

**BUDGET ADVISORY COMMITTEE
RIVERBANK CITY HALL NORTH
COUNCIL CHAMBER
6707 THIRD STREET
RIVERBANK CA 95367-2305**

AGENDA

WEDNESDAY, APRIL 13, 2016 6:00 PM

CALL TO ORDER: CHAIR ARLENE FIGUEROA

**ROLL CALL: Chair Arlene Figueroa
Vice Chair Anthony McKinney
Committee Member Cindy Fosi
Committee Member Evelyn Halbert
Committee Member Daniel Park
Council Member Leanne Jones Cruz**

CONFLICT OF INTEREST

Declaration by Committee Members who would have a direct Conflict of Interest on any scheduled item to be considered should be stated at this time.

1. PUBLIC BUSINESS FROM THE FLOOR (No action can be taken.)

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the Committee.

2. ACTION & DISCUSSION ITEMS (These items will be individually discussed prior to Committee action)

Item 2.1: Approval of the March 16, 2016 Committee Meeting Minutes

Recommendation: Committee to Review and Approve Minutes by Roll Call.

Item 2.2: Review of Fiscal Year 2016-17 Finance Department Proposed Budget

Recommendation: Committee to Review Proposed Budget and Discuss Recommendations.

Item 2.3: Review of Fiscal Year 2016-17 Development Services Department Proposed Budget

Recommendation: Committee to Review Proposed Budgets and Discuss Recommendations.

3. INFORMATIONAL ITEMS (Informational Only – No action to be taken)

No Informational Items.

4. COMMENTS (Informational Only – No action to be taken)

Item 4.1: Staff Comments.

Item 4.2: Council Liaison Comments.

Item 4.3: Committee Member Comments.

5. ADJOURNMENT

AFFIDAVIT OF POSTING			
DATE:	April 7, 2016	TIME:	3:30 PM
NAME:	Marisela H. Garcia	TITLE:	Director of Finance

Notice Regarding Americans with Disabilities Act:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (209) 863-7122. Notification 48-hours before the meeting will enable the Committee to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102.35.104 ADA Title II].

Notice Regarding Non-English Speakers:

Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the Budget Advisory Committee shall be in English and anyone wishing to address the Committee is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

Any documents, not privileged or of a closed session, produced by Budget Advisory Committee staff and distributed to a majority of the Budget Advisory Committee regarding any item on this agenda will be made available at City Hall South, 6617 Third Street, Riverbank, CA.

Agenda Item 2.1

**BUDGET ADVISORY COMMITTEE
RIVERBANK CITY HALL NORTH
COUNCIL CHAMBER
6707 THIRD STREET
RIVERBANK CA 95367-2305**

MINUTES

WEDNESDAY, MARCH 16, 2016

CALL TO ORDER: *Chair Figueroa called the meeting to order at 6:02 pm*

ROLL CALL: *Present: Chair Arlene Figueroa, Vice Chair Anthony McKinney, Committee Member Daniel Park, and Council Member Leanne Jones Cruz.*

Absent: Committee Members Evelyn Halbert and Cindy Fosi.

CONFLICT OF INTEREST

No conflict of Interest was declared.

1. PUBLIC BUSINESS FROM THE FLOOR (No action can be taken.)

No public business from the floor was received.

2. ACTION & DISCUSSION ITEMS (These items will be individually discussed prior to Committee action)

Item 2.1: Review of Fiscal Year 2016-17 Administrative Services Department and Parks & Recreation Department Proposed Budgets

The Committee received a presentation of the Administrative Services Department Fiscal Year 2016-17 proposed Budget from Alvaro Zamora, Human Resource Analyst and a presentation of the Parks & Recreation proposed Budgets from Sue Fitzpatrick, Director of Parks & Recreation.

Item 2.2: 2015 Committee Recommendation Update

Marisela Garcia, Director of Finance, provided the Committee with an update on the 2015 Recommendations to the City Council.

3. INFORMATIONAL ITEMS (Informational Only – No action to be taken)

No informational items were presented.

4. COMMENTS (Informational Only – No action to be taken)

Agenda Item 2.1

Item 4.1: Staff Comments.

Marisela Garcia, Director of Finance, commented that the next Committee Meeting would be held on April 13, 2016 to review the Finance and Development Services budget.

Item 4.2: Council Liaison Comments.

Councilmember Leanne Jones Cruz apologized for having missed the February 17th meeting.

Item 4.3: Committee Member Comments.

Vice Chair McKinney stated that the meeting had gone great and the presentation of the material was great. Vice Chair McKinney also commented on the diligence of the Water Conservation Coordinator.

Chair Figueroa commented that she was glad to see movement on the 2015 Recommendations.

5. ADJOURNMENT *Chair Figueroa adjourned the meeting at 6:50 pm.*



AGENDA ITEM 2.2
City of Riverbank
Annual Operating Budget -- Fiscal Year 2016-2017

Fund:	101	GENERAL FUND	Department:	403
Function:		General Government		FINANCE

APPROPRIATION DETAIL

Account	Account Description	FY 2014-15 Actual	FY 2015-16 Budget	2015-16 Expenses To Date	FY 2016-17 Budget	Difference	%
							Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	341,327	351,500	241,455	365,400	13,900	4.0%
701.002	PERSONNEL PART-TIME	8,484	10,600	6,492	14,000	3,400	32.1%
701.003	PERSONNEL OVERTIME	272	300	640	500	200	66.7%
708.004	MISC EMPLOYEE BENEFITS	3,957	500	-45,337	500	0	0.0%
708.005	MEDICARE	4,842	5,300	3,442	5,500	200	3.8%
708.006	PERS RETIREMENT	45,816	56,600	38,968	60,200	3,600	6.4%
708.007	PAYROLL TAXES	2,981	3,300	2,668	3,500	200	6.1%
708.008	HEALTH DENTAL VISION INSURANCE	51,168	53,100	39,421	56,000	2,900	5.5%
708.009	NATIONAL RETIREMENT	14,512	16,000	10,649	17,600	1,600	10.0%
708.010	WORKERS' COMPENSATION	49,965	53,900	35,723	56,100	2,200	4.1%
708.012	DEFERRED COMPENSATION	11,345	11,100	7,672	11,100	0	0.0%
Total Personnel Salaries & Benefits		\$534,669	\$562,200	\$341,792	\$590,400	\$28,200	5.0%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	14,707	16,100	180	16,200	100	0.6%
702.031	RENTS & LEASES	20,800	20,800	4,108	20,800	0	0.0%
702.032	PROFESSIONAL/SPECIAL SERVICES	59,871	51,200	54,532	52,100	900	1.8%
702.034	OTHER CONTRACT SERVICES	9,974	10,000	6,421	10,000	0	0.0%
703.024	POSTAGE	4,283	5,000	1,165	5,000	0	0.0%
703.025	OFFICE EXPENSE	6,888	6,800	1,952	6,800	0	0.0%
706.023	ADVERTISING	294	700	0	700	0	0.0%
706.035	INSURANCE & SURETY BONDS	625	700	0	700	0	0.0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	375	400	375	400	0	0.0%
706.037	CONFERENCES & MEETINGS	4,098	3,000	1,809	3,000	0	0.0%
706.999	BAD DEBT EXPENSE - GARBAGE	13,136	0	0	0	0	0.0%
Total Operating Expenses		\$135,051	\$114,700	\$70,543	\$115,700	\$1,000	0.9%
CAPITAL OUTLAY							
707.002	CAPITAL EXPENDITURES	0	23,500	18,236	0	-23,500	-100.0%
Total Capital Outlay		\$0	\$23,500	\$18,236	\$0	-\$23,500	-100.0%
Total Department Appropriations		\$669,720	\$700,400	\$430,571	\$706,100	\$5,700	0.8%

TRANSFER IN OF MANAGEMENT FEES:	SEWER FUND	(\$185,469)
	WATER FUND	(\$189,437)
	SYS DEV FUND	(\$26,452)
	NET GENERAL FUND ALLOCATION	\$304,742

- EMPLOYEES:
- 1 DIRECTOR OF FINANCE
 - 1 ACCOUNTING MANAGER
 - 3 ACCOUNT CLERK II
 - 1 PART-TIME COLLECTIONS CLERK

AGENDA ITEM 2.2
FINANCE BUDGET

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>2016-2017</u> <u>BUDGET</u>
101-403.000-701.002	Personnel Temporary	\$14,000
101-403.000-701.003	Staff Overtime	\$500
101-403.000-702.030	Maint. Operations Eq.	
	Comm/IT	300
	Executime Software	0
	FundBalance Software	0
	Ez Signer Maintenance	200
	PSI Business License Software	3,000
	Misc. Maintenance	300
	Caselle Maintenance 1/3 costs	12,320
		0
		<u>\$16,120</u>
101-403.000-702.031	Rents & Leases	
	Savin Copier Lease	3,300
	Mail Equipment Lease	500
	Equip. Pool Allocation: Fuel/Maint	17,000
		0
		<u>\$20,800</u>
101-403.000-702.032	Prof/Special Services	
	Audit Fees	33,175
	CalPers	3,440
	Thales Consulting-SCO Reports	4,200
	MBIA-Sales Tax Audits	3,000
	Info Send	8,200
		0
		<u>\$52,015</u>
101-403.000-702.034	Other Contract Serv.	
	B of A Banking Fees	10,000
		<u>\$10,000</u>

AGENDA ITEM 2.2

FINANCE BUDGET

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>BUDGET</u>
101-403.000-703.024	Postage Expense	5,000
		<u>0</u>
		<u>\$5,000</u>
101-403.000-703.025	Misc. Office Items	2,640
Office Expense	Copier Count	2,000
	Window Envelopes (AP & UB)	360
	Water Forms	600
	A/P Check Stock	400
	Payroll Check Stock	300
	W-2's, 1099's, Envelopes	200
	Pacific Storage	300
		<u>0</u>
		<u>\$6,800</u>
101-403.000-704.022	Communications	
	Cell Phone Stipend	<u>0</u>
101-403.000-705.041	Vehicle Fuel	<u>\$0</u>
	Fuel Reimbursements	<u>0</u>
101-403.000-706.023	Advertising	<u>\$0</u>
	AB 1600	160
	Annual Budget, Mid-Year	<u>550</u>
	Financial Summary, Prelim Budget	<u>\$710</u>
101-403.000-706.035	Surety Bonds	
	Treasurer Surety Bond	<u>625</u>
101-403.000-706.036	Membership, Dues, etc.	<u>\$625</u>
	CSMFO (2 members)	220
	CMTA	155
	TRAINING IN HOUSE	<u>0</u>
101-403.000-706.037	Travel, Conf. Meetings	<u>\$375</u>
	League Finance Officers Seminar	0
	Annual Training	2,000
	Other Conf./Meetings & Expenses	<u>1,000</u>
101-403.000-706.038	Staff Development	<u>\$3,000</u>
	UB Webinar	<u>0</u>
		<u>\$0</u>



AGENDA ITEM 2.3
City of Riverbank
Annual Operating Budget -- Fiscal Year 2016-2017

Fund:	101	GENERAL FUND	Department:	405
Function:		Community Development		PLANNING

APPROPRIATION DETAIL

Account	Account Description	FY 2014-15 Actual	FY 2015-16 Budget	2015-16 Expenses To Date	FY 2016-17 Budget	Difference	%
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	74,327	166,900	115,040	179,800	12,900	7.7%
701.003	PERSONNEL OVERTIME	245	0	24	0	0	0.0%
701.005	PLANNING COMMISSIONER COMP.	4,200	6,000	2,950	6,000	0	0.0%
708.004	MISC EMPLOYEE BENEFITS	1,572	1,200	-540	1,200	0	0.0%
708.005	MEDICARE	1,038	2,400	1,595	2,600	200	8.3%
708.006	PERS RETIREMENT	9,388	16,900	11,714	18,500	1,600	9.5%
708.007	PAYROLL TAXES	868	900	868	900	0	0.0%
708.008	HEALTH DENTAL VISION INSURANCE	1,631	16,900	8,223	19,400	2,500	14.8%
708.009	NATIONAL RETIREMENT	3,147	6,400	4,260	7,100	700	10.9%
708.010	WORKERS' COMPENSATION	10,905	25,600	17,477	27,600	2,000	7.8%
708.012	DEFERRED COMPENSATION	2,362	3,500	2,865	4,200	700	20.0%
Total Personnel Salaries & Benefits		\$109,683	\$246,700	\$164,474	\$267,300	\$20,600	8.4%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	0	500	0	500	0	0.0%
702.031	RENTS & LEASES	2,500	2,500	1,029	2,500	0	0.0%
702.032	PROFESSIONAL/SPECIAL SERVICES	166,677	112,200	72,928	61,000	-51,200	-45.6%
702.034	OTHER CONTRACT SERVICES (ED)	65,277	35,000	9,367	25,000	-10,000	-28.6%
703.024	POSTAGE	2,046	1,800	592	2,000	200	11.1%
703.025	OFFICE EXPENSE	2,235	2,200	1,902	2,200	0	0.0%
704.022	COMMUNICATIONS	1,256	1,800	650	1,200	-600	-33.3%
706.023	ADVERTISING	14,596	6,000	5,232	14,000	8,000	133.3%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	1,000	1,700	1,170	1,700	0	0.0%
706.037	CONFERENCES & MEETINGS	1,862	10,600	2,917	9,500	-1,100	-10.4%
Total Operating Expenses		\$257,449	\$174,300	\$95,787	\$119,600	-\$54,700	-31.4%
Total Department Appropriations		\$367,132	\$421,000	\$260,261	\$386,900	-\$34,100	-8.1%

Staffing: 1 Planning & Building Manager
 1 Sr. Community Development Specialist

Transfer In of Management Fees:
 Sewer (40,270)
 Water (40,270)
 Net General Fund Allocation \$306,360

AGENDA ITEM 2.3

Fund 101-405: Planning

702.030	Maintenance Operation Equipment		\$500
	Computer/Misc. Repairs		
702.031	Rents & Leases		\$2,500
① 702.032	Professional/Special Services	6,000	\$10,000
② 702.034	Other Contract Services	25,000	\$10,000
703.024	Postage		\$2,000
704.025	Office Expense		\$2,250
704.022	Communications		\$1,250
	AT&T	\$1,120	
	Monthly Allowances	\$130	
704.023	Advertising		\$14,000
706.036	Membership, Dues, Books, Etc.		\$1,700
	Planning Education Materials	\$1,100	
	AICP Certification	\$600	
706.037	Conferences and Meetings		\$9,500
	League of CA Cities		
	Planning Commissioners Academy	\$8,300	
	County PC 40 th Conference	\$200	
	APA Conference	\$1,000	

① LAFCO \$6,000
 GIS \$5,000
 Planning \$50,000
 61,000

J.B. Anderson

② Traffic Engineering 10,000
 CEQA, Environmental 15,000
25,000



AGENDA ITEM 2.3
City of Riverbank
Annual Operating Budget -- Fiscal Year 2016-2017

Fund: 101	GENERAL FUND	Department: 406	BUILDING
Function:	Community Development		

APPROPRIATION DETAIL

Account	Account Description	FY 2014-15 Actual	FY 2015-16 Budget	2015-16 Expenses To Date	FY 2016-17 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	137,572	142,900	97,905	149,700	6,800	4.8%
701.002	PERSONNEL OVERTIME	1,412	1,000	1,003	1,000	0	0.0%
708.004	MISC EMPLOYEE BENEFITS	4,483	0	-17,397	0	0	0.0%
708.005	MEDICARE	1,855	2,100	1,325	2,200	100	4.8%
708.006	PERS RETIREMENT	18,460	23,000	15,978	24,600	1,600	7.0%
708.007	PAYROLL TAXES	868	900	868	900	0	0.0%
708.008	HEALTH DENTAL VISION INSURANCE	33,960	37,100	27,467	40,100	3,000	8.1%
708.009	NATIONAL RETIREMENT	5,805	6,400	4,260	7,100	700	10.9%
708.010	WORKERS' COMPENSATION	20,097	21,900	14,520	23,000	1,100	5.0%
	Total Personnel Salaries & Benefits	\$224,512	\$235,300	\$145,929	\$248,600	\$13,300	0.0%
Operating Expenses							
702.031	RENTS & LEASES (VEHICLES)	8,000	8,000	2	8,000	0	0.0%
702.032	PROFESSIONAL/SPECIAL SERVICES	0	0	0	10,000	10,000	0.0%
703.024	POSTAGE	240	300	4	300	0	0.0%
703.025	OFFICE EXPENSE	2,342	2,200	849	2,400	200	9.1%
704.022	COMMUNICATIONS	2,301	2,000	1,525	2,700	700	35.0%
706.027	BOOT & JACKET ALLOWANCE	200	700	194	400	-300	-42.9%
706.028	SMALL TOOLS	53	100	190	100	0	0.0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	528	500	490	500	0	0.0%
706.037	CONFERENCES & MEETINGS	85	400	426	400	0	0.0%
706.038	STAFF DEVELOPMENT	50	2,500	1,452	2,500	0	0.0%
706.073	UNIFORMS & RAGS	0	0	0	1,300	1,300	0.0%
	Total Operating Expenses	\$13,799	\$16,700	\$5,132	\$28,600	\$11,900	71.3%
CAPITAL OUTLAY							
707.002	CAPITAL EXPENDITURES	0	0	0	0	0	0.0%
	Total Capital Outlay	\$0	\$0	\$0	\$0	\$0	0.0%
	Total Department Appropriations	\$238,311	\$252,000	\$151,061	\$277,200	\$25,200	10.0%

Staffing: 1 Building Inspector II
 1 Construction Inspector II

AGENDA ITEM 2.3

Fund 101-406: Building

702.031	Rents and Leases		\$8,000
703.024	Postage		\$300
703.025	Office Expense		\$2,400
704.022	Communications		\$2,700
	AT&T – Calnet 2		
706.027	Boot and Jacket Allowance		\$700
706.028	Small Tools		\$100
706.036	Membership, Dues, Books, Etc.		\$530
	Building Code Updates	\$530	
706.037	Conferences and Meetings		\$400
	ICC Classes	\$400	
706.038	Staff Development		\$2,500
	Construction Inspector Classes	\$1,000	
	ICC Classes	\$700	
	Building Inspector Classes	\$800	

702.032 Pacific Plan Review \$10,000

· Plan Check & Building Inspection
Services



AGENDA ITEM 2.3
City of Riverbank
Annual Operating Budget -- Fiscal Year 2016-2017

Fund:	101	GENERAL FUND	Department:	412
Function:		Public Works		DEVELOPMENT SERVICES ADMIN

APPROPRIATION DETAIL

Account	Account Description	FY 2014-15 Actual	FY 2015-16 Budget	2015-16 Expenses To Date	FY 2016-17 Budget	Difference	%
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Personnel Salaries and Benefits

701.001	PERSONNEL REGULAR	342,882	373,600	251,917	382,400	8,800	2.4%
701.002	PERSONNEL PART-TIME	17,980	18,500	13,005	20,300	1,800	9.7%
701.003	PERSONNEL OVERTIME	98	0	120	100	100	0.0%
701.080	SALARY & BENEFIT REQUEST	0	0	0	0	0	0.0%
708.004	MISC EMPLOYEE BENEFITS	1,489	0	-10,362	0	0	0.0%
708.005	MEDICARE	4,876	5,700	3,576	5,800	100	1.8%
708.006	PERS RETIREMENT	41,878	51,700	34,801	54,400	2,700	5.2%
708.007	PAYROLL TAXES	2,604	2,700	2,248	2,600	-100	-3.7%
708.008	HEALTH DENTAL VISION INSURANCE	69,455	74,800	53,655	81,200	6,400	8.6%
708.009	NATIONAL RETIREMENT	13,866	16,000	9,890	17,600	1,600	10.0%
708.010	WORKERS' COMPENSATION	50,505	57,200	37,607	59,700	2,500	4.4%
708.012	DEFERRED COMPENSATION	3,938	3,900	2,663	3,900	0	0.0%
Total Personnel Salaries & Benefits		\$549,571	\$604,100	\$399,120	\$628,000	\$23,900	4.0%

Operating Expenses

702.031	RENTS & LEASES	3,600	3,600	1,688	3,600	0	0.0%
702.032	PROFESSIONAL SERVICES	560	2,000	360	2,000	0	0.0%
702.035	CONTRACT ENGINEERING	42,298	50,000	29,403	50,000	0	0.0%
703.023	ADVERTISING	988	350	520	700	350	100.0%
703.024	POSTAGE	848	1,000	1,827	1,000	0	0.0%
703.025	OFFICE EXPENSE	2,699	2,400	1,951	2,400	0	0.0%
704.021	UTILITIES	2,747	3,000	2,315	3,000	0	0.0%
704.022	COMMUNICATIONS	1,076	1,900	639	1,300	-600	-31.6%
706.026	MISCELLANEOUS EXPENSE	65	300	314	300	0	0.0%
706.027	BOOT & JACKET ALLOWANCE	0	300	0	300	0	0.0%
706.029	MAINT. OF BLDG. & STRUCTURES	73	0	0	0	0	#DIV/0!
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	343	1,000	522	800	-200	-20.0%
706.037	CONFERENCES & MEETINGS	4,517	800	978	1,000	200	25.0%
706.038	STAFF DEVELOPMENT	522	2,200	3,595	3,400	1,200	54.5%
Total Operating Expenses		\$60,336	\$68,850	\$44,112	\$69,800	\$950	1.4%

CAPITAL OUTLAY

707.002	CAPITAL EXPENDITURES	0	0	0	0	0	0.0%
707.003	EQUIPMENT/PROJECTS	0	0	0	0	0	0.0%
Total Capital Outlay		\$0	\$0	\$0	\$0	\$0	0.0%

Total Department Appropriations

\$609,907	\$672,950	\$443,231	\$697,800	\$24,850	3.7%
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TRANSFER IN OF MANAGEMENT FEES:

SEWER FUND	(\$185,284)
WATER FUND	(\$236,511)
LTF	(\$7,988)
GAS TAX	(\$36,932)
LANDSCAPE & LIGHTING	(\$6,156)
NET GENERAL FUND ALLOCATION	\$224,929

Staffing:

- 1 Public Works Superintendent
- 1 Sr. Management Analyst
- 1 Project Coordinator
- 2 Administrative Assistants
- 1 Part-Time Administrative Clerk

Fund 101-412: Development Services Administration

702.031	Rents & Leases		\$ 3,600
	Copier Lease/Count		
702.032	Professional/Special Services		\$ 2,000
	DBE Annual Report	\$2,000	
702.035	Contract Engineering		\$ 50,000
703.023	Advertising		\$ 700
703.024	Postage		\$ 1,000
703.025	Office Expense		\$ 2,400
704.021	Utilities		\$ 3,000
	MID		
703.022	Communications		\$ 1,300
	AT&T-Calnet 2		
706.026	Miscellaneous Expense		\$ 300
	Computer Repairs/Maintenance		
706.027	Boot & Jacket Allowance		\$ 300
706.036	Memberships, Dues, Books, Etc.		\$ 800
	APWA Membership	\$200	
	Notary Renewal	\$600	
706.037	Travel, Conference & Meetings		\$ 1,000
	League of California Cities	\$600	
	Caltrans Workshops	\$200	
	Stormwater Conference	\$200	
706.038	Staff Development		\$ 3,400
	Continuing Education Classes	\$1,200	
	League of California Cities	\$500	
	Stormwater Management Training	\$500	
	Public Works Project Boot Camp	\$1,200	



AGENDA ITEM 2.3
City of Riverbank
Annual Operating Budget -- Fiscal Year 2016-2017

Fund:	101	GENERAL FUND	Department:	413
Function:		Public Works		STREET MAINTENANCE

APPROPRIATION DETAIL

Account	Account Description	FY 2014-15 Actual	FY 2015-16 Budget	2015-16 Expenses To Date	FY 2016-17 Budget	Difference	%
							Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	0	0	0	0	0	0.0%
701.003	PERSONNEL OVERTIME	0	0	0	0	0	0.0%
701.004	STANDBY PAY	0	0	0	0	0	0.0%
708.004	MISC EMPLOYEE BENEFITS	0	0	0	0	0	0.0%
708.005	MEDICARE	0	0	0	0	0	0.0%
708.006	PERS RETIREMENT	0	0	0	0	0	0.0%
708.007	PAYROLL TAXES	0	0	0	0	0	0.0%
708.008	HEALTH DENTAL VISION INSURANCE	0	0	0	0	0	0.0%
708.009	NATIONAL RETIREMENT	0	0	0	0	0	0.0%
708.010	WORKERS' COMPENSATION	0	0	0	0	0	0.0%
	Total Personnel Salaries & Benefits	\$0	\$0	\$0	\$0	\$0	0.0%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	14,548	0	0	0	0	0.0%
702.031	RENTS & LEASES	15,000	15,000	0	15,000	0	0.0%
702.032	PROFESSIONAL SERVICES	8,538	4,300	4,091	4,300	0	0.0%
703.055	BARRICADES	643	800	628	800	0	0.0%
704.021	UTILITIES	3,979	5,000	2,112	4,000	-1,000	-20.0%
706.029	MAINT. OF BLDG. & STRUCTURES	0	0	0	0	0	0.0%
706.056	STATE/COUNTY FEES	584	700	676	700	0	0.0%
706.073	UNIFORMS & RAGS	0	0	0	0	0	0.0%
	Total Operating Expenses	\$43,292	\$25,800	\$7,507	\$24,800	-\$1,000	-3.9%
CAPITAL OUTLAY							
707.003	EQUIPMENT/PROJECTS	38,399	10,500	10,440	0	-10,500	-100.0%
	Total Capital Outlay	\$38,399	\$10,500	\$10,440	\$0	-\$10,500	-100.0%
	Total Department Appropriations	\$81,691	\$36,300	\$17,947	\$24,800	-\$11,500	-31.7%

Fund 101-413: Street Maintenance

702.031	Rents & Leases		\$ 15,000
702.032	Professional/Special Services		\$ 4,300
	Street Light Repair \$3,900 transferred to Gas Tax Fund		
	Viaduct Maintenance	\$3,300	
	Geographical Information Software	\$1,000	
702.055	Barricades w/Flashers		\$ 800
704.021	Utilities		\$ 4,000
	MID	\$3,400	
	City of Riverbank	\$600	
706.056	State/County Fees		\$ 700
	Property Taxes		



AGENDA ITEM 2.3
City of Riverbank
Annual Operating Budget -- Fiscal Year 2016-2017

Fund: 102	GAS TAX	Department:	418
Function:	Public Works		STREETS

APPROPRIATION DETAIL

Account	Account Description	FY 2014-15 Actual	FY 2015-16 Budget	2015-16 Expenses To Date	FY 2016-17 Budget	Difference	% Change
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Personnel Salaries and Benefits

701.001	PERSONNEL REGULAR	232,173	241,000	152,868	247,700	6,700	3%
701.002	PERSONNEL PART-TIME	0	0	0	0	0	0%
701.003	PERSONNEL OVERTIME	4,658	3,500	3,972	3,500	0	0%
701.004	STANDBY PAY	5,637	5,500	6,316	5,000	-500	-9%
708.004	MISC EMPLOYEE BENEFITS	4,578	0	-22,153	0	0	0%
708.005	MEDICARE	2,580	2,700	1,959	2,800	100	4%
708.006	PERS RETIREMENT	23,705	28,200	16,393	25,000	-3,200	-11%
708.007	PAYROLL TAXES	2,170	2,200	1,736	2,200	0	0%
708.008	HEALTH DENTAL VISION INSURANCE	55,059	72,200	44,873	93,000	20,800	29%
708.009	NATIONAL RETIREMENT	14,512	16,000	9,596	17,600	1,600	10%
708.010	WORKERS' COMPENSATION	33,879	37,000	22,269	38,000	1,000	3%
	Total Personnel Salaries & Benefits	\$378,951	\$408,300	\$237,830	\$434,800	\$26,500	6%

Operating Expenses

702.030	MAINT. OF OPERATIONS EQUIPMENT	2,017	18,000	6,844	10,000	-8,000	-44%
702.031	RENTS & LEASES (VEHICLE REP/MAINT)	10,000	10,000	1,587	10,000	0	0%
702.032	PROFESSIONAL/SPECIAL SERVICES	19,068	59,800	22,191	35,900	-23,900	-40%
702.034	OTHER CONTRACT SERVICES	0	5,000	0	0	-5,000	-100%
702.036	STREET SWEEPING CONTRACT	86,031	88,100	57,835	91,000	2,900	3%
702.037	STREET LIGHT REPAIR	3,430	2,000	2,426	1,000	-1,000	-50%
703.028	SMALL TOOLS	946	1,000	324	1,000	0	0%
703.062	STREET SIGNS/STRIPING	53,018	56,000	35,803	56,000	0	0%
704.021	UTILITIES	98,134	100,900	56,500	90,000	-10,900	-11%
706.026	MISCELLANEOUS EXPENSE	1,706	2,000	531	2,000	0	0%
706.027	BOOT & JACKET ALLOWANCE	685	1,000	200	1,000	0	0%
706.029	MAINT. OF BLDG. & STRUCTURES	12,772	21,000	8,241	21,000	0	0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	60	1,500	245	1,500	0	0%
706.037	CONFERENCES & MEETINGS	317	500	0	500	0	0%
706.038	STAFF DEVELOPMENT	298	1,800	1,185	1,800	0	0%
706.050	SAFETY EQUIPMENT	1,683	1,600	754	1,600	0	0%
706.073	UNIFORMS & RAGS	1,952	1,800	978	1,800	0	0%
999.000	TRANSFER OUT OF MGMT FEES	31,405	33,800	16,582	37,000	3,200	9%
	Total Operating Expenses	\$323,522	\$405,800	\$212,227	\$363,100	-\$42,700	-11%

CAPITAL OUTLAY

707.002	CAPITAL EXPENDITURES	0	11,800	8,200	0	-11,800	-100%
707.003	EQUIPMENT/PROJECTS	89,378	50,000	0	50,000	0	0%
	Total Capital Outlay	\$89,378	\$61,800	\$8,200	\$50,000	-\$11,800	-19%

Total Department Appropriations

\$791,851	\$875,900	\$458,257	\$847,900	-\$28,000	-3%
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TRANSFER IN OF MANAGEMENT FEES:

SEWER FUND	(\$103,929)
LTF	(\$21,423)
WATER FUND	(\$12,539)
STERLING RIDGE STORM DRAIN DISTRICT	(\$10,602)
HEARTLANDS STORM DRAIN DISTRICT	(\$10,602)
CROSSROADS LANDSCAPE & LIGHTING DISTRICT	(\$30,216)
NET GAS TAX FUND ALLOCATION	<u>\$658,589</u>

EQUIPMENT/PROJECTS:

ADA IMPROVEMENTS 50,000

STAFFING:

1 PUBLIC WORKS SUPERVISOR
 1 SR. MAINTENANCE WORKERS
 3 MAINTENANCE WORKER I

Fund 102-418: Gas Tax

702.030	Maintenance Operation Equipment		\$ 10,000
	Road Maintenance/Repairs		
702.031	Rents & Leases		\$ 10,000
702.032	Professional/Special Services		\$ 35,000
	State Permits/Fees	\$7,500	
	Stormwater Testing/Filters	\$5,500	
	Pump Repairs	\$5,400	
	Dry Well Maintenance	\$3,600	
	Storm water Requirements	\$13,000	
702.036	Street Sweeping Contract		\$ 84,500
702.037	Street Light Repair		\$ 1,000
	Maintenance/Vandalism Repairs		
703.028	Small Tools		\$ 1,000
703.062	Street Signs/Striping		\$ 56,000
	Street Signs	\$25,411	
	Striping	\$30,589	
704.021	Utilities		\$ 90,000
	MID	\$600	
	PG & E	\$84,400	
	Department of Transportation	\$5,000	
706.026	Miscellaneous Expense		\$ 2,000
	Computers/Repairs	\$1,800	
	Radio Repairs	100	
	Tools	100	
706.027	Boot & Jacket Allowance		\$ 1,000
706.029	Maintenance/Bldg/Structures		\$ 21,000
	Asphalt Maintenance/Parts	\$12,200	
	Signals-Battery System Backups	\$3,800	
	Other Maintenance	\$5,000	

AGENDA ITEM 2.3

706.036	Memberships, Dues, Books, Etc.		\$ 1,500
	Underground Service Alert	\$100	
	CW Environmental Assoc.	\$50	
	Books for Certifications	\$1,140	
	American Public Works	\$200	
	Pesticide Regulations	\$60	
706.037	Conferences & Meetings		\$ 500
706.038	Staff Development		\$ 1,800
	Training Classes/Certifications	\$950	
	CWEA	\$100	
	APWA	\$750	
706.050	Safety Equipment		\$ 1,600
706.073	Uniform & Rags		\$ 1,800
	Aramark Uniforms		
707.003	ADA Improvements		\$ 50,000



AGENDA ITEM 2.3
City of Riverbank
Annual Operating Budget -- Fiscal Year 2016-2017

Fund:	106	SEWER FUND	Department:	423
Function:		Public Works		SEWER COLLECTION

APPROPRIATION DETAIL

Account	Account Description	FY 2014-15 Actual	FY 2015-16 Budget	2015-16 Expenses To Date	FY 2016-17 Budget	Difference	%
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	86,448	87,000	60,194	91,100	4,100	5%
701.003	PERSONNEL OVERTIME	1,583	2,000	1,089	2,000	0	0%
701.004	STANDBY PAY	12,498	11,000	6,765	11,000	0	0%
708.004	MISC EMPLOYEE BENEFITS	2,924	0	-7,912	0	0	0%
708.005	MEDICARE	1,227	1,300	867	1,300	0	0%
708.006	PERS RETIREMENT	9,347	10,100	7,270	11,000	900	9%
708.007	PAYROLL TAXES	868	900	868	900	0	0%
708.008	HEALTH DENTAL VISION INSURANCE	23,618	23,200	17,720	29,400	6,200	27%
708.009	NATIONAL RETIREMENT	5,805	6,400	4,260	7,100	700	11%
708.010	WORKERS' COMPENSATION	12,655	13,300	9,113	14,000	700	5%
	Total Personnel Salaries & Benefits	\$156,973	\$155,200	\$100,234	\$167,800	\$12,600	8%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIP.	11,880	15,000	1,419	15,000	0	0%
702.031	RENTS & LEASES (VEHICLE REP/MAINT)	30,000	30,000	2,784	30,000	0	0%
702.032	PROFESSIONAL SERVICES	31,339	22,000	7,284	22,000	0	0%
702.034	OTHER CONTRACT SERVICES	9,940	10,000	6,422	24,000	14,000	140%
703.023	ADVERTISING	0	300	91	300	0	0%
703.024	POSTAGE	7,144	7,000	5,879	7,000	0	0%
703.025	OFFICE EXPENSE	488	1,000	368	1,000	0	0%
703.049	CHEMICALS	1,041	1,500	709	1,500	0	0%
704.021	UTILITIES	26,227	25,000	17,025	25,000	0	0%
704.022	COMMUNICATIONS	2,710	2,600	2,232	2,000	-600	-23%
706.010	DEPRECIATION EXPENSE	177,353	0	0	0	0	0%
706.026	MISCELLANEOUS EXPENSE	276	2,000	175	2,000	0	0%
706.027	BOOT & JACKET ALLOWANCE	308	400	200	400	0	0%
706.028	SMALL TOOLS	-289	500	500	500	0	0%
706.029	MAINT. OF BLDG & STRUCTURES	9,707	7,000	2,158	21,400	14,400	206%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	245	500	55	500	0	0%
706.038	STAFF DEVELOPMENT	2,097	2,000	524	2,000	0	0%
706.050	SAFETY EQUIPMENT	427	1,300	112	1,300	0	0%
706.073	UNIFORMS & RAGS	723	800	324	800	0	0%
706.099	BAD DEBTS (SEWER SERVICES)	13,644	0	0	0	0	0%
999.000	TRANSFERS OUT (BOND/CIP FUND)	542,667	544,700	364,817	546,400	1,700	0%
999.000	TRANSFER OUT MANAGEMENT FEE	488,970	567,200	272,155	613,800	46,600	8%
	Total Operating Expenses	\$1,356,897	\$1,240,800	\$685,234	\$1,316,900	\$76,100	6%
CAPITAL OUTLAY							
707.002	CAPITAL EXPENDITURES	0	0	0	0	0	0%
707.003	EQUIPMENT/PROJECTS	0	11,800	8,800	0	-11,800	-100%
	Total Capital Outlay	\$0	\$11,800	\$8,800	\$0	-\$11,800	-100%
	Total Department Appropriations	\$1,513,870	\$1,407,800	\$794,268	\$1,484,700	\$76,900	5%

STAFFING 2 - MAINTENANCE WORKERS

Fund 106-423: Sewer Collection

702.030	Maintenance Operation Equipment		\$15,000
702.031	Rents & Leases		\$30,000
702.032	Professional/Special Services		\$22,000
	State Licenses	\$2,000	
	Monitoring Fees	\$3,000	
	Special/Emergency Work	\$10,000	
	CVCWA	\$1,000	
	Work Order Software Maintenance	\$1,000	
	SWRCB Annual Permit	\$3,000	
	Sewer Management Plan	\$2,000	
702.032	Other Contract Services		\$10,000
	Banking Fees		
703.023	Advertising		\$ 300
703.024	Postage		\$ 7,000
703.025	Office Expense		\$ 1,000
703.049	Chemicals		\$ 1,500
704.021	Utilities		\$25,000
	Pacific Gas & Electric		
704.022	Communications		\$ 2,000
	AT&T Mobility		
	AT&T – Calnet 2		
706.026	Miscellaneous		\$ 2,000
	Computer Replacement	\$750	
	Emergency Needs	\$1,250	
706.027	Boot & Jacket Allowance		\$ 400
706.028	Small Tools		\$ 500
706.029	Maintenance of Bldg/Structures		\$21,400
	* Increase due to Maintenance & Equipment Purchase		
	Sewer System Repairs	\$15,556	
	Turbo Flexible Chain Cutter	\$ 5,844	

AGENDA ITEM 2.3

706.036	Memberships, Dues, Books, Etc.		\$ 500
	Employee books for Certification	\$305	
	CWEA	\$195	
706.038	Staff Development		\$ 2,000
	Employee Training/Education/Certs.		
706.050	Safety Equipment		\$ 1,300
706.073	Uniform & Rags		\$ 800
	Aramark		



AGENDA ITEM 2.3
City of Riverbank
Annual Operating Budget -- Fiscal Year 2016-2017

Fund: 106	SEWER FUND	Department: 424	SEWER TREATMENT
Function:	Public Works		

APPROPRIATION DETAIL

Account	Account Description	FY 2014-15 Actual	FY 2015-16 Budget	2015-16 Expenses To Date	FY 2016-17 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	181,236	182,200	124,836	176,700	-5,500	-3%
701.003	PERSONNEL OVERTIME	31,424	30,000	21,630	30,000	0	0%
708.004	MISC EMPLOYEE BENEFITS	729	0	-18,995	0	0	0%
708.005	MEDICARE	2,905	2,600	2,012	2,600	0	0%
708.006	PERS RETIREMENT	24,265	29,400	19,691	25,100	-4,300	-15%
708.007	PAYROLL TAXES	1,302	1,300	1,302	1,300	0	0%
708.008	HEALTH DENTAL VISION INSURANCE	51,276	54,400	37,696	61,300	6,900	13%
708.009	NATIONAL RETIREMENT	8,707	9,600	6,132	10,600	1,000	10%
708.010	WORKERS' COMPENSATION	26,291	27,900	17,468	27,100	-800	-3%
708.012	DEFERRED COMPENSATION	1,514	1,500	1,024	1,500	0	0%
708.020	PENSION EXPENSE	-4,406	0	0	0	0	0%
	Total Personnel Salaries & Benefits	\$325,243	\$338,900	\$212,797	\$336,200	-\$2,700	-1%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	21,139	35,000	7,116	35,000	0	0%
702.031	RENTS & LEASES (VEH REP./MAINT)	25,000	25,000	0	25,000	0	0%
702.032	PROFESSIONAL SERVICES	95,168	95,000	47,793	105,000	10,000	11%
702.056	TAXES	4,046	2,500	1,719	2,500	0	0%
703.025	OFFICE EXPENSE	3,240	4,000	1,033	4,000	0	0%
703.049	CHEMICALS	2,611	2,500	1,845	3,700	1,200	48%
704.021	UTILITIES	214,956	350,000	105,852	350,000	0	0%
704.022	COMMUNICATIONS	414	1,700	695	1,200	-500	-29%
706.010	DEPRECIATION EXPENSE	262,218	0	0	0	0	0%
706.026	MISCELLANEOUS EXPENSE	847	2,900	447	2,900	0	0%
706.027	BOOT & JACKET ALLOWANCE	703	600	200	600	0	0%
706.028	SMALL TOOLS	2,200	3,000	1,049	3,000	0	0%
706.029	MAINT. OF BLDG & STRUCTURES	15,936	20,000	5,816	20,000	0	0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	1,503	3,000	1,341	3,000	0	0%
706.038	STAFF DEVELOPMENT	1,232	3,000	50	3,000	0	0%
706.050	SAFETY EQUIPMENT	2,810	5,100	1,676	3,300	-1,800	-35%
706.053	LEVEE REPAIR & A.C.	6,558	8,000	0	8,000	0	0%
706.060	INTEREST PAYMENTS (I-F LOAN)	4,408	3,000	0	1,600	-1,400	-47%
706.073	UNIFORMS & RAGS	2,887	3,000	1,670	2,000	-1,000	-33%
706.076	SRF LOAN INTEREST EXPENSE	11,333	9,900	3,588	8,500	-1,400	-14%
999.000	TRANSFERS OUT	0	0	0	0	0	0%
	Total Operating Expenses	\$679,209	\$577,200	\$181,890	\$582,300	\$5,100	1%
CAPITAL OUTLAY							
707.002	CAPITAL EXPENDITURES	0	0	0	30,000	30,000	0%
707.043	AERATOR REPLACEMENT	0	8,800	8,800	0	-8,800	-100%
	Total Capital Outlay	\$0	\$8,800	\$8,800	\$30,000	\$21,200	100%
	Total Department Appropriations	\$1,004,452	\$924,900	\$403,488	\$948,500	\$23,600	2.6%

STAFFING: 1 WASTE WATER TREATMENT PLANT SUPERVISOR
 1 SR. WATER WATER TREATMENT PLANT OPERATOR
 1 WASTE WATER TREATMENT PLANT OPERATOR

Fund 106-424: Sewer Treatment

702.030	Maintenance Operation Equipment		\$ 35,000
702.031	Rents & Leases		\$ 25,000
702.032	Professional/Special Services		\$105,000*
	<i>* Increase due to engineering, consulting and lab costs</i>		
	Lab Analysis	\$13,000	
	Regional Reporting	\$24,000	
	Lab Testing	\$13,000	
	Water Monitoring	\$30,000	
	Misc. Professional Services	\$25,000	
702.056	Taxes		\$ 2,500
	Property Taxes		
703.025	Office Expense		\$ 4,000
703.049	Chemicals		\$ 3,700
	Treatment Plant Chemicals		
704.021	Utilities		\$350,000
	Pacific Gas & Electric - Office	\$10,000	
	MID - Treatment Plant	\$340,000	
704.022	Communications		\$ 900
	AT&T Mobility		
706.026	Miscellaneous Expense		\$ 2,900
	Emergency/Unexpected Needs	\$2,300	
	Bottled Water	\$600	
706.027	Boot & Jacket Allowance		\$ 600
706.028	Small Tools		\$ 3,000
706.29	Maintenance of Bldg/Structures/Grds		\$ 20,000
	Treatment Plant Maintenance		
706.036	Memberships, Dues, Books, Etc.		\$ 3,000
	CW Environment Assoc.	\$1,500	
	State Water Resources	\$300	
	Staff Development Books	\$1,200	
706.038	Staff Development		\$ 3,000

AGENDA ITEM 2.3

Employee Training/Education/Certs/Exams

706.050	Safety Equipment	\$ 3,300
706.053	Levee Repair and A.C.	\$ 8,000
706.073	Uniform & Rags Aramark Uniform Services	\$ 3,000

Requested increases to the following WWTP accounts.

- **106-424-000-702-032**
Professional services,
Increase \$15,000, from \$95,000 to \$110,000
Due to increases in engineering, consulting and lab costs.
- **109-424-000-703-049**
Chemicals
Increase of \$1,200, From \$2,500 to \$3,600.
Increased chemical cost and use, due to weeds, algae, and rodents.
- **106-424-000-707-002**
Capital Expenditures
Est. \$30,000 For contracting out deep ripping of disposal ponds.
The last time the ponds were deep ripped was 16 years ago. The ponds are sealing up, we will be in trouble if we have extended heavy rains.
We currently have more standing water in the ponds than we've had in years.
Depending on what ponds we can get dried out so the contractor is able to get equipment in them, estimates are \$500 an acre, we would like 50~60 acres ripped if we are able.

We also need to move forward with the construction of pond 9 as soon as we can. Giuliani and Kull have already done some preliminary engineering for pond 9 back in 2014.



AGENDA ITEM 2.3
City of Riverbank
Annual Operating Budget -- Fiscal Year 2016-2017

Fund: 114	WATER	Department: 433
Function: Public Works		WATER COLLECTION

APPROPRIATION DETAIL

Account	Account Description	FY 2014-15 Actual	FY 2015-16 Budget	2015-16 Expenses To Date	FY 2016-17 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	275,974	278,100	190,879	287,700	9,600	3%
701.002	PERSONNEL PART-TIME	1,699	58,800	31,857	73,000	14,200	24%
701.003	PERSONNEL OVERTIME	28,231	25,000	16,045	25,000	0	0%
701.004	STANDBY PAY	18,454	18,000	13,708	18,000	0	0%
708.004	MISC EMPLOYEE BENEFITS	4,600	0	-36,540	0	0	0%
708.005	MEDICARE	3,189	3,800	2,662	4,100	300	8%
708.006	PERS RETIREMENT	34,210	41,500	28,605	44,600	3,100	7%
708.007	PAYROLL TAXES	2,374	6,700	5,415	7,000	300	4%
708.008	HEALTH DENTAL VISION INSURANCE	60,142	66,300	49,049	71,600	5,300	8%
708.009	NATIONAL RETIREMENT	14,512	16,000	10,649	17,600	1,600	10%
708.010	WORKERS' COMPENSATION	39,737	42,600	28,197	44,200	1,600	4%
708.012	DEFERRED COMPENSATION	1,969	2,000	1,331	2,000	0	0%
708.020	PENSION EXPENSE (BOOK ONLY)	-4,484	0	0	0	0	0%
	Total Personnel Salaries & Benefits	\$480,607	\$558,800	\$341,857	\$594,800	\$36,000	6.4%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	63,426	68,000	28,568	68,000	0	0%
702.031	RENTS & LEASES (Vehicle Rep/Maint)	22,000	22,000	2,784	22,000	0	0%
702.032	PROFESSIONAL SERVICES	93,000	93,000	16,451	93,000	0	0%
702.034	OTHER CONTRACT SERVICES	10,353	10,000	6,217	24,000	14,000	140%
703.023	ADVERTISING	0	300	550	300	0	0%
703.024	POSTAGE	7,749	7,000	6,405	7,000	0	0%
703.025	OFFICE EXPENSE	1,714	2,000	796	2,000	0	0%
703.064	BACKFLOW INSPECTION EXPENSES	0	3,000	0	3,000	0	0%
703.067	WATER CONSERVATION PROGRAM	2,601	25,000	15,129	25,000	0	0%
704.021	UTILITIES	339,308	300,000	191,818	300,000	0	0%
704.022	COMMUNICATIONS	1,713	1,200	1,360	1,200	0	0%
706.010	DEPRECIATION EXPENSE	308,072	0	0	0	0	0%
706.026	MISCELLANEOUS EXPENSE	3,834	2,200	342	2,200	0	0%
706.027	BOOT & JACKET ALLOWANCE	734	1,000	139	1,000	0	0%
706.028	SMALL TOOLS	471	1,500	1,703	1,500	0	0%
706.029	MAINT. OF BLDG & STRUCTURES	23,644	25,000	8,565	25,000	0	0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	2,134	1,800	449	1,800	0	0%
706.038	STAFF DEVELOPMENT	4,967	4,500	3,173	4,500	0	0%
706.050	SAFETY EQUIPMENT	2,447	2,800	2,499	2,800	0	0%
706.056	STATE & COUNTY WATER FEES	16,558	19,000	13,998	19,000	0	0%
706.073	UNIFORMS & RAGS	2,394	2,500	1,332	2,500	0	0%
706.999	BAD DEBTS (WATER SERVICE)	8,717	0	0	0	0	0%
999.000	TRANSFERS OUT	64,981	52,000	40,289	52,500	500	1%
999.000	TRANSFERS OUT MANAGEMENT FEE	465,507	552,000	259,255	589,600	37,600	7%
	Total Operating Expenses	\$1,446,324	\$1,195,800	\$601,821	\$1,247,900	\$52,100	4%
CAPITAL OUTLAY							
707.002	CAPITAL EXPENDITURES	0	3,000	0	0	-3,000	0%
707.003	EQUIPMENT/PROJECTS	0	8,800	8,200	0	-8,800	0%
707.010	WATER METERS	32,959	50,000	5,615	0	-50,000	-100%
707.011	TWO INCH WATER METERS	5,000	5,000	0	0	-5,000	-100%
	Total Capital Outlay	\$37,959	\$66,800	\$13,815	\$0	-\$66,800	-200%
	Total Department Appropriations	\$1,964,890	\$1,821,400	\$957,493	\$1,842,700	\$21,300	1%

STAFFING: 1 - WATER SUPERVISOR
1 - SR. WATER MW
2 - WATER MW II
1 - WATER MW I

Fund 114-433: Water Collection

702.030	Maintenance Operation Equipment		\$ 68,000
	Water System/Water Wells		
702.031	Rents & Leases		\$ 22,000
702.032	Professional/Special Services		\$ 93,000
	Software Licenses	\$4,358	
	Testing/Sampling	\$10,205	
	Backflow Testing	\$7,760	
	CRWA	\$937	
	American Water Works	\$2,000	
	MCC Control Systems	\$920	
	SJVAPCD Permit	\$2,020	
	E & M Electric & Machinery	\$2,000	
	Equarius Waterworks	\$7,000	
	Other Services	\$20,000	
	Stanislaus, Tuolumne Groundwater Assoc.	\$23,000	
702.034	Other Contract Services		\$ 10,000
703.023	Advertising		\$ 300
703.024	Postage		\$ 7,000
703.025	Office Expense		\$ 2,000
703.064	Backflow Inspection Expenses		\$ 3,000
	Testing		
703.067	Water Conservation Program		\$ 25,000
704.021	Utilities		\$300,000
	Pacific Gas & Electric	\$172,000	
	MID	\$128,000	
704.022	Communications		\$ 1,200
	AT&T Mobility		
706.026	Miscellaneous Expense		\$ 2,200
	Emergency/Unexpected Needs	\$1,500	
	Computer Replacement	\$700	
706.027	Boot & Jacket Allowance		\$ 1,000

AGENDA ITEM 2.3

706.028	Small Tools		\$ 1,500
706.029	Maintenance of Buildings/Structures		\$ 25,000
	Water System Repairs/Maintenance		
706.036	Memberships, Dues, Books, Etc.		\$ 1,800
	Employee Books for Certification Exams	\$1,300	
	American Waterworks	\$500	
706.038	Staff Development		\$ 4,500
	Employee Training/Education/Certifications	\$1,500	
	CWEA Classes/Training	\$1,500	
	CRWA Classes/Training	\$1,500	
706.050	Safety Equipment		\$ 2,800
706.056	State/County Fees		\$ 19,000
	California Department of Public Health	\$13,440	
	SJVAPCD	\$5,560	
706.073	Uniform & Rags		\$ 2,500
	Aramark		



AGENDA ITEM 2.3
City of Riverbank
Annual Operating Budget -- Fiscal Year 2016-2017

Fund:	117	NEIGHBORHOOD IMPROVEMENT	Department:	411
Function:		Administration		CODE COMPLIANCE

APPROPRIATION DETAIL

Account	Account Description	FY 2014-15 Actual	FY 2015-16 Budget	2015-16 Expenses To Date	FY 2016-17 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	57,663	58,700	40,063	61,400	2,700	5%
701.002	PERSONNEL PART-TIME	0	0	0	0	0	0%
701.003	PERSONNEL OVERTIME	0	0	0	0	0	0%
708.004	MISC EMPLOYEE BENEFITS	6	0	-438	0	0	0%
708.005	MEDICARE	746	900	522	900	0	0%
708.006	PERS RETIREMENT	7,364	9,000	6,220	9,600	600	7%
708.007	PAYROLL TAXES	434	400	434	400	0	0%
708.008	HEALTH DENTAL VISION INSURANCE	1,631	1,800	1,286	1,800	0	0%
708.009	NATIONAL RETIREMENT	2,902	3,200	2,130	3,500	300	9%
708.010	WORKERS' COMPENSATION	8,088	8,500	5,806	9,000	500	6%
	Total Personnel Salaries & Benefits	\$78,834	\$82,500	\$56,022	\$86,600	\$4,100	5%
Operating Expenses							
702.034	OTHER CONTRACT SERVICES	949	0	0	900	900	0%
702.042	RELEASE OF LIENS	0	0	0	0	0	0%
703.025	OFFICE EXPENSE	958	1,000	248	1,000	0	0%
704.022	COMMUNICATIONS	414	1,000	767	1,200	200	20%
706.025	WEED & RUBBISH REMOVAL	0	1,000	0	1,000	0	0%
706.027	BOOT & JACKET ALLOWANCE	200	200	159	200	0	0%
706.028	SMALL TOOLS	0	300	0	300	0	0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	150	100	85	200	100	100%
706.037	CONFERENCES & MEETINGS	1,349	1,300	1,261	1,400	100	8%
706.073	UNIFORMS EXPENSE	183	200	0	200	0	0%
706.077	SPRING CLEAN/ALLEY CLEANUP	0	0	0	0	0	0%
	Total Operating Expenses	\$4,203	\$5,100	\$2,519	\$6,400	\$1,300	25%
CAPITAL OUTLAY							
707.013	EQUIPMENT GRANT	0	0	0	0	0	0%
	Total Capital Outlay	\$0	\$0	\$0	\$0	\$0	0%
	Total Department Appropriations	\$83,037	\$87,600	\$58,542	\$93,000	\$5,400	6%

TRANSFER IN OF MANAGEMENT FEES:	GENERAL FUND	(\$75,500)
	NET NEIGHBORHOOD IMPROVEMENT ALLOCATION	<u>\$17,500</u>

STAFFING: 1 NEIGHBORHOOD IMPROVEMENT OFFICER II

Fund 117: Neighborhood Improvement

702.034	Other Contract Services		\$950
	Technical/Legal Services		
703.025	Office Expense		\$1,000
704.022	Communications		\$1,200
	AT&T – Mobility		
706.025	Weed & Rubbish Removal		\$1,000
706.027	Boot and Jacket Allowance		\$200
706.028	Small Tools		\$300
706.036	Membership, Dues, Books, Etc.		\$150
	CACEO		
706.037	Conferences and Meetings		\$1,350
	California Association of Code		
	Enforcement Officers	\$1,000	
	Contract Hour Classes	\$350	
706.073	Uniforms and Rags		\$200



AGENDA ITEM 2.3
City of Riverbank
Annual Operating Budget -- Fiscal Year 2016-2017

Fund:	119	EQUIPMENT POOL	Department:	442
Function:		Public Works		Vehicle Maintenance

APPROPRIATION DETAIL

Account	Account Description	FY 2014-15 Actual	FY 2015-16 Budget	2015-16 Expenses To Date	FY 2016-17 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	60,877	60,900	41,381	62,300	1,400	2%
708.004	MISC EMPLOYEE BENEFITS	-467	0	-7,806	0	0	0%
708.005	MEDICARE	802	900	546	900	0	0%
708.006	PERS RETIREMENT	8,118	9,800	6,980	10,300	500	5%
708.007	PAYROLL TAXES	434	400	434	400	0	0%
708.008	HEALTH DENTAL VISION INSURANCE	10,513	13,200	9,312	14,500	1,300	10%
708.009	NATIONAL RETIREMENT	2,902	3,200	2,130	3,500	300	9%
708.010	WORKERS' COMPENSATION	8,706	9,300	6,042	9,600	300	3%
	Total Personnel Salaries & Benefits	\$91,885	\$97,700	\$59,019	\$101,500	\$3,800	4%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	4,335	3,200	1,586	3,200	0	0%
702.038	SPRINT LEASE/PURCHASE	2,865	2,600	2,080	5,000	2,400	92%
702.044	CNG FUELING PUMP MAINTENANCE	6,200	20,000	9,482	20,000	0	0%
703.025	OFFICE EXPENSE	329	300	228	300	0	0%
704.021	UTILITIES	19,017	30,000	16,603	30,000	0	0%
704.022	COMMUNICATIONS	792	1,500	643	1,500	0	0%
705.040	VEHICLE MAINTENANCE EXPENSE	68,717	65,000	26,552	65,000	0	0%
705.041	VEHICLE FUEL	71,919	80,000	31,934	70,000	-10,000	-13%
706.026	MISCELLANEOUS EXPENSE	549	300	134	300	0	0%
706.027	BOOT & JACKET ALLOWANCE	0	200	0	200	0	0%
706.028	SMALL TOOLS	777	1,000	734	1,000	0	0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	100	300	0	300	0	0%
706.037	TRAVEL, CONF & MEETINGS	157	500	0	500	0	0%
706.040	PERMITS & LICENSES	1,347	3,000	1,510	3,000	0	0%
706.050	SAFETY EQUIPMENT	108	1,100	266	1,100	0	0%
706.056	STATE/COUNTY FEES	978	1,100	978	1,100	0	0%
706.073	UNIFORMS & RAGS	1,059	2,000	699	1,000	-1,000	-50%
	Total Operating Expenses	\$179,249	\$212,100	\$93,428	\$203,500	-\$8,600	-4%
CAPITAL OUTLAY							
707.002	CAPITAL EXPENDITURES	16,144	0	0	0	0	0%
	Total Capital Outlay	\$16,144	\$0	\$0	\$0	\$0	0%
	Total Department Appropriations	\$287,278	\$309,800	\$152,446	\$305,000	-\$4,800	-2%

STAFFING: 1 CITY MECHANIC

Fund 119: Equipment Pool

702.030	Maintenance Operation Equipment		\$ 3,200
	Certified Operator Testing		
702.038	Sprint Lease/Purchase		\$ 2,600
	Phone Service		
703.044	CNG Maintenance		\$ 20,000
703.025	Office Expense		\$ 300
704.021	Utilities		\$ 30,000
	PG & E	\$ 20,000	
	MID	\$ 10,000	
704.022	Communications		\$ 1,500
	AT&T Mobility/CalNet 2		
705.040	Vehicle Maintenance Expense		\$ 65,000
705.041	Vehicle Fuel		\$ 70,000
	Gas/CNG		
706.026	Miscellaneous Expense		\$ 300
706.027	Boot & Jacket Allowance		\$ 200
706.028	Small Tools		\$ 1,000
706.036	Memberships, Dues, Books, Etc.		\$ 300
706.037	Travel, Conference & Meetings		\$ 500
	Mechanic Conferences/Meetings		
706.040	Permits & Licenses		\$ 3,000
	SJVAPCD		
	State Board of Equalization		
706.050	Safety Equipment		\$ 1,100
706.056	State/County Fees		\$ 1,100
	Property Taxes		
706.73	Uniform & Rags		\$ 2,000
	Aramark		