2012-2013
SUMMARY OF FUND BALANCES
OPERATION AND MAINTENANCE BUDGET

FUND	BALANCE AS OF 7/1/2012	ESTIMATED REVENUES 2012-2013	TRANSFER IN	TRANSFER OUT	CASH RESERVE	ESTIMATED AVAILABLE 2012-2013	ESTIMATED EXPENSES 2012-2013	ASSET REPLACE CONTRIBUTION 2012-2013	ESTIMATED BALANCE 6/30/2013
001 General Fund	$ 7,320,304	$ 9,072,968	$ 1,730,974	$ 141,350	$ 1,286,948	$ 16,695,948	$ 8,579,652	$ 352,150	$ 7,764,146
Asset Replacement	$ 2,534,197	352,150			1,443,174	1,443,174	121,579		$ 1,321,595

2013-2014
SUMMARY OF FUND BALANCES
OPERATION AND MAINTENANCE BUDGET

FUND	ESTIMATED BALANCE AS OF 7/1/2013	ESTIMATED REVENUES 2013-2014	TRANSFER IN	TRANSFER OUT	CASH RESERVE	ESTIMATED AVAILABLE 2013-2014	ESTIMATED EXPENSES 2013-2014	ASSET REPLACE CONTRIBUTION 2013-2014	ESTIMATED BALANCE 6/30/2014
001 General Fund	$ 9,051,094	$ 7,343,693	$ 1,512,396	$ 159,000	$ 1,345,522	$ 16,402,661	$ 8,970,144	$ 380,950	$ 7,051,567
Asset Replacement	$ 2,764,768	380,950			1,572,859	1,572,859	604,425		$ 968,434

4211
Council

FORM 2 - PERSONNEL SERVICES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: City Council - 4211

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4010	**Regular Salaries**							
	Mayor 400 x 12 =		4,800	4,800		4,850	4,800	4,800
	Council 300 x 12 x 4 =		14,400	14,400		14,400	14,400	14,400
		19,200			13,150			
	TOTAL	19,200	19,200	19,200	13,150	19,250	19,200	19,200
	DEPARTMENT SALARIES TOTAL	**19,200**	**19,200**	**19,200**	**13,150**	**19,250**	**19,200**	**19,200**
	Benefits							
4110	FICA	973.66	1,469	1,469	775	1,469	1,469	1,469
4120	SUI							
4130	Retirement							
4140	Health Inurance	7840.91	6,384	11,076	3,071	6,262	22,336	25,775
4150	Life Insurance							
4190	SDI							
4220	Deferred Compensation							
	Benefit Total	**8,815**	**7,853**	**12,545**	**3,846**	**7,731**	**23,805**	**27,244**
	Recurring Salaries and Benefits	**28,015**	**27,053**	**31,745**	**16,996**	**26,981**	**43,005**	**46,444**
	One Time Expense Salaries and Benefits	0	0	0	0	0	0	0
	Total Salaries and Benefits	**28,015**	**27,053**	**31,745**	**16,996**	**26,981**	**43,005**	**46,444**

Justification & Explanation of Changes:

Council changed benefits to 70/30 with option to use benefit amount in Section 125 and 457 Plans

Willard paid $50 for serving as Mayor at 1st December Mtg.

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: City Council - 4211

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4220	**Operating Supplies**							
	Special Dept. Supplies:	1,107			1,377			
	Plaques& Proclamation Folders		100	100		200	100	100
	Employee of the Quarter		475	475		894	400	400
	Retirement Expenses		500	500			500	500
	Christmas Float		0	0		60	0	0
	Recurring Sub Total	1,107	1,075	1,075	1,377	1,094	1,000	1,000
	5 iPads for Council, GoodReader App & Cases		3,373	3,373		2,500		
	1 iPad for Council (only 4 bought this year)						500	500
	One Time Expense Sub Total	0	3,373	3,373	0	2,500	500	500
	TOTAL 4220	**1,107**	**4,448**	**4,448**	**1,377**	**3,594**	**1,500**	**1,500**

Justification & Explanation of Changes:

Employee of the Quarter - Shirt Supply restocked ($387)

4310	**Professional Contract Services:**	78,185			40,090			
	City Attorney		16,000	16,000		16,000	16,000	16,000
	Kings EDC			37,079		37,079	37,079	37,079
	Fax Line/Copier		3,350	3,350		3,350	3,350	3,350
	Youth Sports Foundation			7,000		7,000		
	Recurring Sub Total	78,185	19,350	63,429	40,090	63,429	56,429	56,429
								0
	One Time Expense Sub Total	0	0	0	0	0	0	0
	TOTAL 4310	**78,185**	**19,350**	**63,429**	**40,090**	**63,429**	**56,429**	**56,429**

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: City Council - 4211

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4320	**Meetings and Dues**							
		13,280			282	200		
	Annual League of California Dues inc. Grassroots		8,000	8,000	8,734	8,734	9,000	9,000
	SSJ Division Dues		300	300			300	300
	City Council Meeting Budget Amendment			734				
	Mayor/CC Executive Forum - January 2013 Sacramento							
	Registration 795/person		2,900	2,900	0	0	2,900	0
	Hotel x 3 nights 200/night		0	0				
	Mileage 370 x .55		0	0				
		13,280	**11,200**	**11,934**	**9,016**	**8,934**	**12,200**	**9,300**
	Annual League Conf. - Sept. 2013 2 members							
	Registration 550/person		1,100	1,100	880	880	1,100	0
	Hotel x2 205/night		820	820			820	0
	Mileage 654.4 x .555		726	726			726	0
		0	**2,646**	**2,646**	**880**	**880**	**2,646**	**0**
	League Div. Meetings - 4 Council Members x 5 meetings							
	Dinner/Mileage $30/meal	0	600	600		150	600	600
	City/County Meeting		350	350			350	350
	Misc Committee Mtgs. (League Policy Committees)		1,500	1,500			1,204	1,204
		0	**2,450**	**2,450**	**0**	**150**	**2,154**	**2,154**
	Recurring Sub Total	**13,280**	**16,296**	**17,030**	**9,896**	**9,964**	**17,000**	**11,454**
	One Time Expense Sub Total	0	0	0	0	0	0	0
	TOTAL 4320	**13,280**	**16,296**	**17,030**	**9,896**	**9,964**	**17,000**	**11,454**

Explanation/Justification:

4330	**Printing & Publication**	368	600	600	475	400	0	1,000
	Council Survey/Newsletter (1 Annually)							
	Legal Notices					400		
	Recurring Sub Total	**368**	**600**	**600**	**475**	**800**	**0**	**1,000**
	One Time Expense Sub Total		0	0	0	0	0	0
	TOTAL 4330	**368**	**600**	**600**	**475**	**800**	**0**	**1,000**

Explanation/Justification:

Some items may be corrected to Operating Supplies

Recurring O&M Total	92,940	37,321	82,134	51,838	75,287	74,429	69,883
One Time O&M Total		3,373	3,373	0	2,500	500	500
DEPARTMENT O & M TOTAL	**92,940**	**40,694**	**85,507**	**51,838**	**77,787**	**74,929**	**70,383**

FORM 4 - OTHER PAYABLES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: City Council - 4211

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
	Recurring Expense	0	0	0	0	0	0	0
	One Time Expense	0	0	0	0	0	0	0
	TOTAL	0	0	0	0	0	0	0

Justification and Explanation of Changes:

FORM 5 - CAPITAL OUTLAY - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: City Council - 4211

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4825 Equipment								
	4825 Sub Total	0	0	0	0	0	0	0
4840 Vehicle								
	4840 Sub Total	0	0	0	0	0	0	0
	RECURRING CAPITAL OUTLAY	0	0	0	0	0	0	0
	ONE TIME EXPENSE CAPITAL OUTLAY	0	0	0	0	0	0	0
	CAPITAL OUTLAY TOTAL	0	0	0	0	0	0	0

Justification & Explanation of Changes:

RECURRING TOTAL			106,145		102,268	117,434	116,327
ONE TIME EXPENSE TOTAL	0	3,373	10,373	0	2,500	500	500
ASSET REPLACEMENT TOTAL	0	0	0	0	0	0	0
DEPARTMENT GRAND TOTAL	**120,954**	**67,747**	**117,252**	**68,834**	**104,768**	**117,934**	**116,827**

Asset Replacement

4825AR Equipment							
		0	0				
4825AR Sub Total	0	0	0	0	0	0	0
4840ar Vehicle							
4840AR Sub Total	0	0	0	0	0	0	0
ASSET REPLACEMENT TOTAL	0	0	0	0	0	0	0

4213
City Manager

FORM 2 - PERSONNEL SERVICES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET
DEPARTMENT: City Manager - 4213

OBJ.#	DESCRIPTION	ACTUAL EXPENSES 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL TO DATE 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4010	Regular Salaries							
	TOTAL 4010	363,781	493,633	416,461	274,222	536,500	392,869	278,473
	Justification/Explanation							
	City Manager (9 months), Administrative Asst./City Clerk, Executive Secretary/Housing Specialist, Admin Analyst, Project Manager, Code Enforcement Officer, Office Assistant I							
	Recommended: City Manager (6 months), Administrative Asst./City Clerk, Executive Secretary/Housing Specialist, Admin Analyst, 70% Project Manager, Office Assistant I							
4020	Over-time Salaries							
	TOTAL 4020	0	0	1,000	0	0	1,000	1,000
	Justification/Explanation							
4030	Part time Salaries							
	TOTAL 4030	0	0	2,651	3,656	3,656	0	0
	Justification/Explanation							
	DEPARTMENT SALARIES TOTAL	363,781	493,633	420,112	277,878	540,156	393,869	279,473
	Benefits							
4110	FICA	26,055	36,771	31,047	20,202	35,827	30,674	21,701
4120	SUI	2,445	3,360	4,103	2,652	2,937	2,789	2,289
4130	Retirement	60,867	88,146	73,079	47,965	66,812	69,228	47,960
4140	Health Insurance	27,241	44,458	38,651	21,005	43,989	40,166	32,224
4150	Life Insurance	490	730	615	378	662	631	487
4170	Uniform Allowance		500	500	445	445	500	0
4190	SDI	3,509	5,002	4,228	2,393	4,157	4,005	2,837
4220	Deferred Compensation	20,616	14,335	14,751	12,689	24,529	14,026	10,662
4195	Cafeteria Plan	-206	0	0	4,056	6,118	0	0
	Total Benefits	141,015	193,302	166,974	111,784	185,476	162,019	118,160
	Recurring Salaries	504,796	686,935	587,086	389,661	725,632	555,888	397,633
	One Time Salaries	0	0	0	0	0	0	0
	Salaries/Benefits Total	504,796	686,935	587,086	389,661	725,632	555,888	397,633

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: City Manager - 4213

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-2013	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4220	**Operating Supplies**	3,218			3,602			
	Postage		4,542	4,542		3,777	4,500	4,500
	Pitney Bowes Supplies (updates, water bottle)		273	273		210	250	250
	Federal Express		45	45		45	45	45
	Copier Paper/Supplies, Colored paper		1,200	1,200		1,353	800	800
	Computer Supplies (ink cartridges, diskettes)		530	530			500	500
	Fax Machine Supplies (Paper, Image cart.)		240	240			200	200
	Filing/Misc Supplies		400	400			400	400
	Supplies - Records System (Storage Boxes etc.)		200	200			200	200
	Office Supplies (Post-ITS/yellow pads/pens/clips, etc.)		700	700			500	500
	Letterhead Envelopes					207		
	Red. Div Trans							
	Recurring Sub Total	3,218	8,130	8,130	3,602	5,592	7,395	7,395
	City Manager and City Clerk iPads		1,351	1,351		600	500	500
	Adobe Acrobat X Pro w/6 licenses(good until 6/30/12)		2,156	2,156				
	One Time Sub Total	0	3,507	3,507	0	600	500	500
	TOTAL 4220	**3,218**	**11,637**	**11,637**	**3,602**	**6,192**	**7,895**	**7,895**

Justification/Explanation of Changes:

1 iPad, Cases, and Apps Purchased/1 Budgeted for new CM

4300	**City Owned Equip**							
	Nissan Leaf	780	2,000	2,000	635	1,000	1,000	1,000
	Use of extra vehicle for training travel					0	0	0
	Recurring Sub Total	780	2,000	2,000	635	1,000	1,000	1,000
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4300	**780**	**2,000**	**2,000**	**635**	**1,000**	**1,000**	**1,000**

4310 Professional Contract Services:	14,413			41,832			
Legal Fees-Successor Agency (Mid-year adjustment)		0	15,265		15,265	5,000	5,000
Filing Cost - Environmental Documents/Maps		0	0		0	0	0
City Attorney		4,000	9,000		9,000	9,000	9,000
Liebert Cassidy & Whitmore		2,040	2,040		2,040	2,040	2,040
Misc. (Includes Bank Fees, Electrician etc.)		200	200		200	200	200
The Body Shop		2,400	2,400		2,400	2,400	2,400
Negotiator		3,600	3,600		3,600	3,600	4,200
Shred-IT		180	180		215	250	250
IT Support		1,750	1,750		3,000	3,000	3,000
Red. Div							
Recurring Sub Total	14,413	14,170	34,435	41,832	35,720	25,490	26,090
2012 General Election		10,000	10,000		4,851		0
Legal Fees-Successor Agency (Mid-year adjustment)			50,000		46,000		0
Legal Fees			15,000			0	0
One Time Sub Total	0	10,000	75,000	0	50,851	0	0
TOTAL 4310	**14,413**	**24,170**	**109,435**	**41,832**	**86,571**	**25,490**	**26,090**

Justification/Explanation:

4320 Meetings and Dues	8,444			7,310	3,110		
Misc. Mtg. City Manager		600	1,000			1,000	1,000
Dept. Mileage (11-12 Projected 129.99)		300	300			300	300
South San Joaquin Division Meetings:		180	400			400	400
CA Clerk Assoc. (clerk and deputy)		165	165			165	165
IIMC Membership		175	175			175	175
Central Valley Clerk Meetings		0	0			300	300
Project Manager Mileage $150/month		1,800	1,800		1,800	0	0
Recurring Sub Total	8,444	3,220	3,840	7,310	4,910	2,340	2,340
		0	0			0	0
One Time Sub Total	0	0	0	0	0	0	0
Sub-total	**8,444**	**3,220**	**3,840**	**7,310**	**4,910**	**2,340**	**2,340**

New Law & Election Seminar / Clerk 2012 San Jose

Moved to Training

Sub-total	**0**	**0**	**0**	**0**	**0**	**0**	**0**
City Man. Dept. Meeting, Jan30 - Feb 1 SF							
Registration 595		600	600		600		
Hotel x 2x179		358	358				
Mileage 641.4 x .55		0	0				
Sub-total	**0**	**958**	**958**	**0**	**600**	**0**	**0**

City Clerk Annual Conference April 2013

Economic Development			1,460	1,460			
Sub-total	**0**	**1,460**	**1,460**	**0**	**0**	**0**	**0**
Dues							
CA Redevelopment Asso Dues					750	750	750
CA City Management Foundation			400	400	400	400	400
Sub-total	**0**	**400**	**400**	**0**	**1,150**	**1,150**	**1,150**
Car Allowance							
City Manager $400/month X 6 months		4,800	4,800		3,600	3,600	2,400
Project Manager $150/month X 12 months		0	0			1,800	1,800
Sub-total	**0**	**4,800**	**4,800**	**0**	**3,600**	**5,400**	**4,200**
Recurring Total	8,444	10,838	11,458	7,310	10,260	8,890	7,690
One Time Total	0	0	0	0	0	0	0
TOTAL 4320	**8,444**	**10,838**	**11,458**	**7,310**	**10,260**	**8,890**	**7,690**

Justification and Explanation of Changes:
Recommended: Only budgets for 6 months of City Manager Car Allowance (requested was for 9 months)

4330 Printing/Publications	1,754			3,104			
Sterling Codifiers - Muni Gov Supplements		1,300	1,300		1,573	1,300	1,300
Legal Notices		1,000	1,000		1,000	1,000	1,000
Red. Div							
City Clerk/Office Assistant Recruitments					2,090		
Recurring Sub Total	1,754	2,300	2,300	3,104	4,663	2,300	2,300
Zoning Ordinance Codification (Quote from Codifier)	16,233						
One Time Expense	16,233	0	0	0	0	0	0
TOTAL 4330	**17,987**	**2,300**	**2,300**	**3,104**	**4,663**	**2,300**	**2,300**

Justification/Explanation

4340 Utilities	6,560			5,080			
Telephones/Fax Machine		5,500	5,500		5,900	6,864	6,864
Internet		0	0				
City Manager cell phone ($50/month X 6 months)		1,500	1,500		808	600	300
Code Enforcement Cell ($25/month X 12 months)		400	400		400	300	0
Recurring Sub Total	6,560	7,400	7,400	5,080	7,108	7,764	7,164
One Time Expense	0	0	0	0	0	0	0
TOTAL 4340	**6,560**	**7,400**	**7,400**	**5,080**	**7,108**	**7,764**	**7,164**

Justification/Explanation
Recommended: 6 months of cell phone for City Manager / Code Enforcement cell phone will be transferred to Police Dept budget

4350 Repair/Maintenance Services							
Questys Silver Level Maintenance Contract CM	3,999	4,000	4,000	3,999	3,999	7,500	7,500
Recurring Sub Total	3,999	4,000	4,000	3,999	3,999	7,500	7,500
One Time Expense	0	0	0	0	0	0	0
TOTAL 4350	**3,999**	**4,000**	**4,000**	**3,999**	**3,999**	**7,500**	**7,500**

Justification/Explanation:
Questys Upgrade

4360 Training							
New Law & Election Seminar / Clerk 2012 San Jose							
Registration 440	155	6,940	6,940	4,218	4,250	4,000	4,000
Hotel x 3 x $140							
Mileage							
Recurring Sub Total	155	6,940	6,940	4,218	4,250	4,000	4,000
		0	0	0	0	0	0
One Time Expense	0	0	0	0	0	0	0
TOTAL 4360	**155**	**6,940**	**6,940**	**4,218**	**4,250**	**4,000**	**4,000**

Justification/Explanation
Brooke - Nuts & Bolts; Kristie - New Laws and
Elections and Techinical Track for Clerks
Budget for Completion of TTC Series

4380 Rental/Leases	4,517			4,448			
Dept. share of Ricoh copier		6,900	6,900		6,300	6,900	6,900
Pitney bowes Meter Share		514	514		500	500	500
Red Div							
Recurring Sub Total	4,517	7,414	7,414	4,448	6,800	7,400	7,400
One Time Expense	0	0	0	0	0	0	0
TOTAL 4380	**4,517**	**7,414**	**7,414**	**4,448**	**6,800**	**7,400**	**7,400**

Justification/Explanation

RECURRING O&M	43,059	63,192	84,077	74,228	79,392	71,739	70,539
ONE TIME O&M	16,233	13,507	78,507	0	51,451	500	500
DEPARTMENT O & M TOTAL	**60,073**	**76,699**	**162,584**	**74,228**	**130,843**	**72,239**	**71,039**

FORM 5 - CAPITAL OUTLAY - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET
DEPARTMENT: City Manager - 4213

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4825	Equipment							
							-	
							-	
		0	0	0	0	0		
	Recurring	0	0	0	0	0	0	0
							0	0
	One Time	0	0	0	0	0	0	0
	TOTAL 4825	0	0	0	0	0	0	0
	Justification:							
	RECURRING TOTAL	547,856	750,127	671,163	463,890	805,024	627,627	468,172
	ONE TIME TOTAL	16,233	13,507	78,507	0	51,451	500	500
	ASSET REPLACEMENT TOTAL	0	0	0	0	0	0	0
	DEPARTMENT GRAND TOTAL	564,869	763,634	749,670	463,890	856,475	628,127	468,672
	Asset Replacement							
							-	
4825AR	Equipment				0	0	-	
		0	0	0	0	0		
		0	0	0		0	0	0
			0	0				
	TOTAL 4825AR	0	0	0	0	0	0	-
	Justification:							

4215
Finance Dept

FORM 2 - PERSONNEL SERVICES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Finance Department - 4215

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4010	Regular Salaries							
	TOTAL 4010	119,947	162,300	147,065	94,009	148,716	164,821	164,821
	Justification/Explanation							
4020	Over-time Salaries			946	0	200	946	946
	TOTAL 4020	442	946	946	-	200	946	946
	Justification & Explanation of Changes:							
4030	Part time Salaries			19,765	14,558	21,507	18,768	18,768
	TOTAL 4030	53,301	15,360	19,765	14,558	21,507	18,768	18,768
	Justification & Explanation of Changes:							
	DEPARTMENT SALARIES TOTAL	173,689	178,606	167,776	108,567	170,423	184,535	184,535
	Benfits							
4110	FICA	13,476	14,213	12,927	8,621	13,307	14,117	14,117
4120	SUI	2,346	1,260	1,884	1,734	2,001	1,680	1,680
4130	Retirement	19,986	28,597	25,665	16,253	25,306	28,051	28,051
4140	Health Insurance	3,367	12,102	12,479	1,257	4,599	13,402	13,402
4150	Life Insurance	194	274	319	154	250	384	384
4190	SDI	1,341	1,623	1,492	941	1,464	1,658	1,658
4195	Cafeteria Plan	4,225	0		2,427	2,980	0	0
4200	Deferred Compensation	4,653	7,187	3,674	5,296	8,121	3,952	3,952
	Total Benefits	49,586	65,256	58,440	36,684	58,028	63,243	63,243
	Recurring Salaries	223,276	243,862	226,216	145,251	228,451	247,778	247,778
	One Time Salaries	0	0	0	0	0	0	0
	TOTAL SALARIES	223,276	243,862	226,216	145,251	228,451	247,778	247,778

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Finance Department 4215

OBJ.#	DESCRIPTION		ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4220	Operating Supplies		4,031	6,400	6,400	5,557	*6,400*	7,000	7,000
		Recurring Sub Total	4,031	6,400	6,400	5,557	*6,400*	7,000	7,000
	50% of alarm installation/panic button	*$500*		0	0	0	*0*	500	500
		One Time Sub Total	0	0	0	0	*0*	500	500
		TOTAL 4220	**4,031**	**6,400**	**6,400**	**5,557**	***6,400***	**7,500**	**7,500**
	Justification/Explanation of Changes:								
4310	Professional Contract Services:		62,056						
	Sungard Maintenance	*$19,682*		19,600	19,600	20,469	*21,500*	25,000	25,000
	Audit	*$25,000.*		22,545	22,545	15,005	*27,335*	30,000	30,000
	Computer IT Services/Misc	*$10,000.*		17,500	17,500	4,465	*6,500*	10,000	10,000
	HDL	*$ 4,500*		4,000	4,000	3,486	*4,400*	4,500	4,500
	GASB 34				13,550	11,962	*11,962*	0	0
	Attorney Fees						*1,000*	2,000	2,000
	Collection Service Fees						*2,000*	2,000	2,000
	State Controller for Audit Firm						*100*	100	100
	Shred it						*220*	220	220
	50% of alarm service/panic button	*$600*					*0*	600	600
		Recurring Sub Total	62,056	63,645	77,195	55,388	*75,017*	74,420	74,420
	Animal Licensing Upgrade							2,500	2,500
	Employment Search						*639*	700	700
		One Time Sub Total	0	0	0	0	*0*	3,200	3,200
		Total 4310	**62,056**	**63,645**	**77,195**	**55,388**	***75,017***	**77,620**	**77,620**
	Justification/Explanation:								
4315	Insurance/Bonds		457,056	494,794	494,794	378,083	*494,794*	592,351	592,351
	Insurance								
		Recurring Sub Total	457,056	494,794	494,794	378,083	*494,794*	592,351	592,351
		One Time Sub Total	0	0	0	0	*0*	0	0
		TOTAL 4315	**457,056**	**494,794**	**494,794**	**378,083**	***494,794***	**592,351**	**592,351**

Justification/Explanation:

Includes addition of ERMA Policy for 13-14 FY

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Finance Department 4215

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4320	Meetings and Dues	595	1,200	1,200	288	*300*	500	500
	Misc Mileage/dues		-	-	0	*0*	-	-
	Recurring Sub Total	595	1,200	1,200	288	*300*	500	500
	One Time Sub Total	0	0	0	0	*0*	0	0
	TOTAL 4320	**595**	**1,200**	**1,200**	**288**	***300***	**500**	**500**
	Justification and Explanation of Changes:							
4330	Printing/Publications	4204	1,500	1,500	1,355	*1,355*	1,500	1,500
	Recurring Sub Total	4,204	1,500	1,500	1,355	*1,355*	1,500	1,500
			0	0	0	*0*	0	0
	One Time Sub Total	0	0	0	0	*0*	0	0
	TOTAL 4330	**4,204**	**1,500**	**1,500**	**1,355**	***1,355***	**1,500**	**1,500**
	Justification/Explanation							
4340	Utilities							
	Telephones/Internet	1,979	2,220	2,220	1,492	*2,240*	2,300	2,300
	Recurring Sub Total	1,979	2,220	2,220	1,492	*2,240*	2,300	2,300
	One Time Sub Total	0	0	0	0	*0*	0	0
	TOTAL 4340	**1,979**	**2,220**	**2,220**	**1,492**	***2,240***	**2,300**	**2,300**
	Justification/Explanation							
4350	Repair/Maintenance Services	0	0	0	0	*0*	0	0
	Recurring Sub Total	0	0	0	0	*0*	0	0
			0	0	0	*0*	0	0
	One Time Sub Total	0	0	0	0	*0*	0	0
	TOTAL 4350	**0**	**0**	**0**	**0**	***0***	**0**	**0**
	Justification/Explanation:							

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Finance Department 4215

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4360	Training	0	3,000	3,000	1,582	*1,582*	3,000	3,000
	Recurring Sub Total	0	3,000	3,000	1,582	*1,582*	3,000	3,000
	Recurring Sub Total	0	0	0	0	*0*	0	0
	TOTAL 4360	**0**	**3,000**	**3,000**	**1,582**	***1,582***	**3,000**	**3,000**
	Justification/Explanation							
4380	Rental/Leases	2,838	2,800	2,800	1,762	*2,650*	2,800	2,800
	Recurring Sub Total	2,838	2,800	2,800	1,762	*2,650*	2,800	2,800
	Recurring Sub Total	0	0	0	0	*0*	0	0
	TOTAL 4380	**2,838**	**2,800**	**2,800**	**1,762**	***2,650***	**2,800**	**2,800**
	Justification/Explanation							
4389	Bank Fees and Charges	20,809	18,000	18,000	4,998	*7,500*	10,000	10,000
	Recurring Sub Total	20,809	18,000	18,000	4,998	*7,500*	10,000	10,000
	Recurring Sub Total	0	0	0	0	*0*	0	0
	TOTAL 4389	**20,809**	**18,000**	**18,000**	**4,998**	***7,500***	**10,000**	**10,000**
	RECURRING O&M	553,567	593,559	607,109	450,505	*591,838*	693,871	693,871
	ONE TIME O&M	0	0	0	0	*0*	3,700	3,700
	DEPARTMENT O & M TOTAL	**553,567**	**593,559**	**607,109**	**450,505**	***591,838***	**697,571**	**697,571**

FORM 5 - CAPITAL OUTLAY - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Finance Department - 4215

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4825 Equipment			0	0	0	0	0	
4840 Vehicle								
	Recurring	0	0	0	0	0	0	0
	One Time	0	0	0	0	0	0	0
	4830 TOTAL	0	0	0	0	0	0	0

Justification & Explanation of Changes:

RECURRING CAPITAL OUTLAY	0	0	0	0	0	0	0
ONE TIME CAPITAL OUTLAY	0	0	0	0	0	0	0
CAPITAL OUTLAY TOTAL	0	0	0	0	0	0	0
RECURRING DEPT TOTAL	776,842	837,421	833,325	595,756	820,289	941,649	941,649
ONE TIME DEPT TOTAL	0	0	0	0	0	3,700	3,700
ASSET REPLACEMENT TOTAL	0	0	0	0	0	0	0
BUDGET GRAND TOTAL	776,842	837,421	833,325	595,756	820,289	945,349	945,349

Asset Replacement

4825AR			0			-	
	0	0	0	0	0	-	-
	0	0	0	0	0	0	0
				0			
4840AR							
TOTAL 4825AR	0	0	0	0	0	0	0

Justification:

4216
Planning

FORM 2 - PERSONNEL SERVICES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Planning - 4216

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4010	Regular Salaries							
	TOTAL	134,101	146,952	146,952	95,091	149,072	189,573	0
	One time Sub Total	0	0	0	0	0	0	0
	TOTAL4010	134,101	146,952	146,952	95,091	149,072	189,573	0

Justification & Explanation of Changes:

*Growing customer service needs and grant administrative duties cause need for full time Planning Technician support, which are supported by offseting revenues

4020	Over-time Salaries							
	Ongoing	81	0	0	38	38	0	0
	One-Time			0	0	0	0	
	TOTAL 4020	81	0	0	38	38	0	0

Justification/Explanation

4030	Part time Salaries							
		26,908	26,081	20,370	14,986	22,697	0	0
	Recurring Sub Total	26,908	26,081	20,370	14,986	22,697	0	0
	One time Sub Total	0	0	0	0	0	0	0
	TOTAL4030	26,908	26,081	20,370	14,986	22,697	-	-

Justification & Explanation of Changes:

	BENEFITS							
4110	FICA	12,847	13,421	12,800	8,816	13,649	14,686	0
4120	SUI	1,338	1,260	1,320	1,064	1,260	1,260	0
4130	Retirement	28,268	29,086	28,058	19,918	25,740	34,958	0
4140	Health Insurance	374	8,300	8,156	471	518	13,401	0
4150	Life Insurance	173	182	190	123	171	288	0
4190	SDI	1,656	1,494	1,470	967	1,510	1,920	0
4195	Cafeteria Plan Benefit	2,814	0	0	1,857	2,345	0	0
4200	Deferred Comp	4,915	3,774	3,638	3,525	4,607	3,820	0
	Benefits Total	52,384	57,517	55,632	36,740	49,800	70,333	0
	RECURRING SALARIES	213,473	230,550	222,954	146,855	221,607	259,906	0
	ONE TIME SALARIES	0	0	0	0	0	0	0
	DEPARTMENT SALARIES SUB-TOTAL	213,473	230,550	222,954	146,855	221,607	259,906	0

Justification & Explanation of Changes:

FORM 2 - PERSONNEL SERVICES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Planning - 4216

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4010	Regular Salaries							
	TOTAL	134,101	146,952	146,952	95,091	149,072	189,573	0
	One time Sub Total	0	0	0	0	0	0	0
	TOTAL4010	134,101	146,952	146,952	95,091	149,072	189,573	0

Justification & Explanation of Changes:

*Growing customer service needs and grant administrative duties cause need for full time Planning Technician support, which are supported by offseting revenues

4020	Over-time Salaries							
	Ongoing	81	0	0	38	38	0	0
	One-Time			0	0	0	0	
	TOTAL 4020	81	0	0	38	38	0	0

Justification/Explanation

4030	Part time Salaries							
		26,908	26,081	20,370	14,986	22,697	0	0
	Recurring Sub Total	26,908	26,081	20,370	14,986	22,697	0	0
	One time Sub Total	0	0	0	0	0	0	0
	TOTAL4030	26,908	26,081	20,370	14,986	22,697	-	-

Justification & Explanation of Changes:

	BENEFITS							
4110	FICA	12,847	13,421	12,800	8,816	13,649	14,686	0
4120	SUI	1,338	1,260	1,320	1,064	1,260	1,260	0
4130	Retirement	28,268	29,086	28,058	19,918	25,740	34,958	0
4140	Health Insurance	374	8,300	8,156	471	518	13,401	0
4150	Life Insurance	173	182	190	123	171	288	0
4190	SDI	1,656	1,494	1,470	967	1,510	1,920	0
4195	Cafeteria Plan Benefit	2,814	0	0	1,857	2,345	0	0
4200	Deferred Comp	4,915	3,774	3,638	3,525	4,607	3,820	0
	Benefits Total	52,384	57,517	55,632	36,740	49,800	70,333	0
	RECURRING SALARIES	213,473	230,550	222,954	146,855	221,607	259,906	0
	ONE TIME SALARIES	0	0	0	0	0	0	0
	DEPARTMENT SALARIES SUB-TOTAL	213,473	230,550	222,954	146,855	221,607	259,906	0

Justification & Explanation of Changes:

FORM 2 - PERSONNEL SERVICES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Planning - 4216

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4010	Regular Salaries							
	TOTAL	134,101	146,952	146,952	95,091	149,072	189,573	0
	One time Sub Total	0	0	0	0	0	0	0
	TOTAL4010	134,101	146,952	146,952	95,091	149,072	189,573	0

Justification & Explanation of Changes:

*Growing customer service needs and grant administrative duties cause need for full time Planning Technician support, which are supported by offseting revenues

4020	Over-time Salaries							
	Ongoing	81	0	0	38	38	0	0
	One-Time			0	0	0	0	
	TOTAL 4020	81	0	0	38	38	0	0

Justification/Explanation

4030	Part time Salaries							
		26,908	26,081	20,370	14,986	22,697	0	0
	Recurring Sub Total	26,908	26,081	20,370	14,986	22,697	0	0
	One time Sub Total	0	0	0	0	0	0	0
	TOTAL4030	26,908	26,081	20,370	14,986	22,697	-	-

Justification & Explanation of Changes:

	BENEFITS							
4110	FICA	12,847	13,421	12,800	8,816	13,649	14,686	0
4120	SUI	1,338	1,260	1,320	1,064	1,260	1,260	0
4130	Retirement	28,268	29,086	28,058	19,918	25,740	34,958	0
4140	Health Insurance	374	8,300	8,156	471	518	13,401	0
4150	Life Insurance	173	182	190	123	171	288	0
4190	SDI	1,656	1,494	1,470	967	1,510	1,920	0
4195	Cafeteria Plan Benefit	2,814	0	0	1,857	2,345	0	0
4200	Deferred Comp	4,915	3,774	3,638	3,525	4,607	3,820	0
	Benefits Total	52,384	57,517	55,632	36,740	49,800	70,333	0
	RECURRING SALARIES	213,473	230,550	222,954	146,855	221,607	259,906	0
	ONE TIME SALARIES	0	0	0	0	0	0	0
	DEPARTMENT SALARIES SUB-TOTAL	213,473	230,550	222,954	146,855	221,607	259,906	0

Justification & Explanation of Changes:

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Planning - 4216

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4220	**Operating Supplies**							
	Postage	2,589	1,500	1,500	1,018	1,500	1,500	0
	Paper/Supplies		800	800		854	900	0
	Computer/Printer Supplies		150	150	100	150	150	0
	Misc. Stationary & Office Supplies		300	300	175	300	300	0
	Plotter & Drafting Supplies		450	450		400	450	0
	Misc. supplies		0	0				
	Recurring Sub Total	2,589	3,200	3,200	1,293	3,204	3,300	0
	1 License of ArcGIS 10.0 so we can coordinate with Quad		2,100	1,100	1,447	1,447	0	
	Ergonomic Keyboard, pull-out, chairs, etc. per assessment						2,000	0
	Replace two (2) computers						3,000	0
	One Time Sub Total	0	2,100	1,100	1,447	1,447	5,000	0
	TOTAL 4220	**2,589**	**5,300**	**4,300**	**2,740**	**4,651**	**8,300**	**0**

Justification & Explanation of Changes:

4310	**Professional Contract Services:**							
	City Attorney Fees	38,207	10,000	7,500	3,257	7,500	10,000	0
	Kings County Regional Planning (KCAG)*	2,189	5,263	5,263	0	5,263	10,840	10,840
	Kings County Planning LAFCO	1,842	5,931	5,931	0	5,931	5,931	5,931
	Computer Servicing**		1,000	1,000	889	1,300	1,300	0
	APN Map copies		0	0	75	75	75	0
	Quad-Knopf ***		25,000	20,000	3,498	18,000	30,000	100,000
	Professional Services (related to GIS)		10,000	7,500	0	7,500	7,500	5,000
	Recurring Sub Total	42,238	57,194	47,194	7,719	45,569	65,646	121,771
	Quad Knopf to assist with Circulation Element Amendment to help reduce impact fees with KCAG traffic model runs for free as member agency	61,810					20,000	0
	Recommended: Costs associated with overhaul of zoning code	0					0	30,000
	One Time Sub Total	61,810	0	0	0	0	20,000	30,000
	TOTAL 4310	**104,048**	**57,194**	**47,194**	**7,719**	**45,569**	**85,646**	**151,771**

Justification & Explanation of Changes:

Mid-Year Adjustments reduce these line items by $2,500, $5,000 and $2,500 respectively

* (KCAG) Non regional transportation planning activities including RHNA with estimate set by KCAG

** Costs now include some iphone and ipad in addition to regular computers

*** City Engineer to do ROW and PUE legals on City dime for free ROW from property owners as part of temporary use permit and site plan review if Council direction allows

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Planning - 4216

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4320	**Meetings and Dues**							
	Staff attendance at Planners Institute/ APA / or GIS Training*	6,023	1,800	1,800	1,217	1,800	1,800	0
	Mileage for Staff		500	500	253	500	500	0
	Mileage allowance for Planning Director**		2,400	2,400	1,600	2,400	2,400	0
	Professional dues (APA)		600	600	0	600	600	0
	Recurring Sub Total	6,023	5,300	5,300	3,070	5,300	5,300	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4320	**6,023**	**5,300**	**5,300**	**3,070**	**5,300**	**5,300**	**0**

Justification & Explanation of Changes:

4330	**Printing/Publications**							
	Legal Notices *	4,503	1,000	1,000	2,042	3,063	3,100	
	Publications/Subscriptions		250	250		250	250	0
	Recurring Sub Total	**4,503**	**1,250**	**1,250**	**2,042**	**3,313**	**3,350**	**0**
	One Time Sub Total	0	0	0	**0**	**0**	0	0
	TOTAL 4330	**4,503**	**1,250**	**1,250**	**2,042**	**3,313**	**3,350**	**0**

Justification & Explanation of Changes:

* More public hearings published for certain applications per zoning update based on current year's anticipated actuals

4340	**Utilities**	1,309	1,200	1,200	1,127	1,691	1,700	
	Recurring Sub Total	1,309	1,200	1,200	1,127	1,691	1,700	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4340	**1,309**	**1,200**	**1,200**	**1,127**	**1,691**	**1,700**	**0**

Justification & Explanation of Changes:

4350	**Repair/Maintenance Services**	**0**	500	500	0	500	500	0
	Recurring Sub Total	0	500	500	0	500	500	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4350	**0**	**500**	**500**	**0**	**500**	**500**	**0**

Justification & Explanation of Changes:

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Planning - 4216

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4360	**Training**							
	Training for Planning Commissioners	1,114	2,500	2,500	525	2,500	2,500	0
	Recurring Sub Total	1,114	2,500	2,500	525	2,500	2,500	0
		0	0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4360	**1,114**	**2,500**	**2,500**	**525**	**2,500**	**2,500**	**0**

Justification & Explanation of Changes:

4380	**Rentals/Leases**							
	Copy/fax machines rental & Copy Fees	7,945	6,000	6,000	3,883	6,000	6,000	0
	Dept. Share Pitney Bowes Meter		170	170	95	170	170	0
	Recurring Sub Total	7,945	6,170	6,170	3,978	6,170	6,170	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4380	**7,945**	**6,170**	**6,170**	**3,978**	**6,170**	**6,170**	**0**

Justification & Explanation of Changes:

RECURRING O & M	65,721	77,314	67,314	19,754	68,247	88,466	121,771
One Time O & M	61,810	2,100	1,100	1,447	1,447	25,000	30,000
DEPARTMENT O & M TOTAL	**127,531**	**79,414**	**68,414**	**21,201**	**69,694**	**113,466**	**151,771**

FORM 4 - OTHER PAYABLES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Planning - 4216

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
		0	0	0	0	0	0	0
	Recurring Sub Total	0	0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL	0	0	0	0	0	0	0

Justification and Explanation of Changes:

4220
Maintenance

FORM 2 - PERSONNEL SERVICES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Mant. Div - 4220

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4010	Regular Salaries							
	TOTAL 4010	293,486	295,616	313,754	207,588	313,754	286,543	286,543
	Justification/Explanation							
	Filling 2 Vacant MWII with 2 MW1 and 1 additional MWI							
4020	Over-time Salaries							
	TOTAL 4020	1,528	1,500	1,500	1,458	1,650	2,200	2,200
	Justification/Explanation							
4030	Part time Salaries	84,679	79,000	78,902	48,748	78,902	78,283	78,283
	Recurring Sub Total	84,679	79,000	78,902	48,748	78,902	78,283	78,283
	CMC Remodel reimbursed by General Facilities Fund			60,400		60,400	60,054	60,054
	One Time Sub Total	0	0	60,400	0	60,400	60,054	60,054
	TOTAL 4030	84,679	79,000	139,302	48,748	139,302	138,337	138,337
	Justification/Explanation							
	Rental Staff Salary covered through rental rates							
	CMC Remodel reimbursed - shown in 1 X expense							
4170	Boot Allowance TOTAL 4170	600	600	600	600	600	700	700
	BENEFITS							
4110	FICA	25,874	31,344	34,636	17,640	34,636	35,468	35,468
4120	SUI	6,951	5,722	4,647	5,331	4,647	8,672	8,672
4130	Retirement	52,834	55,733	57,874	36,662	57,874	63,743	63,743
4140	Health Insurance	56,976	63,314	63,953	39,081	63,953	72,079	72,079
4150	Life Insurance	591	653	718	440	718	824	824
4190	SDI	3,274	2,987	3,153	2,092	3,153	3,255	3,255
4195	Cafeteria Plan	98	0	0	49	49	0	0
4200	Deferred Comp	2,047	1,775	1,775	1,169	1,775	1,820	1,820
	Benefits	148,644	161,528	166,756	102,464	166,805	185,861	185,861
	Recurring Salaries	528,937	538,244	561,512	360,858	561,711	553,587	553,587
	* Benefits adjusted for Part-time Staff							
	One Time Expense Salaries	0	0	60,400	0	60,400	60,054	60,054
	DEPARTMENT SALARIES TOTAL	528,937	538,244	621,912	360,858	622,111	613,641	613,641

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Maint Div - 4220

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4220	Operating Supplies	85,334	83,000	84,800	45,648	86,930	78,000	78,000
	Recurring Sub Total	85,334	83,000	84,800	45,648	86,930	78,000	78,000
	4 - BR600 Back Pack Blower - Comm Grade		2,200	2,200				
	4 - FS 250R Weed Eater - Comm Grade		2,400	2,400				
	1 MS 362 Chain Saw		700	700				
	1 Post Puller for Street Signs		200	200				
	1 Sear 309 piece tool set		400	400				
	2 - 17 Piece Screw Drive Set		40	40				
	1 - 3 piece Hammer Set		45	45				
	2 - Tape Measures		15	15		6,000		
	In Floor Safes / Wall Safes - 3 @ $900 + shipping						3,000	3,000
	One Time Sub Total	0	6,000	6,000	0	6,000	3,000	3,000
	TOTAL 4220	85,334	89,000	90,800	45,648	92,930	81,000	81,000

Justification/Explanation of Changes:

Includes Janitorial Supplies FY 2012-2013

4230	Repair/Maint. Supplies	26,191	25,000	25,000	20,090	24,903	25,000	25,000
	Recurring Sub Total	26,191	25,000	25,000	20,090	24,903	25,000	25,000
	Kings Court Tennis Court Resurface & Nets $1.20 sqft						10,880	10,880
	Heritage Park Basketball Courts @ $1.15 sq ft.						10,235	10,235
	One Time Sub Total	0	0	0	0	0	21,115	21,115
	TOTAL 4230	26,191	25,000	25,000	20,090	24,903	46,115	46,115

Justification/Explanation

4310	Professional Contract Services:	54,333	40,000	40,000	25,048	39,876	82,000	82,000
	Recurring Sub Total	54,333	40,000	40,000	25,048	39,876	82,000	82,000
				0	0	0		
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4310	54,333	40,000	40,000	25,048	39,876	82,000	82,000

Justification/Explanation:

Ameripride, ResCom

Add Janitorial Service FY 2013-2014 $4,500/month

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Maint Div - 4220

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4320	Meeting & Dues							
	Recurring Sub Total	0	0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4320	0	0	0	0	0	0	0
	Justification/Explanation							
4330	Printing/Publications	1,416	0	0	174	174	200	200
	Recurring Sub Total	1,416	0	0	174	174	200	200
	One Time Sub Total							
	TOTAL 4330	1,416	0	0	174	174	200	200
4340	Utilities	188,138	220,000	220,000	147,800	190,619	220,000	220,000
	Telephones							
	Southern California Gas							
	PG&E							
	NOS Communication		0	0		0	0	0
	Recurring Sub Total	188,138	220,000	220,000	147,800	190,619	220,000	220,000
	Energy Efficency			0		0		
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4340	188,138	220,000	220,000	147,800	190,619	220,000	220,000
	Justification/Explanation							
4350	Repair/Maintenance Services	54,952	30,000	34,800	28,822	42,000	50,000	50,000
	Recurring Sub Total	54,952	30,000	34,800	28,822	42,000	50,000	50,000
				0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4350	54,952	30,000	34,800	28,822	42,000	50,000	50,000

Justification/Explanation:

Ingram - Signal Light Repairs

Kitchen & Fountain Inspections

Bldgs, Fixtures, Crosswalk Signals all aging

4360	Training	228	5,500	5,500	0	0	5,000	5,000
	Recurring Sub Total	228	5,500	5,500	0	0	5,000	5,000
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4360	228	5,500	5,500	0	0	5,000	5,000

Justification/Explanation

Under staffed No time for Training

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Maint Div - 4220

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4380	Rental and Leases	627	750	750	430	750	750	750
	Recurring Sub Total	627	750	750	430	750	750	750
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4380	**627**	**750**	**750**	**430**	**750**	**750**	**750**

Justification/Explanation

4300	Rental/City-owned Equipment	92,471	92,000	92,000	44,782	86,769	92,000	92,000
	Recurring Sub Total	92,471	92,000	92,000	44,782	86,769	92,000	92,000
				0	0	0		
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4300	**92,471**	**92,000**	**92,000**	**44,782**	**86,769**	**92,000**	**92,000**

Justification/Explanation

Fuel Price Increases and Aging Equipment need of TLC

Required Certification of Vehicles

RECURRING O&M TOTAL	503,688	496,250	502,850	312,794	472,021	552,950	552,950
ONE TIME O&M TOTAL	0	6,000	6,000	0	6,000	24,115	24,115
DEPARTMENT O & M TOTAL	**503,688**	**502,250**	**508,850**	**312,794**	**478,021**	**577,065**	**577,065**

FORM 4 - OTHER PAYABLES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Maint Div - 4220

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
			0	0	0	0	0	
	Recurring	0	0	0	0	0	0	0
	One Time	0	0	0	0	0	0	0
	TOTAL	0	0	0	0	0	0	0

Justification and Explanation of Changes:

FORM 5 - CAPITAL OUTLAY - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Maint. Div - 4220

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4825 Equipment								
	Recurring Equipment	0	0	0	0	0	0	0
					3,147			
	200 Gal pull behind truck Weed Sprayer - $6,000		6,000	6,000		5,900		
	Line Laser - Street/Parking Lot $25,000 built for Street Striping		25,000	25,000		25,000		
	Ice Machine Installed at Civic Auditorium - $5,000		3,500	3,500		3,600		
	No Ramp Trailer - Move Scissor Lift to different Bldgs						15,414	15,414
	Fixed Steel Ladders - Safety for Solar on CMC + tax - 2						19,880	19,880
	Solar Project - CMC and Police Dept (5-7-13 Council Meeting)						635,523	635,523
	One Time Equipment	0	34,500	34,500	3,147	34,500	670,817	670,817
	Total - Capital Outlay Equipment 4825	0	34,500	34,500	3,147	34,500	670,817	670,817
4840 Vehicle		0						
	Recurring Vehicle	0	0	0	0	0	0	0
			-	-	-	-	0	0
	One Time Vehicle	-	-	-	-	-	0	0
	Total - Capital Outlay Vehicle 4840	-	-	-	-	-	0	0
	Total - Recurring Capital Outlay	0	0	0	0	0	0	0
	Total - One Time Expense Capital Outlay	-	34,500	34,500	3,147	34,500	670,817	670,817
	Total - Capital Outlay	0	34,500	34,500	3,147	34,500	670,817	670,817
	RECURRING GRAND TOTAL	1,032,625	1,034,494	1,064,362	673,652	1,033,732	1,106,537	1,106,537
	ONE TIME GRAND TOTAL	0	40,500	100,900	3,147	100,900	754,986	754,986
	ASSET REPLACEMENT GRAND TOTAL	48,501	22,500	117,202	25,014	117,202	29,400	29,400
	DEPARTMENT GRAND TOTAL	1,081,126	1,097,494	1,282,464	701,813	1,251,834	1,890,923	1,890,923

Asset Replacement

4825AR	**Equipment**				25,014	739		
	4840AR Back Hoe - Split ***Sewer, Water & Streets***	48,501	16,000	16,000		16,396		
	Heritage Park Irrigation System Repair			94,702		94,702		
	Underground Wire Tracer -old unit -memory board burnt out		6,500	6,500		5,365		
	12 - 8 ft Tables & Racks $195 + shipping & rack cost						2,800	2,800
	12 - 6 ft Tables & Rack - $170 + shipping & rack cost						2,500	2,500
	200 Chairs @ $40 & Racks + shipping & rackcost						9,000	9,000
	Advance Warrior Walk Behind Scrubber + tax						15,100	15,100
	Total - Equipment 4825AR	**48,501**	**22,500**	**117,202**	**25,014**	**117,202**	**29,400**	**29,400**
4840AR	**Vehicle**	0						
	4840AR Back Hoe - Split ***Sewer, Water & Streets***		0	0	0	0	0	0
	Total - Vehicle 4840AR	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Total- Asset Replacement	**48,501**	**22,500**	**117,202**	**25,014**	**117,202**	**29,400**	**29,400**

Justification/Explanation

4221
Police

FORM 2 - PERSONNEL SERVICES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Police Department - 4221

OBJ.#	DESCRIPTION	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4010	Regular Salaries						
	TOTAL 4010	2,039,680	2,032,081	1,371,258	2,056,887	2,189,717	2,189,717
	Justification/Explanation						
	Includes: **** $41,667 for COPS grant for new officer*						
	Negotiated MOU salary increase for Sgt's, Corporals and Officers						
4020	Over-time Salaries						
	TOTAL 4020	163,000	216,364	132,077	210,000	200,000	200,000
	Justification/Explanation						
4030	Part time Salaries						
	TOTAL 4030	18,000	18,000	10,200	15,300	58,851	58,851
	Justification/Explanation						
4170	Uniform Allowance						
	Recurring Sub Total	40,000	30,100	30,100	30,100	28,200	28,200
	One Time Expense		0	0	0		0
	One Time Sub Total	0	0	0	0	0	0
4170-875	Traffic Unit Uniform						
	TOTAL 4170	40,000	30,100	30,100	30,100	28,200	28,200
4110	FICA	168,418	169,090	115,880	173,820	183,899	183,899
4120	Unemployment Insurance	15,960	19,384	15,170	22,755	18,194	18,194
4130	Retirement	566,132	544,984	371,841	557,761	577,848	577,848
4140	Health Insurance	240,074	228,683	124,704	187,056	258,738	258,738
4150	Life Insurance	3,260	3,373	2,170	3,255	3,552	3,552
4190	State Disability Insurance	6,791	7,377	3,154	4,731	7,582	7,582
4195	Cafeteria Plan	0	0	4,569	6,853	0	0
4200	Deferred Compensation	42,485	37,778	56,871	85,306	42,914	42,914
	Total Benefits	1,043,120	1,010,669	694,359	1,041,537	1,092,727	1,092,727
	RECURRING SALARIES	3,303,800	3,307,214	2,237,993	3,353,824	3,569,495	3,569,495

FORM 2 - PERSONNEL SERVICES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Police Department - 4221

OBJ.#	DESCRIPTION	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
	ONE TIME SALARIES	0	0	0	0	0	0
	DEPARTMENT SALARIES TOTAL	3,303,800	3,307,214	2,237,993	3,353,824	3,569,495	3,569,495

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Police Department - 4221

OBJ.#	DESCRIPTION	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4220	**Operating Supplies**						
4220-875	**Operating Supplies Traffic Unit**			16,015	53,400		
	K-9 Related Expenses AB109 (Mid-year adjustment) ***		10,000			10,000	10,000
	Paper Supplies	3,000	3,000			3,000	3,000
	Misc. Office Supplies (Pens, Pencilsl, etc)	3,000	3,000			3,000	3,000
	Evidence Supplies (Lifttape, Evidence Tags, Ect)	5,000	5,000			5,000	5,000
	C.S.O. Supplies	5,000	5,000			5,000	5,000
	Pistol Range Supplies (Ammo, Targets)	7,000	7,000			7,000	7,000
	Patrol Supplies (Flares, Film, Batteries, Patches)	5,000	5,000			5,000	5,000
	Animal Control Supplies	2,000	2,000			2,000	2,000
	Community Policing	2,000	2,000			2,000	2,000
	Police K-9 Food	1,500	1,500			1,500	1,500
	Uniforms (new hires, vests, etc)					10,000	10,000
	Recurring Sub Total	33,500	43,500	16,015	53,400	53,500	53,500
	One Time Expense - SLESF						
	Hand Held Radios VIPs						
	Homeland Security Grant	1,900	1,900		1,900		
	4 Computers($1,500/computer)	-	0		0	6,000	6,000
	One Time Sub Total	1,900	1,900	0	1,900	6,000	6,000
	TOTAL 4220	**35,400**	**45,400**	**16,015**	**55,300**	**59,500**	**59,500**

Justification/Explanation of Changes:

**** $10,000 for K9 Related expenses AB109 grant monies received and budgeted in 12/13 FY*

One Time Expense - to replace 4 outdated computers in the department

4310	**Professional Contract Services:**			249,925	410,000		
	Upgrade RIMS Software AB109 (Mid-year adjustment)		17,000			0	0
	County Narcotic Task Force	12,000	12,000			12,000	12,000
	Hanford Dispatch Services	166,528	166,528			166,528	166,528
	County Booking Fees	20,000	20,000			20,000	20,000
	Radio Maintenance	3,000	3,000			3,000	3,000
	City Attorney	5,000	5,000			5,000	5,000
	Maintenance Agreement Contracts	2,000	2,000			2,000	2,000

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Police Department - 4221

OBJ.#	DESCRIPTION	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
	Psych Services	1,000	1,000			1,000	1,000
	Extradition Trips	1,000	1,000			1,000	1,000
	OSHA Required Vaccinations	1,000	1,000			1,000	1,000
	Employee Fingerprinting	2,000	2,000			2,000	2,000
	Photo Lab	2,000	2,000			2,000	2,000
	Radar maintenance	1,000	1,000			1,000	1,000
	Dui Toxicology Services	4,000	4,000			4,000	4,000
	Towing - Criminal Evidence	1,000	1,000			1,000	1,000
	Transcribing - contractual	1,000	1,000			1,000	1,000
	County Gang Task Force Secretary (part time)	6,000	6,000			6,000	6,000
	County Joint Records Management	42,650	42,650			42,650	42,650
	County Cal. I.D. System	2,000	2,000			2,000	2,000
	Animal Control	93,000	93,000			93,000	93,000
	Laptop Computer Communications	10,000	10,000			10,000	10,000
	R.I.M.S. Maintenance Agreement	20,475	20,475			20,475	20,475
	Police K-9 Veterinarian Services	1,000	1,000			1,000	1,000
	Recurring Sub Total	397,653	414,653	249,925	410,000	397,653	397,653
					0		
	One Time Sub Total	0	0	0	0	0	0
	Total 4310	**397,653**	**414,653**	**249,925**	**410,000**	**397,653**	**397,653**

Justification/Explanation:

4320	**Meetings and Dues**			3,561	8,500		
	Conferences (Police Chief's, League, CPOA, etc.)	2,000	2,000			2,000	2,000
	Local Meetings	2,000	2,000			2,000	2,000
	Dues (CPOA, CA Chiefs, CLEARS, CAPE, etc)	2,500	2,500			2,500	2,500
	Neighborhood Watch Meetings & Dinner	3,000	3,000			3,000	3,000
	Police K-9 Trials	500	500			500	500
	Recurring Sub Total	10,000	10,000	3,561	8,500	10,000	10,000
			0	0	0		
	One Time Sub Total	0	0	0	0	0	0
	TOTAL 4320	**10,000**	**10,000**	**3,561**	**8,500**	**10,000**	**10,000**

Justification and Explanation of Changes:

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Police Department - 4221

OBJ.#	DESCRIPTION	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4330	**Printing/Publications**			1,497	4,100		
	Letterhead	500	500			500	500
	Envelopes	500	500			500	500
	Citations	1,000	1,000			1,000	1,000
	Business Card Stock	650	650			300	300
	Evidence Cards	200	200			200	200
	Booking Notification Forms	170	170			170	170
	Receipt Books	300	300			300	300
	Map Books	170	170			170	170
	Property Forms	100	100			100	100
	Demand for Payment Forms	200	200			200	200
	Dare Workbooks	0	0			0	0
	California Penal codes	200	200			200	200
	Directory of CA Justice Agencies	150	150			150	150
	Law Enforcement Legal Reporter	60	60			60	60
	Recurring Sub Total	4,200	4,200	1,497	4,100	3,850	3,850
	One Time Sub Total	0	0	0	0	0	0
	TOTAL 4330	**4,200**	**4,200**	**1,497**	**4,100**	**3,850**	**3,850**
	Justification/Explanation						
4340	**Utilities**	25,000	25,000	18,878	28,317	28,317	28,617
	Telephones/Pagers						
	Recurring Sub Total	25,000	25,000	18,878	28,317	28,317	28,617
		0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0
	TOTAL 4340	**25,000**	**25,000**	**18,878**	**28,317**	**28,317**	**28,617**

Justification/Explanation

Recommended: Increase $300 associated with transfer of Code Enforcement cell phone service from City Manager Dept

4360	**Training**	10,000	21,611	14,157	22,050	10,000	10,000
	Department Training						
	Education Incentive Reimbursement						

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Police Department - 4221

OBJ.#	DESCRIPTION	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
	Police K-9 Training	0				0	
	Recurring Sub Total	10,000	21,611	14,157	22,050	10,000	10,000
			0	0	0		
	One Time Sub Total	0	0	0	0	0	0
	TOTAL 4360	10,000	21,611	14,157	22,050	10,000	10,000
	Justification/Explanation						
4360	Police P. D. Trainee	0	0	0	0	0	0
	Recurring Sub Total	0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0
	TOTAL 4360	0	0	0	0	0	0
	Justification/Explanation						
4380	Rental/Leases	16,000	16,000	9,762	14,643	16,000	16,000
	Pitney Bowes Meter Share						
	Copy/Fax Machine						
	Questys	0	0			0	0
	Recurring Sub Total	16,000	16,000	9,762	14,643	16,000	16,000
	One Time Sub Total	0	0	0	0	0	0
	TOTAL 4380	16,000	16,000	9,762	14,643	16,000	16,000
	Justification/Explanation						
4410	Grant Proceeds & Expenditures						
	Recurring Sub Total	0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0
	TOTAL 4410	0	0	0	0	0	0
	Justification/Explanation						
4300	Rental/City-owned Equipment	200,000	200,000	101,504	160,000	160,000	160,000
	Recurring Sub Total	200,000	200,000	101,504	160,000	160,000	160,000

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Police Department - 4221

OBJ.#	DESCRIPTION	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
	One Time Sub Total	0	0	0	0	0	0
	TOTAL 4300	200,000	200,000	101,504	160,000	160,000	160,000
	RECURRING O & M	696,353	734,964	415,299	701,010	679,320	679,620
	ONE TIME O & M	1,900	1,900	0	1,900	6,000	6,000
	DEPARTMENT O & M TOTAL	**698,253**	**736,864**	**415,299**	**702,910**	**685,320**	**685,620**

FORM 4 - OTHER PAYABLES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Police Department - 4221

OBJ.#	DESCRIPTION	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4590	Lease-Purchases						
	Recurring Sub Total	0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0
	TOTAL OTHER PAYABLES	0	0	0	0	0	0

Justification and Explanation of Changes:

FORM 5 - CAPITAL OUTLAY - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Police Department - 4221

DESCRIPTION	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4825 Mach &Equipment						
Recurring Sub Total	0	0	0	0	0	0
	-			0	-	0
	-	-			-	-
One Time Sub Total	0	0	0	0	0	0
	0	0	0	0	0	0
Justification & Explanation of Changes:						
4840 Vehicles						
Recurring Sub Total	0	0	0	0	0	0
	0	0		0	0	0
2012 Ford Explorer	50,000	0	0			
One Time Sub Total	50,000	0	0	0	0	0
Total 484 - Vehicles	50,000	0	0	0	0	0
RECURRING CAPITAL OUTLAY	0	0	0	0	0	0
ONE TIME CAPITAL OUTLAY	50,000	0	0	0	0	0
TOTAL - CAPITAL OUTLAY	50,000	0	0	0	0	0
RECURRING DEPT TOTAL	4,000,153	4,042,178	2,653,292	4,054,834	4,248,815	4,249,115
ONE TIME DEPT TOTAL	51,900	1,900	0	1,900	6,000	6,000
ASSET REPLACEMENT DEPT TOTAL	4,034	14,034	4,377	4,377	30,000	30,000
DEPT. GRAND TOTAL	4,056,087	4,058,112	2,657,670	4,061,111	4,284,815	4,285,115
			REVENUES to offset expenditures		51,667	
			DEPT. GRAND TOTAL		4,197,148	

Target was $4,054,843 but over by $4,452

FORM 5 - CAPITAL OUTLAY - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT POLICE - 4221

	DEPARTMENT	COUNCIL	ACTUAL	PROJECTED	DEPARTMENT	BUDGET COMMITTEE

OBJ.#	DESCRIPTION	REQUESTS 2012-13	ADOPTED 2012-13	2/29/2012 2012-13	ACTUAL 2012-13	REQUESTS 2013-14	RECOMMENDED 2013-14
	Asset Replacement						
4825AR							
	New K-9 (Mid-year adjustment) ***		10,000			10,000	10,000
	ID Card Printer	4,034	4,034	4,377	4,377		
	Equipment Total	**4,034**	**14,034**	**4,377**	**4,377**	**10,000**	**10,000**

Justification & Explanation of Changes:

**** $10,000 for new K9*

4840AR							
	2-2012 Patrol Vehicles ($38,985 each)					20,000	20,000
		-	-		-	-	-
	Vehicle Total	**-**	**-**	**-**	**-**	**20,000**	**20,000**
	Asset Replacement Total	**4,034**	**14,034**	**4,377**	**4,377**	**30,000**	**30,000**

4222
Fire

FORM 2 - PERSONNEL SERVICES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Fire Department - 4222

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4010	Regular Salaries							
	TOTAL 4010	37,899	37,524	52,634	35,001	52,634	53,536	47,973
	Justification/Explanation							
4020	Over-time Salaries							
	TOTAL 4020	0	0	0	0	0	0	0
	Justification & Explanation of Changes:							
4030	Part time Salaries	8,538	9,360					
	TOTAL 4030	8,538	9,360	-	-	-	-	-
4170	Boot Allowance	100	100	100	155	155	100	100
	Justification & Explanation of Changes:							
	Benefits							
4110	FICA	3,772	3,594	4,034	2,827		4,103	3,677
4120	SUI	794	840	676	520		571	525
4130	Retirement	7,366	7,606	9,275	6,076		9,749	8,736
4140	Health Insurance	274	4,469	5,787	638		6,075	5,584
4150	Life Insurance	86	91	206	84		209	156
4190	SDI	422	375	526	350		535	479
4195	Cafeteria Plan	388	0	0	765		0	0
4200	Deferred Compensation	2,765	0	294	2,006	20,798	418	418
	Total Benefits	15,866	16,975	20,798	13,265	20,798	21,660	19,575
	Recurring Salaries	62,403	63,959	73,532	48,421	73,587	75,296	67,648
	One time Salaries	0	0	0	0	0	0	0
	DEPARTMENT SALARIES TOTAL	62,403	63,959	73,532	48,421	73,587	75,296	67,648

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Fire Department - 4222

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4220	Operating Supplies	70,541			13,826	42,940	43,000	43,000
	Hand Tools		2,400	2,400				
	FOAM		2,140	2,140				
	air masks (2)		1,850	1,850				
	Pagers (5 @ 583 ea.)		3,200	3,200				
	gloves - 26		1,650	1,650				
	hoods		500	500				
	5 Nozzles (Replacements)		6,000	6,000				
	boots (25 pair)		3,500	3,500				
	Hoses (10 - 1 1/2" @ 153 - 10 - 3" @ 328)		4,500	4,500				
	turnouts (6 sets - replacements)		9,000	9,000				
	Helmets (5)		1,200	1,200				
	Air bottles (8)		5,000	5,000				
	Cotton Fire T-Shirts		2,000	2,000				
	Recurring Sub Total	70,541	42,940	42,940	13,826	42,940	43,000	43,000
	10 Sets of Turnouts		1,200	1,200		11,550	12,000	12,000
	2 Battery Operated Sawzalls for Extrication		3,800	3,800			500	500
	Hose and Tools for Fire Truck		5000	5000			20,000	20,000
			1800	1800				
	One Time Sub Total	0	11,800	11,800	0	11,550	32,500	32,500
	TOTAL 4220	70,541	54,740	54,740	13,826	54,490	75,500	75,500

Justification/Explanation of Changes:

4230	Equipment Repair/Maint. Supplies	6,400	8,000	8,000	5,942	8,000	8,000	8,000
	Recurring Sub Total	6,400	8,000	8,000	5,942	8,000	8,000	8,000
	Hydro Testing Bottles, Batteries, Survivair Parts		0					
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4230	6,400	8,000	8,000	5,942	8,000	8,000	8,000

Justification/Explanation

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Fire Department - 4222

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4310	Professional Contract Services:	230,152			150,118	228,947	228,947	228,947
	Central Dispatch		124,897	124,897				
	Attendance		88,000	88,000				
	Kings County Reporting Sys.		0	0				
	Physicals (new firemen) + (new DMV requirements)		750	750				
	Radio & Pager Maintenance		2,500	2,500				
	Hazmat		2,500	2,500				
	Ameripride		1,500	1,500				
	Length of Service Award Sys (PERS)		8,800	8,800				
	Recurring Sub Total	230,152	228,947	228,947	150,118	228,947	228,947	228,947
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4310	230,152	228,947	228,947	150,118	228,947	228,947	228,947
	Justification/Explanation:							
4320	Meetings and Dues	430	1,000	1,000	0	0	1,000	1,000
	Recurring Sub Total	430	1,000	1,000	0	0	1,000	1,000
	One Time Sub Total	0	0	0	0	0	0	0
	Total 4230	430	1,000	1,000	0	0	1,000	1,000
	Justification and Explanation of Changes:							
4330	Printing/Publications	0	1,500	1,500	285	1,300	1,000	1,000
	Recurring Sub Total	0	1,500	1,500	285	1,300	1,000	1,000
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4330	0	1,500	1,500	285	1,300	1,000	1,000
	Justification/Explanation							
	NFPA Manual's, Haz Mat Manual's							
4340	Utilities	4,029	4,500	4,500	2,232	4,500	4,500	4,500
	Recurring Sub Total	4,029	4,500	4,500	2,232	4,500	4,500	4,500
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4340	4,029	4,500	4,500	2,232	4,500	4,500	4,500
	Justification/Explanation							
	Telephones							

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Fire Department - 4222

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4350	Repair/Maintenance Services	4,832	6,000	6,000	1,158	6,000	6,000	6,000
	Fire Extinguishers Maintenance/Monthly							
	Compressor Maintenance/annual							
	Ladder Tests /annual							
	Transducer Calibration/annual							
	Jaws Inspection/annual							
	Recurring Sub Total	4,832	6,000	6,000	1,158	6,000	6,000	6,000
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4350	4,832	6,000	6,000	1,158	6,000	6,000	6,000
	Justification/Explanation:							
4360	Training	425	4,000	4,000	2,317	4,000	4,000	4,000
	DMV							
	EMT							
	CPR							
	Recurring Sub Total	425	4,000	4,000	2,317	4,000	4,000	4,000
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4360	425	4,000	4,000	2,317	4,000	4,000	4,000
	Justification/Explanation							
4365	Weed Abatement	1,756	7,000	7,000	3,225	7,000	7,000	7,000
	Recurring Sub Total	1,756	7,000	7,000	3,225	7,000	7,000	7,000
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4365	1,756	7,000	7,000	3,225	7,000	7,000	7,000
	Justification/Explanation							
4380	Rental/Leases	90	200	200	257	400	400	400
	Recurring Sub Total	90	200	200	257	400	400	400
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4380	90	200	200	257	400	400	400
	Justification/Explanation							
	Postage Meter 3.14/month $37.68/yr							

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Fire Department - 4222

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4300	Rental/City-owned Equipment	32,922	34,000	34,000	16,704	32,850	34,000	34,000
	Recurring Sub Total	**32,922**	**34,000**	**34,000**	**16,704**	**32,850**	**34,000**	**34,000**
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4300	**32,922**	**34,000**	**34,000**	**16,704**	**32,850**	**34,000**	**34,000**
	RECURRING O & M	351,576	338,087	338,087	196,064	335,937	337,847	337,847
	ONE TIME O & M	0	11,800	11,800	0	11,550	32,500	32,500
	DEPARTMENT O & M TOTAL	**351,576**	**349,887**	**349,887**	**196,064**	**347,487**	**370,347**	**370,347**

FORM 4 - OTHER PAYABLES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Fire Department 4222

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
	Recurring Sub Total	0	0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 459	0	0	0	0	0	0	0

Justification and Explanation of Changes:

FORM 5 - CAPITAL OUTLAY - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Fire Department - 4222

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4825 Equipment					0	0	0	0
	Recurring Sub Total	0	0	0	0	0	0	0
			0	0	2,509	2,509	0	0
	One Time Sub Total	0	0	0	2,509	2,509	0	0
	Total Equipment	0	0	0	2,509	2,509	0	0
Justification & Explanation of Changes:								
4840 Vehicles			-	-	-	-	-	0
	Recurring Sub Total	-	-	-	-	-	-	-
	One Time Sub Total	0	0	0	0	0	0	0
	Total Vehicles	-	-	-	-	-	-	-
Justification/Explanation								
	RECURRING CAPITAL OUTLAY	-	-	-	-	-	-	-
	ONE TIME CAPITAL OUTLAY	0	0	0	2,509	2,509	0	0
	TOTAL CAPITAL OUTLAY	0	0	0	2,509	2,509	0	0
	Asset Replacement							
4825AR Equipment		0	0	0	0	0	0	
	Recurring Sub Total	0	0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0	0
	Total 4825AR	0	0	0	0	0	0	0
4840AR Vehicles								
		0	0	0			0	0
	Recurring Sub Total	0	0	0	0	0	0	0
	2013 77' Ladder Truck to Replace Engine 4-Non Compliant with NEPA			0			556,425	556,425
	One Time Sub Total	0	0	0	0	0	556,425	556,425
	Total 4840AR	0	0	0	0	0	556,425	556,425
	Recurring Asset Replacment	0	0	0	0	0	0	0
	One Time Asset Replacement	0	0	0	0	0	556,425	556,425
	Total Asset Replacement	-	-	-	-	-	556,425	556,425
	RECURRING DEPT TOTAL	413,979	402,046	411,619	244,484	409,524	413,143	405,495
	ONE TIME DEPT TOTAL	-	11,800	11,800	2,509	14,059	32,500	32,500
	ASSET REPLACEMENT DEPT TOTAL	-	-	-	-	-	556,425	556,425
	GRAND TOTAL BUDGET	413,979	413,846	423,419	246,993	423,583	1,002,068	994,420

4224
Building Dept

FORM 2 - PERSONNEL SERVICES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Building Inspection - 4224

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4010	Regular Salaries							
	TOTAL 4010	114,102	114,202	114,102	74,424	114,202	114,102	114,102
	Justification/Explanation							
4020	Over-time Salaries							
	TOTAL 4020	0	-	-	0	0	-	-
	Justification & Explanation of Changes:							
4030	Part time Salaries							
	TOTAL 4030	0	-	-	803	803	8,000	8,000
	Justification & Explanation of Changes:							
	Part time Building Inspector - 3 months at Step C							
4170	Boot Allowance	100	100	100	100	100	100	100
	Benefits							
	FICA	7,828	8,737	8,736	5,076	8,736	8,736	8,736
	SUI	1,018	966	966	965	968	966	966
	Retirement	19,484	20,106	20,106	12,943	20,108	20,778	20,778
	Health Insurance	22,204	15,848	15,278	13,154	15,278	22,880	22,880
	Life Insurance	199	242	251	142	251	254	254
	SDI	1,265	1,141	1,141	751	1,141	1,141	1,141
	Deferred Compensation	780	780	780	499	780	780	780
	Cafeteria Plan	-	-	-	-			
	Benefits Total	52,778	47,820	47,258	33,529	47,262	55,535	55,535
	RECURRING SALARIES	166,980	162,122	161,460	108,857	162,367	177,737	177,737
	ONE TIME SALARIES	0	0	0	0	0	0	0
	DEPARTMENT SALARIES TOTAL	166,980	162,122	161,460	108,857	162,367	177,737	177,737

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Building Inspection - 4224

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/29/2012 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4220	**Operating Supplies**							
	Office Supplies, Field Supplies	343	400	400	400	400	600	600
	Recurring Sub Total	343	400	400	400	400	600	600
	12-13 Computer for Front Counter		1,000	1,000	-	1,000	1,400	1,400
	One Time Sub Total	0	1,000	1,000	0	1,000	1,400	1,400
	TOTAL 4220	**343**	**1,400**	**1,400**	**400**	**1,400**	**2,000**	**2,000**
	Justification/Explanation of Changes:							
	Computer monitor for front counter and 5 drawer address file							
4230	**Repair/Maint. Supplies**	0	-	-	0	0	-	-
	Recurring Sub Total	0	0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4230	**0**	**0**	**0**	**0**	**0**	**0**	**0**
4310	**Professional Contract Services:**	12,801	5,000	8,000	1,093	6,000	5,000	5,000
	Recurring Sub Total	12,801	5,000	8,000	1,093	6,000	5,000	5,000
			-				-	-
	One Time Sub Total							
	TOTAL 4310	**12,801**	**5,000**	**8,000**	**1,093**	**6,000**	**5,000**	**5,000**
	Justification/Explanation:							
	NAFFA (apartment complex)							
	Gary Bufkin (Building permit program maintenance)							
4320	**Meetings and Dues**	642	1,000	1,000	312	1,000	1,000	1,000
	Recurring Sub Total	642	1,000	1,000	312	1,000	1,000	1,000
	One Time Sub Total	0	0	0	0	0	0	0
	Total - 4320	**642**	**1,000**	**1,000**	**312**	**1,000**	**1,000**	**1,000**
	Justification and Explanation of Changes:							
	Annual membership dues. ICBO, IAMPO, IAEI.							
	NFPA, local chapter of ICBO							

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Building Inspection - 4224

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/29/2012 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4330	Printing/Publications	1012	500	500	0	500	2,200	2,200
	Recurring Sub Total	1,012	500	500	0	500	2,200	2,200
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4330	1,012	500	500	0	500	2,200	2,200

Justification/Explanation:

New code books due to code update

4340	Utilities	682	800	800	260	500	500	500
	Recurring Sub Total	682	800	800	260	500	500	500
			0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4340	682	800	800	260	500	500	500

Justification/Explanation:

Telephones

4350	Repair/Maint. Services	0	100	100	0	0	250	250
	Recurring Sub Total	0	100	100	0	0	250	250
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4350	0	100	100	0	0	250	250

Justification/Explanation:

Maintenance repairs to plotter/scanner

4360	Training	1,335	2,200	2,200	737	2,200	2,500	2,500
	Recurring Sub Total	1,335	2,200	2,200	737	2,200	2,500	2,500
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4360	1,335	2,200	2,200	737	2,200	2,500	2,500

Justification/Explanation

Accessibility training, 2012 code update classes

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Building Inspection - 4224

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/29/2012 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4380	Rental/Leases	627	750	750	581	750	700	700
	Recurring Sub Total	627	750	750	581	750	700	700
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4380	**627**	**750**	**750**	**581**	**750**	**700**	**700**
	Justification/Explanation							
4300	Rental City-owned Equipment	3,183	2,000	2,000	3,544	5,000	5,000	5,000
	Recurring Sub Total	3,183	2,000	2,000	3,544	5,000	5,000	5,000
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4300	**3,183**	**2,000**	**2,000**	**3,544**	**5,000**	**5,000**	**5,000**

Justification/Explanation

Annual maintenance and body work on Building Inspector's truck.

RECURRING O & M	20,625	12,750	15,750	6,927	16,350	17,750	17,750
ONE TIME O & M	0	1,000	1,000	0	1,000	1,400	1,400
DEPARTMENT O & M TOTAL	**20,625**	**13,750**	**16,750**	**6,927**	**17,350**	**19,150**	**19,150**

FORM 4 - OTHER PAYABLES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: BUILDING INSPECTION - 4224

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
459			0	0			0	
	Recurring Total	0	0	0	0	0	0	0
	One Time Total	0	0	0	0	0	0	0
	Total - 459	0	0	0	0	0	0	0

Justification and Explanation of Changes:

FORM 5 - CAPITAL OUTLAY - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Building Inspection - 4224

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/29/2012 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4825	Equipment		-	-				
			-	0	-	-	-	0
	Recurring Sub Total	0	0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4825	0	0	0	0	0	0	0
	Justification & Explanation of Changes:							
4840	Vehicles		-	-				
			-	-	-	-	-	-
	Recurring Sub Total	-	-	-	-	-	-	-
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4840	-	-	-	-	-	-	-
	Justification/Explanation							
	RECURRING CAPITAL OUTLAY	-	-	-	-	-	-	-
	ONE TIME CAPITAL OUTLAY	0	0	0	0	0	0	0
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
	Asset Replacement							
4825AR	Equipment							
4840AR	Vehicle							
					-	-		
	Asset Replacement Total	-	-	-	-	-	0	0
	RECURRING DEPT TOTAL	187,605	174,872	177,210	115,784	178,717	195,487	195,487
	ONE TIME DEPT TOTAL	0	1,000	1,000	0	1,000	1,400	1,400
	ASSET REPLACEMENT DEPT TOTAL	0	0	0	0	0	0	0
	BUDGET GRAND TOTAL	187,605	175,872	178,210	115,784	179,717	196,887	196,887

4230
Public Works

FORM 2 - PERSONNEL SERVICES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Public Works - 4230

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4010	Regular Salaries							
	TOTAL 4010	191,042	191,042	191,042	126,123	189,803	191,042	213,553
	Justification/Explanation							
Recommended: Add 30% of Project Manager to staffing level								
4020	Over-time Salaries							
	TOTAL 4020	0	0	0	0	0	0	0
	Justification/Explanation							
4030	Part time Salaries							
	Recurring	0	0	0	0	0	0	0
	Onetime	0	0	0	0	0	15,000	15,000
	TOTAL 4030	0	0	0	0	0	15,000	15,000
	Justification/Explanation							
	Assistance with Public Works Inspections.							
	Benefits							
	FICA	15,405	14,615	14,615	10,163	15,327	15,327	17,049
	SUI	1,212	1,134	1,134	1,134	1,134	1,134	1,260
	Retirement	32,809	33,664	33,664	22,023	33,142	34,789	38,888
	Health Insurance	5,892	15,983	14,545	4,536	10,000	16,657	17,997
	Life Insurance	233	260	270	166	270	274	303
	SDI	2,095	1,910	1,910	1,262	1,910	1,910	2,135
	Deferred comp	13,521	7,642	7,642	9,324	14,355	15,100	16,000
	Cafeteria Plan	190	0	0	735	1,136	1,136	1,136
	Benefits Total	71,357	75,208	73,780	49,343	77,274	86,327	94,768
	RECURRING SALARIES	262,400	266,250	264,822	175,466	267,077	277,369	308,321
							15,000	15,000
	One Time Salaries	0	0	0	0	0	15,000	15,000
	DEPARTMENT SALARIES TOTAL	262,400	266,250	264,822	175,466	267,077	292,369	323,321

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Public Works - 4230

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4220	Operating Supplies	795	1,200	1,200	404	1,000	1,200	1,200
	Recurring Sub Total	795	1,200	1,200	404	1,000	1,200	1,200
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4220	795	1,200	1,200	404	1,000	1,200	1,200
	Justification/Explanation of Changes:							
4230	Repair/Maint. Supplies	64	50	50	4	4	50	50
	Recurring Sub Total	64	50	50	4	4	50	50
	One Time Sub Total	0	0	0	0	0	0	0
	Total 4230	64	50	50	4	4	50	50
4300	Rental/City Owned Vehicle	6,728	7,000	7,000	6,245	8,000	8,000	8,000
	Recurring Sub Total	6,728	7,000	7,000	6,245	8,000	8,000	8,000
	One Time Sub Total	0	0	0	0	0	0	0
	Total 4300	6,728	7,000	7,000	6,245	8,000	8,000	8,000
4310	Professional Contract Services:							
		37,123	24,000	24,000	18,591	28,393	28,000	28,000
	Recurring Sub Total	37,123	24,000	24,000	18,591	28,393	28,000	28,000
	Justification/Explanation:							
	Majority of expenses were for Kleinfelder (soil compaction). Also includes costs for IT person, City Engineer and City Attorney.							
	Standard Specifications update	0	30,000	30,000	0	0	30,000	30,000
	One Time Sub Total	0	30,000	30,000	0	0	30,000	30,000
	TOTAL 4310	37,123	54,000	54,000	18,591	28,393	58,000	58,000

Justification/Explanation:

Standard Specifications are currently being updated by Frank Rivera which will then be sent to City Engineer. Requesting $30,000 be carried over to next fiscal year.

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Public Works - 4230

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4320	Meetings and Dues	566	1,000	1,000	615	700	1,000	1,000
	Recurring Sub Total	566	1,000	1,000	615	700	1,000	1,000
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4320	**566**	**1,000**	**1,000**	**615**	**700**	**1,000**	**1,000**

Justification and Explanation of Changes:

APWA Dues

Misc. Meetings/Seminars

4330	Printing/Publications	27	100	100	0	0	100	100
	Recurring Sub Total	27	100	100	0	0	100	100
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4330	**27**	**100**	**100**	**0**	**0**	**100**	**100**

Justification/Explanation

4340	Utilities	911	1,100	1,100	1,051	1,312	1,000	1,000
	Recurring Sub Total	911	1,100	1,100	1,051	1,312	1,000	1,000
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4340	**911**	**1,100**	**1,100**	**1,051**	**1,312**	**1,000**	**1,000**

Justification/Explanation

Over budget due to replacement of Public Works Director cell phone.

4350	Repair/Maintenance Services							
	Recurring Sub Total	0	0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4350	**0**	**0**	**0**	**0**	**0**	**0**	**0**

Justification/Explanation

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Public Works - 4230

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4360	Training	2,047	2,500	2,500	0	2,000	2,500	2,500
	Recurring Sub Total	2,047	2,500	2,500	0	2,000	2,500	2,500
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4360	**2,047**	**2,500**	**2,500**	**0**	**2,000**	**2,500**	**2,500**
	Justification/Explanation							
4380	Rental/Leases	515	750	750	367	650	650	650
	Recurring Sub Total	515	750	750	367	650	650	650
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4380	**515**	**750**	**750**	**367**	**650**	**650**	**650**
	Justification/Explanation							
	Recurring O&M Total	48,776	37,700	37,700	27,277	42,059	42,500	42,500
	One Time Expense O&M Total	0	30,000	30,000	0	0	30,000	30,000
	DEPARTMENT O & M TOTAL	**48,776**	**67,700**	**67,700**	**27,277**	**42,059**	**72,500**	**72,500**

FORM 4 - OTHER PAYABLES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Public Works - 4230

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
			0	0			0	0
	Recurring	0	0	0	0	0	0	0
	One Time Expense	0	0	0	0	0	0	0
	TOTAL	0	0	0	0	0	0	0

Justification and Explanation of Changes:

FORM 5 - CAPITAL OUTLAY - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Public Works - 4230

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/29/2012 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4825	Equipment		-	-	-	-	-	
	One-Time Expense:							
4840	Vehicle		-	-	-	-	-	
	Recurring Capitial Outlay	0	0	0	0	0	0	0
	One Time Expense Capital Outlay	0	0	0	0	0	0	0
	TOTAL	0	0	0	0	0	0	0

Justification & Explanation of Changes:

Asset Replacement

4840AR	Vehicle							
	12/13 Van replacement for grant match	0	8,339	8,339	0	0	-	
	City's match for CNG Van for Public Works Director		-	0	0	0	18,000	18,000
	Total Asset Replacement	0	8,339	8,339	0	0	18,000	18,000
	Recurring Grand Total	311,176	303,950	302,522	202,742	309,136	319,869	350,821
	Asset Replacement Dept Total	0	8,339	8,339	0	0	18,000	18,000
	One Time Expense Grand Total	0	30,000	30,000	0	0	45,000	45,000
	DEPT. GRAND TOTAL	311,176	342,289	340,861	202,742	309,136	382,869	413,821

4242
Recreation

FORM 2 - PERSONNEL SERVICES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Recreation 4242

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4010	**Regular Salaries**							
	TOTAL 4010	124,801	127,644	127,812	85,208	127,812	170,688	170,688
	Justification/Explanation							
	Addition of a full time Rec Coordinator							
4020	**Over-time Salaries**							
	TOTAL 4020	509	-	-	649	679	500	500
	Justification & Explanation of Changes:						-	
4030	**Part time Salaries**							
	TOTAL 4030	79,626	107,500	107,500	57,530	92,000	74,684	74,684
	Justification & Explanation of Changes:							
	Danyy Costa and Jose Perez become part time employees							
	Benefits							
	FICA	16595.64	15,250	18,185	11,417	18,185	18,955	18,955
	SUI	4167.7	1,680	1,680	3,097	1,680	5,023	5,023
	Retirement	26045.68	25,332	25,573	17,962	25,573	28,210	28,210
	Health Insurance	8041.65	12,371	12,033	5,767	12,033	21,542	21,542
	Life Insurance	172.81	182	190	123	190	288	288
	SDI	1403.59	1,290	1,302	863	1,302	1,731	1,731
	Cafeteria Plan	0	-	-	-		-	-
	Deferred Comp	7,086	3,916	3,516	4,763	3,516	3,692	3,692
	Benefits Total	63,513	60,021	62,479	43,991	62,479	79,441	79,441
	Recurring Salaries	268,448	295,165	297,791	187,378	282,970	325,313	325,313
	One Time Salaries	-	-	-	-	-	-	-
	DEPARTMENT SALARIES TOTAL	268,448	295,165	297,791	187,378	282,970	325,313	325,313

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Recreation 4242

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4220	Operating Supplies	48,549	48,000	48,000	30,200	48,500	48,000	48,000
	Recurring Sub Total	48,549	48,000	48,000	30,200	48,500	48,000	48,000
			-	-	0	0	-	-
	One Time Sub Total	0	0	0	0	0	700	1,250
	TOTAL 4220	**48,549**	**48,000**	**48,000**	**30,200**	**48,500**	**48,700**	**49,250**

Justification/Explanation of Changes:

New Computer

Recommended amount is estimated cost for new computer based on estimate from Bryce Jensen

4230	Repair/Maintenance	0	0	0	0	0	0	0
	Recurring Sub Total	0	0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4230	**0**	**0**	**0**	**0**	**0**	**0**	**0**

Justification/Explanation

4310	Professional Contract Services:	67,978	58,000	88,000	58,390	107,000	140,000	140,000
	Recurring Sub Total	67,978	58,000	88,000	58,390	107,000	140,000	140,000
	0			0	0	0		-
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4310	**67,978**	**58,000**	**88,000**	**58,390**	**107,000**	**140,000**	**140,000**

Justification/Explanation:

Danny Costa and Jose Perez become part time employees

Addition of new Classes - CrossFit

Programs Growing - Revenue offsets Costs

4320	Meetings and Dues	10,778	1,700	2,400	1,600	2,400	2,400	2,400
	Recurring Sub Total	10,778	1,700	2,400	1,600	2,400	2,400	2,400
								-
	One Time Sub Total	0	0	0	0	0	11,000	3,000
	TOTAL 4310	**10,778**	**1,700**	**2,400**	**1,600**	**2,400**	**13,400**	**5,400**

Justification/Explanation:

Parks and Rec Commissioners Attending Conference

Recommended One Time: For one Parks & Rec Commissioner to attend conference

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Recreation 4242

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4330	Printing/Publication	1,648	1,600	1,600	83	1,800	1,800	1,800
	Recurring Sub Total	1,648	1,600	1,600	83	1,800	1,800	1,800
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4330	**1,648**	**1,600**	**1,600**	**83**	**1,800**	**1,800**	**1,800**

Justification/Explanation:
Receipt Books / Envelopes / Recruitments

4340	Utilities	3,667	3,500	3,500	2,579	3,800	3,500	3,500
	Recurring Sub Total	3,667	3,500	3,500	2,579	3,800	3,500	3,500
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4340	**3,667**	**3,500**	**3,500**	**2,579**	**3,800**	**3,500**	**3,500**

Justification/Explanation
Telephones

4350	Repair/Maintenance Services	0	-	-	250	250	-	-
	Recurring Sub Total	0	0	0	250	250	0	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4350	**0**	**0**	**0**	**250**	**250**	**0**	**0**

Justification/Explanation:

4360	Training	2,783	500	1500		1,375	1500	1500
	Recurring Sub Total	2,783	500	1,500	0	1,375	1,500	1,500
	One Time Sub Total	0	0	0				
	TOTAL 4360	**2,783**	**500**	**1,500**	**0**	**1,375**	**1,500**	**1,500**

Justification/Explanation
Summer Staff CPR & Workshop

FORM 3 - OPERATIONS & MAINTENANCE - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Recreation 4242

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4380	Rental/Leases	7,925	5000	6500	4,619	6,500	6500	6500
	Recurring Sub Total	7,925	5,000	6,500	4,619	6,500	6,500	6,500
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4380	7,925	5,000	6,500	4,619	6,500	6,500	6,500
	Justification/Explanation							
4300	Rental/City-owned Equipment	2,340	1,500	1,500	254	350	350	350
	Recurring Sub Total	2,340	1,500	1,500	254	350	350	350
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 4300	2,340	1,500	1,500	254	350	350	350
	RECURRING O&M	145,669	119,800	153,000	97,976	171,975	204,050	204,050
	ONE TIME O&M	0	0	0	0	0	11,700	4,250
	DEPARTMENT O & M TOTAL	145,669	119,800	153,000	97,976	171,975	215,750	208,300

FORM 4 - OTHER PAYABLES - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Recreation - 4242

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
			0	0	0	0	0	
	Recurring Sub Total	0	0	0	0	0	0	0
	One Time Sub Total	0	0	0	0	0	0	0
	TOTAL 459	0	0	0	0	0	0	0

Justification and Explanation of Changes:

FORM 5 - CAPITAL OUTLAY - ACTIVITY DETAIL/JUSTIFICATION WORKSHEET

DEPARTMENT: Recreation - 4242

OBJ.#	DESCRIPTION	ACTUAL 2011-12	DEPARTMENT REQUESTS 2012-13	COUNCIL ADOPTED 2012-13	ACTUAL 2/28/2013 2012-13	PROJECTED 2012-13	DEPARTMENT REQUESTS 2013-14	BUDGET COMMITTEE RECOMMENDED 2013-14
4825	Equipment							
		0	0	0	0	0	0	0
	Recurring Sub Total	0	0	0	0	0	0	
			0	0	0	0	-	0
	Retractable Safety Netting at Rec Center		0	0	0		-	0
			0	0	0	0	-	
	One Time Sub Total	-	-	-	-	-	-	-
	TOTAL 4830	0	0	0	0	0	0	0

Justification & Explanation of Changes:

RECURRING DEPT TOTAL	414,117	414,965	450,791	285,354	454,945	529,363	529,363
ONE TIME DEPT TOTAL	-	-	-	-	-	11,700	4,250
ASSET REPLACEMENT DEPT TOTAL	-	-	-	-	-	-	-
DEPT. GRAND TOTAL	414,117	414,965	450,791	285,354	454,945	541,063	533,613

4850	Asset Replacement						
			-	-	-	-	-	-
	Total Asset Replacement	-	-	-	-	-	-	-