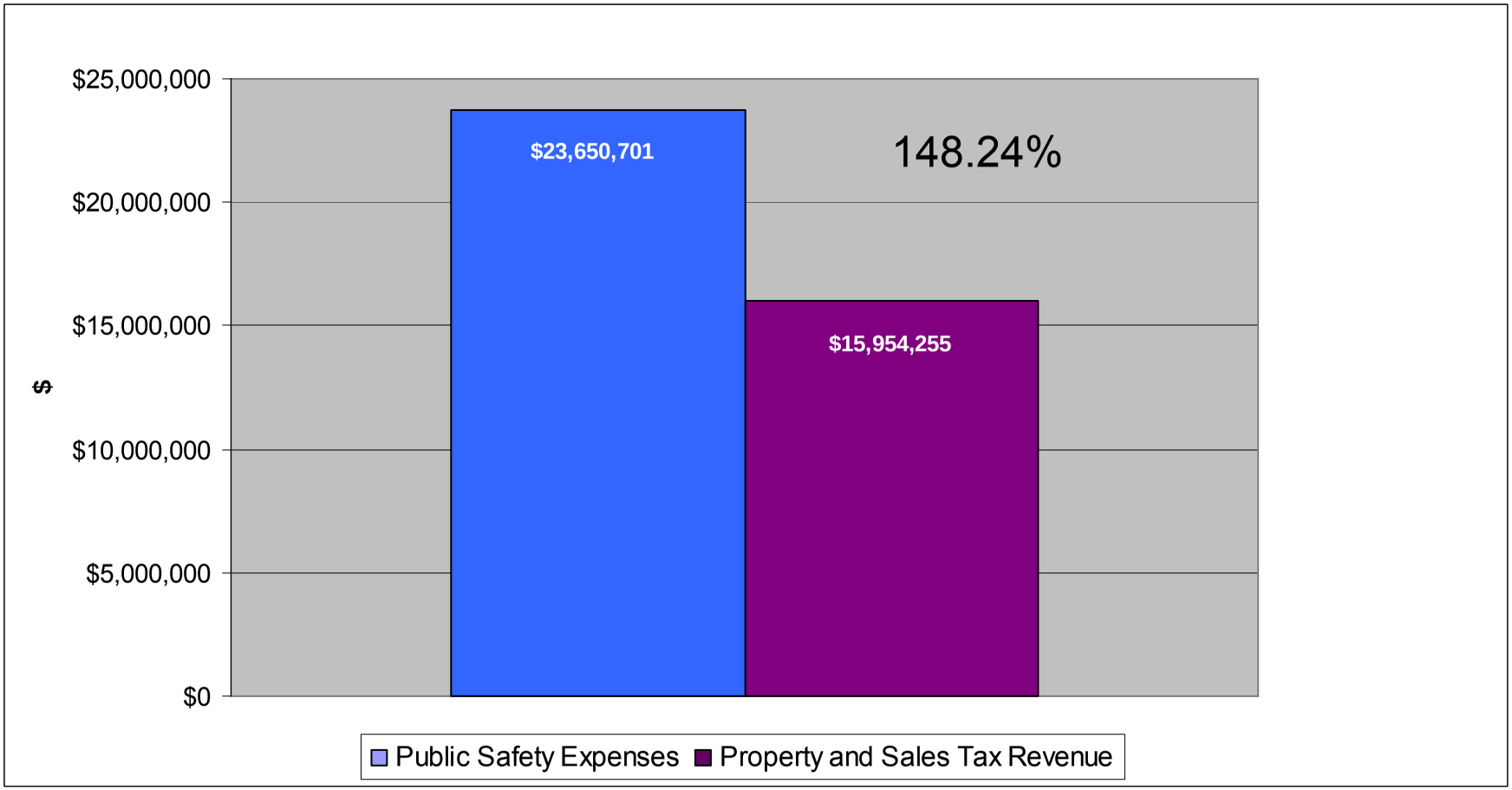
- 260561

| Fleet Services | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7101 Regular emp salary | 486,629 | 516,511 | 544,743 | 544,743 | 556,440 | |
| 7102 Overtime | 1,174 | 2,279 | 3,000 | 3,000 | 3,000 | |
| 7103 Part time salary | 4,042 | 0 | 0 | 0 | 0 | |
| 7109 Incentive pay | 1,413 | 2,024 | 1,995 | 1,995 | 2,560 | |
| 7111 Workers comp | 28,346 | 36,220 | 36,300 | 36,300 | 40,260 | |
| 7112 Medical insurance | 90,284 | 102,420 | 119,659 | 119,659 | 131,930 | |
| 7113 Dental insurance | 8,649 | 8,920 | 11,000 | 11,000 | 11,000 | |
| 7114 Vision care | 2,338 | 2,445 | 2,750 | 2,750 | 2,750 | |
| 7115 Medicare insurance | 7,128 | 7,546 | 7,897 | 7,897 | 8,070 | |
| 7121 Service contribution-PERS | 93,462 | 98,915 | 103,800 | 103,800 | 104,205 | |
| 7122 Social security payments | 251 | 0 | 0 | 0 | 0 | |
| 7123 Deferred comp | 11,855 | 12,438 | 11,057 | 11,057 | 11,530 | |
| 7124 LI & AD & D | 1,146 | 922 | 1,553 | 1,553 | 1,450 | |
| 7125 Unemployment insurance | 1,312 | 1,384 | 1,525 | 1,525 | 1,950 | |
| 7128 LTD | 6,171 | 6,541 | 6,939 | 6,939 | 7,090 | |
| 7129 Chiropractic | 462 | 522 | 550 | 550 | 610 | |
| 7130 Insurance refund | 1,364 | 1,173 | 1,300 | 1,300 | 0 | |
| 7131 Other benefits | 11,136 | 14,380 | 14,488 | 14,488 | 20,680 | |
| 7189 Transfer Out | 0 | 60,297 | 62,572 | 65,213 | 63,680 | |
| **100: Personnel Services** | **757,162** | **874,937** | **931,128** | **933,769** | **967,205** | |
| 7201 Postage | 284 | 680 | 450 | 450 | 400 | |
| 7202 Telephone | 568 | 776 | 600 | 1,000 | 1,000 | |
| 7203 Cellular phone charges | 726 | 790 | 800 | 650 | 650 | |
| 7211 Electricity | 13,009 | 0 | 18,120 | 1,457 | 0 | Moved to Transit |
| **200: Utility Comm. & Transportation** | **14,587** | **2,246** | **19,970** | **3,557** | **2,050** | |
| 7301 Printing,binding,duplication | 34 | 328 | 500 | 14 | 200 | |
| 7302 Photocopying | 109 | 121 | 50 | 50 | 50 | |
| 7304 Laundry & dry cleaning | 2,211 | 1,930 | 2,100 | 2,000 | 2,250 | |
| 7305 Uniforms | 2,413 | 2,732 | 2,400 | 2,200 | 2,500 | |
| 7306 Safety Equipment | 1,622 | 4,030 | 5,000 | 5,000 | 3,700 | |
| 7307 Office supplies | 1,582 | 1,283 | 1,750 | 1,750 | 1,000 | |
| 7308 Books & periodicals | 20 | 0 | 200 | 100 | 100 | |
| 7309 Membership & dues | 164 | 134 | 200 | 200 | 200 | |
| 7313 Information systems software | 2,231 | 2,136 | 2,000 | 2,479 | 2,750 | |
| 7314 Business expense | 520 | 184 | 200 | 200 | 300 | |
| 7315 Conference expense | 1,338 | 1,792 | 4,175 | 2,000 | 0 | |
| 7322 Rental of equipment | 7,758 | 3,879 | 3,880 | 0 | 0 | |
| 7323 Professional services | 1,554 | 3,654 | 4,200 | 1,000 | 4,200 | |
| 7330 Repairs to comm equip | 110 | 100 | 120 | 120 | 120 | |
| 7331 Repairs to Mach & equip | 4,599 | 152 | 120 | 2,600 | 2,800 | |
| 7333 Repairs to vehicles | 280,597 | 103,012 | 330,430 | 330,000 | 400,000 | |
| 7335 Sublet service contracts | 12,976 | 7,827 | 8,000 | 8,000 | 8,000 | |
| 7336 Car wash | 8,068 | 8,663 | 8,850 | 10,000 | 10,000 | |

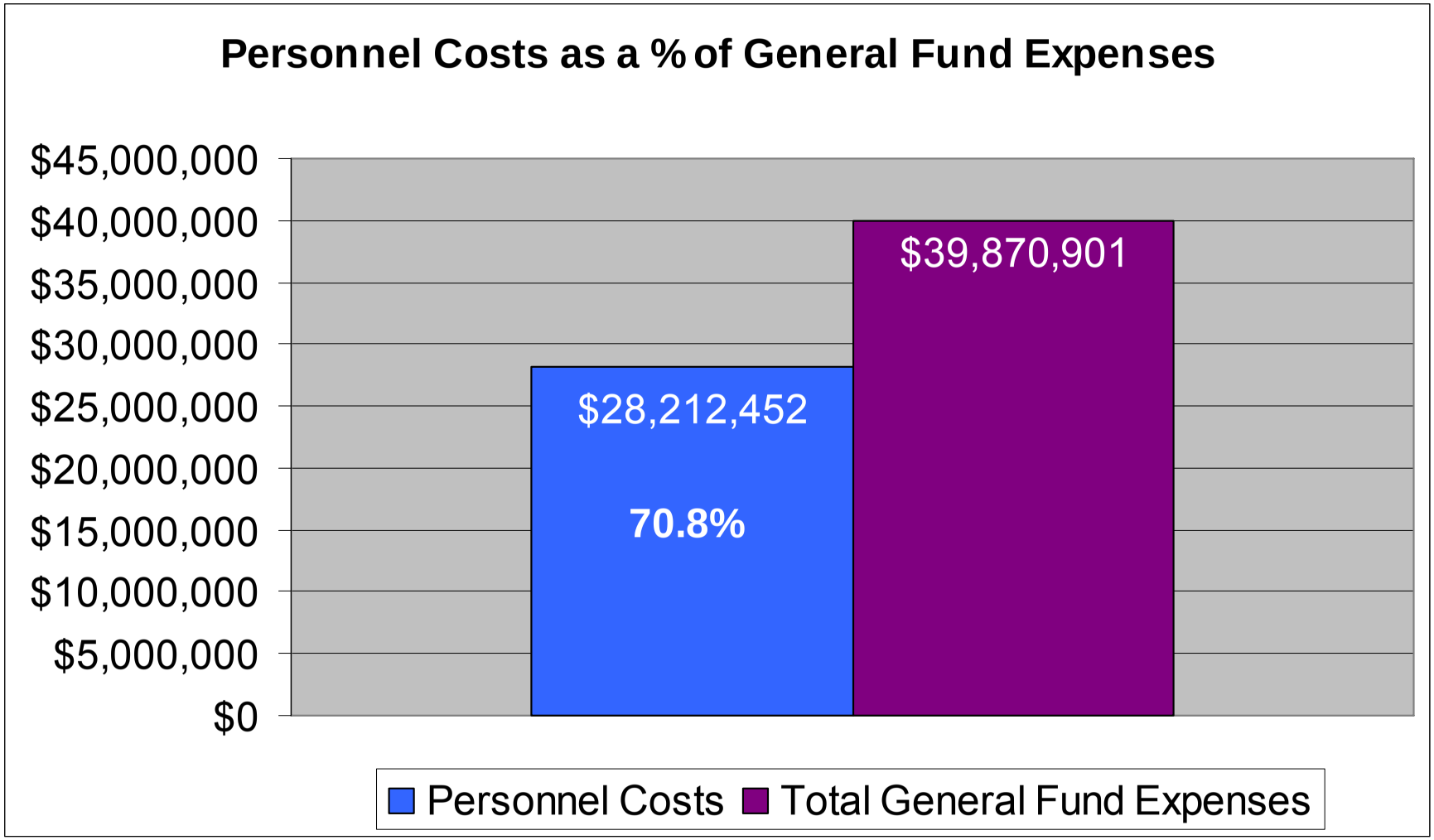
| Fleet Services | 2006-2007 Actuals | 2007-2008 Actuals | 2008-2009 Budget | 2008-2009 Estimated Actuals | 2009-2010 Final | Comments |
|---|---|---|---|---|---|---|
| 7343 PL & PD/other insurance | 20,946 | 22,110 | 7,975 | 7,975 | 21,570 | |
| 7351 Motor veh fuel, lube | 330,414 | (42,615) | 521,465 | 480,000 | 480,000 | |
| 7352 Special dept materials | 14,036 | 15,448 | 15,700 | 14,000 | 14,000 | |
| 7353 Janitorial supplies | 46 | 386 | 300 | 300 | 300 | |
| 7355 General supplies | 1,511 | 1,256 | 1,125 | 1,680 | 1,500 | |
| 7358 Training & education | 4,484 | 1,458 | 1,480 | 1,200 | 1,240 | |
| 7359 Small tools and equip | 3,792 | 6,055 | 6,450 | 6,450 | 6,450 | |
| 7360 Overtime meals | 0 | 0 | 100 | 100 | 0 | |
| 7363 Employees physical exams | 0 | 0 | 330 | 150 | 330 | |
| 7399 Supplies, mat & services | 72 | 35 | 200 | 200 | 200 | |
| **300: Supplies, Materials & Services** | **703,207** | **146,090** | **929,300** | **879,768** | **963,760** | |
| 7700 Equipment, Land & Structures | 0 | 0 | 20,000 | 0 | 0 | |
| 7719 Other equip | 0 | 0 | 0 | 20,000 | 0 | |
| 7789 Transfer Out | 0 | 13,100 | 20,655 | 20,655 | 20,655 | |
| **500: Equipment, Land & Structures** | **0** | **13,100** | **40,655** | **40,655** | **20,655** | |
| 8099 Special payments | 16,674 | 5,888 | 6,500 | 6,500 | 6,500 | |
| **600: Special Payments** | **16,674** | **5,888** | **6,500** | **6,500** | **6,500** | |
| 8198 Transfer In | (879,178) | 0 | 0 | 0 | 0 | |
| **700: Interfund Transfers** | **(879,178)** | **0** | **0** | **0** | **0** | |
| 1820 Construction in Progress-CY | 0 | 0 | 20,000 | 0 | 0 | |
| **900: Capital Projects** | **0** | **0** | **20,000** | **0** | **0** | |
| **Fleet Services Total** | **612,452** | **1,042,261** | **1,947,553** | **1,864,249** | **1,960,170** | |

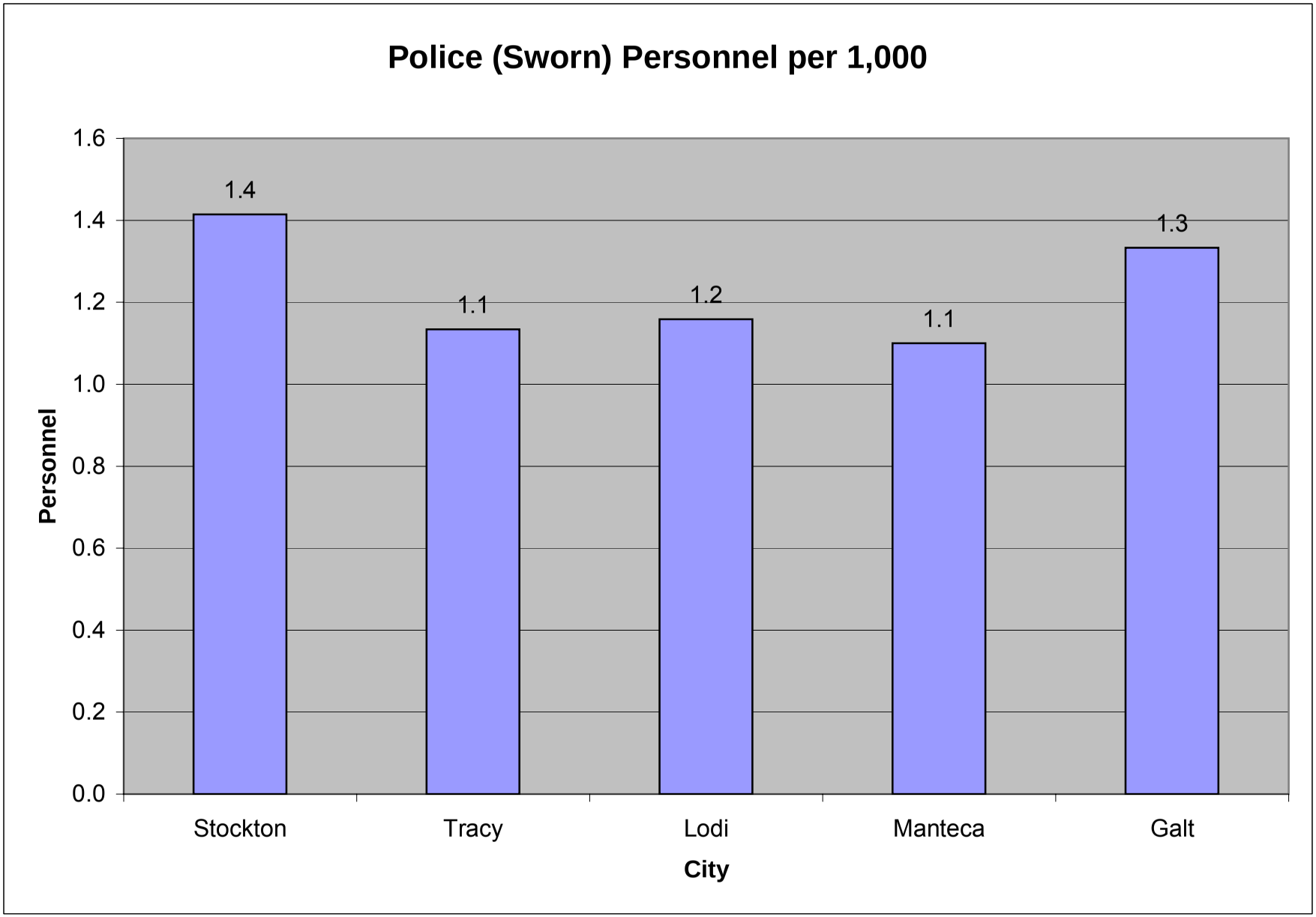
# FY 2009/10 Budget

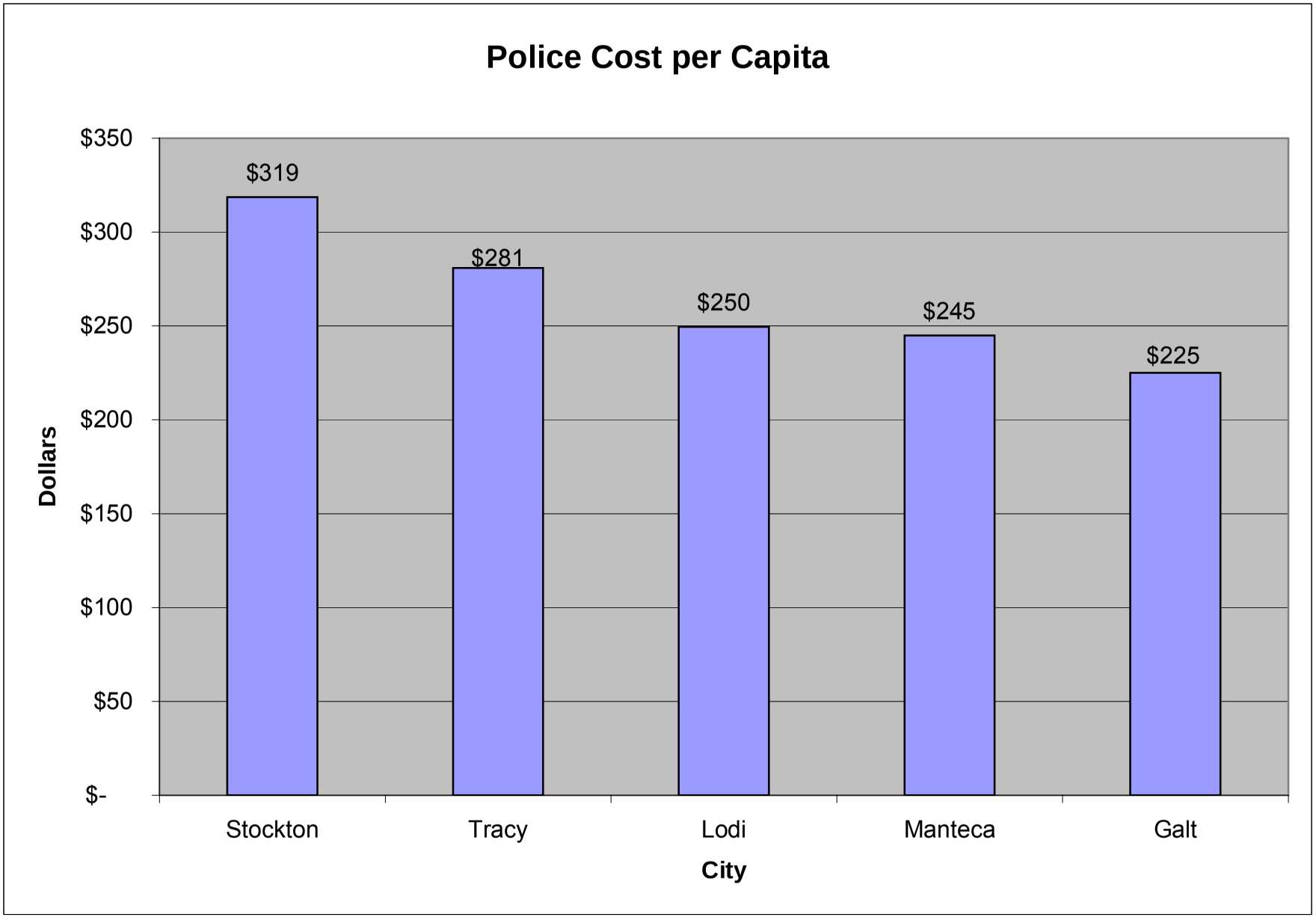
## Public Safety Budget vs. Property and Sales tax totals

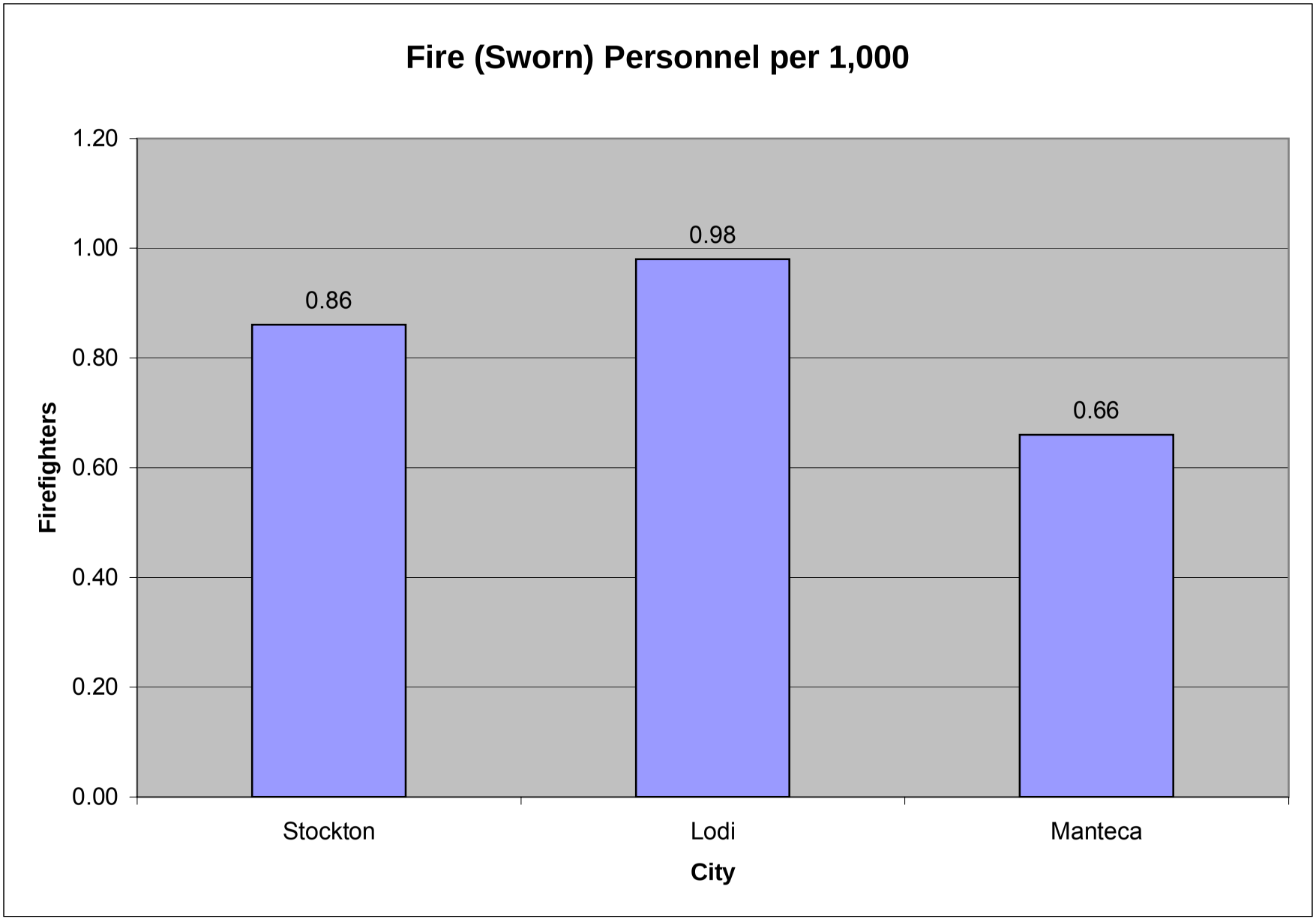


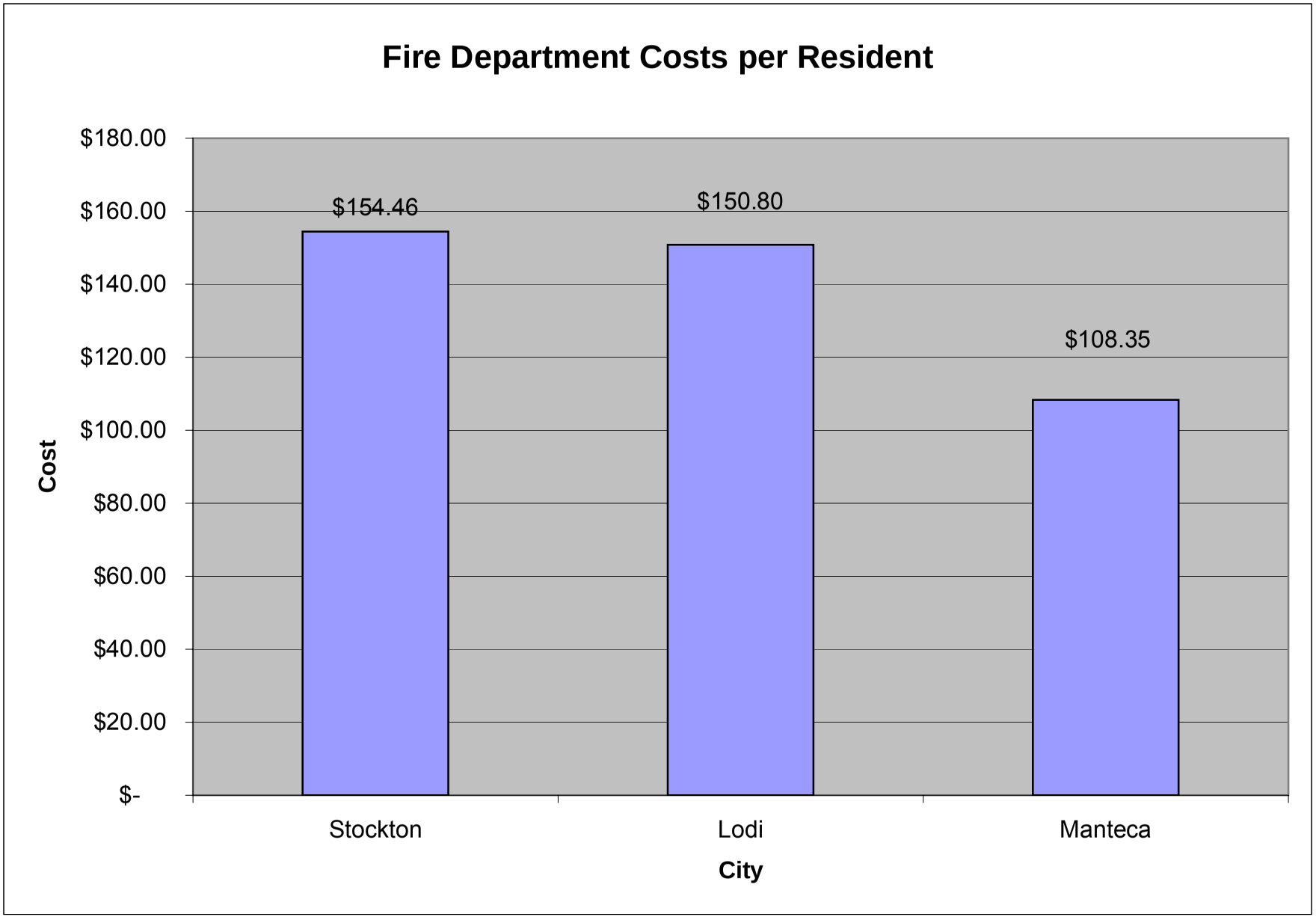
# FY 2009/10 Budget

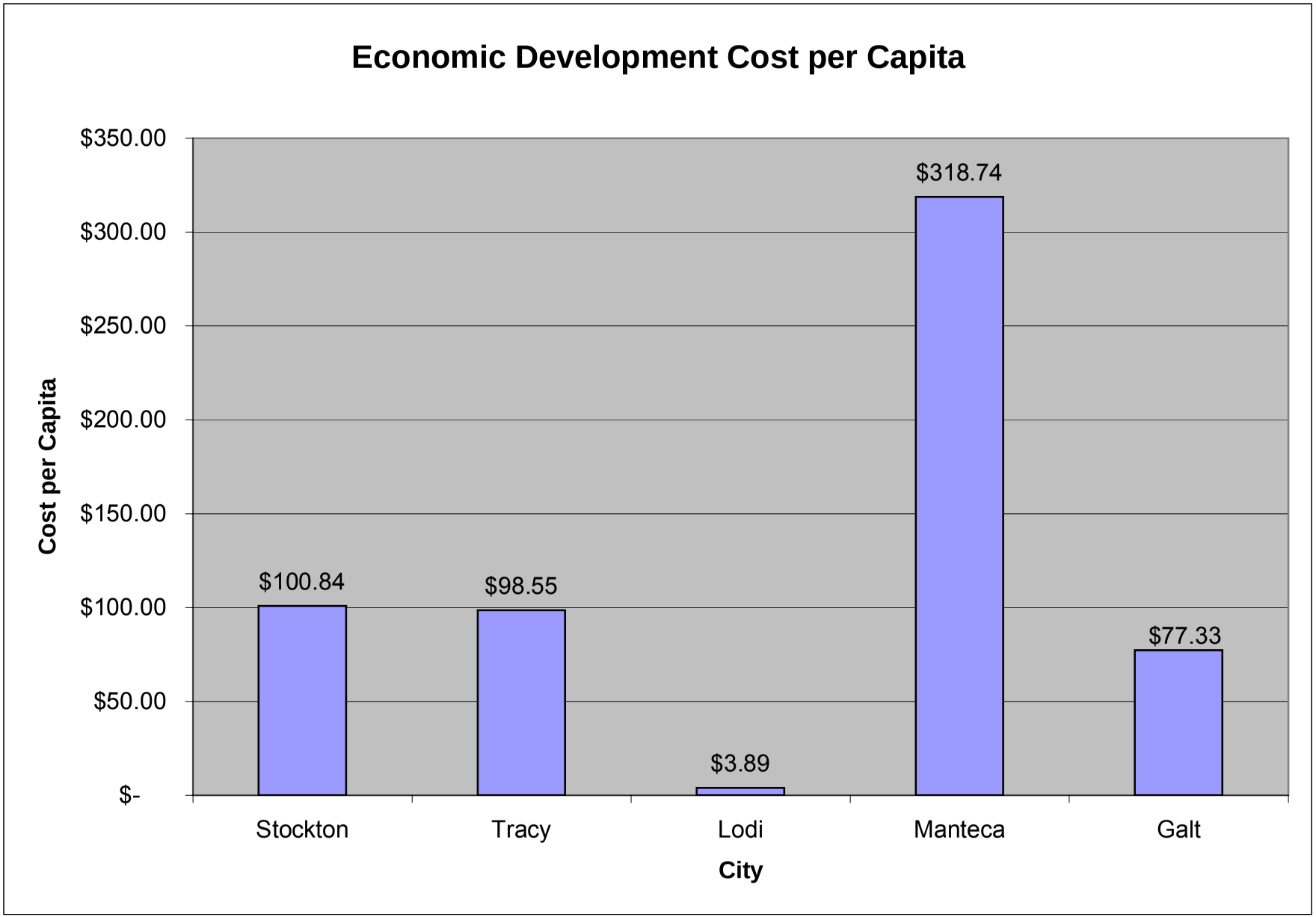


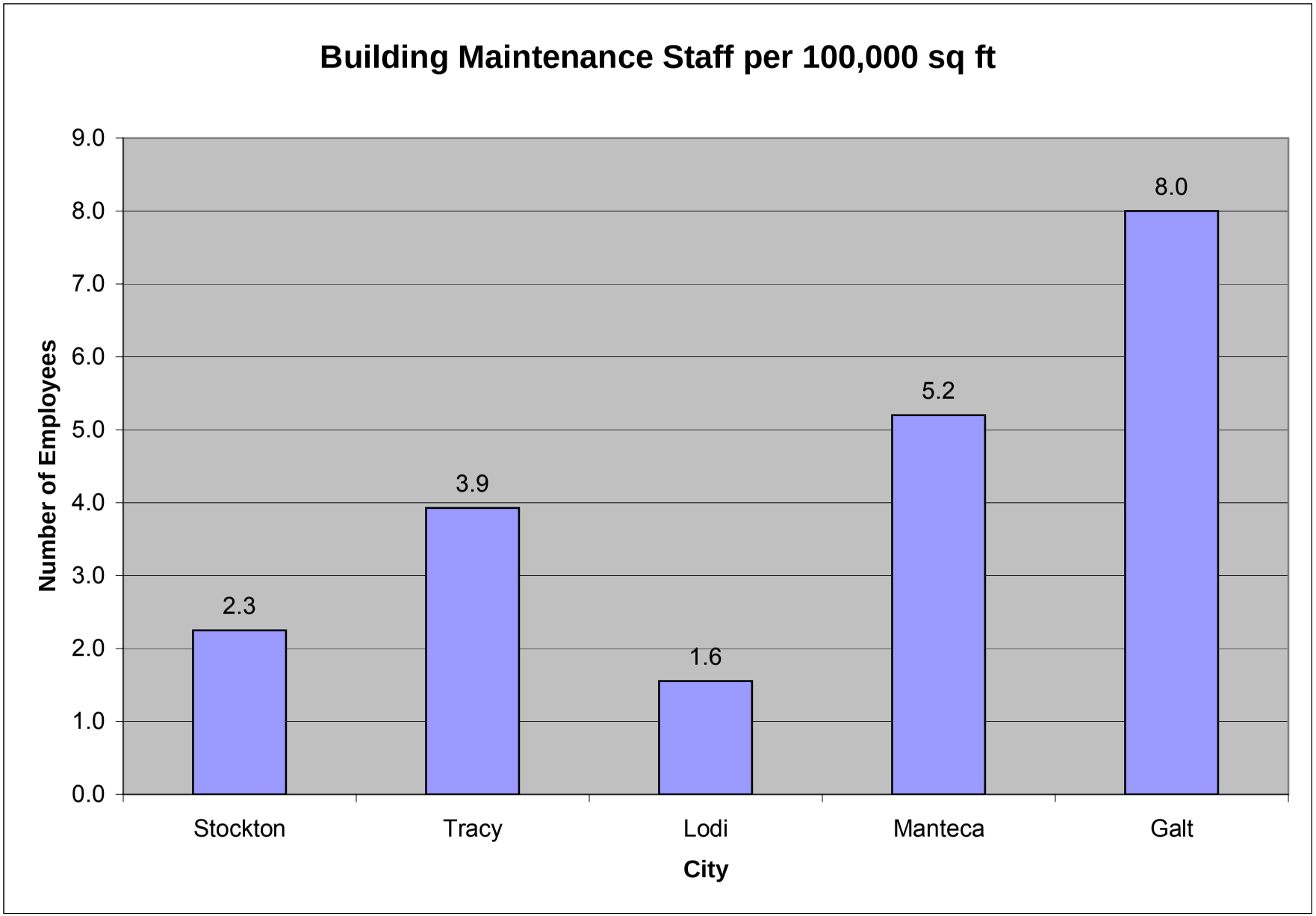

Police (Sworn) Personnel per 1,000
Personnel
1.6
1.4
1.2
1.0
0.8
0.6
0.4
0.2
0.0
1.4
1.1
1.2
1.1
1.3
Stockton
Tracy
Lodi
Manteca
Galt
City

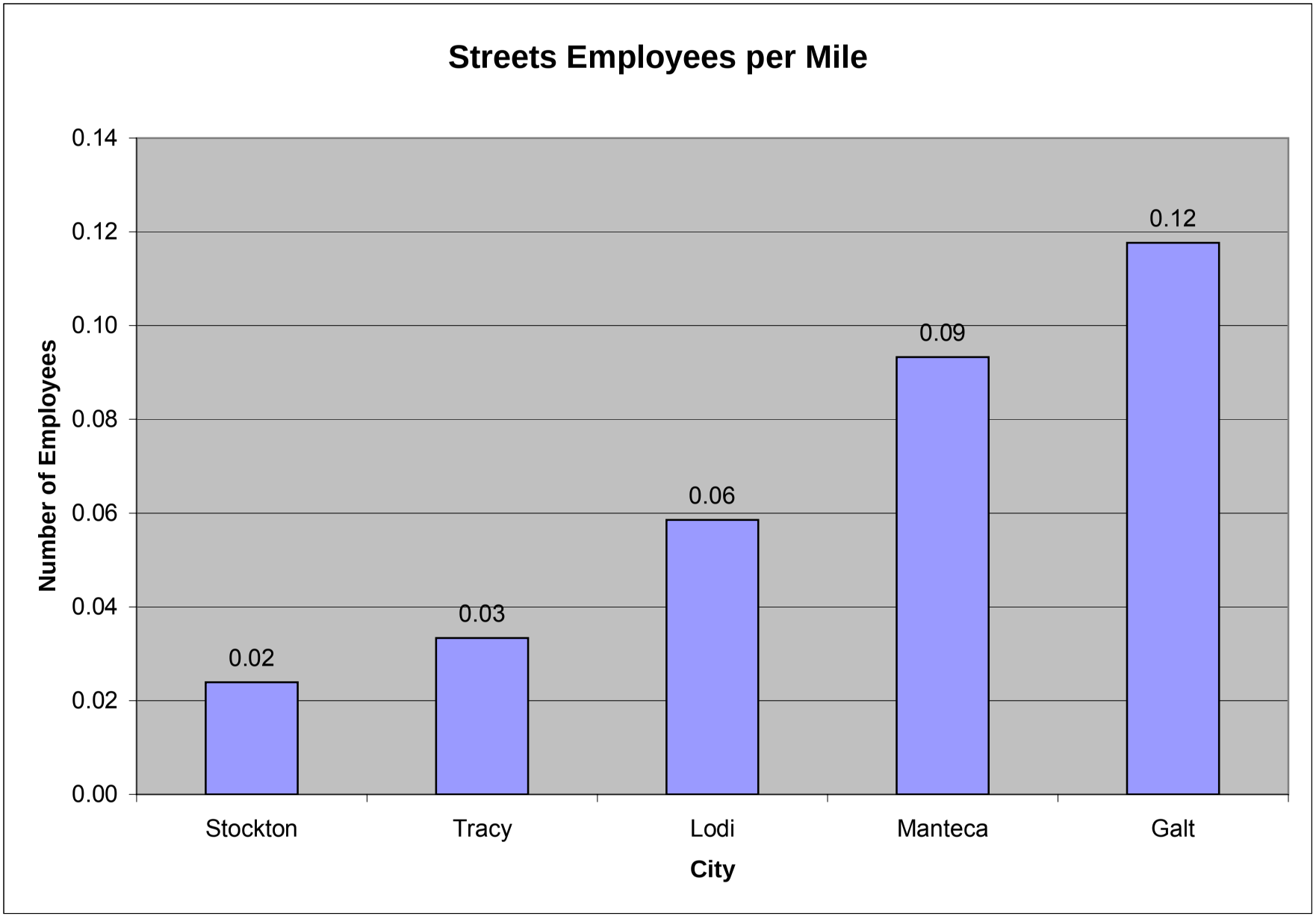

Police Cost per Capita
$350
$300
$250
$200
$150
$100
$50
$-
Dollars
$319
$281
$250
$245
$225
Stockton
Tracy
Lodi
Manteca
Galt
City

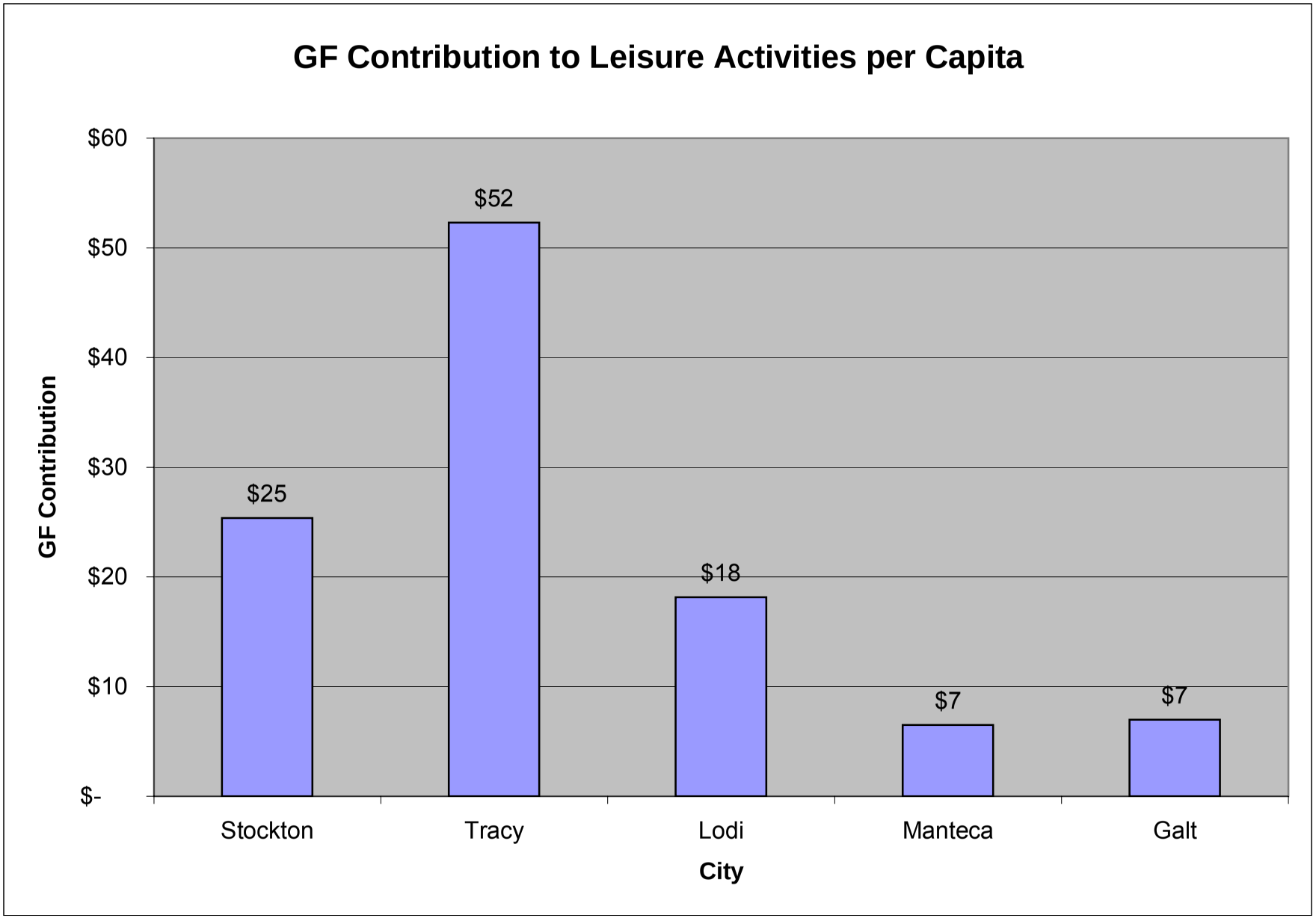

Fire (Sworn) Personnel per 1,000
1.20
1.00
0.80
0.60
0.40
0.20
0.00
Firefighters
0.86
0.98
0.66
Stockton
Lodi
Manteca
City

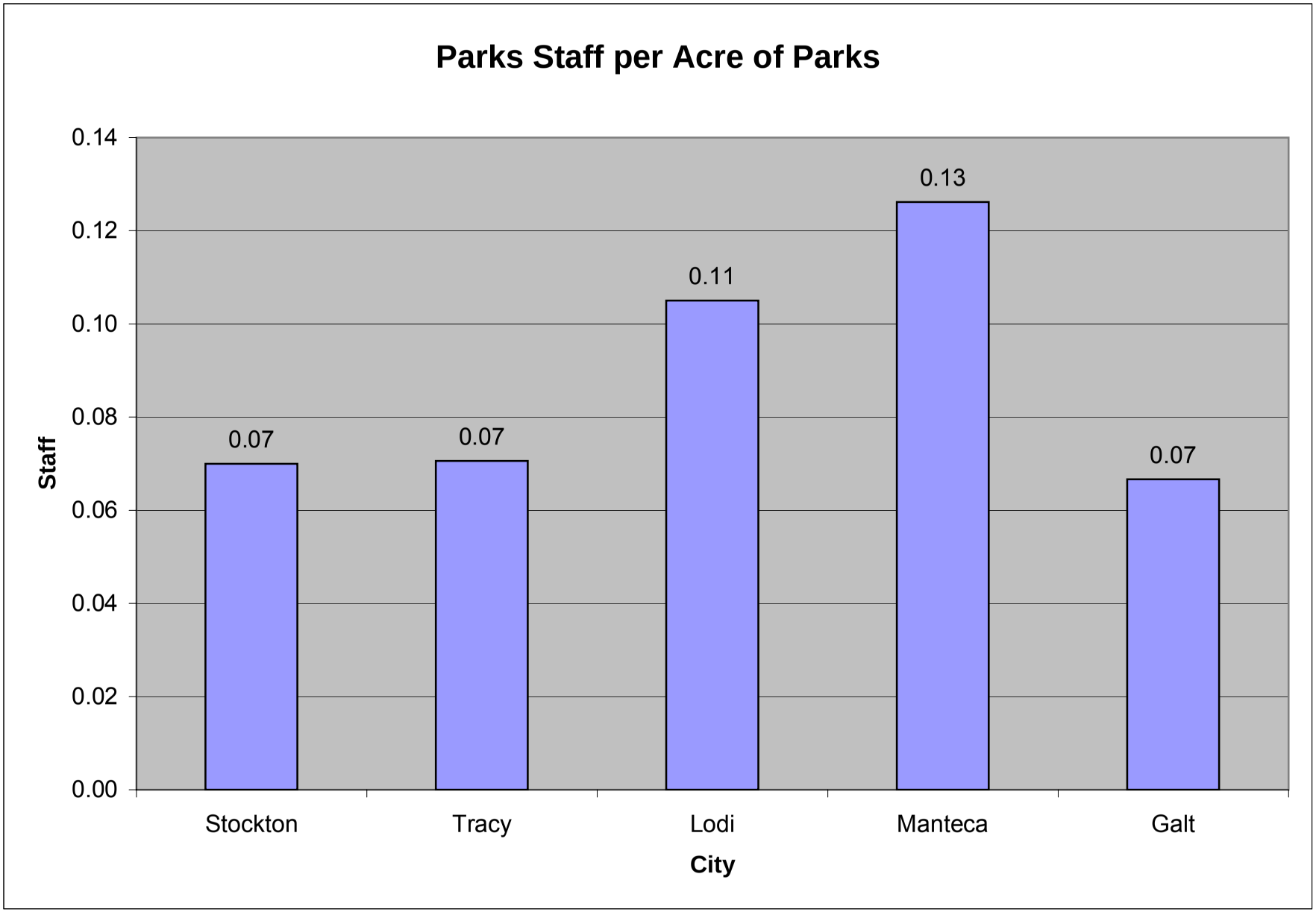

Fire Department Costs per Resident
$180.00
$160.00
$140.00
$120.00
$100.00
$80.00
$60.00
$40.00
$20.00
$-
Cost
$154.46
$150.80
$108.35
Stockton
Lodi
Manteca
City

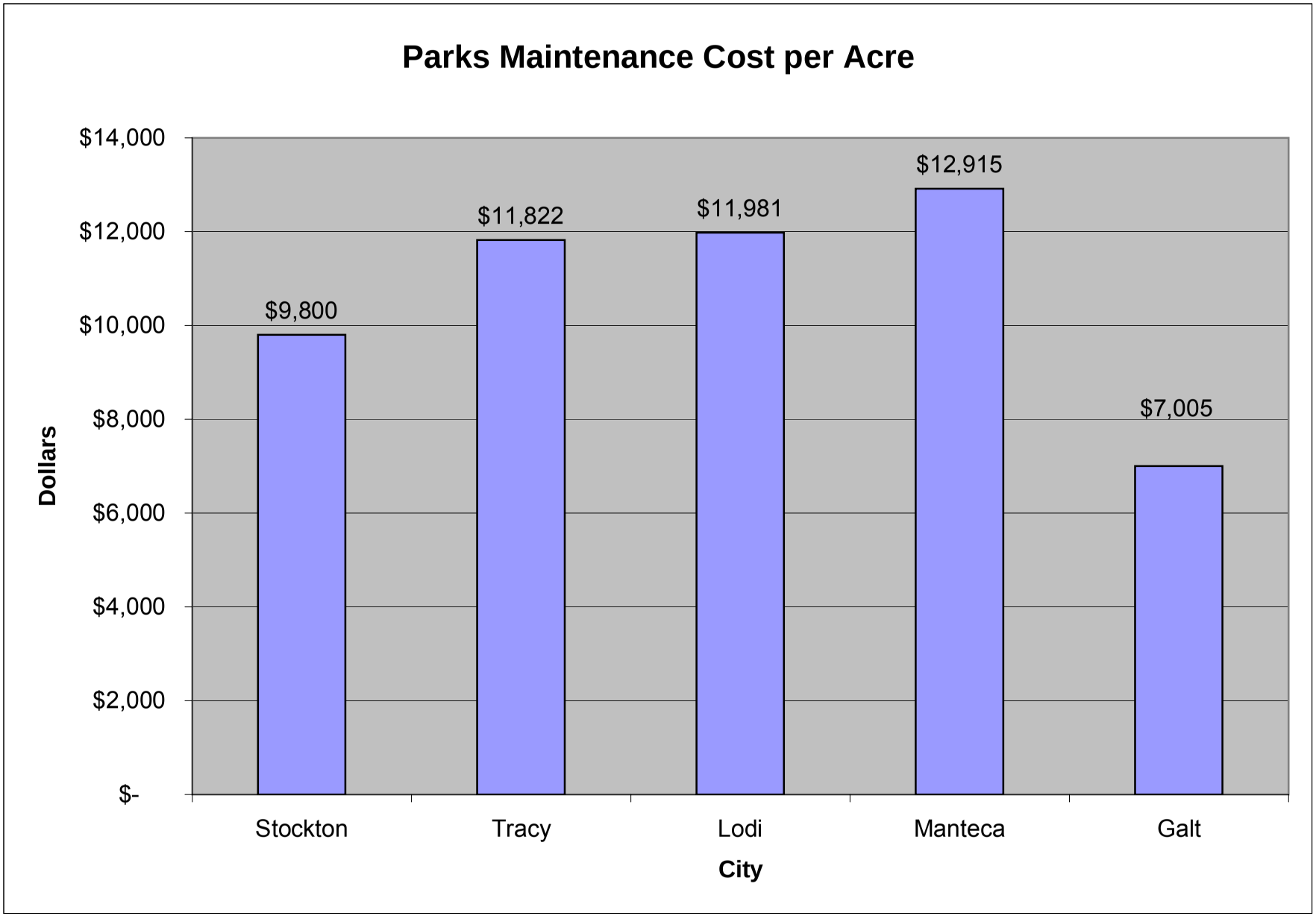

Economic Development Cost per Capita
$350.00
$300.00
$250.00
$200.00
$150.00
$100.00
$50.00
$-
Cost per Capita
$100.84
$98.55
$3.89
$318.74
$77.33
Stockton
Tracy
Lodi
Manteca
Galt
City

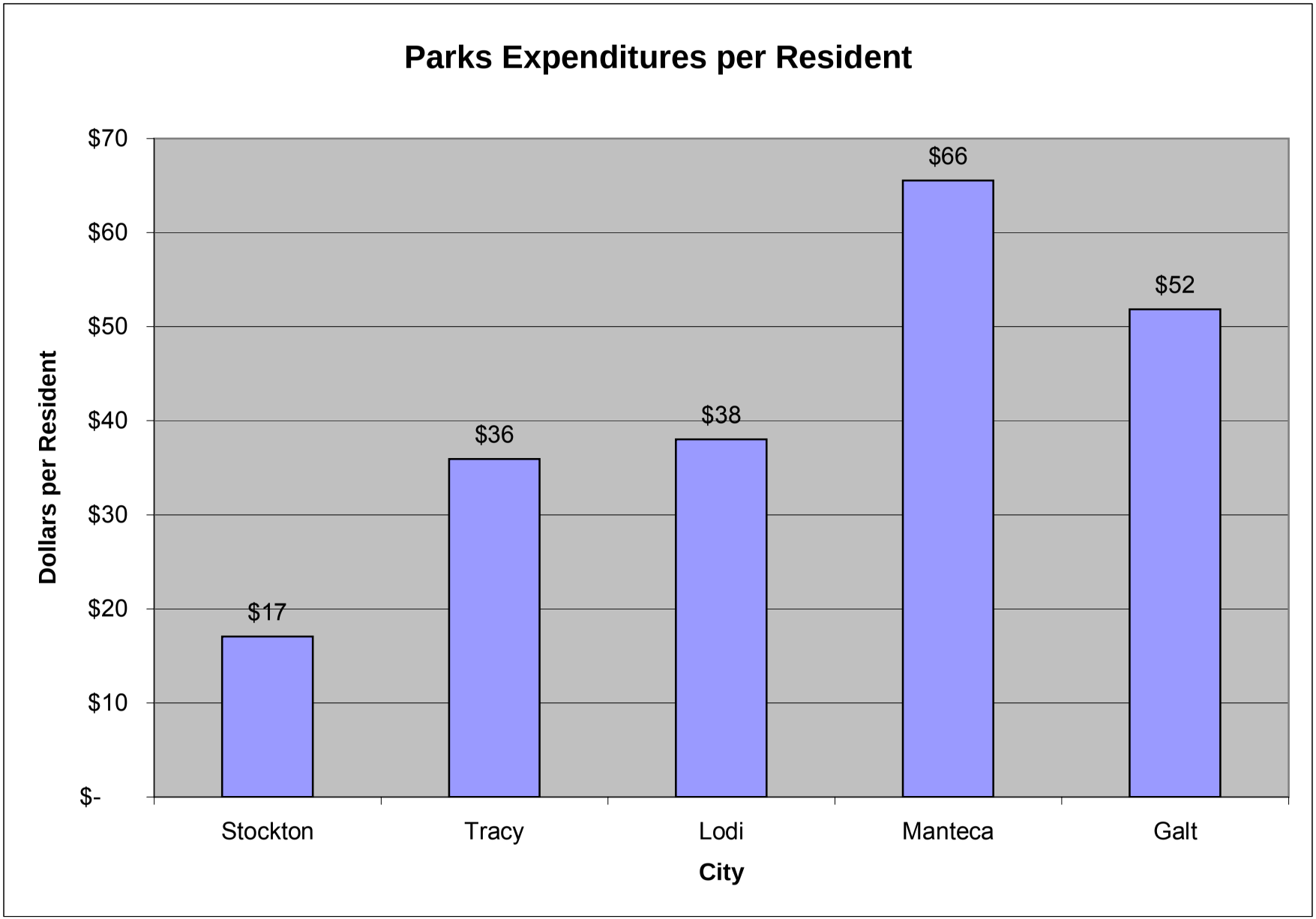

Building Maintenance Staff per 100,000 sq ft
Number of Employees
9.0
8.0
7.0
6.0
5.0
4.0
3.0
2.0
1.0
0.0
2.3
3.9
1.6
5.2
8.0
Stockton
Tracy
Lodi
Manteca
Galt
City


Streets Employees per Mile
Number of Employees
0.14
0.12
0.10
0.08
0.06
0.04
0.02
0.00
0.02
0.03
0.06
0.09
0.12
Stockton
Tracy
Lodi
Manteca
Galt
City


GF Contribution to Leisure Activities per Capita
GF Contribution
$60
$50
$40
$30
$20
$10
$-
$25
$52
$18
$7
$7
Stockton
Tracy
Lodi
Manteca
Galt
City


Parks Staff per Acre of Parks
0.14
0.12
0.10
0.08
0.06
0.04
0.02
0.00
Staff
0.07
0.07
0.11
0.13
0.07
Stockton
Tracy
Lodi
Manteca
Galt
City


Parks Maintenance Cost per Acre
$14,000
$12,000
$10,000
$8,000
$6,000
$4,000
$2,000
$-
Dollars
$9,800
$11,822
$11,981
$12,915
$7,005
Stockton
Tracy
Lodi
Manteca
Galt
City


Parks Expenditures per Resident
Dollars per Resident
$70
$60
$50
$40
$30
$20
$10
$-
$17
$36
$38
$66
$52
Stockton
Tracy
Lodi
Manteca
Galt
City

PERSONNEL SALARY SCHEDULE BY TITLE

| Occupation Title | OCC | Step A | Step B | Step C | Step D | Step E |
|---|---|---|---|---|---|---|
| Accountant I | 344 | 4361.87 | 4579.97 | 4808.97 | 5049.41 | 5301.89 |
| Accountant II | 348 | 4797.90 | 5037.75 | 5289.68 | 5554.18 | 5831.86 |
| Accounting Clerk | 3 | 2834.48 | 2976.20 | 3125.01 | 3281.26 | 3445.33 |
| Administrative Clerk | 372 | 2566.79 | 2695.13 | 2829.89 | 2971.38 | 3119.95 |
| Administrative Clerk - Conf | 373 | 2695.22 | 2829.99 | 2971.49 | 3120.06 | 3276.06 |
| Administrative Records Clerk - Conf | 312 | 2829.99 | 2971.48 | 3120.06 | 3276.06 | 3439.86 |
| Administrative Secretary | 376 | 3414.27 | 3584.99 | 3764.24 | 3952.45 | 4150.07 |
| Animal Services Supervisor | 25 | 3331.07 | 3497.63 | 3672.51 | 3856.13 | 4048.94 |
| Aquatics Coordinator | 440 | 3381.11 | 3550.17 | 3727.68 | 3914.06 | 4109.76 |
| Art & Events Manager | 115 | 4452.16 | 4674.80 | 4908.59 | 5154.01 | 5411.68 |
| Assistant Animal Services Officer | 39 | 2896.66 | 3041.49 | 3193.57 | 3353.25 | 3520.91 |
| Assistant City Clerk | 94 | 4193.70 | 4403.86 | 4623.56 | 4854.73 | 5097.47 |
| Assistant Electric Utility Director | 419 | 9349.01 | 9816.46 | 10307.28 | 10822.64 | 11363.77 |
| Assistant Engineer | 51 | 5284.75 | 5548.99 | 5826.44 | 6117.76 | 6423.64 |
| Assistant Planner | 56 | 4312.81 | 4528.45 | 4754.87 | 4992.61 | 5242.24 |
| Assistant Streets & Drainage Manager | 112 | 5575.95 | 5854.67 | 6147.46 | 6454.82 | 6777.55 |
| Associate Civil Engineer | 66 | 5813.22 | 6103.88 | 6409.07 | 6729.53 | 7066.00 |
| Associate Planner | 68 | 4744.09 | 4981.30 | 5230.36 | 5491.88 | 5766.47 |
| Budget Manager | 439 | 7460.54 | 7833.56 | 8225.24 | 8636.50 | 9068.33 |
| Building Inspector I | 74 | 3942.37 | 4129.79 | 4336.28 | 4553.10 | 4780.75 |
| Building Inspector II | 75 | 4326.45 | 4542.77 | 4769.91 | 5008.41 | 5258.83 |
| Building Official | 87 | 6885.38 | 7229.59 | 7591.09 | 7970.59 | 8369.18 |
| Buyer | 76 | 3939.96 | 4136.96 | 4343.80 | 4560.99 | 4789.04 |
| Chief Wastewater Plant Operator | 358 | 5009.46 | 5259.93 | 5522.93 | 5799.07 | 6089.03 |
| City Attorney | 96 | | | | | 11666.67 |
| City Clerk | 97 | | | | | 8448.67 |
| City Engineer/Deputy PW Director | 46 | 9065.32 | 9518.58 | 9994.49 | 10494.24 | 11012.40 |
| City Manager | 103 | | | | | 13333.33 |
| Community Center Director | 114 | | | | | 8872.07 |
| Community Development Director | 111 | | | | | 10595.00 |
| Community Improvement Officer I | 116 | 3745.85 | 3933.14 | 4129.80 | 4336.28 | 4553.10 |
| Community Improvement Officer II | 118 | 4120.43 | 4326.45 | 4542.77 | 4769.91 | 5008.41 |
| Community Service Officer-P.D. | 109 | 3480.93 | 3654.98 | 3837.73 | 4029.62 | 4231.10 |
| Construction Project Manager | 442 | 5299.02 | 5563.97 | 5842.16 | 6134.28 | 6440.99 |
| Construction/Maintenance Supervisor | 119 | 7078.24 | 7430.97 | 7802.77 | 8193.81 | 8602.19 |
| Customer Service Representative | 353 | 2834.48 | 2976.20 | 3125.01 | 3281.26 | 3445.33 |
| Deputy City Attorney I | 99 | 4790.99 | 5030.53 | 5282.06 | 5546.16 | 5823.47 |
| Deputy City Attorney II | 100 | 7331.18 | 7697.74 | 8082.63 | 8486.76 | 8911.10 |
| Deputy City Manager | 49 | | | | | 12083.33 |
| Dispatch Supervisor | 129 | 4689.37 | 4923.85 | 5170.04 | 5428.54 | 5699.96 |
| Dispatcher/Jailer | 126 | 3883.57 | 4077.74 | 4281.64 | 4495.72 | 4720.50 |
| Distribution Planner | 152 | 6433.09 | 6755.49 | 7093.32 | 7448.48 | 7819.93 |
| Distribution Planning Supervisor | 151 | 7078.24 | 7430.97 | 7802.77 | 8193.81 | 8602.19 |
| Electric Apparatus Mechanic | 136 | 5593.12 | 5872.88 | 6167.89 | 6475.73 | 6800.73 |
| Electric Foreman/Forewoman | 240 | 6433.09 | 6755.49 | 7093.32 | 7448.48 | 7819.93 |
| Electric Line Apprentice I | 236 | 4413.07 | 4633.20 | 4865.47 | 5108.13 | 5364.67 |
| Electric Lineman/Linewoman | 237 | 5593.12 | 5872.88 | 6167.89 | 6475.73 | 6800.73 |
| Electric Meter Technician | 145 | 6298.76 | 6613.36 | 6942.69 | 7291.09 | 7654.40 |
| Electric Systems Supervisor | 140 | 6490.79 | 6815.34 | 7156.10 | 7513.91 | 7889.60 |
| Electric Troubleshooter | 146 | 5724.68 | 6011.72 | 6311.41 | 6628.27 | 6959.68 |
| Electric Utility Director | 417 | | | | | 13264.25 |

PERSONNEL SALARY SCHEDULE BY TITLE

| Occupation Title | OCC | Step A | Step B | Step C | Step D | Step E |
|---|---|---|---|---|---|---|
| Electric Utility Rate Analyst | 418 | 6012.43 | 6313.13 | 6628.75 | 6960.15 | 7308.23 |
| Electrical Drafting Technician | 143 | 4713.28 | 4949.19 | 5195.84 | 5456.01 | 5729.01 |
| Electrical Technician | 138 | 5813.25 | 6103.24 | 6408.13 | 6727.93 | 7064.72 |
| Electrician | 153 | 5535.63 | 5811.27 | 6101.38 | 6406.35 | 6728.04 |
| Energy Specialist | 150 | 2947.05 | 3094.40 | 3249.12 | 3411.58 | 3582.16 |
| Engineering Technician I | 157 | 3970.52 | 4169.04 | 4377.49 | 4596.37 | 4826.19 |
| Engineering Technician II | 159 | 4367.57 | 4585.94 | 4815.24 | 5056.00 | 5308.80 |
| Environmental Compliance Inspector | 425 | 4148.20 | 4355.61 | 4573.39 | 4802.06 | 5042.16 |
| Equipment Service Worker | 166 | 3039.45 | 3191.42 | 3350.99 | 3518.54 | 3694.47 |
| Facilities Maintenance Worker | 81 | 3340.70 | 3507.73 | 3683.12 | 3867.27 | 4060.64 |
| Facilities Supervisor | 78 | 4226.16 | 4437.47 | 4659.34 | 4892.31 | 5136.92 |
| Field Services Representative | 36 | 3504.16 | 3679.37 | 3863.34 | 4056.51 | 4259.33 |
| Field Services Supervisor | 35 | 4033.72 | 4235.41 | 4447.18 | 4669.53 | 4903.01 |
| Finance Technician | 355 | 3429.72 | 3601.21 | 3781.27 | 3970.34 | 4168.85 |
| Financial Services Manager | 50 | 7460.54 | 7833.56 | 8225.24 | 8636.50 | 9068.33 |
| Fire Battalion Chief | 189 | 7389.53 | 7759.01 | 8146.96 | 8554.31 | 8982.03 |
| Fire Battalion Chief - 112 Hrs | 190 | 7389.53 | 7759.01 | 8146.96 | 8554.31 | 8982.03 |
| Fire Captain | 177 | 5953.81 | 6251.50 | 6564.07 | 6892.27 | 7236.89 |
| Fire Captain - 80 Hours | 178 | 5953.81 | 6251.50 | 6564.07 | 6892.27 | 7236.89 |
| Fire Captain - Acting | 179 | 5953.81 | 6251.50 | 6564.07 | 6892.27 | 7236.89 |
| Fire Chief | 180 | | | | | 10784.80 |
| Fire Division Chief | 90 | 8867.44 | 9310.81 | 9776.35 | 10265.17 | 10778.43 |
| Fire Division Chief - Shift | 91 | 5810.13 | 6100.72 | 6405.75 | 6726.01 | 7062.30 |
| Fire Engineer | 183 | 5143.13 | 5400.28 | 5670.30 | 5953.81 | 6251.50 |
| Fire Engineer - 80 Hours | 182 | 5143.13 | 5400.28 | 5670.30 | 5953.81 | 6251.50 |
| Fire Fighter I | 185 | | | | | 4029.77 |
| Fire Fighter I - 112 Hours | 184 | | | | | 4029.77 |
| Fire Fighter II | 186 | 4442.79 | 4664.93 | 4898.17 | 5143.08 | 5400.23 |
| Fire Inspector | 187 | 5400.28 | 5670.30 | 5953.81 | 6251.50 | 6564.08 |
| Fleet & Facilities Manager | 164 | 5828.84 | 6120.21 | 6426.26 | 6747.58 | 7084.95 |
| Fleet Services Supervisor | 265 | 4614.03 | 4844.73 | 5086.97 | 5341.32 | 5608.38 |
| Heavy Equipment Mechanic | 264 | 3647.72 | 3830.11 | 4021.61 | 4222.69 | 4433.83 |
| Human Resources Manager | 295 | 7460.54 | 7833.56 | 8225.24 | 8636.50 | 9068.33 |
| Human Resources Technician | 293 | 3586.56 | 3765.89 | 3954.19 | 4151.89 | 4359.48 |
| Information Systems Analyst | 18 | 5214.92 | 5475.67 | 5749.46 | 6036.93 | 6338.78 |
| Information Systems Coordinator | 19 | 5355.37 | 5623.10 | 5904.22 | 6199.42 | 6509.43 |
| Information Systems Manager | 15 | 6774.18 | 7112.89 | 7468.54 | 7841.96 | 8234.06 |
| Information Systems Specialist | 127 | 3895.39 | 4090.17 | 4294.94 | 4509.40 | 4734.87 |
| Junior Engineer | 207 | 4804.32 | 5044.54 | 5296.76 | 5561.60 | 5839.68 |
| Junior Planner | 210 | 3920.74 | 4116.77 | 4322.61 | 4538.74 | 4765.68 |
| Laboratory Services Supervisor | 352 | 5009.46 | 5259.93 | 5522.93 | 5799.07 | 6089.03 |
| Laboratory Technician I | 212 | 3304.12 | 3469.33 | 3642.80 | 3824.94 | 4016.18 |
| Laboratory Technician II | 213 | 3634.25 | 3815.96 | 4006.76 | 4207.10 | 4417.45 |
| Lead Dispatcher/Jailer | 128 | 4077.71 | 4281.60 | 4495.68 | 4720.47 | 4956.48 |
| Lead Equipment Mechanic | 266 | 4012.49 | 4213.12 | 4423.77 | 4644.96 | 4877.21 |
| Legal Secretary | 377 | 4048.75 | 4251.19 | 4463.74 | 4686.93 | 4921.28 |
| Librarian | 222 | 4518.18 | 4744.09 | 4981.29 | 5230.36 | 5491.87 |
| Library Assistant | 228 | 2695.14 | 2829.89 | 2971.39 | 3119.96 | 3275.95 |
| Library Services Director | 219 | 6482.00 | 6806.00 | 7146.00 | 7503.00 | 7879.00 |
| Literacy Services Coordinator | 224 | 3624.41 | 3805.63 | 3995.92 | 4194.49 | 4405.49 |
| Maintenance Worker | 255 | 3181.89 | 3340.99 | 3508.04 | 3683.44 | 3867.61 |

PERSONNEL SALARY SCHEDULE BY TITLE

| Occupation Title | OCC | Step A | Step B | Step C | Step D | Step E |
|---|---|---|---|---|---|---|
| Management Analyst | 438 | 4776.43 | 5015.25 | 5265.96 | 5529.36 | 5805.78 |
| Manager, Customer Service & Programs | 142 | 6744.66 | 7081.88 | 7435.99 | 7807.79 | 8198.18 |
| Meter Reader | 267 | 3188.71 | 3348.14 | 3515.55 | 3691.33 | 3875.89 |
| Metering Electrician | 144 | 5724.68 | 6011.72 | 6311.41 | 6628.27 | 6959.68 |
| Neighborhood Services Manager | 117 | 6887.27 | 7231.54 | 7593.17 | 7972.82 | 8371.47 |
| Network Administrator | 122 | 5891.81 | 6186.37 | 6495.64 | 6820.41 | 7161.47 |
| Network Technician | 426 | 4671.51 | 4905.09 | 5150.34 | 5407.86 | 5678.26 |
| Park Maintenance Worker | 276 | 3030.79 | 3182.32 | 3341.44 | 3508.51 | 3683.94 |
| Park Maintenance Worker III | 279 | 3333.96 | 3502.47 | 3675.69 | 3859.48 | 4052.45 |
| Park Superintendent | 285 | 5829.40 | 6120.79 | 6426.88 | 6748.22 | 7085.62 |
| Park Supervisor | 270 | 4226.16 | 4437.47 | 4659.34 | 4892.31 | 5136.92 |
| Parking Enforcement Assistant | 288 | 2918.97 | 3064.92 | 3218.17 | 3379.08 | 3548.03 |
| Parks & Recreation Director | 330 | | | | | 8872.07 |
| Parks Project Coordinator | 271 | 4804.32 | 5044.54 | 5296.76 | 5561.60 | 5839.68 |
| Parts Clerk | 135 | 2895.08 | 3039.83 | 3191.82 | 3351.42 | 3518.99 |
| Permit Technician | 69 | 3242.65 | 3404.82 | 3575.06 | 3753.82 | 3941.51 |
| Planning Manager | 459 | 7041.86 | 7393.95 | 7763.64 | 8151.83 | 8559.42 |
| Plant & Equipment Mechanic | 430 | 3771.02 | 3959.50 | 4157.37 | 4365.17 | 4583.44 |
| Police Captain | 297 | 9150.42 | 9607.93 | 10088.33 | 10592.74 | 11122.38 |
| Police Chief | 300 | | | | | 13169.63 |
| Police Corporal | 310 | 5613.09 | 5893.75 | 6188.44 | 6497.86 | 6822.75 |
| Police Lieutenant | 303 | 7625.35 | 8006.61 | 8406.94 | 8827.29 | 9268.65 |
| Police Officer | 306 | 5295.37 | 5560.14 | 5838.15 | 6130.06 | 6436.56 |
| Police Officer Trainee | 307 | 4572.86 | 4801.50 | 5041.58 | 5293.66 | 5558.34 |
| Police Records Clerk | 314 | 2802.49 | 2942.61 | 3089.74 | 3244.23 | 3406.44 |
| Police Records Clerk Supervisor | 316 | 3222.37 | 3383.49 | 3552.66 | 3730.29 | 3916.81 |
| Police Sergeant | 309 | 6354.46 | 6672.17 | 7005.78 | 7356.07 | 7723.88 |
| Program Coordinator | 286 | 2999.32 | 3149.28 | 3306.74 | 3472.08 | 3645.69 |
| Public Works Director | 317 | | | | | 11426.50 |
| Public Works Inspector I | 320 | 3933.14 | 4129.79 | 4336.28 | 4553.10 | 4780.75 |
| Public Works Inspector II | 321 | 4326.45 | 4542.77 | 4769.91 | 5008.41 | 5258.83 |
| Purchasing Technician | 324 | 3282.49 | 3446.62 | 3618.95 | 3799.89 | 3989.89 |
| Recreation Supervisor | 337 | 4452.16 | 4674.80 | 4908.59 | 5154.01 | 5411.68 |
| Secretary To The City Manager | 106 | 4251.19 | 4463.74 | 4686.93 | 4921.28 | 5167.34 |
| Senior Administrative Clerk | 375 | 2823.47 | 2964.64 | 3112.88 | 3268.52 | 3431.95 |
| Senior Civil Engineer | 155 | 6558.36 | 6886.48 | 7230.74 | 7592.48 | 7971.70 |
| Senior Customer Service Representative | 351 | 3118.90 | 3274.84 | 3438.59 | 3610.51 | 3791.04 |
| Senior Electric Troubleshooter | 147 | 6298.76 | 6613.36 | 6942.69 | 7291.09 | 7654.40 |
| Senior Electric Utility Rate Analyst | 148 | 6745.21 | 7082.44 | 7436.58 | 7808.42 | 8198.87 |
| Senior Engineering Technician | 161 | 4804.32 | 5044.54 | 5296.76 | 5561.60 | 5839.68 |
| Senior Facilities Maintenance Worker | 73 | 3674.67 | 3858.40 | 4051.32 | 4253.89 | 4466.59 |
| Senior Library Assistant | 231 | 2964.64 | 3112.88 | 3268.52 | 3431.95 | 3603.54 |
| Senior Plant & Equipment Mechanic | 434 | 4148.26 | 4355.69 | 4573.47 | 4802.14 | 5042.24 |
| Senior Police Administrative Clerk | 315 | 2988.78 | 3138.23 | 3295.13 | 3459.88 | 3632.88 |
| Senior Power Engineer | 149 | 7356.09 | 7723.79 | 8109.36 | 8515.05 | 8940.86 |
| Senior Programmer/Analyst | 134 | 5355.35 | 5623.09 | 5904.20 | 6199.40 | 6509.41 |
| Senior Services Manager | 339 | 4452.21 | 4674.83 | 4908.57 | 5153.99 | 5411.69 |
| Senior Storekeeper | 77 | 3426.06 | 3597.36 | 3777.23 | 3966.09 | 4164.40 |
| Stage Technician | 113 | 3674.67 | 3858.40 | 4051.32 | 4253.89 | 4466.59 |
| Street Maintenance Worker III | 258 | 3500.47 | 3675.49 | 3859.26 | 4052.23 | 4254.84 |
| Street Supervisor | 381 | 4436.94 | 4658.79 | 4891.73 | 5136.31 | 5393.13 |

PERSONNEL SALARY SCHEDULE BY TITLE

| Occupation Title | OCC | Step A | Step B | Step C | Step D | Step E |
|---|---|---|---|---|---|---|
| Streets & Drainage Manager | 387 | 6120.87 | 6426.83 | 6748.22 | 7085.64 | 7439.90 |
| Supervising Accountant | 342 | 5647.31 | 5929.67 | 6226.16 | 6537.47 | 6864.34 |
| Supervising Code/Comm.Improvement Ofc. | 110 | 4738.48 | 4975.41 | 5224.17 | 5485.38 | 5759.65 |
| Supervising Librarian | 223 | 5409.25 | 5679.66 | 5963.69 | 6261.89 | 6574.95 |
| Transportation Manager | 23 | 5829.40 | 6120.79 | 6426.88 | 6748.22 | 7085.62 |
| Tree Operations Supervisor | 410 | 4436.94 | 4658.79 | 4891.73 | 5136.31 | 5393.13 |
| Utility Billing & Collections Supervisor | 356 | 4117.89 | 4323.79 | 4539.98 | 4766.98 | 5005.33 |
| Utility Equipment Specialist | 457 | 4864.08 | 5107.96 | 5364.15 | 5631.43 | 5913.79 |
| Utility Operations Supervisor | 248 | 7745.27 | 8132.52 | 8539.17 | 8966.11 | 9414.41 |
| Utility Service Operator - Relief | 137 | 6937.67 | 7284.33 | 7648.68 | 8030.88 | 8432.49 |
| Utility Service Operator I | 421 | 5255.12 | 5517.89 | 5794.01 | 6083.13 | 6387.85 |
| Utility Service Operator II | 420 | 6306.04 | 6619.60 | 6953.27 | 7299.76 | 7666.36 |
| Wastewater Plant Operator I | 361 | 3598.54 | 3778.47 | 3967.39 | 4165.76 | 4374.05 |
| Wastewater Plant Operator II | 360 | 3958.50 | 4156.43 | 4364.25 | 4582.46 | 4811.58 |
| Wastewater Plant Operator III | 362 | 4354.36 | 4572.07 | 4800.67 | 5040.71 | 5292.74 |
| Wastewater Treatment Superintendent | 424 | 6617.49 | 6948.36 | 7295.78 | 7660.57 | 8043.60 |
| Water Services Manager | 357 | 7479.85 | 7853.84 | 8246.53 | 8658.86 | 9091.81 |
| Water Services Technician I | 427 | 4664.39 | 4897.61 | 5142.49 | 5399.61 | 5669.59 |
| Water Services Technician II | 428 | 5130.82 | 5387.36 | 5656.73 | 5939.57 | 6236.55 |
| Water/Wastewater Maintenance Worker III | 431 | 3500.47 | 3675.48 | 3859.27 | 4052.23 | 4254.84 |
| Water/Wastewater Superintendent | 433 | 6617.49 | 6948.36 | 7295.78 | 7660.57 | 8043.60 |
| Water/Wastewater Supervisor | 429 | 4770.83 | 5009.52 | 5259.78 | 5522.93 | 5799.13 |
| Welder - Mechanic | 171 | 3647.63 | 3830.15 | 4021.68 | 4222.75 | 4433.87 |

PERSONNEL SALARY SCHEDULE BY SALARY

| Occupation Title | OCC | Step A | Step B | Step C | Step D | Step E |
|---|---|---|---|---|---|---|
| City Manager | 103 | | | | | 13333.33 |
| Electric Utility Director | 417 | | | | | 13264.25 |
| Police Chief | 300 | | | | | 13169.63 |
| Deputy City Manager | 49 | | | | | 12083.33 |
| City Attorney | 96 | | | | | 11666.67 |
| Public Works Director | 317 | | | | | 11426.50 |
| Assistant Electric Utility Director | 419 | 9349.01 | 9816.46 | 10307.28 | 10822.64 | 11363.77 |
| Police Captain | 297 | 9150.42 | 9607.93 | 10088.33 | 10592.74 | 11122.38 |
| City Engineer/Deputy PW Director | 46 | 9065.32 | 9518.58 | 9994.49 | 10494.24 | 11012.40 |
| Fire Chief | 180 | | | | | 10784.80 |
| Fire Division Chief | 90 | 8867.44 | 9310.81 | 9776.35 | 10265.17 | 10778.43 |
| Community Development Director | 111 | | | | | 10595.00 |
| Utility Operations Supervisor | 248 | 7745.27 | 8132.52 | 8539.17 | 8966.11 | 9414.41 |
| Police Lieutenant | 303 | 7625.35 | 8006.61 | 8406.94 | 8827.29 | 9268.65 |
| Water Services Manager | 357 | 7479.85 | 7853.84 | 8246.53 | 8658.86 | 9091.81 |
| Budget Manager | 439 | 7460.54 | 7833.56 | 8225.24 | 8636.50 | 9068.33 |
| Financial Services Manager | 50 | 7460.54 | 7833.56 | 8225.24 | 8636.50 | 9068.33 |
| Human Resources Manager | 295 | 7460.54 | 7833.56 | 8225.24 | 8636.50 | 9068.33 |
| Fire Battalion Chief | 189 | 7389.53 | 7759.01 | 8146.96 | 8554.31 | 8982.03 |
| Fire Battalion Chief - 112 Hrs | 190 | 7389.53 | 7759.01 | 8146.96 | 8554.31 | 8982.03 |
| Senior Power Engineer | 149 | 7356.09 | 7723.79 | 8109.36 | 8515.05 | 8940.86 |
| Deputy City Attorney II | 100 | 7331.18 | 7697.74 | 8082.63 | 8486.76 | 8911.10 |
| Community Center Director | 114 | | | | | 8872.07 |
| Parks & Recreation Director | 330 | | | | | 8872.07 |
| Construction/Maintenance Supervisor | 119 | 7078.24 | 7430.97 | 7802.77 | 8193.81 | 8602.19 |
| Distribution Planning Supervisor | 151 | 7078.24 | 7430.97 | 7802.77 | 8193.81 | 8602.19 |
| Planning Manager | 459 | 7041.86 | 7393.95 | 7763.64 | 8151.83 | 8559.42 |
| City Clerk | 97 | | | | | 8448.67 |
| Utility Service Operator - Relief | 137 | 6937.67 | 7284.33 | 7648.68 | 8030.88 | 8432.49 |
| Neighborhood Services Manager | 117 | 6887.27 | 7231.54 | 7593.17 | 7972.82 | 8371.47 |
| Building Official | 87 | 6885.38 | 7229.59 | 7591.09 | 7970.59 | 8369.18 |
| Information Systems Manager | 15 | 6774.18 | 7112.89 | 7468.54 | 7841.96 | 8234.06 |
| Senior Electric Utility Rate Analyst | 148 | 6745.21 | 7082.44 | 7436.58 | 7808.42 | 8198.87 |
| Manager, Customer Service & Programs | 142 | 6744.66 | 7081.88 | 7435.99 | 7807.79 | 8198.18 |
| Wastewater Treatment Superintendent | 424 | 6617.49 | 6948.36 | 7295.78 | 7660.57 | 8043.60 |
| Water/Wastewater Superintendent | 433 | 6617.49 | 6948.36 | 7295.78 | 7660.57 | 8043.60 |
| Transportation Manager | 23 | 6559.00 | 6887.15 | 7231.44 | 7593.20 | 7972.46 |
| Senior Civil Engineer | 155 | 6558.36 | 6886.48 | 7230.74 | 7592.48 | 7971.70 |
| Electric Systems Supervisor | 140 | 6490.79 | 6815.34 | 7156.10 | 7513.91 | 7889.60 |
| Library Services Director | 219 | 6482.00 | 6806.00 | 7146.00 | 7503.00 | 7879.00 |
| Distribution Planner | 152 | 6433.09 | 6755.49 | 7093.32 | 7448.48 | 7819.93 |
| Electric Foreman/Forewoman | 240 | 6433.09 | 6755.49 | 7093.32 | 7448.48 | 7819.93 |
| Police Sergeant | 309 | 6354.46 | 6672.17 | 7005.78 | 7356.07 | 7723.88 |
| Utility Service Operator II | 420 | 6306.04 | 6619.60 | 6953.27 | 7299.76 | 7666.36 |
| Electric Meter Technician | 145 | 6298.76 | 6613.36 | 6942.69 | 7291.09 | 7654.40 |
| Senior Electric Troubleshooter | 147 | 6298.76 | 6613.36 | 6942.69 | 7291.09 | 7654.40 |
| Streets & Drainage Manager | 387 | 6120.87 | 6426.83 | 6748.22 | 7085.64 | 7439.90 |
| Electric Utility Rate Analyst | 418 | 6012.43 | 6313.13 | 6628.75 | 6960.15 | 7308.23 |
| Fire Captain | 177 | 5953.81 | 6251.50 | 6564.07 | 6892.27 | 7236.89 |
| Fire Captain - 80 Hours | 178 | 5953.81 | 6251.50 | 6564.07 | 6892.27 | 7236.89 |
| Fire Captain - Acting | 179 | 5953.81 | 6251.50 | 6564.07 | 6892.27 | 7236.89 |

PERSONNEL SALARY SCHEDULE BY SALARY

| Occupation Title | OCC | Step A | Step B | Step C | Step D | Step E |
|---|---|---|---|---|---|---|
| Network Administrator | 122 | 5891.81 | 6186.37 | 6495.64 | 6820.41 | 7161.47 |
| Park Superintendent | 285 | 5829.40 | 6120.79 | 6426.88 | 6748.22 | 7085.62 |
| Fleet & Facilities Manager | 164 | 5828.84 | 6120.21 | 6426.26 | 6747.58 | 7084.95 |
| Associate Civil Engineer | 66 | 5813.22 | 6103.88 | 6409.07 | 6729.53 | 7066.00 |
| Electrical Technician | 138 | 5813.25 | 6103.24 | 6408.13 | 6727.93 | 7064.72 |
| Fire Division Chief - Shift | 91 | 5810.13 | 6100.72 | 6405.75 | 6726.01 | 7062.30 |
| Electric Troubleshooter | 146 | 5724.68 | 6011.72 | 6311.41 | 6628.27 | 6959.68 |
| Metering Electrician | 144 | 5724.68 | 6011.72 | 6311.41 | 6628.27 | 6959.68 |
| Supervising Accountant | 342 | 5647.31 | 5929.67 | 6226.16 | 6537.47 | 6864.34 |
| Police Corporal | 310 | 5613.09 | 5893.75 | 6188.44 | 6497.86 | 6822.75 |
| Electric Apparatus Mechanic | 136 | 5593.12 | 5872.88 | 6167.89 | 6475.73 | 6800.73 |
| Electric Lineman/Linewoman | 237 | 5593.12 | 5872.88 | 6167.89 | 6475.73 | 6800.73 |
| Assistant Streets & Drainage Manager | 112 | 5575.95 | 5854.67 | 6147.46 | 6454.82 | 6777.55 |
| Electrician | 153 | 5535.63 | 5811.27 | 6101.38 | 6406.35 | 6728.04 |
| Supervising Librarian | 223 | 5409.25 | 5679.66 | 5963.69 | 6261.89 | 6574.95 |
| Fire Inspector | 187 | 5400.28 | 5670.30 | 5953.81 | 6251.50 | 6564.08 |
| Information Systems Coordinator | 19 | 5355.37 | 5623.10 | 5904.22 | 6199.42 | 6509.43 |
| Senior Programmer/Analyst | 134 | 5355.35 | 5623.09 | 5904.20 | 6199.40 | 6509.41 |
| Construction Project Manager | 442 | 5299.02 | 5563.97 | 5842.16 | 6134.28 | 6440.99 |
| Police Officer | 306 | 5295.37 | 5560.14 | 5838.15 | 6130.06 | 6436.56 |
| Assistant Engineer | 51 | 5284.75 | 5548.99 | 5826.44 | 6117.76 | 6423.64 |
| Utility Service Operator I | 421 | 5255.12 | 5517.89 | 5794.01 | 6083.13 | 6387.85 |
| Information Systems Analyst | 18 | 5214.92 | 5475.67 | 5749.46 | 6036.93 | 6338.78 |
| Fire Engineer | 183 | 5143.13 | 5400.28 | 5670.30 | 5953.81 | 6251.50 |
| Fire Engineer - 80 Hours | 182 | 5143.13 | 5400.28 | 5670.30 | 5953.81 | 6251.50 |
| Water Services Technician II | 428 | 5130.82 | 5387.36 | 5656.73 | 5939.57 | 6236.55 |
| Chief Wastewater Plant Operator | 358 | 5009.46 | 5259.93 | 5522.93 | 5799.07 | 6089.03 |
| Laboratory Services Supervisor | 352 | 5009.46 | 5259.93 | 5522.93 | 5799.07 | 6089.03 |
| Utility Equipment Specialist | 457 | 4864.08 | 5107.96 | 5364.15 | 5631.43 | 5913.79 |
| Junior Engineer | 207 | 4804.32 | 5044.54 | 5296.76 | 5561.60 | 5839.68 |
| Parks Project Coordinator | 271 | 4804.32 | 5044.54 | 5296.76 | 5561.60 | 5839.68 |
| Senior Engineering Technician | 161 | 4804.32 | 5044.54 | 5296.76 | 5561.60 | 5839.68 |
| Accountant II | 348 | 4797.90 | 5037.75 | 5289.68 | 5554.18 | 5831.86 |
| Deputy City Attorney I | 99 | 4790.99 | 5030.53 | 5282.06 | 5546.16 | 5823.47 |
| Management Analyst | 438 | 4776.43 | 5015.25 | 5265.96 | 5529.36 | 5805.78 |
| Water/Wastewater Supervisor | 429 | 4770.83 | 5009.52 | 5259.78 | 5522.93 | 5799.13 |
| Associate Planner | 68 | 4744.09 | 4981.30 | 5230.36 | 5491.88 | 5766.47 |
| Supervising Code/Comm.Improvement Ofc. | 110 | 4738.48 | 4975.41 | 5224.17 | 5485.38 | 5759.65 |
| Electrical Drafting Technician | 143 | 4713.28 | 4949.19 | 5195.84 | 5456.01 | 5729.01 |
| Dispatch Supervisor | 129 | 4689.37 | 4923.85 | 5170.04 | 5428.54 | 5699.96 |
| Network Technician | 426 | 4671.51 | 4905.09 | 5150.34 | 5407.86 | 5678.26 |
| Water Services Technician I | 427 | 4664.39 | 4897.61 | 5142.49 | 5399.61 | 5669.59 |
| Fleet Services Supervisor | 265 | 4614.03 | 4844.73 | 5086.97 | 5341.32 | 5608.38 |
| Police Officer Trainee | 307 | 4572.86 | 4801.50 | 5041.58 | 5293.66 | 5558.34 |
| Librarian | 222 | 4518.18 | 4744.09 | 4981.29 | 5230.36 | 5491.87 |
| Senior Services Manager | 339 | 4452.21 | 4674.83 | 4908.57 | 5153.99 | 5411.69 |
| Art & Events Manager | 115 | 4452.16 | 4674.80 | 4908.59 | 5154.01 | 5411.68 |
| Recreation Supervisor | 337 | 4452.16 | 4674.80 | 4908.59 | 5154.01 | 5411.68 |
| Fire Fighter II | 186 | 4442.79 | 4664.93 | 4898.17 | 5143.08 | 5400.23 |
| Street Supervisor | 381 | 4436.94 | 4658.79 | 4891.73 | 5136.31 | 5393.13 |
| Tree Operations Supervisor | 410 | 4436.94 | 4658.79 | 4891.73 | 5136.31 | 5393.13 |

PERSONNEL SALARY SCHEDULE BY SALARY

| Occupation Title | OCC | Step A | Step B | Step C | Step D | Step E |
|---|---|---|---|---|---|---|
| Electric Line Apprentice I | 236 | 4413.07 | 4633.20 | 4865.47 | 5108.13 | 5364.67 |
| Engineering Technician II | 159 | 4367.57 | 4585.94 | 4815.24 | 5056.00 | 5308.80 |
| Accountant I | 344 | 4361.87 | 4579.97 | 4808.97 | 5049.41 | 5301.89 |
| Wastewater Plant Operator III | 362 | 4354.36 | 4572.07 | 4800.67 | 5040.71 | 5292.74 |
| Building Inspector II | 75 | 4326.45 | 4542.77 | 4769.91 | 5008.41 | 5258.83 |
| Public Works Inspector II | 321 | 4326.45 | 4542.77 | 4769.91 | 5008.41 | 5258.83 |
| Assistant Planner | 56 | 4312.81 | 4528.45 | 4754.87 | 4992.61 | 5242.24 |
| Secretary To The City Manager | 106 | 4251.19 | 4463.74 | 4686.93 | 4921.28 | 5167.34 |
| Facilities Supervisor | 78 | 4226.16 | 4437.47 | 4659.34 | 4892.31 | 5136.92 |
| Park Supervisor | 270 | 4226.16 | 4437.47 | 4659.34 | 4892.31 | 5136.92 |
| Assistant City Clerk | 94 | 4193.70 | 4403.86 | 4623.56 | 4854.73 | 5097.47 |
| Senior Plant & Equipment Mechanic | 434 | 4148.26 | 4355.69 | 4573.47 | 4802.14 | 5042.24 |
| Environmental Compliance Inspector | 425 | 4148.20 | 4355.61 | 4573.39 | 4802.06 | 5042.16 |
| Community Improvement Officer II | 118 | 4120.43 | 4326.45 | 4542.77 | 4769.91 | 5008.41 |
| Utility Billing & Collections Supervisor | 356 | 4117.89 | 4323.79 | 4539.98 | 4766.98 | 5005.33 |
| Lead Dispatcher/Jailer | 128 | 4077.71 | 4281.60 | 4495.68 | 4720.47 | 4956.48 |
| Legal Secretary | 377 | 4048.75 | 4251.19 | 4463.74 | 4686.93 | 4921.28 |
| Field Services Supervisor | 35 | 4033.72 | 4235.41 | 4447.18 | 4669.53 | 4903.01 |
| Lead Equipment Mechanic | 266 | 4012.49 | 4213.12 | 4423.77 | 4644.96 | 4877.21 |
| Engineering Technician I | 157 | 3970.52 | 4169.04 | 4377.49 | 4596.37 | 4826.19 |
| Wastewater Plant Operator II | 360 | 3958.50 | 4156.43 | 4364.25 | 4582.46 | 4811.58 |
| Management Analyst Trainee | 441 | 3948.04 | 4145.45 | 4352.72 | 4570.35 | 4798.87 |
| Buyer | 76 | 3939.96 | 4136.96 | 4343.80 | 4560.99 | 4789.04 |
| Building Inspector I | 74 | 3942.37 | 4129.79 | 4336.28 | 4553.10 | 4780.75 |
| Public Works Inspector I | 320 | 3933.14 | 4129.79 | 4336.28 | 4553.10 | 4780.75 |
| Junior Planner | 210 | 3920.74 | 4116.77 | 4322.61 | 4538.74 | 4765.68 |
| Information Systems Specialist | 127 | 3895.39 | 4090.17 | 4294.94 | 4509.40 | 4734.87 |
| Dispatcher/Jailer | 126 | 3883.57 | 4077.74 | 4281.64 | 4495.72 | 4720.50 |
| Plant & Equipment Mechanic | 430 | 3771.02 | 3959.50 | 4157.37 | 4365.17 | 4583.44 |
| Community Improvement Officer I | 116 | 3745.85 | 3933.14 | 4129.80 | 4336.28 | 4553.10 |
| Senior Facilities Maintenance Worker | 73 | 3674.67 | 3858.40 | 4051.32 | 4253.89 | 4466.59 |
| Stage Technician | 113 | 3674.67 | 3858.40 | 4051.32 | 4253.89 | 4466.59 |
| Welder - Mechanic | 171 | 3647.63 | 3830.15 | 4021.68 | 4222.75 | 4433.87 |
| Heavy Equipment Mechanic | 264 | 3647.72 | 3830.11 | 4021.61 | 4222.69 | 4433.83 |
| Laboratory Technician II | 213 | 3634.25 | 3815.96 | 4006.76 | 4207.10 | 4417.45 |
| Literacy Services Coordinator | 224 | 3624.41 | 3805.63 | 3995.92 | 4194.49 | 4405.49 |
| Wastewater Plant Operator I | 361 | 3598.54 | 3778.47 | 3967.39 | 4165.76 | 4374.05 |
| Human Resources Technician | 293 | 3586.56 | 3765.89 | 3954.19 | 4151.89 | 4359.48 |
| Field Services Representative | 36 | 3504.16 | 3679.37 | 3863.34 | 4056.51 | 4259.33 |
| Street Maintenance Worker III | 258 | 3500.47 | 3675.49 | 3859.26 | 4052.23 | 4254.84 |
| Water/Wastewater Maintenance Worker III | 431 | 3500.47 | 3675.48 | 3859.27 | 4052.23 | 4254.84 |
| Community Service Officer-P.D. | 109 | 3480.93 | 3654.98 | 3837.73 | 4029.62 | 4231.10 |
| Finance Technician | 355 | 3429.72 | 3601.21 | 3781.27 | 3970.34 | 4168.85 |
| Senior Storekeeper | 77 | 3426.06 | 3597.36 | 3777.23 | 3966.09 | 4164.40 |
| Administrative Secretary | 376 | 3414.27 | 3584.99 | 3764.24 | 3952.45 | 4150.07 |
| Aquatics Coordinator | 440 | 3381.11 | 3550.17 | 3727.68 | 3914.06 | 4109.76 |
| Facilities Maintenance Worker | 81 | 3340.70 | 3507.73 | 3683.12 | 3867.27 | 4060.64 |
| Park Maintenance Worker III | 279 | 3333.96 | 3502.47 | 3675.69 | 3859.48 | 4052.45 |
| Animal Services Supervisor | 25 | 3331.07 | 3497.63 | 3672.51 | 3856.13 | 4048.94 |
| Fire Fighter I | 185 | | | | | 4029.77 |
| Fire Fighter I - 112 Hours | 184 | | | | | 4029.77 |

PERSONNEL SALARY SCHEDULE BY SALARY

| Occupation Title | OCC | Step A | Step B | Step C | Step D | Step E |
|---|---|---|---|---|---|---|
| Laboratory Technician I | 212 | 3304.12 | 3469.33 | 3642.80 | 3824.94 | 4016.18 |
| Purchasing Technician | 324 | 3282.49 | 3446.62 | 3618.95 | 3799.89 | 3989.89 |
| Permit Technician | 69 | 3242.65 | 3404.82 | 3575.06 | 3753.82 | 3941.51 |
| Police Records Clerk Supervisor | 316 | 3222.37 | 3383.49 | 3552.66 | 3730.29 | 3916.81 |
| Meter Reader | 267 | 3188.71 | 3348.14 | 3515.55 | 3691.33 | 3875.89 |
| Maintenance Worker | 255 | 3181.89 | 3340.99 | 3508.04 | 3683.44 | 3867.61 |
| Senior Customer Service Representative | 351 | 3118.90 | 3274.84 | 3438.59 | 3610.51 | 3791.04 |
| Equipment Service Worker | 166 | 3039.45 | 3191.42 | 3350.99 | 3518.54 | 3694.47 |
| Park Maintenance Worker | 276 | 3030.79 | 3182.32 | 3341.44 | 3508.51 | 3683.94 |
| Program Coordinator | 286 | 2999.32 | 3149.28 | 3306.74 | 3472.08 | 3645.69 |
| Senior Police Administrative Clerk | 315 | 2988.78 | 3138.23 | 3295.13 | 3459.88 | 3632.88 |
| Senior Library Assistant | 231 | 2964.64 | 3112.88 | 3268.52 | 3431.95 | 3603.54 |
| Energy Specialist | 150 | 2947.05 | 3094.40 | 3249.12 | 3411.58 | 3582.16 |
| Parking Enforcement Assistant | 288 | 2918.97 | 3064.92 | 3218.17 | 3379.08 | 3548.03 |
| Assistant Animal Services Officer | 39 | 2896.66 | 3041.49 | 3193.57 | 3353.25 | 3520.91 |
| Parts Clerk | 135 | 2895.08 | 3039.83 | 3191.82 | 3351.42 | 3518.99 |
| Accounting Clerk | 3 | 2834.48 | 2976.20 | 3125.01 | 3281.26 | 3445.33 |
| Customer Service Representative | 353 | 2834.48 | 2976.20 | 3125.01 | 3281.26 | 3445.33 |
| Administrative Records Clerk - Conf | 312 | 2829.99 | 2971.48 | 3120.06 | 3276.06 | 3439.86 |
| Senior Administrative Clerk | 375 | 2823.47 | 2964.64 | 3112.88 | 3268.52 | 3431.95 |
| Police Records Clerk | 314 | 2802.49 | 2942.61 | 3089.74 | 3244.23 | 3406.44 |
| Administrative Clerk - Conf | 373 | 2695.22 | 2829.99 | 2971.49 | 3120.06 | 3276.06 |
| Library Assistant | 228 | 2695.14 | 2829.89 | 2971.39 | 3119.96 | 3275.95 |
| Administrative Clerk | 372 | 2566.79 | 2695.13 | 2829.89 | 2971.38 | 3119.95 |

# Memoranda of Understanding
# Term Dates

| BARGAINING GROUP | MOU TERM DATES |
|---|---|
| American Federation of State, County and Municipal Employees – General Services Unit | 7/1/2008 – 12/31/2010 |
| American Federation of State, County and Municipal Employees – Maintenance and Operators Unit | 7/1/2008 – 12/31/2010 |
| International Brotherhood of Electrical Workers | 1/1/2008 – 12/31/2013 |
| Lodi City Mid-Management Association | 1/1/2008 – 12/31/2009 |
| Lodi Police Dispatchers Association | 11/6/2007 – 4/30/2011 |
| Lodi Police Mid-Management Association | 7/1/2007 – 9/30/2011 |
| Lodi Professional Firefighters | 7/1/2007 – 12/31/2010 |
| Police Officers Association of Lodi | 10/9/2007 – 10/8/2011 |
| Confidential | There is no MOU |
| Fire Mid-Management Statement of Benefits | 07/01/2008 – 12/31/2010 |
| Executive Management | There is no MOU |

**ANNUAL DEBT SERVICE PAYMENTS BY SOURCE**

| | | | 2006-07 Budget | 2007-08 Budget | 2008-09 Budget | 2009-10 Budget |
|---|---|---|---|---|---|---|
| **DEBT SERVICE FUND** | | | | | | |
| | **Source of Funding** | | | | | |
| **Note Payable -COG** | **Street Fund -332** | | | | | |
| Principal | | | 91,232 | 92,828 | 94,453 | - |
| Interest | | | 4,874 | 3,277 | 1,653 | - |
| Fiscal Charges | | | | | | - |
| | | Subtotal | 96,106 | 96,105 | 96,106 | - |
| **2002 Certificates of Participation** | **General Fund Transfer** | | | | | |
| Principal | | | 535,000 | 555,000 | 565,000 | 590,000 |
| Interest | | | 1,140,547 | 1,123,642 | 1,104,874 | 1,084,071 |
| Fiscal Charges | | | | 9,000 | 5,000 | 2,860 |
| | | Subtotal | 1,675,547 | 1,687,642 | 1,674,874 | 1,676,931 |
| Total Debt Service | | | **1,771,653** | **1,783,747** | **1,770,980** | **1,676,931** |
| **ELECTRIC FUND** | | | | | | |
| 2002 Certificates of Participation Series A | | | | | | |
| Principal | | | - | | - | - |
| Interest | | | 2,332,856 | 1,971,716 | 1,843,330 | - |
| Fiscal Charges | remarketing fees | | | 201,000 | 201,000 | - |
| | | Subtotal | 2,332,856 | 2,172,716 | 2,044,330 | - |
| 2002 Certificates of Participation Series B | | | | | | |
| Principal | | | - | - | | |
| Interest | | | - | - | | |
| | | Subtotal | - | - | - | - |
| 2002 Certificates of Participation Series C | | | | | | |
| Principal | | | 2,305,000 | 2,375,000 | 2,445,000 | 2,545,000 |
| Interest | | | 513,300 | 444,150 | 372,900 | 173,300 |
| | | Subtotal | 2,818,300 | 2,819,150 | 2,817,900 | 2,718,300 |
| 2002 Certificates of Participation Series D | | | | | | |
| Principal | | | - | 2,865,000 | 475,000 | 535,000 |
| Interest | | | 1,114,622 | 1,114,622 | 1,002,601 | 958,190 |
| | | Subtotal | 1,114,622 | 3,979,622 | 1,477,601 | 1,493,190 |
| 2008 Certificates of Participation Series A | | | | | | |
| Principal | | | - | - | - | - |
| Interest | | | - | - | - | 2,957,775 |
| | | Subtotal | - | - | - | 2,957,775 |
| Total Electric Fund | | | **6,265,778** | **8,971,488** | **6,339,831** | **7,169,265** |
| **WASTEWATER FUND** | | | | | | |
| 1991 Certificates of Participation | | | | | | |
| Principal | | | 210,000 | 225,000 | - | - |
| Interest | | | 589,600 | 574,525 | - | - |
| | | Subtotal | 799,600 | 799,525 | - | - |
| 2003 Certificates of Participation Series B | | | | | | |
| Principal | 26% IMF | | 190,000 | 195,000 | 200,000 | 205,000 |
| Interest | 74% User fees | | 192,598 | 188,798 | 184,898 | 179,983 |
| | | Subtotal | 382,598 | 383,798 | 384,898 | 384,983 |
| 2004 Certificates of Participation Series A | | | | | | |
| Principal | 24.2% IMF | | 915,000 | 935,000 | 965,000 | 1,010,000 |
| Interest | 75.8 User fees | | 1,241,912 | 1,216,450 | 1,180,713 | 1,138,800 |
| Fiscal Charges | | | | 5,000 | 5,000 | 5,000 |
| | | Subtotal | 2,156,912 | 2,156,450 | 2,150,713 | 2,153,800 |

**ANNUAL DEBT SERVICE PAYMENTS BY SOURCE**

| | | | 2006-07 Budget | 2007-08 Budget | 2008-09 Budget | 2009-10 Budget |
|---|---|---|---|---|---|---|
| 2007 Certificates of Participation | | | | | | |
| Principal | 58.42% IMF | | | | 105,000 | 105,000 |
| Interest | 41.58% User Fees | | | | 1,487,250 | 1,483,050 |
| Fiscal Charges | | | | | | |
| | | Subtotal | - | - | 1,592,250 | 1,588,050 |
| Total Sewer Fund | | | **3,339,110** | **3,339,773** | **4,127,861** | **4,126,833** |
| **WATER FUND** | | | | | | |
| 1992 Construction Loan-DBCP | | | | | | |
| Principal | | | 158,488 | 163,859 | 169,746 | 175,462 |
| Interest | | | 69,488 | 64,166 | 58,278 | 52,562 |
| Total Water Fund | | | **227,976** | **228,025** | **228,024** | **228,024** |

GRANT FUNDED POSITIONS

| Department | Classification | Annual Salary & Benefits |
|---|---|---|
| Police Department | Police Officer | $114,275 |
| Community Development | Neighborhood Services Manager | $140,945 |

| 2009-10 Transfers In and Out | | |
|---|---|---|
| **From Fund** | **To Fund** | **Amount** |
| 100 General Fund | 123 Info Systems Repl Fund | $ 65,000 |
| | 210 Library Fund | 1,352,026 |
| | 320 Streets Fund | 789,371 |
| | 340 Community Development Fund | 162,100 |
| | 346 Community Center Fund | 1,166,095 |
| | 346 Recreation Fund | 494,130 |
| | 410 Debt Service Fund | 1,013,602 |
| **Total from General Fund** | | **5,042,324** |
| | | |
| 160 Electric Utility Fund | 100 General Fund | 3,356,383 |
| 170 Wastewater Fund | 100 General Fund | 1,451,478 |
| 180 Water Fund | 100 General Fund | 1,060,122 |
| 210 Library Fund | 100 General Fund | 65,000 |
| | **Total to General Fund** | **5,932,983** |
| | | |
| 345 Community Center Fund | 410 Debt Service Fund | **663,329** |
| **Total to Debt Service Fund including $1,013,602 from General Fund** | | 1,676,931 |
| | | |
| 164 Public Benefits Fund | 160 Electric Utiltiy Fund | 602,739 |
| | **Total to Electric Utility Fund** | **602,739** |
| | | |
| **GRAND TOTAL** | | **$12,241,375** |

CITY OF LODI VEHICLE/EQUIPMENT SCHEDULE

| VEHICLE/EQUIP. NUMBER | DEPT/DIV | YEAR | MANUFACTURER | MODEL |
|---|---|---|---|---|
| 03-020 | COMM DEV | 1995 | DODGE | INTREPID |
| 03-052 | COMM DEV | 1997 | DODGE | INTREPID |
| 03-079 | COMM DEV | 2002 | DODGE | DAKOTA |
| 03-086 | COMM DEV | 2002 | DODGE | DAKOTA |
| 03-089 | COMM DEV | 2002 | DODGE | DAKOTA |
| 03-104 | COMM DEV | 1992 | CHEVROLET | S10 |
| **COMM DEV Count** | **6** | | | |
| 04-013 | ENG | 2000 | DODGE | RAM 250 |
| 04-043 | ENG | 2000 | FORD | F150 |
| 04-060 | ENG | 2002 | CHEVROLET | C15 |
| 04-085 | ENG | 1999 | FORD | F-150 |
| 04-090 | ENG | 2000 | HONDA | CIVIC GX |
| 04-097 | ENG | 1988 | DODGE | CARAVAN |
| **ENGINEERING Count** | **6** | | | |
| 05-D057 | EUD | 1974 | CHEVROLET | C30 |
| 09-001 | EUD | 2000 | FREIGHTLINER | FL80 |
| 09-004 | EUD | 2002 | DODGE | DAKOTA SPORT |
| 09-007 | EUD | 1994 | PLYMOUTH | ACCLAIM |
| 09-008 | EUD | 1997 | DODGE | INTREPID |
| 09-010 | EUD | 2005 | INTERNATIONAL | 7400 |
| 09-011 | EUD | 2005 | INTERNATIONAL | 7400 |
| 09-012 | EUD | 2000 | FREIGHTLINER | FL80 |
| 09-013 | EUD | 1998 | FORD | WINDSTAR |
| 09-014 | EUD | 1999 | FORD | F-150 |
| 09-015 | EUD | 2000 | FORD | WINDSTAR |
| 09-016 | EUD | 1999 | CHEVROLET | BLAZER |
| 09-017 | EUD | 2008 | FORD | ESCAPE |
| 09-018 | EUD | 1997 | PLYMOUTH | BREEZE |
| 09-021 | EUD | 2000 | CHEVROLET | C-35 |
| 09-023 | EUD | 2000 | FORD | F550 XL SUPER D |
| 09-024 | EUD | 1999 | CHEVROLET | ASTRO |
| 09-027 | EUD | 1989 | FORD | E-350 |
| 09-037 | EUD | 2008 | CHEVROLET | COLORADO |
| 09-040 | EUD | 2009 | TOYOTA | PRIUS |
| 09-041 | EUD | 2009 | TOYOTA | PRIUS |
| 09-042 | EUD | 1979 | FORD | F800 |
| 09-045 | EUD | 2008 | CHEVROLET | COLORADO |
| 09-046 | EUD | 2000 | FORD | F550 |
| 09-049 | EUD | 2000 | CHEVROLET | ASTRO |
| 09-050 | EUD | 2000 | CHEVROLET | C-35 |
| 09-056 | EUD | 1999 | FORD | F150 |
| 09-060 | EUD | 1995 | DODGE | INTREPID |
| 09-072 | EUD | 1997 | DODGE | RAM 3500 |
| 09-075 | EUD | 1997 | DODGE | RAM 3500 |
| 09-077 | EUD | 2000 | FORD | F550 XL SUPER D |
| 09-083 | EUD | 1961 | X | TRAILER |
| 09-086 | EUD | 2000 | CHEVROLET | EXPRESS |
| 09-087 | EUD | 2000 | CHEVROLET | C-35 |
| 09-088 | EUD | 2002 | DODGE | STRATUS |
| 09-092 | EUD | 1991 | LEROI | Q185 DJD1 |
| 09-093 | EUD | 2000 | CHEVROLET | C-35 |

CITY OF LODI VEHICLE/EQUIPMENT SCHEDULE

| VEHICLE/EQUIP. NUMBER | DEPT/DIV | YEAR | MANUFACTURER | MODEL |
|---|---|---|---|---|
| 09-098 | EUD | 1965 | X | TCP4 |
| 09-100 | EUD | 1991 | SAUBER | 1539-5 |
| 09-101 | EUD | 1993 | SHERMAN-REILLY | UDH-70-T |
| 09-102 | EUD | 2001 | SAUBER | 1570B |
| 09-103 | EUD | 2003 | WALTON | 15 KFP |
| 09-104 | EUD | 2008 | DITCH WITCH | FX60 |
| 09-106 | EUD | 2008 | EZ HAULER | 2500 MINI |
| 09-107 | EUD | 2008 | FABRIQUE PAR | S.D.P. |
| 09-109 | EUD | 1990 | BUTLER | 8031 |
| 09-111 | EUD | 2008 | TSE | UP7O-BD |
| 09-119 | EUD | 1970 | AB CHANCE | Y0010 |
| 09-123 | EUD | 1969 | X | TCP10 |
| 09-126 | EUD | 1982 | TMS | X |
| 09-128 | EUD | 1985 | TUFF BOY | X |
| 09-136 | EUD | 1990 | CASE | 580K |
| 09-149 | EUD | 1997 | CHRYSLER | CIRRUS |
| 09-318 | EUD | 1990 | WACKER | BS60Y |
| 09-320 | EUD | 2002 | EDCO | SS20 |
| 09-321 | EUD | 1993 | CLIPPER | X |
| 09-332 | EUD | 1984 | KUBOTA | A2100 |
| 09-334 | EUD | 1996 | YAMAHA | EF1000 |
| 09-335 | EUD | 1996 | YAMAHA | EF2600 |
| 09-336 | EUD | 1996 | YAMAHA | EF2600 |
| 09-338 | EUD | 2003 | YAMAHA | EF2800I |
| 09-339 | EUD | 1996 | YAMAHA | EF2600 |
| 09-340 | EUD | 1996 | YAMAHA | EF6600DE |
| 09-347 | EUD | 1974 | ENER PACK | P-84006 |
| 09-350 | EUD | 1984 | KUBOTA | A2100 |
| 09-357 | EUD | 2009 | HONDA | E-3000 |
| 09-363 | EUD | 1988 | HONDA | EM650 |
| 09-372 | EUD | 1992 | MILLER | BIG 40G |
| 09-E003 | EUD | 2001 | TOYOTA | RAV4 |
| 09-E005 | EUD | 2001 | TOYOTA | RAV4 |
| 09-E100 | EUD | 2001 | TOYOTA | RAV4 |
| **EUD Count** | **71** | | | |
| 04-047 | FACILITIES | 2000 | HONDA | CIVIC GX |
| 04-048 | FACILITIES | 1986 | DODGE | RAM 250 |
| 04-049 | FACILITIES | 1981 | CHEVROLET | C30 |
| 04-080 | FACILITIES | 2001 | GMC | SONOMA |
| 04-203 | FACILITIES | 1988 | CAT | 580E |
| 04-261 | FACILITIES | 1981 | ONAN | 6 KW |
| 04-262 | FACILITIES | 1975 | KOHLER | 7.5 KW |
| 04-270 | FACILITIES | 1986 | HONDA | ES6500 - 6 KW |
| 04-273 | FACILITIES | 2003 | CUMMINS | COSM11 |
| 04-358 | FACILITIES | 1986 | HONDA | EX1000 |
| **FACILITIES SRV Count** | **10** | | | |
| 02-102 | FINANCE | 2003 | MITSUBISHI | FGC15K |
| 02-103 | FINANCE | 1990 | HYSTER | H100XL |
| 02-105 | FINANCE | 1986 | DODGE | RAM 250 |
| 02-122 | FINANCE | 1998 | PLYMOUTH | VOYAGER |
| **FINANCE Count** | **4** | | | |

CITY OF LODI VEHICLE/EQUIPMENT SCHEDULE

| VEHICLE/EQUIP. NUMBER | DEPT/DIV | YEAR | MANUFACTURER | MODEL |
|---|---|---|---|---|
| 06-001 | FIRE | 1997 | DODGE | INTREPID |
| 06-002 | FIRE | 1995 | FORD | CROWN VICTORIA |
| 06-003 | FIRE | 2003 | FORD | EXPEDITION |
| 06-004 | FIRE | 1997 | CHEVROLET | MONTE CARLO |
| 06-005 | FIRE | 1997 | DODGE | INTREPID |
| 06-006 | FIRE | 1997 | DODGE | INTREPID |
| 06-007 | FIRE | 2002 | FORD | EXPEDITION XLT |
| 06-008 | FIRE | 2000 | FORD | F450 |
| 06-009 | FIRE | 1995 | GMC | VANDURA 3500 |
| 06-011 | FIRE | 1994 | HIGH TECH | FIRE ENGINE |
| 06-012 | FIRE | 1989 | EMERG-1 | FIRE TRUCK |
| 06-013 | FIRE | 2005 | SURREY | LTB |
| 06-014 | FIRE | 2005 | WELL CARGO | X |
| 06-015 | FIRE | 2006 | METRO UTILITY | LIBERTY II |
| 06-021 | FIRE | 2002 | LA FRANCE | QS-100 |
| 06-022 | FIRE | 1967 | GMC | FIRE TRUCK |
| 06-023 | FIRE | 1997 | HITECH | FT |
| 06-024 | FIRE | 2004 | PIERCE | QUANTAM |
| 06-030 | FIRE | 2004 | PIERCE | QUANTAM |
| 06-031 | FIRE | 1997 | HITECH | FT |
| 06-032 | FIRE | 1976 | VANPELT | FIRE ENGINE |
| 06-033 | FIRE | 1998 | FREIGHTLINER | FL70 |
| 06-D010 | FIRE | 1994 | PLYMOUTH | ACCLAIM |
| **FIRE Count** | **23** | | | |
| 04-022 | FLEET | 1989 | DODGE | RAM 350 |
| 04-062 | FLEET | 1996 | DAEWOO | G30S-2 |
| 04-122 | FLEET | 1989 | DODGE | D100 |
| 04-267 | FLEET | 2009 | OLYMPIAN | D80-6 |
| 04-328 | FLEET | 1991 | AALADIN | 5523 |
| 04-333 | FLEET | 1985 | KOHLER | K241S |
| **FLEET SRV Count** | **6** | | | |
| 07-101 | HSS | 1987 | DODGE | RAM 150 |
| **HSS Count** | **1** | | | |
| 04-263 | LIBRARY | 1997 | CAT OLYMPIAN | CD020 |
| **LIBRARY Count** | **1** | | | |
| 04-102 | MOTOR POOL | 1978 | CHEVROLET | C20 |
| 04-104 | MOTOR POOL | 1997 | CHEVROLET | LUMINA |
| 04-106 | MOTOR POOL | 2001 | DODGE | INTREPID |
| 04-109 | MOTOR POOL | 2000 | TOYOTA | CAMRY LE |
| 04-145 | MOTOR POOL | 1997 | FORD | THUNDERBIRD |
| 04-146 | MOTOR POOL | 1998 | CHEVROLET | LUMINA |
| 04-147 | MOTOR POOL | 1999 | DODGE | INTREPID |
| 04-180 | MOTOR POOL | 1987 | FORD | CLUB WAGON |
| 04-181 | MOTOR POOL | 1999 | DODGE | INTREPID |
| 04-184 | MOTOR POOL | 1996 | FORD | CRWN VIC-ADMIN |
| 04-E079 | MOTOR POOL | 2001 | TOYOTA | RAV4 |
| **MOTOR POOL Count** | **11** | | | |
| 07-002 | PARKS/REC | 1999 | CHEVROLET | SILVERADO |
| 07-004 | PARKS/REC | 2002 | SATURN | L200 |
| 07-006 | PARKS/REC | 2001 | DODGE | RAM 2500HD SLT |
| 07-008 | PARKS/REC | 2008 | CHEVROLET | SILVERADO |

CITY OF LODI VEHICLE/EQUIPMENT SCHEDULE

| VEHICLE/EQUIP. NUMBER | DEPT/DIV | YEAR | MANUFACTURER | MODEL |
|---|---|---|---|---|
| 07-009 | PARKS/REC | 1999 | FORD | F-150 |
| 07-018 | PARKS/REC | 2003 | FREIGHTLINER | FL60 |
| 07-022 | PARKS/REC | 2001 | CHEVROLET | G30 EXPRESS |
| 07-030 | PARKS/REC | 1986 | CHEVROLET | C30 |
| 07-037 | PARKS/REC | 1989 | DODGE | D100 |
| 07-038 | PARKS/REC | 1996 | DODGE | RAM 1500 |
| 07-048 | PARKS/REC | 2003 | JOHN DEERE | 110 |
| 07-069 | PARKS/REC | 2001 | GMC | SIERRA |
| 07-072 | PARKS/REC | 1991 | DODGE | D250 |
| 07-073 | PARKS/REC | 2003 | FORD | F150 |
| 07-086 | PARKS/REC | 1999 | CHEVROLET | C35 |
| 07-126 | PARKS/REC | 1998 | DODGE | RAM 3500 |
| 07-D015 | PARKS/REC | 1994 | PLYMOUTH | ACCLAIM |
| 07-D029 | PARKS/REC | 1996 | FORD | CRWN VIC |
| 07-005 | PARKS/REC | 2000 | DODGE | CARAVAN |
| 07-014 | PARKS/REC | 2001 | DODGE | DAKOTA |
| 07-035 | PARKS/REC | 1989 | DODGE | CARAVAN |
| 07-079 | PARKS/REC | 1994 | PLYMOUTH | VOYAGER |
| **PARKS/REC Count** | **22** | | | |
| 05-001 | POLICE | 2002 | EAGLE | CCH |
| 05-001A | POLICE | 2002 | ONAN | 12.5KW |
| 05-003 | POLICE | 2007 | FORD | CRWN VIC-PATROL |
| 05-005 | POLICE | 2003 | FORD | CRWN VIC-PATROL |
| 05-008 | POLICE | 2008 | FORD | CRWN VIC-PATROL |
| 05-009 | POLICE | 2007 | FORD | CRWN VIC-PATROL |
| 05-010 | POLICE | 2000 | FORD | CRWN VIC-ADMIN |
| 05-012 | POLICE | 2008 | FORD | CRWN VIC-PATROL |
| 05-014 | POLICE | 2007 | FORD | CRWN VIC-PATROL |
| 05-015 | POLICE | 2005 | FORD | CRWN VIC-PATROL |
| 05-016 | POLICE | 2003 | FORD | CRWN VIC-PATROL |
| 05-017 | POLICE | 2005 | FORD | CRWN VIC-PATROL |
| 05-018 | POLICE | 2005 | FORD | CRWN VIC-PATROL |
| 05-019 | POLICE | 2008 | FORD | CRWN VIC-PATROL |
| 05-020 | POLICE | 2005 | FORD | CRWN VIC-PATROL |
| 05-021 | POLICE | 2009 | FORD | CRWN VIC-PATROL |
| 05-022 | POLICE | 2007 | FORD | CRWN VIC-PATROL |
| 05-024 | POLICE | 2008 | FORD | CRWN VIC-PATROL |
| 05-028 | POLICE | 2003 | FORD | CRWN VIC-PATROL |
| 05-029 | POLICE | 2009 | FORD | CRWN VIC-PATROL |
| 05-030 | POLICE | 2004 | FORD | CRWN VIC-PATROL |
| 05-032 | POLICE | 2009 | FORD | CRWN VIC-PATROL |
| 05-033 | POLICE | 2008 | FORD | CRWN VIC-PATROL |
| 05-034 | POLICE | 2005 | FORD | CRWN VIC-PATROL |
| 05-038 | POLICE | 2007 | FORD | CRWN VIC-PATROL |
| 05-039 | POLICE | 2004 | FORD | CRWN VIC-PATROL |
| 05-043 | POLICE | 2006 | HARLEY DAVIDS | FHLP- I |
| 05-044 | POLICE | 2006 | HARLEY DAVIDS | FHLP- I |
| 05-047 | POLICE | 2005 | HARLEY DAVIDSON | FLHP-I |
| 05-048 | POLICE | 2005 | HARLEY DAVIDSON | FLHP-I |
| 05-055 | POLICE | 1998 | KUSTOM SIGNAL | X |
| 05-056 | POLICE | 1991 | DODGE | CARGO VAN |

| VEHICLE/EQUIP. NUMBER | DEPT/DIV | YEAR | MANUFACTURER | MODEL |
|---|---|---|---|---|
| 05-058 | POLICE | 2001 | KUSTOM | I |
| 05-059 | POLICE | 2005 | FORD | E-450 |
| 05-063 | POLICE | 2000 | DODGE | RAM 250 |
| 05-066 | POLICE | 2002 | MIGHTY MOVER | 31095-22 |
| 05-071 | POLICE | 1996 | FORD | CRWN VIC-ADMIN |
| 05-072 | POLICE | 2004 | CHEVROLET | IMPALA |
| 05-073 | POLICE | 1999 | JEEP | CHEROKEE |
| 05-074 | POLICE | 1999 | JEEP | CHEROKEE |
| 05-075 | POLICE | 1999 | PONTIAC | GRAND PRIX GT |
| 05-076 | POLICE | 1999 | CHEVROLET | ASTRO |
| 05-077 | POLICE | 2004 | JEEP | GRAND CHEROKEE |
| 05-078 | POLICE | 2008 | FORD | CRWN VIC-ADMIN |
| 05-079 | POLICE | 2005 | FORD | CRWN VIC-PATROL |
| 05-083 | POLICE | 1997 | CHEVROLET | S-10 |
| 05-085 | POLICE | 2004 | FORD | EXPLORER |
| 05-086 | POLICE | 1998 | CHEVROLET | LUMINA |
| 05-087 | POLICE | 1998 | CHEVROLET | LUMINA |
| 05-090 | POLICE | 2000 | GMC | SAFARI |
| 05-091 | POLICE | 2000 | FORD | CRWN VIC-ADMIN |
| 05-092 | POLICE | 2002 | FORD | CRWN VIC-ADMIN |
| 05-093 | POLICE | 2002 | FORD | CRWN VIC-ADMIN |
| 05-094 | POLICE | 2004 | FORD | EXPEDITION |
| 05-095 | POLICE | 2008 | FORD | CROWN VIC-ADMIN |
| 05-096 | POLICE | 2008 | FORD | CROWN VIC |
| 05-104 | POLICE | 1998 | CHEVROLET | LUMINA |
| 05-109 | POLICE | 2007 | DODGE | GRAND CARAVAN |
| 05-120 | POLICE | 2004 | DODGE | CARAVAN |
| 05-121 | POLICE | 2001 | FORD | WINDSTAR |
| 05-122 | POLICE | 2002 | DODGE | CARAVAN |
| 05-124 | POLICE | 2002 | INTERCEPTOR II | GO-4 |
| 05-D052 | POLICE | 1984 | CHEVROLET | 2500 |
| 05-D062 | POLICE | 1994 | FORD | F350 |
| 05-D065 | POLICE | 1990 | FORD | AR |
| 05-D067 | POLICE | 2002 | CHEVROLET | ASTRO |
| 05-D100 | POLICE | 2005 | CHEVROLET | COLORADO |
| 05-D101 | POLICE | 1992 | DODGE | DAKOTA |
| 05-D102 | POLICE | 2005 | FORD | CRWN VIC |
| 05-D110 | POLICE | 2003 | CHEVROLET | MALIBU |
| 05-050 | POLICE | 2002 | DODGE | RAM 2500 |
| 05-052 | POLICE | 1995 | DODGE | DAKOTA |
| **POLICE Count** | **72** | | | |
| 04-002 | STREET | 2009 | FORD | F350XL |
| 04-005 | STREET | 1995 | GMC | 3500 SL |
| 04-006 | STREET | 1998 | GMC | 3500HD |
| 04-006A | STREET | 1998 | HONDA | GNEM-3500 |
| 04-009 | STREET | 2000 | DODGE | STRATUS |
| 04-010 | STREET | 1997 | DODGE | DAKOTA |
| 04-015 | STREET | 1990 | INTERNATIONAL | 4900 |
| 04-016 | STREET | 1991 | INTERNATIONAL | 4900 |
| 04-019 | STREET | 1992 | INTERNATIONAL | 4900 |
| 04-023 | STREET | 2002 | CASE | 570LXT |

| VEHICLE/EQUIP. NUMBER | DEPT/DIV | YEAR | MANUFACTURER | MODEL |
|---|---|---|---|---|
| 04-026 | STREET | 1974 | HYSTER | C340 AD |
| 04-034 | STREET | 1991 | TANDEN | |
| 04-039 | STREET | 1990 | INTERNATIONAL | 2654 |
| 04-039A | STREET | 1990 | JOHN DEERE | 4045TF150 |
| 04-040 | STREET | 1994 | JOHN DEERE | 244E |
| 04-050 | STREET | 1997 | ZIEMAN | 1150E |
| 04-051 | STREET | 1968 | FORD | C600 |
| 04-058 | STREET | 1988 | DODGE | RAM 250 |
| 04-059 | STREET | 1991 | INTERNATIONAL | 4900 |
| 04-061 | STREET | 1999 | FORD | F-450 |
| 04-064 | STREET | 1998 | FORD | RANGER |
| 04-066 | STREET | 1978 | HOMEMADE | X |
| 04-067 | STREET | 2001 | FORD | F350 SUPER DUTY |
| 04-068 | STREET | 1997 | CHRYSLER | CONCORDE |
| 04-071 | STREET | 1974 | TUFFBOY | FB TILT |
| 04-077 | STREET | 2002 | JACOBSON | H683 |
| 04-078 | STREET | 1997 | FORD | F350 |
| 04-081 | STREET | 1998 | FORD | RANGER |
| 04-084 | STREET | 2003 | FREIGHTLINER | FL80 |
| 04-091 | STREET | 1978 | FORD | C7000 |
| 04-093 | STREET | 2003 | INGERSOLL RAND | P185WJD |
| 04-107 | STREET | 2001 | HYSTER | HYPAC 530AH |
| 04-108 | STREET | 2000 | GREEN MACHINE | 414RS |
| 04-110 | STREET | 2007 | INGERSOLL RAND | DD-31HF |
| 04-111 | STREET | 1992 | ZIEMAN | 1140E |
| 04-114 | STREET | 2004 | CRAFCO | SUPERSHOT 60 |
| 04-115 | STREET | 1984 | BRUSH BANDIT | TMD27 |
| 04-117 | STREET | 1981 | BOBCAT | 631 |
| 04-118 | STREET | 1986 | ROADLINE | X |
| 04-119 | STREET | 1994 | SWEEPSTER | CP86 |
| 04-120 | STREET | 1981 | VERMEER | T300A |
| 04-121 | STREET | 1998 | FORD | RANGER |
| 04-128 | STREET | 2009 | JOHN DEERE | 310SJ |
| 04-133 | STREET | 1985 | INGERSOLL-RAND | P185 WJD |
| 04-134 | STREET | 2006 | MIRAGE | MKL610SA |
| 04-135 | STREET | 1997 | INGERSOLL RAND | DD-22 |
| 04-179 | STREET | 2001 | FORD | F350 |
| 04-185 | STREET | 1996 | DODGE | DAKOTA SPORT |
| 04-301 | STREET | 1972 | GROUND HOG | C17 |
| 04-302 | STREET | 1990 | TAMPER | VPG160K |
| 04-305 | STREET | 1994 | WACKER | VPG160A |
| 04-307 | STREET | 1982 | CHAMPION | 1WCV20C |
| 04-308 | STREET | 1970 | TENNANT | PORTABLE |
| 04-311 | STREET | 1999 | EDCO | TLR7-11H |
| 04-315 | STREET | 1971 | FONTANA | EF45 |
| 04-316 | STREET | 1989 | HONDA | 3500 |
| 04-317 | STREET | 1988 | WACKER | UPG160K |
| 04-318 | STREET | 1999 | WACKER | BS600 |
| 04-319 | STREET | 2001 | WACKER | BS600 |
| 04-321 | STREET | 2006 | ATLAS COPCO | COBRA COMBI |
| 04-322 | STREET | 1972 | BURCH | CO-65 |

| VEHICLE/EQUIP. NUMBER | DEPT/DIV | YEAR | MANUFACTURER | MODEL |
|---|---|---|---|---|
| 04-324 | STREET | 1976 | SARLO | 8261/C |
| 04-325 | STREET | 1964 | TOWNER | DISC |
| 04-326 | STREET | 1987 | WACKER | BS60Y |
| 04-327 | STREET | 1976 | SARACCO | 44000 |
| 04-330 | STREET | 1981 | BILLY GOAT | BG60A |
| 04-343 | STREET | 1981 | THOR | 51T |
| 04-344 | STREET | 1982 | PB | X |
| 04-345 | STREET | 1978 | PB | X |
| 04-346 | STREET | 1995 | PB LOADER | PB |
| 04-353 | STREET | 2007 | WACKER | VP1135AW |
| 04-355 | STREET | 1986 | HOMELITE | 121TP21A |
| 04-356 | STREET | 1992 | GRACO LINELAZER | 3500 |
| 04-360 | STREET | 2006 | MK | 1613H |
| 04-362 | STREET | 1983 | HONDA | 3000 |
| 04-364 | STREET | 1988 | HOME MADE | X |
| 04-365 | STREET | 1988 | REARS | AR703 |
| 04-366 | STREET | 1989 | KEW | 4503KB |
| 04-367 | STREET | 1990 | LAYTON | HSF 525 |
| 04-368 | STREET | 1991 | X | 1991 |
| 04-369 | STREET | 1978 | PB LOADER | 1978 |
| 04-370 | STREET | 2006 | SMITH | SPS8 |
| 04-105 | STREET | 2005 | ELGIN | CROSSWIND J+ |
| 04-105A | STREET | 2005 | ESG 642 | POWER TECH |
| 04-123 | STREET | 2001 | TYMCO | FL70 |
| 04-131 | STREET | 2007 | TYMCO | 600/BAH |
| 04-130 | STREET | 1986 | HOMEMADE | DEMPSEY |
| 04-148 | STREET | 2000 | DODGE | RAM 250 |
| **STREET Count** | **88** | | | |
| 10-001 | TRAN-D | 1994 | FORD | E350 |
| 10-006 | TRAN-D | 2009 | FORD | E450 |
| 10-007 | TRAN-D | 2009 | FORD | E450 |
| 10-008 | TRAN-D | 2009 | FORD | E450 |
| 10-009 | TRAN-D | 2009 | FORD | E450 |
| 10-010 | TRAN-D | 2007 | FORD | E450 |
| 10-011 | TRAN-D | 2007 | FORD | E450 |
| 10-012 | TRAN-D | 2007 | FORD | E450 |
| 10-013 | TRAN-D | 2007 | FORD | E450 |
| 10-014 | TRAN-D | 2007 | FORD | E450 |
| 10-015 | TRAN-D | 2007 | FORD | E450 |
| 10-016 | TRAN-D | 2007 | FORD | E450 |
| 10-017 | TRAN-D | 2007 | FORD | E450 |
| 10-018 | TRAN-D | 2007 | FORD | E450 |
| 10-019 | TRAN-D | 2007 | FORD | E450 |
| 10-020 | TRAN-D | 2007 | FORD | E450 |
| 10-021 | TRAN-D | 2007 | FORD | E450 |
| 10-022 | TRAN-D | 2007 | FORD | E450 |
| 10-023 | TRAN-D | 2002 | ELDORADO | AEROTECH |
| 10-024 | TRAN-D | 2002 | ELDORADO | AEROTECH |
| 10-025 | TRAN-D | 2002 | ELDORADO | AEROTECH |
| 10-026 | TRAN-D | 2002 | ELDORADO | AEROTECH |
| 10-027 | TRAN-D | 2002 | ELDORADO | AEROTECH |

| VEHICLE/EQUIP. NUMBER | DEPT/DIV | YEAR | MANUFACTURER | MODEL |
|---|---|---|---|---|
| 10-028 | TRAN-D | 2002 | ELDORADO | AEROTECH |
| 10-030 | TRAN-D | 1995 | FORD | E-350 |
| 10-032 | TRAN-D | 1995 | FORD | E-350 |
| 10-034 | TRAN-D | 1995 | FORD | E-350 |
| **TRANSIT DIAL-A-RIDE Count** | **27** | | | |
| 10-041 | TRAN-G | 1991 | AMTRAN | KC3510 |
| 10-044 | TRAN-G | 2000 | NABI | 040.11 |
| 10-045 | TRAN-G | 2000 | NABI | 040.11 |
| 10-046 | TRAN-G | 2000 | NABI | 040.11 |
| 10-047 | TRAN-G | 2000 | NABI | 040.11 |
| 10-048 | TRAN-G | 2000 | NABI | 040.11 |
| 10-050 | TRAN-G | 2001 | CHAMPLAIN | 1608, CT277 |
| **TRANSIT GRAPELINE Count** | **7** | | | |
| 04-003 | WASTE | 1996 | FORD | F150 |
| 04-004 | WASTE | 1994 | DODGE | INTREPID |
| 04-024 | WASTE | 1990 | CASE | 580 K |
| 04-032 | WASTE | 1992 | FORD | E350 |
| 04-038 | WASTE | 1998 | INTERNATIONAL | 1300 |
| 04-038A | WASTE | 1998 | JOHN DEERE | 4045TF150 |
| 04-095 | WASTE | 1968 | FORD | C600 |
| 04-100 | WASTE | 1980 | NORWEST | TE 1212 |
| 04-112 | WASTE | 2002 | BUSH HOG | GT48 |
| 04-127 | WASTE | 2000 | CHEVROLET | ASTRO |
| 04-137 | WASTE | 1996 | DODGE | CARAVAN |
| 04-138 | WASTE | 1990 | JOHN DEERE | 4039T |
| 04-139 | WASTE | 2003 | GMC | SIERRA |
| 04-140 | WASTE | 2007 | KUBOTA | RTV900G6-K |
| 04-141 | WASTE | 2000 | KAWASAKI | 2500 |
| 04-142 | WASTE | 2008 | VOLVO | TAD721VE |
| 04-182 | WASTE | 1983 | FORD | E350 |
| 04-264 | WASTE | 1983 | KOHLER | 30RHZ02 - 10 KW |
| 04-266 | WASTE | 2003 | OLYMPIAN | G20F3 |
| 04-268 | WASTE | 1986 | KOHLER | 20RZ - 20 KW |
| 04-269 | WASTE | 1986 | ONAN | 20OES15R/24164B |
| 04-271 | WASTE | 1998 | OLYMPIAN | 98A00423S |
| 04-272 | WASTE | 2003 | OLYMPIAN | G80431 |
| 04-309 | WASTE | 1989 | WACKER | PT2A |
| 04-314 | WASTE | 1989 | WACKER | PT3A |
| 04-323 | WASTE | 1958 | GORMAN-RUPP | 14C2VH4D |
| 04-354 | WASTE | 1984 | GORMAN-RUPP | 16D2VH4D |
| 04-371 | WASTE | 1992 | LINCOLN | G8000 |
| 04-373 | WASTE | 1992 | WACKER | PT2A |
| **WASTEWATER Count** | **29** | | | |
| 04-069 | WATER | 2003 | CHEVROLET | S-10 |
| 04-200 | WATER | 1995 | CAT | SR4B |
| 04-222 | WATER | 2005 | OLYMPIAN | D150P6 |
| 04-255 | WATER | 1995 | CAT | S4RB |
| 04-256 | WATER | 1969 | GM | 100 KW |
| 04-257 | WATER | 1996 | CAT | SR4B |
| 04-258 | WATER | 2001 | CAT | SR4B |
| 04-259 | WATER | 1995 | CAT | SR4B |

| VEHICLE/EQUIP. NUMBER | DEPT/DIV | YEAR | MANUFACTURER | MODEL |
|---|---|---|---|---|
| 04-260 | WATER | 1996 | CAT | SN4 |
| 04-304 | WATER | 1996 | HONDA | SS18 |
| 04-312 | WATER | 2001 | TARGET | ES-14 |
| 04-320 | WATER | 1970 | HOMELITE | X |
| **WATER Count** | **12** | | | |
| 04-001 | WWW | 1991 | DODGE | RAM 350 |
| 04-017 | WWW | 1998 | GMC | 2500 SLE |
| 04-025 | WWW | 1997 | DODGE | INTREPID |
| 04-027 | WWW | 1996 | JOHN DEERE | 310D |
| 04-028 | WWW | 1991 | LEROI | Q185 DJDI |
| 04-030 | WWW | 1997 | DODGE | INTREPID |
| 04-033 | WWW | 2007 | JOHN DEERE | 310J |
| 04-041 | WWW | 1966 | CHEVROLET | C60 |
| 04-045 | WWW | 2006 | CHEVROLET | SILVERADO 3500 |
| 04-053 | WWW | 2001 | DODGE | RAM 2500HD |
| 04-063 | WWW | 2000 | GMC | C2500 |
| 04-070 | WWW | 2009 | FORD | F550 |
| 04-073 | WWW | 1995 | FORD | F350 |
| 04-074 | WWW | 1997 | FORD | F-350 |
| 04-076 | WWW | 2001 | DODGE | BR2500 |
| 04-082 | WWW | 2000 | GMC | SIERRA 2500 |
| 04-083 | WWW | 1997 | DODGE | 2500HD |
| 04-094 | WWW | 1985 | JOY | D185Q |
| 04-103 | WWW | 1991 | X | TRAILER |
| 04-116 | WWW | 1969 | FORD | C600 |
| 04-124 | WWW | 2004 | UNGRD | VARIED |
| 04-125 | WWW | 2003 | FREIGHTLINER | FL60 |
| 04-132 | WWW | 1989 | LEROI | 185CFM |
| 04-136 | WWW | 1991 | INTERNATIONAL | 4900 |
| 04-265 | WWW | 2003 | S & L | XXX |
| 04-303 | WWW | 2007 | EDCO | SK14-13H |
| 04-306 | WWW | 1999 | HONDA | 2500 |
| 04-310 | WWW | 1993 | WACKER | BS60Y |
| 04-313 | WWW | 1970 | MCCOLLUTH | X |
| 04-329 | WWW | 1962 | X | RODDER |
| 04-341 | WWW | 1984 | KUBOTA | A2200 |
| 04-342 | WWW | 1999 | WACKER | BS600 |
| 04-348 | WWW | 1989 | HONDA | 2200 |
| 04-349 | WWW | 1990 | WACKER | BS60Y |
| 04-351 | WWW | 1997 | WACKER | BS62Y |
| 04-352 | WWW | 2001 | WACKER | B552Y |
| 04-359 | WWW | 1983 | HONDA | E1500 |
| **WATER/WASTEWATER Count** | **37** | | | |
| **Grand Count** | **433** | | | |