



2012-2013 ADOPTED BUDGET



CITY OF LOS BANOS

Cover Photos:

Ariel View of Commercial Buildings along HWY 152 Los Banos

City of Los Banos Police and Fire Station

City of Los Banos College Greens Park



City of
Los Banos
At the Crossroads of California

2012-2013 Adopted Budget

City Council

Mayor	Michael Villalta
Mayor Pro Tem.....	Scott Silveira
Council Member.....	Tom Faria
Council Member.....	Joe Sousa
Council Member.....	Elizabeth Stone

City Manager

Steve Rath

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Prepared By: Finance Department

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CITY OF LOS BANOS ORGANIZATION CHART

Citizens of Los Banos



Council Member Joe Sousa	Mayor Pro Tem Scott Silveira	Mayor Mike Villalta	Council Member Elizabeth Stone	Council Member Tom Faria
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City Clerk Lucy Mallonee	City Treasurer Martha Brazl
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City Manager
Steve Rath

Planning Commission	Recreation Commission			City Attorney William Vaughn
Airport Commission	Economic Development Commission			
Cultural & The Arts Commission	Traffic Commission			

Administrative Services Director Lucy Mallonee	Fire Chief Chet Quintini	Public Works Director/City Engineer Mark Fachin	Police Chief Gary Brizzee	Community Development Director Paula Fitzgerald	IT Director Rick Spalding
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City of Los Banos

2012-2013 Adopted Budget

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Introduction



City of
Los Banos
At the Crossroads of California

June 20, 2012

Mayor and City Council
City of Los Banos
520 J St, CA 93635

SUBJECT: Adopted Budget for 2012-2013 Fiscal Year

Honorable Mayor and Members of the City Council:

The City of Los Banos's 2012-2013 adopted budget is presented to you with pride in the collective efforts of each Department Head and as well as all City employees in the development of this document.

The City scheduled two Council budget study sessions on May 22, 2012 and May 29, 2012 beginning at 5:00 p.m. There will be a budget public hearing and adoption scheduled on June 20, 2012. This budget represents our determination to continue towards our goal of achieving the best for our citizens, providing Council approved core services and utilizing tax revenues in the most efficient and effective manner possible. Our continued financial stability is based on two factors, the stabilization of our local economy and the City's organizational plan as directed by the City Council to the staff and employees that assist us in accomplishing our goals.

This proposal has been difficult to prepare in light of all the hard choices that were made in order to present a fiscally responsible 2012-2013 budget. We strongly believe given the severe fiscal constraints we face that this adopted 2012-2013 fiscal year budget meets the Council's objective.

Budget Overview

In preparing the City's adopted budget for 2012-2013 there has been several financial challenges that have placed limitations on the General Fund. For your convenience listed below are the challenges we are facing:

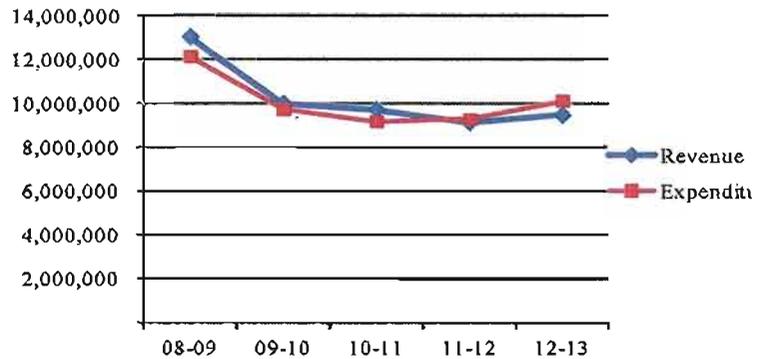
- Loss of Vehicle License Fees from the State
- Elimination of Redevelopment Agencies
- Lack of growth in property taxes
- Expiration of the existing Community Oriented Policing (COPS) Grant
- Increase in retirement rates
- Increase in health insurance premiums
- Increase of gasoline and energy utility rates

These financial challenges have overshadowed the City department's reductions in expenditures where it was feasible to bridge the gap between declining tax revenues and increased expenditures. All of these issues have created a \$650,000 structural deficit in the General Fund. Even with the challenges we face

the City has been protective managing operating reserves throughout the current economic downturn. The City's General Fund estimated revenues of \$9.5 million continue to retreat as property taxes are estimated to decline an additional 3% and sales tax revenues are anticipated to increase 2.6%. The requested expenditures are \$10.1 million in order to maintain an operating reserve of \$4.5 million. The graph below displays the gap between revenues and expenditures in the 2012-2013 fiscal year

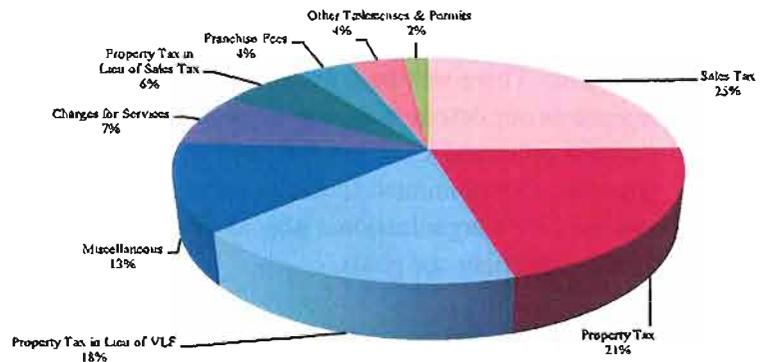
General Fund Revenues vs Expenditures

FY	Revenue	Expenditures
08-09	13,060,329	12,168,358
09-10	10,040,317	9,768,573
10-11	9,765,833	9,219,837
11-12	9,184,014	9,316,636
12-13	9,520,573	10,161,815



FY 2012-2013 General Fund Revenues

Sales Tax	\$2,350,000
Property Tax	\$1,984,356
Property Tax in Lieu of VLF	\$1,699,655
Miscellaneous	\$1,206,714
Charges for Services	\$687,978
Property Tax in Lieu of Sales Tax	\$625,000
Franchise Fees	\$400,000
Other Taxes	\$387,000
Licenses & Permits	\$179,870
TOTAL	\$9,520,573

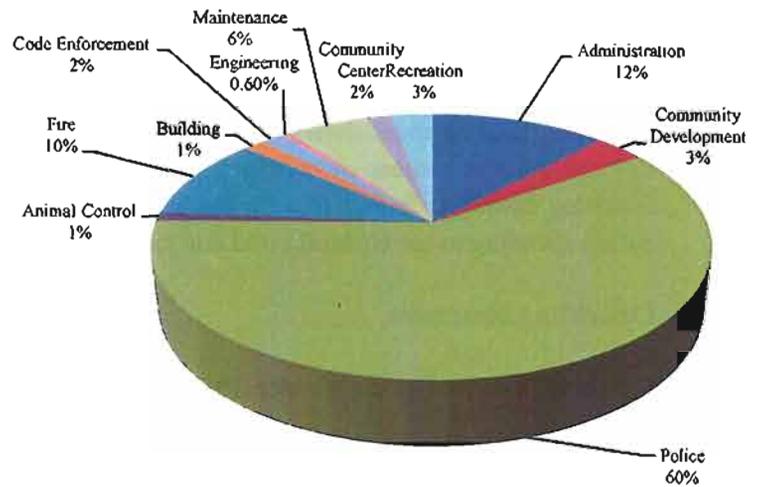


The City's top General Fund revenue is Sales Tax. This revenue source makes up 25% of the General Fund. The second largest revenue is Property Tax which makes up 21% of the General Fund. From fiscal year 2007-2008 Property Tax revenue has decreased 47% and the total General Fund revenues have decreased by 49%. It is important to note that these revenues pay for services that cannot pay for themselves such as Police and Fire services.

The General Fund is the largest operating fund in the City and all discretionary resources are accounted for in this fund. Public Safety accounts for the largest portion of the General Fund with Police at 60% and Fire at 10% of the total budget.

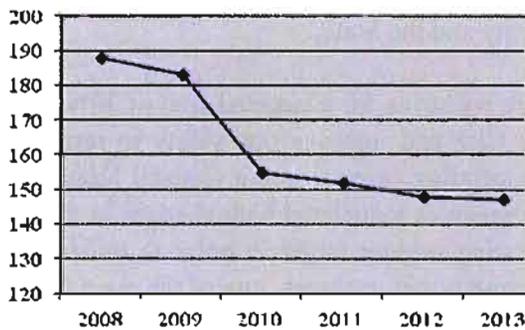
FY 2012-2013 General Fund Expenditures

Administration	\$1,227,564
Community Development	\$346,069
Police	\$6,072,887
Animal Control	\$101,588
Fire	\$1,004,964
Building	\$139,192
Code Enforcement	\$165,801
Engineering	\$60,820
Maintenance	\$572,284
Community Center	\$170,203
Recreation	\$300,440
TOTAL	\$10,161,812



General Fund expenditures of \$10.1 million are up from \$9.7 million at the start of the 2011-2012 fiscal year. Current expenditures have increased mainly for personnel benefit costs since 87% of General Fund is devoted for the cost of personnel (salaries and benefits). These expenditures had to be reduced in order to achieve any kind of significant budget reductions. A large amount of savings have been incurred since April of 2010 with the combination of cross the board employee concessions with employee givebacks. These givebacks included employees paying the Employee portion of CalPers and covering 2.5% of their benefit packages. A reformation of pension costs and benefits were also put in place for future savings. The City is very thankful to its employees for their willingness to help maintain the current level of service and for their help to achieve the City Council's objective of no further layoffs.

In addition further cuts have been made by not filling any vacant positions that do not affect City's core services. The graph below identifies the decrease in positions employed by the City:



Fiscal Year	# of Employees
2007	177
2008	188
2009	173
2010	155
2011	152
2012	148
2013	147

All departments have had budgetary decreases and were encouraged to reduce supplies and services to fiscal year 2010-2011 level. In some cases, there may be service impacts as we focus on "core services" as a result of balancing our budget.

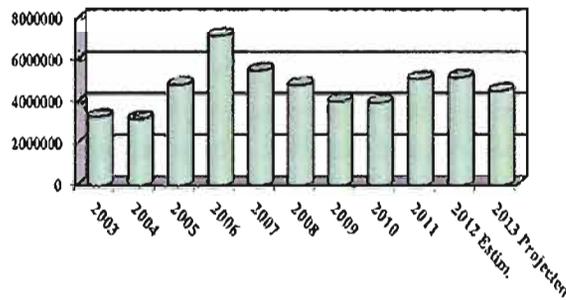
Health, property, workers compensation and liability insurances continue to have a substantial impact on our budget. Through our self-insurance costs by the Central San Joaquin Valley Risk Management Association (CSJVRMA), the increases were 3% in comparison with an increase of 4% from the prior year for our liability coverage and worker's compensation. Health insurance rates increased 2.5% effective January 1, 2012. Also, effective January 1, 2011 the City only pays up to the HMO rate level for all employees' health plans with some variations among bargaining units that are detailed in the

memorandum of understandings for those units. To achieve parity between active employees and retirees, staff has presented with this proposal a retirees insurance rate plan capped at the HMO level. Retirement rates with CalPERS are also projected to increase slightly for fiscal year 2012-2013 but a more drastic increase will occur in fiscal year 2013-2014

The 2012-2013 fiscal year budget totals \$34.7 million in revenues and \$38.6 million in expenditures. The beginning fund balances shows a decline in available fund balance of \$4 million as we start the year with \$37 million and project an ending balance of \$33 million. This decline is attributed to the usage of restricted developer impact fees for the purchase of 7 new Police vehicles, and Prop 1B street repairs and deficit spending in the General Fund due to the weak economy

Operating Reserves

General Fund - Fund Balance 2003 – 2013



Even in this economic recession, at the end of 2011 we were able to increase the fund balance to \$5 million from \$3.9 million in 2010. As we deficit spend \$650,000 for fiscal year 2012-2013 we still estimate the General Fund's ending fund balance at June 30, 2013 to be \$4.5 million. The \$4.5 million will allow the City a 44% reserve to cover monthly operating costs when expenditures exceed revenues, as the City is required to wait for tax revenues from the County and the State.

The goal for the operating reserve is to adopt a policy where we strive for a targeted goal of 30% for the General Fund operating reserve in order to safeguard the City and improve our ability to respond to emergency needs. The Adopted budget provides a 44% operating reserve in the General Fund. This policy provides increased protection against the uncertain dynamics associated with changes in the local economy. It is critical to maintain the General Fund operating reserve target in order to utilize funds during the first six months that the City does not receive property tax revenues, one of the main General Fund tax revenues. There are no current capital project reserves in the City's General Fund.

Our goal is to provide citizens with a General Fund budget that balances operating expenditures with tax revenues. In the 2012-2013 fiscal year, the department expenditures exceed anticipated revenues. Because of the timing of our general fund revenues, we need to maintain this fund balance reserve. We anticipate that this upcoming fiscal year and the 2013-2014 fiscal year will require us to maintain existing services at less than current levels and refrain from funding additional capital projects from the General Fund.

Measure P/Measure A

In November 2004, Los Banos' Measure P for 911, fire protection, and police was approved by 77.9% of local citizens. This measure provides a .5% sales tax for public safety in the City. Measure P is split 50/50 into two funds, one for police & one for fire. Just like the General Fund Measure P has experienced reductions in revenues based upon the loss of retail sales and the reduction of purchases of large "ticket" items by citizens but we are seeing a gradual comeback. In November 2009, voters approved Measure A which modifies the Measure P expenditure plan to support police and fire personnel for the next five years. For FY 2012-2013 we will be utilizing Measure A funds to pay for 6 Police Officers and 2 Fire Captains. This has helped the shortfall in the General Fund due to increased personnel costs and decreased revenues.

Community Facilities District CFD

Revenues received from the Community Facilities District (CFD) pay for additional police and fire personnel that cover newly annexed areas of the City. The assessed amount for the 2012-2013 fiscal year will be \$307.26 per parcel which is a 2.6% increase from the prior year. The CFD funds are split into two funds between Police and Fire. With the current health and retirement increases, CFD for police was not able to sustain its current personnel so funds will be transferred from the General Fund to make the fund whole.

Assessment Districts

The City has maintained residential subdivision landscape and lighting districts since 1988. Currently the City maintains 18 districts. Revenues received are assessed on the homeowner's annual property tax. The actual cost of maintenance the City provides compared to areas that are not included in landscaping and lighting assessment districts totals that 65% of City parks and street landscapes. The City charges the actual costs for personnel including equipment and vehicle usage when working in the districts. Because of the limitations to increase fees associated with the districts, several will carry over negative fund balances until the fees associated with the maintenance of these parks can cover the costs.

Grants

During the course of the past several years, the City has been successful in obtaining a number of specific purpose grants comprised of Federal and State funding. Grant funding helps alleviate significant economic impact. The Federal government has established the American Recovery and Reinvestment Act of 2009. The City has been awarded funding for transportation projects, police personnel, and neighborhood stabilization program. The Federal stimulus funding will provide opportunities for the City to operate and maintain services; however it will not be a fix for the sustained budget problems we face. The Police Department has been awarded grants to cover overtime costs and replacement of equipment through the AVOID program and the Justice Assistance Grant (JAG). Streets Department has been awarded grants for overlays and reconstruction of roads through Prop 1B and CMAQ.

Enterprise Fund (Business-Type Funds)

The City maintains four business-type enterprise funds. Water, Wastewater, Solid Waste, and Airport. The goal of the City is for business-type funds to be self-sufficient.

A utility rate study was completed and approved in fiscal year 2011-2012. Rates were reviewed and designed to produce the minimum revenue needed to cover projected operating costs, including direct

operation expenses, regulatory requirements, contractually agreed-upon cost increases, bond repayment, and capital improvements. Therefore, rate increases are scheduled for 5 years in order to meet our community infrastructure needs.

Internal Service Funds

The City has three internal service funds: Fleet Services; Information Technology Services; and Retiree's Medical Health Service.

The Fleet Service fund oversees the City's fleet and equipment. The capital program has been placed on hold. A few vehicles will be retrofitted to meet state air quality regulations.

IT (Information Technology) Services is maintained by City staff. This department will be funded throughout the City's other department's based on their use of IT Services during prior calendar year. The capital replacement is on an "as needed" basis.

The Retirees Medical Health fund is another internal service fund that addresses the Government Accounting Standards Board (GASB) 45. Retiree's Medical Health is currently funded on a 30 year plan to fully fund the cost of the required benefit for employees and dependants.

Accounting Basis

The City of Los Banos' budget utilizes a modified accrual basis of accounting for its General Fund and other governmental-type funds. Revenues are recognized when they are available to finance expenditures of the current period and that expenditures are recognized when the payment is due. The accrual type accounting is utilized for the City's proprietary funds. Under this method, revenues are recognized when earned and expenditures are recorded at the time liabilities are incurred.

The State of California

The State is facing large budget problems. It is estimated that California must address a \$17.9 billion gap between current law resources and expenditures. The Governor's May budget package proposed \$19.1 billion of solutions, enough to close the \$17.9 billion shortfall and leave the General Fund with a \$1.2 billion reserve. Program spending reductions make up two-thirds of the solutions proposed by the Governor. Compared to his January proposal, the May Revision assumes a more reasonable level of increased federal aid of \$3.4 billion, although receipt of even that amount remains uncertain. Borrowing and fund shifts total about 10 percent and new revenues make up under 5 percent.

The 2012-2013 adopted budget that the Governor has submitted keeps the cuts made from last year and adds new ones. He is asking voters to approve a temporary tax increase on the wealthy, a modest and temporary increase in sales tax and to guarantee that the new revenues be spent only on education. He will also be asking voters to pass a ballot measure to protect public safety programs. His budget also includes important reforms that will improve government efficiency, pay down debt, and reorganizes state government by consolidating or eliminating functions.

The Economy

Critical to any budget planning are the current economic conditions and outlook for the Nation, the State, and the City. California and the San Joaquin Valley economic recovery is trying to gain traction along with the nation, despite unemployment rate problem. California's unemployment rate is still above 11%; locally we're experiencing a 20% unemployment rate. The return of job growth is essential to generate a self-reinforcing recovery.

The local economy has presented significant challenges to the City of Los Banos during the past several years. According to the Department of Finance (DOF), our population grew by .41% for a total of 36,546 citizens as of January 2012. The consumer price index for year ending February 2012 was 3% based on the San Jose / San Francisco / Oakland index in comparison with the National level at 2.7%. Unemployment is currently 21.1% in Los Banos in comparison with Merced County at 20.2%, California at 11% and Nationwide at 8.2%.

Strategic Plan

The fiscal year 2012-2013 Budget has been a team effort to manage resources in light of continued economic downturns and uncertainties while focusing on core services. We must be mindful that achieving the goals require planning, vigilance and thoughtful implementation. Even significant revenue will not provide us with all the resources needed to meet our goals and will require discipline, dedication, innovative and creative approaches. Planning and Performance Measures will become increasingly more important to provide balancing future year budgets and providing the Citizen's of Los Banos the best return for their tax dollars entrusted to the City. This process will be improved and continued as part of the City's budget development and evaluation cycle.

Conclusion

The City is experiencing similar economic forces that many other cities in the San Joaquin Valley are experiencing. Although there are many challenges ahead the first step was taken over 4 years ago by identifying the City's current and future core service needs and addressing those challenges.

City Staff priorities as previously directed by the City Council for the 2012-2013 fiscal year budget include:

- Maintaining public safety for the citizens
- Managing the structural annual deficit in the General Fund
- Maintaining an operating reserve to get us through lean revenue months
- Preparing for budget years ahead

Our recommended action for the coming fiscal year requires our management team to continue working with the City Council, and community to develop strategies to improve revenues and infrastructure while meeting the needs of our community.

As we strive for economic stability, we must also ensure that we maintain adequate police and fire protection, and a balance of services to sustain a healthy and safe city where citizens feel safe and secure. We will strive to maintain amenities to make Los Banos an attractive place to live, work and play resulting in an attractive, economically vibrant, healthy, safe, socially diverse and culturally rich community for our citizens.

Respectfully,



Steve Rath
City Manager

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City of
Los Banos
At the Crossroads of California

MISSION STATEMENT

*The City of Los Banos
is committed to providing
excellent services and enhancing
the community's quality of life.*

FUTURE GOALS

(not in priority order)

- Develop and begin to implement a well-designed, planned city
 - Attract diverse commercial and industrial development
 - Improve communications with the community
 - Increase and retain quality staff
 - Strengthen the City's revenues

California Society of Municipal Finance Officers

Certificate of Award

***Excellence Award in Operating Budget
Fiscal Year 2011-2012***

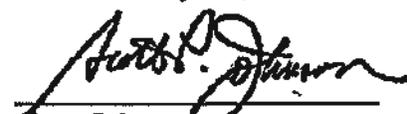
Presented to the

City of Los Banos

For meeting the criteria established to achieve the Excellence Award in Operating Budget.

February 29, 2012




Scott Johnson
CSMFO President


Chu Thai, Chair
Professional Standards and
Recognition Committee

Dedicated Excellence in Municipal Financial Reporting

Gann Appropriation Limit

In November 1979, the California voters passed Proposition 4 (Article XIII B - "Gann Limit"), which placed a spending limit on the State and local governments. According to the Revenue and Taxation Code, Section 7910, each local government must establish its appropriations limit by Resolution each year at a regularly scheduled meeting or a noticed special meeting.

This year is the thirty second year in which the appropriation limit has been in effect. The City's actual budget subject to limitation is \$9.13 million. This means that the City has an additional \$25.63 million which could legally be appropriated. The annual adjustments to the spending limit were liberalized by Proposition 111 to be more closely linked to the rate of economic growth.

The provisions provide for the California per-capita personal income growth (a 1.0377% increase) or growth in non-residential property assessed valuation, whichever is higher. Non-residential construction for Merced County is not currently available.

Cities can choose to use the rate of "change in population" either within the City (a 1.0041% increase for the City of Los Banos) or the County (a 1.0055% increase for the County of Merced), whichever is higher.

Revenue

Article XIII B defines proceeds of taxes to include (1) tax revenues, (2) investment earnings on tax proceeds, and (3) fees and charges in excess of the cost of providing the specific service for which they are intended and/or imposed. Appropriations financed by other forms of revenues--such as charges, licenses, fees, proceeds of asset sales, and settlement funds--are not subject to the limit. Below illustrates the revenues the City receives.

Resources:	2012-13 FY Appropriation Limitation		
	Total	Appropriations:	
		Not Subject	Subject
Proceeds of Taxes:			
Property Tax	1,984,356		1,984,356
Property Tax in lieu of VLF & Sales	1,699,655		1,699,655
Sales Tax	2,350,000		2,350,000
Special Taxes -PS Augmentation	1,775,186		1,775,186
Special Tax CFD 2002-01	706,068		706,068
State Subventions (VLF, HOPTR)	3,600		3,600
Transient Occupancy Tax TOT	215,000		215,000
Franchise Fees	400,000		400,000
Total Proceeds of Taxes:	9,133,865		9,133,865
Non-proceeds of Taxes:			
General fund not tax proceeds	2,867,962	2,867,962	
Special Revenue Funds	4,422,358	4,422,358	
Capital Project Funds	62,190	62,190	
Debt Service Funds	0	0	
Enterprise Funds	15,686,995	15,686,995	
Internal Service Funds	2,590,755	2,590,755	
Total Proceeds of Non-Taxes:	25,630,260	25,630,260	
Total of All Resources:	34,764,125	34,764,125	9,133,865
Maxium Allowable appropriations subject to limitations 2012-13 FY			65,286,415
Balance Under Article XIII B Limit:			56,064,951

Currently the City is only 13.99% of its limitation and therefore will not be impacted by the appropriation limit.

Exhibit A

City of Los Banos

GANN APPROPRIATION LIMITATION

Fiscal Year 2012-2013

Appropriation Limit Calculation.

Fiscal Year 2011-2012		\$62,570,841
Allowable Increase		
CA per Capita Income	1.0377	
Non-Res. Construction	N/A	
City Population	1.0041	1.0434
County Population	1.0055	
2012-2013 Tax Related Appropriation Limit		\$65,286,415

City of Los Banos Tax Appropriation Limit - 10 Years

FY	City Population	Limit
2012-2013	36,546	\$65,286,415
2011-2012	36,525	\$62,570,841
2010-2011	36,421	\$60,014,235
2009-2010	36,198	\$60,990,076
2008-2009	36,052	\$59,788,331
2007-2008	35,211	\$55,725,912
2006-2007	34,223	\$51,612,403
2005-2006	32,380	\$47,233,828
2004-2005	32,310	\$42,819,171
2003-2004	30,795	\$39,768,897

Fiscal Policies

1. REVENUE

- A. The City will endeavor to maintain a diversified and stable revenue base to minimize the effects of economic fluctuations on revenue generation.
- B. The City will estimate revenues using an objective, analytical process; in the case of uncertainty, conservative projections will be utilized.
- C. The City will fund all current expenditures from current revenues and available fund balance, avoiding procedures that balance current budgets by postponing needed expenditures, accruing future revenues, or rolling over short-term debt.
- D. Development process costs and related administrative expenses will be offset by development fees.
- E. City staff will provide monthly reports to the City Council which compare and analyze year-to-date actual revenues and expenditures to budget.

2. RESERVES & DESIGNATIONS

Purpose

- A. The City of Los Banos commits to target the minimum level necessary to maintain the City's credit worthiness and to adequately provide for economic uncertainties, local disasters or catastrophes, future debt or capital obligations, cash flow requirements and legal requirements.
- B. The City shall maintain unappropriated fund balance or working capital in the General Fund, Water and Sewer operating funds.

Policy

- C. General Fund – The City shall make every effort to keep a minimum reserve level of 30% of the General Fund projected expenditures for the current year. The 30% minimum reserve level includes non-recurring emergencies and economic uncertainty.
- D. Water and Sewer Operating Funds - The City shall make every effort to keep a minimum reserve of the appropriated operating budget for each of these enterprise operating funds.
- E. Liability Program – The City shall make every effort to minimize its risk. The City is a member of Central San Joaquin Valley Risk Management Authority which maintains a pooled coverage program for workers compensation, liability, auto-physical damage, property, and errors and omissions insurance. Under the pooled liability program, expected claims are actuarially determined and deposited with the Authority along with all estimated operating costs.
- F. Other reserves; such as for cash flow needs or anticipated costs for service enhancements, will be established each fiscal year as needed.

Fiscal Policies (continued)

3. CASH MANAGEMENT

- A. Investments and cash management will be the responsibility of the City Treasurer.
- B. In accordance with Section 53646 of the Government Code, the City Council will review and update annually, a specific investment policy. The primary purpose of this policy is to set forth the City's investment philosophy and objectives. The City's investment objectives are, in order of priority: 1) safety, 2) liquidity, and 3) yield. The policy also specifically outlines authorized investments, the acceptable percentages and maximum maturities allowed for each investment instrument and criteria used to determine qualified depositories/dealers.
- C. The City invests all idle cash as determined by analysis of anticipated cash flow needs. Specific emphasis will be placed on future cash requirements when selecting maturity dates to avoid forced liquidations and the potential corresponding loss of investment earnings.
- D. In order to maximize yields from the overall portfolio, the City will consolidate cash balances from all funds for investment purposes, and will allocate investment earnings to each fund in accordance with generally accepted accounting principles.
- E. The City Treasurer will generate a quarterly report to the City Council in conformance with all State laws and City investment policy requirements.
- F. The City's independent auditors, in conjunction with their annual audit, will audit cash and investment balances in conformance with generally accepted accounting principles.

4. BUDGET

- A. The City of Los Banos's Budget will be developed on an annual basis. Appropriations for each year will be approved by the City Council.
- B. The City's Budget Document will work towards developing selected performance measures to better describe the workload of the different City programs, to gauge our effectiveness in providing services, and to ultimately be able to compare the City's overall performance with other like agencies.
- C. The City will avoid budgetary and accounting procedures that balance the current budget at the expense of future budgets.
- D. The legal level of control is established as follows: The City Manager has the authority to transfer between line items within an activity to facilitate the functions of the activity in accordance with the directions, goals and policies of the City Council. The City Manager is authorized to transfer appropriations within an activity budget to facilitate the functions of that activity in accordance with the directions, goals and policies of the City Council. A transfer of appropriations between activities, additional appropriations, new programs, or new appropriations requires the authorization of the City Council.
- E. A mid-year budget report will be presented to Council in January each fiscal year.
- F. Budget Adjustments will be presented to Council throughout the year as necessary.

Fiscal Policies (continued)

5. DEBT

Purpose

- A. To define the role of debt in the City's total financial strategy to avoid using debt in a way that weakens other parts of the financial structure of the City.
- B. To provide for limits on debt to avoid potential pitfalls in servicing the debt.
- C. To maintain the best possible credit rating.

Policy

- D. When the City finances capital projects by issuing bonds, it will pay back the bonds within a period not to exceed the expected useful life of the project.
- E. The City will confine long-term borrowing to capital improvements or projects that cannot be financed from current revenues.
- F. The City shall not use long-term debt for current operations.
- G. The City will maintain good communications about its financial condition with credit rating agencies.
- H. The City will follow a policy of full disclosure on every financial report and bond prospectus.
- I. Refinancing or bond refunding will only be undertaken when there is significant economic advantage to the City, and when it does not conflict with other fiscal or credit policies.
- J. The maintenance of the best possible credit rating shall be a major factor in all financial decisions.

Budget Preparation Process

The budget represents the 2012-2013 financial plan for the City of Los Banos. This document concludes an ongoing process involving input from everyone in the community. Budget development is a process, which begins in February and continues until the official budget is adopted by the City Council in June. Participation at all levels is evident in this ongoing process.

Review of Goals

There are several goals associated with the preparation and development of the City's budget document. First, the budget is a financial plan and management tool. The document should assist staff in monitoring revenues and expenditures and in evaluating the effectiveness of City activities and services. Second, the budget serves as an important reference document. It should provide staff, City Council and the general public with extensive information on the nature and scope of the municipal operations and services.

Department Budget Requests

The Finance Department issues revenue and expenditure budget sheets listing the prior year actual expenditures, current year appropriation amounts and space to input budget requests for the upcoming year. The departments fill out the forms with particular attention given to providing sufficient justification for budget requests. Individual business plans are required for significant operating budget increases. All business plan requests are returned to the Finance Department in preparation for the City Manager review.

Budget Review and Analysis

Departmental review sessions are scheduled with the City Manager, Administrative Services Director, and the Finance Department. The objectives of this phase are to ensure that the intent of all budget requests is understood and complete. Various analytical techniques are utilized in evaluating departmental budget requests. Some of these include: evaluation of historical expenditure patterns as well as review of departmental operations. Spending priorities are based on the City's financial policies and mandated requirements, focusing on service levels, covering insurance and bond requirements, and the balancing of manpower, supplies and equipment. After these reviews, the management staff makes their final adjustments and recommendations for presentation to City Council.

City Council Adoption

In May the proposed budget is printed and distributed and City Council study sessions are held. A public hearing of the budget is conducted at the second Council meeting in June and the budget is adopted. In July the final adopted budget is published and final distribution is made.

Description of Funds

The basic accounting and reporting node for a City is a fund. A fund is “an independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created” Funds are established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Funds used in government are classified into three broad categories: governmental, proprietary, and fiduciary. Governmental funds include activities usually associated with a typical state or local government’s operations (public safety, general government activities, etc). Proprietary funds are used in governments to account for activities often found in the private sector (utilities, stadiums, and golf courses are prime examples). Fiduciary funds account for assets held in a trustee or agent capacity for outside parties, including individuals, private organizations, and other government agencies. The various funds are grouped in fund types and categories as follows:

GOVERNMENTAL FUNDS

Includes activities usually associated with the governmental entities’ operations (police, fire and general government functions).

GENERAL FUND

The General Fund is a governmental fund used to account for the day-to-day operations of the City. All financial activity that is not required to be accounted for in another fund is included in the General Fund. Major revenue sources are all general taxes, such as property taxes, sales taxes and transient occupancy taxes, licenses and permits, funding from other government agencies such as vehicle-in-lieu fees, fines and penalties. Government Administration, Public Safety, Community Development & Building, Street, Animal Control and Public Services Maintenance are funded from the General Fund.

SPECIAL REVENUE FUND

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

- **Gas Tax Fund (215-225)** – Was established to account for the construction and maintenance of the street system in Los Banos. Financing is provided by the City’s share of state gasoline taxes.
- **Traffic Impact Fees (230,233,234)** – Fees received from developers to be expended on new streets, traffic signals, and improvements of existing streets where they are impacted by new development.
- **Storm Drain Fee Fund (232)** - Fees received from developers to be expended on maintenance and improvements of existing storm drains where they are impacted by new development.

Description of Funds (continued)

SPECIAL REVENUE FUND (continued)

- **Fire Capital Improvement Fund (243)** – Developers fees that are charged to pay for fire capital improvement items such as equipment and vehicles.
- **Community Center Fee (244)**-Developer fees that are charged to pay for a community center
- **Police Capital Improvement Fund (245)** – Developers fees that are charged to pay for police capital improvement items such as equipment and vehicles.
- **Traffic Safety Fund (246)** – Revenue received is the cities share of vehicle code fines collected within the City and it must be spent on traffic safety (police) expenditures.
- **Park Development Fees (250-259)** – Fees are received from developers to be used for the design, development and construction of new parks within the City
- **Assessment Districts (271-289)** – Fees are charged to residents in the Assessment Districts through their property tax bills and funds are used to maintain landscaping and lighting.

CAPITAL PROJECT FUNDS

Capital Project Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities.

- **Prop 1B (308)** – Established to account for construction of street projects. Also includes reflective pavement markers for various other streets.
- **Child Development Center (324)**-Established to account for the building maintenance of the Child Development Center located at 1620 San Luis Street..
- **Los Banos Transpo Center (325)** - Established to account for the construction of a transportation center on 2nd and H Street.

PROPRIETARY FUNDS

BUSINESS – TYPE FUNDS

Business-Type Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the costs (including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

- **Water Fund (501)** – Established to provide water services to the residents of the City All activities necessary to provide such services are accounted for in the fund, including, but not limited to, administration, operations, capital improvements, maintenance, and billing and collection.

Description of Funds (continued)

BUSINESS – TYPE FUNDS *(continued)*

- **Wastewater Fund (502)** – Established to provide sewer collection and treatment services to the residents of the City. All activities necessary to provide such services are accounted for in the fund, including, but not limited to, administration, operations, capital improvements, maintenance, financing and related debt service, and billing and collection.
- **Airport Fund (505)** – Established to account for the operations of the City Airport.
- **Solid Waste Fund (510)** - Established to provide garbage services to the residents of the City. All activities necessary to provide such services are accounted for in the fund, including, but not limited to, administration, operations, capital improvements, maintenance, and billing and collection.

INTERNAL SERVICE FUNDS

Internal Service Funds are used to finance and account for special activities and services performed by a designated City department for other departments on a cost reimbursement basis. Internal Service Funds are also used to account for specific purposes that benefit the City as a whole. The city maintains three Internal Service Funds: **(601) Fleet Maintenance, (610) Information Technology Services, (656) Retiree's Health Benefits.**

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Community Profile

History of the City

The gallant Gabriel Moraga, with his troop of Spanish Calvary from the Presidio of San Francisco came riding through the Pacheco Pass under orders from the Spanish Governor of California to explore the San Joaquin Valley in 1805. This jaunty leader and his party on reaching the floor of the valley cantered right across the area where the City of Los Banos now stands.

These explorers were astonished to note the great wealth of natural life everywhere. Gazing in every direction these Spaniards saw ducks, geese, cranes, herons, pelicans, curlew, antelope, deer, elk and grizzly bears all living their lives undisturbed. Prior to their visit only the local Indians had ventured into the area.

The next Spanish explorer to leave his name stamped indelibly on the region was Padre Felipe Arroyo de la Cuesta. He was a Franciscan monk who was stationed at Mission San Juan Bautista from 1808 to 1833. On his missionary visits to the Indians he discovered pools of water in the rocks at the summit of the mountains in a little creek bed that flowed down into the San Joaquin Valley. At these baths or pools he camped overnight with his band of friendly Indians from the Mission. Reports of these baths led to the local ranchers naming the creek "El Arroyo de Los Banos del Padre Arroyo." In time that lengthy moniker was reduced to "Los Banos Crick."



In 1873 a pioneer to the area named Gus Kreyenhagen ran a trading post near Los Banos Creek. The Post Office Department decided to establish a Post Office at the trading post and named it after the creek, hence the name "Los Banos."

History of the City (continued)

Henry Miller arrived in San Francisco in 1850 with \$6.00 in his pocket. After working as a butcher he became aware of the need for a better grade of cattle than that which was available at that time in California. He came to the San Joaquin Valley and began his land acquisitions and cattle empire. He acquired land on both sides of the San Joaquin River ultimately owning that land for a distance of 120 miles. In 1871 he formed the San Joaquin and Kings River Canal and Irrigation Company. He is credited with being the first to introduce the crops of cotton, rice and alfalfa to the valley



Henry Miller

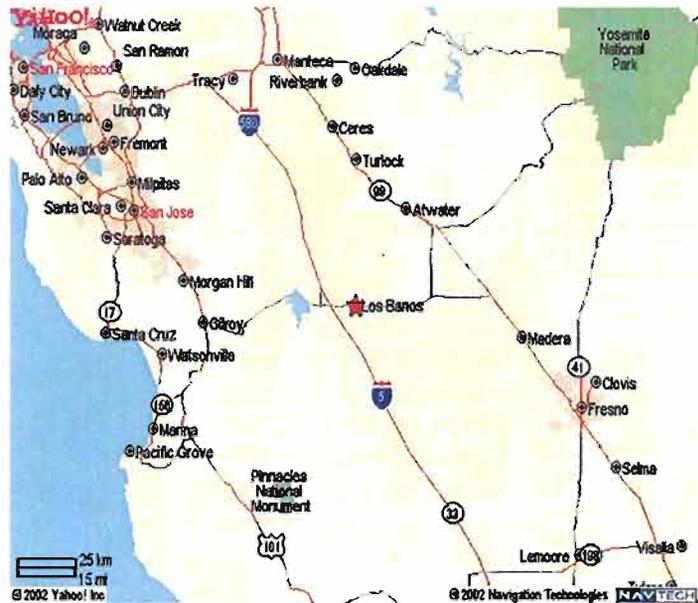
Henry Miller is credited with being the founder of Los Banos. He planted hundreds of shade trees and improved the streets. He also built several brick buildings to house his banks, stores and hotel, of which are still standing in the downtown area. Miller made a great effort to get the railroad to extend through the West Side and that eventually decided the present day location of Los Banos. Agriculture remains the number one industry in and around Los Banos and this is due mainly to the early success of Henry Miller



The May Day Spring Fair comes from Henry Miller himself. Each year in May Miller would host a picnic for the town and some of the biggest parades in the state were held then.

Location

The City of Los Banos is located near the geographical center of California in the San Joaquin Valley. Los Banos is about a 2 hour drive from San Francisco, Oakland and Sacramento. The Monterey Peninsula is less than a 1 1/2 hour trip as is San Jose. The world famous natural wonder, Yosemite National Park can also be reached within 2 hours. The Crossroads of California describes Los Banos because State Highways 33, 165 and 152 all pass through the city and Interstate 5 is six miles to the west. U.S. Highway 99 is 30 minutes to the east and the City of Fresno is 67 miles away. Los Banos is famous for its agricultural products, including melons, almonds, walnuts, apricots, cotton, tomatoes and dairy products.



Recreation

San Luis Reservoir State Recreation Area

The three lakes of the San Luis Project are known for their boating, board sailing, camping, picnicking and most notably for their fishing. San Luis Reservoir and the O'Neill Forebay are famous for their world record striped bass. The area has four boat ramps and two sandy beaches (North Beach is designated for swimmers only).

Los Banos Wildlife Area

Lush Button Willow Lake teams with the stunning pageantry of 300,000 waterfowl escaping the ranges of an Arctic winter. Activities include nature observation, hunting, (waterfowl), fishing boating and dog trails.

San Luis Refuge

Composed of 7,430 acres of marsh, grass upland and wooded sloughs and streams. Wildlife observation, photography, hunting and fishing are all attractions on this refuge that lies about eight miles north of Los Banos off State highway 165. A special attraction of the San Luis Wildlife Refuge is a large, fenced enclosure housing a colony of tule elk.

Grasslands Water District Refuge

For sightseeing and hunting, this is a privately owned refuge of 52,000 acres Northeast and South of Los Banos and is managed by the Grasslands Water District. County roads wind through the district where the public can observe waterfowl, fish in the canal and hunt ducks in season.

City of Los Banos - General Information

Information as of July 1, 2011

Date of Incorporation	1907
Population	36,546
Form of Government	Council/Manager
Employees (full-time)	147

City of Los Banos facilities and services:

Fire Protection:

Number of stations	2
Number of fire personnel sworn	16
Number of fire protection vehicles	15

Police Protection.

Number of stations	1
Number of police personnel sworn	39
Number of patrol units	16
Number of motorcycles	2

Public Services:

City Parks	36
Plaza's	2
Trailways	2
Skate Parks	1
Baseball Fields	6
Soccer Fields	6
Basket Ball Courts	13
Tennis Courts	1
Senior Citizen Center	1
Airport	1
Child Development Center	1
Community Center	1

Public Works:

Water delivered in 2011	2,514.6 million gallons
Water services	12,730
Water Tower - 1 ea.	100,000 gallons
Water Storage Tank - 1 ea.	5,000,000 gallons

Facilities and services not included in the reporting entity:

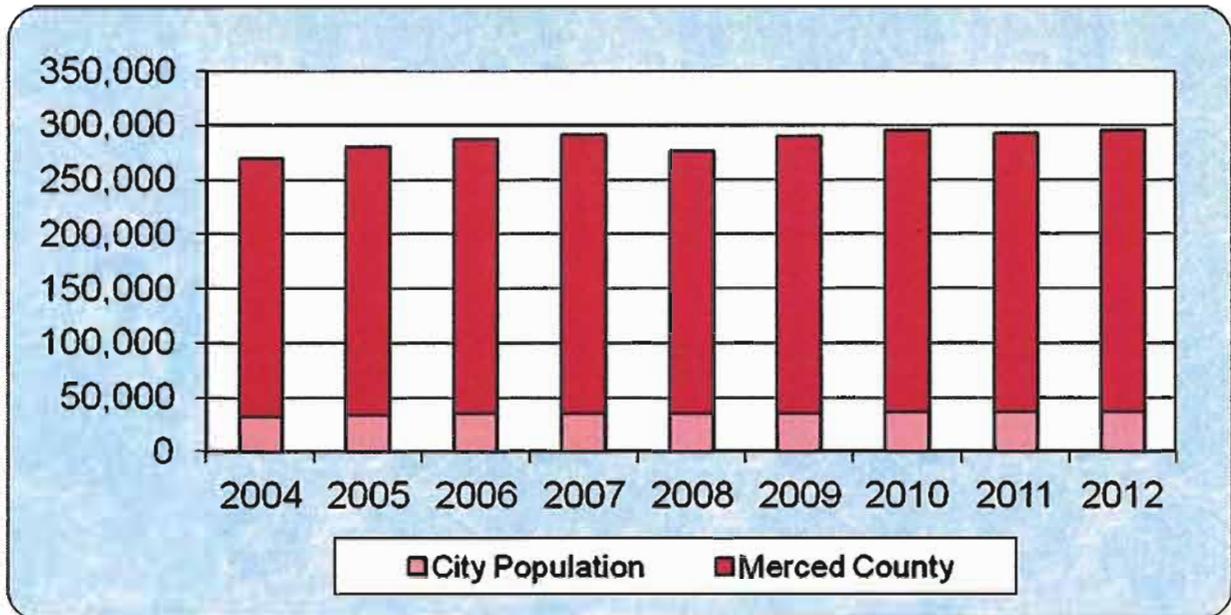
Hospital	1
County Library	1
County Park (Pacheco Park)	1
Fair Grounds	1
Swimming Pools	1

Education.

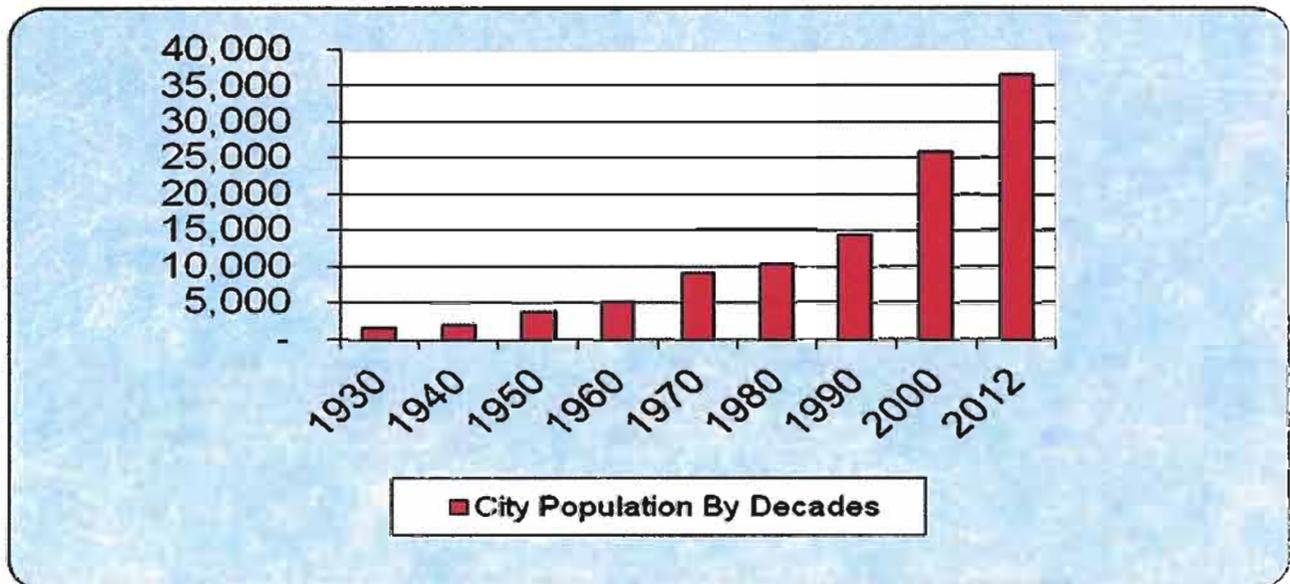
Elementary Schools (K-6)	7
Junior High Schools (7-8)	1
High Schools (9-12)	2
Continuation Schools	2
Private Schools	2
Community College	1

Sources: City of Los Banos
Los Banos Unified School District

Population History



The City of Los Banos is an incorporated city within the County of Merced located in California's San Joaquin Valley. The city's current population is estimated at 36,546. The city strives to maintain the small town charm which is a characteristic of so many rural, farming communities. With an average temperature of 72 degrees, a comfortable, affordable way of life can be found here.



Source: US Census Bureau

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Budget Summaries

City of Los Banos

Exhibit A

Summary of Fund Balance 2012-2013

Fund #	Fund	Estimated Beginning Balance*	Adopted Revenues	Transfer In	Transfer Out	Adopted Expenditures	Estimated Ending Balance
100	<u>General Fund</u>	\$5,156,070	\$9,520,573		\$6,500	\$10,161,815	\$4,508,328
	<u>Special Revenue Funds</u>						
200	Movie Night	\$3,857	\$0			\$3,800	\$57
201	Recreation	\$0	\$0			\$0	\$0
202	Admin City Hall Service Charge	\$89,637	\$2,210			\$0	\$91,847
204	Prevention Underage Drinking	\$7,475	\$1,000			\$2,000	\$6,475
205	Code Enforcement	\$0	\$0			\$0	\$0
207	RSTP Exchange	\$1,645,965	\$405,000		\$371,865	\$0	\$1,679,100
212	PEG Franchise	\$70,924	\$10,730			\$0	\$81,654
215	Gas Tax 2105	\$268,640	\$952,560			\$709,835	\$511,365
225	SB325 Transportation	\$642,463	\$5,000			\$582,773	\$64,690
229	Regional Transportation Impact Fees	\$22,719	\$0			\$0	\$22,719
230	Traffic Impact Fee	\$1,774,099	\$98,000			\$55,000	\$1,817,099
232	Storm Drain Fee	\$5,423	\$300			\$0	\$5,723
233	Lamoglia Traffic Impact	\$733,304	\$0			\$0	\$733,304
234	Meadowlands Traffic Impact	\$126,250	\$0			\$0	\$126,250
235	Asset Forfeiture	\$118,639	\$2,375			\$82,000	\$39,014
236	Safety Aug. - Police	\$1,321,558	\$896,953			\$1,247,725	\$970,786
237	SLESF COPS Program	\$31,535	\$100,070			\$126,765	\$4,840
238	Safety Aug. - Fire	\$823,977	\$891,043			\$1,140,655	\$574,365
239	JAG (Justice Assistant Grant) Program	\$0	\$20,804			\$20,804	\$0
240	JAG Edward Byrne Grant	(\$600)	\$26,365			\$26,365	(\$600)
241	JAG Edward Byrne Grant	\$0	\$3,303			\$3,303	\$0
242	CHRP-COPS Hiring Recovery	\$0	\$110,380			\$110,380	\$0
243	Fire Capital Improvement	\$1,228,953	\$27,800			\$58,000	\$1,198,753
244	Community Center Fee	\$178,325	\$1,075			\$0	\$179,400
245	Police Capital Improvement	\$1,556,218	\$11,000			\$1,499,400	\$67,818
246	Traffic Safety	\$57,590	\$10,000			\$49,100	\$18,490
247	Special Aviation	\$1,400	\$0			\$0	\$1,400
248	Homeland Security Grant	(\$39,346)	\$53,500			\$53,500	(\$39,346)
249	CMAG Grant	\$0	\$977,786	\$92,564		\$1,070,350	\$0
250	Los Banos Parks Dev Fees	(\$36,780)	\$0			\$0	(\$36,780)
251	Mission Village North Dev Fees	\$67,026	\$0			\$0	\$67,026
252	Public Facilities	\$15,739	\$100			\$0	\$15,839
253	Regency Park Estates	\$133,006	\$0			\$0	\$133,006
255	Vineyard Park Dev Fees	\$15,471	\$0			\$0	\$15,471
256	Meadowland Park Dev Fees	\$177,341	\$0			\$0	\$177,341
257	Mission Village South Park Dev Fees	\$144,940	\$0			\$0	\$144,940
258	Villages @ Stonecreek Park Dev Fees	\$168,829	\$0			\$0	\$168,829
259	Orchard Terrace Park Dev Fees	\$5,316	\$0			\$0	\$5,316
262	CDBG Program Income Micro Ent.	\$52,829	\$14,600			\$3,000	\$64,429
267	Home Rehab Grant	\$6,415	\$0			\$0	\$6,415
271	Ranchwood Estates AD #1	\$180,204	\$356,575			\$374,812	\$161,967
272	Cresthills AD #2	\$133,200	\$72,490			\$73,544	\$132,146
273	Los Banos Gardens AD #3	(\$100,048)	\$89,106			\$81,264	(\$92,206)
274	Collage Green Estates AD #4	\$120,307	\$101,483			\$121,207	\$100,583
275	Orchard Terrace AD #5	\$19,783	\$49,516			\$49,337	\$19,962

City of Los Banos

Exhibit A Summary of Fund Balance 2012-2013

(Continued)

Fund #	Fund	Estimated Beginning Balance*	Adopted Revenues	Transfer In	Transfer Out	Adopted Expenditures	Estimated Ending Balance
<u>Special Revenue Funds (continued)</u>							
276	St. Francis Estates AD #6	\$37,702	\$25,588			\$32,041	\$31,249
277	Valley Meadows & Bedford AD #7	(\$15,438)	\$12,256			\$8,452	(\$11,634)
279	Jo-Lin & Rancho De Amigos AD #9	(\$112,789)	\$95,353			\$86,688	(\$104,124)
280	LB Creek Shopping Center AD #10	(\$18,280)	\$20,535			\$18,620	(\$16,365)
281	Meadowlands AD #11	(\$286,782)	\$153,313			\$153,313	(\$286,782)
282	Verona/Mission Estates AD #12	\$67,455	\$97,175			\$107,973	\$56,657
283	Somerset Park AD #13	\$2,963	\$23,099			\$23,099	\$2,963
284	Northgate @ Regency Park AD #14	\$149,234	\$151,874			\$186,182	\$114,926
285	Magnolia Grove AD #15	(\$45,316)	\$7,089			\$6,444	(\$44,671)
286	Senior Homes Villages AD #16	(\$18,243)	\$8,316			\$6,377	(\$16,304)
287	Stonecreek Villages AD #17	(\$207,362)	\$120,228			\$120,228	(\$207,362)
288	Rail Trail Corridor AD #18	(\$87,512)	\$88,035			\$68,897	(\$68,374)
289	Talbott Park Basin AD #19	\$39,958	\$26,934			\$39,243	\$27,649
290	CFD 2002-01 Police	\$2,903	\$353,034	\$6,500		\$362,402	\$35
291	CFD 2002-01 Fire	\$109,014	\$353,334			\$384,912	\$77,436
292	CDBG Program Inc Housing Rehab	\$4,650	\$0			\$0	\$4,650
293	HOME Program Inc Housing Rehab	\$3	\$0			\$0	\$3
294	NSP Program Income	\$155,755	\$75,000			\$150,000	\$80,755
<u>Capital Project Funds</u>							
303	Traffic Mitigation-S.F	\$142,647	\$560			\$0	\$143,207
304	City Hall Impact Fee	\$378,658	\$11,675			\$0	\$390,333
306	Corporation Yard Impact Fee	\$127,663	\$5,555			\$0	\$133,218
308	Prop 1B	\$430,701	\$0	\$318,758		\$749,459	\$0
324	Child Development Center	(\$928,620)	\$44,400			\$24,349	(\$908,569)
325	Los Banos Transpo Center	(\$5,463)	\$0			\$0	(\$5,463)
<u>Business-Like Funds</u>							
501	Water	\$13,610,462	\$5,015,250			\$5,275,037	\$13,350,675
502	Wastewater	\$4,070,983	\$4,540,640			\$4,886,747	\$3,724,876
505	Airport	\$135,571	\$384,335			\$369,609	\$150,297
510	Solid Waste & Street Sweeping	\$1,871,662	\$5,746,770		\$39,457	\$5,708,344	\$1,870,631
<u>Internal Service Funds</u>							
601	Fleet Maintenance	\$2,010	\$905,896			\$905,986	\$1,920
610	Information Technology	\$155,971	\$341,175			\$392,272	\$104,874
656	Retiree's Medical Health	\$1,014,256	\$1,343,684			\$868,072	\$1,489,868
TOTAL ALL FUNDS		\$37,713,069	\$34,762,800	\$417,822	\$417,822	\$38,641,480	\$33,834,389

*Estimated Beginning Fund Balances are based on an accrual basis except for the Business type funds which are based on an available cash basis.

City of Los Banos

Adopted Expenditures 2012-2013

Fund Dept. No. No.	Fund Department	Salaries & Benefits	Services & Supplies	Capital Outlay	Debt Service	Charge In/ Charge Out	TOTAL
General Fund							
100	General Fund						
410	Administration	\$686,624	\$334,927	\$0	\$131,013	\$0	\$1,152,564
419	Planning	309,872	36,197	0	0	0	346,069
421	Police	5,362,361	710,526	0	0	0	6,072,887
422	Fire	685,589	285,002	0	34,373	0	1,004,964
424	Building	31,147	93,413	0	14,632	0	139,192
426	Engineering	54,701	6,119	0	0	0	60,820
429	Code Enforcement	123,816	41,988	0	0	0	165,804
431	Street	568,518	435,190	0	0	(1,003,708)	0
441	Animal Control	71,856	29,732	0	0	0	101,588
451	Recreation	165,445	112,379	0	0	0	277,824
452	Maintenance	804,682	291,111	0	0	(523,509)	572,284
453	Senior Citizen Activities	13,802	8,814	0	0	0	22,616
481	Community Center	57,874	112,329	0	0	0	170,203
495	Contingency						75,000
TOTAL GENERAL FUND		\$8,936,287	\$2,497,727	\$0	\$180,018	(\$1,527,217)	\$10,161,815
Special Revenue Funds							
200	Movie Night	\$0	\$3,800	\$0	\$0	\$0	\$3,800
204	Prevention of Underage Drinking	0	2,000	0	0	0	2,000
215	Gas Tax 2105	0	78,200	0	0	631,635	709,835
225	SB325 Transportation	329,220	253,553	0	0	0	582,773
230	Traffic Impact Fee	0	15,000	40,000	0	0	55,000
235	Asset Forfeiture	0	20,000	62,000	0	0	82,000
236	Safety Augmentation-Police	1,102,492	145,233	0	0	0	1,247,725
237	SLESF - COPS Program	126,765	0	0	0	0	126,765
238	Safety Augmentation-Fire	1,070,212	70,443	0	0	0	1,140,655
239	JAG (Justice Assistant Grant)	0	0	20,804	0	0	20,804
240	JAG Edward Byrne Grant	0	16,585	9,780	0	0	26,365
241	JAG Edward Byrne Grant	0	3,303	0	0	0	3,303
242	CHRP-COPS Hiring Recovery	110,380	0	0	0	0	110,380
243	Fire Capital Improvements	0	8,000	50,000	0	0	58,000
245	Police Capital Improvements	0	0	1,499,400	0	0	1,499,400
246	Traffic Safety	0	5,000	44,100	0	0	49,100
248	Homeland Security Grant	0	0	53,500	0	0	53,500
249	CMAQ Grant	0	0	1,070,350	0	0	1,070,350
262	CDBG Micro Enterprise PI	0	3,000	0	0	0	3,000
271	Ranchwood Estates AD #1	0	354,812	0	0	20,000	374,812
272	Cresthills AD #2	0	53,544	10,000	0	10,000	73,544
273	Los Banos Gardens AD #3	0	81,264	0	0	0	81,264
274	College Green Estates AD #4	0	92,207	10,000	0	19,000	121,207
275	Orchard Terrace AD #5	0	49,337	0	0	0	49,337
276	St. Francis Estates AD #6	0	32,041	0	0	0	32,041
277	Valley Meadows & Bedford AD #7	0	8,452	0	0	0	8,452
279	Jo-Lin & Rancho De Amigos AD #9	0	86,688	0	0	0	86,688
280	LB Creek Shopping Center AD #10	0	18,620	0	0	0	18,620
281	Meadowlands AD #11	0	153,313	0	0	0	153,313
282	Verona/Mission Estates AD #12	0	107,973	0	0	0	107,973
283	Somerset Park AD #13	0	23,099	0	0	0	23,099

City of Los Banos

Adopted Expenditures

2012-2013

(continued)

Fund Dept. No. No.	Fund Department	Salaries & Benefits	Services & Supplies	Capital Outlay	Debt Service	Charge In/ Charge Out	TOTAL
<u>Special Revenue Funds (Continued)</u>							
284	Northgate @ Regency Park AD #14	0	186,182	0	0	0	186,182
285	Magnolia Grove AD #15	0	6,444	0	0	0	6,444
286	Senior Homes Villages AD #16	0	6,377	0	0	0	6,377
287	Stonecreek Villages AD #17	0	120,228	0	0	0	120,228
288	Rail Trail Corridor AD #18	0	68,897	0	0	0	68,897
289	Talbott Park Basin AD #19	0	39,243	0	0	0	39,243
290	CFD 2002-01 Public Safety-Police	360,002	2,400	0	0	0	362,402
291	CFD 2002-01 Public Safety-Fire	384,912	0	0	0	0	384,912
294	NSP Program Income	0	150,000	0	0	0	150,000
TOTAL SPECIAL REVENUE FUNDS		\$3,483,983	\$2,265,238	\$2,869,934	\$0	\$680,635	\$9,299,790
<u>Capital Project Funds</u>							
308	Prop 1B	\$0	\$0	\$749,459	\$0	\$0	\$749,459
324	Child Development Center	0	24,349	0	0	0	24,349
TOTAL CAPITAL PROJECT FUNDS		\$0	\$24,349	\$749,459	\$0	\$0	\$773,808
<u>Business-Type Funds</u>							
501	Water Fund:						
410	Water Administration	\$353,433	\$233,535	\$0	\$0	\$0	\$586,968
461	Water	1,191,127	1,607,942	1,232,000	557,000	0	4,588,069
495	Contingency						100,000
	Total	1,544,560	1,841,477	1,232,000	557,000	0	5,275,037
502	Wastewater Fund:						
410	Wastewater Administration	344,450	233,433	0	0	0	577,883
432	Wastewater Collection	673,761	365,761	777,000	0	0	1,816,522
433	Wastewater Treatment	455,167	814,700	125,000	997,475	0	2,392,342
495	Contingency						100,000
	Total	1,473,378	1,413,894	902,000	997,475	0	4,886,747
505	Airport Fund	9,250	331,859	0	28,500	0	369,609
510	Solid Waste & Street Sweeping Fund:						
410	Solid Waste Administration	344,319	235,033	0	0	0	579,352
490	Solid Waste	580,821	3,971,290	104,808	0	372,073	5,028,992
495	Contingency						100,000
	Total	925,140	4,206,323	104,808	0	372,073	5,708,344
TOTAL BUSINESS-TYPE FUNDS		\$3,952,328	\$7,793,553	\$2,238,808	\$1,582,975	\$372,073	\$16,239,737
<u>Internal Service Funds</u>							
601	480 Fleet Maintenance	\$150,973	\$749,738	\$0	\$5,275	\$0	\$905,986
610	410 Information Technology	309,384	35,888	47,000	0	0	392,272
656	415 Retiree's Medical Health	868,072	0	0	0	0	868,072
TOTAL INTERNAL SERVICE FUNDS		\$1,328,429	\$785,626	\$47,000	\$5,275	\$0	\$2,166,330
TOTAL ALL FUNDS		\$17,701,027	\$13,366,493	\$5,905,201	\$1,768,268	(\$474,509)	\$38,641,480

*Charge out for Streets are reflected in actual expenditures for the related street funds. Charge outs for Park Maintenance are reflected in actual expenditures for the related Landscape & Lighting Districts.

City of Los Banos
Adopted Expenditures by Department
2012-2013

Fund No.	Dept. No.	Fund Department	Salaries & Benefits	Services & Supplies	Capital Outlay	Debt Service	Charge In/ Charge Out	TOTAL
<u>Administration Department</u>								
100	410	Administration	\$686,624	\$334,927	\$0	\$131,013	\$0	\$1,152,564
100	495	Contingency	0	0	0	0	0	75,000
501	410	Water Administration	353,433	233,535	0	0	0	586,968
502	410	Wastewater Administration	344,450	233,433	0	0	0	577,883
510	410	Solid Waste Administration	344,319	235,033	0	0	0	579,352
<u>Internal Service Funds</u>								
610	410	Information Technology Services	309,384	35,888	47,000	0	0	392,272
656	415	Retiree's Medical Health	868,072	0	0	0	0	868,072
Total Administration			\$2,906,282	\$1,072,816	\$47,000	\$131,013	\$0	\$4,232,111
<u>Community Development Department</u>								
100	419	Community Development	\$309,872	\$36,197	\$0	\$0	\$0	\$346,069
Total Community Development			\$309,872	\$36,197	\$0	\$0	\$0	\$346,069
<u>Economic Development</u>								
262	463	CDBG Micro Enterprise PI	\$0	\$3,000	\$0	\$0	\$0	\$3,000
294	463	NSP Program Income	0	150,000	0	0	0	150,000
Total Economic Development			\$0	\$153,000	\$0	\$0	\$0	\$153,000
<u>Police Department</u>								
Police								
100	421	Police	\$5,362,361	\$710,526	\$0	\$0	\$0	\$6,072,887
204	421	Prevention Underage Drinking	0	2,000	0	0	0	2,000
235	421	Asset Forfeiture	0	20,000	62,000	0	0	82,000
236	421	Safety Augmentation	1,102,492	145,233	0	0	0	1,247,725
237	421	SLESF - COPS	126,765	0	0	0	0	126,765
239	421	JAG (Justice Assistant Grant) Prog	0	0	20,804	0	0	20,804
240	421	JAG Edward Byrne Grant	0	16,585	9,780	0	0	26,365
241	421	JAG Edward Byrne Grant	0	3,303	0	0	0	3,303
242	421	CHRP-COPS Hiring Recovery	110,380	0	0	0	0	110,380
245	421	Police Capital Improvements	0	0	1,499,400	0	0	1,499,400
246	421	Traffic Safety Fund	0	5,000	44,100	0	0	49,100
248	421	Homeland Security	0	0	38,000	0	0	38,000
290	421	CFD Public Safety - Police	360,002	2,400	0	0	0	362,402
<u>Animal Control</u>								
100	441	Animal Control	71,856	29,732	0	0	0	101,588
Total Police			\$7,133,856	\$934,779	\$1,674,084	\$0	\$0	\$9,742,719
<u>Fire & Building Department</u>								
Fire								
100	422	Fire	\$685,589	\$285,002	\$0	\$34,373	\$0	\$1,004,964
100	429	Code Enforcement	123,816	41,988	0	0	0	165,804
238	422	Safety Augmentation	1,070,212	70,443	0	0	0	1,140,655
243	422	Fire Capital Improvements	0	8,000	50,000	0	0	58,000
248	422	Homeland Security	0	0	15,500	0	0	15,500
291	422	CFD Public Safety Fire	384,912	0	0	0	0	384,912

City of Los Banos
Adopted Expenditures by Department
2012-2013

(continued)

Fund No.	Dept. No.	Fund Department	Salaries & Benefits	Services & Supplies	Capital Outlay	Debt Service	Charge In/ Charge Out	TOTAL
Building								
100	424	Building	31,147	93,413	0	14,632	0	139,192
Total Fire & Building			\$2,295,676	\$498,846	\$65,500	\$49,005	\$0	\$2,909,027
Public Works Department								
Streets & Roads								
100	426	Engineering	\$54,701	\$6,119	\$0	\$0	\$0	\$60,820
100	431	Street	568,518	435,190	0	0	(1,003,708)	0
215	430	Gas Tax 2105	0	78,200	0	0	631,635	709,835
225	430	SB325 Transportation	329,220	253,553	0	0	0	582,773
230	430	Traffic Impact Fee	0	15,000	40,000	0	0	55,000
249	430	CMAQ/SR2S Grant	0	0	726,350	0	0	726,350
308	430	Prop 1B	0	0	749,459	0	0	749,459
Maintenance & Recreation								
100	452	Maintenance	804,682	291,111	0	0	(523,509)	572,284
100	481	Community Center	57,874	112,329	0	0	0	170,203
100	451	Recreation	165,445	112,379	0	0	0	277,824
100	453	Senior Citizen Activities	13,802	8,814	0	0	0	22,616
200	451	Movie Night	0	3,800	0	0	0	3,800
324	451	Child Development Center	0	24,349	0	0	0	24,349
Assessment Districts								
271	458	Ranchwood Estates AD #1	0	354,812	0	0	20,000	374,812
272	458	Cresthills AD #2	0	53,544	10,000	0	10,000	73,544
273	458	Los Banos Gardens AD #3	0	81,264	0	0	0	81,264
274	458	Collage Green Estates AD #4	0	92,207	10,000	0	19,000	121,207
275	458	Orchard Terrace AD #5	0	49,337	0	0	0	49,337
276	458	St. Francis Estates AD #6	0	32,041	0	0	0	32,041
277	458	Valley Meadows & Bedford AD #7	0	8,452	0	0	0	8,452
279	458	Jo-Lin & Rancho De Amigos AD #8	0	86,688	0	0	0	86,688
280	458	LB Creek Shopping Center AD #10	0	18,620	0	0	0	18,620
281	458	Meadowlands AD #11	0	153,313	0	0	0	153,313
282	458	Verona/Mission Estates AD #12	0	107,973	0	0	0	107,973
283	458	Somerset Park AD #13	0	23,099	0	0	0	23,099
284	458	Northgate @ Regency Park AD #14	0	186,182	0	0	0	186,182
285	458	Magnolia Grove AD #15	0	6,444	0	0	0	6,444
286	458	Senior Homes Villages AD #16	0	6,377	0	0	0	6,377
287	458	Stonecreek Villages AD #17	0	120,228	0	0	0	120,228
288	458	Rail Trail Corridor AD #18	0	68,897	0	0	0	68,897
289	458	Talbott Park Storm Basin AD #19	0	39,243	0	0	0	39,243
Water								
501	461	Water	1,191,127	1,607,942	1,232,000	557,000	0	4,588,069
501	495	Contingency	0	0	0	0	0	100,000
Wastewater								
502	432	Wastewater Collection	673,761	365,761	777,000	0	0	1,816,522
502	433	Wastewater Treatment	455,167	814,700	125,000	997,475	0	2,392,342
502	495	Contingency	0	0	0	0	0	100,000

City of Los Banos
Adopted Expenditures by Department
2012-2013

		<i>(continued)</i>						
Fund No.	Dept. No.	Fund Department	Salaries & Benefits	Services & Supplies	Capital Outlay	Debt Service	Charge In/ Charge Out	TOTAL
Airport								
505	435	Airport	9,250	331,859	0	28,500	0	369,609
Solid Waste & Street Sweeping								
510	490	Solid Waste	580,821	3,971,290	104,808	0	372,073	5,028,992
510	495	Contingency	0	0	0	0	0	100,000
249	490	CMAQ Grant	0	0	344,000	0	0	344,000
Internal Service Funds								
601	480	Fleet Maintenance	150,973	749,738	0	5,275	0	905,986
Total Public Works			\$5,055,341	\$10,670,855	\$4,118,617	\$1,588,250	(\$474,509)	\$21,258,554
TOTAL ALL FUNDS			\$17,701,027	\$13,366,493	\$5,905,201	\$1,768,268	(\$474,509)	\$38,641,480

*Charge outs for Streets are reflected in actual expenditures for the related street funds. Charge outs for Park Maintenance are reflected in actual expenditures for the related Landscape & Lighting Districts.

City of Los Banos
Expenditure History by Fund
2012-2013

	Actual Expenditures 2009-2010	Actual Expenditures 2010-2011	Projected Expenditures 2011-2012	Adopted Expenditures 2012-2013
100 General Fund	\$9,768,572	\$9,219,837	\$9,316,636	\$10,161,815
Special Revenue Funds				
200 Movie Night	\$0	\$0	\$0	\$3,800
201 Recreation Fund	346,308	286,107	294,707	0
204 Prevention Underage Drinking	0	0	0	2,000
205 Code Enforcement	115,682	66,191	144,366	0
207 RSTP Exchange	350,000	275,760	0	0
215 Gas Tax 2105	535,258	691,765	927,521	709,835
219 Traffic Congestion Relief	341,009	93,086	0	0
225 SB325 Fund	220,288	125,513	495,000	582,773
230 Traffic Impact Fee Fund	1,026,128	19,617	15,000	55,000
232 Storm Drain Fee Fund	0	243	220,000	0
235 Asset Forfeiture Fund	6,929	5,924	7,000	82,000
236 Public Safety Augmentation Police	776,342	918,068	1,193,466	1,247,725
237 SLESF COPS Fund	118,671	115,639	125,907	126,765
238 Public Safety Augmentation Fire	795,566	829,406	870,371	1,140,655
239 JAG (Justice Assistant Grant) Program	23,645	14,669	0	20,804
240 JAG Edward Byrne Grant	0	0	17,227	26,365
241 JAG Edward Byrne Grant	0	0	10,731	3,303
242 CHRP-COPS Hiring Recovery	0	0	214,655	110,380
243 Fire Capital Improvement	30,427	53,824	36,000	58,000
245 Police Capital Improvement	77,155	261,748	201,000	1,499,400
246 Traffic Safety Fund	57,226	88,540	29,826	49,100
248 Homeland Security Grant	0	0	53,000	53,500
249 CMAQ Grant	0	0	86,000	1,070,350
250 Los Banos Park Development	0	455	0	0
258 Stonecreek Park Development	52,276	0	0	0
262 CDBG Micro Enterprise Program Income	0	0	3,000	3,000
263 CDBG Economic Development	24,889	37,953	17,836	0
268 Neighborhood Stabilization Program	0	0	60,348	0
269 First Time Homebuyers Grant	247,346	68,362	0	0
270 CDBG Economic/Housing PTA Grant	30,690	0	0	0
271 Ranchwood Estates AD #1	278,888	348,323	355,767	374,812
272 Cresthills AD #2	43,815	78,941	46,914	73,544
273 Los Banos Gardens AD #3	69,003	57,405	81,004	81,264
274 College Green Estates AD #4	73,901	83,739	82,796	121,207
275 Orchard Terrace AD #5	37,851	40,220	49,457	49,337
276 St. Francis Estates AD #6	22,523	26,665	29,006	32,041
277 Valley Meadows & Bedford AD #7	7,554	4,344	7,304	8,452
279 Jo-Lin & Rancho De Amigos AD #9	59,851	50,335	81,717	86,688
280 LB Creek Shopping Center AD #10	15,978	14,866	18,344	18,620
281 Meadowlands AD #11	127,000	128,346	163,110	153,313
282 Verona/Mission Estates AD #12	87,970	111,377	112,747	107,973
283 Somerset Park AD #13	12,655	18,699	22,203	23,099

City of Los Banos
Expenditure History by Fund
2012-2013

(Continued)

	Actual Expenditures 2009-2010	Actual Expenditures 2010-2011	Projected Expenditures 2011-2012	Adopted Expenditures 2012-2013
Special Revenue Funds				
284 Northgate @ Regency Park AD #14	138,952	172,848	205,505	186,182
285 Magnolia Grove AD #15	4,164	3,808	6,230	6,444
286 Senior Homes Villages AD #16	8,076	4,537	6,230	6,377
287 Stonecreek Villages AD #17	84,634	71,761	119,048	120,228
288 Rail Trail Corridor AD #18	71,095	65,949	67,526	68,897
289 Talbott Park Basin AD #19	4,802	17,243	26,452	39,243
290 CFD 2002-01 Police	370,101	389,731	362,088	362,402
291 CFD 2002-01 Fire	383,520	381,820	390,484	384,912
294 NSP Program Income	0	0	700,000	150,000
Total Special Revenue Funds	\$7,078,178	\$6,023,827	\$7,956,893	\$9,299,790
Capital Project Funds				
308 Prop 1B	\$41,860	\$355,608	\$32,000	\$749,459
320 Community Center	9,533,511	1,236,383	0	0
324 Child Development Center	6,708	15,532	26,321	24,349
325 Los Banos Transpo Center	475	0	0	0
Total Capital Project Funds	\$9,582,554	\$1,607,523	\$58,321	\$773,808
Business Type Funds				
501 Water Fund	\$4,188,382	\$3,868,615	\$3,849,941	\$5,275,037
502 Wastewater Fund	3,284,909	3,041,352	5,587,057	4,886,747
505 Airport Fund	377,486	476,207	419,300	369,609
510 Solid Waste Fund	4,650,272	4,798,808	5,039,122	5,708,344
Total Business Type Funds	\$12,501,049	\$12,184,982	\$14,895,420	\$16,239,737
Internal Service Funds				
601 Fleet Maintenance	\$747,815	\$765,931	\$868,332	\$905,986
610 Information Technology	338,990	412,560	368,362	392,272
615 Engineering Services	86,495	60,286	58,232	0
656 Retiree's Medical Health	644,688	595,639	816,675	868,072
Total Internal Service Funds	\$1,817,988	\$1,834,416	\$2,111,601	\$2,166,330
TOTAL ALL FUNDS	\$40,748,341	\$30,870,585	\$34,338,871	\$38,641,480

*Transfer Outs are not included in this schedule

City of Los Banos
Adopted Expenditure History by Department
2012-2013

Fund No.	Dept. No.	Department	Actual 2009-2010	Actual 2010-2011	Projected 2011-2012	Adopted 2012-2013
<u>Administration Department</u>						
100	410	Administration	\$1,229,308	\$1,099,890	\$1,163,464	\$1,227,564
501	410	Water Administration	558,833	565,794	537,285	586,968
502	410	Wastewater Administration	532,397	547,161	529,232	577,883
510	410	Solid Waste Administration	554,170	558,888	530,705	579,352
610	410	Information Technology	338,990	412,560	368,362	392,272
656	415	Retiree's Medical Health	644,688	595,639	816,675	868,072
Total Administration			\$3,858,386	\$3,779,932	\$3,945,723	\$4,232,111
<u>Community Development Department</u>						
100	419	Community Development	\$551,120	\$557,684	\$366,123	\$346,069
Total Community Development			\$551,120	\$557,684	\$366,123	\$346,069
<u>Economic Development</u>						
262	463	CDBG Micro Enterprise PI	\$0	\$0	\$3,000	\$3,000
263	463	CDBG Economic Dev Grant	24,889	37,953	17,836	0
268	463	Neighborhood Stabilization Program	0	0	60,348	0
269	463	1st Time Homebuyers Program	247,346	68,362	0	0
270	463	CDBG Economic/Housing PTA Grant - Fund 270	30,690	0	0	0
293	463	HOME PI Housing Rehab	10	0	0	0
294	463	NSP Program Income	0	0	700,000	150,000
320	463	Los Banos Community Center	9,533,511	1,236,383	0	0
Total Economic Development			\$9,836,446	\$1,342,698	\$781,184	\$153,000
<u>Police Department</u>						
100	421	Police	\$5,818,983	\$5,595,298	\$5,626,718	\$6,072,887
100	441	Animal Control	103,678	97,176	99,016	101,588
204	421	Prevention Underage Drinking	0	0	0	2,000
235	421	Asset Forfeiture	6,929	5,924	7,000	82,000
236	421	Safety Augmentation	776,342	918,068	1,193,466	1,247,725
237	421	SLESF - COPS	118,671	115,639	125,907	126,765
239	421	JAG (Justice Assistant Grant) Program	23,645	14,669	0	20,804
240	421	JAG Edward Byrne Grant	0	0	17,227	26,365
241	421	JAG Edward Byrne Grant	0	0	10,731	3,303
242	421	CHRP-COPS Hiring Recovery	0	0	214,655	110,380
245	421	Police Capital Improvements	77,155	261,748	201,000	1,499,400
246	421	Traffic Safety Fund	57,226	88,540	29,826	49,100
248	421	Homeland Security	0	0	0	38,000
290	421	CFD Public Safety Police	370,101	389,731	362,088	362,402
Total Police			\$7,352,730	\$7,486,793	\$7,887,634	\$9,742,719
<u>Fire & Building Department</u>						
100	422	Fire	\$1,148,777	\$1,079,684	\$1,078,028	\$1,004,964
100	424	Building	336,935	253,741	228,972	139,192
100	429	Code Enforcement	0	0	0	165,804
205	429	Code Enforcement	115,682	66,191	144,366	0
238	422	Safety Augmentation	795,566	829,406	870,371	1,140,655
243	422	Fire Capital Improvements	30,427	53,824	36,000	58,000
248	422	Homeland Security Grant	0	0	53,000	15,500
291	422	CFD Public Safety - Fire	383,520	381,820	390,484	384,912
Total Fire/Building			\$2,810,907	\$2,664,666	\$2,801,221	\$2,909,027

City of Los Banos
Adopted Expenditure History by Department
2012-2013
(continued)

Fund No.	Dept. No.	Department	Actual 2009-2010	Actual 2010-2011	Projected 2011-2012	Adopted 2012-2013
Public Works Department						
Streets & Roads						
100	431	Street	(\$1)	(\$191)	\$0	\$0
100	426	Engineering	0	0	0	60,820
207	430	RSTP Exchange	350,000	275,760	0	0
215	430	Gas Tax 2105	535,258	691,765	927,521	709,835
219	430	Traffic Congestion Relief	341,009	93,086	0	0
225	430	SB325 Transportation	220,288	125,513	495,000	582,773
230	430	Traffic Impact Fee	1,026,128	19,617	15,000	55,000
249	430	CMAQ/SR2S Grant	0	0	0	726,350
308	430	Prop 1B	41,860	355,608	32,000	749,459
325	430	Los Banos Transpo Center	475	0	0	0
Maintenance & Recreation						
100	452	Maintenance	579,772	536,555	594,505	572,284
100	481	Community Center	0	0	159,810	170,203
100	451	Recreation	0	0	0	277,824
100	453	Seniors	0	0	0	22,616
200	451	Movie Night	0	0	0	3,800
201	451	Recreation	319,799	261,706	272,472	0
201	453	Seniors	26,509	24,401	22,235	0
244	451	Community Center Fee	0	0	0	0
250	454	Los Banos Parks Development	0	455	0	0
258	454	Villages @ Stonecreek Park Development	52,276	0	0	0
324	451	Child Development Center	6,708	15,532	26,321	24,349
Assessment Districts						
271	458	Ranchwood Estates AD #1	278,888	348,323	355,767	374,812
272	458	Cresthills AD #2	43,815	78,941	46,914	73,544
273	458	Los Banos Gardens AD #3	69,003	57,405	81,004	81,264
274	458	College Green Estates AD #4	73,901	83,739	82,796	121,207
275	458	Orchard Terrace AD #5	37,851	40,220	49,457	49,337
276	458	St. Francis Estates AD #6	22,523	26,665	29,006	32,041
277	458	Valley Meadows & Bedford AD #7	7,554	4,344	7,304	8,452
279	458	Jo-Lin & Rancho De Amigos AD #9	59,851	50,335	81,717	86,688
280	458	LB Creek Shopping Center AD #10	15,978	14,866	18,344	18,620
281	458	Meadowlands AD #11	127,000	128,346	163,110	153,313
282	458	Verona/Mission Estates AD #12	87,970	111,377	112,747	107,973
283	458	Somerset Park AD #13	12,655	18,699	22,203	23,099
284	458	Northgate @ Regency Park AD #14	138,952	172,848	205,505	186,182
285	458	Magnolia Grove AD #15	4,164	3,808	6,230	6,444
286	458	Senior Homes Villages AD # 16	8,076	4,537	6,230	6,377
287	458	Stonecreek Villages AD # 17	84,634	71,761	119,048	120,228
288	458	Rail Trail Corridor AD #18	71,095	65,949	67,526	68,897
289	458	Talbott Park Storm Basin AD #19	4,802	17,243	26,452	39,243
Water/Wastewater						
232	440	Storm Drain	0	243	220,000	0
501	461	Water	3,629,549	3,302,821	3,312,656	4,588,069
501	495	Contingency	0	0	0	100,000
502	432	Wastewater Collection	941,393	1,038,517	2,808,095	1,816,522
502	433	Wastewater Treatment	1,811,119	1,455,674	2,149,730	2,392,342
502	495	Contingency	0	0	100,000	100,000

City of Los Banos
Adopted Expenditure History by Department
2012-2013
(continued)

Fund No.	Dept. No.	Department	Actual 2009-2010	Actual 2010-2011	Projected 2011-2012	Adopted 2012-2013
		Airport				
505	435	Airport	377,486	476,207	419,300	369,609
		Solid Waste & Street Sweeping				
510	490	Solid Waste & Street Sweeping	4,096,102	4,239,920	4,408,417	5,028,992
510	495	Contingency	0	0	100,000	100,000
249	490	CMAQ Grant	0	0	86,000	344,000
		Internal Services				
601	480	Fleet Maintenance	747,815	765,931	868,332	905,986
615	426	Engineering	86,495	60,286	58,232	0
		Total Public Works	\$16,338,752	\$15,038,812	\$18,556,986	\$21,258,554
		TOTAL ALL FUNDS	\$40,748,341	\$30,870,585	\$34,338,871	\$38,641,480

City of Los Banos

2012-2013 Adopted Budget

Interfund Transfer

<u>Fund #</u>	<u>Fund</u>	<u>Transfer In</u>	<u>Transfer Out</u>
249	CMAQ/SR2S Grant Fund	\$92,564	
207	RSTP		\$53,107
510	Solid Waste		\$39,457
290	Police CFD	\$6,500	
100	General Fund		\$6,500
308	Prop 1B	\$318,758	
207	RSTP		\$318,758
<hr/>			
Total		<u>\$417,822</u>	<u>\$417,822</u>

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Revenues

City of Los Banos

Revenue History by Fund 2012-2013

	Actual Revenues 2009-2010	Actual Revenues 2010-2011	Projected Revenues 2011-2012	Adopted Revenues 2012-2013
100 General Fund	\$10,040,317	\$9,765,833	\$9,184,014	\$9,520,573
Special Revenue Funds				
200 Movie Night	\$2,031	109	\$165	\$0
201 Recreation Fund	261,230	253,962	260,500	0
202 Admin City Hall Service Charge	22,910	4,385	4,182	2,210
204 Prevention Underage Drinking	0	0	0	1,000
205 Code Enforcement Fund	104,857	101,562	103,592	0
207 RSTP Exchange Fund	297,464	348,263	432,639	405,000
212 PEG Franchise Fund	21,519	21,426	10,789	10,730
215 Gas Tax 2105 Fund	574,083	883,024	944,292	952,560
219 Traffic Congestion Relief	327,901	0	0	0
225 SB325 Fund	65,363	9,109	5,113	5,000
229 Regional Transportation Impact Fees	176,120	1,227	0	0
230 Traffic Impact Fee Fund	326,245	121,905	266,228	98,000
232 Storm Drain Fund	4,259	2,549	750	300
233 Lamoglia Traffic Impact Fund	6,527	5,837	0	0
234 Meadowland Traffic Impact Fund	1,124	1,005	0	0
235 Asset Forfeiture Fund	5,735	4,162	2,996	2,375
236 Safety Augmentation Fund - Police	860,987	852,749	887,982	896,953
237 SLESF COPS Fund	100,525	101,077	100,067	100,070
238 Safety Augmentation Fund - Fire	852,352	846,254	882,035	891,043
239 JAG/LLEBG Grant Fund	22,186	2,389	0	20,804
240 JAG Edward Byrne Grant Fund	29,562	39,054	17,227	26,365
241 JAG Edward Byrne Grant Fund	0	0	10,731	3,303
242 CHRP-COPS Hiring Recovery Fund	141,572	182,370	215,479	110,380
243 Fire Capital Improvement Fund	93,953	39,299	29,250	27,800
244 Community Center Fee Fund	824	5,557	5,806	1,075
245 Police Capital Improvement Fund	162,941	55,298	35,478	11,000
246 Traffic Safety Fund	82,129	84,828	36,176	10,000
247 Special Aviation Fund	849	12	0	0
248 Homeland Security Grant	849	116,391	53,000	53,500
249 CMAQ Grant	0	0	76,136	977,786
250 Los Banos Parks Development	437,854	136,013	49,762	0
251 Mission Village North Park Developme	596	533	0	0
252 Facility Reserve Fund	717	317	176	100
253 Northgate Park Development	1,179	1,058	0	0
255 Vineyard Park Development	75	123	0	0
256 Meadowland Park Development	1,578	1,412	0	0

City of Los Banos

Revenue History by Fund

2012-2013

(continued)

	Actual Revenues 2009-2010	Actual Revenues 2010-2011	Projected Revenues 2011-2012	Adopted Revenues 2012-2013	
<u>Special Revenue Funds (continued)</u>					
257	Mission Estates Park Development	1,182	1,154	0	0
258	Stone Creek Park Development	70,829	68,412	0	0
259	Orchard Terrace Park Development	68	81	0	0
262	CDBG Micro Enterprise Program Income	2,128	8,004	11,200	14,600
263	CDBG Economic Development	60,908	58,397	0	0
268	Neighborhood Stabilization Program	1,748,329	416,224	256,385	0
269	First Time Homebuyers Grant	263,120	72,526	0	0
271	Ranchwood Estates AD #1	332,324	372,257	356,575	356,575
272	Cresthills AD #2	73,177	80,352	72,490	72,490
273	Los Banos Gardens AD #3	66,902	73,823	81,304	89,106
274	Collage Green Estates AD #4	103,406	112,802	101,708	101,483
275	Orchard Terrace AD #5	45,456	49,815	49,516	49,516
276	St. Francis Estates AD #6	23,343	25,458	25,738	25,588
277	Valley Meadows & Bedford AD #7	10,062	11,074	11,143	12,256
279	Jo-Lin & Rancho De Amigos AD #9	77,561	85,392	86,688	95,353
280	LB Creek Shopping Center AD #10	15,718	14,527	18,668	20,535
281	Meadowlands AD #11	132,250	139,006	146,038	153,313
282	Verona/Mission Estates AD #12	97,182	101,537	97,400	97,175
283	Somerset Park AD #13	20,003	25,774	23,041	23,099
284	Northgate @ Regency Park AD #14	166,119	183,380	152,399	151,874
285	Magnolia Grove AD #15	6,083	7,034	6,444	7,089
286	Senior Home Village AD # 16	6,812	7,471	7,560	8,316
287	Stonecreek Villages AD #17	85,374	110,841	109,333	120,228
288	Railroad Cooridor AD #18	75,444	78,898	80,246	88,035
289	Talbott Park Basin AD #19	30,025	20,919	26,934	26,934
290	CFD 2002-01 - Police	358,886	349,685	344,088	353,034
291	CFD 2002-01 - Fire	359,653	350,514	344,259	353,334
292	CDBG Prog Inc Housing Rehab	42	38	0	0
293	HOME Prog Inc Housing Rehab	(20)	0	0	0
294	NSP Program Income	0	1,262,889	1,028,822	75,000
295	Repair & Demolition	131	116	0	0
Total Special Revenue Funds		\$9,220,593	\$8,311,659	\$7,868,530	\$6,902,287
<u>Capital Project Funds</u>					
303	Traffic Mitigation-S.F	\$1,235	\$1,131	\$585	\$560
304	City Hall Impact Fee	64,144	13,134	13,939	11,675
306	Corporation Yard Impact Fee	22,550	4,673	4,983	5,555
308	Prop 1B	8,130	3,828	1,800	0

City of Los Banos

Revenue History by Fund 2012-2013

(continued)

	Actual Revenues 2009-2010	Actual Revenues 2010-2011	Projected Revenues 2011-2012	Adopted Revenues 2012-2013
Capital Project Funds (Continued)				
309 ARRA Fund	0	1,243,304	0	0
315 Southeast Lift Station	69	0	0	0
320 Los Banos Community Center	86,780	851	0	0
324 Child Development Center	41,649	36,138	44,400	44,400
325 Los Banos Transpo Center	0	1,929	0	0
Total Capital Project Funds	\$224,557	\$1,304,988	\$65,707	\$62,190
Business Type Funds				
501 Water Fund	\$5,303,823	\$4,831,187	\$4,712,435	\$5,015,250
502 Wastewater Fund	3,932,013	3,210,082	3,823,636	4,540,640
505 Airport Fund	429,269	492,449	447,135	384,335
510 Solid Waste & Street Sweeping	5,118,912	5,288,993	5,297,353	5,746,770
Total Business Type Funds	\$14,784,017	\$13,822,711	\$14,280,559	\$15,686,995
Internal Service Funds				
601 Fleet Maintenance	\$877,301	\$744,116	\$792,004	\$905,896
610 IT Services	368,925	375,920	327,784	341,175
615 Engineering Services	123,189	44,296	0	0
656 Retirees' Medical Health Benefits	699,830	1,016,015	1,343,644	1,343,684
Total Internal Service Funds	\$2,069,245	\$2,180,347	\$2,463,432	\$2,590,755
TOTAL ALL FUNDS	\$36,338,729	\$35,385,538	\$33,862,242	\$34,762,800

City of Los Banos

Revenue Detail by Fund

		<u>General Fund</u>			
		<u>2012-2013 Adopted Budget</u>			
		2009-2010	2010-2011	2011-2012	2012-2013
		Actual	Actual	Projected	Adopted
General Fund - Fund 100-000					
311-010	Prop Taxes-Sec-Current	\$1,901,043	\$1,780,971	\$1,805,638	\$1,857,856
311-011	Senate Bill 813 Sup Taxes	1,786	8,384	0	2,500
311-015	Prop Taxes - Unsecured	215,629	156,952	124,000	124,000
311-035	Prop Taxes in lieu VLF	1,862,207	1,731,510	1,789,110	1,699,655
312-010	Transient Occupancy	243,303	203,333	215,000	215,000
313-010	Sales & Use Tax	2,386,160	2,199,311	2,250,000	2,350,000
313-015	Prop Taxes In Lieu 1/4 Sales Tax	538,104	931,626	617,684	625,000
313-020	Sales & Use Tax-Prop 172	94,867	99,410	112,000	112,000
317-010	Documentary Stamp Tax	100,968	80,781	62,000	60,000
318-020	Franchise Fees	401,372	419,554	375,000	400,000
Taxes		\$7,745,439	\$7,611,832	\$7,350,432	\$7,446,011
321-010	Business Licenses	\$117,381	\$93,011	\$95,000	\$95,000
321-015	Business License Transfer	410	365	200	250
322-010	Building Permits	113,773	87,602	47,000	50,000
322-011	Plumb\Elect\Mech Permits	51,029	21,096	20,000	20,000
322-012	Encroachment Fees	3,243	1,904	2,100	2,100
322-060	Animal License & Shelter	11,676	7,185	7,250	7,000
322-065	Animal Spay/Neuter	10,166	6,155	5,000	5,000
322-070	Bicycle License	36	40	16	20
322-075	False Alarm Fee	0	0	0	500
Licenses & Permits		\$307,714	\$217,358	\$176,566	\$179,870
334-010	State Grant	\$17,324	\$61,143	\$16,500	\$16,500
334-011	St. Reimb Police Training	6,485	11,239	9,400	9,500
334-012	Fire Fighting Reimbursement	98,766	7,484	20,000	10,000
335-010	HOPTR Home Owner Property	29,419	30,213	3,600	3,600
335-050	Motor Veh In Lieu Tax	106,334	183,820	0	0
337-010	County Grants	0	3,000	0	0
Revenue - Other Agencies		\$258,328	\$296,899	\$49,500	\$39,600
341-010	Admin Service Charge	\$54,430	\$61,307	\$38,250	\$38,250
341-011	Business License Admin Fee	0	0	0	45,000
341-016	Workers Comp Receipts	41,334	10,780	37,000	10,000
341-025	Notary Fees	3,210	2,590	1,500	2,000
341-028	Environmental Impact	52,980	56,327	0	0
341-029	Annex Processing	0	1,000	0	0
341-031	Subd Eng Review Inspection	0	30,756	118,000	69,000
341-032	Zoning & Planing	61,932	35,844	30,000	25,000
341-033	Reinspection Fee	0	47	0	0
341-035	Building Plan Check Fees	50,008	27,855	55,000	25,000
341-036	Plan Admin Fee	5,860	6,050	3,900	4,000
341-039	General Plan Maint. Fee	11,524	3,577	5,000	3,500

City of Los Banos

Revenue Detail by Fund

General Fund

2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
General Fund - Fund 100-000 (continued)				
341-040 Xerox Copies	33	221	225	225
342-010 Special Police Services	3,387	600	1,200	1,000
342-015 Animal Impound Fee	12,534	14,225	15,000	14,000
342-016 PD Report Fee	14,362	8,241	6,577	7,000
342-017 Live Scan Fee	38,177	31,422	23,500	20,000
342-018 Auto Impound Fee	328	0	0	0
342-020 Prisoner Care	26,383	24,577	1,300	1,200
342-030 Fire Inspection Fee	5,477	3,444	1,200	1,500
342-040 First Responder Fee	4,698	5,780	5,000	5,000
342-060 School Police Grants	197,910	153,333	177,800	178,553
346-016 Returned Check Charges	11,655	7,420	2,500	3,750
347-010 Graffiti Abatement	198	0	0	0
347-011 Recreation Programs	0	0	0	204,000
347-013 Senior Citizen Activities	0	0	0	7,000
347-015 Special Recreation Functions	0	0	0	3,000
348-010 Weed Abatement	0	0	0	20,000
Current Services	\$596,420	\$485,396	\$522,952	\$687,978
342-050 Booking Fees	\$0	\$0	\$19,000	\$19,000
351-010 Parking Fees	56,346	64,815	40,000	40,000
351-011 Admin Citation Fees	0	(50)	0	30,000
351-012 Fee, Fines & Forfeitures	82,295	93,399	70,000	70,000
Fines	\$138,641	\$158,164	\$129,000	\$159,000
361-010 Interest Earnings	\$43,644	\$33,306	\$19,500	\$20,000
362-010 Gain/Value on Invest GASB 31	5,599	7,234	2,500	2,500
363-010 Rentals -Buildings	87,873	87,466	88,400	88,400
363-011 Recreations Rentals	0	0	0	50,000
363-015 Rentals -Land	743,394	743,394	743,394	743,394
363-020 Comm Cntr Grand Room Rental	1,900	71,567	72,000	75,000
363-030 Comm Cntr Multi Purpose Rental	0	188	2,820	420
363-050 Comm Cntr Meeting Rm Rental	0	1,960	3,000	3,000
363-070 Comm Cntr Digital Sign	0	2,125	500	400
363-080 Community Center Pavers	12,200	950	0	0
363-090 Comm Cntr Other Rentals	0	1,340	1,450	500
365-010 Contributions / Donations	500	0	0	0
365-012 Recreation Contributions	0	0	0	2,500
Interest & Misc. Income	\$895,110	\$949,530	\$933,564	\$986,114
390-010 Misc. Revenues	\$39,344	\$35,600	\$15,000	\$15,000
390-020 Refunds	33,658	11,054	2,000	2,000
396-030 Fiscal Agent - Restricted Earn.	25,663	0	5,000	5,000
Other Revenues	\$98,665	\$46,654	\$22,000	\$22,000
General Fund Total	\$10,040,317	\$9,765,833	\$9,184,014	\$9,520,573

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Movie Night - Fund 200-000				
361-010 Interest Earnings	\$27	\$25	\$165	\$0
362-010 Gain/Value on Invest GASB 31	4	4	0	0
365-010 Contributions & Donations	2,000	80	0	0
Total	\$2,031	\$109	\$165	\$0
Recreation - Fund 201-000				
347-010 Recreation Programs	\$168,170	\$183,786	\$198,520	\$0
347-013 Senior Citizen Activities	8,572	7,107	7,000	0
347-015 Special Rec. Functions	4,006	6,040	2,925	0
Services & Fees	\$180,748	\$196,933	\$208,445	\$0
361-010 Interest Earnings	\$830	\$425	\$0	\$0
362-010 Gain/Value on Invest GASB 31	96	83	0	0
363-010 Rental	78,497	54,781	50,000	0
365-010 Contributions & Donations	1,059	1,740	2,055	0
Interest & Misc.	\$80,482	\$57,029	\$52,055	\$0
Recreation Fund Total	\$261,230	\$253,962	\$260,500	\$0
City Hall Admin Service Charge - Fund 202-000				
348-010 City Hall Admin Service	\$21,962	\$3,568	\$3,784	\$1,820
361-010 Interest Earnings	820	711	361	350
362-010 Gain/Value on Invest GASB 31	128	106	37	40
Total	\$22,910	\$4,385	\$4,182	\$2,210
Prevention Underage Drinking - Fund 204-000				
348-010 Underage Drinking Fines	\$0	\$0	\$0	\$1,000
Total	\$0	\$0	\$0	\$1,000
Code Enforcement Fund - Fund 205-000				
341-010 Admin Service Charge	\$53,876	\$38,838	\$40,000	\$0
348-010 Weed Abatement	38,296	30,049	0	0
351-011 Admin Citation Fees	11,580	31,706	63,000	0
361-010 Interest Earnings	982	815	500	0
362-010 Gain/Value on Invest GASB 31	123	154	92	0
Total	\$104,857	\$101,562	\$103,592	\$0
RSTP Exchange - Fund 207-000				
334-010 State Grant	\$289,173	\$341,691	\$427,639	\$400,000
361-010 Interest Earnings	7,350	5,624	5,000	5,000
362-010 Gain/Value on Invest GASB 31	941	948	0	0
Total	\$297,464	\$348,263	\$432,639	\$405,000

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
PEG Franchise - Fund 212-000				
318-025 PEG Franchise Fee	\$21,283	\$21,040	\$10,525	\$10,500
361-010 Interest Earnings	200	321	232	200
362-010 Gain/Value on Invest GASB 31	36	65	32	30
Total	\$21,519	\$21,426	\$10,789	\$10,730
Gas Tax 2105 - Fund 215-000				
335-013 Motor Vehicle Fuel Taxes - 2103	\$0	\$344,982	\$384,068	\$395,337
335-015 Motor Vehicle Fuel Taxes - 2105	231,672	186,903	177,937	176,039
335-016 Motor Vehicle Fuel Taxes - 2106	96,479	93,662	123,847	122,543
335-017 Motor Vehicle Fuel Taxes - 2107	239,061	249,621	252,440	252,641
335-018 Motor Vehicle Fuel Taxes - 2107.5	6,000	6,000	6,000	6,000
361-010 Interest Earnings	524	1,051	0	0
362-010 Gain/Value on Invest GASB 31	86	487	0	0
390-010 Misc. Revenues	261	318	0	0
Total	\$574,083	\$883,024	\$944,292	\$952,560
Traffic Congestion Relief - Fund 219-000				
335-040 Motor Vehicle Fuel Taxes	\$327,901	\$0	\$0	\$0
Total	\$327,901	\$0	\$0	\$0
SB325 Local Transportation - Fund 225-000				
334-010 State Grant	\$54,822	\$0	\$0	\$0
361-010 Interest Earnings	9,507	7,812	5,113	5,000
362-010 Gain/Value on Invest GASB 31	1,034	1,297	0	0
Total	\$65,363	\$9,109	\$5,113	\$5,000
Regional Transportation Impact Fee - Fund 229-000				
349-020 Traffic Impact Fee	\$176,120	\$0	\$0	\$0
361-010 Interest Earnings	0	1,227	0	0
Total	\$176,120	\$1,227	\$0	\$0
Traffic Impact Fee - Fund 230-000				
349-020 Impact Fees	\$312,582	\$106,706	\$256,566	\$98,000
361-010 Interest Earnings	12,246	13,378	8,982	0
362-010 Gain/Value on Invest GASB 31	1,417	1,821	680	0
Total	\$326,245	\$121,905	\$266,228	\$98,000
Storm Drain - Fund 232-000				
349-030 Storm Drain Fees	\$2,270	\$735	\$420	\$300
361-010 Interest Earnings	1,767	1,548	330	0
362-010 Gain/Value on Invest GASB 31	222	266	0	0
Total	\$4,259	\$2,549	\$750	\$300

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds *2012-2013 Adopted Budget*

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Lamoglia Traffic Impact Fee - Fund 233-000				
361-010 Interest Earnings	\$5,802	\$4,969	\$0	\$0
362-010 Gain/Value on Invest GASB 31	725	868	0	0
Total	\$6,527	\$5,837	\$0	\$0
Meadowland Traffic Impact Fee - Fund 234-000				
361-010 Interest Earnings	\$999	\$856	\$0	\$0
362-010 Gain/Value on Invest GASB 31	125	149	0	0
Total	\$1,124	\$1,005	\$0	\$0
Asset Forfeiture - Fund 235-000				
331-010 Federal Grant	\$1,767	\$3,181	\$1,441	\$1,000
342-050 Asset Forfeiture	2,842	0	1,179	1,000
361-010 Interest Earnings	1,001	833	376	375
362-010 Gain/Value on Invest GASB 31	125	148	0	0
Total	\$5,735	\$4,162	\$2,996	\$2,375
Public Safety Augmentation - Police Fund 236-000				
313-050 Sales Tax - Measure P	\$846,606	\$841,094	\$878,805	\$887,593
361-010 Interest Earnings	12,826	9,915	9,177	9,360
362-010 Gain/Value on Invest GASB 31	1,555	1,740	0	0
Total	\$860,987	\$852,749	\$887,982	\$896,953
SLESF COPS - Fund 237-000				
334-010 State Grant	\$100,045	\$100,724	\$100,000	\$100,000
361-010 Interest Earnings	426	300	67	70
362-010 Gain/Value on Invest GASB 31	54	53	0	0
Total	\$100,525	\$101,077	\$100,067	\$100,070
Public Safety Augmentation - Fire Fund 238-000				
313-050 Sales Tax - Measure P	\$846,606	\$841,094	\$878,805	\$887,593
361-010 Interest Earnings	5,105	4,405	2,980	3,150
362-010 Gain/Value on Invest GASB 31	641	755	250	300
Total	\$852,352	\$846,254	\$882,035	\$891,043
JAG/LLEBG Grant - Fund 239-000				
331-010 Federal Grant	\$22,085	\$2,359	\$0	\$20,804
361-010 Interest Earnings	89	38	0	0
362-010 Gain/Value on Invest GASB 31	12	(8)	0	0
Total	\$22,186	\$2,389	\$0	\$20,804
JAG Edward Byrne Grant - Fund 240-000				
331-010 Federal Grant	\$29,562	\$39,054	\$17,227	\$26,365
Total	\$29,562	\$39,054	\$17,227	\$26,365

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
JAG Edward Byrne Grant - Fund 241-000				
331-010 Federal Grant	\$0	\$0	\$10,731	\$3,303
Total	\$0	\$0	\$10,731	\$3,303
CHRP-COPS Hiring Recovery - Fund 242-000				
331-010 Federal Grant	\$141,572	\$182,370	\$215,479	\$110,380
Total	\$141,572	\$182,370	\$215,479	\$110,380
Fire Capital Improvement - Fund 243-000				
342-035 Fire Capital Improv Fee	\$60,322	\$27,367	\$22,000	\$20,000
361-010 Interest Earnings	10,844	10,266	6,500	7,000
362-010 Gain/Value on Invest GASB 31	1,382	1,666	750	800
390-010 Misc Revenues	21,405	0	0	0
Total	\$93,953	\$39,299	\$29,250	\$27,800
Community Center Fee - Fund 244-000				
349-020 Community Center Fee	\$0	\$4,203	\$5,083	\$350
361-010 Interest Earnings	658	1,148	648	650
362-010 Gain/Value on Invest GASB 31	166	206	75	75
Total	\$824	\$5,557	\$5,806	\$1,075
Police Capital Improvement - Fund 245-000				
342-025 Police Capital Improv Fee	\$145,608	\$40,611	\$29,658	\$5,000
361-010 Interest Earnings	15,335	12,593	5,820	6,000
362-010 Gain/Value on Invest GASB 31	1,998	2,094	0	0
Total	\$162,941	\$55,298	\$35,478	\$11,000
Traffic Safety - Fund 246-000				
331-010 Federal Grant	\$5,000	\$0	\$0	\$0
334-010 State Grant	55,157	70,934	24,019	0
342-018 Auto Impound Fee	17,567	13,894	12,157	10,000
342-020 DUI Accident Recovery	1,029	0	0	0
361-010 Interest Earnings	2,972	0	0	0
362-010 Gain/Value on Invest GASB 31	404	0	0	0
392-010 Sale - general fixed assets	0	0	0	0
Total	\$82,129	\$84,828	\$36,176	\$10,000
Special Aviation - Fund 247-000				
361-010 Interest Earnings	\$755	\$10	\$0	\$0
362-010 Gain/Value on Invest GASB 31	94	2	0	0
Total	\$849	\$12	\$0	\$0

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Homeland Security Grant - Fund 248-000				
331-010 Federal Grant	\$0	\$116,391	\$53,000	\$53,500
361-010 Interest Earnings	755	0	0	0
362-010 Gain/Value on Invest GASB 31	94	0	0	0
Total	\$849	\$116,391	\$53,000	\$53,500
CMAQ Grant - Fund 249-000				
331-010 Federal Grant	\$0	\$0	\$76,136	\$714,436
331-011 Federal Grant-SR2S	0	0	0	263,350
Total	\$0	\$0	\$76,136	\$977,786
Los Banos Parks Development - Fund 250-000				
347-080 Park Development Fees	\$367,069	\$115,856	\$45,618	\$0
347-085 Land Dedication Fees	45,843	13,209	4,144	0
349-090 Community Center Fees	24,942	0	0	0
361-010 Interest Earnings	0	6,948	0	0
Total	\$437,854	\$136,013	\$49,762	\$0
Mission Village North Park Development- Fund 251-000				
361-010 Interest Earnings	\$530	\$454	\$0	\$0
362-010 Gain/Value on Invest GASB 31	66	79	0	0
Total	\$596	\$533	\$0	\$0
Facility Reserve - Fund 252-000				
349-020 Development Fees	\$568	\$187	\$111	\$30
361-010 Interest Earnings	134	112	58	60
362-010 Gain/Value on Invest GASB 31	15	18	7	10
Total	\$717	\$317	\$176	\$100
Regency Park Estates Park Development - Fund 253-000				
361-010 Interest Earnings	\$1,048	\$901	\$0	\$0
362-010 Gain/Value on Invest GASB 31	131	157	0	0
Total	\$1,179	\$1,058	\$0	\$0
Vineyard Park Development - Fund 255-000				
361-010 Interest Earnings	\$60	\$105	\$0	\$0
362-010 Gain/Value on Invest GASB 31	15	18	0	0
Total	\$75	\$123	\$0	\$0
Meadowlands Park Development - Fund 256-000				
361-010 Interest Earnings	\$1,403	\$1,202	\$0	\$0
362-010 Gain/Value on Invest GASB 31	175	210	0	0
Total	\$1,578	\$1,412	\$0	\$0

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Mission Estates Park Development - Fund 257-000				
361-010 Interest Earnings	\$1,039	\$982	\$0	\$0
362-010 Gain/Value on Invest GASB 31	143	172	0	0
Total	\$1,182	\$1,154	\$0	\$0
Stone Creek Park Development Fees - Fund 258-000				
347-080 Park Development Fees	\$64,041	\$62,406	\$0	\$0
347-085 Land Dedication Fees	6,216	4,662	0	0
361-010 Interest Earnings	472	1,144	0	0
362-010 Gain/Value on Invest GASB 31	100	200	0	0
Total	\$70,829	\$68,412	\$0	\$0
Orchard Terrace II Park Development - Fund 259-000				
361-010 Interest Earnings	\$63	\$84	\$0	\$0
362-010 Gain/Value on Invest GASB 31	5	(3)	0	0
Total	\$68	\$81	\$0	\$0
CDBG Economic Dev Program Income - Fund 262-000				
361-010 Interest Earnings	\$711	\$3,135	\$2,700	\$2,900
362-010 Gain/Value on Invest GASB 31	37	11	0	0
390-010 Misc. Revenues	1,380	4,858	8,500	11,700
Total	\$2,128	\$8,004	\$11,200	\$14,600
CDBG Economic Development Grant - Fund 263-000				
331-010 Federal Grant	\$60,908	\$58,397	\$0	\$0
Total	\$60,908	\$58,397	\$0	\$0
Neighborhood Stabilization Program-Fund 268-000				
331-010 Federal Grant	\$1,748,329	\$411,964	\$254,486	\$0
390-010 Misc. Revenues	0	4,260	1,899	0
Total	\$1,748,329	\$416,224	\$256,385	\$0
First Time Home Buyers Grant - Fund 269-000				
331-010 Federal Grant	\$263,090	\$72,411	\$0	\$0
390-020 Refunds	30	115	0	0
Total	\$263,120	\$72,526	\$0	\$0
Ranchwood Estates Assessment District #1 - Fund 271-000				
355-020 L&L Assessments	\$331,128	\$370,863	\$356,175	\$356,175
361-010 Interest Earnings	1,054	1,254	400	400
362-010 Gain/Value on Invest GASB 31	142	140	0	0
Total	\$332,324	\$372,257	\$356,575	\$356,575

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Cresthills Assessment District #2 - Fund 272-000				
355-020 L&L Assessments	\$72,301	\$79,353	\$72,140	\$72,140
361-010 Interest Earnings	775	865	350	350
362-010 Gain/Value on Invest GASB 31	101	134	0	0
Total	\$73,177	\$80,352	\$72,490	\$72,490
Los Banos Gardens Assessment District #3 - Fund 273-000				
355-020 L&L Assessments	\$66,813	\$73,749	\$81,284	\$89,106
361-010 Interest Earnings	89	74	20	0
Total	\$66,902	\$73,823	\$81,304	\$89,106
College Greens Assessment District # 4 - Fund 274-000				
355-020 L&L Assessments	\$102,894	\$112,095	\$101,483	\$101,483
361-010 Interest Earnings	448	589	225	0
362-010 Gain/Value on Invest GASB 31	64	118	0	0
Total	\$103,406	\$112,802	\$101,708	\$101,483
Orchard Terrace Assessment District # 5 - Fund 275-000				
355-020 L&L Assessments	\$45,350	\$49,680	\$49,516	\$49,516
361-010 Interest Earnings	97	126	0	0
362-010 Gain/Value on Invest GASB 31	9	9	0	0
Total	\$45,456	\$49,815	\$49,516	\$49,516
St Francis Assessment District # 6 - Fund 276-000				
355-020 L&L Assessments	\$22,963	\$25,118	\$25,588	\$25,588
361-010 Interest Earnings	339	297	150	0
362-010 Gain/Value on Invest GASB 31	41	43	0	0
Total	\$23,343	\$25,458	\$25,738	\$25,588
Valley Meadows/Bedford Assessment District # 7 - Fund 277-000				
355-020 L&L Assessments	\$10,050	\$11,063	\$11,143	\$12,256
361-010 Interest Earnings	12	11	0	0
Total	\$10,062	\$11,074	\$11,143	\$12,256
Jo-Lin / Rancho DeAmigo Assessment District # 9 - Fund 279-000				
355-020 L&L Assessments	\$77,465	\$85,309	\$86,688	\$95,353
361-010 Interest Earnings	96	83	0	0
Total	\$77,561	\$85,392	\$86,688	\$95,353
LB Creek Shopping Center Assessment District # 10 - Fund 280-000				
355-020 L&L Assessments	\$15,692	\$14,517	\$18,668	\$20,535
361-010 Interest Earnings	26	10	0	0
Total	\$15,718	\$14,527	\$18,668	\$20,535

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Meadowlands Assessment District # 11 - Fund 281-000				
355-020 L&L Assessments	\$132,058	\$138,659	\$146,013	\$153,313
361-010 Interest Earnings	192	347	25	0
Total	\$132,250	\$139,006	\$146,038	\$153,313
Verona / Mission Estates Assessment District # 12 - Fund 282-000				
355-020 L&L Assessments	\$96,396	\$100,841	\$97,175	\$97,175
361-010 Interest Earnings	697	628	225	0
362-010 Gain/Value on Invest GASB 31	89	68	0	0
Total	\$97,182	\$101,537	\$97,400	\$97,175
Sommerset Assessment District # 13 - Fund 283-000				
355-020 L&L Assessments	\$19,980	\$25,754	\$23,041	\$23,041
361-010 Interest Earnings	23	20	0	58
Total	\$20,003	\$25,774	\$23,041	\$23,099
Northgate @ Regency Assessment District # 14 - Fund 284-000				
355-020 L&L Assessments	\$164,475	\$181,862	\$151,874	\$151,874
361-010 Interest Earnings	1,459	1,344	525	0
362-010 Gain/Value on Invest GASB 31	185	174	0	0
Total	\$166,119	\$183,380	\$152,399	\$151,874
Magnolia Grove Assessment District # 15 - Fund 285-000				
355-020 L&L Assessments	\$6,075	\$7,028	\$6,444	\$7,089
361-010 Interest Earnings	8	6	0	0
Total	\$6,083	\$7,034	\$6,444	\$7,089
The Villages @ Stonecreek Assessment District # 16 - Fund 286-000				
355-020 L&L Assessments	\$6,796	\$7,459	\$7,560	\$8,316
361-010 Interest Earnings	16	12	0	0
Total	\$6,812	\$7,471	\$7,560	\$8,316
The Villages II @ Stonecreek Assessment District # 17 - Fund 287-000				
355-020 L&L Assessments	\$85,298	\$110,736	\$109,298	\$120,228
361-010 Interest Earnings	76	105	35	0
Total	\$85,374	\$110,841	\$109,333	\$120,228
Rail Trail Corridor Assessment District # 18 - Fund 288-000				
355-020 L&L Assessments	\$75,336	\$78,845	\$80,126	\$88,035
361-010 Interest Earnings	108	53	120	0
Total	\$75,444	\$78,898	\$80,246	\$88,035

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Talbott Park Drainage Basin Assessment District # 19 - Fund 289-000				
355-020 L&L Assessments	\$29,763	\$20,622	\$26,934	\$26,934
361-010 Interest Earnings	226	248	0	0
362-010 Gain/Value on Invest GASB 31	36	49	0	0
Total	\$30,025	\$20,919	\$26,934	\$26,934
Community Facilities District 2002-01 - Fund 290-000				
319-010 Public Safety Prop. Taxes	\$358,316	\$349,336	\$344,088	\$353,034
361-010 Interest Earnings	530	396	0	0
362-010 Gain/Value on Invest GASB 31	40	(47)	0	0
Total	\$358,886	\$349,685	\$344,088	\$353,034
Community Facilities District 2002-01 - Fund 291-000				
319-010 Public Safety Prop. Taxes	\$358,316	\$349,336	\$344,088	\$353,034
361-010 Interest Earnings	1,171	1,115	211	300
362-010 Gain/Value on Invest GASB 31	166	63	(40)	0
Total	\$359,653	\$350,514	\$344,259	\$353,334
CDBG REHAB Program Income - Fund 292-000				
361-010 Interest Earnings	\$37	\$32	\$0	\$0
362-010 Gain/Value on Invest GASB 31	5	6	0	0
Total	\$42	\$38	\$0	\$0
HOME REHAB Program Income - Fund 293-000				
361-010 Interest Earnings	(\$20)	\$0	\$0	\$0
Total	(\$20)	\$0	\$0	\$0
NSP Program Income - Fund 294-000				
331-011 Program Income	\$0	\$1,262,889	\$1,025,000	\$75,000
390-010 Misc Revenues	0	0	3,822	0
Total	\$0	\$1,262,889	\$1,028,822	\$75,000
Repair & Demolition - Fund 295-000				
361-010 Interest Earnings	\$116	\$99	\$0	\$0
362-010 Gain/Value on Invest GASB 31	15	17	0	0
Total	\$131	\$116	\$0	\$0
Traffic Mitigation Fee - Fund 303-000				
361-010 Interest Earnings	\$1,095	\$963	\$525	\$500
362-010 Gain/Value on Invest GASB 31	140	168	60	60
Total	\$1,235	\$1,131	\$585	\$560

Capital Projects

City of Los Banos

Revenue Detail by Fund

Capital Projects

2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
City Hall Impact Fee - Fund 304-000				
348-020 City Hall Impact Fee	\$61,315	\$10,235	\$12,239	\$10,000
361-010 Interest Earnings	2,479	2,468	1,542	1,500
362-010 Gain/Value on Invest GASB 31	350	431	158	175
Total	\$64,144	\$13,134	\$13,939	\$11,675
Corporation Yard Impact Fee - Fund 306-000				
348-030 Corporation Yard Impact	\$21,606	\$3,698	\$4,407	\$5,000
361-010 Interest Earnings	826	830	523	500
362-010 Gain/Value on Invest GASB 31	118	145	53	55
Total	\$22,550	\$4,673	\$4,983	\$5,555
Prop 1B - Fund 308-000				
361-010 Interest Earnings	\$7,319	\$3,246	\$1,800	\$0
362-010 Gain/Value on Invest GASB 31	811	582	0	0
Total	\$8,130	\$3,828	\$1,800	\$0
ARRA - Fund 309-000				
331-010 Federal Grant	\$0	\$1,243,304	\$0	\$0
Total	\$0	\$1,243,304	\$0	\$0
Southeast Lift Station - Fund 315-000				
361-010 Interest Earnings	\$61	\$0	\$0	\$0
362-010 Gain/Value on Invest GASB 31	8	0	0	0
Total	\$69	\$0	\$0	\$0
Los Banos Community Center - Fund 320-000				
361-050 Interest	\$30,780	\$851	\$0	\$0
365-010 Community Center Donation	56,000	0	0	0
Total	\$86,780	\$851	\$0	\$0
Child Development Center - Fund 324-000				
331-010 Federal Grant	\$36,038	\$0	\$0	\$0
363-010 Rental-Buildings	0	30,600	39,000	39,000
390-010 Misc. Revenue	5,611	5,538	5,400	5,400
Total	\$41,649	\$36,138	\$44,400	\$44,400
Los Banos Transpo Center - Fund 325-000				
331-010 Federal Grants	\$0	\$1,929	\$0	\$0
Total	\$0	\$1,929	\$0	\$0

City of Los Banos

Revenue Detail by Fund

Business-Type Funds

2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Water Fund - Fund 501-000				
343-010 Fees Collected	\$4,070,644	\$4,305,858	\$4,314,319	\$4,734,000
343-015 Penalties	156,936	128,578	127,761	125,000
343-020 Water Development Fee	89,020	0	0	0
343-025 Water Connection Fee	481,395	58,646	129,923	25,000
Charges & Fees	\$4,797,995	\$4,493,082	\$4,572,003	\$4,884,000
361-010 Interest Earnings	\$132,068	\$114,148	\$102,576	\$100,000
361-050 Restricted Interest	2	0	0	0
362-010 Gain/Value on Invest GASB 31	15,384	19,440	7,381	10,000
365-050 Infrastructure Contrib.	296,769	170,655	0	0
Interest & Misc.	\$444,223	\$304,243	\$109,957	\$110,000
390-010 Misc. Revenues	\$38,058	\$10,815	\$15,475	\$6,250
392-010 Fixed Assets	500	0	0	0
396-030 Fiscal Agent Restricted Earn.	23,047	23,047	15,000	15,000
Other Financial Sources	\$61,605	\$33,862	\$30,475	\$21,250
Water Total	\$5,303,823	\$4,831,187	\$4,712,435	\$5,015,250
Wastewater Fund - Fund 502-000				
343-015 Penalties	\$100,310	\$100,165	\$96,845	\$85,000
344-010 Fees - Collection	1,485,889	1,569,700	2,019,664	2,548,800
344-015 Fees - Treatment	1,091,404	1,176,450	1,438,574	1,755,840
344-020 Sewer Development Fee	121,695	0	0	0
344-025 Sewer Connection Fee	1,012,927	123,657	92,217	25,000
Charges & Fees	\$3,812,225	\$2,969,972	\$3,647,300	\$4,414,640
361-010 Interest Earnings	\$66,603	\$63,707	\$52,086	\$45,000
362-010 Gain/Value on Invest GASB 31	8,290	10,250	5,000	5,000
363-014 Rental of Pasture	35,203	34,155	29,696	25,000
363-017 Ag Farming Income	8,933	71,043	87,718	50,000
365-050 Developer Infrast. Contribution	0	60,480	0	0
Interest & Misc.	\$119,029	\$239,635	\$174,500	\$125,000
390-010 Misc. Revenues	\$2,093	\$475	\$177	\$0
396-030 Fiscal Agent Restrict Earn.	(1,334)	0	1,659	1,000
Other Financial Sources	\$759	\$475	\$1,836	\$1,000
Wastewater Total	\$3,932,013	\$3,210,082	\$3,823,636	\$4,540,640

City of Los Banos

Revenue Detail by Fund

Business-Type Funds

2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Airport Operation Fund - Fund 505-000				
311-015 Prop Taxes - Unsec.	\$10,815	\$2,374	\$2,000	\$2,000
Taxes	\$10,815	\$2,374	\$2,000	\$2,000
331-010 Federal Grant	\$73,160	\$119,054	\$62,800	\$0
334-010 State Grant	0	30,000	10,000	10,000
Grants	\$73,160	\$149,054	\$72,800	\$10,000
346-010 Tie Down Fees	\$515	\$719	\$200	\$200
346-020 Aviation Gas	262,950	272,452	300,000	300,000
Services & Charges	\$263,465	\$273,171	\$300,200	\$300,200
361-010 Interest Earnings	\$0	\$113	\$85	\$85
362-010 Gain/Value on Invest GASB 31	0	184	50	50
363-014 Rental Land/Buildings	81,829	67,524	72,000	72,000
390-010 Misc. Revenues	0	29	0	0
Other Financial Sources	\$81,829	\$67,850	\$72,135	\$72,135
Airport Total	\$429,269	\$492,449	\$447,135	\$384,335
Solid Waste & Street Sweeping Fund - Fund 510-000				
318-020 Franchise Fees-Roll Off	\$34,425	\$41,736	\$37,894	\$35,000
334-010 State Grant	5,000	9,808	0	0
Grants	\$39,425	\$51,544	\$37,894	\$35,000
343-015 Penalties	\$221,122	\$214,722	\$174,497	\$145,000
344-030 Solid Waste Fees	4,845,447	5,009,413	5,066,378	5,550,000
349-010 Highway Cleaning	4,770	2,385	4,770	4,770
Services & Charges	\$5,071,339	\$5,226,520	\$5,245,645	\$5,699,770
361-010 Interest Earnings	\$6,889	\$9,033	\$12,580	\$11,000
362-010 Gain/Value on Invest GASB 31	1,030	1,891	1,156	1,000
396-030 Fiscal Agent Earnings	0	0	78	0
Interest & Misc.	\$7,919	\$10,924	\$13,814	\$12,000
390-010 Misc. Revenues	\$229	\$5	\$0	\$0
Other Financial Sources	\$229	\$5	\$0	\$0
Solid Waste Total	\$5,118,912	\$5,288,993	\$5,297,353	\$5,746,770

City of Los Banos

Revenue Detail by Fund

Internal Services Funds 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Fleet Maintenance - Fund 601-000				
341-060 Fleet Maint. Service Charges	\$874,974	\$741,727	\$790,004	\$905,896
361-010 Interest Earnings	2,098	2,188	2,000	0
362-010 Gain/Value on Invest GASB 31	229	201	0	0
Total	\$877,301	\$744,116	\$792,004	\$905,896
Information Technology Services - Fund 610-000				
341-060 IT Service Charges	\$365,757	\$371,922	\$325,140	\$338,675
361-010 Interest Earnings	1,146	1,638	1,100	950
362-010 Gain/Value on Invest GASB 31	134	100	44	50
390-010 Misc. Revenues	1,888	2,260	1,500	1,500
Total	\$368,925	\$375,920	\$327,784	\$341,175
Engineering Services - Fund 615-000				
341-031 Subd Eng Review Inspection	\$122,871	\$0	\$0	\$0
341-060 Engineering Service Charges	0	44,237	0	0
361-010 Interest Income	283	51	0	0
362-010 Gain/Value on Invest GASB 31	35	8	0	0
Total	\$123,189	\$44,296	\$0	\$0
Retiree's Medical Health Services - Fund 656-000				
341-012 Payroll Assessments	\$682,592	\$1,001,253	\$1,342,584	\$1,342,584
361-010 Interest Earnings	15,168	2,433	1,100	1,100
362-010 Gain/Value on Invest GASB 31	1,870	664	(40)	0
390-010 Misc. Revenues	200	0	0	0
390-020 Refunds	0	11,665	0	0
Total	\$699,830	\$1,016,015	\$1,343,644	\$1,343,684
GRAND TOTAL:	\$36,338,729	\$35,385,538	\$33,862,242	\$34,762,800

City of Los Banos
Adopted Revenues by Department
2012-2013

	Taxes	Licenses /Permits	Intergov /Grants	Charges for Services	Misc.	Total
100 General Fund	\$7,446,011	\$179,870	\$39,600	\$687,978	\$1,167,114	\$9,520,573
Special Revenue Funds						
202 Admin City Hall Service Charge	\$0	\$0	\$0	\$1,820	\$390	\$2,210
204 Prevention Underage Drinking	0	0	0	1,000	0	1,000
207 RSTP Exchange Fund	0	0	400,000	0	5,000	405,000
212 PEG Franchise Fees	0	0	0	10,730	0	10,730
215 Gas Tax 2105 Fund	952,560	0	0	0	0	952,560
225 SB325 Fund	0	0	0	0	5,000	5,000
230 Traffic Impact Fee Fund	0	98,000	0	0	0	98,000
232 Storm Drain Fund	0	300	0	0	0	300
235 Asset Forfeiture Fund	0	0	1,000	0	1,375	2,375
236 Safety Augmentation Fund - Police	887,593	0	0	0	9,360	896,953
237 SLESF COPS Fund	0	0	100,000	0	70	100,070
238 Safety Augmentation Fund - Fire	887,593	0	0	0	3,450	891,043
239 JAG/LLEBG Grant Fund	0	0	20,804	0	0	20,804
240 JAG Edward Byrne Grant Fund	0	0	26,365	0	0	26,365
241 JAG Edward Byrne Grant Fund	0	3,303	0	0	0	3,303
242 CHRP-COPS Hiring Recovery Fund	0	0	110,380	0	0	110,380
243 Fire Capital Improvement Fund	0	20,000	0	0	7,800	27,800
244 Community Center Fee	0	0	0	0	1,075	1,075
245 Police Capital Improvement Fund	0	5,000	0	0	6,000	11,000
246 Traffic Safety Fund	0	0	0	10,000	0	10,000
248 Homeland Security Grant	0	0	53,500	0	0	53,500
249 CMAQ Grant	0	0	977,786	0	0	977,786
252 Facility Reserve Fund	0	30	0	0	70	100
262 CDBG Micro Enterprise Program Income	0	0	0	0	14,600	14,600
271 Ranchwood Estates AD #1	356,175	0	0	0	400	356,575
272 Cresthills AD #2	72,140	0	0	0	350	72,490
273 Los Banos Gardens AD #3	89,106	0	0	0	0	89,106
274 Collage Green Estates AD #4	101,483	0	0	0	0	101,483
275 Orchard Terrace AD #5	49,516	0	0	0	0	49,516
276 St. Francis Estates AD #6	25,588	0	0	0	0	25,588
277 Valley Meadows & Bedford AD #7	12,256	0	0	0	0	12,256
279 Jo-Lin & Rancho De Amigos AD #9	95,353	0	0	0	0	95,353
280 LB Creek Shopping Center AD #10	20,535	0	0	0	0	20,535
281 Meadowlands AD #11	153,313	0	0	0	0	153,313
282 Verona/Mission Estates AD #12	97,175	0	0	0	0	97,175
283 Somerset Park AD #13	23,041	0	0	0	58	23,099
284 Northgate @ Regency Park AD #14	151,874	0	0	0	0	151,874
285 Magnolia Grove AD #15	7,089	0	0	0	0	7,089
286 Senior Home Village AD # 16	8,316	0	0	0	0	8,316
287 Stonecreek Villages AD #17	120,228	0	0	0	0	120,228
288 Railroad Cooridor AD #18	88,035	0	0	0	0	88,035
288 Remove Grant	0	0	0	0	0	0
289 Talbott Park Basin AD #19	26,934	0	0	0	0	26,934

City of Los Banos
Adopted Revenues by Department
2012-2013

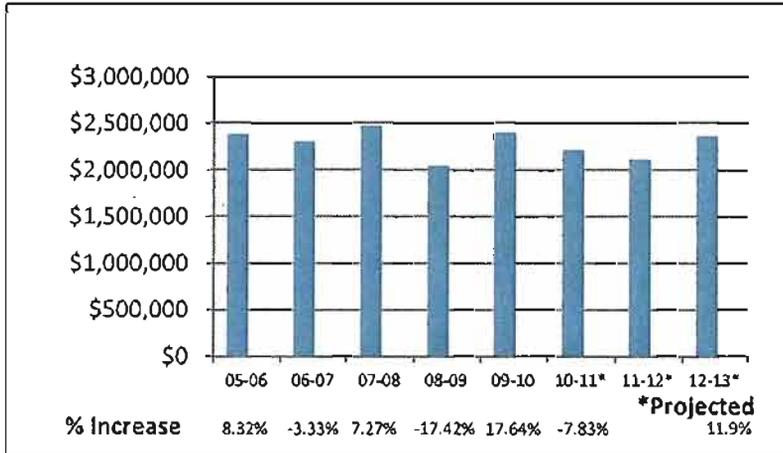
	Taxes	(continued) Licenses /Permits	Intergov /Grants	Charges for Services	Misc.	Total
Special Revenue Funds (Continued)						
290 CFD 2002-01 - Police	353,034	0	0	0	0	353,034
291 CFD 2002-01 - Fire	353,034	0	0	0	300	353,334
294 NSP Program Income	0	0	75,000	0	0	75,000
Total Special Revenue Funds	\$4,931,971	\$126,633	\$1,764,835	\$23,550	\$55,298	\$6,902,287
Capital Project Funds						
303 Traffic Mitigation-S.F	\$0	\$0	\$0	\$0	\$560	\$560
304 City Hall Impact Fee	0	10,000	0	0	1,675	11,675
306 Corporation Yard Impact Fee	0	5,000	0	0	555	5,555
308 Prop 1B	0	0	0	0	0	0
309 ARRA	0	0	0	0	0	0
312 Comcast Video/Upgrade Grant	0	0	0	0	0	0
324 Child Development Center	0	0	5,400	0	39,000	44,400
Total Capital Project Funds	\$0	\$15,000	\$5,400	\$0	\$41,790	\$62,190
Business Type Funds						
501 Water Fund	\$0	\$0	\$0	\$4,884,000	\$131,250	\$5,015,250
502 Wastewater Fund	0	0	0	4,414,640	126,000	4,540,640
505 Airport Fund	2,000	0	10,000	300,200	72,135	384,335
510 Solid Waste & Street Sweeping	0	0	35,000	5,699,770	12,000	5,746,770
Total Business Type Funds	\$2,000	\$0	\$45,000	\$15,298,610	\$341,385	\$15,686,995
Internal Service Funds						
601 Fleet Maintenance	\$0	\$0	\$905,896	\$0	\$0	\$905,896
610 IT Services	0	0	338,675	0	2,500	341,175
656 Retirees' Medical Health Benefits	0	0	1,342,584	0	1,100	1,343,684
Total Internal Service Funds	\$0	\$0	\$2,587,155	\$0	\$3,600	\$2,590,755
TOTAL ALL FUNDS	\$12,379,982	\$321,503	\$4,441,990	\$16,010,138	\$1,609,187	\$34,762,800

Major Revenue Assumptions

GENERAL FUND

Sales and Use Tax - \$2,350,000

Account 100-000-313-010



This tax is administered by the State Board of Equalization and is imposed on retailers. The tax is based on the sales price of any taxable transaction of tangible personal property. The tax rate for the City is 7.75 % of which the City is directly entitled to 1.0%, of that 1.0%, 5% goes to Merced County. Measure P gets .5% of the tax rate for the City's Police & Fire. The Sales and Use Tax represents Los Banos' single largest revenue source at \$2,350,000 or 24.7% total General Fund revenues projected for FY 12-13. This tax is estimated based on the information received from the State Board of Equalization.

Property Tax in Lieu of 1/4 Sales & Use Tax - \$625,000

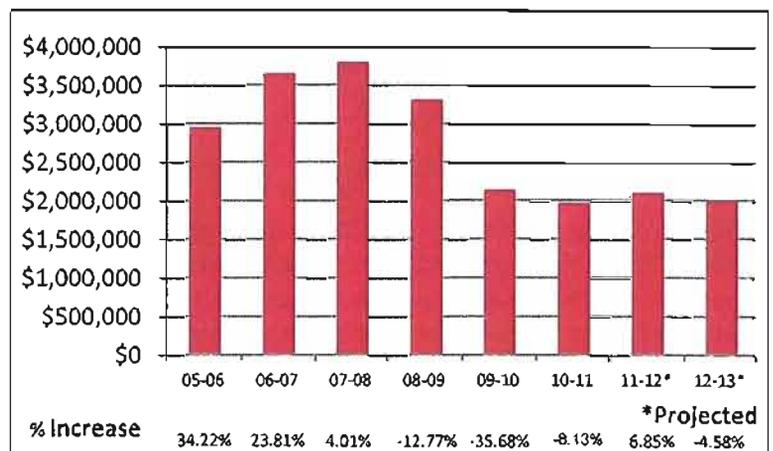
Account 100-000-313-015

In 2004 voters approved a statewide ballot measure to issue \$15 Billion in deficit reduction bonds. These bonds will be paid-off over 7 to 9 years based on revenue stream that will fund them from the "Triple Flip". The State reduced 25% of the City's sales tax revenue. Sales Tax losses will be funded from the property tax takeaways which payments are received in January and April. Estimates are based on information received from The Department of Finance and are based on Sales Tax Receipts. The amount the city will receive for FY 12-13 is a 1.18% increase from FY 11-12.

Property Tax - \$1,984,356

Accounts 100-000-311-010, 100-000-311-011, & 100-000-311-015

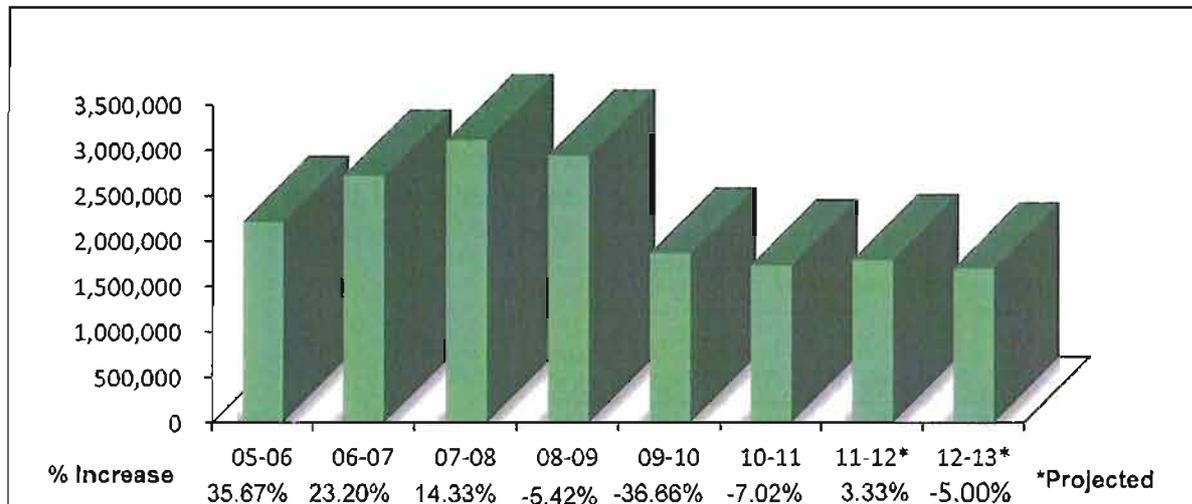
The City's property tax is levied based on 100% of the fair market value of all real and personal property located within the city, except for property owned by federal, state, and local governments. Assessed values are determined by the Merced County Assessor, collected by the County Tax Collector and distributed by the County Auditor. The tax rate for real property is 1% of the property value, which is allocated to counties, schools and cities. Los Banos's share of the 1% is equivalent to 14 cents on each \$1.00 collected from property taxes. Property tax represents the General Fund's second largest revenue source, projected at \$1,984,356 or 20.8% of the total General Fund revenue for FY 12-13. Due to the housing market crisis, property values have drastically decreased resulting in little property tax growth and a major decrease in property tax revenue.



Major Revenue Assumptions (continued)

Property Taxes in lieu VLF- \$1,699,655 Account 100-000-311-035

In 2004 the State adopted a Vehicle License Fee for Property Tax swap as part of a state budget agreement. The swap consists of a permanent reduction of the VLF rate from 2.0% to .65%, and an elimination of the VLF backfill to cities and counties from the state budget. Property Tax in lieu of VLF amount in FY 12-13 was projected from the FY 11-12 VLF adjustment amount increased by the growth in the city's gross assessed property valuation from the prior year. The amount the city will receive for FY 12-13 is a 5.00% decrease from FY 11 12.



Transient Occupancy Tax (TOT) - \$215,000 Account 100-000-312-010

This tax is imposed on persons staying 30 days or less in a local hotel, or motel. The City's current rate is 10.0%. TOT revenue is projected at \$215,000 for FY 12-13, which represents 2.3% of the General Fund revenue. It is expected that TOT revenues will remain the same for FY 12-13

Franchise Fees – \$400,000 Account 100-000-318-020

This tax is administered by the City and is applied to utilities operating within the city limits. The City receives from PG&E 2% of their gross receipts on distribution of their services and Comcast Cable Company pays 5% of their gross receipts. Revenues are expected to increase 6.67% for FY 12-13. For FY 12-13 Franchise Fees represents 4.2% of General Fund revenues. These taxes are estimated on prior year's revenues.

Major Revenue Assumptions (continued)

Business License Fee - \$95,000

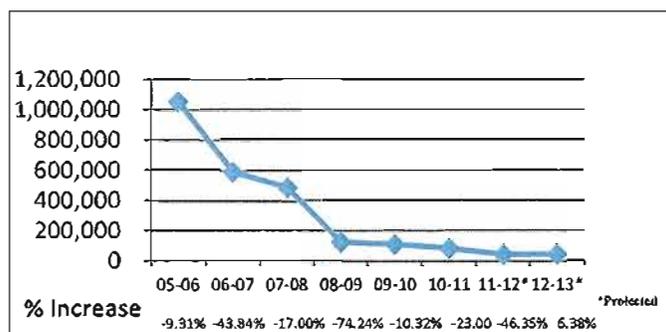
Account 100-000-321-010

This fee is imposed on businesses within the City. The purpose of this fee is to regulate businesses to insure compliance of City ordinances and State laws. Businesses are charged a flat rate of \$78.00 a year plus an administration fee ranging from \$52.00 to \$698.00 depending on the type of business, i.e. home business, mobile businesses, out of town business, and commercial business. For FY 12-13 the city is projecting revenues to stay the same as 11-12. Estimates are based on trend analysis of prior year's actual receipts.

Building Permits – \$50,000

Account 100-000-322-010

Building permits are required to build, alter, repair or demolish any structure. This includes re-roofing projects, water heater and window replacements and other similar projects. Separate permits are required for electrical work, plumbing work, and mechanical work. The building department uses building permits to manage building inspections and related applicable fees. These are required to insure that the project is in compliance with applicable building codes and regulations. Revenue is estimated to increase by 6.38% for FY 12-13. Estimates are based on number of permits accepted.



Parks & Recreation - \$214,000

Accounts 100-000-347-011, 100-000-347-013 & 100-000-347-015

Recreation Programs help run activities for the citizens of Los Banos such as Soccer, Tee Ball, Basketball, and After School Program. Parks are also maintained at the best degree possible for the safety of our children. Funds that help operate these programs are grants and user fees from citizens. An increase of 2.66% is projected from Recreation fees for FY 12-13. Estimates are based on trend analysis and costs to run the programs.

Rental Land & Building – \$960,714

Accounts 100-000-363-010, 100-000-363-011, 100-000-363-015, 100-000-363-020, 100-000-363-030, 100-000-363-050 & 100-000-363-090

These fees are generated from the use of City owned property utilized by Water and Wastewater Funds including the Madison Yard, Wastewater Treatment Ponds I & II, and the Fleet Maintenance portion of the G Street yard. Other Rental Income comes from the rental of the Community Center, Recreation buildings and spaces and other office space.

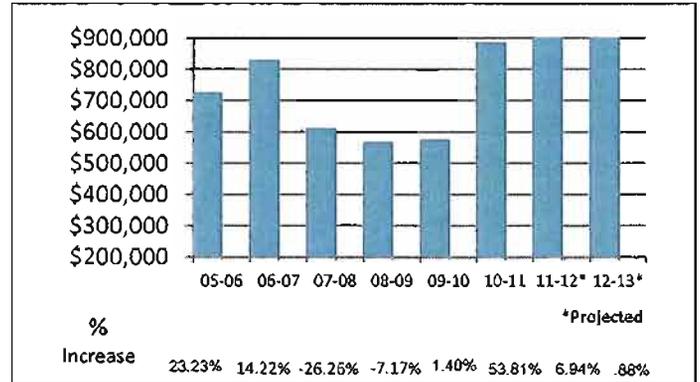
Major Revenue Assumptions (continued)

SPECIAL REVENUE FUNDS

Gas Tax Funds - \$952,560

Accounts 215-000-335-013, 215-000-335-015,
215-000-335-016, 215-000-335-017,
215-000-335-018

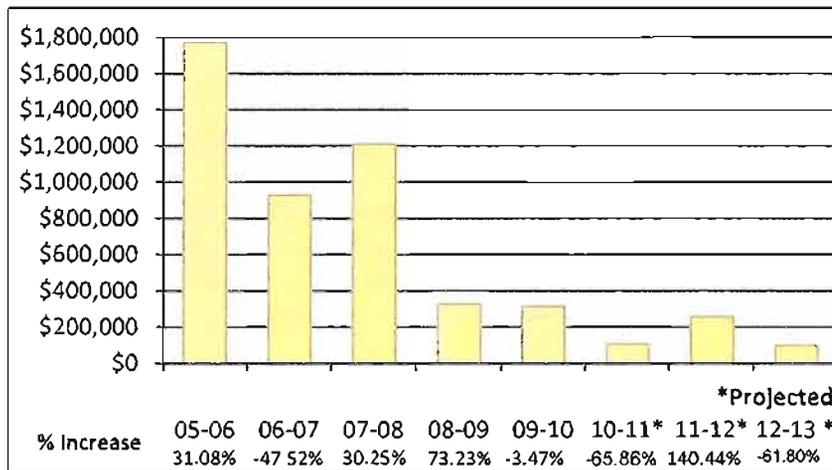
Gas tax is a tax that is imposed on fuel. This tax is authorized under the Motor Vehicle Fuel License Tax Law, Use Fuel Tax Law, Diesel Fuel Tax Law, and various sections of the Revenue and Taxation Code. An increase of .88% is projected from Gas Taxes for FY 12-13. Estimates are based on trend analysis of prior year's actual receipts.



Traffic Impact Fee – \$98,000

Account 230-000-349-020

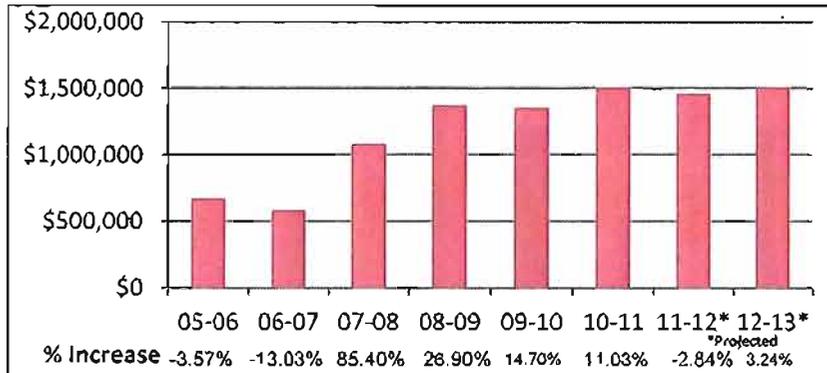
This development impact fee is used to maintain traffic signs and markings in the city neighborhoods that have been impacted by growth. For FY 12-13 revenue is decreased by 61.8% due to a decline in building permits issued. Estimates are based on number of building permits accepted to issue in various developments.



Major Revenue Assumptions (continued)

Assessment Districts – \$1,498,157

Accounts 271-000-355-020, 272-000-355-020, 273-000-355-020, 274-000-355-020, 275-000-355-020, 276-000-355-020, 277-000-355-020, 279-000-355-020, 280-000-355-020, 281-000-355-020, 282-000-355-020, 283-000-355-020, 284-000-355-020, 285-000-355-020, 286-000-355-020, 287-000-355-020, 288-000-355-020, & 289-000-355-020

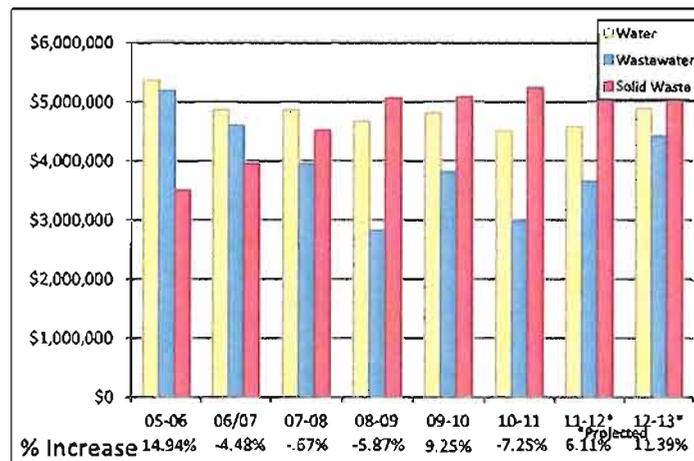


Assessment District funds are established to permit the City to construct improvements in new developments. Property assessments are collected from property owners within the assessment district for a proportional share of the improvements. Revenue projections are estimated by the City Engineer based on the needs of the assessment district, divided by the number of parcels, not to exceed more than a 10% increase charge to homeowners per year. Revenues are projected to increase by 3.24% for FY 12-13.

BUSINESS TYPE FUNDS

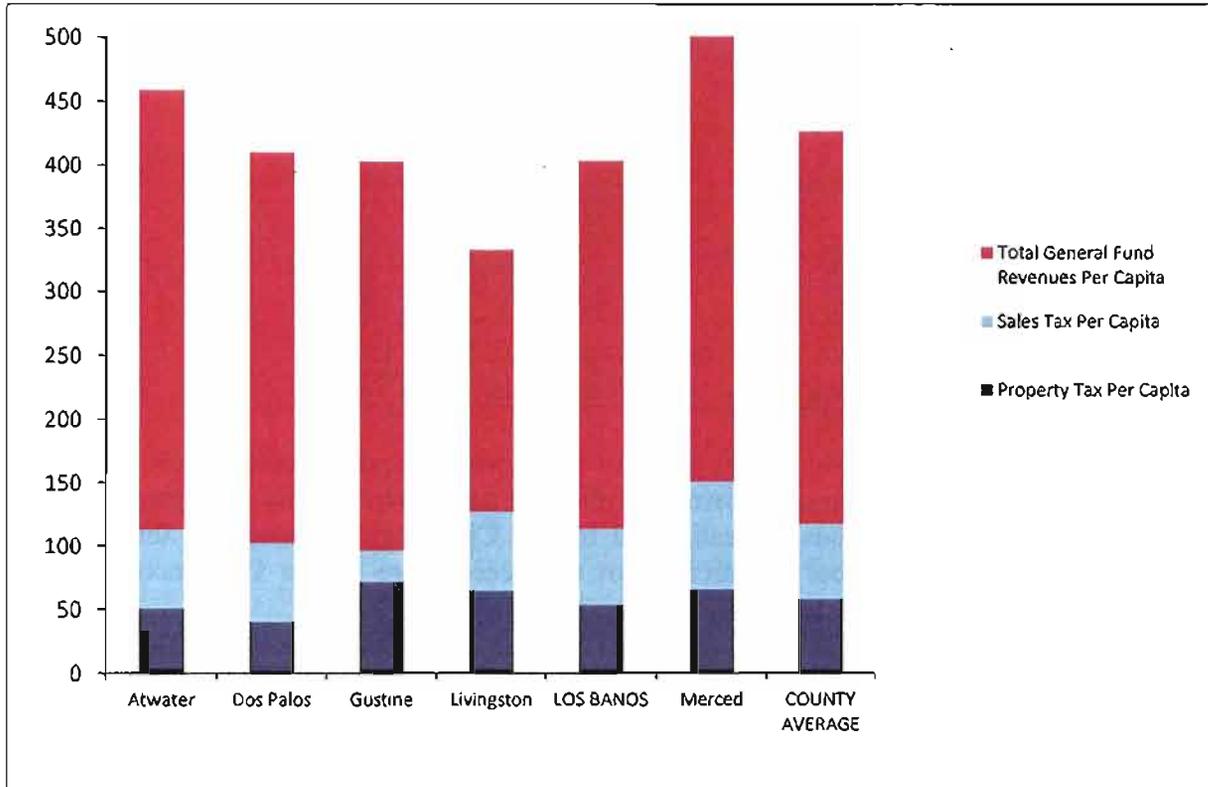
Water, Wastewater & Solid Waste - \$14,998,410

The City of Los Banos is committed to serving the needs of residents by providing quality Water, Wastewater and Solid Waste services. The city has 15 water wells, of which 13 are operating water wells servicing approximately 10,961 accounts. Fees are based on the cost to maintain and operate each system and are charged monthly. As of September 01, 2011 the minimum bill per customer is \$65.20.



Comparison of Municipalities in Merced County

Property Tax, Sales Tax and Transient Occupancy Tax per Capita Merced County Cities 2010-2011
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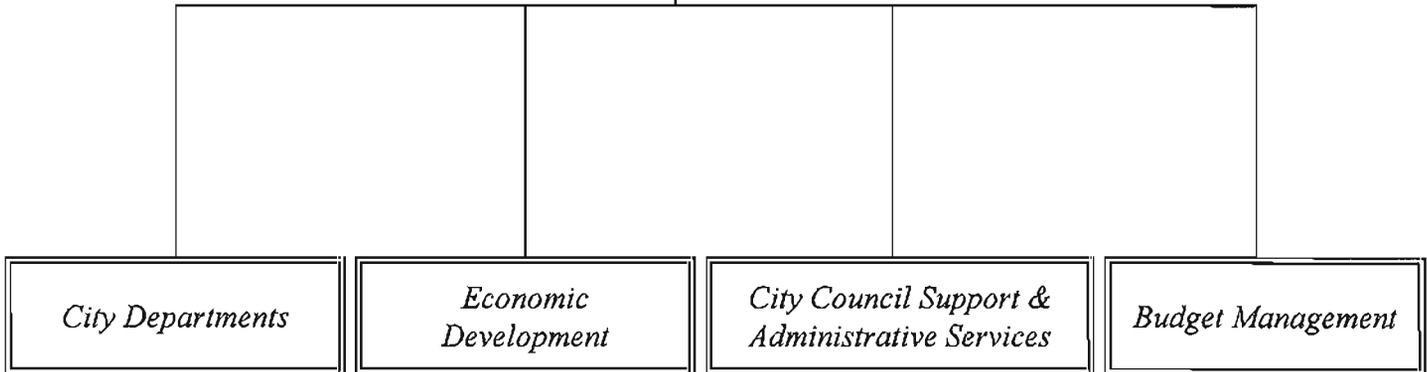
	Population 1/1/2011	Property Tax		Sales Tax		Total General Fund Revenues	
		Amount	Per Capita	Amount	Per Capita	Amount	Per Capita
Atwater	28,212	1,439,542	51	1,755,549	62	9,723,444	345
Dos Palos	4,956	202,848	41	306,286	62	1,521,332	307
Gustine	5,527	396,728	72	137,481	25	1,690,754	306
Livingston	13,219	854,419	65	832,660	63	2,709,357	205
LOS BANOS	36,397	1,946,307	53	2,199,311	60	10,521,625	289
Merced	78,986	5,177,901	66	6,748,629	85	31,509,074	399
COUNTY AVERAGE	27,883	\$ 1,669,624	\$ 58	\$ 1,996,653	\$ 60	\$ 9,612,598	\$ 308

Source: Cities in Merced County

Administration

CITY OF LOS BANOS
CITY MANAGER
ORGANIZATION CHART

City Manager
Steve Rath



Oversee City Departments:

- Administrative Services
- Community Development
- Fire
- Information Technology
- Police
- Public Works

▪ Enhance Economic Climate

- Assist Business Expansion
- Develop Strategic Goals & Objectives
- Promote Public/Private Partnership Projects
- Develop Project Feasibility/Negotiation/Implementation
- Implement Downtown Revitalization Plan

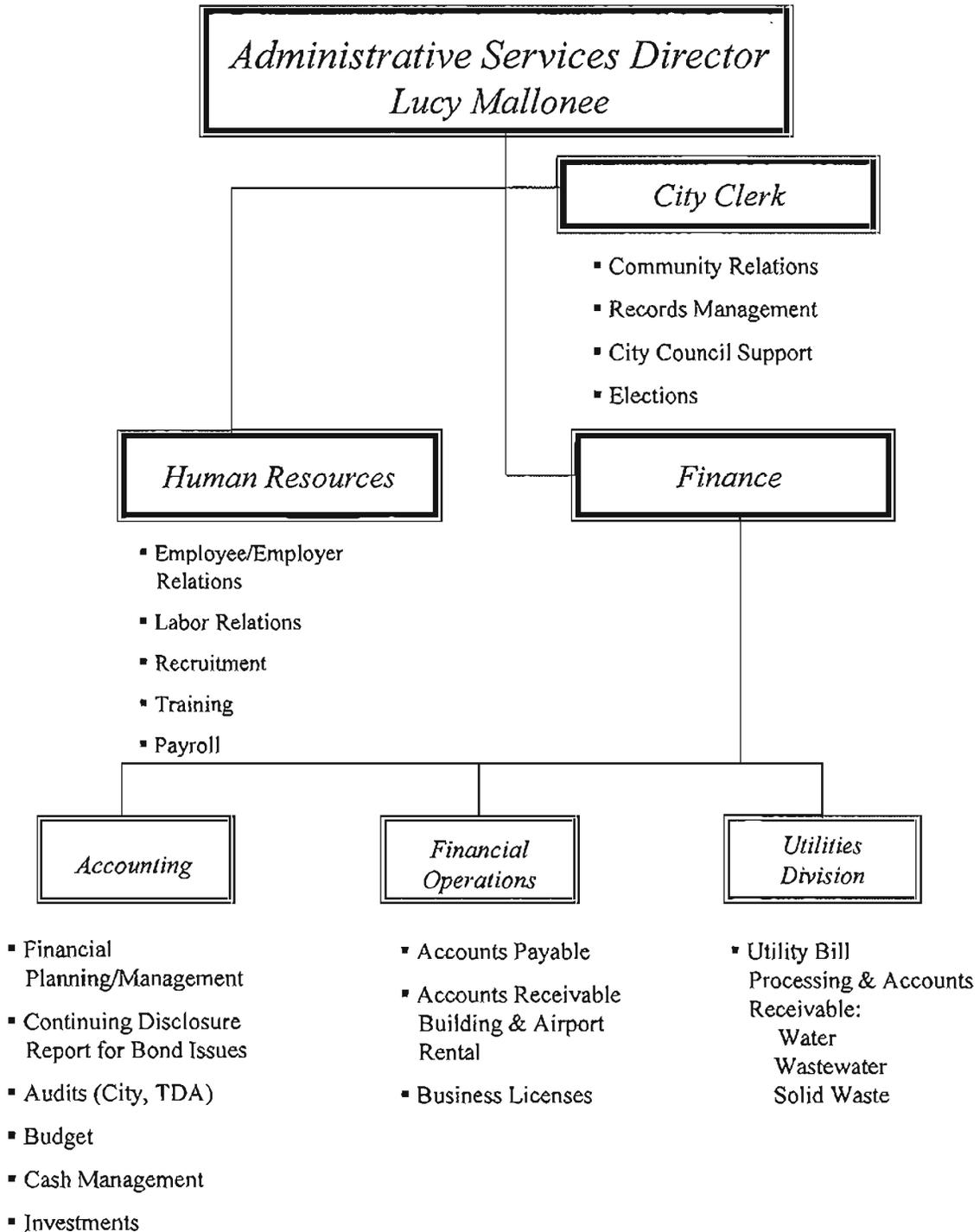
▪ Respond to Council Inquiries

- Create & Update Council Policy & Administrative Directives
- Provide Staff Support for Council Committees
- Provide Public Information & Outreach
- Provide Government Access Cable Programming
- Prepare Agendas

▪ Oversees Revenue & Expenditures Forecasting

- Review & Make Budget Requests
- Prepare Operating Budget
- Monitor Budgets
- Monitor & Make Recommendations on Legislation Activities
- Research Special Projects

CITY OF LOS BANOS
ADMINISTRATIVE SERVICES
DEPARTMENT
ORGANIZATION CHART



Administration

Mission Statement

Be responsive to Los Banos residents, ensure prompt, reliable services to City vendors and provide timely and accurate information to City Council, City Departments and citizens of Los Banos.

Overview of Services and Programs

The City of Los Banos Administrative Services Department is located in City Hall. Administrative Services consists of the, offices for the City Manager, City Attorney, City Clerk, City Treasurer, Human Resources and Finance Departments. The City Manager's goal is to provide professional leadership in the management of the City and execution of City Council policies; to provide effective municipal services through the coordination and direction of all City activities, finances and personnel, to act as liaison between the City and other governmental agencies, citizens, business and community groups and the media; and to provide administrative support to the City Council and City departments in matters relating to maintenance of City records. The Administrative Services Department is responsible for Human Resources, Finance, City Clerk and provides support for other City departments. The Administrative Services Department is proud to serve the public and answer any questions they may have.

Major Accomplishments/Service Efforts

City Manager:

- Providing exceptional, personal and dedicated service and assistance for the City of Los Banos in a caring and efficient manner to internal and external customers.
- Taking ownership of citizen's issues and questions by researching the issues, problem solving, offering alternatives, and making contacts for the citizen.
- Developing relationships within City departments to work together as a team.
- Providing direction and assistance to departments with special projects and training employees.

City Attorney:

- Provide general legal advice and representation on all matters affecting the City when requested by City Council, City Manager, Commissioners, Department Heads and other staff personnel as appropriate.
- Serves as Legal Advisor to the City Council, Planning Commission, City Manager, and all City departments, and represents the City and/or directs all litigation involving the City
- Monitor and advise the City Council and staff of significant legislation and case law affecting the City

Administration (continued)

City Attorney (continued):

- Review and approve as to legal form all ordinances, resolutions, agreements, contracts, and other documents of a legal nature as requested by the City Manager, City Council or Department Heads.
- Renders opinions concerning City policies and procedures based on interpretation of State, County and City laws, and pursues limitation of City liability exposure.
- Reviewing City's Development Agreements for accuracy to ensure that appropriate fees are properly collected.
- Provides legal advice to the Human Resources Director with regards to all aspects of personnel matters.

City Clerk:

- Ensures compliance with proper Federal, State, and Local statutes and regulations.
- Records minutes for the City Council / Redevelopment Agency and Public Financing Authority
- Ensures proper agenda posting, public hearing notification and publication of all legal notices pertaining to the City Council / Redevelopment Agency and Public Financing Authority
- Prepares City Council Resolutions, Ordinances, and Agreements for proper signatures and distribution.
- Updates and maintains the Los Banos Municipal Code and rosters for Boards and Commissions.
- Coordinates local elections along with Merced County Office of Elections.
- Administers Oaths of Office.
- Acts as custodian of City records and Official City Seal.
- Provides clerical support for the City Manager, City Attorney, Mayor and City Council.

City Treasurer:

- Maintains the cash management system of the City of Los Banos, to accurately monitor and forecast expenditures and revenues, thus assuring the investment of monies to the fullest extent consistent with safety and liquidity
- Invests City Funds in such a manner that will provide the highest interest yield within the confines policies and legal statutes consistent with safety and liquidity.

Human Resources:

- Coordinates informative workshops for City Employees in order to provide employees with an understanding of City benefits.
- Maintains and distributes updates to the City's Policy and Procedures manual.
- Responsible for Maintenance and security of master personnel files for all City employees.
- Assists with Police Officer, Police Sergeant, Community Services Officer, Police Dispatcher, and Fire Fighter employee negotiations.

Administration (continued)

Human Resources (continued):

- Responsible for recruiting and retaining a skilled and diverse workforce within the City.
- Assures compliance with employment related laws, regulations and court decisions.
- Works diligently with Department Heads to monitor and track employee performance evaluations.
- Responsible for payroll.

Finance Department:

- Finance maintains the City's official accounting records, monitors budgets, prepares cost analyses for management, and provides financial information to Department Heads to assist them with managing their operations.
- Finance administers the risk financing and insurance placement for the City
- Provides financial economic forecasts and analyses relative to annual operating budgeting.
- Received California Society of Municipal Finance Officers (CSMFO) Excellence in Operating Budgeting Award for 2011-2012.
- Finance is responsible for Accounts Payable, Accounts Receivable and Business License
- Responsible for Utility Billing Processing.

Future Outlook

- **Comprehensive Annual Financial Report (CAFR) Award** – Submit City Audit to Government Finance Officers Association (GFOA) for the Comprehensive Annual Financial Report Award.
- **Operating Budget Award** - Submit the 2012-13 budget to CSMFO for the Excellence in Operation Budgeting Award.
- **Retention of Records** – Review City-wide records retention requirements and procedures to improve efficiency

Administration *(continued)*

Performance Measures

Utility Accounts	Fiscal Year 2009-2010	Fiscal Year 2010-2011	Fiscal Year 2011-2012
In House Credit Card Payments (per month)	464	604	622
Work Orders Taken (per month)	5455	5180	4818
Auto Bill Payments (per month)	576	627	657
Utility Accounts Billed (per month)	10,778	10961	11065
On Line Credit Card Payments (per month)	1069	1333	1601

Accounts Payable	Fiscal Year 2009-2010	Fiscal Year 2010-2011	Fiscal Year 2011-2012
Checks Ran (per Year)	6209	6188	6135
Vendors Paid (per Year)	1403	1616	1989

Payroll	Fiscal Year 2009-2010	Fiscal Year 2010-2011	Fiscal Year 2011-2012
Checks/Direct Deposits Ran (Per Month)	399	378	370
Wages Paid (Per Month)	\$768,819	\$790,203	\$747,328

City Clerk	Fiscal Year 2009-2010	Fiscal Year 2010-2011	Fiscal Year 2011-2012
Resolutions processed	78	65	34
Ordinances processed	3	2	4

Human Resources	Fiscal Year 2009-2010	Fiscal Year 2010-2011	Fiscal Year 2011-2012
Full-time employees hired	3	4	5

City of Los Banos

Administration 2012-2013 Department Detail Personnel Services

General Fund - Fund 100
Administration - Department 410
General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Mayor - Council Members	5	25%	Water Admin, WW Admin, SW Admin
City Manager	1	43%	Water Admin, WW Admin, SW Admin
Admin Services Director/ City Clerk	1	62.5%	Water Admin, WW Admin, SW Admin Solid Waste Admin SW Admin
Accountant II	1	25%	Water Admin, WW Admin, SW Admin
Accountant I	2	25%	Water Admin, WW Admin, SW Admin
Accounts Payable Technician	1	50%	Water Admin, WW Admin, SW Admin
Payroll Technician	1	25%	Water Admin, WW Admin, SW Admin
Account Clerk II	1	70%	Water Admin, WW Admin, SW Admin
Assistant City Clerk/HR Technician	1	62.5%	Water Admin, WW Admin, SW Admin
Part Time		100%	
Total Salaries (Including Overtime)			\$286,660
Workmen's Compensation Insurance			\$17,024
State Retirement (PERS)			\$57,306
Social Security (FICA)			\$21,929
Health Insurance			\$81,236
Health Savings			\$379
Health Insurance Reimb			\$2,011
OPEB			\$15,916
Retirees Health Insurance			\$197,450
Life Insurance			\$776
Unemployment Insurance			\$1,404
Dental & Optical			\$4,533
Total Benefits:			\$399,964
Total Personnel Services:			\$686,624

City of Los Banos

Administration 2012-2013 Adopted Budget

	<u>2009-2010 Actual</u>	<u>2010-2011 Actual</u>	<u>2011-2012 Projected</u>	<u>2012-2013 Adopted</u>
General Fund - Fund 100				
Administration - Department 410				
General Services - Activity 100				
101 Salaries	\$283,675	\$276,247	\$276,424	\$283,190
102 Part Time	3,311	3,247	2,970	2,970
103 Overtime	392	24	0	500
120 Employee Benefits	272,172	336,408	378,912	399,964
Personnel Services	\$559,550	\$615,926	\$658,306	\$686,624
203 Equipt. Repair/Maint.	\$10,779	\$10,124	\$10,000	\$10,000
205 Facility Maintenance	5,313	5,701	4,500	4,500
231 Professional Services	271,788	117,689	145,000	162,000
233 Other Consulting Services	0	4,600	5,000	0
237 Recruitment	326	40	0	7,000
239 Elections	12,500	10,000	0	10,825
240 IT Services	26,327	20,367	16,200	13,468
250 Insurance	17,353	13,817	10,133	8,736
251 Memberships & Dues	47,618	51,272	41,000	43,750
252 Communications	1,429	786	1,500	1,500
253 Advertising	661	1,540	1,500	1,500
257 Travel & Training	14,624	13,448	6,100	6,500
259 Community Promotion	596	686	(\$25)	0
260 Office Supplies	60,311	52,167	38,000	40,000
264 Electricity & Gas	23,623	19,856	23,700	24,648
274 Books & Periodicals	500	475	300	500
275 Bad Debt Expense	273	0	0	0
300 Cash Over/Under	136	(\$141)	0	0
Supplies & Services	\$494,157	\$322,427	\$302,908	\$334,927
822 Principal: Debt Service	\$23,625	\$62,400	\$56,000	\$63,350
882 Interest: Debt Service	108,986	76,532	63,750	60,163
885 Debt Related Fees	5,287	5,176	7,500	7,500
Debt Service	\$137,898	\$144,108	\$127,250	\$131,013
Contingency - Department 495				
General Services - Activity 100				
900 Contingency	\$37,703	\$17,429	\$75,000	\$75,000
Contingency	\$37,703	\$17,429	\$75,000	\$75,000
Total: Administration	\$1,229,308	\$1,099,890	\$1,163,464	\$1,227,564

Administration

SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: Expenses of independent auditor, contract legal services, and other miscellaneous professional services.

239-ELECTIONS: City's share for the November election to reimburse Merced County

DEBT SERVICE

822-PRINCIPAL: DEBT SERVICE: Payment of Principal on City Hall/Fire Station C.O.P Bonds is allocated to Administration, Fire and Building. This is the twentieth year of a twenty-six year Certificate of Participation issue. Payment of Principal to 2002 Land Lease Bond, eleventh year of a twenty-five year lease.

882-INTEREST: DEBT SERVICE: Payment of Interest on City Hall/Fire Station C.O.P Bonds is allocated to Administration, Fire and Building. This is the twentieth year of a twenty-six year Certificate of Participation issue. Payment of Interest on 2002 Land Lease Bond, eleventh year of a twenty-five year lease.

885-DEBT RELATED FEES: Fees associated with the City Hall/Fire Station COP Bonds.

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010 Actual</u>	<u>2010-2011 Actual</u>	<u>2011-2012 Projected</u>	<u>2012-2013 Adopted</u>
City Hall Admin-Fund 202				
Administration - Department 410				
General Services - Activity 100				
231 Professional Services	\$0	\$46,986	\$0	\$0
<u>Supplies & Services</u>	<u>\$0</u>	<u>\$46,986</u>	<u>\$0</u>	<u>\$0</u>
Total: City Hall Admin	<u>\$0</u>	<u>\$46,986</u>	<u>\$0</u>	<u>\$0</u>

City of Los Banos

Water Administration Fund 2012-2013 Department Detail Personnel Services

Water Admin Fund - Fund 501 Administration - Department 410 General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Mayor - Council Members	5	25%	Admin, WW Admin, SW Admin
City Manager	1	19%	Admin, WW Admin, SW Admin
Admin Services Director/ City Clerk	1	12.5%	Admin, WW Admin, SW Admin
Accountant II	1	25%	Admin, WW Admin, SW Admin
Accountant I	2	25%	Admin, WW Admin, SW Admin
Accounts Payable Technician	1	20%	Admin, WW Admin, SW Admin
Payroll Technician	1	25%	Admin, WW Admin, SW Admin
Accounting Budget Supervisor	1	31.5%	Admin, WW Admin, SW Admin
Accounting Clerk I	1	34%	WW Admin, SW Admin
Accounting Clerk II	1	10%	Admin, WW Admin, SW Admin
Accounting Clerk II	2	34%	WW Admin, SW Admin
Assistant City Clerk/HR Technician	1	12.5%	Admin, WW Admin, SW Admin
Part Time		100%	
Total Salaries (Including Overtime)			\$194,502
Workmen's Compensation Insurance			\$11,244
State Retirement (PERS)			\$37,073
Social Security (FICA)			\$14,879
Health Insurance			\$59,788
Health Savings			\$897
Health Insurance Reimb.			\$2,011
OPEB			\$13,250
Retirees Health Insurance			\$12,079
Life Insurance			\$650
Unemployment Insurance			\$3,262
Dental & Optical			\$3,797
Total Benefits:			\$158,931
Total Personnel Services:			\$353,433

City of Los Banos

Business-Type Fund 2012-2013 Adopted Budget

	<u>2009-2010</u> Actual	<u>2010-2011</u> Actual	<u>2011-2012</u> Projected	<u>2012-2013</u> Adopted
Water - Fund 501				
Administration - Department 410				
General Services - Activity 100				
101 Salaries	\$169,626	\$165,644	\$171,352	\$184,502
102 Part Time	14,983	10,707	9,000	9,000
103 Overtime	553	19	400	1,000
120 Employee Benefits	126,818	122,169	147,347	158,931
Personnel Services	<u>\$311,980</u>	<u>\$298,539</u>	<u>\$328,099</u>	<u>\$353,433</u>
202 Fleet Repair & Maintenance	\$500	\$442	\$396	\$442
203 Equipment Maintenance	10,779	10,124	13,600	13,600
204 Fleet Services	1,131	879	788	879
205 Facility Maintenance	4,222	5,401	4,000	5,000
207 Building Lease/Rental	28,674	28,422	30,000	30,000
231 Professional Services	47,323	81,963	70,000	75,000
236 Medical Services	40	0	0	50
237 Recruitment	519	404	400	7,500
239 Elections	0	8,000	0	10,825
240 IT Services	26,327	20,367	16,200	13,468
250 Insurances	10,222	5,909	2,206	4,879
252 Communications	988	740	750	1,000
257 Travel & Training	1,666	2,316	3,450	3,450
260 Office Supplies	70,126	76,841	67,000	67,000
265 Gasoline & Oil	300	442	396	442
275 Bad Debt	30,992	25,005	0	0
Supplies & Services	<u>\$233,809</u>	<u>\$267,255</u>	<u>\$209,186</u>	<u>\$233,535</u>
770 Computer Equipment	\$13,044	\$0	\$0	\$0
Capital Outlay	<u>\$13,044</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total: Water Administration	<u><u>\$558,833</u></u>	<u><u>\$565,794</u></u>	<u><u>\$537,285</u></u>	<u><u>\$586,968</u></u>

Water Administration

SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: Expenses of independent auditor, contract legal services, and other miscellaneous professional services.

239-ELECTIONS: City's share for the November election to reimburse Merced County

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City of Los Banos

Wastewater Administration Fund 2012-2013 Department Detail Personnel Services

Wastewater Admin Fund - Fund 502 Administration - Department 410 General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Mayor - Council Members	5	25%	Admin, Water Admin, SW Admin
City Manager	1	19%	Admin, Water Admin, SW Admin
Admin Services Director/ City Clerk	1	12.5%	Admin, Water Admin, SW Admin
Accountant II	1	25%	Admin, Water Admin, SW Admin
Accountant I	2	25%	Admin, Water Admin, SW Admin
Accounts Payable Technician	1	15%	Admin, Water Admin, SW Admin
Payroll Technician	1	25%	Admin, Water Admin, SW Admin
Accounting Budget Supervisor	1	30.5%	Admin, Water Admin, SW Admin
Accounting Clerk II	2	33%	Water Admin, SW Admin
Accounting Clerk II	1	10%	Admin, Water Admin, SW Admin
Accounting Clerk I	1	33%	Water Admin, SW Admin
Assistant City Clerk/HR Technician	1	12.5%	Admin, Water Admin, SW Admin
Part Time		100%	
Total Salaries (Including Overtime)			\$188,924
Workmen's Compensation Insurance			\$10,912
State Retirement (PERS)			\$35,930
Social Security (FICA)			\$14,453
Health Insurance			\$58,780
Health Savings			\$879
Health Insurance Reimb.			\$2,011
OPEB			\$12,965
Retirees Health Insurance			\$12,024
Life Insurance			\$637
Unemployment Insurance			\$3,218
Dental & Optical			\$3,719
Total Benefits:			\$155,526
Total Personnel Services:			\$344,450

City of Los Banos

Business-Type Fund 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Wastewater - Fund 502				
Administration - Department 410				
General Services - Activity 100				
101 Salaries	\$165,883	\$161,567	\$166,380	\$178,924
102 Part Time	15,566	11,191	9,000	9,000
103 Overtime	555	19	400	1,000
120 Employee Benefits	123,219	119,410	144,260	155,526
Personnel Services	\$305,223	\$292,187	\$320,040	\$344,450
202 Fleet Repair & Maintenance	\$500	\$442	\$396	\$442
203 Equipment Maintenance	10,779	10,124	13,600	13,600
204 Fleet Services	905	879	788	879
205 Facility Maintenance	4,222	5,401	4,000	5,000
207 Building Lease/Rental	28,674	28,422	30,000	30,000
231 Professional Services	45,931	81,992	70,000	75,000
236 Medical Service	40	0	0	50
237 Recruitment	511	404	400	7,500
239 Elections	0	8,000	0	10,825
240 IT Services	26,327	20,367	16,200	13,468
250 Insurances	7,525	5,793	2,212	4,777
252 Communications	973	786	750	1,000
257 Travel & Training	1,665	2,308	3,450	3,450
260 Office Supplies	70,626	76,791	67,000	67,000
265 Gasoline & Oil	300	442	396	442
275 Bad Debt Expense	18,196	12,823	0	0
Supplies & Services	\$217,174	\$254,974	\$209,192	\$233,433
770 Computer Equipment	\$10,000	\$0	\$0	\$0
Capital Outlay	\$10,000	\$0	\$0	\$0
Total: WW Administration	\$532,397	\$547,161	\$529,232	\$577,883

Wastewater Administration

SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: Expenses of independent auditor, contract legal services, and other miscellaneous professional services.

239-ELECTIONS: City's share for the November election to reimburse Merced County

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City of Los Banos

Solid Waste - Administration 2012-2013 Department Detail Personnel Services

Solid Waste & Street Sweeping - Fund 510 Administration - Department 410 General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Mayor - Council Members	5	25%	Admin, Water Admin, WW Admin
City Manager	1	19%	Admin, Water Admin, WW Admin
Admin Services Director/ City Clerk	1	12.5%	Admin, Water Admin, WW Admin
Accountant II	1	25%	Admin, Water Admin, WW Admin
Accountant I	2	25%	Admin, Water Admin, WW Admin
Accounts Payable Technician	1	15%	Admin, Water Admin, WW Admin
Payroll Technician	1	25%	Admin, Water Admin, WW Admin
Accounting Budget Supervisor	1	30.5%	Admin, Water Admin, WW Admin
Accounting Clerk I	1	33%	Water Admin, WW Admin
Accounting Clerk II	2	33%	Water Admin, WW Admin
Accounting Clerk II	1	10%	Admin, Water Admin, WW Admin
Assistant City Clerk/HR Technician	1	12.5%	Admin, Water Admin, WW
Part Time		100%	
Total Salaries (Including Overtime)			\$189,374
Workmen's Compensation Insurance			\$10,938
State Retirement (PERS)			\$36,022
Social Security (FICA)			\$14,487
Health Insurance			\$58,780
Health Savings			\$1,281
Health Insurance Reimb.			\$2,011
OPEB			\$12,965
Retirees Health Insurance			\$12,113
Life Insurance			\$637
Unemployment Insurance			\$1,993
Dental & Optical			\$3,718
Total Benefits:			\$154,945
Total Personnel Services:			\$344,319

City of Los Banos

Business-Type Fund 2012-2013 Adopted Budget

	<u>2009-2010</u> Actual	<u>2010-2011</u> Actual	<u>2011-2012</u> Projected	<u>2012-2013</u> Adopted
Solid Waste & Street Sweeping - Fund 510				
Administration - Department 410				
General Services - Activity 100				
101 Salaries	\$166,291	\$161,831	\$167,124	\$179,374
102 Part Time	12,073	6,736	9,000	9,000
103 Overtime	452	19	400	1,000
120 Employee Benefits	124,068	118,474	143,489	154,945
Personnel Services	\$302,884	\$287,060	\$320,013	\$344,319
202 Fleet Repair & Maintenance	\$500	\$442	\$396	\$442
203 Equipment Maintenance	10,779	10,124	13,600	13,600
204 Fleet Services	905	879	788	879
205 Facility Maintenance	4,221	5,401	4,000	5,000
207 Building Lease/Rental	28,674	28,422	30,000	30,000
231 Professional Services	45,941	82,051	70,000	75,000
236 Medical Services	40	0	0	50
237 Recruitment	511	404	400	7,500
239 Elections	0	8,000	0	10,825
240 IT Services	26,327	20,367	16,200	13,468
250 Insurances	6,508	5,793	2,212	4,777
252 Communications	973	786	750	1,000
257 Travel & Training	1,665	2,308	3,450	3,450
260 Office Supplies	69,645	76,053	67,000	67,000
265 Gasoline & Oil	200	442	396	442
273 Special Departmental Expense	1,270	1,923	1,500	1,600
275 Bad Debt Services	43,127	28,433	0	0
Supplies & Services	\$241,286	\$271,828	\$210,692	\$235,033
770 Computer Equipment	\$10,000	\$0	\$0	\$0
Capital Outlay	\$10,000	\$0	\$0	\$0
Total: Solid Waste-Administration	\$554,170	\$558,888	\$530,705	\$579,352

Solid Waste-Administration

SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: Expenses of independent auditor, contract legal services, and other miscellaneous professional services.

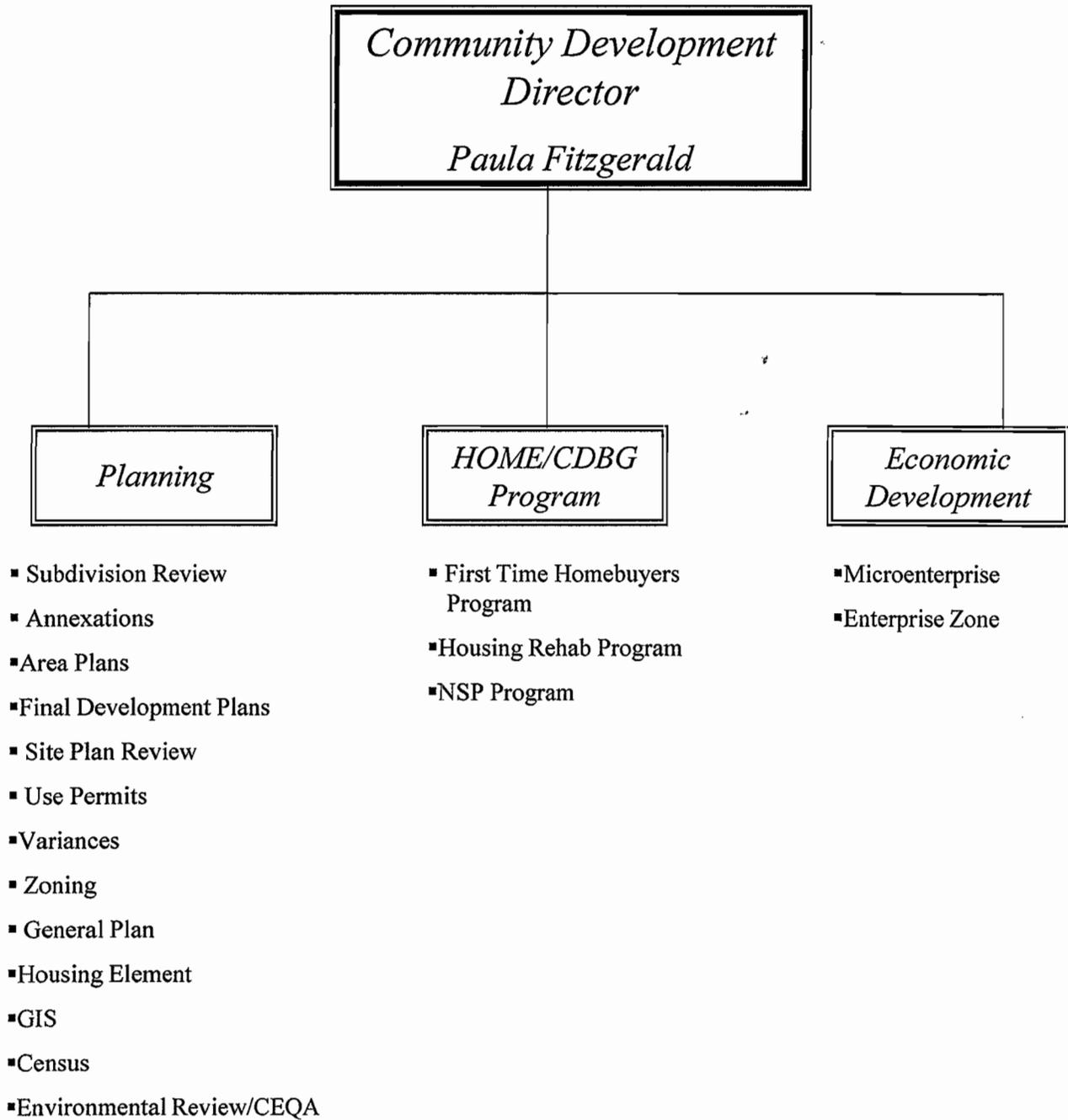
239-ELECTIONS: City's share for the November election to reimburse Merced County

273 – SPECIAL DEPARTMENTAL EXPENSES: Solid Waste Recycling Vouchers.

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Community Development

CITY OF LOS BANOS
COMMUNITY DEVELOPMENT DEPARTMENT
ORGANIZATION CHART



Community Development

Mission Statement

The mission of the Los Banos Community Development Department is to guide the physical development of the City in a manner that will foster positive physical, social, and economic growth, consistent with the goals of the General Plan and to promote and facilitate economic development. The Department's operating principles are to assist citizen customers, to promote public safety, livability, and economic vitality, and to create an environment that values the citizens of Los Banos and enhances quality of life.

Overview of Services and Programs

The Community Development Department regulates all land use and economic development within the city. Its staff advises the City Manager, Planning Commission, City Council, Economic Development Advisory Committee and general public on matters affecting physical and economic development in the City. Proposed plan amendments, zone changes, annexations, special use permits, Housing Element updates and changes to zoning or subdivision regulations and maps are prepared or reviewed by this division as are the environmental documents. The Community Development Department also conducts studies and develops ordinances to govern land use, distributes and archives existing land use data, maintains the GIS database and maintains and administers the City's zoning ordinances and general plan policies. Additionally, the department provides assistance to prospective developers, local businesses, and site selectors by providing demographic data and other marketing information.

Major Accomplishments/Service Efforts

The Community Development Department focused its service efforts on administering a significant number of current, long-range, development and redevelopment projects. The Community Development Department streamlined the development review process while improving internal operations for better customer service. In addition, the following activities occurred.

- Preparation of Comprehensive Subdivision Ordinance.
- Completion of the Rail Trail Corridor Regulating Code.
- Processed development applications and permits.
- Carried out a work program aimed at promoting more efficient administration of the Department.
- Preparation of multiple environmental documents for both applicant initiated and City projects.

Community Development

Future Outlook

Population growth is expected to remain stagnant for 2012-2013 as far as the construction of new homes. However, State and local incentive and grant programs will facilitate the rehabilitation of the existing housing stock in the area and will provide housing opportunities for families. The City's commercial growth is on the rise and there are several ground up projects which are in the preliminary stages. Further, there are vacancies for new uses and a readily available inventory of non-residentially zoned property.

Performance Measures

Department staff facilitates the development and redevelopment process. The Community Development Department staff includes an Assistant Planner and Community Development Director. The Department staff prepares and administers the long term planning projects such as the General Plan, Zoning Ordinance, Zoning Map, Community Design Standards, Rail Trail Corridor Regulating Code and Housing Element. In addition, the staff handles applicant initiated projects; statistics for the applicant initiated projects are as follows:

ACTIVITY	FY 2009-10	FY 2010-11	FY 2011- 12*
Tentative Maps Approved	2	1	2
Tentative Map Applications	3	1	2
Annexations Approved	0	0	1
Annexation Applications	2	0	1
Use Permit Approved	2	6	7
Use Permit Applications	2	6	7
Site Plans Approved	1	2	3
Site Plan Applications	1	1	4
Initial Studies	9	10	7

*Numbers are to the end of February, 2012.

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City of Los Banos

Community Development 2012-2013 Department Detail Personnel Services

General Fund - Fund 100
Community Development - Department 419
General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Community Development Director	1	100%	
Assistant Planner	1	100%	
Part time		100%	
Total Salaries (Including Overtime)			<u><u>\$194,432</u></u>
Workmen's Compensation Insurance			\$11,349
State Retirement (PERS)			\$39,760
Social Security (FICA)			\$14,874
Health Insurance			\$27,360
OPEB			\$6,655
Retirees Health Insurance			\$12,418
Life Insurance			\$300
Unemployment Insurance			\$972
Dental & Optical			\$1,752
Total Benefits:			<u><u>\$115,440</u></u>
Total Personnel Services:			<u><u>\$309,872</u></u>

City of Los Banos

Community Development 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
General Fund - Fund 100				
Community Development - Department 419				
General Services - Activity 100				
101 Salaries	\$233,631	\$235,617	\$187,500	\$193,932
102 Part Time	\$0	\$0	\$0	\$0
103 Overtime	\$0	\$0	\$38	\$500
120 Employee Benefits	123,630	118,385	107,825	115,440
Personnel Services	\$357,261	\$354,002	\$295,363	\$309,872
231 Professional Services	\$64,032	\$53,345	\$46,435	\$15,000
238 Technical Services	\$0	\$0	\$1,000	\$0
240 IT Services	\$14,440	\$10,368	\$10,441	\$9,396
250 Insurance	\$4,727	\$4,108	\$1,750	\$2,251
251 Memberships & Dues	\$959	\$845	\$845	\$850
252 Communications	\$1,609	\$901	\$600	\$800
253 Advertising	\$6,302	\$5,254	\$5,500	\$5,000
257 Travel & Training	\$1,711	\$1,961	\$1,736	\$250
260 Office Supplies	\$2,353	\$3,230	\$1,000	\$1,000
273 Special Departmental Expense	\$815	\$9,873	\$1,303	\$1,500
274 Books & Periodicals	169	115	150	150
Supplies & Services	\$97,117	\$90,000	\$70,760	\$36,197
Total: General Services	\$454,378	\$444,002	\$366,123	\$346,069
Planning Commission - Activity 120				
257 Travel & Training	\$375	\$0	\$0	\$0
Supplies & Services	\$375	\$0	\$0	\$0
Total: Planning Commission	\$375	\$0	\$0	\$0
Special Services - Activity 170				
231 Professional Services	\$96,367	\$113,682	\$0	\$0
Supplies & Services	\$96,367	\$113,682	\$0	\$0
Total: Special Services	\$96,367	\$113,682	\$0	\$0
Total: Community Development	\$551,120	\$557,684	\$366,123	\$346,069

Community Development

SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: Out of house professional support for planning services, architectural services, City Attorney, contract land use attorney and contract planning consultant.

273-SPECIAL DEPARTMENTAL EXPENSE: For maps, copying costs and miscellaneous expenses.

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City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> Actual	<u>2010-2011</u> Actual	<u>2011-2012</u> Projected	<u>2012-2013</u> Adopted
CDBG Program Income Micro Enterprise - Fund 262				
Economic Development - Department 463				
General Services - Activity 100				
238 Technical Services	\$0	\$38,627	\$3,000	\$3,000
Supplies & Services	\$0	\$38,627	\$3,000	\$3,000
Total: CDBG PI Micro Enterprise	\$0	\$38,627	\$3,000	\$3,000

CDBG Micro Enterprise Grant - Fund 263				
Economic Development - Department 463				
General Services - Activity 100				
238 Technical Services	\$24,889	\$37,953	\$17,836	\$0
Supplies & Services	\$24,889	\$37,953	\$17,836	\$0
Total: CDBG Micro Enterprise	\$24,889	\$37,953	\$17,836	\$0

Neighborhood Stabilization Program-Fund 268				
Economic Development - Department 463				
General Services - Activity 100				
238 Technical Services	\$1,843,120	\$513,596	\$60,348	\$0
Supplies & Services	\$1,843,120	\$513,596	\$60,348	\$0
Total: Neighborhood Stabilization	\$1,843,120	\$513,596	\$60,348	\$0

First Time Home Buyers Grant - Fund 269				
Economic Development - Department 463				
General Services - Activity 100				
238 Technical Services	\$247,346	\$68,362	\$0	\$0
Supplies & Services	\$247,346	\$68,362	\$0	\$0
Total: 1st Time Home Buyers	\$247,346	\$68,362	\$0	\$0

CDBG Economic/Housing PTA Grant - Fund 270				
Economic Development - Department 463				
General Services - Activity 100				
238 Technical Services	\$30,690	\$0	\$0	\$0
Supplies & Services	\$30,690	\$0	\$0	\$0
Total:CDBG Housing Grant	\$30,690	\$0	\$0	\$0

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010 Actual</u>	<u>2010-2011 Actual</u>	<u>2011-2012 Projected</u>	<u>2012-2013 Adopted</u>
NSP Program Income - Fund 294				
Economic Development - Department 463				
General Services - Activity 100				
238 Technical Services	\$0	\$1,435,957	\$700,000	\$150,000
Supplies & Services	\$0	\$1,435,957	\$700,000	\$150,000
Total: NSP Program Income	<u>\$0</u>	<u>\$1,435,957</u>	<u>\$700,000</u>	<u>\$150,000</u>

***CDBG Program Income Micro
Enterprise Grant***
(Community Development Block Grant)

SERVICES & SUPPLIES

238-TECHNICAL SERVICES: To be used for Attorney fees for the collection process of Micro Enterprise Business Development and Assistance Loans.

Neighborhood Stabilization Program

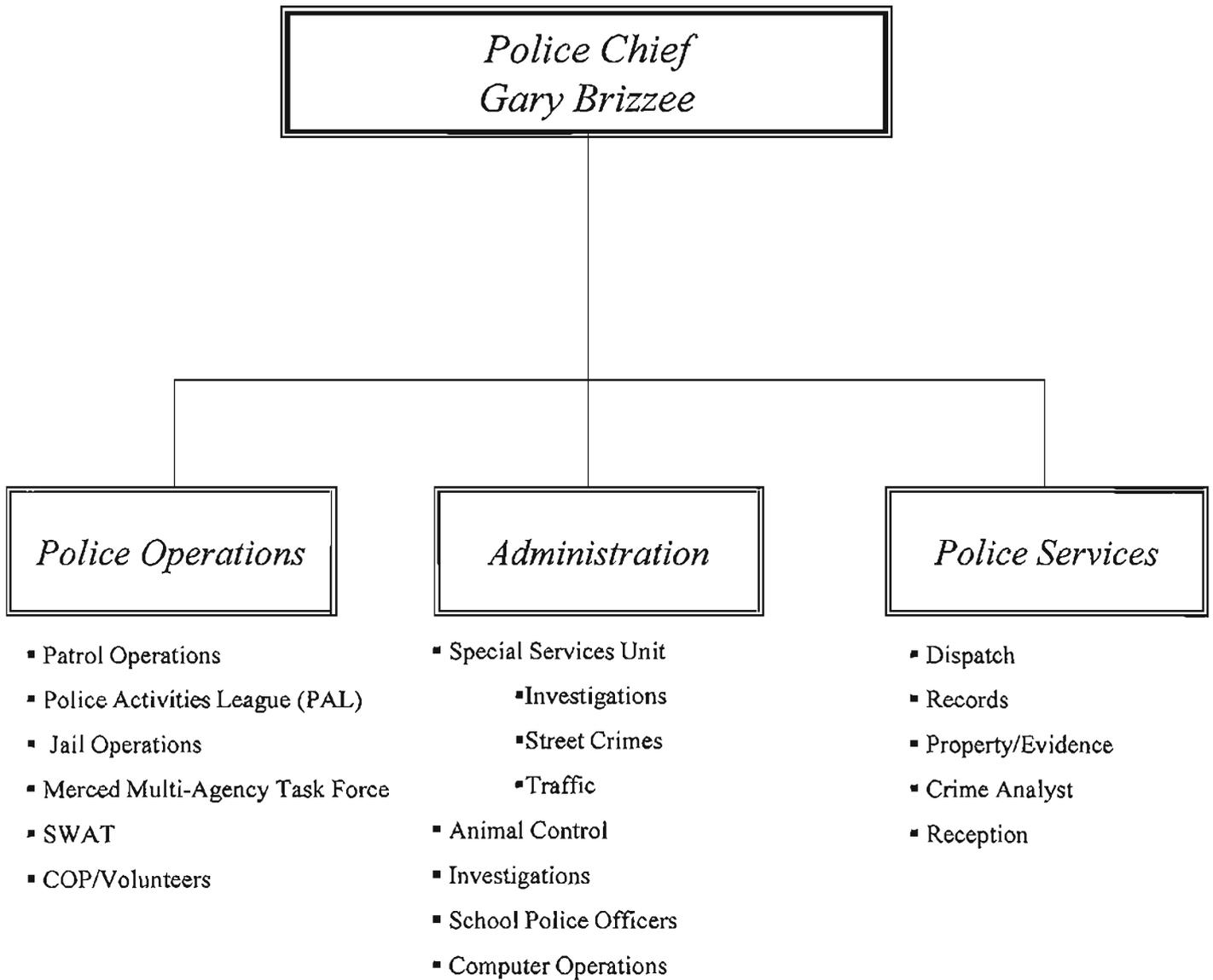
SERVICES & SUPPLIES

238-TECHNICAL SERVICES: This funding is to be used to return to the state, Program Income from Habitat for Humanity home purchases and soft second loans.

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Police

**CITY OF LOS BANOS
POLICE DEPARTMENT
ORGANIZATION CHART**



Police

Overview of Services and Programs

The Los Banos Police Department is a full service department that provides patrol, investigations, gang enforcement, PAL, training; volunteer support, Type I jail, records, police and fire dispatch, and animal control services to the citizens of Los Banos. A majority of these activities are run on a twenty-four hour, seven day a week basis. We are proud to continue to provide our community with dependable services.

Major Accomplishments/Service Efforts

- ☛ The Department has begun using social media to get its message out to the public. Currently, the Department maintains Facebook, Twitter and Nixle accounts.
- ☛ This year, Department Detectives handled more than 810 investigations. Of those investigations Detectives issued approximately 101 search and arrest warrants.
- ☛ The Department's volunteer program (VITAL) continues to find new ways to assist officers in the field and serve the residents of our community. In 2011 the volunteers assisted in several City operations, logging approximately 3,600 volunteer hours.
- ☛ "Project Right of Way," a proactive effort by police officers and VITAL volunteers to beautify neighborhoods, is ongoing. Staff concentrates on finding remedies to quality of life issues that plague neighborhoods.

Goals for Fiscal Year 2012 – 2013

We continue to look for ways to decrease criminal activity within the City limits and lower our Part I (Major) Crimes. We continue to develop our relationships with local schools and Valley Crisis Center, Merced County's Domestic Violence advocacy program. LBPD is focusing efforts to reduce incidents of gang, drug and alcohol activities through enforcement, intervention and prevention techniques. The Department has held gang presentations in English and Spanish languages, and we continue to pursue education efforts to deter gang membership.

We continue our participation in multi-agency Narcotic Task Force and Special Weapon and Tactics teams and we continue to pursue alternative funding sources to assist in our battle against traffic related injuries and deaths.

Police (continued)

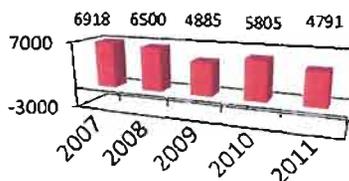
Operational goals for Fiscal Year 2012 – 2013

- Maintain staffing levels through this difficult fiscal year
- Utilize SSU to suppress and prevent crime using various techniques.
- Utilize VITAL volunteers to assist patrol officers in our “Project Right of Way” efforts.
- Refocus strategies for enforcement of laws, community policing and problem oriented policing.
- Continue to focus on professional training opportunities for staff to meet Department training needs, and State standards.
- Continue to improve upon the newly established Westside office for Valley Crisis Center, an outreach center for victims of Domestic Violence; located at the Police Annex.

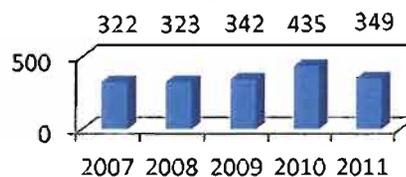
2011 Department statistics

<i>Part 1 Offenses Year 2007-2011 Years in Comparison</i>						<i>Difference 2010-2011</i>
	<i>2007</i>	<i>2008</i>	<i>2009</i>	<i>2010</i>	<i>2011</i>	
Homicide	1	0	0	2	3	50%
Rape	6	7	7	4	8	100%
Robbery	17	18	23	41	29	-29%
Aggravated Assault	118	141	128	94	129	37%
Burglary	238	203	243	310	397	28%
Larceny	618	532	720	667	677	1.5%
Motor Vehicle Theft	113	105	111	82	106	29%
Year Totals	1111	1006	1232	1200	1349	12.42%

Total Traffic Citations



Traffic Accidents 2011



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City of Los Banos

Police 2012-2013 Department Detail Personnel Services

General Fund - Fund 100
Police - Department 421
Police Services - Activity 140

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Police Chief	1	100%	
Commander	2	100%	
Sergeant	6	100%	
Police Officer	16	100%	
Police Services Manager	1	100%	
Dispatcher	10	100%	
Community Service Officer	4	100%	
Public Safety Custodian	1	100%	
Property Evidence Technician	1	100%	
Part-time		100%	
Total Salaries (Including Overtime)			<u>\$2,919,551</u>
Workmen's Compensation Insurance			\$152,797
State Retirement (PERS)			\$770,666
Social Security (FICA)			\$223,078
Health Insurance			\$732,443
OPEB			\$136,338
Retirees Health Insurance			\$368,789
Life Insurance			\$6,450
Unemployment Insurance			\$14,581
Dental & Optical			<u>\$37,668</u>
Total Benefits:			<u>\$2,442,810</u>
Total Personnel Services:			<u>\$5,362,361</u>

City of Los Banos

Police 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
General Fund - Fund 100				
Police - Department 421				
Police Services - Activity 140				
101 Salaries	\$2,525,050	\$2,590,130	\$2,345,326	\$2,532,551
102 Part Time	193,298	61,545	75,000	87,000
103 Overtime	255,675	279,763	298,500	300,000
120 Employee Benefits	2,048,621	1,987,961	2,361,339	2,442,810
Personnel Services	\$5,022,644	\$4,919,399	\$5,080,165	\$5,362,361
201 Grounds Maintenance	\$478	\$1,295	\$2,000	\$2,000
202 Fleet Repair & Maintenance	46,636	49,882	47,523	65,000
203 Equipment Repair & Maint.	47,843	36,287	30,000	34,000
204 Fleet Services	55,904	39,196	41,794	48,895
205 Facility Maintenance	21,458	11,723	10,000	12,000
231 Professional Services	53,199	11,580	13,500	63,500
237 Recruitment	28,249	4,103	3,700	3,000
238 Technical Services	31,830	19,502	12,000	14,000
240 IT Services	95,227	111,746	87,707	103,920
250 Insurance	113,719	98,320	41,551	71,487
252 Communications	19,750	15,867	15,000	15,000
257 Travel & Training	27,229	22,850	25,000	32,500
260 Office Supplies	40,158	43,734	30,000	35,000
262 Uniform Expenses	10,645	12,884	10,000	12,000
264 Electricity & Gas	59,918	55,111	57,674	58,981
265 Gasoline & Oil	117,200	97,243	99,604	116,743
267 General Materials & Supplies	0	5,547	0	0
270 Special Programs & Activities	1,734	3,192	3,000	3,500
273 Special Departmental Expense	25,162	35,837	16,500	19,000
Supplies & Services	\$796,339	\$675,899	\$546,553	\$710,526
Total: Police	\$5,818,983	\$5,595,298	\$5,626,718	\$6,072,887

Police

SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: Funding in this category is used to pay the police portion of City Attorney fees; sexual assault examinations, legal fees related to police policy maintenance and legal text.

238-TECHNICAL SERVICES: Funding provided in this category is used for laboratory fees for such items as drug analysis, employee drug testing and automated fingerprint analysis.

270-SPECIAL PROGRAMS & ACTIVITIES: Funding in this category is requested to provide support of the Explorer Post for training of Advisors and purchase their special equipment and related expenses. These funds also support the police K-9 program, volunteer program and community outreach by providing training, special equipment and other related items.

273-SPECIAL DEPARTMENTAL EXPENSES: Funding from this category is used for undercover operations; includes: narcotics buy money, payment of informants, and costs for informant transportation, meals and lodging, community promotions, advertising; jail supplies, including: clothing, footwear, mattresses and bedding, cleaning materials, paper products, food and beverages, medical bills, and miscellaneous supplies for prisoners; Special Service Unit supplies and equipment.

Animal Control

Overview of Services and Programs

The Los Banos Police Department is responsible for providing Animal Control Services for the City of Los Banos. The City currently employs one full time Animal Control Officer that permits five-day a week coverage for animal control calls for service. In addition, a full time maintenance worker spends part of their day at the animal shelter and police officers assist with animal control calls after hours.

The Animal Control Officer performs duties such as enforcing State laws and local ordinances; impounding stray and unwanted animals; transporting and providing treatment for injured stray animals; investigating animal bites, cruelty and neglect reports along with other complaints; maintains shelter records; operating licensing and low cost spay/neuter programs; performing euthanasia on unclaimed and unwanted animals and removes deceased animals along with other duties as required.

Major Accomplishments/Service Efforts

In 2011, our staff responded to 2,202 calls for service. During 2011 Animal Control impounded 1,432 dogs and 946 cats. The following is a breakdown of the other species impounded.

Rabbits –13 Chickens – 2 Guinea Pig – 1 Ferrets · 4

Domestic animals such as poultry and rabbits are transported to rescue groups outside the City of Los Banos. Wildlife is generally picked up due to illness or injury, very young birds such as owls are often taken in after a fall from the nest. These are turned over to persons experienced in the rehabilitation of such animals, such as Raptor Rescue.

The numbers of animals handled has steadily increased along with the population of the City. The following table shows the comparison of animals impounded over the last several years.

YEAR	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
Animals	1716	1816	1709	1901	2134	2151	2301	2190	2192	2378

Animal Control (continued)

The Department supports an animal shelter volunteer group known as the Los Banos Volunteers for Animals. This group has worked toward easing the burden on Animal Control employees and the shelter by conducting adoptions, cleaning, feeding and exercising animals, assisting the public after-hours and taking available animals to adoption fairs.

They coordinate with different rescues and humane societies and transporting animals. Their major goal is the increased placement of animals. Group members often foster animals before they are sent to rescues, especially when the shelter is over-crowded. The volunteers hold special events during the year to help public awareness and to bring in donations to offset some of their operating costs. The Department is very appreciative of our volunteer staff, their dedication is commendable.

Goals for Fiscal Year 2012 – 2013

This year we anticipate minor upgrades to the shelter office. Our goal of providing efficient and effective animal control services to our community is our highest priority

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City of Los Banos

Animal Control 2012-2013 Department Detail Personnel Services

General Fund - Fund 100
Animal Control - Department 441
General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Animal Control Officer	1	100%	
Part Time		100%	
Total Salaries (Including Overtime)			<u><u>\$38,364</u></u>
Workmen's Compensation Insurance			\$2,322
State Retirement (PERS)			\$7,742
Social Security (FICA)			\$2,935
Health Insurance			\$3,856
OPEB			\$3,492
Retirees Health Insurance			\$11,927
Life Insurance			\$150
Unemployment Insurance			\$192
Dental & Optical			\$876
Total Benefits:			<u><u>\$33,492</u></u>
Total Personnel Services:			<u><u>\$71,856</u></u>

City of Los Banos

Animal Control 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
General Fund - Fund 100				
Animal Control - Department 441				
General Services - Activity 100				
101 Salaries	\$41,664	\$42,579	\$37,764	\$37,764
102 Part time	0	0	0	0
103 Overtime	745	643	600	600
120 Employee Benefits	22,782	23,418	30,249	33,492
Personnel Services	\$65,191	\$66,640	\$68,613	\$71,856
201 Grounds Maintenance	\$843	\$543	\$600	\$600
205 Facility Maintenance	444	597	410	350
236 Medical Services	6,026	816	1,000	1,500
238 Technical Services	9,339	7,208	6,800	6,800
250 Insurance	1,801	1,568	1,581	1,298
252 Communications	0	0	200	200
257 Travel & Training	35	35	0	300
260 Office Supplies	1,811	58	1,000	1,000
262 Uniform Expense	0	350	120	200
264 Electricity & Gas	4,077	4,457	4,792	4,984
267 General Materials & Supplies	2,193	1,275	1,500	2,000
270 Special Programs/Activities	0	71	400	500
273 Spay/Neuter Program	11,918	13,558	12,000	10,000
Supplies & Services	\$38,487	\$30,536	\$30,403	\$29,732
Total: Animal Control	\$103,678	\$97,176	\$99,016	\$101,588

Animal Control

SERVICES & SUPPLIES

236-MEDICAL SERVICES (VETERINARIAN): Funding from this category is used for payment of veterinarian fees for treatment of sick or injured stray animals.

238-TECHNICAL SERVICES: Funding from this category is used for costs related to euthanasia and disposal of deceased animals. Funding from this category is also used for computer services and software maintenance agreements.

270-SPECIAL PROGRAMS & ACTIVITIES: Funding from this category is used for payment of vaccine and veterinarian fees during the annual Dog Clinic, purchase of dog license tags.

273 – SPAY/NEUTER PROGRAM: Funding from this category is used to continue the spay/neuter voucher program.

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Prevention Underage Drinking - Fund 204				
Police - Department 421				
General Services - Activity 100				
270 Special Programs	\$0	\$0	\$0	\$2,000
Supplies & Services	\$0	\$0	\$0	\$2,000
Total: Prevention Underage Drinking	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$2,000</u>

Prevention Underage Drinking

SERVICES & SUPPLIES

270-Special Programs: Funding in this category is used for prevention of underage drinking, such as Grad Nite.

City of Los Banos

Public Safety Augmentation Police 2012-2013 Department Detail Personnel Services

Public Safety Augmentation Police - Fund 236 Police - Department 421 General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Police Officer	2	100%	
Community Service Officer	1	100%	
Crime Analyst	1	100%	
Total Salaries (Including Overtime)			\$195,172
Workmen's Compensation Insurance			\$11,306
State Retirement (PERS)			\$54,576
Social Security (FICA)			\$14,931
Health Insurance			\$73,871
OPEB			\$12,981
Retirees Health Insurance			\$0
Life Insurance			\$600
Unemployment Insurance			\$5,600
Dental & Optical			\$3,503
Total Benefits:			\$177,369
Total Personnel Services:			\$372,541

City of Los Banos

Public Safety Augmentation Police 2012-2013 Department Detail Personnel Services

Public Safety Augmentation Police - Fund 236
Police - Department 421
General Services - Activity 180

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Police Officer	6	100%	
Total Salaries (Including Overtime)			<u><u>\$415,723</u></u>
Workmen's Compensation Insurance			\$21,672
State Retirement (PERS)			\$126,639
Social Security (FICA)			\$31,803
Health Insurance			\$106,572
OPEB			\$19,307
Retirees Health Insurance			\$0
Life Insurance			\$900
Unemployment Insurance			\$2,079
Dental & Optical			\$5,255
Total Benefits:			<u><u>\$314,228</u></u>
Total Personnel Services:			<u><u>\$729,951</u></u>

City of Los Banos

Special Revenue Funds *2012-2013 Adopted Budget*

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Assets Forfeiture - Fund 235				
Police - Department 421				
Special Services - Activity 170				
267 General Materials & Supplies	\$6,929	\$5,924	\$7,000	\$20,000
<u>Supplies & Services</u>	<u>\$6,929</u>	<u>\$5,924</u>	<u>\$7,000</u>	<u>\$20,000</u>
750 Vehicles	\$0	\$0	\$0	\$62,000
<u>Capital Outlay</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$62,000</u>
Total: Assets Forfeiture	<u>\$6,929</u>	<u>\$5,924</u>	<u>\$7,000</u>	<u>\$82,000</u>
Public Safety Augmentation - Fund 236				
Police - Department 421				
General Services - Activity 100				
101 Salaries	\$233,745	\$181,848	\$185,208	\$186,672
103 Overtime	7,053	5,542	7,500	8,500
120 Employee Benefits	177,274	172,073	185,437	177,369
<u>Salaries & Benefits</u>	<u>\$418,072</u>	<u>\$359,463</u>	<u>\$378,145</u>	<u>\$372,541</u>
240 IT Services	\$27,693	\$59,231	\$86,587	\$95,233
270 Special Equipment	36,226	32,576	6,000	50,000
<u>Supplies & Services</u>	<u>\$63,919</u>	<u>\$91,807</u>	<u>\$92,587</u>	<u>\$145,233</u>
Special Services Activity 180				
101 Salaries	\$163,702	\$258,598	\$358,567	\$364,723
103 Overtime	14,482	31,838	51,000	51,000
120 Employee Benefits	116,167	176,362	313,167	314,228
<u>Salaries & Benefits</u>	<u>\$294,351</u>	<u>\$466,798</u>	<u>\$722,734</u>	<u>\$729,951</u>
Total: Public Safety Aug.	<u>\$776,342</u>	<u>\$918,068</u>	<u>\$1,193,466</u>	<u>\$1,247,725</u>

Assets Forfeiture

SERVICES & SUPPLIES

267-GENERAL MATERIAL/SUPPLIES: Funding will be used to purchase bullet proof vests, ammunition, tasers, taser cartridges and other miscellaneous equipment for front line police officers as well as, drug prevention and intervention endeavors.

Public Safety Augmentation Police

SERVICES & SUPPLIES

270-SPECIAL PROGRAMS: Funding provided in this category is used to maintain CLETS/DOJ services, cellular/air card MDC communications, software licenses and computer repair related to PD Mobile Data Computers.

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City of Los Banos

SLESF Grant Fund 2012-2013 Department Detail Personnel Services

SLESF - COPS Program - Fund 237 Police - Department 421 Special Services - Activity 170

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Police Officer	1	100%	
Part-time		100%	
Total Salaries (Including Overtime)			<u><u>\$75,228</u></u>
Workmen's Compensation Insurance			\$3,594
State Retirement (PERS)			\$20,912
Social Security (FICA)			\$5,755
Health Insurance			\$16,381
OPEB			\$3,492
Retirees Health Insurance			\$0
Life Insurance			\$150
Unemployment Insurance			\$376
Dental & Optical			\$875
Total Benefits:			<u><u>\$51,537</u></u>
Total Personnel Services:			<u><u>\$126,765</u></u>

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
SLESF - COPS Program - Fund 237				
Police Department 421				
Special Services - Activity 170				
101 Salaries	\$57,736	\$59,628	\$60,228	\$60,228
103 Overtime	14,095	9,773	15,000	15,000
120 Employee Benefits	46,840	46,238	50,679	51,537
Salaries & Benefits	\$118,671	\$115,639	\$125,907	\$126,765
Total: SLESF-COPS Program	\$118,671	\$115,639	\$125,907	\$126,765
JAG (Justice Assistant Grant) Program - Fund 239				
Police - Department 421				
Special Services - Activity 170				
102 Part-Time	\$312	\$1,818	\$0	\$0
120 Employee Benefits	24	139	0	0
Salaries & Benefits	\$336	\$1,957	\$0	\$0
267 General Materials & Supplies	\$23,309	\$1,135	\$0	\$0
Supplies & Services	\$23,309	\$1,135	\$0	\$0
753 Specialized Equipment	\$0	\$11,577	\$0	\$20,804
Capital Outlay	\$0	\$11,577	\$0	\$20,804
Total: JAG Program	\$23,645	\$14,669	\$0	\$20,804
JAG Edward Byrne Grant Program - Fund 240				
Police - Department 421				
Special Services - Activity 170				
203 Equipment Repair & Maintenance	\$0	\$16,968	\$3,800	\$0
252 Communications	0	7,110	7,700	4,798
267 General Material & Supplies	0	0	0	11,787
Supplies & Services	\$0	\$24,078	\$11,500	\$16,585
753 Specialized Equipment	\$30,714	\$14,423	\$5,727	\$9,780
Capital Outlay	\$30,714	\$14,423	\$5,727	\$9,780
Total: JAG Edward Byrne Program	\$30,714	\$38,501	\$17,227	\$26,365
JAG Edward Byrne Grant Program - Fund 241				
Police - Department 421				
Special Services - Activity 170				
273 Special Departmental Expenditure	\$0	\$16,968	\$10,731	\$3,303
Supplies & Services	\$0	\$16,968	\$10,731	\$3,303
Total: JAG Edward Byrne Program	\$0	\$16,968	\$10,731	\$3,303

JAG (Justice Assistant Grant)

CAPITAL OUTLAY

753 – SPECIALIZED EQUIPMENT: Funds for purchase of Department equipment.

JAG Edward Byrne Grant

SUPPLIES & SERVICES

252 – COMMUNICATIONS: Funds for payment and maintenance of air cards.

CAPITAL OUTLAY

753 – SPECIALIZED EQUIPMENT: Funds for purchase of Department equipment.

JAG Edward Byrne Grant

SUPPLIES & SERVICES

273 – Special Dept Expenditure: Funds for purchase of Department equipment.

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City of Los Banos

CHRP Grant Fund
2012-2013 Department Detail
Personnel Services

CHRP - COPS Hiring Recovery Program - Fund 242

Police - Department 421

Special Services - Activity 170

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Police Officer	2	100%	
Part-time		100%	
Total Salaries (Including Overtime)			<u><u>\$57,680</u></u>
Workmen's Compensation Insurance			\$3,124
State Retirement (PERS)			\$18,812
Social Security (FICA)			\$4,413
Health Insurance			\$21,874
OPEB			\$3,163
Retirees Health Insurance			\$0
Life Insurance			\$150
Unemployment Insurance			\$288
Dental & Optical			\$876
Total Benefits:			<u><u>\$52,700</u></u>
Total Personnel Services:			<u><u>\$110,380</u></u>

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
CHRP-Cops Hiring Recovery - Fund 242				
Police - Department 421				
Special Services - Activity 170				
101 Salaries	\$80,761	\$110,475	\$100,824	\$54,180
103 Overtime	4,629	9,277	11,750	3,500
120 Benefits	56,182	63,442	102,081	52,700
Salaries & Benefits	<u>\$141,572</u>	<u>\$183,194</u>	<u>\$214,655</u>	<u>\$110,380</u>
Total: CHRP Program	<u>\$141,572</u>	<u>\$183,194</u>	<u>\$214,655</u>	<u>\$110,380</u>
Police Capital Improvement - Fund 245				
Police - Department - 421				
General Services - Activity 100				
207 Rental Building & Land	\$77,155	\$208,364	\$0	\$0
238 Technical Services	0	1,706	0	0
Supplies & Services	<u>\$77,155</u>	<u>\$210,070</u>	<u>\$0</u>	<u>\$0</u>
720 Buildings & Structure	\$0	\$32,590	\$1,000	\$1,000,000
740 Miscellaneous Equipment	0	13,282	0	0
750 Vehicles	0	0	0	249,400
752 Communication Equipment	0	5,806	0	0
770 Computer Equipment	0	0	200,000	250,000
Capital Outlay	<u>\$0</u>	<u>\$51,678</u>	<u>\$201,000</u>	<u>\$1,499,400</u>
Total: Police Capital Improvement	<u>\$77,155</u>	<u>\$261,748</u>	<u>\$201,000</u>	<u>\$1,499,400</u>
Traffic Safety - Fund 246				
Police - Department 421				
General Services - Activity 100				
267 General Materials & Supplies	\$0	\$3,005	\$5,000	\$5,000
275 Bad Debt	2,059	0	0	0
Supplies & Services	<u>\$2,059</u>	<u>\$3,005</u>	<u>\$5,000</u>	<u>\$5,000</u>
753 Specialized Equipment	\$0	\$4,400	\$0	\$0
Capital Outlay	<u>\$0</u>	<u>\$4,400</u>	<u>\$0</u>	<u>\$0</u>
Special Services Activity 170				
101 Salaries	\$7,140	\$0	\$0	\$0
103 Overtime	12,644	41,225	17,755	0
120 Employee Benefits	8,214	3,154	1,530	0
Personnel Services	<u>\$27,998</u>	<u>\$44,379</u>	<u>\$19,285</u>	<u>\$0</u>
257 Travel & Training	\$683	\$5,139	\$4,744	\$0
267 General Materials & Supplies	4,808	1,617	797	\$0
273 Special Programs	0	5,000	0	\$0
Supplies & Services	<u>\$5,491</u>	<u>\$11,756</u>	<u>\$5,541</u>	<u>\$0</u>
750 Vehicles	\$0	\$0	\$0	\$44,100
753 Specialized Equipment	21,678	25,000	0	\$0
Capital Outlay	<u>\$21,678</u>	<u>\$25,000</u>	<u>\$0</u>	<u>\$44,100</u>
Total: Traffic Safety	<u>\$57,226</u>	<u>\$88,540</u>	<u>\$29,826</u>	<u>\$49,100</u>

Police Capital Improvement

CAPITAL OUTLAY

720-BUILDING AND STRUCTURE: Repair and maintenance of Department facilities.

750 – VEHICLES: Funding will be used to purchase six police vehicles.

770-COMPUTER EQUIPMENT: Purchase of Department MDC/Computer related equipment.

Traffic Safety

750 – VEHICLES: Funding will be used to purchase a police vehicle.

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City of Los Banos

CFD 2002-01 Public Safety Police 2012-2013 Department Detail Personnel Services

CFD Public Safety Police - Fund 290 Police - Department 421 General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Police Officer	3	100%	
Part-time		100%	

Total Salaries (Including Overtime) \$204,827

Workmen's Compensation Insurance	\$10,961
State Retirement (PERS)	\$63,828
Social Security (FICA)	\$15,669
Health Insurance	\$50,796
OPEB	\$9,818
Retirees Health Insurance	\$0
Life Insurance	\$450
Unemployment Insurance	\$1,024
Dental & Optical	\$2,629
Total Benefits:	<u><u>\$155,175</u></u>

Total Personnel Services: \$360,002

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Homeland Security Grant - Fund 248				
Police - Department 421				
Police Services - Activity 140				
753 Specialized Equipment	\$0	\$80,962	\$0	\$38,000
<u>Capitlay Outlay</u>	<u>\$0</u>	<u>\$80,962</u>	<u>\$0</u>	<u>\$38,000</u>
Total: Homeland Security Grant	\$0	\$80,962	\$0	\$38,000

Community Facilities District 2002-01 Public Safety - Fund 290

Police - Department 421

General Services - Activity 100

101 Salaries	\$198,565	\$214,631	\$182,927	\$183,827
103 Overtime	15,840	22,716	21,000	21,000
120 Employee Benefits	154,041	150,147	155,761	155,175
<u>Personnel Services</u>	<u>\$368,446</u>	<u>\$387,494</u>	<u>\$359,688</u>	<u>\$360,002</u>
203 Equipment Repair & Maint	\$0	\$0	\$0	\$0
231 Professional Services	1,655	2,237	2,400	2,400
238 Technical Services	0	0	0	0
<u>Supplies & Services</u>	<u>\$1,655</u>	<u>\$2,237</u>	<u>\$2,400</u>	<u>\$2,400</u>
Total: CFD 2002-01	\$370,101	\$389,731	\$362,088	\$362,402

Homeland Security Grant

CAPITAL OUTLAY

753-SPECIALIZED EQUIPMENT: Funds for purchase of department equipment.

Community Facilities District (CFD) *2002-01*

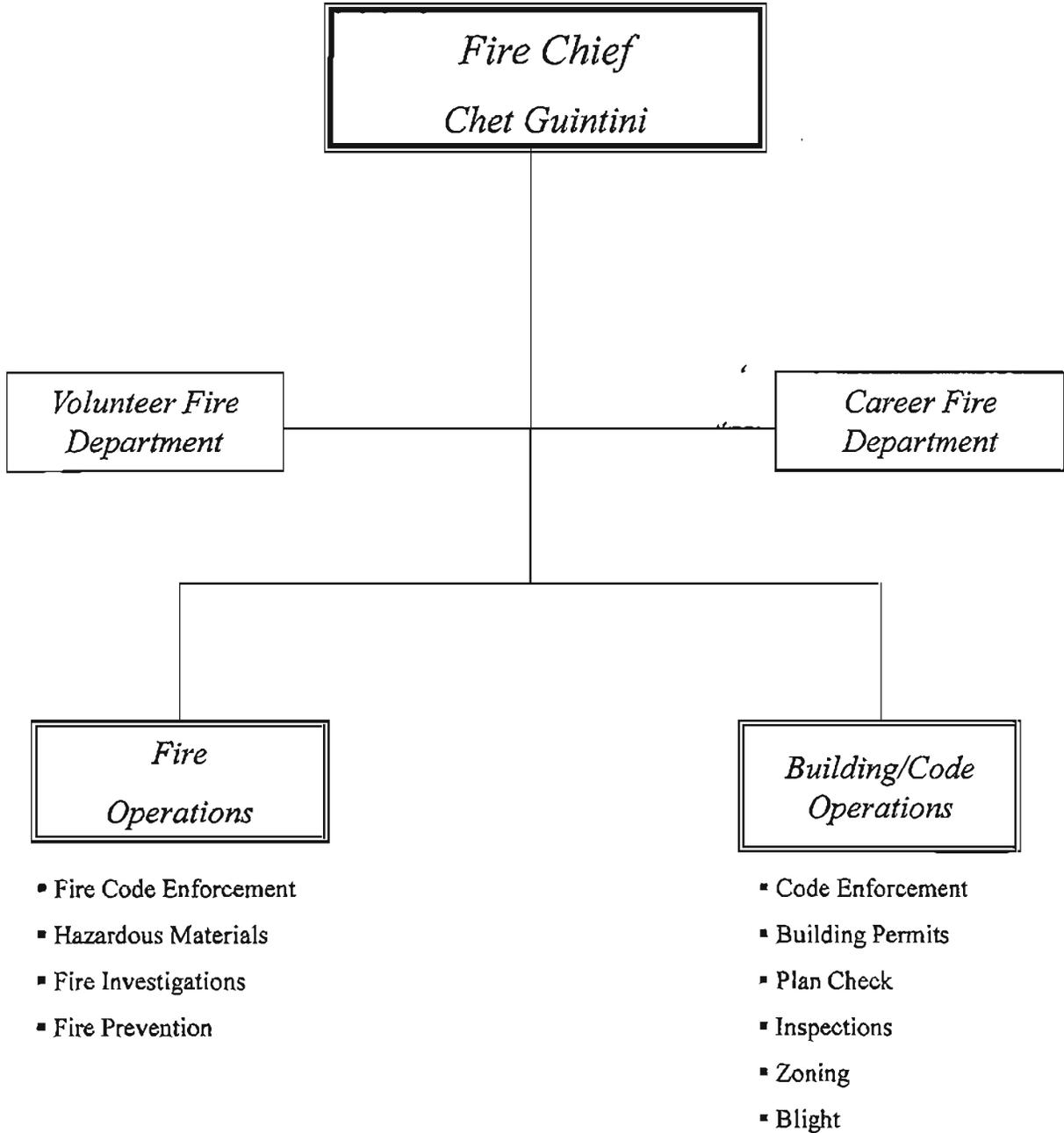
SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: For consulting services for the administration of the CFD tax rolls. Reports changes and adjustments to the county auditor for the tax rolls.

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Fire/Building

**CITY OF LOS BANOS
FIRE/BUILDING DEPARTMENT
ORGANIZATION CHART**



Fire

Mission Statement

The primary mission of the Los Banos Fire Department and Volunteer Fire Department is to protect life and property for the citizens of the City of Los Banos, California. From the effect of fires, medical emergencies, vehicle accidents, exposure to hazardous materials, earthquakes, floods, disasters and dangerous conditions.

The life safety and property protection mission is accomplished through a wide range of programs which include fire protection, fire prevention, planning, fire prevention education, fire inspections, code enforcement, fire suppression, and training.

To provide first responder and EMTs for the delivery of emergency medical services, to include auto extrication, trench and building collapse rescue as well as controlling hazardous material emergency incidents.

The Los Banos Fire Department also provides mutual aid for fire/rescue and EMS services to other local agencies in Merced County, and participates in the statewide Master Mutual Aid plan.

Goals and Objectives

The goal of the Los Banos Fire Department and Volunteer Fire Department is to continue to provide cost effective fire protection and emergency services to the citizens of Los Banos. To improve operational efficiency and accountability, to continue moving in a positive direction providing the best possible service to the community. To continue to foster the Volunteer Fire Department providing training, camaraderie and pride in their department. To support the goals, objectives and mission of the City of Los Banos.

Objectives:

- To continue to foster the addition of new career fire fighters, and to increase the number of volunteer fire fighters.
- To continue to provide quality training to enhance the proficiency, quality and safety for career and volunteer fire fighters.
- To continue the replacement of older apparatus and equipment. To improve preventive maintenance and operator training. To stay abreast of new changes in the fire service through training and communications.

Fire (continued)

- To continue to foster good relationships between the career fire fighters and the volunteer fire fighters. To continue to recruit volunteer fire fighters, and maintain a pool of qualified fire fighters for career positions as needed.
- To continue to pursue alternative ways to improve the level of fire protection and services within the City of Los Banos.
- To assist city administration in addressing long term funding and alternative funding in order to maintain and enhance current levels of fire protection and services.
- To continue to improve services to achieve a lower fire insurance rating (ISO) Insurance Services Office. To provide lower cost for fire insurance in the community. Currently the City has a 3 rating.

Overview of Services and Programs

The City of Los Banos Fire Department proudly protects approximately 36,000 people living in an area of 12 square miles. The Fire Department currently has two stations serving its residents. Station No. 1 is located at 333 7th Street and Station No. 2 located at 1150 West "I" Street. Both stations operate on a 24-hour basis with five career firefighters on duty, along with 28 volunteers responding to their respective stations.

Major Accomplishments/Service Efforts

ISO Rating - ISO service rating of 3, providing excellent service to the community.

Radio System Upgrade - Completed update to Fire and Police Departments radio system; two new tactical channels (Fire & Police grant funded)

Safety Classes - The Kids Fire Safety House Trailer has been an outstanding addition to school age fire safety classes, with teachers asking for the safety trailer. The Department continues to provide First Aid, CPR, Fire Safety, and Fire Extinguishing training to the public.

Community Functions - Throughout the year the Fire Department is involved in a number of community social functions: Sober Graduation, Police Activities League, Community Christmas Dinner, Boy Scout Day Camp, Fire Fighter's Burn Institute - Fill the Boot, Children's Hospital of Central California Kid's Day, Salute to Seniors, Farm Ag Day and more.

Fire (continued)

Special Programs - Knox Box system for disabled citizens and seniors that may need assistance for medical reasons.

Measure P - The passage of the Public Safety Measure has allowed the Fire Department to hire six new fire fighters and promote three fire Captains over the past two years. The Fire Department has completed installation of mobile data terminals in all Fire Department front line equipment.

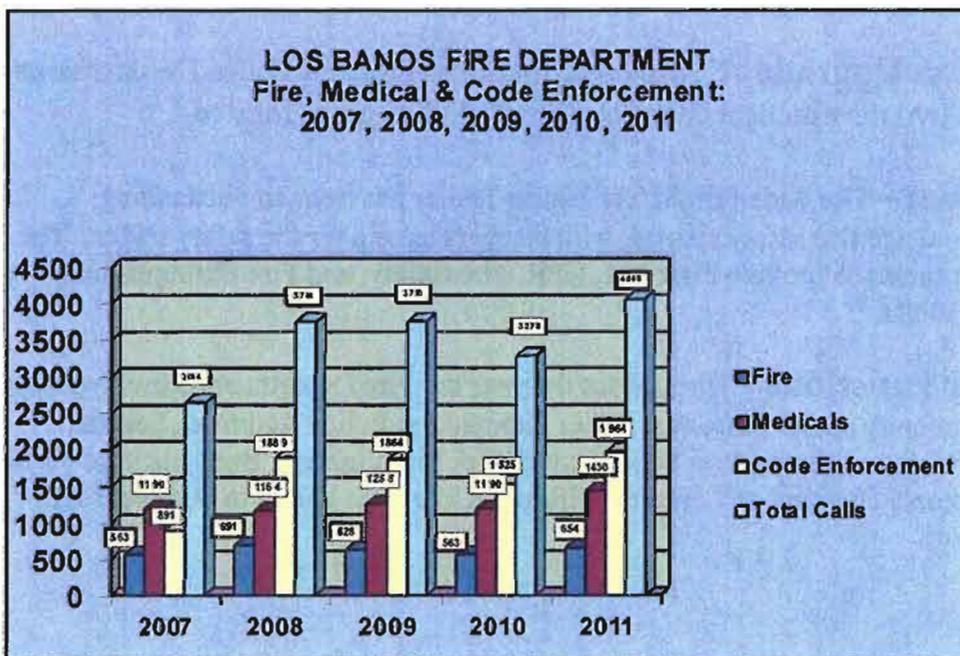
Measure A - An amendment to Measure P for five (5) years allowing building funds to be used for personnel during these hard economic times was passed by an overwhelming 82%. Thank you to our citizens.

Community Facility District - As new subdivisions are being built in the community, they are required to participate in the program. Currently the CFD funds four and one-half positions.

Future Outlook

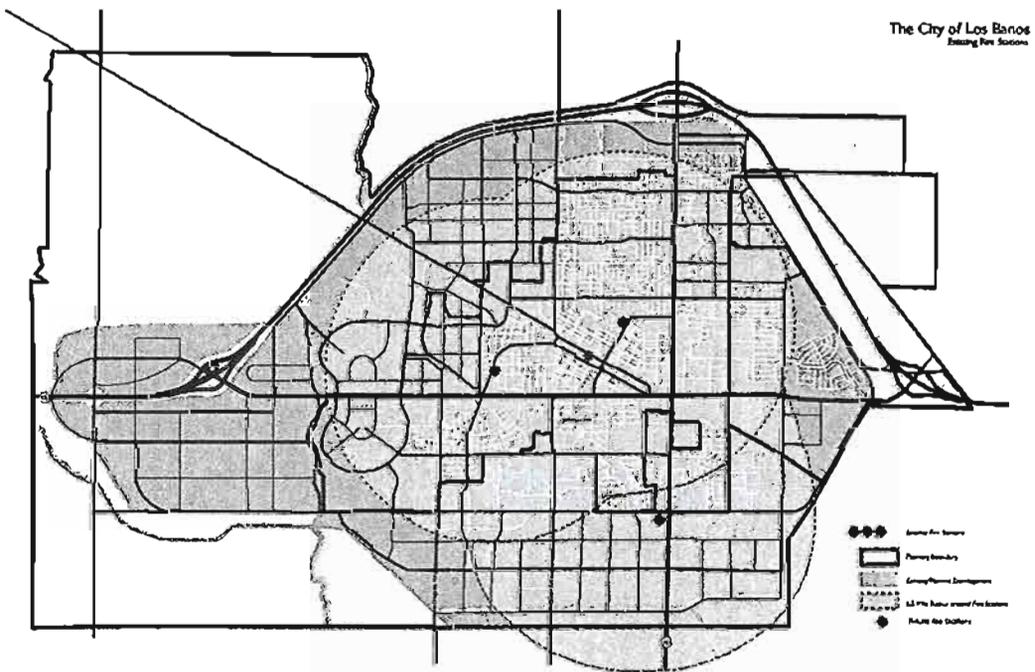
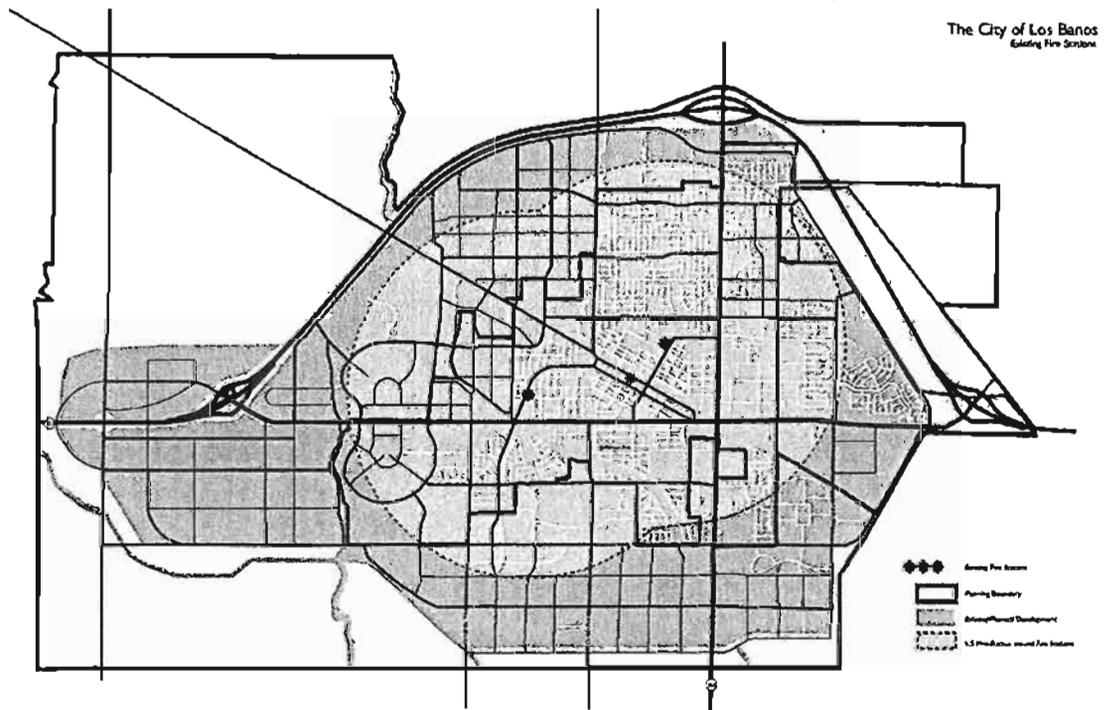
- Property has been secured for the new Training Tower at Station No. 1
- Maintain current staffing levels.
- Reach out to potential new volunteer firefighters.

Performance Measures



Fire (continued)

Performance Measures Existing Fire Stations 1 & 2 Coverage Areas



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City of Los Banos

Fire 2012-2013 Department Detail Personnel Services

General Fund - Fund 100
Fire - Department 422
General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Fire Chief	1	90%	Building
Assistant Fire Chief	1	100%	
Fire Fighter	1	100%	
Fire Engineer	1	51%	PublicSafety CFD
Administrative Assistant	1	100%	
Part-time		100%	
Total Salaries (Including Overtime)			\$379,126
Volunteers Fire Fighters	35		
Workmen's Compensation Insurance			\$30,387
State Retirement (PERS)			\$113,706
Social Security (FICA)			\$29,003
Health Insurance			\$87,125
OPEB			\$17,441
Retirees Health Insurance			\$21,935
Life Insurance			\$962
Unemployment Insurance			\$1,896
Dental & Optical			\$4,009
Total Benefits:			\$306,463
Total Personnel Services:			\$685,589

City of Los Banos

Fire 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
General Fund - Fund 100				
Fire - Department 422				
General Services - Activity 100				
101 Salaries	\$457,957	\$468,292	\$453,834	\$346,626
102 Part Time	10,682	2,326	500	2,500
103 Overtime	57,284	47,487	40,000	30,000
120 Employee Benefits	331,798	330,349	332,574	306,463
Personnel Services	\$857,721	\$848,454	\$826,908	\$685,589
201 Grounds Maintenance	\$266	\$118	\$300	\$300
202 Fleet Repair & Maintenance	6,996	10,776	15,000	21,000
203 Equipment Repair & Maintenance	10,452	7,795	15,000	15,000
205 Facility Maintenance	6,482	5,218	5,000	5,000
216 Vehicle Repair & Maintenance	11,887	9,764	15,000	21,000
231 Professional Services	11,076	2,500	1,500	51,500
236 Medical Services	0	0	450	450
237 Recruitment	0	0	0	500
240 IT Services	25,196	21,397	30,755	23,560
250 Insurance	37,592	29,207	16,056	26,532
252 Communications	8,267	7,875	8,500	8,500
257 Travel & Training	1,807	1,096	2,000	3,000
260 Office Supplies	7,992	6,208	5,000	5,000
262 Uniform Expense	6,379	5,046	6,000	6,000
264 Electricity & Gas	28,063	28,946	29,000	30,160
265 Gasoline & Oil	16,604	23,000	25,000	25,000
267 General Materials & Supplies	712	1,814	2,000	2,000
270 Special Programs	38,000	30,000	24,000	24,000
273 Special Departmental Expense	22,868	11,531	8,000	8,000
274 Special Activities	15,822	8,222	8,500	8,500
Supplies & Services	\$256,461	\$210,513	\$217,061	\$285,002
822 Principal. Debt Service	\$18,500	\$12,800	\$20,350	\$22,200
882 Interest: Debt Service	16,095	7,917	13,709	12,173
Debt Service	\$34,595	\$20,717	\$34,059	\$34,373
Total: Fire	\$1,148,777	\$1,079,684	\$1,078,028	\$1,004,964

Fire

SERVICES & SUPPLIES

216-VEHICLE REPAIR & MAINTENANCE: Funding is used for special repairs and maintenance performed by private companies; and outside work and service as needed to maintain vehicles

231-PROFESSIONAL SERVICES: Expenses relating to professional services.

270-SPECIAL PROGRAMS: Funding is used for Volunteer training, meetings, dinners, special training and operations.

273-SPECIAL DEPARTMENT EXPENSES: Funding is used for the purchase of protective clothing, helmets, gloves, boots, hand lights, medical exams, hand equipment, service of City owned fire extinguishers, fire extinguisher supplies, foams, chemicals, paper products, coffee break service.

274-SPECIAL ACTIVITIES: Funding is used to pay for disability insurance & Volunteer Firefighters' Length of Service Award Program.

DEBT SERVICE

822-PRINCIPAL: DEBT SERVICE: Payment of Principal on City Hall/Fire Station C.O.P. Bonds allocated between Administration, Building and Fire Department. This is the twentieth year of a twenty-six year Certificate of Participation issue.

882-INTEREST: DEBT SERVICE: Payment of Interest on City Hall/Fire Station C.O.P Bonds allocated between Administration, Building and Fire Department. This is the twentieth year of a twenty-six year Certificate of Participation issue.

Building

Mission Statement

The Los Banos Building Department provides complete field inspections; plan checks and review to assure current building standards and codes are complied with, providing service and safety to our citizens.

Overview of Services and Programs

The Building department enforces all building codes and regulations to include plan check, occupancy, health, safety and construction.

Major Accomplishments/Service Efforts

- Contract with Precision Inspection Company for plan check and inspections.
- Coordinating with Planning, Code Enforcement and other departments in the Community
- Delivering quality customer service in a timely, effective and efficient manner
- Enforce Building, Energy and ADA Access Regulations and local and state laws for new construction.

Future Outlook

To work towards a one-stop center to service the needs of the Building and Development community

- Building services are located at City Hall along with Planning and RDA.
- New commercial businesses: Wal-Mart super store expansion, AM/PM & McDonald's, Les Schwab Tire Store

Performance Measures

	F/Y 09/10	F/Y 10/11	F/Y 11/12
# Of Total Permits Issued	1034	579	435
# Of Single Family Dwellings Permits Issued	0	9	0
# Of New Homes Built	0	0	0
# Of New Businesses Built	2	0	2
# Of Inspections	1210	1773	1192
Renew Permit/Expired Permit/SFH		16	1

City of Los Banos

Building 2012-2013 Department Detail Personnel Services

General Fund - Fund 100
Building - Department 424
General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Fire Chief	1	10%	Fire
Total Salaries (Including Overtime)			\$14,566
Workmen's Compensation Insurance			\$843
State Retirement (PERS)			\$5,057
Social Security (FICA)			\$1,114
Health Insurance			\$1,053
OPEB			\$645
Retirees Health Insurance			\$7,693
Life Insurance			\$15
Unemployment Insurance			\$73
Dental & Optical			\$87
Total Benefits:			\$16,581
Total Personnel Services:			\$31,147

City of Los Banos

Building 2012-2013 Adopted Budget

	<u>2009-2010</u> Actual	<u>2010-2011</u> Actual	<u>2011-2012</u> Projected	<u>2012-2013</u> Adopted
General Fund - Fund 100				
Building - Department 424				
General Services - Activity 100				
101 Salaries	\$34,173	\$34,708	\$34,680	\$14,566
103 Overtime	0	0	0	0
120 Employee Benefits	23,893	28,039	28,602	16,581
Personnel Services	\$58,066	\$62,747	\$63,282	\$31,147
205 Facility Maintenance	\$0	\$0	\$200	\$200
231 Professional Services	2,618	1,300	1,300	1,300
238 Technical Services	194,219	109,171	85,000	90,000
250 Insurance	1,182	1,027	762	113
252 Communications	208	200	200	200
260 Office Supplies	833	1,000	1,000	1,000
274 Books & Periodicals	600	600	600	600
Supplies & Services	\$199,660	\$113,298	\$89,062	\$93,413
822 Principal: Debt Service	\$7,875	\$4,800	\$8,663	\$9,450
882 Interest: Debt Service	6,851	3,519	5,835	5,182
Debt Service	\$14,726	\$8,319	\$14,498	\$14,632
Total: General Services	\$272,452	\$184,364	\$166,842	\$139,192
Special Services - Activity 170				
101 Salaries	\$36,108	\$39,486	\$35,268	\$0
103 Overtime	5,921	6,923	5,000	0
120 Employee Benefits	22,454	22,968	21,862	0
Personnel Services	\$64,483	\$69,377	\$62,130	\$0
Total: Special Services	\$64,483	\$69,377	\$62,130	\$0
Total: Building	\$336,935	\$253,741	\$228,972	\$139,192

Building

SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: Funding for legal services, Code Enforcement abatement, Building and Fire.

238-TECHNICAL SERVICES: Outside consultants performing building inspections, plan check and technical services, computer maintenance and repairs (Network Designs Integration Services).

DEBT SERVICE

822-PRINCIPAL: DEBT SERVICE: Payment of Principal on City Hall/Fire Station C.O.P Bonds allocated between Administration, Building, & Fire Department. This is the twentieth year of a twenty-six year Certificate of Participation issue.

882-INTEREST: DEBT SERVICE: Payment of Interest on City Hall/Fire Station C.O.P Bonds allocated between Administration, Building and Fire Department. This is the twentieth year of a twenty-six year Certificate of Participation issue.

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City of Los Banos

Code Enforcement 2012-2013 Department Detail Personnel Services

Code Enforcement - Fund 100
Code Enforcement - Department 429
General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Fire Clerk II	1	50%	Public Safety Augmentation
Code Enforcement Officer	1	100%	
Part-time		100%	
Total Salaries (Including Overtime)			\$73,134
Workmen's Compensation Insurance			\$4,417
State Retirement (PERS)			\$14,994
Social Security (FICA)			\$5,595
Health Insurance			\$18,698
OPEB			\$5,074
Retirees Health Insurance			\$0
Life Insurance			\$225
Unemployment Insurance			\$366
Dental & Optical			\$1,314
Total Benefits:			\$50,682
Total Personnel Services:			\$123,816

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Code Enforcement - Fund 100				
Code Enforcement - Department 429				
General Services - Activity 100				
101 Salaries	\$0	\$0	\$0	\$73,134
120 Employee Benefits	0	0	0	50,682
Salaries & Benefits	\$0	\$0	\$0	\$123,816
216 Vehicle Repair & Maintenance	0	0	0	500
231 Professional Services	0	0	0	4,000
238 Technical Services	0	0	0	30,000
250 Insurance	0	0	0	1,688
251 Membership & Dues	0	0	0	0
252 Communications	0	0	0	300
257 Travel & Training	0	0	0	0
260 Office Supplies	0	0	0	3,000
262 Uniform Expenses	0	0	0	400
265 Gasoline & Oil	0	0	0	1,500
267 General Materials & Supplies	0	0	0	500
274 Books & Periodicals	0	0	0	100
275 Bad Debt	0	0	0	0
Supplies & Services	\$0	\$0	\$0	\$41,988
Total: Code Enforcement	\$0	\$0	\$0	\$165,804
Code Enforcement - Fund 205				
Code Enforcement - Department 429				
General Services - Activity 100				
101 Salaries	\$19,688	\$19,806	\$63,802	\$0
120 Employee Benefits	17,903	17,226	43,116	0
Salaries & Benefits	\$37,591	\$37,032	\$106,918	\$0
216 Vehicle Repair & Maintenance	\$98	\$4,000	\$500	\$0
231 Professional Services	6,256	3,652	4,000	0
238 Technical Services	28,965	22,902	26,000	0
250 Insurance	0	0	1,148	0
251 Membership & Dues	0	249	0	0
252 Communications	165	179	300	0
257 Travel & Training	0	200	0	0
260 Office Supplies	3,183	3,000	3,000	0
262 Uniform Expenses	409	387	400	0
265 Gasoline & Oil	0	2,268	1,500	0
267 General Materials & Supplies	0	417	500	0
274 Books & Periodicals	0	100	100	0
275 Bad Debt	39,015	(8,195)	0	0
Supplies & Services	\$78,091	\$29,159	\$37,448	\$0
Total: Code Enforcement	\$115,682	\$66,191	\$144,366	\$0

Code Enforcement

SERVICES & SUPPLIES

216-VEHICLE REPAIR & MAINTENANCE: Funding is used for repairs and maintenance of code enforcement vehicle.

231-PROFESSIONAL SERVICES: City Attorney legal services (abatement & code violations).

238-TECHNICAL SERVICES: Funding used for technical services (Network Designs Integration Services).

City of Los Banos

Public Safety Augmentation Fire

2012-2013 Department Detail
Personnel Services

Public Safety Augmentation Fire - Fund 238

Fire - Department 422

General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Fire Engineer	3	100%	
Fire Fighter	4	100%	
Fire Clerk II	1	50%	Code Enforcement
Part-time		100%	
Total Salaries (Including Overtime)			\$444,482
Workmen's Compensation Insurance			\$24,546
State Retirement (PERS)			\$139,364
Social Security (FICA)			\$34,003
Health Insurance			\$133,489
OPEB			\$24,052
Retirees Health Insurance			\$0
Life Insurance			\$1,125
Unemployment Insurance			\$2,222
Dental & Optical			\$6,570
Total Benefits:			\$365,371
Total Personnel Services:			\$809,853

City of Los Banos

Public Safety Augmentation Fire

2012-2013 Department Detail Personnel Services

Public Safety Augmentation Fire - Fund 238

Fire - Department 422

General Services - Activity 180

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Fire Captain	2	100%	
Part-time		100%	
Total Salaries (Including Overtime)			<u><u>\$150,172</u></u>
Workmen's Compensation Insurance			\$6,953
State Retirement (PERS)			\$48,671
Social Security (FICA)			\$11,488
Health Insurance			\$33,947
OPEB			\$6,326
Retirees Health Insurance			\$0
Life Insurance			\$300
Unemployment Insurance			\$751
Dental & Optical			\$1,752
Total Benefits:			<u><u>\$110,187</u></u>
Total Personnel Services:			<u><u>\$260,359</u></u>

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Public Safety Augmentation Fire - Fund 238				
Fire - Department 422				
General Services - Activity 100				
101 Salaries	\$380,001	\$433,445	\$408,802	\$409,482
103 Overtime	48,209	35,676	43,800	35,000
120 Employee Benefits	324,131	329,095	345,035	365,371
Salaries & Benefits	\$752,341	\$798,216	\$797,637	\$809,853
203 Equipment Repair & Maintenance	\$2,656	\$2,012	\$4,000	\$4,000
205 Facility Maintenance	0	1,000	1,000	1,000
231 Professional Services	7,786	1,833	2,500	2,500
237 Recruitment	0	0	0	1,500
240 IT Services	24,232	6,581	13,234	9,443
262 Uniform Expenses	5,236	3,385	7,000	7,000
267 General Material/Supplies	0	5,664	5,000	5,000
270 Special Programs	3,315	10,715	40,000	40,000
Supplies & Services	\$43,225	\$31,190	\$72,734	\$70,443
Special Services - Activity 180				
101 Salaries	\$0	\$0	\$0	\$140,172
103 Overtime	0	0	0	10,000
120 Benefits	0	0	0	110,187
Salaries & Benefits	\$0	\$0	\$0	\$260,359
Total: Public Safety Augmentation	\$795,566	\$829,406	\$870,371	\$1,140,655
Fire Capital Improvement - Fund 243				
Fire - Department 422				
General Services - Activity 100				
216 Vehicle Repair & Maintenance	\$5,057	\$6,000	\$6,000	\$8,000
273 Special Department Expense	6,112	305	0	0
Supplies & Services	\$11,169	\$6,305	\$6,000	\$8,000
720 Building & Structures	\$7,318	\$0	\$0	\$0
740 Miscellaneous Equipment	11,940	47,519	30,000	50,000
Capital Outlay	\$19,258	\$47,519	\$30,000	\$50,000
Total: Fire Capital Improvement	\$30,427	\$53,824	\$36,000	\$58,000

Public Safety Augmentation

SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: Expenses related to professional services.

270 –SPECIAL PROGRAMS: For special training and operators. Maintaining Mobile terminals and upgrades to system.

Fire Capital Improvement

SERVICE & SUPPLIES

216-VEHICLE REPAIR & MAINTENANCE: Funding used for repair and maintenance of vehicle (strike team funding.)

273-SPECIAL DEPARTMENT EXPENSE: Funding used for Confined Space Rescue equipment, special rescue and Hurst E-Tools.

CAPITAL OUTLAY

740-MISCELLANEOUS EQUIPMENT: Funding to purchase department equipment.

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City of Los Banos

CFD 2002-01 Public Safety Fire 2012-2013 Department Detail Personnel Services

CFD 2002-01 Public Safety Fire - Fund 291 Fire - Department 422 General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Fire Engineer	2	100%	
Fire Engineer	1	49%	Fire
Fire Fighter	1	100%	
Part-time		100%	
Total Salaries (Including Overtime)			\$214,854
Workmen's Compensation Insurance			\$11,936
State Retirement (PERS)			\$69,254
Social Security (FICA)			\$16,436
Health Insurance			\$56,409
OPEB			\$11,368
Retirees Health Insurance			\$0
Life Insurance			\$524
Unemployment Insurance			\$1,074
Dental & Optical			\$3,056
Total Benefits:			\$170,058
Total Personnel Services:			\$384,912

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> Actual	<u>2010-2011</u> Actual	<u>2011-2012</u> Projected	<u>2012-2013</u> Adopted
Fire Homeland Security Grant - Fund 248				
Fire - Department 422				
General Services - Activity 100				
273 Special Department Expense	\$0	\$35,167	\$0	\$0
Supplies & Services	\$0	\$35,167	\$0	\$0
753 Specialized Equipment	\$0	\$39,609	\$53,000	\$15,500
Capital Outlay	\$0	\$39,609	\$53,000	\$15,500
Total: Fire Homeland Security	\$0	\$74,776	\$53,000	\$15,500

Community Facilities District 2002-01 Public Safety Fire - Fund 291

Fire - Department 422

General Services - Activity 100

101 Salaries	\$202,723	\$213,485	\$198,854	\$199,454
103 Overtime	32,311	31,109	24,000	15,400
120 Employee Benefits	144,500	133,241	167,630	170,058
Personnel Services	\$379,534	\$377,835	\$390,484	\$384,912
231 Professional Services	\$3,986	\$3,985	\$0	\$0
Supplies & Services	\$3,986	\$3,985	\$0	\$0
Total: CFD 2002-01	\$383,520	\$381,820	\$390,484	\$384,912

Homeland Security

CAPITAL OUTLAY

753-SPECIALIZED EQUIPMENT: Funding to purchase department equipment.

Community Facilities District (CFD)

2002-01

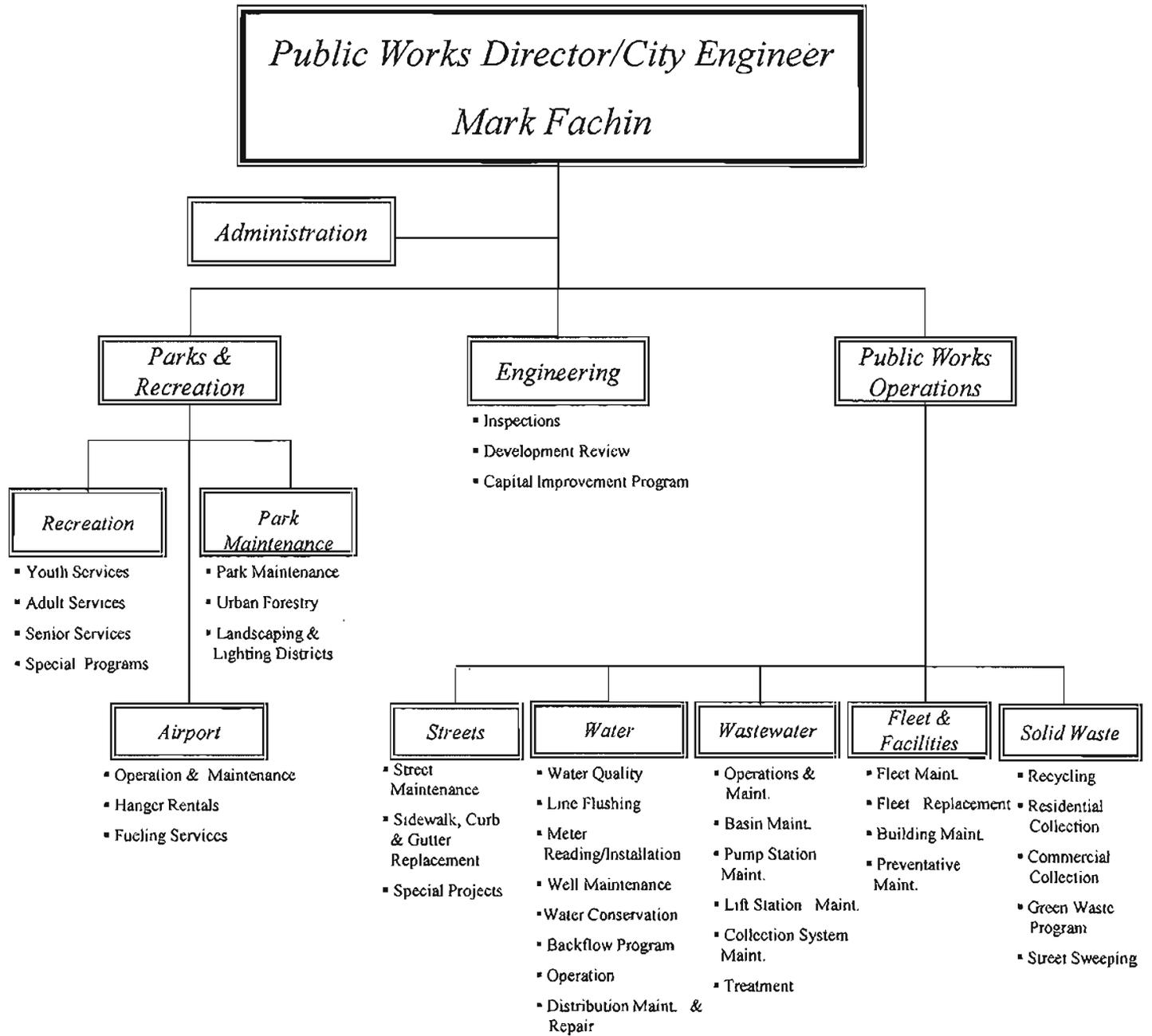
SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: For consulting services for the administration of the CFD tax rolls. Reports changes and adjustments to the county auditor for the tax rolls.

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Public Works

CITY OF LOS BANOS
PUBLIC WORKS DEPARTMENT
ORGANIZATION CHART



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Engineering Services

Engineering Services

Mission Statement

The City of Los Banos Public Works Department, through the Engineering Services Division, is committed to providing quality engineering direction, decisions and technical support to all City Departments.

Overview of Services and Programs

A major component of the Engineering Services Division is the infrastructure plan check and inspection of both private and public projects, to insure that the City Standards and Specifications are being met. This Division also monitors State permits and prepares all required annual reports related to these permits.

Major Accomplishments/Service Efforts

- The City's NPDES Permit Annual Report was submitted to and approved by the California Regional Water Quality Board.
- Completed the Urban Water Management Plan and submitted to the RWQCB.
- Engineering and Inspection services were completed on two significant projects to the City: Place Road and San Luis Street Storm Drain and Detention Basin and the Wastewater Treatment Plant Emergency Pipeline Replacement.
- The Engineering Division continues to interface with the Public Entities such as Caltrans, MCAg, and the VTA on major transportation projects and Grasslands Water District and the Central California Irrigation District (CCID) on Drainage Agreement requirements.

Future Outlook

- Provide inspection services for small and mid level development projects.
- Continue to plan check and track all required permits and ensure compliance.
- Support the Planning Department in the technical review of area plans, tentative maps and site plans.
- Manage the proposed Development Fee Rate Studies.
- Provide Inspection and Construction support for the upcoming Prop 1B Street Overlay Project, CMAQ Sidewalk Installation Project.
- Provide Inspection and Administration of the Safe Routes to School Grant
- Provide Administration of CMAQ Grant for the addition of two new Street Sweepers, Dump Truck, and Backhoes.

City of Los Banos

Engineering Services 2012-2013 Department Detail Personnel Services

Engineering Services - Fund 100
Engineering - Department 426
General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Inspector I	1	55%	Water, WW Collection, Street, Maintenance
Part-time		100%	

Total Salaries (Including Overtime)	\$31,921
Workmen's Compensation Insurance	\$1,852
State Retirement (PERS)	\$6,339
Social Security (FICA)	\$2,442
Health Insurance	\$9,354
OPEB	2,069
Retirees Health Insurance	\$0
Life Insurance	\$83
Unemployment Insurance	\$160
Dental & Optical	\$482
Total Benefits:	\$22,780
Total Personnel Services:	\$54,701

City of Los Banos

Internal Service Fund 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Engineering Services - Fund 100				
Engineering - Department 426				
General Services - Activity 100				
101 Salaries	\$0	\$0	\$0	\$30,921
103 Overtime	0	0	0	1,000
120 Employee Benefits	0	0	0	22,780
Personnel Services	\$0	\$0	\$0	\$54,701
231 Professional Services	\$0	\$0	\$0	\$5,000
250 Insurance	0	0	0	619
253 Advertising	0	0	0	500
Supplies & Services	\$0	\$0	\$0	\$6,119
Total: Engineering Services	\$0	\$0	\$0	\$60,820

City of Los Banos

Internal Service Fund 2012-2013 Adopted Budget

	<u>2009-2010 Actual</u>	<u>2010-2011 Actual</u>	<u>2011-2012 Projected</u>	<u>2012-2013 Adopted</u>
Engineering Services - Fund 615				
Engineering - Department 426				
General Services - Activity 100				
101 Salaries	\$47,146	\$30,921	\$30,921	\$0
103 Overtime	313	3,144	0	0
120 Employee Benefits	34,643	21,534	22,887	0
Personnel Services	\$82,102	\$55,599	\$53,808	\$0
231 Professional Services	\$2,630	\$3,181	\$3,630	\$0
250 Insurance	1,733	1,506	294	0
253 Advertising	0	0	500	0
Supplies & Services	\$4,393	\$4,687	\$4,424	\$0
Total: Engineering Services	\$86,495	\$60,286	\$58,232	\$0

Engineering Services

SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: City engineer engineering consultant, City Attorney, and other professional services.

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Streets

Street Services

Mission Statement

To provide quality services throughout the entire infrastructure. To build and maintain safe, smooth streets and sidewalks. To develop an aesthetically pleasing access to the city

Overview of Services and Programs

The Street Services of Public Works is responsible for the maintenance, repair, and improvements of the City's 123 miles of streets, 5 miles of alleys, 227 miles of curb & gutter, and 216 miles of sidewalks. Street Services accomplishes a wide range of duties that include pavement management, concrete improvements, sidewalk maintenance, painting street markings and curb markings, traffic signs and signals, bridges, minor construction, flood control, and traffic surveys.

Major Accomplishments/Service Efforts

- Repainted 2.3 miles of curb markings; repainted 14 miles of centerline, edge lines and crosswalks; repainted 136 STOPS and Bike Lane wording after removing the existing wording with a grinding machine.
- Repaired approximately 450 street potholes using about 15 tons of cold asphalt mix (SC) 30 gallons of SS1h (tack oil).
- Made over 3,000 sand bags in preparation for the winter storms.
- Conducted a street light survey throughout entire city to identify street lights in need of repair. Created a repair inventory list to initiate repairs.
- Invested 24 man hours per week dedicated to the removal of graffiti throughout the city.
- Installed 500 New High Intensity signs throughout city to comply with Federal Highway Administration (FHWA) retrofit plan that needs to be completed by January of 2018.

Street Services (continued)

- Removed and replaced 7300 SF of sidewalk, 940 LF of curb & gutter, 20 driveway approaches, & 6 ADA accessible street/sidewalk corners.
- Replaced over 1,000 reflective pavement markers throughout the city
- Updated speed limit signs per Prima Facia.
- Repaired Waste Water Treatment Plant yard.

Future Outlook

- Repair damaged curb & gutter, sidewalk, storm-drain, approaches, and install 12 ADA corners in various locations throughout the city.
- Reflective road markers replacement campaign throughout the City on minor and major arterial streets.
- Continue coordinated Street Maintenance Program to maintain the City's asset.
- Continue upgrading signs throughout the City to comply with FHWA requirements.
- Develop maintenance plan for Rail Trail.
- Start the development and implementation of a Sign Inventory Management Program in the Carte-graph System.
- Restore surfaces of 2 bridge decks with a slurry seal application.
- Apply a Fog Seal to rejuvenate the Rail Trail asphalt and apply a crack sealer.

Street Services (continued)

FY 2007-08 Project/Job Costs	Labor	Equipment	Material	Total Cost
Overlays Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Fog Sealing Total	\$ 53,555.60	\$ 36,257.60	\$ 89,813.20	\$ 179,626.40
Patching Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 115,081.32
Crack Filling Total	\$ 8,859.04	\$ 7,769.68	\$ 1,475.60	\$ 18,104.32
Other Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 155,979.34

FY 2008-09 Project/Job Costs	Labor	Equipment	Material	Total Cost
Overlays Total	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Fog Sealing Total	\$ 104,125.48	\$ 68,814.49	\$ 51,918.15	\$ 224,858.12
Patching Total	\$ 44,487.51	\$ 57,685.61	\$ 3,244.50	\$ 105,417.62
Crack Filling Total	\$ 26,670.97	\$ 28,801.99	\$ 1,599.60	\$ 57,072.56
Other Total	\$ 226,984.88	\$ 182,520.63	\$ 37,917.97	\$ 447,423.48

FY 2009-10 Project/Job Costs	Labor	Equipment	Material	Total Cost
Overlays Total	\$ 12,557.93	\$ 14,772.08	\$ 3,136.00	\$ 30,466.01
Fog Sealing Total	\$ 90,664.49	\$ 68,425.26	\$ 48,911.40	\$ 207,981.15
Patching Total	\$ 51,080.47	\$ 61,294.16	\$ 5,913.07	\$ 118,287.70
Crack Filling Total	\$ 22,830.85	\$ 20,978.93	\$ 1,128.40	\$ 44,938.18
Other Total	\$ 441,161.26	\$ 421,412.95	\$ 118,287.70	\$ 980,861.91

FY 2010-11 Project/Job Costs	Labor	Equipment	Material	Total Cost
Overlays Total	\$ 56,771.21	\$ 52,702.98	\$ 606.00	\$ 110,080.19
Fog Sealing Total	\$ 1,138.14	\$ 656.92	\$ 0.00	\$ 1,795.06
Patching Total	\$ 48,596.51	\$ 48,459.21	\$ 7,071.25	\$ 104,126.97
Crack Filling Total	\$ 998.32	\$ 774.40	\$ 0.00	\$ 1,772.72
Other Total	\$ 464,072.84	\$ 332,933.25	\$ 64,420.63	\$ 861,420.63

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City of Los Banos

Street 2012-2013 Department Detail Personnel Services

General Fund - Fund 100 Street - Department 431 Maintenance - Activity 210

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Public Works Director/City Engineer	1	10%	Water, WW Collection & Treatment, SW-Refuse, Rec, Maint., Fleet
Assistant Public Works Director	1	10%	Water, WW Collection & Treatment, SW-Refuse, Maint., Fleet
Public Works Operations Manager	1	10%	Water, WW Collection & Treatment, SW-Refuse, Maint., Fleet
Public Works Office Manager	1	10%	Water, WW Collection & Treatment, SW-Refuse, Rec., Maint., Fleet
Administrative Assistant	1	5%	Water, WW Treatment & Collection, SW-Refuse
Administrative Clerk II	1	5%	Water, WW Treatment & Collection, SW-Refuse
Foreman	1	90%	Water, WW Collection
Inspector I	1	10%	Water, WW Collection, Maint. Eng.
Maintenance Worker III	2	90%	Water, WW Collection
Maintenance Worker II	3	90%	Water, WW Collection
Maintenance Worker I	2	90%	Water, WW Collection
Part Time		100%	
Total Salaries (Including Overtime)			\$304,071
Workmen's Compensation Insurance			\$15,636
State Retirement (PERS)			\$52,297
Social Security (FICA)			\$23,242
Health Insurance			\$107,169
OPEB			\$17,627
Retirees Health Insurance			\$35,842
Life Insurance			\$826
Unemployment Insurance			\$6,982
Dental & Optical			\$4,824
Total Benefits:			\$264,445
Total Personnel Services:			\$568,518

*Salaries & benefits are shown at 63.3%. Remaining 36.7% is reflected in SB325.

City of Los Banos

Street 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
General Fund - Fund 100				
Street - Department 431				
Maintenance - Activity 210				
101 Salaries	\$409,369	\$380,118	\$252,263	\$255,173
102 Part Time	36,758	31,945	31,800	42,500
103 Overtime	5,360	11,032	6,260	6,400
120 Employee Benefits	339,513	335,805	267,320	264,445
Personnel Services	\$791,000	\$758,900	\$557,643	\$568,518
201 Grounds Maintenance	\$150	\$0	\$0	\$0
202 Fleet Repair & Maintenance	65,000	57,462	42,625	55,919
203 Equipment Repair & Maint.	515	1,089	940	950
204 Fleet Services	29,407	22,018	13,605	15,646
205 Facility Maintenance	3,912	4,799	3,130	3,170
208 Rental Vehicles & Equipment	34,521	34,510	23,790	31,650
210 Sidewalk Gutter & Curb Maint.	27,300	23,830	16,276	32,300
211 Street Repair	56,557	35,075	38,812	95,000
231 Professional Services	6,746	7,428	3,845	12,700
236 Medical Services	986	747	630	630
237 Recruitment	0	0	850	0
238 Technical Services	192	0	313	320
240 IT Services	6,425	5,313	1,703	2,539
250 Insurance	20,242	16,259	6,063	6,631
251 Memberships & Dues	260	200	313	320
252 Communications	5,950	4,959	3,130	3,170
256 Permit Fees & Charges	100	150	190	520
257 Travel & Training	763	939	1,127	1,600
260 Office Supplies	2,247	2,575	2,254	2,300
262 Uniform Expenses	6,534	5,783	4,382	4,500
263 Street Lights	146,068	114,728	72,616	76,600
264 Electricity & Gas	4,154	2,857	2,317	2,448
265 Gasoline & Oil	45,000	33,593	21,347	32,384
267 General Materials & Supplies	9,871	16,202	17,528	36,793
273 Special Departmental Expense	24,337	29,741	16,902	17,100
Supplies & Services	\$497,237	\$420,257	\$294,688	\$435,190
825 Street Charge-Out	(\$1,288,238)	(\$1,179,348)	(\$852,331)	(\$1,003,708)
Charge-Out	(\$1,288,238)	(\$1,179,348)	(\$852,331)	(\$1,003,708)
Total: Street	(\$1)	(\$191)	\$0	\$0

Street Services

SERVICES & SUPPLIES

210-SIDEWALK CURB & GUTTER REPAIR: Costs having to do with the repair and/or replacement of sidewalks, curbs & gutters. The costs include concrete materials, form lumber, surface patch materials and adhesives.

211-STREET REPAIR: For purchase of materials used for minor repair, rehabilitation, and replacement of existing streets. Materials include fabric matting, asphalt mix, sub base mixes, crack filling, emulsions, and sand.

231-PROFESSIONAL SERVICES: Charges for services to outside engineering firms to complete street related projects. Services may include design, drawings, and project management; services agreement with the Carte-Graph subscription. Costs associated with the proper disposal of hazardous waste materials; as well as other miscellaneous professional services, which may be required.

238-TECHNICAL SERVICES: Expenditures for the electrical, plumbing, A/C, and other trade services that may be required to complete scheduled projects during the year.

251-MEMBERSHIPS & DUES: Membership dues incurred for American Public Works Association, American Society of Civil Engineers, and other miscellaneous dues. Includes other required certifications.

256-PERMIT FEES & CHARGES: Annual fees charged by the State and County for the Public Works department's Spill Prevention Plan review at the "F" Street operations yard.

263-STREET LIGHTING: Expenditures for the repair, maintenance, and replacement of street lights throughout the city. The costs for utility billing are for street lights not in the Landscaping & Lighting Districts. Additional costs for the maintenance and repair of the city's signalized lights and controllers.

267-GENERAL MATERIALS & SUPPLIES: Cost of items used to support the repair, maintenance, and improvement of city of streets, sidewalks, right-of-ways, parking lots, buildings/structures, signs and road markings, bridges, and other miscellaneous areas within the city limits. Specific items include asphalt mixes for patches and overlay's, asphalt emulsion and re-clamite for the ongoing fog sealing maintenance program, aggregate base and sand for street/sidewalk use, concrete replacement and upgrades to meet ADA requirements at street corners and around city buildings. Other items include replacement of hand tools, asphalt and concrete grinding wheels, asphalt and concrete cutting blades, shovels, rakes, and barricades.

273-SPECIAL DEPARTMENTAL EXPENSES: Expenditures for the maintenance, repair, and replacement of city signs and street markings performed by outside vendors and/or city staff. These costs to include the painting of curb markings, reflective devices, dead end barriers, and miscellaneous signs and markings throughout the city.

CHARGE-OUTS

825-CHARGE-OUT: Street charge-outs to Highway Users Taxes and Solid Waste refuse impact.

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
RSTP - Fund 207				
Road - Department 430				
Maintenance-Activity 210				
820 Charge-In	\$350,000	\$275,760	\$0	\$0
<u>Charge-In</u>	<u>\$350,000</u>	<u>\$275,760</u>	<u>\$0</u>	<u>\$0</u>
Total: RSTP	\$350,000	\$275,760	\$0	\$0
Gas Tax 2105 - Fund 215				
Road - Department 430				
Maintenance - Activity 210				
264 Electricity & Gas	\$112,502	\$68,574	\$75,190	\$78,200
<u>Supplies & Services</u>	<u>\$112,502</u>	<u>\$68,574</u>	<u>\$75,190</u>	<u>\$78,200</u>
Construction - Activity 220				
820 Charge In	\$422,756	\$623,191	\$852,331	\$631,635
<u>Charge-In</u>	<u>\$422,756</u>	<u>\$623,191</u>	<u>\$852,331</u>	<u>\$631,635</u>
Total: Gas Tax 2105	\$535,258	\$691,765	\$927,521	\$709,835
Traffic Congestion Relief - Fund 219				
Road - Department 430				
Construction - Activity 220				
820 Charge-In	\$341,009	\$93,086	\$0	\$0
<u>Charge-In</u>	<u>\$341,009</u>	<u>\$93,086</u>	<u>\$0</u>	<u>\$0</u>
Total: Traffic Congestion	\$341,009	\$93,086	\$0	\$0

Highway Users Tax (Gas Tax)

SERVICES & SUPPLIES

264-ELECTRICITY & GAS: Estimated amount for the street lighting on the Select System of streets and roads and power to run traffic signals.

CHARGE IN

820-CHARGE IN: Support Street Services maintenance, repair, and rehabilitation of local roads.

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City of Los Banos

SB325
2012-2013 Department Detail
Personnel Services

SB325 Fund - Fund 225
Road - Department 430
Maintenance - Activity 210

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Public Works Director/City Engineer	1	10%	Water, WW Collection & Treatment, SW-Refuse, Rec., Maint., Fleet
Assistant Public Works Director	1	10%	Water, WW Collection & Treatment, SW-Refuse, Maint., Fleet
Public Works Operations Manager	1	10%	Water, WW Collection & Treatment, SW-Refuse, Fleet
Public Works Office Manager	1	10%	Water, WW Collection & Treatment, SW-Refuse, Rec., Maint., Fleet
Administrative Assistant	1	5%	Water, WW Treatment & Collection, SW-Refuse
Administrative Clerk II	1	5%	Water, WW Treatment & Collection, SW-Refuse
Foreman	1	90%	Water, WW Collection
Inspector I	1	10%	Water, WW Collection, Maint., Eng.
Maintenance Worker III	2	90%	Water, WW Collection
Maintenance Worker II	3	90%	Water, WW Collection
Maintenance Worker I	2	90%	Water, WW Collection
Part Time		100%	
Total Salaries (Including Overtime)			\$175,902
Workmen's Compensation Insurance			\$9,065
State Retirement (PERS)			\$30,321
Social Security (FICA)			\$13,475
Health Insurance			\$62,134
OPEB			\$10,220
Retirees Health Insurance			\$20,780
Life Insurance			\$479
Unemployment Insurance			\$4,048
Dental & Optical			\$2,797
Total Benefits:			\$153,320
Total Personnel Services:			\$329,220

*Salaries & benefits are shown at 36.7% Remaining 63.3% is reflected in streets.

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
SB325 - Transportation - Fund 225				
Road - Department 430				
Maintenance - Activity 210				
101 Salaries	\$0	\$0	\$150,710	\$147,800
102 Part Time	0	0	19,000	24,500
103 Overtime	0	0	3,740	3,600
120 Benefits	0	0	147,477	153,320
Personnel Services	\$0	\$0	\$320,927	\$329,220
201 Ground Maintenance	\$0	\$0	\$149	\$140
202 Fleet Repair & Maintenance	0	0	25,466	33,409
203 Equipment Repair & Maintenance	0	0	560	550
204 Fleet Services	0	0	8,128	9,779
205 Facility Maintenance	0	0	1,870	1,830
208 Rental-Vehicles & Equipment	0	0	14,210	18,350
210 Sidwalk Gutter Curb Mnt.	0	0	9,724	18,700
211 Street Repair	0	(54)	23,188	55,000
231 Professional Services	0	16	2,355	7,300
236 Medical Services	0	0	370	370
237 Recruitment	0	0	450	0
238 Technical Services	0	0	187	180
240 I.T Services	0	0	1,017	1,428
250 Insurance	0	0	1,559	3,845
251 Memberships & Dues	0	0	187	180
252 Communications	0	6	1,870	1,830
256 Permits, Fees & Charges	0	0	110	280
257 Travel & Training	0	0	673	900
260 Office Supplies	0	0	1,346	1,300
262 Uniform Expense	0	0	2,618	2,500
263 Street Light Maintenance	0	0	43,384	44,400
264 Electricity & Gas	0	0	1,383	1,400
265 Gasoline & Oil	0	0	12,699	18,775
267 General Materials & Supplies	0	49	10,472	21,207
273 Special Departmental Exp.	0	162	10,098	9,900
Supplies & Services	\$0	\$179	\$174,073	\$253,553
712 ARRA Road Improvement	\$45,815	\$0	\$0	\$0
Capital Outlay	\$45,815	\$0	\$0	\$0
820 Charge-In	\$174,473	\$125,334	\$0	\$0
Charge-In	\$174,473	\$125,334	\$0	\$0
Total: Maintenance	\$220,288	\$125,513	\$495,000	\$582,773
Total: SB325 Roads	\$220,288	\$125,513	\$495,000	\$582,773

SB325 Transportation

SERVICES & SUPPLIES

210-SIDEWALK GUTTER CURB MAINTENANCE: Cost having to do with the maintenance and/or replacement of sidewalks, curbs and gutters. The costs include materials, form lumber, surface patch materials and adhesives.

211-STREET REPAIR: For purchase of materials used for minor repair, rehabilitation, and replacement of existing streets. Materials include fabric matting, asphalt mix, sub base mixes, crack filling, emulsions, and sand.

231-PROFESSIONAL SERVICES: Charges for services to outside engineering firms to complete street related projects

263-STREET LIGHTING: Expenditures for the repair, maintenance, and replacement of street lights throughout the city. The costs for utility billing are for street lights not in the Landscaping & Lighting Districts. Additional costs for the maintenance and repair of the city's signalized lights and controllers

273-SPECIAL DEPARTMENTAL EXPENSES: Expenditures for the maintenance, repair, and replacement of city signs and street markings performed by outside vendors and/or city staff. These costs to include the painting of curb markings, reflective devices, dead end barriers, and miscellaneous signs and markings throughout the city

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Regional Traffic Impact Fee - Fund 229				
Road - Department 430				
General Services - Activity 100				
238 Technical Services	\$176,120	\$0	\$0	\$0
Supplies & Services	\$176,120	\$0	\$0	\$0
Total: Regional Traffic Impact	\$176,120	\$0	\$0	\$0
Traffic Impact Fee - Fund 230				
Road - Department 430				
Construction - Activity 220				
238 Technical Services	\$57,951	\$19,617	\$15,000	\$15,000
Supplies & Services	\$57,951	\$19,617	\$15,000	\$15,000
716 Road Construction / Imp.	\$968,177	\$0	\$0	\$40,000
Capital Outlay	\$968,177	\$0	\$0	\$40,000
Total: Construction	\$1,026,128	\$19,617	\$15,000	\$55,000
Total: Traffic Impact Fee	\$1,026,128	\$19,617	\$15,000	\$55,000
CMAQ/SR2S Grant - Fund 249				
Road - Department 431				
Maintenance - Activity 210				
715 Street Improvements	\$0	\$0	\$0	\$313,000
743 Monitor/Detect/Test Equip	0	0	0	263,350
753 Specialized Equipment	0	0	0	150,000
Capital Outlay	\$0	\$0	\$0	\$726,350
Total: CMAQ/SR2S Grant	\$0	\$0	\$0	\$726,350

Traffic Impact Fee

Construction

SERVICES & SUPPLIES

238-TECHNICAL SERVICES: Services provided by outside vendors in the support of capital projects for traffic master plan and other traffic related issues.

716- ROAD CONST./IMPROVEMENTS: Reimbursement for Master Plan Related Improvements installed by developments.

CMAQ/SR2S Grant

CAPITAL OUTLAY

715-STREET & ROAD IMPROVEMENTS: The combined awarded grant amount for engineering and construction is \$313,000.00. Of that amount \$268,000.00 is allotted for construction. The CMAQ fund portion to construct the project is \$23,726.00. The City match of 11.47% is \$30,740.00 to complete the construction.

743-MONITOR/TEST EQUIPMENT: The purchase and installation of a lighted crosswalk and several speed radar signs at various school zones with funds provided for by a Safe Route 2 Schools grant.

753-SPECIALIZED EQUIPMENT: A CMAQ grant to improve air quality by replacing an older dump truck was \$150,000.00. The grant portion is \$132,795.00. The City match of 11.47% is \$17,205.00.

City of Los Banos

Capital Projects 2012-2013 Adopted Budget

	<u>2009-2010 Actual</u>	<u>2010-2011 Actual</u>	<u>2011-2012 Projected</u>	<u>2012-2013 Adopted</u>
Prop 1B - Fund 308				
Road - Department 430				
Maintenance - Activity 210				
231 Professional Services	\$0	\$0	\$0	\$0
234 Engineering Services	837	275	32,000	0
<u>Supplies & Services</u>	<u>\$837</u>	<u>\$275</u>	<u>\$32,000</u>	<u>\$0</u>
716 Prop 1B Project 1	\$41,023	\$355,333	\$0	\$0
717 Prop 1B Capital Project 2	0	0	0	749,459
<u>Capital Outlay</u>	<u>\$41,023</u>	<u>\$355,333</u>	<u>\$0</u>	<u>\$749,459</u>
Total: Prop 1B	\$41,860	\$355,608	\$32,000	\$749,459
ARRA - Fund 309				
Road - Department 430				
Maintenance - Activity 210				
235 City Engineer	\$0	\$17,111	\$0	\$0
<u>Supplies & Services</u>	<u>\$0</u>	<u>\$17,111</u>	<u>\$0</u>	<u>\$0</u>
712 ARRA Road Imp	\$0	\$1,123,640		
<u>Capital Outlay</u>	<u>\$0</u>	<u>\$1,123,640</u>	<u>\$0</u>	<u>\$0</u>
Total: ARRA	\$0	\$1,140,751	\$0	\$0
Los Banos Transpo Center - Fund 325				
Road - Department 430				
Construction - Activity 220				
234 Engineering Services	\$475	\$0	\$0	\$0
238 Technical Services	0	0	0	0
<u>Supplies & Services</u>	<u>\$475</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total: LB Tranpo Center	\$475	\$0	\$0	\$0

PROP 1B

CAPITAL OUTLAY

717-ROAD IMPROVEMENTS: Construction of approved 2012 Street Overlays.

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Maintenance

Maintenance

Mission

To provide the citizens of Los Banos safe and adequate facilities that meet the needs of various neighborhoods to include parks and open space ranging from small Tot Lots to larger regional facilities designed to serve the entire community. In addition, the Parks Division of the Public Works Department strives to ensure that adequate open space is preserved throughout the community to preserve the regions unique aesthetics and environmental assets.

Overview of Services and Programs

The Parks Division hosts a multitude of services for neighborhoods and plays both an active and passive role in the quality of life for the community. The Parks Division maintains and operates the City's approximately 200+ acres of parks, open space, and landscape areas. The division is charged with the task of maintaining and improving the City's Urban Forestry Program. This includes the maintenance of designated City owned street trees and park trees. The City of Los Banos promotes the planting of trees in our community. As a result Los Banos is a proud member of the Tree City USA Program.

Major Accomplishments/Service Efforts

We are proud of the fact that Los Banos has many well-maintained parks with new playground structures for our children. This is the result of an ongoing program to replace the older playground equipment with new modern structures that meet the latest safety guidelines. We take the safety of our playgrounds seriously, and have in place a safety inspection program to ensure that our playgrounds remain the safe areas that they are.

The Los Banos Child Development Center is a 10,500 square foot facility with four classrooms, a kitchen and office space for recreation programs. The Center is located on 1.1 acre of Talbot Park in the Southeast corner. The Child Development Center has been constructed and is operational. The remainder of the park just completed is a fully landscaped multi-purpose drainage basin, newly installed playground, walking path, horseshoe pits and park area.

The Los Banos Community Center - The 34,000 sq. ft. Community Center is located at 645 7th Street, adjacent to the Henry Miller Plaza and the Rail Trail. The Community Center offers for all ages after school programs and senior functions such as senior dinners, free senior legal services, bingo, fitness for all ages, card playing, parties, stage performances, fundraising barbecues, basketball, volleyball, ballet, game room, library, computer lab and partnering with the local college to offer an array of classes this summer.

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City of Los Banos

Maintenance 2012-2013 Department Detail Personnel Services

General Fund - Fund 100
Maintenance - Department 452
General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Public Works Director/City Engineer	1	10%	Water, WW Collection & Treatment, Fleet, SW-Refuse, Rec., Streets
Assistant Public Works Director	1	5%	Water, WW Collection & Treatment, Street, Fleet, SW-Refuse,
Parks & Recreation Operations Manager	1	85%	Recreation
Public Works Office Manager	1	10%	Water, WW Collection & Treatment, Fleet, SW-Refuse, Rec., Streets
Foreman	1	100%	
Inspector I	1	5%	Water, Street, WW Collection, Eng.
Maintenance III	1	100%	
Maintenance II	3	100%	
Maintenance I	1	100%	
Part Time		100%	
Total Salaries (Including Overtime)			\$465,949
Workmen's Compensation Insurance			\$22,615
State Retirement (PERS)			\$77,125
Social Security (FICA)			\$35,645
Health Insurance			\$133,959
OPEB			\$22,944
Retirees Health Insurance			\$26,996
Life Insurance			\$1,073
Unemployment Insurance			\$12,113
Dental & Optical			\$6,263
Total Benefits:			\$338,733
Total Personnel Services:			\$804,682

City of Los Banos

Maintenance 2012-2013 Adopted Budget

	<u>2009-2010 Actual</u>	<u>2010-2011 Actual</u>	<u>2011-2012 Projected</u>	<u>2012-2013 Adopted</u>
General Fund - Fund 100				
Maintenance - Department 452				
General Services - Activity 100				
101 Salaries	\$378,574	\$373,331	\$376,183	\$376,183
102 Part Time	77,371	69,230	98,100	81,766
103 Overtime	3,880	6,065	4,500	8,000
120 Employee Benefits	293,151	241,870	329,636	338,733
Personnel Services	\$752,976	\$690,496	\$808,419	\$804,682
202 Fleet Repair & Maintenance	\$3,240	\$3,526	\$3,584	\$8,295
203 Equipment Repair & Maint.	2,372	481	1,500	1,500
204 Fleet Services	2,074	2,111	1,677	1,956
205 Facility Maintenance	46,524	39,193	37,494	36,988
208 Rental-Vehicle/Equipment	93	0	0	0
213 Water, Sewer, & Disposal	15,373	24,785	21,000	21,000
231 Professional Services	127,366	109,523	110,000	110,000
236 Medical Expenses	508	223	800	800
237 Recruitment	0	222	900	1,000
238 Technical Services	673	0	1,000	900
240 IT Services	10,789	5,313	2,720	3,967
250 Insurances	24,654	28,222	17,032	12,633
252 Communications	3,775	4,256	3,500	3,500
257 Travel & Training	417	108	1,000	1,000
260 Office Supplies	1,493	3,890	4,000	3,600
262 Uniform Expense	1,853	2,678	3,000	2,730
264 Electricity & Gas	36,101	35,581	35,000	37,000
265 Gasoline & Oil	6,000	6,542	5,861	9,842
267 General Materials & Supplies	28,937	25,538	24,400	24,400
268 Building Maintenance	9,723	291	0	0
273 Special Dept. Expenses	17,782	18,225	15,300	10,000
Supplies & Services	\$339,747	\$310,708	\$289,768	\$291,111
825 Maintenance Charge-Out	(\$512,951)	(\$464,649)	(\$503,682)	(\$523,509)
Charge-Out	(\$512,951)	(\$464,649)	(\$503,682)	(\$523,509)
Total: Maintenance	\$579,772	\$536,555	\$594,505	\$572,284

Maintenance

SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: Services provided under contract for the maintenance of all city parks and landscape areas. Service includes irrigation system maintenance. Additional funding to maintain all departmental expenses including, lighting, landscaping and all other maintenance areas of the trail bicycle paths and the Henry Miller Plaza, including Rail Trail facility.

238-TECHNICAL SERVICES: Additional technical services as may be required in support of department operational and maintenance activities. This item includes necessary revision and or modification to adopt landscape standards and park development standards as needed.

273-SPECIAL DEPARMENTAL EXPENSES: Funds for graffiti abatement and Park activities and maintenance. Also includes replacing and additions of surfacing materials and playground equipment required by safety standards.

CHARGE OUT

825-CHARGE OUT: Charge out to the Assessment District funds for services provided by city personnel.

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Recreation

Recreation

Mission Statement

The Recreation Division of the Public Works Department mission is to “Create Community through People, Parks and Programs” Our Department goals are to enhance economic development and provide a wide variety of recreational experiences to the community Parks and Recreation will continue to provide, protect and preserve a Park System that promotes recreational, cultural and outdoor experiences for the residents of Los Banos.

Overview of Services and Programs

The Recreation Division is under the guidance of a Parks and Recreation Operation Manager and Recreation Coordinator II. Together with the help of the Activities Registrar and the part-time recreation employees, the Recreation Staff works hard to be responsive to the community's need for an enhanced quality of life and to provide positive social interactions by offering a variety of affordable leisure and learning opportunities to individuals of all ages and abilities.

Major Accomplishments/Service Efforts

Recreation Division's Activities

Aikido Martial Arts	Japanese Sorba Abacus	Kung Fu Class
Tiger Cubs Karate Class	Woman's Karate Class	Breakfast w/ Santa
Basketball for Youth	Ballet & Tap Classes	Tee-Ball
Line Dancing	Spanish Classes	Jiu-jitsu
Los Banos Ministries	Soccer	Pee-Wee Ball
College for Kids Program	Softball	Adult Basketball

Senior Services Division Activities

Community Center Senior Activities

Bingo	Thursday	1:00 - 3:00 pm	\$0.25 per card
Macho	2 nd , 3 rd , 4 th Tuesday	1:00 - 3:00 pm	\$0.25 per card
Oil Painting	Tuesday	11:30 - 3:00 pm	Free
Arts and Crafts	Mondays & Fridays	9:00 - 4:00 pm	Free
Cards	Monday & Wednesday	1:00 - 4:00 pm	Free
Senior Social	4 th Wednesday	6:00 - 8:00 pm	\$6.00
Hi-Cap/Legal Services	1 st , 4 th Wednesday	By appt.	Free
Salute to Senior Fair	September 28, 2012	9:00- 2:00 pm	Free entry

Recreation (continued)

Future Outlook

Increase the number and range of Recreation Programs to target a larger portion of the citizens in our community.

Add to the number of facilities available for programming and events by the planning and building of a new community center.

Creating a more interesting and diverse senior programming schedule, and provide more informational classes and seminars in effort to educate our local seniors on programs available to them.

Performance Measures

Programs	F/Y 2009-10	F/Y 2010/11	F/Y 2011-12
Youth Soccer	372	386	368
Youth Basketball	429	383	420
Youth T-Ball	304	310	320
Adult Basketball 09-10	108	270	250
Adult Softball	500	500	500

City of Los Banos

Recreation 2012-2013 Department Detail Personnel Services

Recreation - Fund 100

Recreation - Department 451
Recreational Services - Activity 240

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Public Works Director/City Engineer	1	2%	Water, WW Collections & Treatment SW-Refuse, Maint., Street, Fleet
Parks & Recreation Operations Manager	1	15%	Maintenance
Public Works Office Manager	1	2%	Water, WW Collections & Treatment SW-Refuse, Maint., Street, Fleet
Recreation Coordinator II	1	100%	
Part Time		100%	
Total Salaries (Including Overtime)			\$108,080
Workmen's Compensation Insurance			\$3,669
State Retirement (PERS)			\$12,492
Social Security (FICA)			\$8,268
Health Insurance			\$26,022
OPEB			\$4,093
Retirees Health Insurance			\$0
Life Insurance			\$179
Unemployment Insurance			\$1,600
Dental & Optical			\$1,042
Total Benefits:			\$57,365
Total Personnel Services:			\$165,445

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City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Recreation - Fund 100				
Recreation - Department 451				
General Recreational Services - Activity 240				
101 Salaries	\$0	\$0	\$0	\$60,930
102 Part Time	0	0	0	45,150
103 Overtime	0	0	0	2,000
120 Employee Benefits	0	0	0	57,365
Personnel Services	\$0	\$0	\$0	\$165,445
231 Professional Services	\$0	\$0	\$0	\$23,345
238 Technical Services	0	0	0	36,000
240 IT Services	0	0	0	5,806
250 Insurances	0	0	0	2,837
252 Communications	0	0	0	1,300
260 Office Supplies	0	0	0	5,091
265 Gasoline & Oil	0	0	0	0
267 General Materials & Supplies	0	0	0	36,000
270 Special Programs/Activities	0	0	0	2,000
Supplies & Services	\$0	\$0	\$0	\$112,379
Total: General Services	\$0	\$0	\$0	\$277,824
Recreation - Department 453				
Senior Citizens Info & Ref. - Activity 260				
102 Part Time	\$0	\$0	\$0	\$11,250
103 Overtime	0	0	0	300
120 Employee Benefits	0	0	0	2,252
Personnel Services	\$0	\$0	\$0	\$13,802
252 Communications	\$0	\$0	\$0	\$0
260 Office Supplies	0	0	0	2,000
267 General Materials & Supplies	0	0	0	6,814
Supplies & Services	\$0	\$0	\$0	\$8,814
Total: Senior Citizens	\$0	\$0	\$0	\$22,616
Grand Total: Recreation Fund	\$0	\$0	\$0	\$300,440

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Recreation - Fund 201				
Recreation - Department 451				
General Recreational Services - Activity 240				
101 Salaries	\$60,838	\$60,945	\$60,930	\$0
102 Part Time	52,937	33,499	45,150	0
103 Overtime	2,091	2,581	2,000	0
120 Employee Benefits	65,151	48,935	55,431	0
Personnel Services	\$181,017	\$145,960	\$163,511	\$0
231 Professional Services	\$59,480	\$66,494	\$23,345	\$0
236 Medical Services	280	0	0	0
238 Technical Services	0	0	36,000	0
240 IT Services	10,789	6,350	5,806	0
250 Insurances	7,170	4,664	3,763	0
252 Communications	2,301	824	1,200	0
257 Travel & Training	0	(140)	0	0
260 Office Supplies	7,693	4,585	5,091	0
267 General Materials & Supplies	33,564	31,635	31,711	0
270 Special Programs/Activities	2,480	1,334	2,045	0
Supplies & Services	\$123,757	\$115,746	\$108,961	\$0
821 Principal. Leases/Loans	\$14,590	\$0	\$0	\$0
881 Interest: Leases/Loans	435	0	0	0
Debt Service	\$15,025	\$0	\$0	\$0
Total: General Services	\$319,799	\$261,706	\$272,472	\$0
Senior Citizens - Department 451				
Senior Citizens Info & Ref. - Activity 260				
102 Part Time	\$12,303	\$11,635	\$11,250	\$0
103 Overtime	0	26	300	0
120 Employee Benefits	941	6,677	1,371	0
Personnel Services	\$13,244	\$18,338	\$12,921	\$0
252 Communications	\$874	\$0	\$0	\$0
260 Office Supplies	2,285	970	2,000	0
267 General Materials & Supplies	10,106	5,093	7,314	0
Supplies & Services	\$13,265	\$6,063	\$9,314	\$0
Total: Senior Citizens	\$26,509	\$24,401	\$22,235	\$0
Grand Total: Recreation Fund	\$346,308	\$286,107	\$294,707	\$0

Recreation

SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: Services provided by miscellaneous professional services, which may be required in support of department activities.

238-TECHNICAL SERVICES: Expenses related to contracted classes provided by the department.

270-SPECIAL PROGRAMS/ACTIVITIES: Youth Sports Benefits, Downtown Special Events, Arbor Day Celebration, Breakfast with Santa and community service organization events.

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Community Center

Mission Statement

Operating with fiscal responsibility, the Los Banos Community Center pledges to provide a community oriented facility that promotes a healthy lifestyle, social gathering and entertainment, networking, and community pride. The Center is designed to host large and small gatherings, provide educational opportunities to young and old, and promote physical fitness.

The Center staff is dedicated to providing customer service to those who partake in the many programs and activities offered as well as those who rent space for social gatherings. The goal of this center is to promote a family environment that creates community pride. This facility is provided for everyone in the community and will stand as a beacon to outlying communities looking for a place to host their events. We see this facility as one that will provide for a better quality of life to all who enter its doors and one that will help strengthen the sense of community so proudly felt by those who reside within this community

Overview of Services and Programs

The Los Banos Community Center provides large meeting rooms for social gatherings, weddings, class reunions, and fundraisers. The multi-purpose room is designed to host gatherings as well as promote physical fitness with a junior high school sized gymnasium that can accommodate volleyball and basketball games as well as other physical fitness programs that require a large amount of space. Classrooms have been designed to promote creativity, education and physical fitness as the design has called for a craft room, game room, computer lab and fitness room. Funding for this program will be gleaned from rentals of rooms as well as charges for many of the programs served.

City of Los Banos

Community Center 2012-2013 Adopted Budget

	<u>2009-2010 Actual</u>	<u>2010-2011 Actual</u>	<u>2011-2012 Projected</u>	<u>2012-2013 Adopted</u>
General Fund - Fund 100				
Community Center - Department 481				
General Services - Activity 100				
102 Part Time	\$0	\$54,965	\$53,309	\$53,309
103 Overtime	0	20	300	300
120 Employee Benefits	0	4,206	4,101	4,265
Personnel Services	\$0	\$59,191	\$57,710	\$57,874
205 Facility Maintenance	\$0	\$26,060	\$28,700	\$28,700
231 Professional Services	0	3,113	0	0
236 Medical Expenses	0	240	500	500
240 IT Services	0	2,500	0	10,805
250 Insurances	0	20,709	20,038	22,182
252 Communications	0	2,060	2,500	2,500
260 Office Supplies	0	6,035	6,000	4,840
264 Electricity & Gas	0	24,267	19,000	19,760
267 General Materials & Supplies	0	8,823	8,650	7,490
268 Building Maintenance	0	13,629	12,335	12,335
273 Special Dept. Expenses	0	6,232	4,377	3,217
Supplies & Services	\$0	\$113,668	\$102,100	\$112,329
Total: Community Center	\$0	\$172,859	\$159,810	\$170,203
Movie Night - Fund 200				
Recreation - Department 451				
General Recreational Services - Activity 240				
270 Special Programs/Activities	\$746	\$0	\$0	\$3,800
Supplies & Services	\$746	\$0	\$0	\$3,800
Total: Movie Night	\$746	\$0	\$0	\$3,800

Community Center

SERVICES & SUPPLIES

273-SPECIAL DEPARTMENTAL EXPENSES: Used for legal services and advertizing.

Movie Night

SERVICES & SUPPLIES

270-SPECIAL PROGRAMS/ACTIVITIES: Used to purchase movie royalties and other miscellaneous items related to movie night event.

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Los Banos Parks - Fund 250				
Park Development - Department 454				
Construction - Activity 220				
238 Technical Services	\$0	\$455	\$0	\$0
<u>Supplies & Services</u>	<u>\$0</u>	<u>\$455</u>	<u>\$0</u>	<u>\$0</u>
Total: Los Banos Park	<u>\$0</u>	<u>\$455</u>	<u>\$0</u>	<u>\$0</u>
Villages @ Stonecreek - Fund 258				
Park Development - Department 454				
Construction - Activity 220				
747 Park & Playground Equipt.	\$52,276	\$0	\$0	\$0
<u>Capital Outlay</u>	<u>\$52,276</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total: Stonecreek Park	<u>\$52,276</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Child Development Center - Fund 324				
Recreation - Department 452				
General Service - Activity 100				
213 Water Sewerage & Disposal	\$0	\$2,224	\$2,662	\$2,662
250 Insurance	0	0	5,449	2,687
264 Electricity & Gas	0	0	4,000	4,000
268 Building Maintenance	\$6,708	\$13,308	\$14,210	\$15,000
<u>Supplies & Services</u>	<u>\$6,708</u>	<u>\$15,532</u>	<u>\$26,321</u>	<u>\$24,349</u>
Total: Child Dev. Center	<u>\$6,708</u>	<u>\$15,532</u>	<u>\$26,321</u>	<u>\$24,349</u>

Child Development Center

SUPPLIES & SERVICES

268 – BUILDING MAINTENANCE: Maintenance costs associated with the Child Development Center

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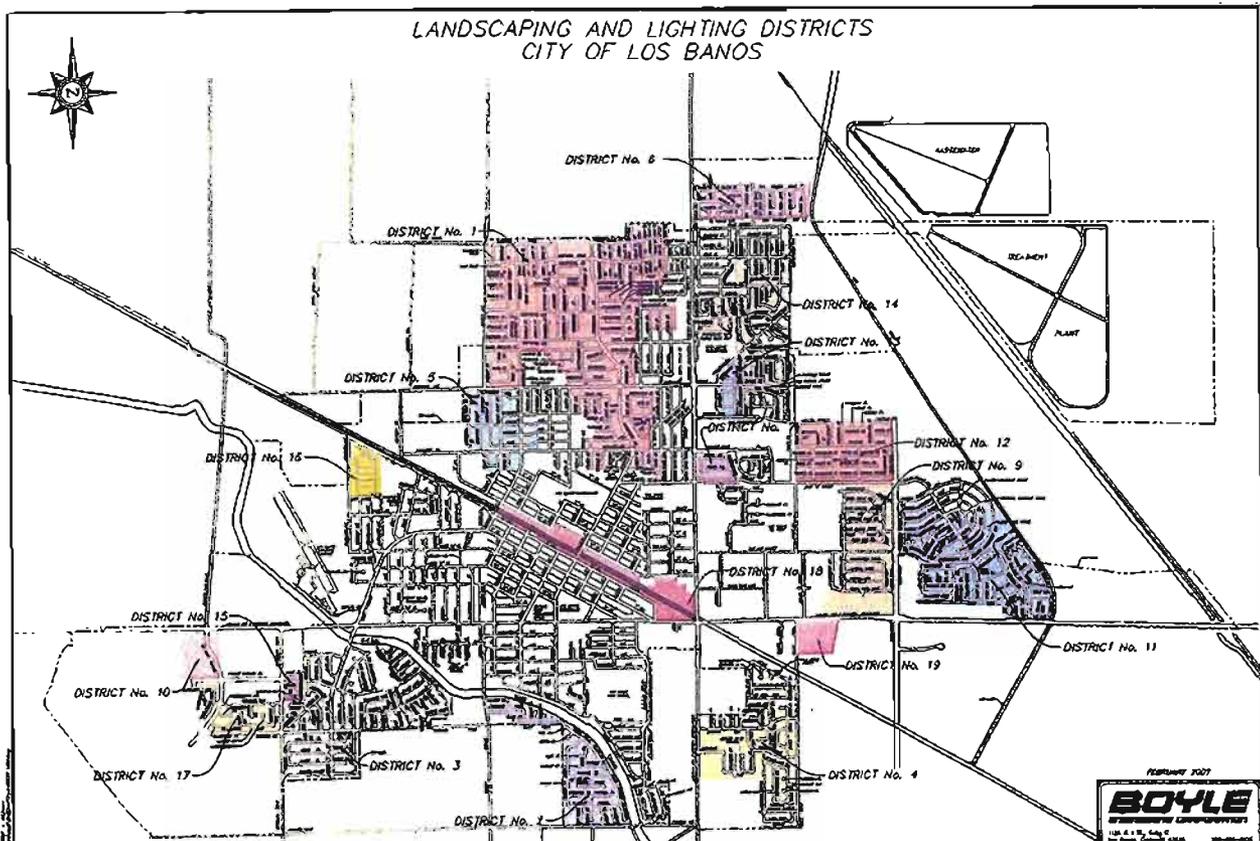
Assessment Districts

Landscape & Lighting Assessment Districts

The City maintains 18 districts:

- | | |
|-------------------------------------|------------------------------|
| #1 Ranchwood Estates | #11 Meadowlands |
| #2 Cresthills | #12 Verona/Mission Estates |
| #3 Los Banos Gardens | #13 Somerset Park |
| #4 College Green Estates | #14 Northgate @ Regency Park |
| #5 Orchard Terrace | #15 Magnolia Grove |
| #6 St. Francis Estates | #16 Senior Homes Villages |
| #7 Valley Meadows & Bedford | #17 Stonecreek Villages |
| #9 Jo-Lin Manor & Rancho De Amigos | #18 Rail Road Corridor |
| #10 Los Banos Creek Shopping Center | #19 Talbott Park Storm Basin |

These assessments cover the maintenance for sidewalks, landscaping, parks, street signs, street lights, trees, fences, storm drains and professional services needed.



City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> Actual	<u>2010-2011</u> Actual	<u>2011-2012</u> Projected	<u>2012-2013</u> Adopted
Ranchwood Estates AD #1 - Fund 271				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$32,285	\$70,639	\$64,000	\$61,600
220 Landscape Maintenance	23,619	15,687	17,026	17,026
221 Park Maintenance	197,022	192,397	209,300	210,000
223 Storm Drain Maintenance	0	2,371	0	0
224 Street Sign Maintenance	0	8,894	3,000	3,000
230 Administrative Services	13,246	16,077	16,941	14,486
235 City Engineer	0	0	0	700
263 Street Light Maintenance	588	404	2,500	3,000
264 Electricity & Gas	12,128	41,854	43,000	45,000
Supplies & Services	\$278,888	\$348,323	\$355,767	\$354,812
900 Contingency	\$0	\$0	\$0	\$20,000
Contingency	\$0	\$0	\$0	\$20,000
Total: Ranchwood AD #1	\$278,888	\$348,323	\$355,767	\$374,812
Cresthills AD #2 - Fund 272				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$914	\$1,763	\$1,700	\$1,800
220 Landscape Maintenance	428	720	780	780
221 Park Maintenance	31,839	30,078	29,000	33,071
222 A.D. Park Facility Maint.	60	0	0	0
224 Street Sign Maintenance	0	4,669	2,500	2,500
230 Administrative Services	2,075	3,747	2,234	2,393
235 City Engineer	0	0	0	500
263 Street Light Maintenance	0	0	700	1,500
264 Electricity & Gas	8,499	6,979	10,000	11,000
Supplies & Services	\$43,815	\$47,956	\$46,914	\$53,544
747 Park & Playground Equipment	\$0	\$30,985	\$0	\$10,000
Capital Outlay	\$0	\$30,985	\$0	\$10,000
900 Contingency	\$0	\$0	\$0	\$10,000
Contingency	\$0	\$0	\$0	\$10,000
Total: Cresthills AD #2	\$43,815	\$78,941	\$46,914	\$73,544

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> Actual	<u>2010-2011</u> Actual	<u>2011-2012</u> Projected	<u>2012-2013</u> Adopted
Los Banos Gardens AD #3 - Fund 273				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$0	\$0	\$22,000	\$22,000
220 Landscape Maintenance	6,958	6,104	6,838	6,838
221 Park Maintenance	49,500	39,697	37,514	37,514
230 Administrative Services	3,256	2,711	3,752	3,882
263 Street Light Maintenance	2,669	2,091	2,700	2,430
264 Electricity & Gas	6,620	6,802	8,200	8,600
Supplies & Services	\$69,003	\$57,405	\$81,004	\$81,264
Total: LB Gardens AD #3	\$69,003	\$57,405	\$81,004	\$81,264

College Green Estates AD #4 - Fund 274				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$375	\$519	\$1,000	\$1,000
220 Landscape Maintenance	874	1,332	1,500	1,500
221 Park Maintenance	65,211	45,129	53,590	65,164
223 Storm Drain Maintenance	0	0	3,000	0
224 Street Sign Maintenance	0	4,802	2,500	2,000
230 Administrative Services	3,500	3,969	3,956	4,343
231 Professional Services	5	0	0	0
235 City Engineer	0	0	250	0
263 Street Light Maintenance	30	169	1,000	1,200
264 Electricity & Gas	3,906	12,615	16,000	17,000
Supplies & Services	\$73,901	\$68,535	\$82,796	\$92,207
747 Park & Playground Equipment	\$0	\$15,204	\$0	\$10,000
Capital Outlay	\$0	\$15,204	\$0	\$10,000
900 Contingency	\$0	\$0	\$0	\$19,000
Capital Outlay	\$0	\$0	\$0	\$19,000
Total: Collage Green AD #4	\$73,901	\$83,739	\$82,796	\$121,207

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Orchard Terrace AD #5 - Fund 275				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$1,303	\$3,412	\$9,200	\$9,300
220 Landscape Maintenance	2,374	4,112	3,770	3,770
221 Park Maintenance	31,180	20,683	27,013	27,013
224 Street Sign Maintenance	0	3,919	0	0
230 Administrative Services	1,787	1,889	2,374	1,954
263 Street Light Maintenance	125	55	500	500
264 Electricity & Gas	1,082	6,150	6,600	6,800
Supplies & Services	\$37,851	\$40,220	\$49,457	\$49,337
Total: Orchard Terrace AD #5	\$37,851	\$40,220	\$49,457	\$49,337

St. Francis Estates AD #6 - Fund 276
Assessment District - Department 458
Assessments - Activity 200

213 Water, Sewerage & Disposal	\$375	\$425	\$500	\$500
220 Landscape Maintenance	520	3,141	3,380	3,380
221 Park Maintenance	20,051	8,229	15,403	11,036
223 Storm Drain Maintenance	0	861	0	8,000
224 Street Sign Maintenance	0	7,052	0	0
230 Administrative Services	1,070	1,268	1,785	1,525
263 Street Light Maintenance	228	191	1,000	1,000
264 Electricity & Gas	279	5,498	6,938	6,600
Supplies & Services	\$22,523	\$26,665	\$29,006	\$32,041
Total: St. Francis AD #6	\$22,523	\$26,665	\$29,006	\$32,041

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Valley Meadows & Bedford AD #7 - Fund 277				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$187	\$212	\$350	\$400
220 Landscape Maintenance	4,527	2,065	2,184	2,184
221 Park Maintenance	1,535	1,231	3,099	3,985
224 Street Sign Maintenance	0	0	500	500
230 Administrative Services	354	205	406	383
263 Street Light Maintenance	0	0	100	200
264 Electricity & Gas	951	631	665	800
Supplies & Services	\$7,554	\$4,344	\$7,304	\$8,452
Total: Valley Meadows AD #7	\$7,554	\$4,344	\$7,304	\$8,452

Jo-Lin Manor & Rancho De Amigos AD #9 - Fund 279
Assessment District - Department 458
Assessments - Activity 200

213 Water, Sewerage & Disposal	\$0	\$0	\$18,799	\$19,000
220 Landscape Maintenance	6,223	3,162	3,380	3,380
221 Park Maintenance	47,139	38,393	43,925	51,465
230 Administrative Services	2,834	2,386	3,912	3,343
263 Street Light Maintenance	0	0	4,242	1,000
264 Electricity & Gas	3,655	6,394	7,459	8,500
Supplies & Services	\$59,851	\$50,335	\$81,717	\$86,688
Total: Jo-Lin & Rancho AD #9	\$59,851	\$50,335	\$81,717	\$86,688

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Los Banos Creek Shopping Center AD #10 - Fund 280				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$0	\$0	\$3,000	\$3,000
220 Landscape Maintenance	1,395	1,848	2,002	2,002
221 Park Maintenance	11,882	9,705	10,431	10,431
230 Administrative Services	752	698	711	887
263 Street Light Maintenance	0	0	100	300
264 Electricity & Gas	1,949	2,615	2,100	2,000
Supplies & Services	\$15,978	\$14,866	\$18,344	\$18,620
Total: LB Creek Center AD #10	\$15,978	\$14,866	\$18,344	\$18,620
Meadowlands AD #11 - Fund 281				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$0	\$0	\$18,000	\$45,000
220 Landscape Maintenance	23,549	29,547	27,586	13,793
221 Park Maintenance	73,678	67,927	65,417	64,232
230 Administrative Services	5,993	6,071	6,931	7,288
263 Street Light Maintenance	4,000	7,225	25,176	2,000
264 Electricity & Gas	19,780	17,576	20,000	21,000
Supplies & Services	\$127,000	\$128,346	\$163,110	\$153,313
Total: Meadowlands AD #11	\$127,000	\$128,346	\$163,110	\$153,313

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Verona/Mission Estates AD #12 - Fund 282				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$17,099	\$20,762	\$22,000	\$22,000
220 Landscape Maintenance	2,799	3,890	7,832	7,832
221 Park Maintenance	60,334	49,143	50,851	51,000
223 Storm Drain Maintenance	0	861	0	0
224 Street Sign Maintenance	0	3,271	0	0
230 Administrative Services	4,180	5,142	5,051	5,141
263 Street Light Maintenance	987	1,989	10,013	3,000
264 Electricity & Gas	2,571	18,463	17,000	19,000
Supplies & Services	\$87,970	\$103,521	\$112,747	\$107,973
717 Landscaping & Irrigation	\$0	\$7,856	\$0	\$0
Capital Outlay	\$0	\$7,856	\$0	\$0
Total: Verona/Mission AD #12	\$87,970	\$111,377	\$112,747	\$107,973

Somerset Park AD #13 - Fund 283
Assessment District - Department 458
Assessments - Activity 200

213 Water, Sewerage & Disposal	\$1,573	\$1,646	\$1,700	\$1,750
220 Landscape Maintenance	1,464	2,056	2,106	2,106
221 Park Maintenance	8,643	8,218	10,643	10,643
224 Street Sign Maintenance	0	0	300	1,000
230 Administrative Services	600	879	1,067	1,100
263 Street Light Maintenance	96	439	1,000	1,000
264 Electricity & Gas	279	5,461	5,387	5,500
Supplies & Services	\$12,655	\$18,699	\$22,203	\$23,099
Total: Somerset Park AD #13	\$12,655	\$18,699	\$22,203	\$23,099

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Northgate @ Regency Park AD #14 - Fund 284				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$0	\$323	\$17,500	\$18,000
220 Landscape Maintenance	3,686	10,004	10,660	5,330
221 Park Maintenance	119,049	130,259	133,131	119,986
230 Administrative Services	6,590	8,210	8,630	8,866
263 Street Light Maintenance	1,300	968	12,584	10,000
264 Electricity & Gas	8,327	23,084	23,000	24,000
Supplies & Services	\$138,952	\$172,848	\$205,505	\$186,182
Total: Northgate AD #14	\$138,952	\$172,848	\$205,505	\$186,182
Magnolia Grove AD #15 - Fund 285				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$0	\$0	\$600	\$600
220 Landscape Maintenance	1,115	1,320	1,430	1,430
221 Park Maintenance	2,399	1,214	2,256	2,456
230 Administrative Services	196	181	311	306
263 Street Light Maintenance	175	79	202	221
264 Electricity & Gas	279	1,014	1,431	1,431
Supplies & Services	\$4,164	\$3,808	\$6,230	\$6,444
Total: Magnolia Grove AD #15	\$4,164	\$3,808	\$6,230	\$6,444

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Senior Homes Villages AD #16 - Fund 286				
Assessment District - Department 458				
Assessments - Activity 200				
220 Landscape Maintenance	\$1,491	\$1,100	\$1,667	\$1,667
221 Park Maintenance	5,924	2,822	3,656	3,656
230 Administrative Services	382	216	307	304
263 Street Light Maintenance	0	0	100	250
264 Electricity & Gas	279	399	500	500
Supplies & Services	\$8,076	\$4,537	\$6,230	\$6,377
Total: Senior Homes Villages #16	\$8,076	\$4,537	\$6,230	\$6,377

Stonecreek Villages AD #17 - Fund 287

Assessment District - Department 458
Assessments - Activity 200

213 Water, Sewerage & Disposal	\$25,000	\$0	\$20,000	\$52,000
220 Landscape Maintenance	12,601	13,315	15,078	8,077
221 Park Maintenance	39,444	43,894	48,017	37,497
230 Administrative Services	4,022	3,392	5,451	6,154
263 Street Light Maintenance	3,030	1,536	15,502	4,000
264 Electricity & Gas	537	9,624	15,000	12,500
Supplies & Services	\$84,634	\$71,761	\$119,048	\$120,228
Total: Stonecreek Villages #17	\$84,634	\$71,761	\$119,048	\$120,228

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Rail Road Corridor AD#18 - Fund 288				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$6,544	\$0	\$4,900	\$5,000
220 Landscape Maintenance	17,836	16,557	17,550	17,550
221 Park Maintenance	39,215	39,077	35,966	35,966
230 Administrative Services	3,369	3,451	3,110	3,281
263 Street Light Maintenance	0	1,975	1,000	2,000
264 Electricity & Gas	4,131	4,889	5,000	5,100
Supplies & Services	\$71,095	\$65,949	\$67,526	\$68,897
Total: Rail Road Corridor #18	\$71,095	\$65,949	\$67,526	\$68,897
Talbott Park Storm Basin AD#19 - Fund 289				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$0	\$0	\$3,300	\$10,000
220 Landscape Maintenance	0	0	4,000	0
221 Park Maintenance	2,940	13,233	14,894	22,874
230 Administrative Services	222	817	1,258	1,869
263 Street Light Maintenance	1,361	1,325	1,000	1,000
264 Electricity & Gas	279	1,868	2,000	3,500
Supplies & Services	\$4,802	\$17,243	\$26,452	\$39,243
Total: Talbott Pk Storm Basin #19	\$4,802	\$17,243	\$26,452	\$39,243

L&L AD #1 - # 19

(Landscaping & Lighting Assessment District)

SERVICES & SUPPLIES

220-LANDSCAPE MAINTENANCE: Maintenance of landscape street medians and right-of-ways in the assessment district.

221-PARK MAINTENANCE: Maintenance of parks and related facilities in the assessment district.

223-STORM DRAIN MAINTENANCE: Maintenance of storm drainage facilities in the assessment district.

224-STREET SIGNS MAINTENANCE: Maintenance of street signs in the assessment district.

230-ADMINISTRATIVE SERVICES: Overhead administrative expenses related to services rendered by City staff.

263-STREETLIGHT MAINTENANCE: Maintenance of street lighting in the assessment district except electric costs.

264-ELECTRICITY AND GAS: Utility (PG&E) costs for assessment districts.

CAPITAL OUTLAY

717-LANDSCAPE & IRRIGATION MAINT: Expenditures related to the rehabilitation of landscaping and irrigation systems in the assessment district.

747-PARK & PLAYGROUND EQUIPMENT: Expenditures related to replacement of playground equipment in the assessment district.

900-CONTINGENCY: For unexpected and unforeseen costs associated within the assessment districts. Contingency is funded from assessment district fund balances.

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Water

Water Services

Mission Statement

The City of Los Banos Public Works Department is committed to preserving and securing the health and safety of residents by providing quality water services.

Overview of Services and Programs

The Public Works Department operates and maintains the water services for the City of Los Banos. There are 13 operating wells online. Through stringent monitoring of water quality standards Water Services remains committed to the health and well being of the residents of the City of Los Banos.

Water Services staff annually visits local elementary school classrooms to share information about water and its value as one of our most precious natural resources. Staff has also developed, implemented and annually monitors the City's Water Conservation Program.

Major Accomplishments/Service Efforts

- Installed 11,369 flex net endpoint radio transmitters.
- Serviced and repaired 169 backflow devices owned by the City.
- Completed 122 leak audits for high consumption, leaks, and general complaints.
- Completed the inspection and cleaning of the 5 million gallon storage tank and the 100,000 gallon elevated storage tower.
- Completed 54 water complaints for taste, odor, color, hardness, and a variety of other quality issues.

- Delivered 2,514.6 MG of water this year
- Hazmat permitted 9 sites including 411 Madison Yard, Ward Tank site, and 6 other wells in various locations.

- Continue efforts to educate the public and identify ways to improve our water conservation program.

Water Services (continued)

Future Outlook

- To have all water service meters by the Sensus meter reading system.
- Install another transmitter repeater system in weak reception area of City.
- Continue to monitor constituents of water supply to provide the highest quality of water to the community.
- Conduct the periodic water quality testing as prescribed by State law.
- Rehabilitate well # 12.
- Perform some maintenance in the elevated tower discovered during the cleaning and inspection process.

Performance Measures

of water wells: 13 - Continually exploring for new well sites throughout the year

Gallons of water delivered in 2011 2,514.6 million gallons

of water services: 12730 (every year crews replace approximately 70 water services and 100 curb stops)

Elevated Water Storage: 100,000 gallons at one site

Surface Water Storage: 5,000,000 gallon at one site

Miles of water lines: 170 plus

of water valves. +/- 1984 (crews repair or replace about 7 valves per year)

of fire hydrants: 1,510 (on an average, crews replace 5 hydrants and repair another 33)

of fire hydrants flushed 1,510 (these hydrants are required to be flushed annually for hydrant and system maintenance)

City of Los Banos

Water 2012-2013 Department Detail Personnel Services

Water - Fund 501 Water - Department 461 General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Public Works Director/City Engineer	1	25%	WW Collection & Treatment, Rec. SW-Refuse, Street, Maint., Fleet
Assistant Public Works Director	1	25%	WW Collection & Treatment, SW-Refuse, Street, Maint., Fleet
Public Works Operations Manager	1	20%	WW Treatment & Collection, SW-Refuse, Street, Fleet
Water Quality Specialist	1	75%	WW Collection
Foreman	1	50%	WW Collection
Foreman	1	5%	WW Collection, Street
Public Works Office Manager	1	25%	WW Collection & Treatment, Rec. SW-Refuse, Street, Maint., Fleet
Administrative Assistant	1	30%	WW Treatment & Collection, Street, SW-Refuse, Street
Administrative Clerk II	1	30%	WW Treatment & Collection, Solid Waste-Refuse, Street
Inspector I	1	15%	WW Collection, Street, Maint, Eng.
Utility Maintenance III	2	100%	
Utility Maintenance III	2	50%	WW Collection
Utility Maintenance II	2	100%	
Utility Maintenance II	1	20%	WW Collection
Utility Maintenance I	4	70%	WW Collection
Maintenance Worker III	2	5%	WW Collection, Streets
Maintenance Worker II	3	5%	WW Collection, Streets
Maintenance Worker I	2	5%	WW Collection, Streets
Part Time		100%	
Total Salaries (Including Overtime)			\$653,623
Workmen's Compensation Insurance			\$35,723
State Retirement (PERS)			\$120,679
Social Security (FICA)			\$50,002
Health Insurance			\$226,897
OPEB			\$36,387
Retirees Health Insurance			\$52,851
Life Insurance			\$1,710
Unemployment Insurance			\$3,268
Dental & Optical			\$9,986
Total Benefits:			\$537,504
Total Personnel Services:			\$1,191,127

City of Los Banos

Business-Type Fund 2012-2013 Adopted Budget

	2009-2010 <u>Actual</u>	2010-2011 <u>Actual</u>	2011-2012 <u>Projected</u>	2012-2013 <u>Adopted</u>
Water - Fund 501				
Water - Department 461				
General Services - Activity 100				
101 Salaries	\$589,967	\$589,863	\$588,623	\$588,623
102 Part Time	38,697	32,264	31,000	39,000
103 Overtime	12,876	16,827	23,313	26,000
120 Employee Benefits	458,259	442,810	502,727	537,504
Personnel Services	\$1,099,799	\$1,081,764	\$1,145,663	\$1,191,127
201 Grounds Maintenance	\$2,780	\$1,266	\$2,500	\$3,000
202 Fleet Repair & Maint.	45,000	39,781	40,318	52,050
203 Equipment Repair & Maint.	7,340	3,641	12,000	12,000
204 Fleet Services	32,236	31,297	30,153	37,592
205 Facility Maintenance	5,500	10,079	5,500	7,000
206 Property Lease	256,311	256,311	256,311	256,311
208 Rental. Vehicles/Equip	7,047	7,116	10,500	13,000
212 Well Repair & Maint.	28,019	56,578	50,000	70,000
213 Water, Sewer & Disposal	125,817	173,726	209,000	130,000
231 Professional Services	5,192	1,110	1,000	5,000
235 City Engineer	0	10,000	0	15,000
236 Medical Services	564	1,083	1,000	1,500
237 Recruitment	0	1,786	0	0
238 Technical Services	33,738	33,465	50,000	60,000
240 IT Services	6,425	5,313	2,720	3,968
250 Insurances	25,016	33,981	23,597	22,584
251 Memberships & Dues	4,383	6,287	4,000	6,000
252 Communications	12,312	13,358	10,000	11,000
253 Advertising	180	0	0	500
256 Permit Fees & Charges	12,083	13,449	15,000	17,000
257 Travel & Training	775	2,099	2,500	3,000
259 Community Promotion	8,886	8,942	9,000	12,000
260 Office Supplies	8,005	7,796	9,000	9,000
262 Uniform Expense	13,217	13,121	12,500	13,000
264 Electricity & Gas	527,444	584,410	624,000	650,000
265 Gasoline & Oil	30,000	21,262	89,723	30,437
267 General Materials & Supplies	134,690	141,626	137,000	165,000
273 Special Departmental Expense	266	274	500	500
274 Books & Periodicals	850	1,264	1,500	1,500
Supplies & Services	\$1,334,076	\$1,480,421	\$1,609,322	\$1,607,942

City of Los Banos

Business-Type Fund 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Water - Fund 501				
Water - Department 461				
General Services - Activity 100				
735 Master Plan	\$0	\$63,189	\$2,533	\$0
737 Meters	499,935	442,054	0	0
738 Wells	30,754	0	0	1,172,000
739 Water Master Plan Improv	15,333	0	0	0
750 Vehicles	82,590	0	0	60,000
Capital Outlay	\$628,612	\$505,243	\$2,533	\$1,232,000
822 Principal: Debt Service	\$305,000	\$0	\$325,000	\$340,000
882 Interest: Debt Service	258,462	246,904	225,838	212,700
885 Debt Related Fees	3,600	1,900	4,300	4,300
Debt Service	\$567,062	\$248,804	\$555,138	\$557,000
825 Charge Ins Outs	\$0	(\$13,411)	\$0	\$0
Charge Ins - Outs	\$0	(\$13,411)	\$0	\$0
Contingency - Department 495				
General Services - Activity 100				
900 Contingency	\$0	\$0	\$0	\$100,000
Contingency	\$0	\$0	\$0	\$100,000
Total: Water	\$3,629,549	\$3,302,821	\$3,312,656	\$4,688,069
Grand Total: Water Fund	\$4,188,382	\$3,868,615	\$3,849,941	\$5,275,037

Water Services

SERVICES & SUPPLIES

208-RENTAL OF VEHICLES & EQUIPMENT: Rental charges of water softener units for fluoride equipment in the wells sites. Additionally, charges for use of equipment and tools needed for various projects that require a special tool or piece of equipment. Charges may be incurred when additional equipment or tools are needed to complete job tasks efficiently or when the item is not currently in the city's inventory

212-WELL REPAIR & MAINTENANCE: Preventive well maintenance program whereby one well a year receives major maintenance. This program would seek to minimize the likelihood of well operational failures and correct loss of efficiency. Generally, major maintenance may include any or all of the following steps: identification of well which would benefit most, removal of pump and motor for routine service, correction of any problems identified, reinstallation of the pump/motor, and well redevelopment. In addition to forestalling potential failures, such maintenance may reduce electrical costs through increased overall efficiency

231-PROFESSIONAL SERVICES: Charges for services to outside engineering firms to complete water production related projects. Services may include design, drawings, and project management, as well as other miscellaneous professional services, which may be required.

236-MEDICAL SERVICES: Includes the cost for medical exams for commercial driver's licenses or other medical services directly related to Water Production activities, such as mandatory drug screening. Cost of commercial driver's license fees and license examination fees.

238-TECHNICAL SERVICES: Charges for drinking water quality testing provided by commercial certified laboratories, including routine, repeat replacement, and special analyses. Costs associated with electrician's services for the maintenance and repair of well and water system equipment. Includes Cross-Connection Control repairs/fees. Additional testing required by EPA/CDHS for lead & copper, and the Title 22 requirements (tested every 3 years). Charges for the periodic cleaning of the surface water storage tank and the elevated water storage tank.

253-ADVERTISING: Costs for publishing required notifications for City business and activities.

256-PERMIT FEES & CHARGES: Estimated amount of AB 2158 Large Water System Fees payable to the State Department of Health Services, Office of Drinking Water. Fees are based on the actual time employees of the Office of Drinking Water spend in the regulation of the City's water system. Cost of permits for new well installations. Cost of HMBP permits.

257-TRAVEL & TRAINING: Costs associated with meetings, training, and continuing education classes having to do with updating, improving, and maintaining required licenses and certifications. Reimbursement of tuition and associated educational costs for employees that have completed classes or seminars related to the job. All reimbursements are subject to prior approval by the department head.

259-COMMUNITY PROMOTION: Public education and promotion expenditures in support of water quality, health, and conservation issues. Includes mailing of annual water quality report, elementary school water awareness programs, promotional literature, and other promotional items.

Water Services (continued)

267-GENERAL MATERIALS & SUPPLIES: Materials and supplies utilized by Operations personnel for the general water distribution materials and supplies including pipes, valves, fittings, service lines, meters, meter boxes, etc. Water production materials and supplies including chemicals (fluoride and chlorine), field water quality analysis supplies, materials used at the City laboratory for water quality analysis, and repair parts for pumps and electric motors for the wells & chemical feed equipment. Asphalt repair following repair of underground distribution facilities.

273-SPECIAL DEPARTMENTAL EXPENSES: For miscellaneous safety equipment.

274-BOOKS & PERIODICALS: Expenditures for books, textbooks, periodicals, reference books, and workbooks. Books to include purchase of pertinent volumes of the Federal Code of Regulations, subscription to environmental compliance guide, State Water Code, and miscellaneous books.

CAPITAL OUTLAY

738-WELLS: Test drilling of prospective well sites and the development of these new sites into operating wells. Resolve the water quality mitigation with well #15 water supply and other studies as necessary to maintain water quality within the system. Purchase of Self Contained Secondary Containment Fuel Tanks for selected well sites.

750-VEHICLES: Purchase of two replacement pickups as defined in the approved customer rates.

DEBT SERVICE

822-PRINCIPAL - DEBT SERVICE: Principal costs for the 2002 Certificate of Participation, eleventh year of a twenty year COP

882-INTEREST- DEBT SERVICE: Interest costs for the 2002 Certificate of Participation, eleventh year of a twenty year COP

885-DEBT RELATED FEES: Fees associated with the 2002 Certificate of Participation.

CONTINGENCY

900-CONTINGENCY: Unexpected and unforeseen costs associated with water activities.

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Wastewater

Wastewater Services

Mission Statement

The City of Los Banos Public Works Department is committed to preserving and securing the health and safety of residents by providing quality collection and management of wastewater services.

Overview of Services and Programs

The Public Works Department operates and maintains the wastewater and storm drain infrastructure for the City of Los Banos. This includes 20 storm drain lift stations, hundreds of miles of pipelines and a wastewater treatment plant consisting of over 1000 acres. Through vigilant maintenance of our miles of utility service lines, wastewater services remains committed to the health and well being of the residents of the City of Los Banos.

Major Accomplishments/Service Efforts

- Replaced 340' of sewer main, related manholes and the main influent valve at the Wastewater Treatment Plant.
- Developed and utilized an influent bypass pumping system.
- Addition of a 27" sewer main under the Santa Fe Canal at the Waste water Treatment Plant.
- Reconditioned the grounds area at the Wastewater Treatment Plant Lab, shop, and pump building.
- Main influent pump replaced (one of three).
- Ongoing replacement of treatment plant head works grating.
- Replaced the windows in the Lab/Office.
- Repair of levee erosion as needed.
- Conducted Confined Space Entry training (in co-operation with the Fire Department).
- Conducted best management practices (BMP) inspections of Public Works equipment yards.
- Annual Storm Water Management Plan evaluation and report.
- Annual Sewer System Management review and audit.

Wastewater Services (continued)

Future Outlook

- Ground water study to be conducted.
- Fats, Oils & Grease (FOG) program to be reviewed and updated.
- Training for Wastewater Treatment Plant – duty personnel response.
- Continued Sewer System Management Plan training to the Public Works crew
- Restoration of the treatment plant influent pump room.
- Continue the solar-powered mixer (Solar Bee) pilot test program.
- Replace the Wastewater Treatment Plant influent pump Pro Logic Controller (PLC).
- Ongoing replacement of treatment plant head works grating.

Performance Measures

Wastewater Collection

Maintained sewer mains: Approximately 130 miles

Lift Stations: 13

Sewer Manholes: 1260

Sewer Clean Outs: 245

Wastewater Treatment

Ponds: 7 ponds totaling 512 acres

Agricultural ground maintained: approximately 600 acres of pasture, 185 acres alfalfa

Influent: 2.9 million gallons per day

Storm Drainage

Maintained storm drain lines: over 83 miles

Storm Drain Manholes: 350

Storm Pump Stations: 20 stations, 49 pumps

Storm basins: 16

City of Los Banos

Special Revenue Funds 2012-2013 Adopted Budget

	<u>2009-2010 Actual</u>	<u>2010-2011 Actual</u>	<u>2011-2012 Projected</u>	<u>2012-2013 Adopted</u>
Storm Drain - Fund 232				
Storm Drain - Department 440				
Construction - Activity 220				
235 Technical Services	\$0	\$243	\$0	\$0
Supplies & Services	\$0	\$243	\$0	\$0
714 Storm Drain Improvments	\$0	\$0	\$220,000	\$0
Capital Outlay	\$0	\$0	\$220,000	\$0
Total: Storm Drain	\$0	\$243	\$220,000	\$0

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City of Los Banos

Wastewater - Collection 2012-2013 Department Detail Personnel Services

Wastewater - Fund 502

Wastewater Collection - Department 432

General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Public Works Director/City Engineer	1	17.5%	Water, WW Treatment, Rec. SW-Refuse, Maint., Street, Fleet
Assistant Public Works Director	1	22.5%	Water, WW Treatment, SW-Refuse, Maint., Street, Fleet
Public Works Operations Manager	1	20%	Water, WW Treatment, SW-Refuse, Street, fleet
Public Works Office Manager	1	17.5%	Water, WW Treatment, Rec. SW-Refuse, Maint., Street, Fleet
Supervisor (Wastewater)	1	10%	WW Treatment
Water Quality Specialist	1	25%	Water
Environmental Specialist III	1	10%	WW Treatment
Foreman	1	5%	Water, Street
Foreman	1	50%	Water
Inspector I	1	15%	Engineering, Water, Street, Maint.
Utility Maintenance III	2	50%	Water
Utility Maintenance II	1	80%	Water
Utility Maintenance I	1	100%	
Utility Maintenance I	4	30%	Water
Maintenance Worker III	2	5%	Water, Street
Maintenance Worker II	3	5%	Water, Street
Maintenance Worker I	2	5%	Water, Street
Administrative Assistant	1	25%	WW Treat, Water, Street, SW-Refuge
Administrative Clerk II	1	25%	WW Treat, Water, Street, SW-Refuge
Part Time		100%	
Total Salaries (Including Overtime)			\$376,453
Workmen's Compensation Insurance			\$21,638
State Retirement (PERS)			\$72,670
Social Security (FICA)			\$28,799
Health Insurance			\$106,485
OPEB			\$21,916
Retirees Health Insurance			\$37,112
Life Insurance			\$1,024
Unemployment Insurance			\$1,685
Dental & Optical			\$5,978
Total Benefits:			\$297,308
Total Personnel Services:			\$673,761

City of Los Banos

Business-Type Fund 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Wastewater - Fund 502				
Wastewater Collection - Department 432				
General Services - Activity 100				
101 Salaries	\$357,123	\$354,207	\$354,453	\$354,453
102 Part Time	3,789	3,198	3,000	4,000
103 Overtime	7,715	10,642	18,000	18,000
120 Employee Benefits	257,826	251,135	278,768	297,308
Personnel Services	\$626,453	\$619,182	\$654,221	\$673,761
201 Grounds Maintenance	\$663	\$0	\$0	\$0
202 Fleet Repair & Maint.	20,000	17,681	20,607	34,700
203 Equipment Repair & Maint.	556	7,181	15,346	20,000
204 Fleet Services	20,359	16,937	16,717	20,603
205 Facility Maintenance	845	779	1,500	1,500
206 Property Lease	2,946	2,946	3,000	3,000
208 Rental - Equipment	5,713	5,713	8,400	11,000
231 Professional Services	3,151	614	2,000	2,000
235 City Engineer	0	0	0	15,000
236 Medical Services	636	148	700	700
238 Technical Services	11,739	3,982	3,000	5,000
240 IT Services	6,425	5,317	2,720	3,967
250 Insurances	12,253	9,854	3,925	8,373
251 Memberships & Dues	174	60	0	300
252 Communications	2,779	977	1,000	2,000
253 Advertising	1,293	0	300	300
256 Permits, Fees, & Charges	124,197	120,839	125,000	132,000
257 Travel & Training	273	1,028	1,000	1,400
260 Office Supplies	1,225	1,054	1,500	1,800
262 Uniform Expenses	2,179	3,462	3,000	3,300
264 Electricity & Gas	43,233	50,992	46,000	48,000
265 Gasoline & Oil	17,000	15,028	15,321	20,818
267 General Materials & Supplies	18,733	24,512	20,654	30,000
274 Books & Periodicals	0	0	0	0
Supplies & Services	\$296,372	\$289,104	\$291,690	\$365,761
710 Land Purchase	\$0	\$46,352	\$0	\$0
714 Storm Drain Improvement	3,200	66,888	1,859,651	728,000
735 Master Plan	15,333	16,991	2,533	0
753 Specialized Equipment	35	0	0	49,000
Capital Outlay	\$18,568	\$130,231	\$1,862,184	\$777,000
Total: WW Collection	\$941,393	\$1,038,517	\$2,808,095	\$1,816,522

Wastewater Services

SERVICES & SUPPLIES

205-BUILDING & STRUCTURE MAINTENANCE: Payment of the City's portion of maintenance costs of irrigation ditches and participation in maintenance districts, including PMA 39 and Grassland-Owned ditches.

231-PROFESSIONAL SERVICES: Charges for services to outside engineering firms to complete wastewater collection related projects. Services may include design, drawings, and project management; as well as other miscellaneous professional services, which may be required.

236-MEDICAL SERVICES: Includes the costs for medical exams for commercial driver's licenses and other medical services directly related to departmental activities, such as mandatory drug screening programs and hepatitis vaccinations.

238-TECHNICAL SERVICES: Services of electricians and other technical services related to lift station maintenance and repair

251-MEMBERSHIP & DUES: Wastewater Collection Certificate renewals.

256-PERMIT FEES & CHARGES: Expenses associated with the collection of storm water and wastewater. Costs to be incurred related directly to the CCID, PMA, Grasslands maintenance agreements and MS-4 permit.

257-TRAVEL & TRAINING: Travel and training cost associated with meetings and training. The amount included in this object code consolidates Sewage Treatment and Sewage Collection travel and training funds to improve flexibility and simplify management. Includes the materials/classes needed for the training and certification of new employees.

262-UNIFORM EXPENSES: Expenditures for the charges incurred in supplying required uniforms for all full time and part time employees. Costs incurred include the purchase and maintenance of all personal safety equipment issued to employees such as steel-toed boots (full time employees only), hats, gloves, eye and ear protection, rain gear, high-visibility clothing, and first aid supplies.

265-GASOLINE & OIL: Expenditures for gasoline, diesel fuel, and lubricating oils purchased in bulk or from commercial service stations.

267-GENERAL MATERIALS & SUPPLIES: Estimated amount needed to maintain collection system, including materials for sewer lateral replacements and repairs to lift stations and other stationary equipment.

CAPITAL OUTLAY

714-STORM DRAIN IMPROVEMENT: Reimbursement to the Grasslands Water District for the City Capital Improvement Obligation per the agreement. Funds used for this reimbursement are restricted Waste Water funds.

753-SPECIALIZED EQUIPMENT: Purchase of one replacement specialized truck as defined in the approved customer rates.

City of Los Banos

Wastewater - Treatment 2012-2013 Department Detail Personnel Services

Wastewater - Fund 502 Wastewater Treatment - Department 433 General Services - Activity 100

Position Title(s)	Number	Departmental Salary Allocation	Balance of Salary Allocation
Public Works Director/City Engineer	1	17.5%	Water, WW Collection, Rec. SW-Refuse, Maint., Street, Fleet
Assistant Public Works Director	1	22.5%	Water, WW Collection, SW-Refuse, Maint., Street, Fleet
Public Works Operations Manager	1	20%	Water, WW Collections, SW-Refuse, Street, fleet
Public Works Office Manager	1	17.5%	Water, WW Collection, Rec. SW-Refuse, Maint., Street, Fleet
Supervisor (Wastewater)	1	90%	WW Collection
Administrative Assistant	1	20%	WW Collection, Water, Street, SW-Refuse,
Administrative Clerk II	1	20%	WW Collection, Water, Street, SW-Refuse
Environmental Specialist III	1	90%	WW Collection
Environmental Specialist II	1	100%	
Part Time		100%	
Total Salaries (Including Overtime)			\$255,894
Workmen's Compensation Insurance			\$14,768
State Retirement (PERS)			\$50,823
Social Security (FICA)			\$19,576
Health Insurance			\$71,795
OPEB			\$12,902
Retirees Health Insurance			\$23,646
Life Insurance			\$596
Unemployment Insurance			\$1,685
Dental & Optical			\$3,482
Total Benefits:			\$199,273
Total Personnel Services:			\$455,167

City of Los Banos

Business-Type Fund 2012-2013 Adopted Budget

	<u>2009-2010</u> Actual	<u>2010-2011</u> Actual	<u>2011-2012</u> Projected	<u>2012-2013</u> Adopted
Wastewater - Fund 502				
Wastewater Treatment - Department 433				
General Services - Activity 100				
101 Salaries	\$247,563	\$248,946	\$247,894	\$247,894
102 Part Time	0	0	0	0
103 Overtime	8,890	3,747	4,000	8,000
120 Employee Benefits	171,631	168,323	186,580	199,273
Personnel Services	<u>\$428,084</u>	<u>\$421,016</u>	<u>\$438,474</u>	<u>\$455,167</u>
201 Grounds Maintenance	\$5,856	\$5,203	\$3,000	\$6,000
202 Fleet Repair & Maint.	12,000	8,840	13,439	17,000
203 Equipment Repair & Maint.	22,344	18,294	27,245	41,000
204 Fleet Services	18,097	14,982	15,046	18,647
205 Facility Maintenance	2,775	1,576	1,500	16,000
206 Property Lease	427,857	427,857	427,857	427,857
208 Rental Vehicles & Equip.	0	153	200	2,000
231 Professional Services	5,685	326	1,000	4,000
236 Medical Services	300	196	700	700
238 Technical Services	24,400	30,681	24,000	61,000
240 IT Services	6,425	5,313	2,720	3,967
250 Insurances	12,440	8,723	5,535	24,011
251 Memberships & Dues	1,074	1,169	800	1,500
252 Communications	3,800	1,972	1,500	2,200
256 Permit Fees & Charges	15,602	16,507	19,300	25,000
257 Travel & Training	452	752	1,000	1,000
260 Office Supplies	653	1,648	1,300	2,500
262 Uniform Expense	2,853	2,611	3,100	3,200
264 Electricity & Gas	75,478	58,697	81,100	85,000
265 Gasoline & Oil	16,000	12,376	10,751	17,118
267 General Materials & Supplies	20,802	17,790	21,800	24,000
273 Special Departmental Expense	26,017	28,469	29,573	31,000
Supplies & Services	<u>\$700,910</u>	<u>\$664,135</u>	<u>\$692,466</u>	<u>\$814,700</u>
717 Landscape & Irrigation	\$0	\$0	\$0	\$50,000
735 Master Plan	17,397	16,988	29,000	50,000
753 Specialized Equipment	5,655	57,889	0	25,000
Capital Outlay	<u>\$23,052</u>	<u>\$74,877</u>	<u>\$29,000</u>	<u>\$125,000</u>

City of Los Banos

Business-Type Fund 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Wastewater - Fund 502				
Wastewater Treatment - Department 433				
General Services - Activity 100				
822 Principal Debt Service	\$345,000	\$0	\$540,000	\$560,000
882 Interest Debt Service	309,017	289,101	442,490	430,175
885 Debt Related Fees	5,056	6,545	7,300	7,300
Debt Service	\$659,073	\$295,646	\$989,790	\$997,475
Total: WW Treatment	\$1,811,119	\$1,455,674	\$2,149,730	\$2,392,342
Contingency - Department 495				
General Services - Activity 100				
900 Contingency	\$0	\$0	\$100,000	\$100,000
Contingency	\$0	\$0	\$100,000	\$100,000
Grand Total: Wastewater	\$3,284,909	\$3,041,352	\$5,587,057	\$4,886,747

Wastewater Services

SERVICES & SUPPLIES

201-GROUNDS MAINTENANCE: Costs of purchasing and applying weed killer and ground sterilent around treatment ponds and buildings. The maintenance includes miscellaneous landscaping items and costs associated with the agricultural operations.

208-RENTAL OF VEHICLES & EQUIPMENT: Rental of welding gas tanks, short-term equipment rental, and other miscellaneous rental expenditures.

231-PROFESSIONAL SERVICES: Charges for services to outside engineering firms to complete wastewater treatment related projects. Services may include design, drawings, and project management; as well as other miscellaneous professional services, which may be required.

236-MEDICAL SERVICES: Includes the costs for medical exams for commercial driver's licenses and other medical services directly related to departmental activities, such as mandatory drug screening programs and hepatitis vaccinations.

238-TECHNICAL SERVICES: Electrician's services for maintenance of motors, generators, and operational controls. Cathodic protection services for installed piping. Cost of computer maintenance contract. Conduct third party influent testing. Service agreement for the Solar Bees.

251-MEMBERSHIPS & DUES: Membership dues to the Water Environment Federation, California Water Pollution Control Association, and renewal costs for Wastewater Treatment Plant Operator certificates.

256-PERMIT FEES & CHARGES: Annual fees payable to the California Regional Water Quality Control Board and the Division of Safety of Dams for the operation of the wastewater treatment plant.

257-TRAVEL & TRAINING: Travel and training cost associated with meetings and training. The amount included in this object code consolidates Sewage Treatment and Sewage Collection travel and training funds to improve flexibility and simplify management. Includes the materials/classes needed for the training and certification of new employees.

262-UNIFORM EXPENSES: Expenditures for the charges incurred in supplying required uniforms for all full time and part time employees. Costs incurred include the purchase and maintenance of all personal safety equipment issued to employees such as steel-toed boots (full time employees only), hats, gloves, eye and ear protection, rain gear, high-visibility clothing, and first aid supplies.

267-GENERAL MATERIALS & SUPPLIES: Materials and supplies for treatment plant facilities maintenance and repair performed by City forces. Includes materials/supplies related to plant equipment, pastures, and pond levees. Also includes materials and supplies for water quality testing performed in the City laboratory

273-SPECIAL DEPARTMENTAL EXPENSES: Property tax owed to Merced County for Wastewater Treatment Plant land (former Nemethi property) outside of the City limits.

Wastewater Services (continued)

CAPITAL OUTLAY

717-LANDSCAPE & IRRIGATION: Improve the irrigation well for the supply of water to alfalfa crops on the property

735-MASTER PLAN: Conduct a Salinity study and a Groundwater study for the treatment facility

753-SPECIALIZED EQUIPMENT: Replacement of the Head Works Controlling Panels. Equipment needed to reduce pump failures after electrical power outages and keep the system operational during interruptions of power

DEBT SERVICE

822-PRINCIPAL: DEBT SERVICE: Principal expenses for the 2003 Certificate of Participation, ninth year of a sixteen year lease and 1997 Certificate of Participation, sixteenth year of a 22 year lease.

882-INTEREST DEBT SERVICE: Interest costs for the 2003 and 1997 Certificate of Participation.

885-DEBT RELATED FEES: Fees associated with the 2003 and 1997 Certificate of Participation.

CONTINGENCY

900-CONTINGENCY: Unexpected and unforeseen costs associated with wastewater activities.

Airport

Airport

Mission Statement

The mission of the Los Banos Airport is to provide the general aviation public, as well as, aviation business user with a safe and adequate operating environment that promotes the economic well being of our community and enhances the State of California's aviation system.

Overview of Services and Programs

The Los Banos Airport is a General Aviation Airport with 3,800' X 75' runway with a full return taxiway. Included at the airport, for their convenience, is a pilot's lounge that offers a refrigerator, microwave, and sofa. There are currently 24 based aircraft at the Airport, and plans are in the works to build one 120'x85' corporate hangar.

An FAA approved (AWOS I) All Weather Observation System providing current altimeter settings, density altitude, temperature, dew point, and wind speed, direction, and gust is available for pilot and public safety.

The Airport is operational on a 24-hour basis with automated fuel service available around the clock.

Available fuel types are 100LL and Jet-A.

Major Accomplishments/Service Efforts

The latest Airport Master Plan was completed in 1995 and covers the planned expansion, as well as, projected use of the Airport for a period of 20 years (1995/2015).

Future Outlook

A design of an overlay resurfacing of the Runway, Fueling Station, Helipad and Taxi-Way was completed in 2011-2012, with the aid of State and Federal Grant funding. The overlay construction is scheduled for the 2014-2015 fiscal year.

Airport (continued)

Performance Measures

Fee Type	Fee/Cost	Number Available	Actual Occupied
Regular T-hangar	\$250.00/month	15	10
Main Hanger	\$895.000/month	1	1
Ground Lease Area	\$730.00/month	4	4
Telles Hanger	\$607.75/month	1	1
New T-hangar	\$325.00/month	8	4
Tie-Down Fee Single	\$5.00/day	N/A	0
Tie-Down Fee Single	\$34.00/month	N/A	1
Tie-Down Fee Twin	\$10.00/day	N/A	0
Tie-Down Fee Twin	\$55.00/month	N/A	0
Landing Fee Private	\$0.00	N/A	0
Landing Fee Business	\$10.00/per	N/A	0
Utilities in Hangers	\$20.00/month	19	19
Land Lease	By project type	4	4

City of Los Banos

Business-Type Fund 2012-2013 Adopted Budget

	<u>2009-2010</u> Actual	<u>2010-2011</u> Actual	<u>2011-2012</u> Projected	<u>2012-2013</u> Adopted
Airport - Fund 505				
Airport - Department 435				
General Services - Activity 100				
102 Part Time	\$7,864	\$4,617	\$6,750	\$6,750
103 Overtime	0	0	0	0
120 Employee Benefits	2,466	353	500	2,500
Personnel Services	<u>\$10,330</u>	<u>\$4,970</u>	<u>\$7,250</u>	<u>\$9,250</u>
201 Grounds Maintenance	\$2,524	\$4,139	\$5,000	\$5,000
205 Facility Maintenance	9,117	9,453	10,000	10,000
213 Water, Sewer, Disposal	0	16	0	0
231 Professional Services	23,607	22,078	3,000	13,000
233 Other consulting services	46,295	123,370	0	0
238 Technical Services	1,894	2,632	2,000	2,600
250 Insurance	9,977	12,077	12,271	9,959
252 Communications	1,417	1,058	1,000	1,000
260 Office Supplies	794	100	1,000	1,000
264 Electricity & Gas	6,332	11,137	12,000	13,300
265 Gasoline & Oil	236,396	254,416	276,000	276,000
Supplies & Services	<u>\$338,353</u>	<u>\$440,476</u>	<u>\$322,271</u>	<u>\$331,859</u>
725 Airport Improvements	\$0	\$0	\$61,120	\$0
Capital Outlay	<u>\$0</u>	<u>\$0</u>	<u>\$61,120</u>	<u>\$0</u>
821 Principal: Lease/Loan	\$19,204	\$22,242	\$21,280	\$22,318
881 Interest: Lease/Loan	9,599	8,519	7,379	6,182
Debt Service	<u>\$28,803</u>	<u>\$30,761</u>	<u>\$28,659</u>	<u>\$28,500</u>
Total: Airport	<u><u>\$377,486</u></u>	<u><u>\$476,207</u></u>	<u><u>\$419,300</u></u>	<u><u>\$369,609</u></u>

Airport

SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: Payment of legal services involving hangar rental/leases and land rental/leases and any required tank engineering inspections.

238-TECHNICAL SERVICES: Storm water permit fees, operating permit fees, SJUAPCD annual fees. State and County operation fees.

CAPITAL OUTLAY

725-AIRPORT IMPROVEMENTS: Design of overlay project for runway, taxi way and fuel areas.

DEBT SERVICE

821-PRINCIPAL-DEBT SERVICE: Principal payment on Airport State Grant, twelfth year of a seventeen-year lease.

881-INTEREST-DEBT SERVICE: Interest payment on Airport State Grant, twelfth year of a seventeen-year lease.

Solid Waste & Street Sweeping

Solid Waste & Street Sweeping

Mission Statement

Providing cost effective municipal Solid Waste management for the collection of solid waste, green waste and recyclables. The goal is to develop a program that will assist in achieving the maximum waste diversion rates (as may be economically feasible) and provides quality services throughout the entire city for the sweeping of local streets and roads in a manner that promotes community pride.

Overview of Services and Programs

The city contracts with Allied Waste, Inc. for its solid waste garbage, green waste, and recyclable collection. Collection is provided weekly for residential customers. Weekly to daily pick-up is available for commercial accounts. Basic service consists of one 64 gallon gray plastic tote for garbage, one 96 gallon blue plastic tote for recyclables, and one 96 gallon green plastic tote for green waste. These containers have two wheels and have a perfect center of balance so they are easy to navigate.

Solid Waste Services are responsible for the street sweeping operation in the city. The city is currently divided into 5 sections and swept on a weekly rotational basis. The downtown is swept on Monday's, Wednesday's and Friday's. State Highway 152 is swept on Tuesday's and State Highway 165 is swept on Thursday's. The sweeping operation supports the fog-sealing program in the summer and the leaf section pickup in the fall. Other sweeping duties include alleys and the airport.

Major Accomplishments/Service Efforts

- The diversion of 3824 tons of waste has occurred in the form of green waste during the last year.
- The diversion of 2133 tons of waste has occurred in the form of co-mingled recyclables during the last year.
- Finished repairs to Old Landfill for the continued maintenance of the facility pending a final Clean Closure Plan.
- Performed City Wide weed abatement activities. Continued aggressive maintenance of City Right of Ways.
- Maintained 4.8 Miles of alley ways, 57 miles of tree lined parkways, and 15 miles of undeveloped parkways.
- Removed and hauled to Billy Wright Road 570 tons of leaves in the fall.
- Serviced 57 Dead End Barriers.

Solid Waste & Street Sweeping

(continued)

- The street sweeping service is providing professional management of the sweeping network service.
- Sweeping services in the city are potentially protecting the natural waterways from over 779 tons of silt and debris from going down the drain and entering into our streams and rivers.

Future Outlook

- To promote recycling awareness programs and coordinate these programs with community events and in our schools.
- Create a recycling directory for the residents of Los Banos to use in maximizing the diversion of waste in our landfills.
- Continue to prepare for the clean closure of the old landfill.
- Implementing the light industrial recycling program.

Performance Measures

Year	2008	2009	2010	2011
# Of Residential Garbage Pick-Up (per month)	9,789	10,027	10,667	10,156
# Of Residential Green Waste Pick-Up (per month)	9,015	7,366	9,744	10,006
# Of Residential Recycling Pick-Up (per month)	6,704	6,682	9,655	10,015
Miles of Street Sweeping (annually)	20,820	20,178	22,298	22,920

City of Los Banos

Solid Waste 2012-2013 Department Detail Personnel Services

Solid Waste & Street Sweeping - Fund 510 Waste Management - Department 490 General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Public Works Director/ City Engineer	1	15%	Water, WW Collection & Treatment, Street, Fleet, Maint., Rec.
Assistant Public Works Director	1	10%	Water, WW Treatment & Collection, Street, Fleet, Maint.
Public Works Operations Manager	1	20%	Street, Water, Fleet, WW Treatment & Collection,
Public Works Office Manager	1	15%	Water, WW Collection & Treatment, Street, Fleet, Maint., Rec.
Foreman	1	100%	
Administrative Assistant	1	20%	WW Treatment & Collection, Street, Water
Administrative Clerk II	1	20%	WW Treatment & Collection, Street, Water
Maintenance Worker I	2	100%	
Part Time		100%	
Total Salaries (Including Overtime)			<u><u>\$258,722</u></u>
Workmen's Compensation Insurance			\$12,611
State Retirement (PERS)			\$42,997
Social Security (FICA)			\$19,792
Health Insurance			\$83,634
OPEB			\$12,981
Retirees Health Insurance			\$12,181
Life Insurance			\$600
Unemployment Insurance			\$9,150
Dental & Optical			\$3,505
Total Benefits:			<u><u>\$197,452</u></u>
Total Personnel Services:			<u><u>\$456,174</u></u>

City of Los Banos

Business-Type Fund 2012-2013 Adopted Budget

	2009-2010 <u>Actual</u>	2010-2011 <u>Actual</u>	2011-2012 <u>Projected</u>	2012-2013 <u>Adopted</u>
Solid Waste & Street Sweeping - Fund 510				
Waste Management - Department 490				
General Services - Activity 100				
101 Salaries	\$216,665	\$217,451	\$209,722	\$209,722
102 Part Time	40,881	38,352	34,764	46,000
103 Overtime	746	3,210	3,000	3,000
120 Employee Benefits	161,991	156,235	191,179	197,452
Personnel Services	\$420,283	\$415,248	\$438,665	\$456,174
201 Grounds Maintenance	\$435	\$1,000	\$1,000	\$2,000
202 Fleet Repair & Maint.	17,000	15,028	14,335	21,000
203 Equipment Maintenance	109	918	1,000	1,000
204 Fleet Services	6,786	5,891	6,687	8,868
205 Facility Maintenance	2,003	2,054	2,000	2,000
206 Property Lease	56,280	56,280	56,280	56,280
208 Rental of Vehicles/Equipment	10,370	10,370	12,000	12,000
209 Alley Maintenance/Repair	4,014	2,430	2,000	3,000
231 Professional Services	3,802	99	5,000	5,000
233 Other Consulting Services	7,321	0	0	0
236 Medical Services	1,066	667	1,000	1,000
238 Technical Services	2,478,166	2,689,998	2,777,410	2,889,887
240 I.T Services	6,425	5,313	2,720	3,967
250 Insurances	9,454	8,217	2,136	4,634
251 Membership & Dues	0	0	500	500
252 Communications	2,043	2,053	2,400	2,400
253 Advertisement	0	0	250	500
255 Solid Waste Dumping Fees	676,708	721,665	738,000	761,000
256 Permit Fees & Charges	300	303	400	800
257 Travel & Training	0	365	0	0
259 Community Promotion	0	0	0	500
260 Office Supplies	883	1,961	1,150	1,500
262 Uniform Expense	1,663	2,153	2,600	2,600
264 Electricity & Gas	1,028	919	1,751	1,850
265 Gasoline & Oil	18,000	10,608	37,543	37,098
267 General Materials/Supplies	828	2,115	2,000	2,000
273 Special Dept. Expense	595	1,029	1,000	1,500
Supplies & Services	\$3,305,279	\$3,541,436	\$3,671,162	\$3,822,884

City of Los Banos

Business-Type Fund 2012-2013 Adopted Budget

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Solid Waste & Street Sweeping - Fund 510				
Waste Management - Department 490 (Continued)				
General Services - Activity 100				
720 Building & Structures	\$0	\$0	\$0	\$14,808
734 Landfill Closure	87,694	59,985	60,000	90,000
735 Master Plan	0	19,305	613	0
753 Specialized Equipt.	0	9,244	0	0
<u>Capital Outlay</u>	<u>\$87,694</u>	<u>\$88,534</u>	<u>\$60,613</u>	<u>\$104,808</u>
820 Charge In	\$0	\$0	\$0	\$372,073
<u>Charge In</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$372,073</u>
Contingency -Department 495				
General Services - Activity 100				
900 Contingency	\$0	\$0	\$100,000	\$100,000
<u>Contingency</u>	<u>\$0</u>	<u>\$0</u>	<u>\$100,000</u>	<u>\$100,000</u>
Total: Solid Waste-Refuse	<u>\$3,813,256</u>	<u>\$4,045,218</u>	<u>\$4,270,440</u>	<u>\$4,855,939</u>

Solid Waste General Services

SUPPLIES & SERVICES

209-ALLEY MAINTENANCE/REPAIR: For purchase of materials used to repair the city alleys. Includes additional maintenance costs for cleanup and weed control in alleys throughout the city

231-PROFESSIONAL SERVICES: Charges for services to outside engineering firms to complete Solid Waste related projects. Services may include design, drawings, and project management, as well as other miscellaneous professional services, which may be required.

236-MEDICAL SERVICES: Includes the cost for medical exams and license fees for commercial driver's licenses or other medical services directly related to Solid Waste activities, such as mandatory drug screening.

238-TECHNICAL SERVICES: . Costs associated with the Solid Waste Disposal contractor Allied Waste. Cost reflects gross revenues from user fees of 52.8%. The current contract pricing with Allied Waste was effective March 1st 2008. Annual increases will result due to CPI adjustments as per contract. Also additional fees are paid to contractor due to increase in number of residences requiring service.

255-SOLID WASTE DUMPING FEES: Costs associated both with the solid waste disposal contract with Allied Waste, and dumping costs incurred through street sweeping and other operations. Costs reflect the dumping fees charged by Merced County Solid Waste Division. Total includes dumping fees for the annual spring and fall cleanup.

256-PERMIT FEES & CHARGES: Annual fees charged by the State and County for the Public Works department's Spill Prevention Plan review at the "F" Street operations yard.

259-COMMUNITY PROMOTION: Special activities or literature related to informing residents of the benefits of separating recyclable products.

267-GENERAL MATERIALS & SUPPLIES: Cost of items used to support the hauling of roadside debris and the Spring/Fall Cleanups. Also in support of the green waste and recycling disposal programs.

273-SPECIAL DEPARTMENTAL EXPENSES: For miscellaneous safety equipment.

CAPITAL OUTLAY

720-BUILDINGS & STRUCTURES: Use of CalRecycle funding to promote, educate, and facilitate the proper management of CRV items within the community and schools.

734-LANDFILL CLOSURE: Cost of Phase II of dump closure site testing, clean closure plan preparation and related studies.

CHARGE IN

820-CHARGE IN: Impact on streets from refuse vehicles.

CONTINGENCY

900-CONTINGENCY: Unexpected and unforeseen costs associated with solid waste activities.

City of Los Banos

Solid Waste - Sweeping 2012-2013 Department Detail Personnel Services

Solid Waste & Street Sweeping - Fund 510 Waste Management - Department 490 Maintenance - Activity 210

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Sweeper Operator I	2	100%	
Part Time		100%	

Total Salaries (Including Overtime)	\$75,956
Workmen's Compensation Insurance	\$4,640
State Retirement (PERS)	\$15,470
Social Security (FICA)	\$5,811
Health Insurance	\$7,714
OPEB	\$6,655
Retirees Health Insurance	\$0
Life Insurance	\$300
Unemployment Insurance	\$6,350
Dental & Optical	\$1,753
Total Benefits:	\$48,691
Total Personnel Services:	\$124,647

City of Los Banos

Business-Type Fund 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Solid Waste & Street Sweeping - Fund 510				
Waste Management -Department 490				
Maintenance/Sweeping Services - Activity 210				
101 Salaries	\$70,665	\$86,427	\$75,456	\$75,456
102 Part Time	0	0	0	0
103 Overtime	775	59	100	500
120 Employee Benefits	51,759	22,154	38,173	48,691
Personnel Services	\$123,199	\$108,640	\$113,729	\$124,647
201 Grounds Maintenance	\$0	\$500	\$500	\$1,000
202 Fleet Repair & Maint.	55,000	48,622	56,445	53,000
203 Equipment Maintenance	181	575	1,000	1,500
204 Fleet Services	24,883	22,018	21,733	26,470
205 Facility Maintenance	2,964	1,188	1,000	1,500
208 Rental of Vehicles/Equip	7,460	7,460	7,500	7,500
209 Alley Maintenance/Repair	695	679	500	1,000
240 I.T Services	6,425	5,313	2,720	3,967
250 Insurance	0	0	1,068	2,977
252 Communications	1,703	886	1,000	1,000
257 Travel & Training	0	0	0	500
260 Office Supplies	359	961	1,000	1,200
262 Uniform Expense	2,950	2,429	2,300	2,300
265 Gasoline & Oil	56,000	27,405	25,982	42,992
267 General Materials/Supplies	950	936	1,000	1,000
273 Special Departmental Expense	77	496	500	500
Supplies & Services	\$159,647	\$119,468	\$124,248	\$148,406
825 Charge Out	\$0	(\$33,406)	\$0	\$0
Charge Out	\$0	(\$33,406)	\$0	\$0
Total: Solid Waste-Sweeping	\$282,846	\$194,702	\$237,977	\$273,053
Grand Total: Solid Waste & Sweeping	\$4,650,272	\$4,798,808	\$5,039,122	\$5,708,344

Street Sweeping Services

SUPPLIES & SERVICES

209-ALLEY REPAIR & MAINTENANCE: For purchase of materials used to repair the city alleys. These costs include additional maintenance costs for cleanup and weed control in alleys throughout the city

257-TRAVEL & TRAINING: Costs associated with meetings, training, and continuing education classes having to do with updating, improving, and maintaining required licenses and certifications. Reimbursement of tuition and associated educational costs for employees that have completed classes or seminars related to the job. All reimbursements are subject to prior approval by the department head.

262-UNIFORM EXPENSES: Expenditures for the charges incurred in supplying required uniforms for all employees. Cost incurred for supplying hats and tee shirts for employees. Includes the purchase and maintenance of all personal safety equipment issued to employees such as steel-toed boots (full time employees only), gloves, eye and ear protection, rain gear, high-visibility clothing, and first aid supplies.

267-GENERAL MATERIALS & SUPPLIES: Cost of items used in the support of the street sweeping operation.

273-SPECIAL DEPARTMENTAL EXPENSES: For miscellaneous safety equipment.

City of Los Banos

Business-Type Fund *2012-2013 Adopted Budget*

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
CMAQ Grant - Fund 249				
Waste Management -Department 490				
Maintenance/Sweeping Services - Activity 210				
<u>753 Specialized Equipment</u>	<u>\$0</u>	<u>\$0</u>	<u>\$86,000</u>	<u>\$344,000</u>
<u> Capital Outlay</u>	<u>\$0</u>	<u>\$0</u>	<u>\$86,000</u>	<u>\$344,000</u>
<u>Total: CMAQ Grant</u>	<u>\$0</u>	<u>\$0</u>	<u>\$86,000</u>	<u>\$344,000</u>

CMAQ Grant - Sweepers

CAPITAL OUTLAY

753-SPECIALIZED EQUIPMENT: A CMAQ grant to improve air quality by replacing two older sweepers is \$430,000.00. The grant portion is \$380,679.00. The City match of 11.47% is \$49,321.00.

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Internal Services

Fleet Maintenance

Fleet Services

Mission Statement

Fleet Operations is committed to maintaining the City's fleet (vehicles and equipment) in a manner that provides available, presentable, and dependable vehicles for the City staff to complete their assigned duties in a timely and safe manner while meeting regulatory requirements.

Overview of Services and Programs

The Fleet Services department of Public Works is responsible for the maintenance, service, and repairs of the City fleet. The City's fleet consists of approximately 200 vehicles and motorized pieces of equipment. These services include routine preventive maintenance and repair, smog testing, smoke check, and Bi-annual Terminal (BIT) inspections. Other services include accident repairs, use modification, and any other services as required for supporting City staff in keeping pace with changes for their tasks.

Fleet Services also provides regular safety training and manages the Commercial Driver's License Administration (CDLA) program. Fleet Services is also responsible for vehicle procurement, preparation for service of the vehicles/equipment and disposal of surplus inventory

Major Accomplishments/Service Efforts

- Completed the final three emissions retrofits to meet CARB emissions requirements.
- Completed compliance requirements of Merced County Environmental Health and Hazardous Materials storage and waste handling for the Fleet Operations.
- Continued organizing and updating Fleet Operations to accommodate new technology in order to accomplish more diagnostic and repair activities in-house vs outsourcing.
- Avoided \$500 in repair costs through the use of salvaged parts from wrecked and parted out vehicles.
- Identified and hopefully resolved vehicle repair (202) budget issues such that Fleet will come in at or slightly under budget.
- Identified significant fuel budget (265) challenges and took actions to attempt to cover the projected overrun along with develop a plan for the 12/13 fiscal year budget needs.
- Fleet handles (takes care of) approximately 400 complaint tags/work orders each year. In addition we also take care of 54 BIT (90 day) vehicle inspections and related repairs, 30 smog inspections, 20 smoke tests, and about 200 PMI (oil changes and brake checks) inspections. The majority of these activities are handled in-house by two mechanics and the required documentation and reports are handled by one part time clerk.

Fleet Services (continued)

- Fleet has added Autozone and CarQuest to our VMR (value managed relationships) vendors that provide the City with discounted pricing for parts and services.
- Fleet provides weekly safety meetings to help F street employees keep safety in the forefront of their minds and activities. Areas covered are equipment operating safety, driving safety, and general work and personal protective equipment practices.

Future Outlook

- Utilize our vendor Value Managed Relationships (VMR's) to contain vehicle maintenance (202) costs at or below budget.
- Search out and obtain an alternate fuel (265) source to reduce fuel costs and achieve at or below budget performance.
- Develop a life cycle cost model for the City's vehicles and equipment.
- Prepare and fulfill authorized vehicle replacement.
- Explore and take advantage of any applicable grants for vehicle/equipment replacement and upgrading.
- Develop a preliminary five (5) year replacement planning model for management review
- Improve Fleets "technical" tool inventory to increase our in-house diagnose and repair capabilities.
- Develop and maintain a reliable PMI scheduling system to afford accurate and timely repair
- Develop and maintain detailed vehicle condition and status reports.
- Improve weekly safety meetings to assure OSHA and County environmental training requirements.

City of Los Banos

Fleet Maintenance 2012-2013 Department Detail Personnel Services

Fleet Maintenance - Fund 601 Fleet Maintenance - Department 480 Maintenance - Activity 210

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Public Works Director/City Engineer	1	3%	WW Collection & Treatment, Rec. Water, SW-Refuse, Street, Maint.
Assistant Public Works Director	1	5%	WW Collection & Treatment, Water, SW-Refuse, Street, Maint.
Public Works Operations Manager	1	10%	WW Treatment & Collections, Water, SW-Refuse, Street
Fleet Supervisor	1	100%	
Public Works Office Manager	1	3%	WW Collection & Treatment, Rec. Water, SW-Refuse, Street, Maint.
Part Time		100%	
Total Salaries (Including Overtime)			\$91,835
Workmen's Compensation Insurance			\$4,686
State Retirement (PERS)			\$16,163
Social Security (FICA)			\$7,025
Health Insurance			\$25,117
OPEB			\$4,156
Retirees Health Insurance			\$0
Life Insurance			\$182
Unemployment Insurance			\$750
Dental & Optical			\$1,059
Total Benefits:			\$59,138
Total Personnel Services:			\$150,973

City of Los Banos

Internal Service Fund 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Fleet Maintenance - Fund 601				
Fleet Maintenance - Department 480				
Maintenance - Activity 210				
101 Salaries	\$79,828	\$85,701	\$78,835	\$78,835
102 Part Time	11,482	10,972	9,900	13,000
103 Overtime	0	0	0	0
120 Employee Benefits	44,254	29,537	52,500	59,138
Personnel Services	\$135,564	\$126,210	\$141,235	\$150,973
202 Fleet Repair & Maintenance	\$281,112	\$288,412	\$288,334	\$357,546
203 Equipment Repair & Maintenance	400	0	0	0
205 Facility Maintenance	2,520	652	1,000	2,000
208 Rental - Vehicles & Equipment	5,247	5,247	6,000	6,000
236 Medical Services	87	0	0	0
238 Technical Services	334	0	0	0
240 I T Services	6,425	5,313	2,720	3,967
250 Insurance	1,907	1,657	1,758	1,752
252 Communications	1,023	713	1,300	1,500
256 Permit Fees & Charges	614	0	250	250
257 Travel & Training	512	0	0	0
260 Office Supplies	5,857	5,888	2,900	2,500
262 Uniform Expenses	150	0	0	0
264 Electricity & Gas	10,309	11,239	8,755	9,100
265 Gasoline & Oil	260,480	297,757	346,500	346,500
267 General Materials/Supplies	20,041	13,534	17,200	16,123
273 Special Departmental Expense	5,595	2,420	2,500	2,500
274 Books & Periodicals	164	0	0	0
Supplies & Services	\$602,777	\$632,832	\$679,217	\$749,738
753 Specialized Equipment	\$0	\$0	\$43,700	\$0
Capital Outlay	\$0	\$0	\$43,700	\$0
882 Interest Debt Service	\$9,474	\$6,889	\$4,180	\$5,275
Debt Service	\$9,474	\$6,889	\$4,180	\$5,275
Total: Fleet Maintenance	\$747,815	\$765,931	\$868,332	\$905,986

Fleet Services

SERVICES & SUPPLIES

256-PERMIT FEES & CHARGES: Costs for NPDES (National Pollutant Discharge Elimination System), storm water permit, and other county permit charges and fees.

273-SPECIAL DEPARTMENTAL EXPENSES: Costs for tools and other equipment used for diagnosis of mechanical problems.

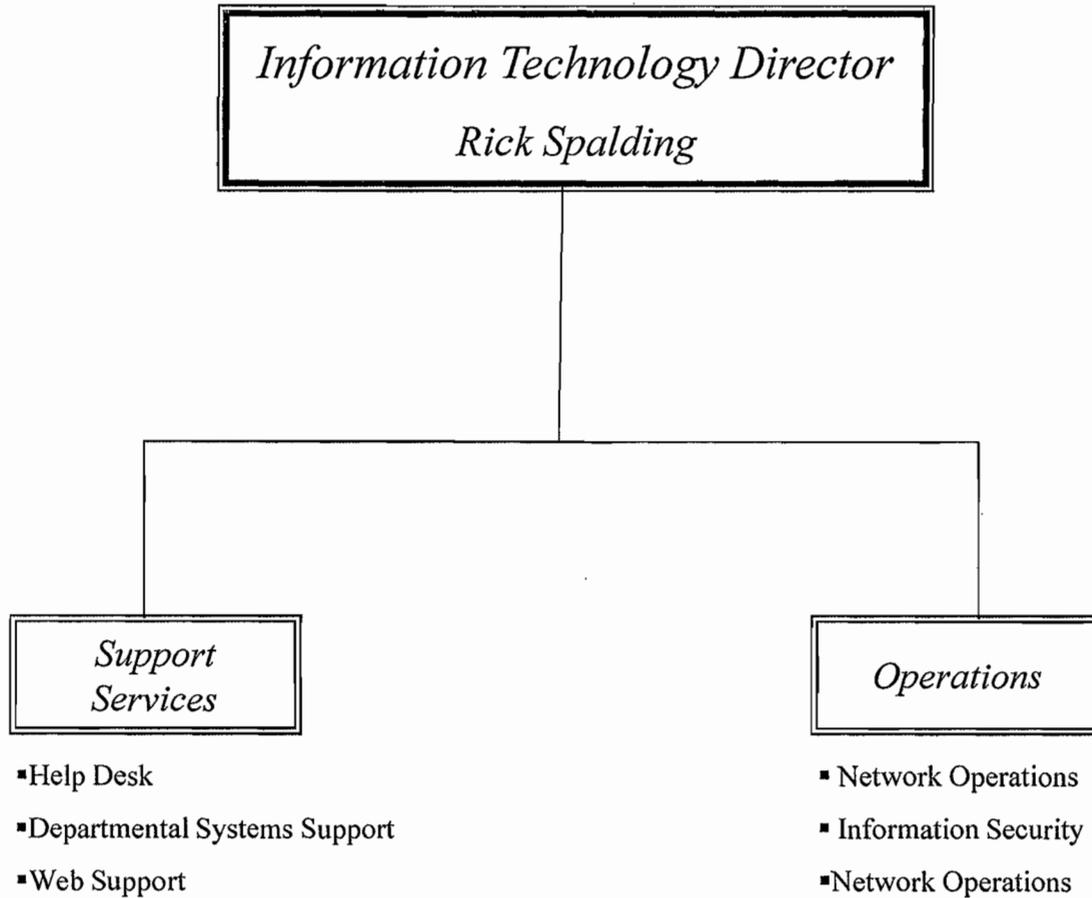
DEBT SERVICE

882-Interest Debt Service: Interest for Ford Lease of ten vehicles.

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IT Services

CITY OF LOS BANOS
INFORMATION TECHNOLOGY DEPARTMENT
ORGANIZATION CHART



Information Technology

Mission Statement

Support, maintain, and enhance the City's information technology hardware, software and communications infrastructure in a responsive and professional manner. Provide Information Technology tools and resources needed to realize the City's mission of providing the finest service to, and enhancing the quality of life of, the Citizens of Los Banos.

Overview of Services

- Desktop/Laptop Computer Support
 - PC replacement/rotation
 - Troubleshooting equipment/software problems
 - User education and training
 - Virus/Spam protection
 - Web site content filtering
- Server Support
 - Server replacement/rotation
 - File storage, file security, permissions
 - User account maintenance – creation, deletion, access rights
 - City data backups
 - Troubleshooting and monitoring
- Internal Application Support
 - Over 30 applications (departmental, shared, public-facing, etc.)
 - Support ranges from vendor coordination to total support of the software and/or equipment
- Network Support
 - Network equipment support and maintenance
 - Compliance with security-related regulations and/or best practices
 - Ensure reliable connectivity between City sites
- Wireless connectivity
 - Surveillance cameras
 - Public Safety vehicles (Mobile Data Computers)
- Public-facing services
 - Web Site
 - Repository of Council and Commission agendas, packets, minutes, Council Meeting video files
 - Information about services offered to residents
 - On-line services
 - Channel 96
 - Broadcast, taping, replay of Council meetings, School Board meetings, Board of Supervisors meetings, etc.
 - Channel 96 programming, bulletin board

Information Technology *(continued)*

Major Accomplishments/Service Efforts

- Assisted with Public Safety Radio Upgrade project.
- Assisted with Police Field Based Reporting project. Included upgrades to connectivity between Mobile Data Computers and the Police network, and upgrades to mobile security as per DOJ requirements.
- Completed migration of several Police applications to a new “virtualized” server environment that enhanced reliability and reduced the number of physical devices.
- Completed deployment of centralized email system. The new system allows email to be available to employees at any City computer or potentially throughout the Internet; opportunities for staff collaboration with shared calendars, shared address books, and shared message folders; and a better potential to enforce records retention policies regarding email messages.
- Continued work on upgrading the Mobile Data Computer environment for the Police Department. This will likely involve deploying new Mobile Data Computer equipment, and making changes to the overall Police Mobile Data Computer environment to enhance critical functionality and communications.
- Continued providing support for IT infrastructure – including computers, servers, network devices, etc. – to allow users to effectively and efficiently make use of IT equipment.
- Completed upgrade of software and hardware components of the surveillance camera solution that serves the Police and Finance departments.

Future Outlook

- Explore options to deploy a “virtualized” server environment to support applications housed City Hall.
- Explore the viability of replacing the existing phone switches serving City sites with a centralized phone system that leverages the City network. This could lead to cost savings for phone services, as well as enhanced functionality available to City staff as well as City residents.
- Complete the Mobile Data Computer upgrade for the Police Department.
- Complete consolidating leased printer/copier contracts into one overall contract for all City departments. This could save funds by having one contract with a larger volume of services, and would also allow for printer/copier equipment throughout the City to have a consistent set of features.

Information Technology (continued)

Performance Measures

Number of IT Tickets Per Department and Percentage of Total Staff Hours

Department	Number of IT Tickets (2011 Calendar Year)	% of IT Hours
Administration	78	11%
Finance	104	4%
Fire	59	7%
Fire MDC	13	3%
Planning	54	3%
Police	368	30%
Police MDC	141	28%
Public Works	149	8%
Public Works – Recreation	68	6%
Total	1071	100%
Number of City Council meetings filmed and recorded		26
Number of School Board meetings filmed and recorded		12
Number of Council and Commission agenda items posted to Web site		213
Other Web site updates (among all departments)		94

City of Los Banos

Information Technology Services 2012-2013 Department Detail Personnel Services

Information Technology Services - Fund 610

Administration - Department 410

General Services - Activity 100

<u>Position Title(s)</u>	<u>Number</u>	<u>Departmental Salary Allocation</u>	<u>Balance of Salary Allocation</u>
Information Technology Director	1	100%	
Information Technology Technician	2	100%	
Part-time		100%	
Total Salaries (Including Overtime)			\$196,936
Workmen's Compensation Insurance			\$11,561
State Retirement (PERS)			\$39,863
Social Security (FICA)			\$15,066
Health Insurance			\$32,078
OPEB			\$9,818
Retirees Health Insurance			\$0
Life Insurance			\$450
Unemployment Insurance			\$985
Dental & Optical			\$2,628
Total Benefits:			\$112,448
Total Personnel Services:			\$309,384

City of Los Banos

Internal Service Fund 2012-2013 Adopted Budget

	2009-2010 Actual	2010-2011 Actual	2011-2012 Projected	2012-2013 Adopted
Information Technology Services - Fund 610				
Administration - Department 410				
General Services - Activity 100				
101 Salaries	\$197,450	\$199,959	\$194,436	\$194,436
103 Overtime	0	179	2,500	2,500
120 Employee Benefits	96,424	87,672	105,421	112,448
Personnel Services	\$293,874	\$287,810	\$302,357	\$309,384
202 Fleet Repair & Maintenance	\$0	\$442	\$396	\$442
204 Fleet Services	0	879	788	978
236 Medical Services	104	0	0	200
238 Technical Services	25,660	23,426	22,500	22,500
250 Insurances	4,727	4,108	5,015	3,376
251 Memberships & Dues	160	160	160	200
257 Travel & Training	2,807	2,294	750	750
260 Office Supplies	6,042	8,189	6,000	7,000
265 Gasoline & Oil	0	442	396	442
Supplies & Services	\$39,500	\$39,940	\$36,005	\$35,888
770 Computer Equipment	\$5,616	\$84,810	\$30,000	\$47,000
Capital Outlay	\$5,616	\$84,810	\$30,000	\$47,000
Total: IT Services	\$338,990	\$412,560	\$368,362	\$392,272

Information Technology Services

SERVICES & SUPPLIES

238-TECHNICAL SERVICES: Assistance in support from outside vendors to maintain the City's technology systems and technical assistance in system development.

CAPITAL OUTLAY

770-COMPUTER EQUIPMENT: Expenditures for computer replacement, server replacement, network hardware replacement and software upgrades.

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Retiree's Health Benefits

City of Los Banos

Internal Service Fund *2012-2013 Adopted Budget*

	<u>2009-2010</u> <u>Actual</u>	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Projected</u>	<u>2012-2013</u> <u>Adopted</u>
Retiree's Health Benefits - Fund 656				
Insurance - Department 415				
Retiree's Medical - Activity 530				
<u>125 Retired Employee Benefits</u>	<u>\$644,688</u>	<u>\$595,639</u>	<u>\$816,675</u>	<u>\$868,072</u>
<u>Personnel Services</u>	<u>\$644,688</u>	<u>\$595,639</u>	<u>\$816,675</u>	<u>\$868,072</u>
<u>Total: Retiree's Health Benefits</u>	<u>\$644,688</u>	<u>\$595,639</u>	<u>\$816,675</u>	<u>\$868,072</u>

Retiree's Health Benefits

SERVICES & SUPPLIES

125-RETIRED EMPLOYEE BENEFITS: Funding provided in this category is used for payment of the city retiree's medical health benefits and to provide for the city's obligation to provide for retiree's health insurance in the future.

Appendix

City of Los Banos

Description of Budgeted Debt Obligation

	2007-08	2008-09	2009-10	2010-11	2011-12	2012-13	
	Actual	Actual	Actual	Actual	Projected	Projected	Balance
CERTIFICATE OF PARTICIPATION							
<u>1993 City Hall / Fire Station Certificate of Participation - (1993 - 2019)</u>							
Principal: Debt Service	\$45,000	\$45,000	\$50,000	\$55,000	\$55,000	\$60,000	\$530,000
Interest: Debt Service	49,050	46,350	43,500	40,350	37,050	33,600	\$116,070
Debt Service	\$94,050	\$91,350	\$93,500	\$95,350	\$92,050	\$93,600	\$646,070
FUNDING SOURCE: General Fund Administration 47.25%, Fire 37%, Building 15.75%							
<u>2003 Wastewater Certificate Of Participation - (2003 - 2019) *</u>							
Principal: Debt Service	\$305,000	\$315,000	\$320,000	\$330,000	\$340,000	\$350,000	\$2,855,000
Interest: Debt Service	170,918	163,168	155,070	146,125	135,730	123,820	\$441,842
Debt Service	\$475,918	\$478,168	\$475,070	\$476,125	\$475,730	\$473,820	\$3,296,842
*2003 REFUNDED 1993 CERTIFICATE OF FUNDING SOURCE: Wastewater Fund							
<u>97 Wastewater Expansion Plant II Certificate of Participation (1997 - 2019)</u>							
Principal: Debt Service	\$165,000	\$175,000	\$185,000	\$190,000	\$200,000	\$210,000	\$1,820,000
Interest: Debt Service	142,653	134,576	125,843	116,560	106,760	96,355	\$336,000
Debt Service	\$307,653	\$309,576	\$310,843	\$306,560	\$306,760	\$306,355	\$2,156,000
FUNDING SOURCE: Wastewater Fund							
<u>2002 Water Certificate of Participation (2002 - 2022)</u>							
Principal: Debt Service	\$285,000	\$295,000	\$305,000	\$315,000	\$325,000	\$340,000	\$4,325,000
Interest: Debt Service	269,135	259,993	249,635	238,160	225,838	212,700	\$1,145,220
Debt Service	\$554,135	\$554,993	\$554,635	\$553,160	\$550,838	\$552,700	\$5,470,220
FUNDING SOURCE: Water Fund							
BONDS							
<u>2002 Public Financing Authority - Land Lease Bond (2002-2027)</u>							
Principal: Leases / Loans	\$70,000	\$70,000	\$75,000	\$25,000	\$30,000	\$35,000	\$770,000
Interest: Leases / Loans	132,928	130,093	126,935	47,618	46,243	44,618	\$396,464
Debt Service	\$202,928	\$200,093	\$201,935	\$72,618	\$76,243	\$79,618	\$1,166,464
FUNDING SOURCE: General Fund Administration							
NOTES PAYABLE							
<u>1 Modular Building - County Bank (1999 - 2009)</u>							
Principal: Leases / Loans	\$9,380	\$10,131	\$0	\$0	\$0	\$0	\$0
Interest: Leases / Loans	1,279	462	0	0	0	0	\$0
Debt Service	\$10,659	\$10,593	\$0	\$0	\$0	\$0	\$0
FUNDING SOURCE: Recreation Fund							
<u>Airport State Grant (2001 - 2018)</u>							
Principal: Leases / Loans	\$17,128	\$18,166	\$19,204	\$20,242	\$21,280	\$22,318	\$87,530
Interest: Leases / Loans	11,586	10,622	9,599	8,519	\$7,379	\$6,182	\$11,584
Debt Service	\$28,714	\$28,788	\$28,803	\$28,761	\$28,659	\$28,500	\$99,114
FUNDING SOURCE: Airport Fund							

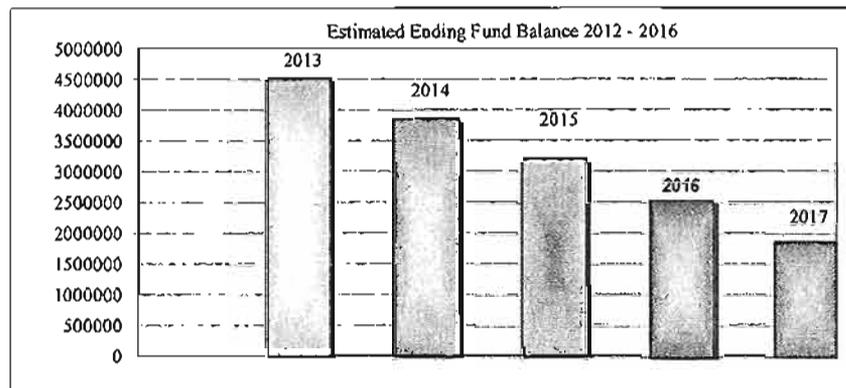
City of Los Banos

Description of Budgeted Debt Obligation (continued)

	2007-08 Actual	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Projected	2012-13 Projected	Balance
CAPITAL LEASES							
<u>2 Modular Buildings - Westamerica Bank (2000 - 2010)</u>							
Principal: Leases / Loans	\$16,504	\$17,423	\$13,272	\$0	\$0	\$0	\$0
Interest: Leases / Loans	2,011	1,092	185	0	0	0	\$0
Debt Service	\$18,515	\$18,515	\$13,457	\$0	\$0	\$0	\$0
FUNDING SOURCE: Recreation Fund							
<u>Wheel Loader/Caterpillar - Sun Trust Leasing (2003 - 2007)</u>							
Principal: Leases / Loans	\$16,299	\$0	\$0	\$0	\$0	\$0	\$0
Interest: Leases / Loans	675	0	0	0	0	0	\$0
Debt Service	\$16,974	\$0	\$0	\$0	\$0	\$0	\$0
FUNDING SOURCE: General Fund - Park Maintenance							
<u>Police Annexation - RDA Lease - Westamerica Bank (7/1/1999 - 4/1/2014)</u>							
Principal: Leases / Loans	\$59,664	\$62,829	\$66,162	\$205,867	\$0	\$0	\$0
Interest: Leases / Loans	17,491	14,326	10,993	2,496	0	0	\$0
Debt Service	\$77,155	\$77,155	\$77,155	\$208,363	\$0	\$0	\$0
FUNDING SOURCE: RDA Debt Service Fund							
<u>Loan from Wastewater Fund</u>							
Principal: Leases / Loans	\$60,000	\$0	\$0	\$0	\$0	\$60,000	\$660,000
Debt Service	\$60,000	\$0	\$0	\$0	\$0	\$60,000	\$660,000
FUNDING SOURCE: General Fund Administration							
<u>Loan from General Fund</u>							
Principal: Leases / Loans	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200,000
Interest: Leases / Loans	0	0	0	0	0	0	\$0
Debt Service	\$0	\$0	\$0	\$0	\$0	\$0	\$1,200,000
FUNDING SOURCE: Park Development Fund 250 (Loan \$1,200,000 for Child Development Center)							

City of Los Banos
2012-2013 FY Budget
Five Year Financial Forecasting
General Fund Revenues by Source & Expenditures by Function

Fiscal Year Ending June 30,	2013	2014	2015	2016	2017
Estimated Population ⁽¹⁾	35,546	37,323	39,189	41,149	43,206
Revenues.					
Taxes	\$ 7,446,011	\$ 7,594,931	\$ 7,746,830	\$ 7,901,766	\$ 8,059,802
Licenses & permits	179,870	183,467	187,137	190,879	194,697
Revenues other agencies	39,600	40,392	40,392	41,200	42,024
Charges for services	687,978	708,617	729,876	751,772	766,808
Fines	159,000	162,180	165,424	168,732	172,107
Interest & Rents	986,114	986,114	986,114	986,114	1,005,836
Other revenues	22,000	22,440	22,889	23,347	23,814
Transfers In					
Total Revenues:	\$ 9,520,573	\$ 9,698,142	\$ 9,878,661	\$ 10,063,811	\$ 10,265,087
Revenues per capita	268	260	252	245	238
Expenditures:					
Administration	\$ 1,021,551	\$ 1,041,982	\$ 1,062,822	\$ 1,084,078	\$ 1,105,760
Comunity Development	346,069	352,990	360,050	367,251	374,596
Police	6,072,887	6,194,345	6,318,232	6,444,596	6,573,488
Fire	970,591	990,003	1,009,803	1,029,999	1,050,599
Building	124,560	127,051	129,592	132,184	134,828
Engineering	60,820	62,036	63,277	64,543	65,834
Code Enforcement	165,804	169,120	172,502	175,953	179,472
Streets					
Animal Control	101,588	103,620	105,692	107,806	109,962
Recreation	300,440	306,449	312,578	318,829	325,206
Maintenance	572,284	583,730	595,404	607,312	619,459
Community Center	170,203	173,607	177,079	180,621	184,233
Debt Service	180,018	162,016	145,815	131,233	133,858
Transfers Out	6,500	6,565	6,631	6,697	6,764
Contingency	75,000	75,000	75,000	75,000	75,000
Total Expenditures	\$ 10,168,315	\$ 10,348,514	\$ 10,534,477	\$ 10,726,102	\$ 10,939,057
Expenditures per capita	286	277	269	261	253
Revenues - Expenditures	\$ (647,742)	\$ (650,372)	\$ (655,816)	\$ (662,292)	\$ (673,971)
Fund Balance:					
Beginning Balance	5,163,545	4,515,803	3,865,431	3,209,615	2,547,323
Net Change	(647,742)	(650,372)	(655,816)	(662,292)	(673,971)
Ending Fund Balance	\$ 4,515,803	\$ 3,865,431	\$ 3,209,615	\$ 2,547,323	\$ 1,873,352



- 1) Population based on estimated no sfd permits for the 2013 FY & and a .5% growth thereafter.
- 2) Revenues 2013 FY based on estimated 5% decrease in taxes due to real estate values and a 2% growth in the proceeding years. Charges for services based on a 3% & all other revenues estimated at a 2% growth
- 3) Operational Expenditures based on a 2% percentage growth, debt service is reduced at 5% based on debt service schedules and contingency to remain constant. Money is not available for capital outlay, current projections would not allow for any major construction projects through the General fund.

RESOLUTION NO. 5409

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LOS BANOS SETTING THE TAX
RELATED APPROPRIATION LIMIT IN
COMPLIANCE WITH PROPOSITION 4 AND 111
FOR FISCAL YEAR 2012-2013

WHEREAS, there has been presented to the City Council of the City of Los Banos the appropriation Limitation Analysis; and

WHEREAS, the City Council has selected the population and inflation factors used in the Appropriation Analysis; and

WHEREAS, said Appropriation Analysis as presented has been reviewed, examined, and approved by the City Council of the City of Los Banos.

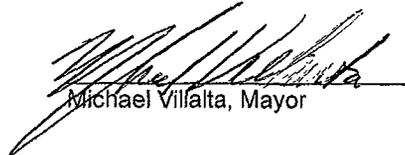
NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Los Banos that the annual adjusting factors of California Per Capita Personal Income at 1.0377% and County population at 1.0055% is hereby adopted; and

BE IT FURTHER RESOLVED that the City Council of the City of Los Banos does hereby that said Tax Related Appropriation Limit of \$65,286,415 is hereby adopted by the City Council of the City of Los Banos, a copy of which is attached hereto as Exhibit "A"

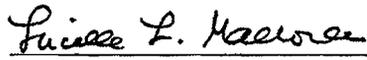
The foregoing Resolution was introduced at a regular meeting of the City Council of the City of Los Banos held on the 20th day of June 2012, by Council Member Faria who moved its adoption, which motion was duly seconded by Council Member Silveira and the Resolution adopted by the following vote:

AYES: Council Members Faria, Silveira, Sousa, Stone, Mayor Villalta
NOES: None
ABSENT: None

APPROVED


Michael Villalta, Mayor

ATTEST


Lucille L. Mallonee, City Clerk

RESOLUTION NO. 5410

A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LOS BANOS ADOPTING THE 2012-2013
FISCAL YEAR BUDGET, INCLUDING EMPLOYEE
SALARY SCHEDULE & PERSONNEL BENEFITS

WHEREAS, there has been presented to the City Council of the City of Los Banos a proposed budget for the 2012-2013 Fiscal Year; and

WHEREAS, the proposed budget for the City of Los Banos has been reviewed by the City Council at the City of Los Banos budget study sessions held May 22, 2012 and June 6, 2012; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Los Banos that the 2012-2013 Fiscal Year Budget, including Employee Salary Schedule & Personnel Benefits of the City's Policy and procedures Manual as approved by the City Council is hereby adopted; and

BE IT FURTHER RESOLVED that Exhibit A - Summary of Fund Balance, Exhibit B - Employee Salary Schedule, and Exhibit C - Personnel Benefits are attached and made a part of this resolution. Within each fund in Exhibit A, the estimated revenues presented are recognized, the Transfers In and Transfers Out are authorized, and the proposed expenditures are appropriated; and

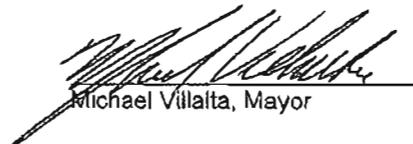
BE IT FURTHER RESOLVED that the City Manager is hereby authorized to transfer, per occurrence, up to \$100,000 in appropriations for the General Fund and \$50,000 in appropriations for any other fund between accounts within other funds in Exhibit A as a budget adjustment to meet unforeseen events; and

BE IT FURTHER RESOLVED that the City Council of the City of Los Banos may adjust the overall appropriation levels in each fund at any time during the 2012-2013 Fiscal Year by action to amend this budget.

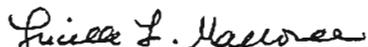
The foregoing Resolution was introduced at an adjourned meeting of the City Council of the City of Los Banos held on the 20th day of June 2012, by Council Member Silveira who moved its adoption, which motion was duly seconded by Council Member Stone and the Resolution adopted by the following vote:

AYES:	Council Members Faria, Silveira, Sousa, Stone, Mayor Vilalta
NOES:	None
ABSENT	None

APPROVED


Michael Vilalta, Mayor

ATTEST


Lucille L. Mallonee, City Clerk

DIVISION 4 SALARY

SEC 4001 INTRODUCTION

The purpose of this Division is to establish general provisions relating to salary and compensation for employee classifications in the City

SEC 4002 GENERAL COMMENTS

- A. Merit/Performance Increases. Certain employee classifications provide for salary ranges of up to five (5) steps. Advancement from an employee's current salary to a higher step or portion thereof is based on overall job performance and is considered a Merit/Performance Increase. Employees are eligible for Merit/Performance Increases only under the following conditions. a) the employee has fulfilled the necessary time requirements for advancement to a higher salary step or portion thereof, and b) the employee's overall job performance is considered, by the reviewing authority, to be satisfactory or higher. Merit/Performance Increases become effective at the beginning of the first pay period (1st or 16th of the month) immediately following the date of approval.
- B. Compensation for Unspecified Part Time Employees. Part-time employees shall be compensated at the hourly or monthly rate of the starting step of the job classification being filled; except for those part-time positions specifically addressed in this Division who shall be compensated in the manner specified
- C. Supplemental Compensation. In addition to the base salary entitlement, certain employee classifications may also receive monthly or yearly compensation for educational or training accomplishments and/or while serving in a special assignment. The specific conditions and compensation amounts are set forth in Division 5 of this Manual.
- D. Position Approved but Not Funded: When "0" appears under "Authorized", the position is approved but not funded. Such positions cannot be filled unless specific approval for funding is authorized by City Council

DIVISION 4
SALARY SCHEDULE
(Approved June 20, 2012)

SEC 4003 REGULAR (FULL TIME) EMPLOYEE CLASSIFICATIONS

SECTION A - ADMINISTRATIVE SERVICES
TOTAL POSITIONS AUTHORIZED (15)

<u>EMPLOYEE CLASSIFICATION</u>	<u>AUTHORIZED</u>	<u>RANGE</u>	<u>START</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
City Manager	(1)	10,937-13,671	*	*	*	*	*
Administrative Services Director	(1)	6,904-8,631	*	*	*	*	*
Accounting & Budget Supervisor	(1)	*	5,635	5,916	6,212	6,523	6,849
<u>Accountant</u>	<u>(3)</u>						
Accountant II	*	*	4,778	5,017	5,268	5,531	5,808
Accountant I	*	*	3,894	4,089	4,293	4,508	4,733
Assistant City Clerk/HR Technician	(1)	*	3,894	4,089	4,293	4,508	4,733
Accounts Payable Technician	(1)	*	3,204	3,364	3,532	3,709	3,894
Payroll Technician	(1)	*	2,994	3,144	3,301	3,466	3,639
<u>Accounting Clerk</u>	<u>(5)¹</u>						
Accounting Clerk II	*	*	2,852	2,994	3,144	3,301	3,466
Accounting Clerk I	*	*	2,346	2,463	2,586	2,716	2,851
<u>Admin Clerk</u>	<u>(1)²</u>						
Admin Clerk II	*	*	2,852	2,994	3,144	3,301	3,466
Admin Clerk I	*	*	2,346	2,463	2,586	2,716	2,851

* Comment: Promotions to skill levels within the Accountant, Accounting Clerk, and Admin Clerk job classifications are made by the Administrative Services Director with concurrence of the City Manager

¹ Five (5) positions authorized, with one (1) position unfunded for fiscal year 2012/2013

² Authorized but unfunded for fiscal year 2012/2013

SECTION B - COMMUNITY DEVELOPMENT
TOTAL POSITIONS AUTHORIZED (3)

<u>EMPLOYEE CLASSIFICATION</u>	<u>AUTHORIZED</u>	<u>RANGE</u>	<u>START</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
Community Development Director	(1)	9,274-11,593	*	*	*	*	*
<u>Planner</u>	<u>(1)</u>						
Associate Planner	*	*	4,778	5,017	5,268	5,531	5,808
Assistant Planner	*	*	3,894	4,089	4,293	4,508	4,733
Administrative Assistant	(1) ³	*	3,144	3,301	3,466	3,640	3,822

* Comment: Promotions to skill levels within the Planner and Admin Clerk job classifications are made by the Community Development Director with concurrence of the City Manager

³ Authorized but unfunded for fiscal year 2012/2013

SECTION C - INFORMATION TECHNOLOGY
TOTAL POSITIONS AUTHORIZED (3)

<u>EMPLOYEE CLASSIFICATION</u>	<u>AUTHORIZED</u>	<u>RANGE</u>	<u>START</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
Information Technology Director	(1)	6,904-8,631	*	*	*	*	*
Information Technology Technician	(2)	*	3,657	3,839	4,031	4,233	4,444

Salary
4-2

SEC. 4003 Continued - REGULAR (FULL TIME) EMPLOYEE CLASSIFICATIONS

SECTION D - PUBLIC WORKS
TOTAL POSITIONS AUTHORIZED (49)

<u>EMPLOYEE CLASSIFICATION</u>	<u>AUTHORIZED</u>	<u>RANGE</u>	<u>START</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
Public Works Director/City Engineer	(1)	10,853-13,567	*	*	*	*	*
Assistant Public Works Director	(1)	*	7,396	7,766	8,155	8,562	8,990
Public Works Operations Manager	(1)	*	5,635	5,916	6,212	6,523	6,849
Parks & Rec Operations Manager	(1)	*	5,265	5,529	5,805	6,095	6,400
Office Manager	(1)	*	4,778	5,016	5,267	5,531	5,807
Supervisor	(1)	*	4,228	4,440	4,662	4,895	5,139
Fleet Supervisor	(1)	*	4,228	4,440	4,662	4,895	5,139
Water Quality Specialist	(1)	*	4,228	4,440	4,662	4,895	5,139
Foreman	(4)	*	4,047	4,249	4,462	4,685	4,919
Inspector I	(1)	*	3,854	4,047	4,249	4,462	4,685
Administrative Assistant	(1)	*	3,144	3,301	3,466	3,640	3,822
Recreation Coordinator II	(1)	*	2,969	3,118	3,274	3,437	3,609
Sweeper Operator I	(2)	*	2,715	2,851	2,994	3,144	3,301
<u>Environmental Control/Utilities Maintenance</u>	<u>(14)</u>						
Environmental Control Specialist III	*	*	3,544	3,721	3,907	4,102	4,307
Environmental Control Specialist II	*	*	3,106	3,262	3,425	3,596	3,776
Environmental Control Specialist I	*	*	2,959	3,107	3,262	3,425	3,596
Environmental Control Specialist Trainee	*	*	2,817	2,958	3,106	3,261	3,424
Utilities Maintenance III	*	*	3,331	3,498	3,673	3,857	4,049
Utilities Maintenance II	*	*	3,028	3,180	3,339	3,506	3,681
Utilities Maintenance I	*	*	2,715	2,851	2,994	3,144	3,301
<u>Maintenance</u>	<u>(16)⁴</u>						
Maintenance Worker III	*	*	3,331	3,498	3,673	3,857	4,049
Maintenance Worker II	*	*	3,028	3,180	3,339	3,506	3,681
Maintenance Worker I	*	*	2,715	2,851	2,994	3,144	3,301
Maintenance Worker Trainee	*	*	2,185	2,295	2,409	2,530	2,656
<u>Admin Clerk</u>	<u>(2)⁵</u>						
Admin Clerk II	*	*	2,852	2,994	3,144	3,301	3,466
Admin Clerk I	*	*	2,346	2,463	2,586	2,716	2,851

* Comment: Promotions to skill levels (Trainee, I, II, III) within the Environmental Control Specialist, Utilities Maintenance, Maintenance Worker and Admin Clerk job classifications are made by the Public Works Director/ City Engineer with concurrence of the City Manager

* Additionally, the Public Works Director/City Engineer with concurrence of the City Manager, may temporarily or permanently reassign certain employees in accordance with the following guidelines. 1) Supervisor level positions – Employees serving in capacity of Supervisor may be reassigned to an equivalent pay grade within any of the Supervisor level positions; and 2) Maintenance – Employees assigned to any one of these three broad employment classifications may be reassigned to an equivalent pay grade of one of the other two classifications.

⁴ Sixteen (16) positions authorized, with two (2) positions unfunded for fiscal year 2012/2013

⁵ Two (2) positions authorized, with one (1) position unfunded for fiscal year 2012/2013

Sec. 4003 Continued - REGULAR (FULL TIME) EMPLOYEE CLASSIFICATIONS

SECTION E - FIRE & BUILDING
TOTAL POSITIONS AUTHORIZED (19)

<u>EMPLOYEE CLASSIFICATION</u>	<u>AUTHORIZED</u>	<u>RANGE</u>	<u>START</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
Fire Chief	(1)	9,248-11,560	*	*	*	*	*
Asst Fire Chief	(1)	*	7,113	7,469	7,842	8,234	8,646
Fire Captain	(3)	*	4,692	4,927	5,173	5,432	5,703
Fire Engineer	(6)	*	4,470	4,604	4,742	4,884	5,031
Fire Fighter	(5)	*	3,678	3,860	4,054	4,256	4,469
Code Enforcement Officer	(1)	*	3,656	3,839	4,031	4,232	4,444
Administrative Assistant	(1)	*	3,144	3,301	3,466	3,640	3,822
Fire Clerk II	(1)	*	2,852	2,994	3,144	3,301	3,466

SECTION F - POLICE
TOTAL POSITIONS AUTHORIZED (60)

<u>EMPLOYEE CLASSIFICATION</u>	<u>AUTHORIZED</u>	<u>RANGE</u>	<u>START</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
Police Chief	(1)	9,612-12,015	*	*	*	*	*
Police Commander	(2)	*	7,113	7,469	7,842	8,234	8,646
Police Services Manager	(1)	*	5,542	5,819	6,110	6,416	6,736
Police Sergeant	(6)	*	5,469	5,742	6,030	6,331	6,648
Dispatch Supervisor	(1) ⁶	*	4,261	4,474	4,698	4,933	5,179
Dispatcher	(9)	*	3,426	3,596	3,776	3,965	4,163
Crime Analyst	(1)	*	3,144	3,301	3,466	3,640	3,822
Property Evidence Technician	(1)	*	2,639	2,903	3,048	3,200	3,360
Animal Control Officer	(1)	*	2,589	2,719	2,854	2,997	3,147
Community Services Officer	(5)	*	2,468	2,591	2,721	2,857	3,000
Public Safety Custodian	(1)	*	2,173	2,282	2,396	2,516	2,642
Police Officer	(31) ^{7 8 9}	*	4,201	4,415	4,636	4,869	5,111
Police Trainee	*	*	2,173	2,282	2,396	2,516	2,642

⁶ Authorized but underfilling with a Dispatcher for fiscal year 2012/2013

⁷ Thirty-one (31) positions authorized, with one (1) position unfunded for fiscal year 2012/2013

⁸ Two (2) positions funded by Community Oriented Policing Services (COPS) Grant through fiscal year Dec. 31, 2012

⁹ The Police Trainee position may be filled in lieu of Police Officer positions. The total number of Police Officers and Police Trainees shall not exceed the total number authorized for Police Officer

SEC. 4004 PART TIME & ELECTED EMPLOYEE CLASSIFICATIONS

Public Works Department -- Hourly Salary

<u>EMPLOYEE CLASSIFICATION</u>	<u>START</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
Clerk Typist I	11.90	12.50	13.12	13.78	14.46
Maintenance Worker III	14.10	14.81	15.55	16.32	17.14
Maintenance Worker II	10.22	10.73	11.27	11.83	12.42
Maintenance Worker I	8.41	8.83	9.27	9.74	10.22

Recreation Department -- Hourly Salary

<u>EMPLOYEE CLASSIFICATION</u>	<u>START</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
Recreation Clerk	11.67	12.25	12.87	13.51	14.18
Program Supervisor	10.80	11.34	11.91	12.50	13.13
Recreation Assistant	8.45	8.87	9.32	9.78	10.27
Lead Referee	8.45	8.87	9.32	9.78	10.27
Referee	8.00	8.40	8.82	9.26	9.72
Recreation Aide	8.00	8.40	8.82	9.26	9.72

Salary
4-4

Sec. 4004 Continued - PART TIME & ELECTED EMPLOYEE CLASSIFICATIONS

Public Safety Department -- Hourly Salary

<u>EMPLOYEE CLASSIFICATION</u>	<u>START</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
Police Officer	21.00	22.05	23.15	24.31	25.53
Fire Fighter	15.11	15.87	16.66	17.49	18.37
Dispatcher	14.10	14.81	15.55	16.32	17.14
Community Services	10.54	11.07	11.62	12.20	12.81
Receptionist	10.54	11.07	11.62	12.20	12.81
Garage Aid	10.54	11.07	11.62	12.20	12.81

City Hall Division -- Hourly Salary

<u>EMPLOYEE CLASSIFICATION</u>	<u>START</u>	<u>STEP 1</u>	<u>STEP 2</u>	<u>STEP 3</u>	<u>STEP 4</u>
Account Clerk/Admin Clerk	11.89	12.48	13.11	13.76	14.45
Translator (Spanish)	9.93	*	*	*	*
Custodian	10.85	*	*	*	*
Office Assistant	8.07	8.47	8.90	9.34	9.81

Volunteer Fire Department -- Monthly Salary

<u>EMPLOYEE CLASSIFICATION</u>	
Assistant Volunteer Fire Chief	67.50 monthly

Elected Officials -- Monthly Salary

Mayor	400.00 monthly
Council Members	300.00 monthly
City Clerk	100.00 monthly
City Treasurer	100.00 monthly

**DIVISION 5
PERSONNEL BENEFITS**

SEC 5001 INTRODUCTION

The purpose of this Division is to identify the Employee Fringe Benefits Package as established by City Council Resolution

SEC. 5002 FRINGE BENEFITS DEFINED

As used in this Division the term "Fringe Benefits" shall be construed to mean those specified rights, privileges, and payments provided by the City to an entitled employee as supplemental compensation above their base salary.

SEC 5003 ENTITLED EMPLOYEES DEFINED

For the purposes of this Division, the term "Entitled Employee" refers to those persons who are employed in Regular (full-time) capacity with the City of Los Banos. Part-time, Provisional, and Volunteer Employees shall not be entitled to Fringe Benefit Compensation, except when such benefits are being provided by the City in accordance with: a) the requirements of a Federal or State Law, b) a written contractual agreement approved by the City, or c) a Memorandum of Understanding (MOU) between a specific employee or employee group and the City

SEC. 5004 ESTABLISHMENT OF FRINGE BENEFITS

The Fringe Benefit Package for entitled employees is established by City Council Resolution for each Fiscal Year (July 1 - June 30) of the City

SEC 5005 BENEFITS PROVIDED TO ALL MISCELLANEOUS AND MANAGEMENT REGULAR EMPLOYEES

A. Medical Insurance Benefits

The City will contract with the California Public Employees Retirement System (CalPERS) for the purpose of providing employees with medical insurance benefits.

Effective April 1, 2010, The City's maximum monthly contribution for each eligible active employee for the purchase of medical insurance will be equal to the minimum monthly employer contribution required under the Public Employees' Medical and Hospital Care Act (PEMHCA).

B. Cafeteria Plan

The City will maintain a Cafeteria Plan, pursuant to Section 125 of the Internal Revenue Code, for the purpose of providing employees with access to various health

and welfare benefits. Benefits available through the Cafeteria Plan include, but are not limited to, medical insurance and life insurance benefits.

- 1 Employees hired before April 1, 2010, and not represented by a City-recognized bargaining unit:

The City will provide on a monthly basis, a Cafeteria Plan Allowance in the amount of:

- a. The cost of the health plan premium for the employee's selected level of coverage (employee only, employee plus one or employee plus family) up to the amount of the premium for the Blue Shield Health Maintenance Organization (HMO), plus
- b. The life insurance premium (for coverage up to \$50,000), minus
- c. An amount equivalent to 2.5% of the employee's salary, minus
- d. The minimum monthly employer contribution required under PEMCHA, plus
- e. Up to \$73.00, to be used toward dental and vision plan premiums.

2. Employee's hired on or after April 1, 2010, and not represented by a City-recognized bargaining unit:

The City will provide, on a monthly basis, a Cafeteria Plan Allowance, based on the employee's level of health care coverage as provided below, minus the equivalent of 2.5% of the individual employee's salary:

<u>Calendar Year 2012</u>	<u>Calendar Year 2013</u>
Employee Only: \$677.69	Employee Only: \$748.44
Employee plus One: \$1,241.44	Employee plus One: \$1,371.19
Employee plus Family: \$1,438.75	Employee plus Family: \$1,589.15

- 3 Employee enrollment in the City-provided life insurance plan and City-provided dental and vision plans is mandatory
4. Any increase to minimum monthly employer contribution under PEMHCA will result in a corresponding decrease in the employee's Cafeteria Plan Allowance
5. Employees who opt out of participating in the group medical plans sponsored by the City, and who provide proof of their medical coverage in a group plan, will receive a Cafeteria Plan Allowance of \$485 per month, minus an amount equivalent to 2.5% of the employee's salary, of which part must be used to enroll in mandatory life insurance, dental insurance and vision insurance coverage

- 6 Dental and Vision Insurance Plans: The City will contribute to the employee's Cafeteria Plan Allowance (as indicated above in Cafeteria Plan Allowance description)
- 7 Life Insurance. The City will pay the full premium cost for \$50,000 coverage in City approved Life Insurance for the entitled employee.

C Retirement Program

- 1 Miscellaneous Employees. Full-time, regular employees, hired before the date the City adopts a resolution to establish a second tier pension formula, will receive a CalPERS retirement benefit based on the 2.7% @ 55 formula as set forth in CalPERS regulations. The City shall pay the full share of the employer contribution to CalPERS. Effective April 1, 2010, the employee will be responsible to pay the employee contribution of 8% to the CalPERS 2.7% @ 55 Plan

Full-time, regular employees, hired on or after January 1, 2011, will receive a CalPERS retirement benefit based on the 2% @ 60 formula as set forth in CalPERS regulations. The City shall pay the full employer contribution to CalPERS. The employee will be responsible to pay the employee contribution of 7% to the CalPERS 2% @ 60 Plan

- 2 Public Safety Employees. Full-time, regular employees, hired before the date the City adopts a resolution to establish a second tier pension formula, will receive a CalPERS retirement benefit based on the 3% @ 50 formula as set forth in CalPERS regulations. The City shall pay the full share of the employer contribution to CalPERS. Effective April 1, 2010, the employee will be responsible to pay the employee contribution of 9% to the CalPERS 3% @ 50 Plan.

Full-time, regular employees, hired on or after January 1, 2011, will receive a CalPERS retirement benefit based on the 3% @ 55 formula as set forth in CalPERS regulations. The City shall pay the full employer contribution to CalPERS. The employee will be responsible to pay the employee contribution of 9% to the CalPERS 3% @ 55 Plan

D Retiree Medical

1. The City will provide access to medical insurance coverage for those employees who retire from employment with the City and who constitute "annuitants" as defined by the PEMHCA.

The City's maximum monthly contribution for each eligible annuitant will be equal to the minimum employer contribution required under the PEMHCA, referred to in Section IV(A). The provisions of the PEMHCA will govern medical insurance coverage for annuitants.

- E. Health Savings Plan: The City of Los Banos has established a program in which employees participate to save, on a tax deferred basis, money to help pay the cost of healthcare once an individual retires. The Health Savings Plan (HSP) may be used for expenses as provided under the terms of the Plan. Any tax consequences resulting from City contributions to the HSP are the sole responsibility of the employee.
1. Participation is mandatory for all employees.
 2. Effective January 1, 2013, Employees hired before October 1, 2002 and who, at the time of retirement, constitute an "annuitant" as defined by the PEMHCA, will receive the following:
 - a. From the date of retirement and until such time the retiree becomes eligible for Medicare, the City will contribute an amount to the retiree's HSP account equal to the health plan premium cost for the employee's elected health care plan up to the amount of the premium for the Blue Shield Health Maintenance Organization (HMO), offered by CalPERS, less the City's minimum monthly employer contribution under PEMHCA as follows:

Employee Only \$663.44
Employee plus One: \$1,441 88
Employee plus Family: \$1,908 94
 - b. Upon attaining Medicare eligibility, the City will contribute an amount to the retiree's HSP account equal to the health plan premium cost for the elected health care plan up to the amount of the premium for the Blue Shield Health Maintenance Organization (HMO) supplemental Medicare plan, offered by CalPERS, less the amount of the City's minimum monthly employer contribution under PEMHCA as follows

Employee Only: \$146.77
Employee plus One: \$408.54
Employee plus Family: \$670.31
 - c. Employees will not be entitled to City payments into the HSP, as specified above, during employment.
 3. Employees hired between October 1, 2002 and June 30, 2008 and who, at the time of retirement, constitute an "annuitant" as defined by the PEMHCA, will receive the following:
 - a. From the date of retirement and until such time that the retiree becomes eligible for Medicare, the City will contribute an amount to the retiree's HSP account to cover fifty percent (50%) of the Blue Shield Health Maintenance Organization (HMO) plan, offered by CalPERS, for employees with ten (10) years of service, plus an additional five percent (5%) of the cost of the

HMO plan for each additional year of service beyond ten (10) years, up to one-hundred percent (100%) of the HMO plan after twenty (20) years of service, less the amount of the City's minimum monthly employer contribution under PEMHCA, based on the rates in Section 5005E (2)(a) of this division.

- b. Upon attaining Medicare eligibility, the City's contribution to the HSP account will equal the cost of fifty percent (50%) of the Blue Shield Health Maintenance Organization (HMO) supplemental Medicare plan, offered by CalPERS, for employees with ten (10) years of service, plus an additional five percent (5%) of the cost of the HMO supplemental Medicare plan offered by CalPERS for each additional year of service beyond ten (10) years, up to one-hundred percent (100%) of the HMO supplemental Medicare plan offered by CalPERS after twenty (20) years of service, less the amount of the City's minimum monthly employer contribution under PEMHCA, based on the rates in Section 5005E (2)(b) of this division.
- c. Employees will not be entitled to City payments into the HSP, as specified above, during employment.

4. Employees hired on or after July 1, 2008:

- a. Starting after an employee has successfully completed his or her initial probationary period, the City will contribute \$50 per month to the employee's HSP account. Likewise the employee will contribute \$50 per month to his or her HSP account.
- b. During an employee's initial hire probationary period with the City, neither the employee nor the City will contribute to the employee's HSP account. Upon successful completion of the initial hire probationary period, the City will contribute a lump sum of \$50 per month for each month served in the employee's initial probationary period.
- c. Upon cessation of employment with the City, the City will cease contributions to the individual's HSP account.

F. Workers' Compensation Insurance: Workers' Compensation Insurance Benefits (Workers' Compensation) are provided in accordance with the requirements of State Law

Special Note. California Labor Code Sections 4650, for Miscellaneous Employees, and 4850, for Public Safety Employees, specifically addresses entitlement for paid time off work when disabled due to job injury

G. Deferred Compensation. The City shall provide the opportunity for entitled employees to participate, at their own expense, in a Deferred Compensation Program

- H. Group Continuation of Health and Life Insurance: Federal Legislation (P L 99-272, the Consolidated Omnibus Budget Reconciliation Act - COBRA) requires agencies with 20 or more employees to continue health care coverage for terminated employees and for widows, ex-spouses and dependents of employees for eighteen (18) to thirty-six (36) months for certain qualifying events. Such benefits are provided at the expense of the employee or entitled relative or dependent. This area is addressed more extensively in the CalPERS Group Continuation Plan.
- I. Tuition Reimbursement: Subject to administrative approval, the City shall reimburse entitled employees for education-related expenses in accordance with City of Los Banos Tuition Reimbursement Policy; Division 5-A.
- J. Sick Leave Benefits. Sick Leave, will be provided to all eligible employees in accordance with the guidelines set forth in the City of Los Banos Sick Leave Benefits Policy; Division 5-B
- K. Vacation Leave Benefits. Vacation Leave will be provided to all eligible employees in accordance with the guidelines set forth in the City of Los Banos Vacation Leave Policy; Division 5-C.
- L. Holiday Leave Benefits: Holiday Leave will be provided to all eligible employees in accordance with the guidelines set forth in the City of Los Banos Holiday Leave Policy; Division 5-E
- M. Catastrophic Leave. Catastrophic Leave Donations will be provided to all eligible employees in accordance with the guidelines set forth in the City of Los Banos Catastrophic Leave Donation Policy; Division 5-D.
- N. Education Incentive Pay: Educational Incentive Pay will be provided to all qualifying employees in accordance with the City of Los Banos Education Incentive Pay Policy for specific guidelines, Division 5-H.
- O. Bilingual Incentive Pay: Bilingual Incentive Pay will be provided to certain employees in accordance with the City of Los Banos Bilingual Incentive Pay Policy for specific guidelines; Division 5-L.

SEC. 5006 BENEFITS PROVIDED TO ALL REGULAR EMPLOYEES. EXCEPT MANAGERS AND MIDDLE MANAGERS

- A. Compensatory Time Off: All eligible Regular Employees shall, at their choice, be permitted to accrue Compensatory Time Off (CTO) in lieu of receiving overtime pay for hours worked in excess of normal duty assignments. See City of Los Banos Compensatory Time Off Policy for specific guidelines governing this practice; Division 5-F
- B. Overtime Compensation: All eligible Regular Employees shall be entitled to Overtime Compensation in accordance with the guidelines set forth in the City of Los Banos Overtime compensation Policy; Division 5-G.

SEC. 5007 BENEFITS PROVIDED TO POLICE DEPARTMENT EMPLOYEES ONLY

A. Lateral Transfer Incentive Pay

Effective September 18, 2002, the City Council established Lateral Transfer Incentive Pay not to exceed \$3,000.00. The Police Chief will have authority with concurrence of the City Manager to offer the pay incentive to lateral transfer police officer applicants as an incentive for employment with the Los Banos Police Department. This offer may vary based on the previous experience of the applicant. This incentive pay could also be used to pay for a police academy loan or relocation costs.

The Police Chief shall provide written notification to the Administrative Services Director and City Manager when a Police Officer is to receive the Lateral Transfer Incentive Pay.

SEC 5008 BENEFITS PROVIDED FOR CERTAIN PARTICIPATING EMPLOYEES

State Disability Insurance: The City allows for participation in the State Disability Insurance (SDI) Program for those employee groups who desire such option. Payment of SDI premiums is the responsibility of participating employees. See City of Los Banos State Disability Income (SDI) Policy for specific employee groups currently involved in this program and clarification of the City's position with regard to their participation, Division 5-I

SEC. 5009 BENEFITS PROVIDED TO ONLY CERTAIN PUBLIC WORKS EMPLOYEES

A. Certificate Pay/Water and Wastewater Division Employees

- 1 Public Works employees shall be entitled to receive the following compensation when they have been awarded and hold the specified certificate issued by the State of California, Department of Health Services Water/Wastewater Treatment; a) \$50.00 per month for Grade II, and b) \$25.00 per month for Grade I
- 2 Effective July 1, 2001, Public Works employees shall be entitled to receive the following compensation when they have been awarded and hold the specified certificate issued by the State of California, Department of Health Services Water Distribution, a) \$25.00 per month for Grade II, and b) \$50.00 per month for Grade III
3. Employees holding these certificates may be simultaneously compensated for; a) Water Treatment and Water Distribution Certificates, or b) Wastewater Treatment and Water Distribution Certificates Employees holding these certificates shall not be simultaneously compensated for Water Treatment and Wastewater Treatment certificates
4. Compensation shall not exceed \$100.00 per month for any combination of certificates.

- 5 In order to continue to receive this benefit certified employees will be required to submit proof of re-certification to the City Manager as soon as it is issued

B Applicator Certificate & License Pay/Parks & Streets Division Employees

- 1 Public Works employees shall be entitled to receive the following compensation when they have been awarded and hold the specified certificates or license as issued by the State of California, Department of Pesticide Regulation; a) \$50.00 per month for Pesticide License, b) \$25.00 per month for a Qualified Applicator Certificate, and c) \$25.00 per month for each additional category endorsement, maximum three (3) categories will be allowed and/or compensated for
- 2 Employees holding these certificates and/or licenses can be compensated for a) Qualified Applicator License or b) Qualified Applicator Certificate. In no case shall the employee be compensated for both. Category compensation shall be limited to the following categories, B-Landscape Maintenance, C-Right of Way, D-Plant Agriculture, F-Aquatic, K-Health Related
3. Compensation shall not exceed \$100.00 per month for any combination of licenses/certificates.
4. In order to remain eligible for compensation, Certificated/Licensed employees shall be required to submit proof of certificate or license to the Administrative Services Director and department head as soon as it is issued. In addition employees shall be required to maintain their licenses and/or certificates as required by the State of California Department of Pesticide Regulation in order to be eligible for continued compensation. Proof of current valid licenses or certificates shall be submitted annually.

C Arborist Certificate Pay

- 1 Certain Public Works employees shall be entitled to receive the following compensation when they have been awarded and hold an Arborist Certificate issued by the International Society of Arboriculture; \$200.00 per month.

SEC 5010 BENEFITS PROVIDED FOR CERTAIN CITY HALL EMPLOYEES

A. Notary Public Pay

- 1 Certain City Hall employees shall be entitled to receive the following compensation when they have been awarded and hold a Notary Public Certificate issued by the State of California, Department of Secretary of State; \$100.00 per month.
2. The number of persons will be limited to one (1) from each of the following departments at City Hall: Community Development, Finance, and two (2) from Administration.

3. Employees receiving the Notary Public Certificate Pay will be required to notarize documents when requested by the public or City staff during normal business hours.

B Certified Municipal Clerk Pay

- 1 Certain City Hall employees shall be entitled to receive the following compensation when they have been awarded a Certified Municipal Clerk (CMC) Certificate and Designation from the International Institute of Municipal Clerks (IIMC); \$100 00 per month.

SEC 5011 BENEFITS PROVIDED FOR MANAGEMENT AND MIDDLE MANAGEMENT EMPLOYEES ONLY

- A. Admin Leave for Management Employees. As designated in job description, Management employees who are not entitled to accrue compensatory time off or receive overtime pay for hours worked in excess of regular duty time, shall be entitled to ten (10) work days off, with full salary and benefits, during every Fiscal Year of employment in such positions.
- B. Admin Leave for Middle Management Employees. As designated in job description, Middle Management employees, who are not entitled to accrue compensatory time off or receive overtime pay for hours worked in excess of regular duty time, shall be entitled to five (5) work days off, with full salary and benefits, during every Fiscal Year of employment in such position. New Middle Management employee hired after the July 1st accrual date will be prorated accordingly. If Admin Leave is not taken during the Fiscal Year it was earned, it will not be carried over and the employee will lose his/her right to the unused days. Further, a Middle Management employee who leaves the City employment shall not be compensated for any unused Admin Leave to which he/she would otherwise have been entitled
- C. Pro-ration: New Management and Middle Management employees hired after the July 1st accrual date will be prorated accordingly. If Admin Leave is not taken during the Fiscal Year it was earned, it will not be carried over and the employee will lose his/her right to the unused days. Further, a Management or Middle Management employee who leaves City employment shall not be compensated for any unused Admin Leave to which they would otherwise have been entitled.

SEC. 5012 BENEFITS PROVIDED FOR MAYOR AND CITY COUNCIL MEMBERS

A. Cell Phone Allowance

1. The Mayor and City Council Members shall be entitled to receive a monthly cell phone allowance in the amount of \$75.00. Proof of a current cell phone contract plan is to be provided to receive cell phone allowance.

SEC 5013 BENEFITS NOT COVERED IN THIS DIVISION STATEMENT

Any employee benefits not covered in this Division that are required to be offered under provision of State or Federal Law or in conformity with an existing labor agreement, shall be provided.

CITY OF LOS BANOS FULL-TIME PERSONNEL

	2009-10	%	TOTAL %	2010-11	%	TOTAL %	2011-12	%	TOTAL %	2012-13	%	TOTAL %
ADMINISTRATION												
MAYOR- COUNCIL MEMBERS	5	20%		5	20%		5	20%		5	25%	
CITY MANAGER	1	40%		1	40%		1	40%		1	43%	
CHIEF FINANCIAL OFFICER/TREASURER	1	30%				30%			30%			0%
HR DIRECTOR/ CITY CLERK	1	60%		1	60%		1	60%		1	62.5%	
ACCOUNTING BUDGET SUPERVISOR				1	7.5%		1	7.5%		1	7.5%	
ASSISTANT CITY CLERK/HR TECHNICIAN	1	60%		1	60%		1	60%		1	62.5%	
ADMINISTRATIVE CLERK II												
ADMINISTRATIVE CLERK I	1	20%			20%			20%			20%	
ACCOUNTANT II	1	20%		1	20%		1	20%		1	25%	
ACCOUNTANT I	2	20%		2	20%		2	20%		2	25%	
ACCOUNTS PAYABLE TECHNICIAN	1	50%		1	50%		1	50%		1	50%	
ACCOUNTING LEAD CLERK												
PAYROLL TECHNICIAN	1	40%		1	40%		1	40%		1	25%	
ACCOUNTING CLERK II	1	70%		1	70%		1	70%		1	70%	
	FTE		5.30	FTE		4.88	FTE		4.88	FTE		5.21
WATER ADMINISTRATION												
MAYOR- COUNCIL MEMBERS	5	20%		5	20%		5	20%		5	25%	
CITY MANAGER	1	15%		1	15%		1	15%		1	19%	
CHIEF FINANCIAL OFFICER/TREASURER	1	20%			20%		-	20%			0%	
HR DIRECTOR/ CITY CLERK	1	10%		1	10%		1	10%		1	12.5%	
ACCOUNTING BUDGET SUPERVISOR				1	31.5%		1	31.5%		1	31.5%	
ASSISTANT CITY CLERK/HR TECHNICIAN	1	10%		1	10%		1	10%		1	12.5%	
ADMINISTRATIVE CLERK I	1	20%			20%		-	20%			20%	
ACCOUNTANT II	1	20%		1	20%		1	20%		1	25%	
ACCOUNTANT I	2	20%		2	20%		2	20%		2	25%	
ACCOUNTS PAYABLE TECHNICIAN	1	20%		1	20%		1	20%		1	20%	
PAYROLL TECHNICIAN	1	20%		1	20%		1	20%		1	25%	
UTILITY BILLING TECHNICIAN	1	34%			34%		-	34%			34%	
ACCOUNTING CLERK II	1	33%		1	33%		-	33%			33%	
ACCOUNTING CLERK II	1	10%		1	10%		1	10%		1	10%	
ACCOUNTING CLERK II	3	34%		2	34%		2	34%		2	34%	
ACCOUNTING CLERK I							1	34%		1	34%	
	FTE		4.54	FTE		3.78	FTE		3.79	FTE		4.33
WASTEWATER ADMINISTRATION												
MAYOR- COUNCIL MEMBERS	5	20%		5	20%		5	20%		5	25%	
CITY MANAGER	1	15%		1	15%		1	15%		1	19%	
CHIEF FINANCIAL OFFICER/TREASURER	1	20%			20%		-	20%			0%	
HR DIRECTOR/ CITY CLERK	1	10%		1	10%		1	10%		1	12.5%	
ACCOUNTING BUDGET SUPERVISOR				1	30.5%		1	30.5%		1	30.5%	
ASSISTANT CITY CLERK/HR TECHNICIAN	1	10%		1	10%		1	10%		1	12.5%	
ADMINISTRATIVE CLERK I	1	20%			20%		-	20%			20%	
ACCOUNTANT II	1	20%		1	20%		1	20%		1	25%	
ACCOUNTANT I	2	20%		2	20%		2	20%		2	25%	
ACCOUNTS PAYABLE TECHNICIAN	1	15%		1	15%		1	15%		1	15%	
PAYROLL TECHNICIAN	1	20%		1	20%		1	20%		1	25%	
UTILITY BILLING TECHNICIAN	1	33%			33%		-	33%			33%	
ACCOUNTING CLERK II	1	33%		3	33%		2	33%		2	33%	
ACCOUNTING CLERK II	1	10%		1	10%		1	10%		1	10%	
ACCOUNTING CLERK I	3	33%			33%		1	33%		1	33%	
	FTE		4.45	FTE		3.70	FTE		3.70	FTE		4.24

CITY OF LOS BANOS FULL-TIME PERSONNEL

	2009-10	%	TOTAL %	2010-11	%	TOTAL %	2011-12	%	TOTAL %	2012-13	%	TOTAL %	
SOLID WASTE ADMINISTRATION													
MAYOR- COUNCIL MEMBERS	5	20%		5	20%		5	20%		5	25%		
CITY MANAGER	1	15%		1	15%		1	15%		1	19%		
CHIEF FINANCIAL OFFICER/TREASURER	1	20%			20%			20%			0%		
HR DIRECTOR/ CITY CLERK	1	10%		1	10%		1	10%		1	12.5%		
ACCOUNTING BUDGER				1	30.5%		1	30.5%		1	30.5%		
ASSISTANT CITY CLERK/HR TECHNICIAN	1	10%		1	10%		1	10%		1	10%		
ADMINISTRATIVE CLERK I	1	20%			20%			20%			20%		
ACCOUNTANT II	1	20%		1	20%		1	20%		1	25%		
ACCOUNTANT I	2	20%		2	20%		2	20%		2	25%		
ACCOUNTS PAYABLE TECHNICIAN	1	15%		1	15%		1	15%		1	15%		
PAYROLL TECHNICIAN	1	20%		1	20%		1	20%		1	25%		
UTILITY BILLING TECHNICIAN	1	33%			33%			33%			33%		
ACCOUNTING CLERK II	1	34%		1	34%			34%			34%		
ACCOUNTING CLERK II	1	10%		1	10%		1	10%		1	10%		
ACCOUNTING CLERK II				2	33%		2	33%		2	33%		
ACCOUNTING CLERK I	3	33%			33%		1	33%		1	33%		
			FTE	4.46		FTE	3.05		FTE	3.70		FTE	4.21
PLANNING													
COMMUNITY DEVELOPMENT DIRECTOR										1	100%		
PLANNING DIRECTOR	1	100%		1	100%		1	100%			100%		
ASSISTANT PLANNER	1	100%		1	100%		1	100%		1	100%		
ADMINISTRATIVE ASSISTANT	1	100%		1	100%			100%			100%		
			FTE	3.00		FTE	3.00		FTE	2.00		FTE	2.00
REDEVELOPMENT HOUSING													
CITY MANAGER/ EXECUTIVE DIRECTOR	1	3%		1	3%		1	3%		-	0%		
CHIEF FINANCIAL OFFICER/TREASURER	1	2%			2%			2%		-	0%		
REDEVELOPMENT AGENCY DIRECTOR	1	50%		1	50%		1	50%		-	0%		
ADMINISTRATIVE CLERK I							1	75%		-	0%		
			FTE	0.55		FTE	0.53		FTE	1.28		FTE	0.00
REDEVELOPMENT CAPITAL PROJECTS													
MAYOR- COUNCIL MEMBERS	5	20%		5	20%		5	20%		-	0%		
CITY MANAGER/ EXECUTIVE DIRECTOR	1	12%		1	12%		1	12%		-	0%		
CHIEF FINANCIAL OFFICER/TREASURER	1	8%			8%			8%		-	0%		
REDEVELOPMENT AGENCY DIRECTOR	1	50%		1	50%		1	50%		-	0%		
HR DIRECTOR/ CITY CLERK	1	10%		1	10%		1	10%		-	0%		
ASSISTANT CITY CLERK/HR TECHNICIAN	1	10%		1	10%		1	10%		-	0%		
ADMINISTRATIVE CLERK I	1	20%		1	20%		1	20%		-	0%		
ADMINISTRATIVE CLERK I	1	100%		1	100%		1	25%		-	0%		
CODE ENFORCEMENT OFFICER	1	100%		1	100%		1	30%		-	0%		
ACCOUNTANT II	1	20%		1	20%		1	20%		-	0%		
ACCOUNTANT I	2	20%		2	20%		2	20%		-	0%		
			FTE	4.70		FTE	4.62		FTE	3.17		FTE	0.00
POLICE													
CHIEF OF POLICE	1	100%		1	100%		1	100%		1	100%		
POLICE COMMANDER	1	100%		2	100%		2	100%		2	100%		
SERGEANT	7	100%		6	100%		6	100%		6	100%		
POLICE OFFICER	21	100%		19	100%		16	100%		16	100%		
POLICE OFFICER	1	50%			50%			50%			50%		
POLICE SERVICES MANAGER	1	100%		1	100%		1	100%		1	100%		
DISPATCHER SUPERVISOR	1	100%		1	100%			100%			100%		
DISPATCHER	9	100%		9	100%		10	100%		10	100%		

CITY OF LOS BANOS FULL-TIME PERSONNEL

	2009-10	%	TOTAL %	2010-11	%	TOTAL %	2011-12	%	TOTAL %	2012-13	%	TOTAL %
COMMUNITY SERVICE OFFICER	3	100%		3	100%		3	100%		4	100%	
PROPERTY EVIDENCE TECHNICIAN	1	100%		1	100%		1	100%		1	100%	
PUBLIC SAFETY CUSTODIAN	1	100%		1	100%		1	100%		1	100%	
	FTE		46.50	FTE		44.00	FTE		41.00	FTE		42.00
SLESF GRANT												
POLICE OFFICER	1	100%		1	100%		1	100%		1	100%	
	FTE		1.00									
TRAFFIC SAFETY GRANT												
POLICE OFFICER	1	50%			50%			50%		-	50%	
	FTE		0.50	FTE		0.00	FTE		0.00	FTE		0.00
CHRP-COPS HIRING RECOVERY PROG												
POLICE OFFICER				2	100%		2	100%		2	100%	
	FTE		0.00	FTE		2.00	FTE		2.00	FTE		2.00
PUBLIC SAFETY AUGMENTATION POLICE												
POLICE OFFICER	3	100%		6	100%		8	100%		8	100%	
COMMUNITY SERVICE OFFICER	1	100%		1	100%		1	100%		1	100%	
CRIME ANALYST	1	100%		1	100%		1	100%		1	100%	
	FTE		5.00	FTE		8.00	FTE		10.00	FTE		10.00
ANIMAL CONTROL												
ANIMAL CONTROL OFFICER	1	100%		1	100%		1	100%		1	100%	
	FTE		1.00									
CFD - POLICE												
POLICE OFFICER	3	100%		3	100%		3	100%		3	100%	
COMMUNITY SERVICE OFFICER	1	100%		1	100%			100%		-	100%	
	FTE		4.00	FTE		4.00	FTE		3.00	FTE		3.00
FIRE												
FIRE CHIEF	1	75%		1	75%		1	75%		1	90%	
ASSISTANT FIRE CHIEF	1	100%		1	100%		1	100%		1	100%	
FIRE CAPTAIN	1	100%		1	100%		1	100%		-	100%	
FIRE CAPTAIN	1	90%		1	90%		1	90%		-	90%	
FIRE CAPTAIN	1	50%		1	50%		1	50%		-	100%	
FIRE ENGINEER	1	51%		1	51%		1	51%		1	51%	
FIRE FIGHTER										1	100%	
ADMINISTRATIVE ASSISTANT	1	100%		1	100%		1	100%		1	100%	
	FTE		5.66	FTE		5.66	FTE		5.66	FTE		4.41
BUILDING												
FIRE CHIEF	1	25%		1	25%		1	25%		1	10%	
FIRE CAPTAIN	1	50%		1	50%		1	50%		-	50%	
	FTE		0.75	FTE		0.75	FTE		0.75	FTE		0.10
PUBLIC SAFETY AUGMENTATION FIRE												
FIRE CAPTAIN	1	10%		1	10%		1	10%		-	10%	
FIRE CAPTAIN										2	100%	
FIRE ENGINEER	2	100%		3	100%		3	100%		3	100%	
FIRE FIGHTER	5	100%		4	100%		4	100%		4	100%	
FIRE CLERK II	1	50%		1	50%		1	50%		1	50%	
	FTE		7.60	FTE		7.60	FTE		7.60	FTE		9.50
CFD FIRE												
FIRE ENGINEER	1	49%		1	49%		1	49%		1	49%	
FIRE ENGINEER	2	100%		2	100%		2	100%		2	100%	
FIRE FIGHTER	1	100%		1	100%		1	100%		1	100%	
	FTE		3.49									

CITY OF LOS BANOS FULL-TIME PERSONNEL

	2009-10	%	TOTAL %	2010-11	%	TOTAL %	2011-12	%	TOTAL %	2012-13	%	TOTAL %
CODE ENFORCEMENT												
FIRE CLERK II	1	50%		1	50%		1	50%		1	50%	
CODE ENFORCEMENT							1	70%		1	100%	
	FTE		0.50	FTE		0.50	FTE		1.20	FTE		1.50
RECREATION												
PUBLIC WORKS DIRECTOR/CITY ENGINEER	1	2%		1	2%		1	2%		1	2%	
PARKS & REC. OPERATIONS MANAGER	1	15%		1	15%		1	15%		1	15%	
PUBLIC WORKS OFFICE MANAGER	1	2%		1	2%		1	2%		1	2%	
RECREATION COORDINATOR II	1	100%		1	100%		1	100%		1	100%	
	FTE		1.19									
STREET												
PUBLIC WORKS DIRECTOR/CITY ENGINEER	1	10%		1	10%		1	10%		1	10%	
ASSISTANT PUBLIC WORKS DIRECTOR	1	10%		1	10%		1	10%		1	10%	
PUBLIC WORKS OPERATIONS MANAGER	1	10%		1	10%		1	10%		1	10%	
INSPECTOR I	1	10%		1	10%		1	10%		1	10%	
PUBLIC WORKS OFFICE MANAGER	1	10%		1	10%		1	10%		1	10%	
ADMINISTRATIVE ASSISTANT	1	5%		1	5%		1	5%		1	5%	
ADMINISTRATIVE CLERK II	1	5%		1	5%		1	5%		1	5%	
ADMINISTRATIVE CLERK I	1	10%		1	10%			10%			10%	
FOREMAN	1	90%		1	90%		1	90%		1	90%	
MAINTENANCE WORKER III	2	90%		2	90%		2	90%		2	90%	
MAINTENANCE WORKER II	3	90%		3	90%		3	90%		3	90%	
MAINTENANCE WORKER I	2	90%		2	90%		2	90%		2	90%	
MAINTENANCE TRAINEE	1	90%		1	90%			90%			90%	
	FTE		8.80	FTE		8.80	FTE		7.80	FTE		7.80
MAINTENANCE												
PUBLIC WORKS DIRECTOR/CITY ENGINEER	1	10%		1	10%		1	10%		1	10%	
ASSISTANT PUBLIC WORKS DIRECTOR	1	5%		1	5%		1	5%		1	5%	
PARKS & REC. OPERATIONS MANAGER	1	85%		1	85%		1	85%		1	85%	
INSPECTOR I	1	5%		1	5%		1	5%		1	5%	
PUBLIC WORKS OFFICE MANAGER	1	10%		1	10%		1	10%		1	10%	
ADMINISTRATIVE CLERK I	1	5%		1	5%			5%			5%	
FOREMAN	1	100%		1	100%		1	100%		1	100%	
MAINTENANCE WORKER III	1	100%		1	100%		1	100%		1	100%	
MAINTENANCE WORKER II	4	100%		3	100%		3	100%		3	100%	
MAINTENANCE WORKER I	1	100%		1	100%		1	100%		1	100%	
	FTE		8.20	FTE		7.20	FTE		7.15	FTE		7.15
WATER												
PUBLIC WORKS DIRECTOR/CITY ENGINEER	1	25%		1	25%		1	25%		1	25%	
ASSISTANT PUBLIC WORKS DIRECTOR	1	25%		1	25%		1	25%		1	25%	
PUBLIC WORKS OPERATIONS MANAGER	1	20%		1	20%		1	20%		1	20%	
PUBLIC WORKS OFFICE MANAGER	1	25%		1	25%		1	25%		1	25%	
ADMINISTRATIVE ASSISTANT	1	30%		1	30%		1	30%		1	30%	
ADMINISTRATIVE CLERK II	1	30%		1	30%		1	30%		1	30%	
ADMINISTRATIVE CLERK I	1	15%		1	15%			15%			15%	
WATER QUALITY SPECIALIST	1	75%		1	75%		1	75%		1	75%	
INSPECTOR I	1	15%		1	15%		1	15%		1	15%	
FOREMAN	1	5%		1	5%		1	5%		1	5%	
FOREMAN	1	50%		1	50%		1	50%		1	50%	
UTILITIES MAINTENANCE III	2	100%		2	100%		2	100%		2	100%	
UTILITIES MAINTENANCE III	2	50%		2	50%		2	50%		2	50%	
UTILITIES MAINTENANCE II	2	100%		2	100%		2	100%		2	100%	

CITY OF LOS BANOS FULL-TIME PERSONNEL

	2009-10	%	TOTAL %	2010-11	%	TOTAL %	2011-12	%	TOTAL %	2012-13	%	TOTAL %
UTILITIES MAINTENANCE II	1	20%		1	20%		1	20%		1	20%	
UTILITIES MAINTENANCE I	4	70%		4	70%		4	70%		4	70%	
MAINTENANCE WORKER III	2	5%		2	5%		2	5%		2	5%	
MAINTENANCE WORKER II	3	5%		3	5%		3	5%		3	5%	
MAINTENANCE WORKER I	2	5%		2	5%		2	5%		2	5%	
MAINTENANCE WORKER TRAINEE	1	5%		1	5%			5%			5%	
	FTE		11.55	FTE		11.55	FTE		11.35	FTE		11.35
WASTE WATER COLLECTION												
PUBLIC WORKS DIRECTOR/CITY ENGINEER	1	17.5%		1	17.5%		1	17.5%		1	17.5%	
ASSISTANT PUBLIC WORKS DIRECTOR	1	22.5%		1	22.5%		1	22.5%		1	22.5%	
PUBLIC WORKS OPERATIONS MANAGER	1	20%		1	20%		1	20%		1	20%	
PUBLIC WORKS OFFICE MANAGER	1	17.5%		1	17.5%		1	17.5%		1	17.5%	
WASTE WATER SUPERVISOR	1	10%		1	10%		1	10%		1	10%	
WATER QUALITY SPECIALIST	1	25%		1	25%		1	25%		1	25%	
ADMINISTRATIVE ASSISTANT	1	25%		1	25%		1	25%		1	25%	
ADMINISTRATIVE CLERK II	1	25%		1	25%		1	25%		1	25%	
ADMINISTRATIVE CLERK I	1	15%		1	15%			15%			15%	
FOREMAN	1	5%		1	5%		1	5%		1	5%	
FOREMAN	1	50%		1	50%		1	50%		1	50%	
INSPECTOR I	1	15%		1	15%		1	15%		1	15%	
ENVIRONMENTAL SPECIALIST III	1	10%		1	10%		1	10%		1	10%	
UTILITIES MAINTENANCE III	2	50%		2	50%		2	50%		2	50%	
UTILITIES MAINTENANCE II	1	80%		1	80%		1	80%		1	80%	
UTILITIES MAINTENANCE I	4	30%		4	30%		4	30%		4	30%	
UTILITIES MAINTENANCE I	1	100%		1	100%		1	100%		1	100%	
MAINTENANCE WORKER III	2	5%		2	5%		2	5%		2	5%	
MAINTENANCE WORKER II	3	5%		3	5%		3	5%		3	5%	
MAINTENANCE WORKER I	2	5%		2	5%		2	5%		2	5%	
MAINTENANCE WORKER TRAINEE	1	5%		1	5%			5%			5%	
	FTE		6.98	FTE		6.98	FTE		6.78	FTE		6.78
WASTE WATER TREATMENT												
PUBLIC WORKS DIRECTOR/CITY ENGINEER	1	17.5%		1	17.5%		1	17.5%		1	17.5%	
ASSISTANT PUBLIC WORKS DIRECTOR	1	22.5%		1	22.5%		1	22.5%		1	22.5%	
PUBLIC WORKS OPERATIONS MANAGER	1	20%		1	20%		1	20%		1	20%	
PUBLIC WORKS OFFICE MANAGER	1	17.5%		1	17.5%		1	17.5%		1	17.5%	
WASTE WATER SUPERVISOR	1	90%		1	90%		1	90%		1	90%	
ADMINISTRATIVE ASSISTANT	1	20%		1	20%		1	20%		1	20%	
ADMINISTRATIVE CLERK II	1	20%		1	20%		1	20%		1	20%	
ENVIRONMENTAL SPECIALIST III	1	90%		1	90%		1	90%		1	90%	
ENVIRONMENTAL SPECIALIST II	1	100%		1	100%		1	100%		1	100%	
	FTE		3.98									
SOLID WASTE												
PUBLIC WORKS DIRECTOR/CITY ENGINEER	1	15%		1	15%		1	15%		1	15%	
ASSISTANT PUBLIC WORKS DIRECTOR	1	10%		1	10%		1	10%		1	10%	
PUBLIC WORKS OPERATIONS MANAGER	1	20%		1	20%		1	20%		1	20%	
PUBLIC WORKS OFFICE MANAGER	1	15%		1	15%		1	15%		1	15%	
ADMINISTRATIVE ASSISTANT	1	20%		1	20%		1	20%		1	20%	
ADMINISTRATIVE CLERK II	1	20%		1	20%		1	20%		1	20%	
FOREMAN	1	100%		1	100%		1	100%		1	100%	
MAINTENANCE WORKER I	2	100%		2	100%		2	100%		2	100%	
SWEEPER OPERATOR I	2	100%		2	100%		2	100%		2	100%	
	FTE		6.00									

CITY OF LOS BANOS FULL-TIME PERSONNEL

	2009-10	%	TOTAL %	2010-11	%	TOTAL %	2011-12	%	TOTAL %	2012-13	%	TOTAL %
FLEET MAINTENANCE												
PUBLIC WORKS DIRECTOR/CITY ENGINEER	1	3%		1	3%		1	3%		1	3%	
ASSISTANT PUBLIC WORKS DIRECTOR	1	5%		1	5%		1	5%		1	5%	
PUBLIC WORKS OPERATIONS MANAGER	1	10%		1	10%		1	10%		1	10%	
FLEET SUPERVISOR	1	100%		1	100%		1	100%		1	100%	
PUBLIC WORKS OFFICE MANAGER	1	3%		1	3%		1	3%		1	3%	
	FTE		1.21									
INFORMATION TECHNOLOGY												
IT DIRECTOR	1	100%		1	100%		1	100%		1	100%	
IT TECHNICIAN	2	100%		2	100%		2	100%		2	100%	
	FTE		3.00									
ENGINEERING												
INSPECTOR I	1	55%		1	55%		1	55%		1	55%	
ADMINISTRATIVE CLERK I	1	55%			55%			55%			55%	
	FTE		1.10	FTE		0.55	FTE		0.55	FTE		0.55
TOTAL EMPLOYEES			155			152			148			147

* FTE= FULL-TIME EQUIVALENT

General Narratives

SALARIES & BENEFITS

101-SALARIES: Funding provided in this category is used for payment of the total base salary package.

102-PART TIME: Funding provided in this category is used for payment of part-time staff.

103-OVERTIME: Funding provided in this category is used for payment at the rate of one and one half of all department personnel for work performed in excess of normal duty hours.

120-BENEFITS: Funding provided in this category is used for payment of the total employee benefit package; included in the City's cost for CalPERS retirement, FICA, Health Insurance, Life Insurance, Unemployment Insurance, Workmen's Compensation Insurance, and Dental and Vision Insurance.

SERVICES & SUPPLIES

201-GROUND MAINTENANCE: Funding is used for repairs of sprinklers, replacement of plants, fertilizer and other needed repairs.

202-FLEET REPAIR & MAINTENANCE: Repairs and maintenance of vehicles performed by City forces and outside sources, including parts and labor

203-EQUIPMENT REPAIR & MAINTENANCE: Repair and maintenance on equipment.

204-FLEET SERVICES: Fleet maintenance internal service fund.

205-FACILITY MAINTENANCE: To cover the cost of City facility maintenance such as, A/C & heater maintenance, Janitorial Services and Pest Control.

206-PROPERTY LEASE: Expenditures for leasing buildings, facilities, and maintenance yards to support the Solid Waste services to the City

208-RENTAL VEHICLES & EQUIPMENT: Expenses related to leasing a new vehicle for City Departments.

235-CITY ENGINEER: Funding is used for engineering services provided by the City Engineer

236-MEDICAL EXPENSES: Cost for medical services directly related to departmental activities such as mandatory drug screening and physical examinations related to specific required driver license classes.

237-RECRUITMENT: Funding in this category would be used for employment advertising and testing. Part of the testing includes physical examinations, Live Scan and credit checks.

General Narratives (continued)

240-I.T. SERVICES: IT Services internal service fund. Funding for the monthly maintenance and upgrades to the departments computers, servers and network.

250-INSURANCE: Property, vehicles, and general liability insurance. Public Official Bond, Notary Bonds, and Error and Omissions for City staff

251-MEMBERSHIPS & DUES: Membership and dues for City staff.

252-COMMUNICATIONS: Covers expenses for telephone, internet and other services provided to assist in transmitting and receiving messages.

253-ADVERTISING: Costs for publishing required notifications of City business and activities.

257-TRAVEL & TRAINING: Staff travel and training costs associated with continued education and specific required certifications.

258-TUITION REIMBURSEMENT: Funding for continuing education.

259-COMMUNITY PROMOTION: General promotions are funded through this account.

260-OFFICE SUPPLIES: Expenditures for office supplies, postage and materials.

262-UNIFORM EXPENSES: Funding is used for uniform cleaning and replacement.

263-STREET LIGHT MAINTENANCE: Maintenance of street lights in the assessment district.

264-ELECTRICITY & GAS: Expenditures for electricity and natural gas purchased from the utility company

265-GASOLINE & OIL: Funding is used for operation of City vehicles.

267-GENERAL SUPPLIES & EXPENSES: General Supplies and expenses.

274-BOOKS & PERIODICALS: Professional publications in support of City functions. Expenses incurred for manuals, textbooks, periodicals, reference books, and workbooks.

Budget Glossary

Accrual Basis

A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent.

Appropriation

A legal authorization made by the City Council that permits the City to incur obligations and to make expenditures of resources for specific purposes.

Audit

Performed by an independent certified public accountant (CPA). The primary objective of an audit is to determine if the City's financial statements fairly present the City's financial position and results of operations in conformity with generally accepted accounting principles.

Asset

Resources owned or held by a government, which have monetary value.

Bonds

A form of borrowing (debt financing) which reflects a written promise from the City to repay a sum of money on a specific date at a specified interest rate. Bonds are used to finance large capital projects such as buildings, streets, utility infrastructure, and bridges.

Budget

A process of putting together an operating plan for a specified period of time that accounts for projected revenues and planned expenditures for municipal services, goals and objectives for the budget period.

Budget Amendments

The City Council has the sole responsibility for adopting the City's budget, and may amend or supplement the budget at any time after adoption by majority vote. The City Manager is authorized to transfer budgeted amounts between departments. Actual expenditures may not exceed budgeted appropriations at the fund level.

Budget and Fiscal Policies

General and specific guidelines adopted by the City Council that governs the budget preparation and administration.

Capital Outlay

Fixed assets that have a value of \$5,000 or more and have a useful economic lifetime of more than one year.

Consumer Price Index (CPI) - A statistical measure of price levels provided by the U.S. Department of Labor signifying the cost of living and economic inflation.

Budget Glossary *(continued)*

Contingency - A budgetary reserve set aside for emergency or unanticipated expenditures, revenue shortfall and/or unknown expenditures, such as those for pending legal settlements.

Contracted Services

The object expenditure class for payments made for services rendered in support of City operations and activities by external parties.

COP

Certificate of Participation – A debt issue similar to issuing selling bonds, but less restrictive.

Debt Service

The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

Debt Service Funds

This fund type is used to account for the payment and accumulation of resources related to general long-term debt principal and interest; debt service payments related to enterprise operations are directly accounted for in those funds.

Department

A major administrative function of the City which indicates overall management responsibility for an operation or a group of related operations within a functional area.

Depreciation

Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

Designated Reserves

Reserves that have been designated by management to be used for a specified purpose. Designated reserves are still spendable resources.

Encumbrance

The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure.

Enterprise Funds

This fund type is used to account for operations that are financed and operated in a manner similar to private sector enterprises and it is the City's intent that the costs (including depreciation) of providing goods or services to the general public be financed or recovered primarily through user charges.

Budget Glossary (continued)

Expenditure

The outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. Note: An encumbrance is not an expenditure; an encumbrance reserves funds to be expended.

Fiscal Policies

A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Fiscal Year

The beginning and ending period for recording financial transactions. The City has specified July 1 to June 30 as its fiscal year.

Fixed Assets

Assets of long-term nature such as land, buildings, machinery, furniture, and other equipment. The City has defined such assets as those with an expected life in excess of one year and an acquisition cost in excess of \$5,000.

Full Time Equivalent (FTE)

A unit measure for counting staffing where 1.00 FTE represents one full-time regular employee.

Fund

An accounting entity that records all financial transactions for specific activities or government functions.

Generally Accepted Accounting Principles (GAAP)

Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

General Fund

The primary operating fund of the City, all revenues that are not allocated by law or contractual agreement to a specific fund are accounted for in the General Fund. Except for subvention or grant revenues restricted for specific uses, General Fund resources can be utilized for any legitimate governmental purpose.

Grants

A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.

Infrastructure

The physical assets of a government (e.g., streets, water; sewer; public buildings and parks).

Budget Glossary (continued)

Interfund Transfers

Movement of money from one fund to another within the City

Intergovernmental Revenue

Grants, entitlements and cost reimbursements from another federal, state or local government unit.

Investment Revenue

Interest income from the investment of funds not immediately required to meet cash disbursement obligations.

Liability

A legal claim upon, or probable future sacrifice of, economic resources or benefits of a particular entity, arising from an obligation to transfer assets or provide service to others in the future as a result of past transactions or events.

Long-term Debt

Any debt obligation which is not payable within one year.

Materials, Supplies & Services

Expendable materials and operating supplies and services necessary to conduct departmental operations.

Objective

Something to be accomplished in specific, well-defined and measurable terms and that is achievable within a specific time frame.

Operating Budget

The portion of the budget that pertains to daily operations and delivery of basic governmental services.

Reserve

An account used to indicate that a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Resolution

A special or temporary order of a legislative body; an order of a legislative body requiring less legal formality than an ordinance or statute.

Revenue

Sources of income financing the operations of government.

Risk Management

All the ways and means used to avoid accidental loss or to reduce its consequences if it does occur

Budget Glossary (continued)

Supplemental Property Taxes

Supplemental taxes are additional secured taxes that are due when property undergoes a change in ownership or new construction. The additional tax is owed because the County Assessor is required to immediately adjust the January 1 value to reflect the new value of the property. Adjusted for the number of months left in the fiscal year, the supplemental tax bill represents the tax due on the difference between the old and new values.

Transfers In/Out

Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

Abbreviations and Acronyms

AD	Assessment District
ADA	American Disabilities Act
APA	American Planning Association
ARRA	American Recovery & Reinvestment Act
CALPERS	California Public Employees' Retirement System
CEQA	California Environmental Quality Act
CCID	Central California Irrigation District
CDA	California Downtown Association
CDBG	Community Development Block Grant
CFD	Community Facilities District
CHRP	Cops Hiring Recovery Program
CMAQ	Congestion Mitigation and Air Quality Improvement Program
COLA	Cost of Living Adjustment
COP	Certification of Participation
CPI	Consumer Price Index
CSJVRMA	Central San Joaquin Valley Risk Management Association
CSMFO	California Society of Municipal Finance Officer
DOF	Department of Finance
DOJ	Department of Justice
ERAF	Education Revenue Augmentation Fund
FAA	Federal Aviation Administration
FTE	Full Time Equivalent (Employee)
FY	Fiscal Year
GAAP	Generally Accepted Accounting Principles
GAAS	Generally Accepted Auditing Standards
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
HCD	Housing and Community Development
HOME	Home Investment Partnership Program
HR	Human Resources
ISO	Insurance Services Office
IT	Information Technology
JAG	Justice Assistance Grant
JHBG	Jobs Housing Balance Grant
L&L	Landscape & Lighting
LAFCO	Local Agency Formation Commissions
LMH	Low and Moderate Housing
LGC	Local Government Commission
LLEBG	Local Law Enforcement Block Grant
LTF	Local Transportation Fund
MCAG	Merced County Association of Governments
MCEDCO	Merced County Economic Development Corporation
MOU	Memorandum of Understanding
NEPA	National Environmental Policy Act
NSP	Neighborhood Stabilization Program

Abbreviations and Acronyms (continued)

OPEB	Other Post Employee Benefits
OTS	Office of Traffic Safety
PTA	Planning and Technical Assistance
RDA	Redevelopment Agency
RFP	Request for Proposal
RSTP	Regional Surface Transportation Program
RTIF	Regional Traffic Impact Fee
SB325	Senate Bill 325
SERAF	Supplemental Educational Revenue Augmentation Fund
SJUAPCD	San Joaquin Valley Unified Air Pollution Control District
SLESF	Supplemental Law Enforcement Services Fund
SOI	Sphere of Influence
SR2S	Safe Route to Schools Grant
TAN	Tax Allocation Note
TOT	Transient Occupancy Tax
VLF	Motor Vehicle in Lieu Fees

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