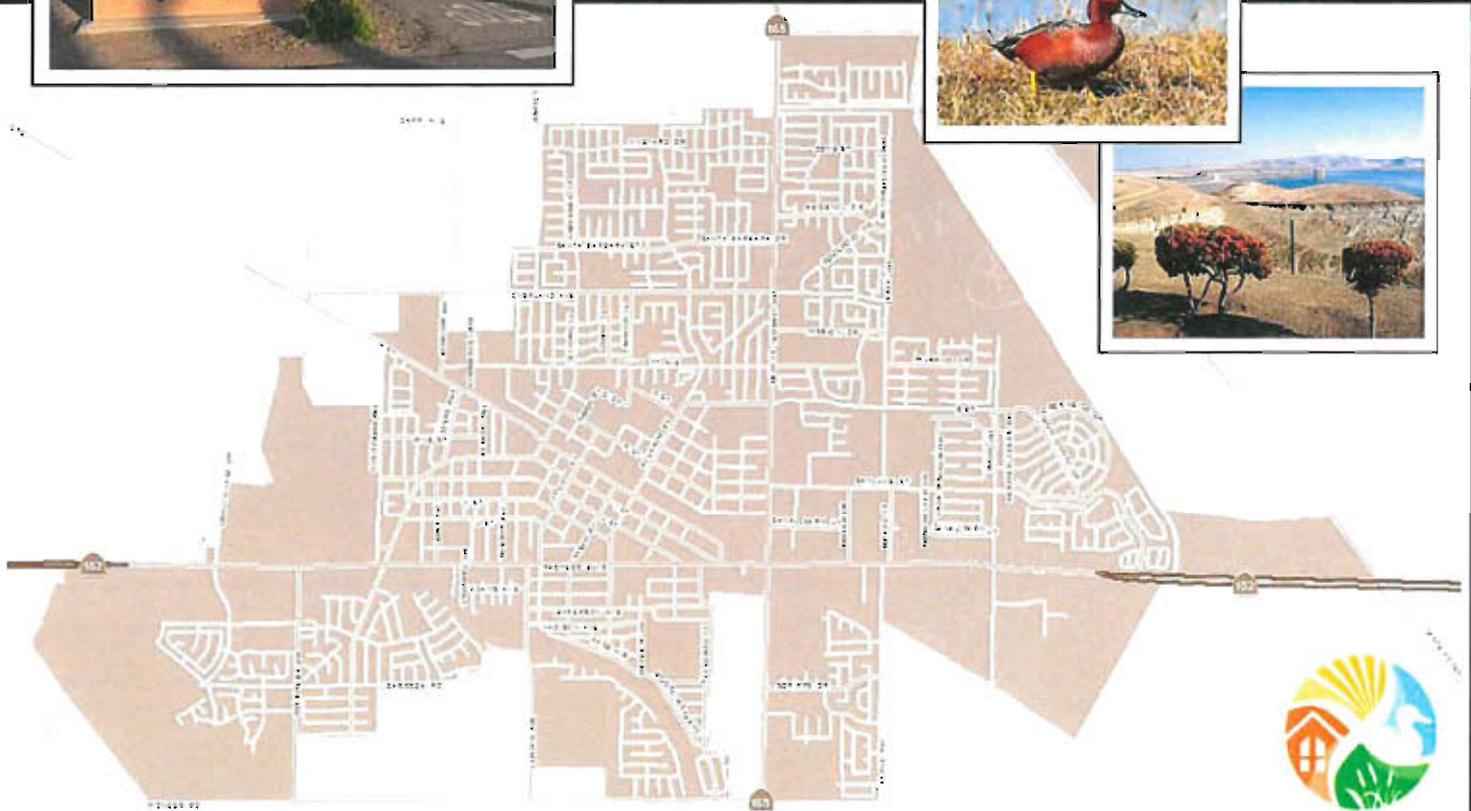


City of Los Banos



Adopted Budget 2013-2014



Cover Photos:

Top Right: Community Center Built in 2010

Top Middle: Digital Sign on Pacheco Blvd and W I Street

Top Left: Downtown Entrance to Rail Trail

Bottom Right: Local Wildlife and San Luis Reservoir

Bottom: Map of the City of Los Banos



City of
Los Banos
At the Crossroads of California

2013-2014 Adopted Budget

City Council

Mayor Michael Villalta
Mayor Pro Tem..... Elizabeth Stonegrove
Council Member..... Tom Faria
Council Member..... Deborah Lewis
Council Member..... Scott Silveira

City Manager

Steve Carrigan

City of Los Banos
520 J Street, Los Banos, CA 93635
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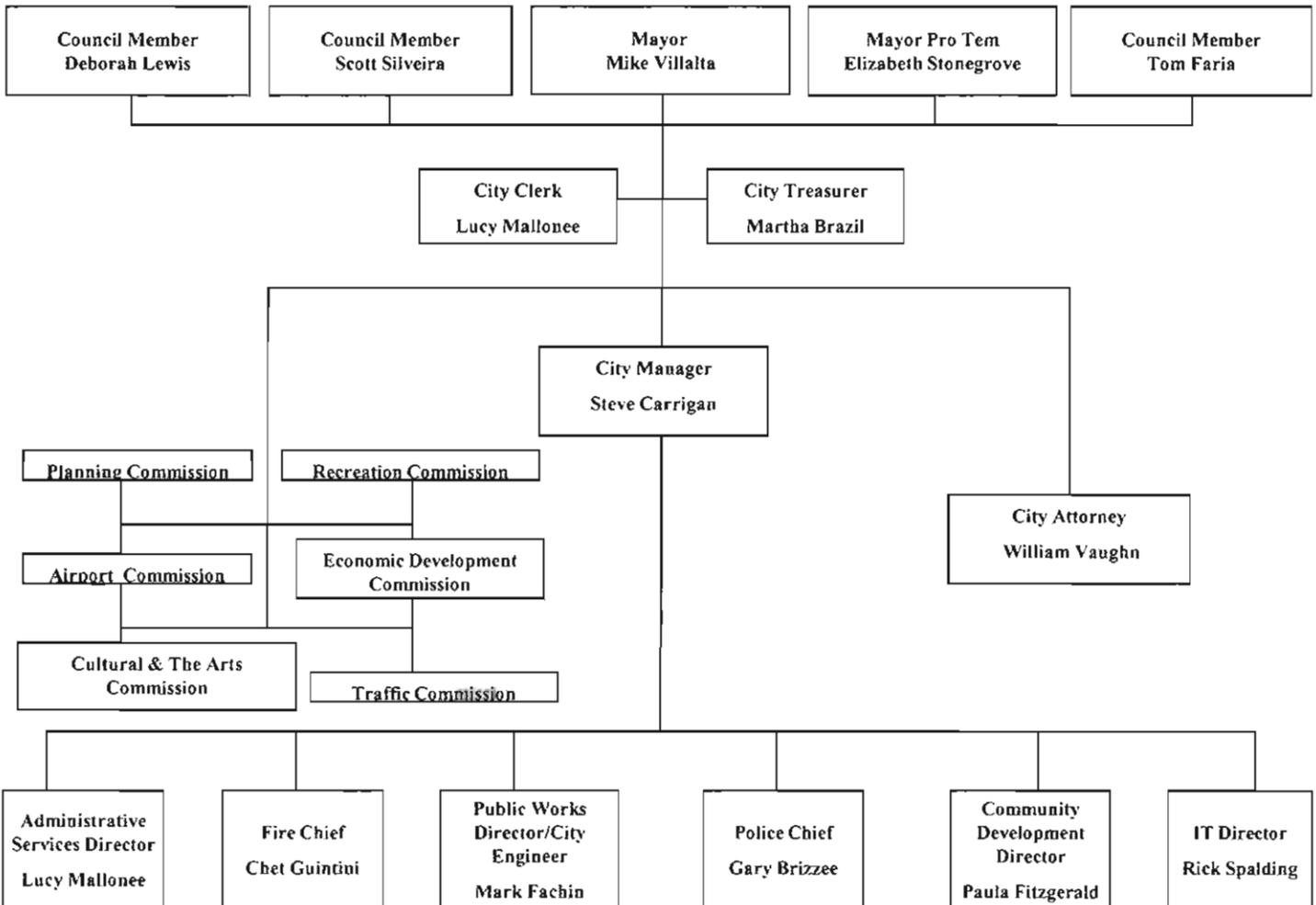
Prepared By: Finance Department

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CITY OF LOS BANOS

ORGANIZATION CHART

Citizens of Los Banos



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City of Los Banos

2013-2014 Adopted Budget

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City of Los Banos

At the Crossroads of California

June 19, 2013

Mayor and City Council
City of Los Banos

SUBJECT: Adopted Budget for 2013-2014 Fiscal Year

Honorable Mayor and Members of the City Council:

The City of Los Banos's 2013-2014 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 21, 2013 and May 28, 2013 beginning at 5:00 p.m. There will be a budget public hearing and adoption scheduled on June 19, 2013. 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 challenging to prepare in light of all the choices that were made in order to present a fiscally responsible 2013-2014 budget. We strongly believe given the fiscal constraints we continue to face that this adopted 2013-2014 fiscal year budget meets the Council's objective.

Budget Overview

In preparing the City's budget for 2013-2014 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:

- Lack of growth in property taxes
- Increase in health insurance premiums
- Increase in workers compensation insurance
- Increase of gasoline and energy utility rates

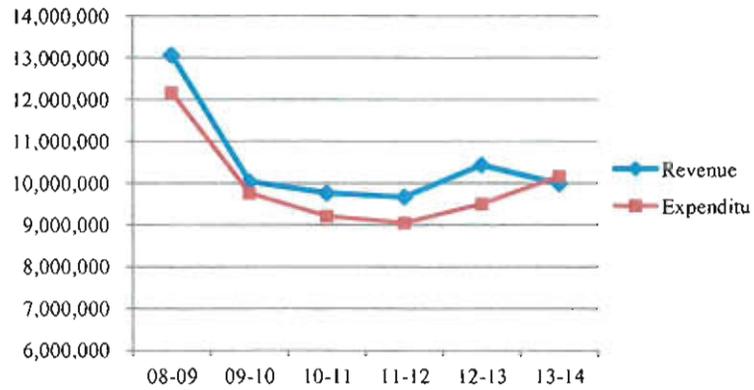
These financial challenges have overshadowed the City department's reductions in expenditures where it was feasible to bridge the gap between declining tax revenues and increased expenditures. All of these issues have created a \$230,000 structural deficit in the General Fund. Even with the challenges we face the City has been protective in managing operating reserves throughout the economic downturn.

The City's General Fund estimated revenues of \$9.9 million continue to retreat as property taxes are estimated at a 1% increase and sales tax revenues are anticipated to increase 2%. The requested expenditures are \$10.1 million in order to maintain an operating reserve of \$6.2 million.

The graph below displays the gap between revenues and expenditures in the 2013-2014 fiscal year:

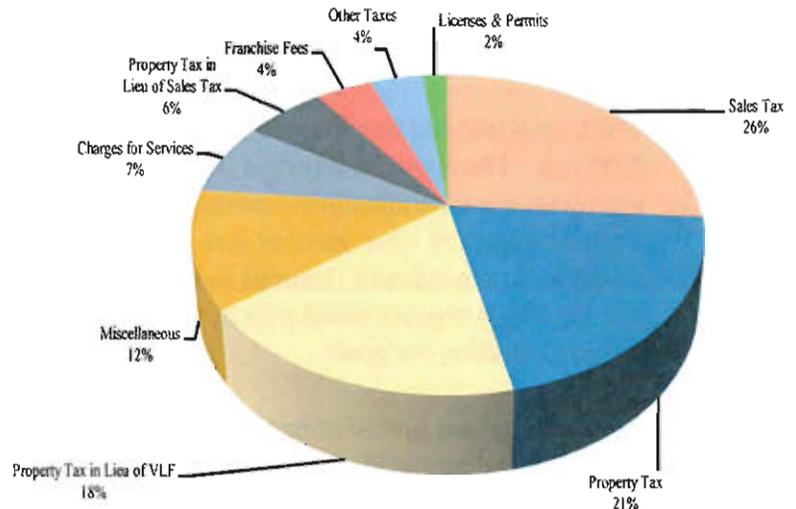
FY	Revenue	Expenditures
08-09	13,060,329	12,168,358
09-10	10,040,317	9,768,573
10-11	9,765,833	9,219,837
11-12	9,672,015	9,056,456
12-13	10,442,533	9,514,437
13-14	9,993,829	10,179,845

* FY 12-13 Expenditures does not include payoff of debt for the 1993 COP and 2002 Land Lease Bond.



FY 2013-2014 General Fund Revenues

Sales Tax	\$2,610,800
Property Tax	\$2,042,575
Property Tax in Lieu of VLF	\$1,812,768
Miscellaneous	\$1,189,239
Charges for Services	\$730,477
Property Tax in Lieu of Sales Tax	\$600,000
Franchise Fees	\$425,000
Other Taxes	\$395,000
Licenses & Permits	\$187,970
TOTAL	\$9,993,829

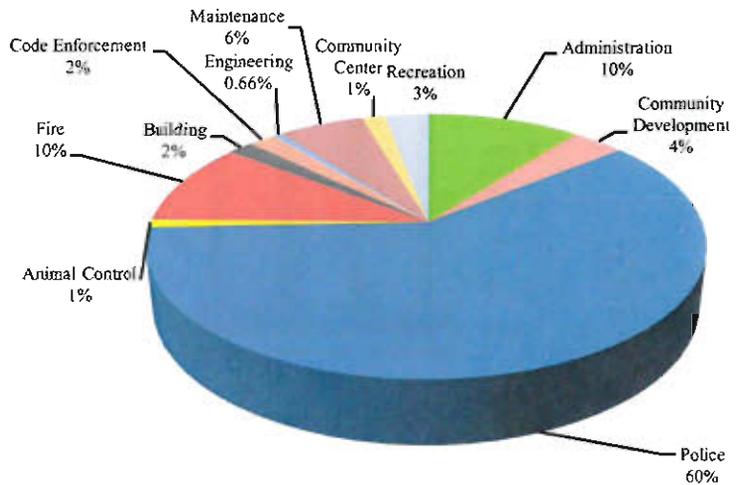


The City's top General Fund revenue is Sales Tax. This revenue source makes up 26% of the General Fund. The second largest revenue is Property Tax which makes up 21% of the General Fund. From 2007-2008 fiscal year Property Tax revenue has decreased 46% and the total General Fund revenues have decreased by 30%. 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.

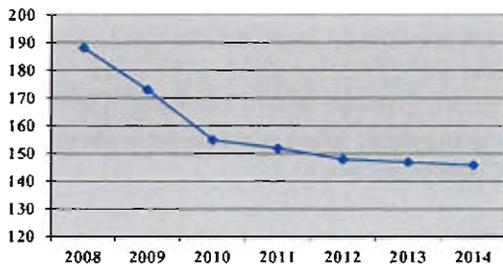
FY 2013-2014 General Fund Expenditures

Administration	\$1,078,578
Community Development	\$368,540
Police	\$6,122,982
Animal Control	\$99,840
Fire	\$1,026,790
Building	\$166,269
Code Enforcement	\$188,729
Engineering	\$66,768
Maintenance	\$591,921
Community Center	\$162,790
Recreation	\$306,638
TOTAL	\$10,179,845



General Fund expenditures of \$10.1 million are up from \$9.5 million at the start of the 2012-2013 fiscal year expenditures. Current expenditures have increased mainly for personnel benefit costs since 83% of General Fund is devoted for 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 across 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 was 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.

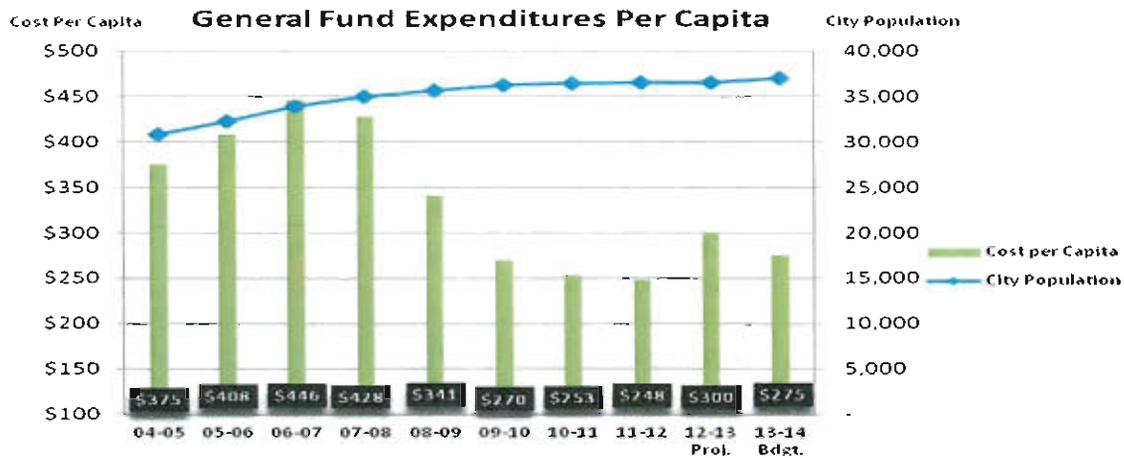
In addition further cuts have been made by not filling any vacant positions that do not affect City's core services. The graph below identifies the decrease in positions employed by the City:



Fiscal Year	# of Employees
2008	188
2009	173
2010	155
2011	152
2012	148
2013	147
2014	146

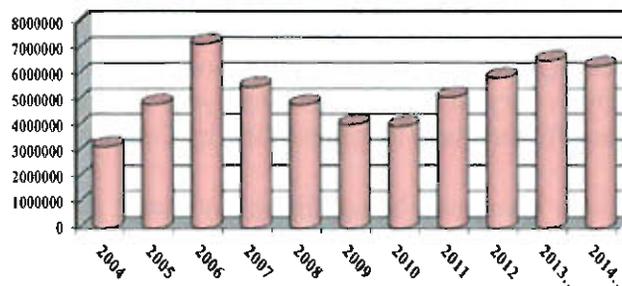
All departments have had budgetary decreases and were encouraged to reduce supplies and services to the 2012- 2013 fiscal year level. In some cases, there may be service impacts as we focus on "core services" as a result of balancing our budget.

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 13% in comparison with an increase of 3% from the prior year for our liability coverage and worker's compensation. Health insurance rates increased 5.3% effective January 1, 2013. Retirement rates with CalPERS are also projected to increase slightly for 2013-2014 fiscal year but a more drastic increase will occur in 2014-2015 fiscal year.



Operating Reserves

General Fund - Fund Balance 2004 – 2014



Even in this economic recession, at the end of 2013 we were able to increase the fund balance to \$6.5 million from \$5.8 million in 2012. As we deficit spend \$230,000 for 2013-2014 fiscal year we still estimate the General Fund's ending fund balance at June 30, 2014 to be \$6.2 million. The \$6.2 million will allow the City a 56% 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 General Fund operating reserve is targeted at a 30% goal to safeguard the City and improve our ability to respond to emergency needs. This budget provides a 56% 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 revenues however in the 2013-2014 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 2014-2015 fiscal year will require us to maintain existing services at current levels and fund additional capital projects from the General Fund on an "as needed" basis.

The 2013-2014 fiscal year budget totals \$36.5 million in revenues and \$46.7 million in expenditures. The beginning fund balances shows a decline in available fund balance of \$10 million as we start the year with \$37 million and project an ending balance of \$27 million. This decline is attributed to the usage of restricted developer impact fees for the purchase of 2 new Police vehicles, 1 new Fire Engine, and 1 new Fire vehicle; Enterprise capital projects; payoff of Water and Wastewater bonds; and deficit spending in the General Fund due to the stagnant economy.

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 2013-2014 fiscal year 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. In November 2013, the City will ask the citizens to extend Measure A an additional 7 years.

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 2013-2014 fiscal year will be \$315.50 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 and Fire are not able to sustain its current personnel so funds will be transferred from the General Fund to make the funds whole.

Assessment Districts

The City has maintained residential subdivision landscape and lighting districts since 1988. Currently the City maintains 18 districts with 75% of homes being in a district. 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 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. The fees for eight districts have been approved to increase in the 2013-2014 fiscal year.

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 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 reconstruction of roads and replacement of equipment through the Congestion Mitigation and Air Quality (CMAQ) grant.

Enterprise Funds (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 2011-2012 fiscal year. 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 and maintains the City's fleet and equipment, not including the Fire Department. Due to their specialized fleet, the Fire department maintains their own fleet and equipment.

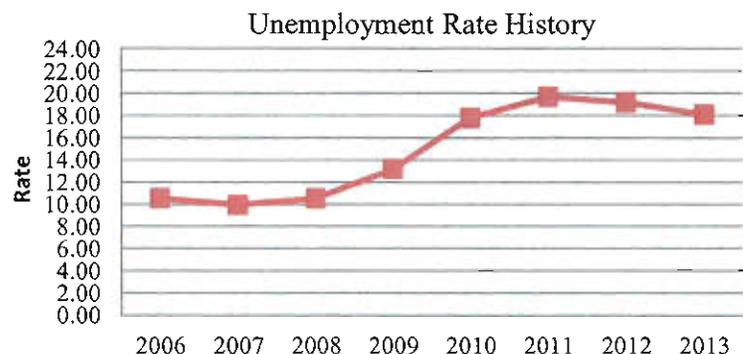
IT (Information Technology) Services is maintained by City staff. This department is funded by all City departments based on their use of IT services during the prior calendar year. The capital replacement is on an "as needed" basis.

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 retired employees and dependants.

The Economy

Critical to any budget planning are the current economic conditions and outlook for the Nation, the State, and the City. The local economy has presented significant challenges to the City of Los Banos during the past several years. 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 currently 9%; locally we're experiencing an 18.1% unemployment rate. The return of job growth is essential to generate a self-reinforcing recovery to our economy.

Year	Unemployment Rate
2006	10.60
2007	10.00
2008	10.60
2009	13.20
2010	17.80
2011	19.70
2012	19.20
2013	18.10



According to the Department of Finance (DOF), our population grew by .78% for a total of 37,017 citizens as of January 2013. The consumer price index for year ending April 2013 was 2.4% based on the San Jose / San Francisco / Oakland index in comparison with the National level at 2.7%.

Strategic Plan

The 2013-2014 fiscal year 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 and dedication as well as innovative and creative approaches. Planning and Performance Measures will become increasingly more important to provide balancing future year budgets and provide 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 2013-2014 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 Carrigan
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

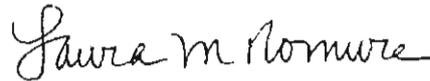
Operating Budget Excellence Award Fiscal Year 2012-2013

Presented to the

City of Los Banos

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

February 6, 2013



***Laura Nomura
CSMFO President***



***Scott Catlett, 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 third year in which the appropriation limit has been in effect. The City's actual budget subject to limitation is \$10.28 million. This means that the City has an additional \$24.12 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 1.0512% 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 1.0078% increase for the City of Los Banos) or the County (a 1.0093% 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:	2013-14 FY Appropriation Limitation		
	Total	Not Subject	Subject
Proceeds of Taxes:			
Property Tax	2,042,575		2,042,575
Property Tax in lieu of VLF & Sales	2,412,768		2,412,768
Sales Tax	2,610,800		2,610,800
Special Taxes -PS Augmentation	1,841,100		1,841,100
Special Tax - CFD 2002-01	727,228		727,228
State Subventions (VLF, HOPTR)	3,600		3,600
Transient Occupancy Tax TOT	220,000		220,000
Franchise Fees	425,000		425,000
Total Proceeds of Taxes:	10,283,071	-	10,283,071
Non-proceeds of Taxes:			
General fund not tax proceeds	2,279,086	2,279,086	
Special Revenue Funds	2,453,526	2,453,526	
Capital Project Funds	55,790	55,790	
Debt Service Funds	0	0	
Enterprise Funds	16,891,844	16,891,844	
Internal Service Funds	2,438,487	2,438,487	
Total Proceeds of Non-Taxes:	24,118,733	24,118,733	-
Total of All Resources:	34,401,804	24,118,733	10,283,071
Maximum Allowable appropriations subject to limitations 2013-14 FY			65,893,579
Balance Under Article XIII B Limit:			55,610,508

Currently the City is only 15.61% of its limitation and therefore will not be impacted by the appropriation limit.

Exhibit A

City of Los Banos

GANN APPROPRIATION LIMITATION

Fiscal Year 2013-2014

Appropriation Limit Calculation:

Fiscal Year 2012-2013		\$65,286,415
Allowable Increase		
CA per Capita Income	1.0512	
Non-Res. Construction	N/A	
City Population	1.0078	1.0610
County Population	1.0093	
2013-2014 Tax Related Appropriation Limit		\$65,893,579

City of Los Banos Tax Appropriation Limit - 10 Years

FY	City Population	Limit
2013-2014	37,017	\$65,893,579
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

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 Finance Department.
- 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. COST ACCOUNTING

When feasible, costs will be charged directly to the appropriate fund and department. Costs for internal services such as vehicle maintenance, technology, and retiree health will be charged to the end user using the most appropriate allocation method (number of vehicles, computers, employees, etc.).

To ensure that appropriate fees for services and cost recovery level goals are being met, the City will conduct cost of services review on a regular basis.

6. ACCOUNTING BASIS

The City of Los Banos' 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

7. 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 2013-2014 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.

- **Corporation Yard (306)** – Established to account for construction and/or acquisition of a corporate yard.
- **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.**

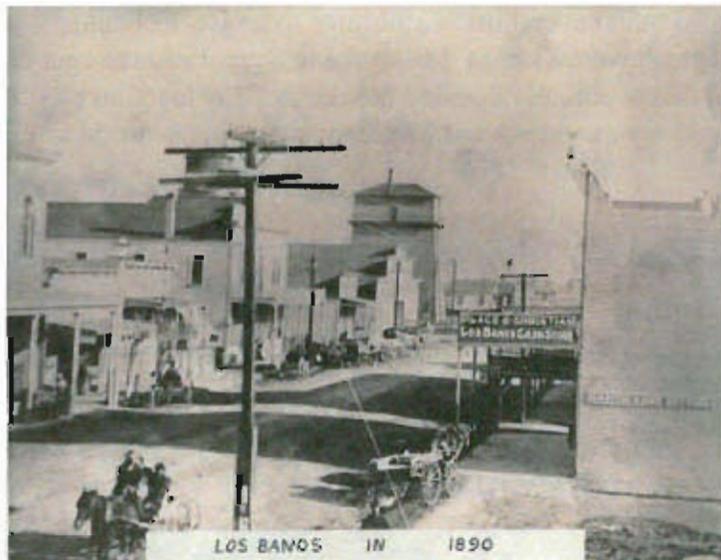
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History of the City

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, 2012

Date of Incorporation	1907
Population	37,017
Form of Government	Council/Manager
Employees (full-time)	146

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 2012	2,736.7 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

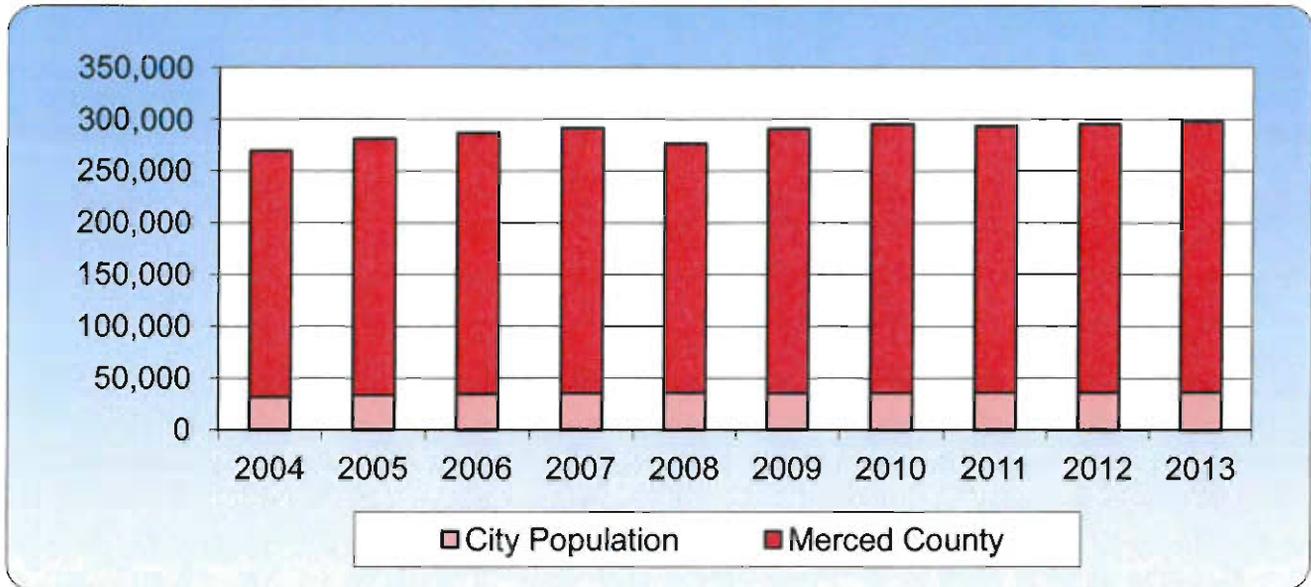
Education:

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

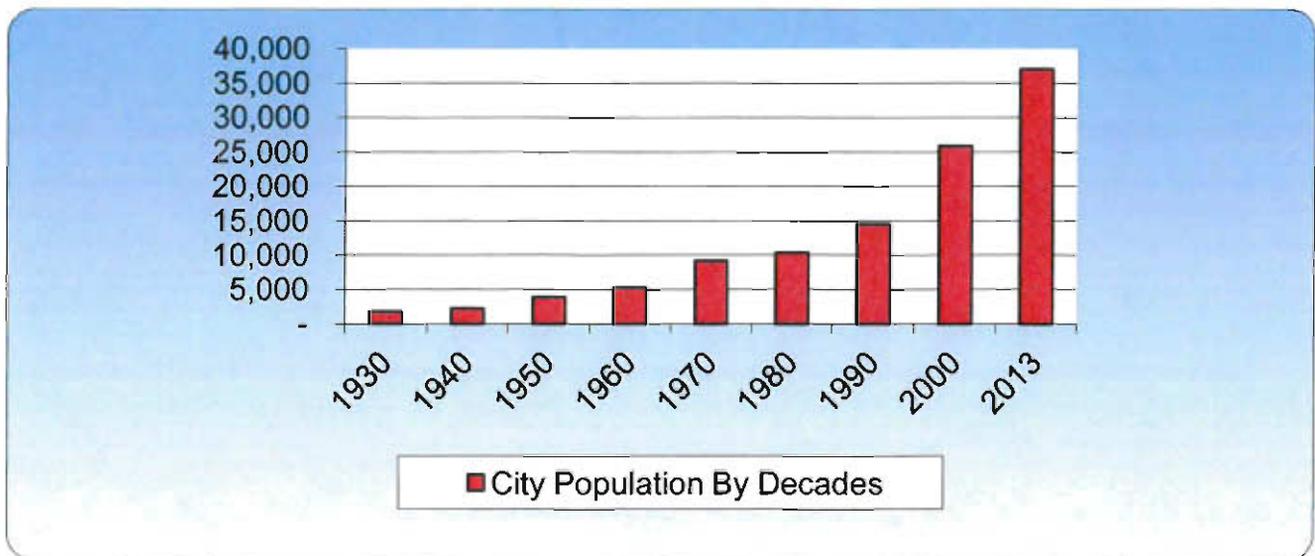
Sources: City of Los Banos

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 37,017. 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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City of Los Banos

Exhibit A Summary of Fund Balance 2013-2014

Fund	Fund	Estimated Beginning Balance*	Adopted Revenues	Transfer In	Transfer Out	Adopted Expenditures	Estimated Ending Balance
100	General Fund	\$6,528,408	\$9,993,829		\$44,384	\$10,179,845	\$6,298,008
	Special Revenue Funds						
200	Movie Night	\$3,889	\$0			\$0	\$3,889
202	Admin City Hall Service Charge	\$89,784	\$1,230			\$10,200	\$80,814
204	Prevention Underage Drinking	\$7,057	\$800			\$2,000	\$5,857
207	RSTP Exchange	\$1,444,545	\$356,000		\$51,764	\$0	\$1,748,781
212	PEG Franchise	\$65,056	\$21,575			\$0	\$86,631
215	Gas Tax 2105	\$613,901	\$1,066,159			\$1,081,378	\$598,682
225	SB325 Transportation	\$138,569	\$0			\$92,525	\$46,044
229	Regional Transportation Impact Fees	\$25,085	\$0			\$0	\$25,085
230	Traffic Impact Fee	\$1,948,244	\$71,000			\$805,000	\$1,214,244
232	Storm Drain Fee	\$6,170	\$82,000			\$0	\$88,170
233	Lamoglia Traffic Impact	\$739,521	\$0			\$0	\$739,521
234	Meadowlands Traffic Impact	\$127,320	\$0			\$0	\$127,320
235	Asset Forfeiture	\$68,628	\$2,000			\$30,000	\$40,628
236	Safety Aug. - Police	\$1,090,873	\$923,850			\$1,282,721	\$732,002
237	SLESF COPS Program	\$44,181	\$100,000			\$136,569	\$7,612
238	Safety Aug. - Fire	\$566,512	\$922,850			\$1,225,851	\$263,511
239	JAG (Justice Assistant Grant) Program	\$0	\$20,804			\$20,804	\$0
240	JAG Edward Byrne Grant	\$0	\$1,905			\$1,905	\$0
241	JAG Edward Byrne Grant	\$0	\$2,411			\$2,411	\$0
243	Fire Capital Improvement	\$1,148,722	\$17,800			\$575,000	\$591,522
244	Community Center Fee	\$182,919	\$1,900			\$0	\$184,819
245	Police Capital Improvement	\$1,324,396	\$11,360			\$139,000	\$1,196,756
246	Traffic Safety	\$44,048	\$35,184			\$34,198	\$45,034
247	Special Aviation	\$1,412	\$0			\$0	\$1,412
248	Homeland Security Grant	\$6,224	\$29,000			\$29,000	\$6,224
249	CMAG Grant	\$3,071	\$1,125,389	\$77,457		\$1,202,846	\$3,071
250	Los Banos Parks Dev Fees	(\$36,708)	\$0			\$0	(\$36,708)
251	Mission Village North Dev Fees	\$67,595	\$0			\$0	\$67,595
252	Public Facilities	\$16,047	\$185			\$0	\$16,232
253	Regency Park Estates	\$134,133	\$0			\$0	\$134,133
254	Northgate II Park Dev Fees	\$0	\$0			\$0	\$0
255	Vineyard Park Dev Fees	\$15,602	\$0			\$0	\$15,602
256	Meadowland Park Dev Fees	\$178,844	\$0			\$0	\$178,844
257	Mission Village South Park Dev Fees	\$146,169	\$0			\$0	\$146,169
258	Villages @ Stonecreek Park Dev Fees	\$85,223	\$0			\$0	\$85,223
259	Orchard Terrace Park Dev Fees	\$5,361	\$0			\$0	\$5,361
262	CDBG Program Income Micro Ent.	\$66,197	\$21,030			\$500	\$86,727
271	Ranchwood Estates AD #1	\$161,448	\$350,469			\$377,453	\$134,464
272	Cresthills AD #2	\$156,852	\$72,540			\$71,746	\$157,646
273	Los Banos Gardens AD #3	(\$104,807)	\$97,786			\$88,640	(\$95,661)
274	Collage Green Estates AD #4	\$118,219	\$101,306			\$93,018	\$126,507
275	Orchard Terrace AD #5	\$14,586	\$49,566			\$48,981	\$15,171

City of Los Banos

Exhibit A Summary of Fund Balance 2013-2014

(Continued)

Fund #	Fund	Estimated Beginning Balance*	Adopted Revenues	Transfer In	Transfer Out	Adopted Expenditures	Estimated Ending Balance
Special Revenue Funds (continued)							
276	St. Francis Estates AD #6	\$33,538	\$25,398			\$25,174	\$33,762
277	Valley Meadows & Bedford AD #7	(\$9,515)	\$12,179			\$9,159	(\$6,495)
279	Jo-Lin & Rancho De Amigos AD #9	(\$81,196)	\$104,888			\$95,163	(\$71,471)
280	LB Creek Shopping Center AD #10	(\$5,729)	\$23,120			\$20,324	(\$2,933)
281	Meadowlands AD #11	(\$279,986)	\$160,525			\$161,815	(\$281,276)
282	Verona/Mission Estates AD #12	\$76,931	\$97,475			\$97,443	\$76,963
283	Somerset Park AD #13	\$7,321	\$22,990			\$21,748	\$8,563
284	Northgate @ Regency Park AD #14	\$116,999	\$151,735			\$178,897	\$89,837
285	Magnolia Grove AD #15	(\$41,394)	\$7,726			\$5,733	(\$39,401)
286	Senior Homes Villages AD #16	(\$13,595)	\$9,024			\$6,587	(\$11,158)
287	Stonecreek Villages AD #17	(\$205,199)	\$130,178			\$128,907	(\$203,928)
288	Rail Trail Corridor AD #18	(\$67,049)	\$97,649			\$80,765	(\$50,165)
289	Talbott Park Basin AD #19	(\$89)	\$22,685			\$23,150	(\$554)
290	CFD 2002-01 Police	\$0	\$363,614	\$20,081		\$383,695	\$0
291	CFD 2002-01 Fire	\$44,159	\$363,814	\$24,303		\$432,276	\$0
292	CDBG Program Inc Housing Rehab	\$4,689	\$0			\$0	\$4,689
294	NSP Program Income	\$300,432	\$100,000			\$300,000	\$100,432
295	Repair & Demolition	\$14,790					\$14,790
Capital Project Funds							
303	Traffic Mitigation-S.F.	\$143,266	\$0			\$0	\$143,266
304	City Hall Impact Fee	\$388,629	\$5,675			\$0	\$394,304
306	Corporation Yard Impact Fee	\$133,432	\$2,775			\$130,000	\$6,207
324	Child Development Center	(\$903,695)	\$47,340			\$23,262	(\$879,617)
325	Los Banos Transpo Center	(\$5,463)	\$0			\$0	(\$5,463)
Business-Like Funds							
501	Water	\$14,012,295	\$5,393,000		\$25,693	\$11,220,092	\$8,159,510
502	Wastewater	\$4,229,355	\$4,829,155			\$6,800,404	\$2,258,106
505	Airport	\$88,379	\$601,119			\$558,093	\$131,405
510	Solid Waste & Street Sweeping	\$2,433,179	\$6,068,570			\$5,972,907	\$2,528,842
Internal Service Funds							
601	Fleet Maintenance	\$55,883	\$732,415			\$784,223	\$4,075
610	Information Technology	\$107,817	\$361,836			\$442,069	\$27,584
656	Retiree's Medical Health	\$160,389	\$1,344,236			\$1,342,586	\$162,039
TOTAL ALL FUNDS		\$37,981,869	\$36,559,049	\$121,841	\$121,841	\$46,776,063	\$27,764,855

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

City of Los Banos
Adopted Expenditures
2013-2014

Func Dept. No. No.	Fund Department	Salaries & Benefits	Services & Supplies	Capital Outlay	Debt Service	Chrg In/Out Contingency	TOTAL
General Fund							
100	General Fund						
410	Administration	\$673,713	\$303,108	\$1,141	\$50,616	\$0	\$1,028,578
419	Planning	309,296	58,514	730	0	0	368,540
421	Police	5,443,271	670,683	9,028	0	0	6,122,982
422	Fire	698,144	294,062	821	33,763	0	1,026,790
424	Building	29,561	122,336	0	14,372	0	166,269
426	Engineering	57,734	7,524	1,510	0	0	66,768
429	Code Enforcement	128,136	60,593	0	0	0	188,729
431	Street	855,676	519,248	21,510	0	(1,396,434)	0
441	Animal Control	71,876	27,964	0	0	0	99,840
451	Recreation	170,342	113,337	1,510	0	0	285,189
452	Maintenance	807,757	293,931	1,510	0	(511,277)	591,921
453	Senior Citizen Activities	12,650	8,799	0	0	0	21,449
481	Community Center	57,874	103,406	1,510	0	0	162,790
495	Contingency					50,000	50,000
TOTAL GENERAL FUND		\$9,316,030	\$2,583,505	\$39,270	\$98,751	(\$1,857,711)	\$10,179,845

Special Revenue Funds

202	Admin City Hall Service Charge	\$0	\$10,200	\$0	\$0	\$0	\$10,200
204	Prevention of Underage Drinking	0	2,000	0	0	0	2,000
215	Gas Tax 2105	0	60,000	0	0	1,021,378	1,081,378
225	SB325 Transportation	0	92,525	0	0	0	92,525
230	Traffic Impact Fee	0	15,000	790,000	0	0	805,000
235	Asset Forfeiture	0	30,000	0	0	0	30,000
236	Safety Augmentation-Police	1,131,464	142,229	9,028	0	0	1,282,721
237	SLESF - COPS Program	136,569	0	0	0	0	136,569
238	Safety Augmentation-Fire	1,153,637	71,393	821	0	0	1,225,851
239	JAG (Justice Assistant Grant)	0	0	20,804	0	0	20,804
240	JAG Edward Byrne Grant	0	1,905	0	0	0	1,905
241	JAG Edward Byrne Grant	0	2,411	0	0	0	2,411
243	Fire Capital Improvements	0	8,000	567,000	0	0	575,000
245	Police Capital Improvements	0	10,000	129,000	0	0	139,000
246	Traffic Safety	26,680	7,518	0	0	0	34,198
248	Homeland Security Grant	0	0	29,000	0	0	29,000
249	CMAQ Grant	0	0	1,202,846	0	0	1,202,846
262	CDBG Micro Enterprise PI	0	500	0	0	0	500
271	Ranchwood Estates AD #1	0	377,453	0	0	0	377,453
272	Cresthills AD #2	0	55,746	10,000	0	6,000	71,746
273	Los Banos Gardens AD #3	0	88,640	0	0	0	88,640
274	College Green Estates AD #4	0	93,018	0	0	0	93,018
275	Orchard Terrace AD #5	0	48,981	0	0	0	48,981
276	St. Francis Estates AD #6	0	25,174	0	0	0	25,174
277	Valley Meadows & Bedford AD #7	0	9,159	0	0	0	9,159
279	Jo-Lin & Rancho De Amigos AD #9	0	88,163	0	0	7,000	95,163
280	LB Creek Shopping Center AD #10	0	20,324	0	0	0	20,324
281	Meadowlands AD #11	0	161,815	0	0	0	161,815
282	Verona/Mission Estates AD #12	0	97,443	0	0	0	97,443
283	Somerset Park AD #13	0	21,748	0	0	0	21,748

City of Los Banos

Adopted Expenditures 2013-2014

(continued)

Func Dept. No. No.	Fund Department	Salaries & Benefits	Services & Supplies	Capital Outlay	Debt Service	Chrg In/Out Contingency	TOTAL
<u>Special Revenue Funds (Continued)</u>							
284	Northgate @ Regency Park AD #14	0	178,897	0	0	0	178,897
285	Magnolia Grove AD #15	0	5,733	0	0	0	5,733
286	Senior Homes Villages AD #16	0	6,587	0	0	0	6,587
287	Stonecreek Villages AD #17	0	128,907	0	0	0	128,907
288	Rail Trail Corridor AD #18	0	75,765	0	0	5,000	80,765
289	Talbott Park Basin AD #19	0	23,150	0	0	0	23,150
290	CFD 2002-01 Public Safety-Police	381,295	2,400	0	0	0	383,695
291	CFD 2002-01 Public Safety-Fire	430,476	1,800	0	0	0	432,276
294	NSP Program Income	0	300,000	0	0	0	300,000
TOTAL SPECIAL REVENUE FUNDS		\$3,260,121	\$2,264,584	\$2,758,499	\$0	\$1,039,378	\$9,322,582
<u>Capital Project Funds</u>							
306	Corporation Yard	\$0	\$0	\$130,000	\$0	\$0	\$130,000
324	Child Development Center	0	23,262	0	0	0	23,262
TOTAL CAPITAL PROJECT FUNDS		\$0	\$23,262	\$130,000	\$0	\$0	\$153,262
<u>Business-Type Funds</u>							
501	Water Fund:						
410	Water Administration	\$366,096	\$223,472	\$1,141	\$0	\$0	\$590,709
461	Water	1,192,033	1,460,590	3,444,510	4,432,250	0	10,529,383
495	Contingency					100,000	100,000
	Total	1,558,129	1,684,062	3,445,651	4,432,250	100,000	11,220,092
502	Wastewater Fund:						
410	Wastewater Administration	358,247	223,306	1,140	0	0	582,693
432	Wastewater Collection	684,340	369,422	1,222,510	0	0	2,276,272
433	Wastewater Treatment	465,278	827,351	211,510	2,337,300	0	3,841,439
495	Contingency					100,000	100,000
	Total	1,507,865	1,420,079	1,435,160	2,337,300	100,000	6,800,404
505	Airport Fund	7,330	521,458	0	29,305	0	558,093
510	Solid Waste & Street Sweeping Fund:						
410	Solid Waste Administration	359,261	223,305	1,140	0	0	583,706
490	Solid Waste	610,088	4,119,037	185,020	0	375,056	5,289,201
495	Contingency					100,000	100,000
	Total	969,349	4,342,342	186,160	0	475,056	5,972,907
TOTAL BUSINESS-TYPE FUNDS		\$4,042,673	\$7,967,941	\$5,066,971	\$6,798,855	\$675,056	\$24,551,496
<u>Internal Service Funds</u>							
601	480 Fleet Maintenance	\$155,346	\$611,367	\$17,510	\$0	\$0	\$784,223
610	410 Information Technology	317,471	38,098	86,500	0	0	442,069
656	415 Retiree's Medical Health	761,246	0	0	0	0	761,246
TOTAL INTERNAL SERVICE FUNDS		\$1,234,063	\$649,465	\$104,010	\$0	\$0	\$1,987,538
TOTAL ALL FUNDS		\$17,852,887	\$13,488,757	\$8,098,750	\$6,897,606	(\$143,277)	\$46,194,723

*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
2013-2014

Fund No.	Dept. No.	Fund Department	Salaries & Benefits	Services & Supplies	Capital Outlay	Debt Service	Charge In/Out Contingency	TOTAL
<u>Administration Department</u>								
100	410	Administration	\$673,713	\$303,108	\$1,141	\$50,616	\$0	\$1,028,578
100	495	Contingency	0	0	0	0	50,000	50,000
202	410	City Hall Fund	0	10,200	0	0	0	10,200
501	410	Water Administration	366,096	223,472	1,141	0	0	590,709
502	410	Wastewater Administration	358,247	223,306	1,140	0	0	582,693
510	410	Solid Waste Administration	359,261	223,305	1,140	0	0	583,706
<u>Internal Service Funds</u>								
610	410	Information Technology Services	317,471	38,098	86,500	0	0	442,069
656	415	Retiree's Medical Health	761,246	0	0	0	0	761,246
Total Administration			\$2,836,034	\$1,021,489	\$91,062	\$50,616	\$50,000	\$4,049,201
<u>Community Development Department</u>								
100	419	Community Development	\$309,296	\$58,514	\$730	\$0	\$0	\$368,540
Total Community Development			\$309,296	\$58,514	\$730	\$0	\$0	\$368,540
<u>Economic Development</u>								
262	463	CDBG Micro Enterprise PI	\$0	\$500	\$0	\$0	\$0	\$500
294	463	NSP Program Income	0	300,000	0	0	0	300,000
Total Economic Development			\$0	\$300,500	\$0	\$0	\$0	\$300,500
<u>Police Department</u>								
Police								
100	421	Police	\$5,443,271	\$670,683	\$9,028	\$0	\$0	\$6,122,982
204	421	Prevention Underage Drinking	0	2,000	0	0	0	2,000
235	421	Asset Forfeiture	0	30,000	0	0	0	30,000
236	421	Safety Augmentation	1,131,464	142,229	9,028	0	0	1,282,721
237	421	SLESF - COPS	136,569	0	0	0	0	136,569
239	421	JAG (Justice Assistant Grant) Prog	0	0	20,804	0	0	20,804
240	421	JAG Edward Byrne Grant	0	1,905	0	0	0	1,905
241	421	JAG Edward Byrne Grant	0	2,411	0	0	0	2,411
242	421	CHRP-COPS Hiring Recovery	0	0	0	0	0	0
245	421	Police Capital Improvements	0	10,000	129,000	0	0	139,000
246	421	Traffic Safety Fund	26,680	7,518	0	0	0	34,198
248	421	Homeland Security	0	0	14,000	0	0	14,000
290	421	CFD Public Safety - Police	381,295	2,400	0	0	0	383,695
<u>Animal Control</u>								
100	441	Animal Control	71,876	27,964	0	0	0	99,840
Total Police			\$7,191,155	\$897,110	\$181,860	\$0	\$0	\$8,270,125
<u>Fire & Building Department</u>								
Fire								
100	422	Fire	\$698,144	\$294,062	\$821	\$33,763	\$0	\$1,026,790
100	429	Code Enforcement	128,136	60,593	0	0	0	188,729
238	422	Safety Augmentation	1,153,637	71,393	821	0	0	1,225,851
243	422	Fire Capital Improvements	0	8,000	567,000	0	0	575,000
248	422	Homeland Security	0	0	15,000	0	0	15,000
291	422	CFD Public Safety - Fire	430,476	1,800	0	0	0	432,276

City of Los Banos
Adopted Expenditures by Department
2013-2014

		<i>(continued)</i>						
Fund No.	Dept. No.	Fund Department	Salaries & Benefits	Services & Supplies	Capital Outlay	Debt Service	Charge In/Out Contingency	TOTAL
Building								
100	424	Building	29,561	122,336	0	14,372	0	166,269
Total Fire & Building			\$2,439,954	\$558,184	\$583,642	\$48,135	\$0	\$3,629,915
Public Works Department								
Streets & Roads								
100	426	Engineering	\$57,734	\$7,524	\$1,510	\$0	\$0	\$66,768
100	431	Street	855,676	519,248	21,510	0	(1,396,434)	0
215	430	Gas Tax 2105	0	60,000	0	0	1,021,378	1,081,378
225	430	SB325 Transportation	0	92,525	0	0	0	92,525
230	430	Traffic Impact Fee	0	15,000	790,000	0	0	805,000
249	430	CMAQ/SR2S Grant	0	0	1,202,846	0	0	1,202,846
306	430	Corporation Yard	0	0	130,000	0	0	130,000
308	430	Prop 1B	0	0	0	0	0	0
Maintenance & Recreation								
100	452	Maintenance	807,757	293,931	1,510	0	(511,277)	591,921
100	481	Community Center	57,874	103,406	1,510	0	0	162,790
100	451	Recreation	170,342	113,337	1,510	0	0	285,189
100	453	Senior Citizen Activities	12,650	8,799	0	0	0	21,449
324	451	Child Development Center	0	23,262	0	0	0	23,262
Assessment Districts								
271	458	Ranchwood Estates AD #1	0	377,453	0	0	0	377,453
272	458	Cresthills AD #2	0	55,746	10,000	0	6,000	71,746
273	458	Los Banos Gardens AD #3	0	88,640	0	0	0	88,640
274	458	Collage Green Estates AD #4	0	93,018	0	0	0	93,018
275	458	Orchard Terrace AD #5	0	48,981	0	0	0	48,981
276	458	St. Francis Estates AD #6	0	25,174	0	0	0	25,174
277	458	Valley Meadows & Bedford AD #7	0	9,159	0	0	0	9,159
279	458	Jo-Lin & Rancho De Amigos AD #8	0	88,163	0	0	7,000	95,163
280	458	LB Creek Shopping Center AD #10	0	20,324	0	0	0	20,324
281	458	Meadowlands AD #11	0	161,815	0	0	0	161,815
282	458	Verona/Mission Estates AD #12	0	97,443	0	0	0	97,443
283	458	Somerset Park AD #13	0	21,748	0	0	0	21,748
284	458	Northgate @ Regency Park AD #14	0	178,897	0	0	0	178,897
285	458	Magnolia Grove AD #15	0	5,733	0	0	0	5,733
286	458	Senior Homes Villages AD #16	0	6,587	0	0	0	6,587
287	458	Stonecreek Villages AD #17	0	128,907	0	0	0	128,907
288	458	Rail Trail Corridor AD #18	0	75,765	0	0	5,000	80,765
289	458	Talbott Park Storm Basin AD #19	0	23,150	0	0	0	23,150
Water								
501	461	Water	1,192,033	1,460,590	3,444,510	4,432,250	0	10,529,383
501	495	Contingency	0	0	0	0	100,000	100,000
Wastewater								
502	432	Wastewater Collection	684,340	369,422	1,222,510	0	0	2,276,272
502	433	Wastewater Treatment	465,278	827,351	211,510	2,337,300	0	3,841,439
502	495	Contingency	0	0	0	0	100,000	100,000

City of Los Banos
Adopted Expenditures by Department
2013-2014

		<i>(continued)</i>						
Fund No.	Dept. No.	Fund Department	Salaries & Benefits	Services & Supplies	Capital Outlay	Debt Service	Charge In/Out Contingency	TOTAL
Airport								
505	435	Airport	7,330	521,458	0	29,305	0	558,093
Solid Waste & Street Sweeping								
510	490	Solid Waste	610,088	4,119,037	185,020	0	375,056	5,289,201
510	495	Contingency	0	0	0	0	100,000	100,000
249	490	CMAQ Grant	0	0	0	0	0	0
Internal Service Funds								
601	480	Fleet Maintenance	155,346	611,367	17,510	0	0	784,223
Total Public Works			\$5,076,448	\$10,652,960	\$7,241,456	\$6,798,855	(\$193,277)	\$29,576,442
TOTAL ALL FUNDS			\$17,852,887	\$13,488,757	\$8,098,750	\$6,897,606	(\$143,277)	\$46,194,723

*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
2013-2014

	Actual Expenditures 2010-2011	Actual Expenditures 2011-2012	Projected Expenditures 2012-2013	Adopted Expenditures 2013-2014
100 General Fund	\$9,392,696	\$9,207,691	\$10,959,835	\$10,179,845
Special Revenue Funds				
200 Movie Night	\$746	\$0	\$0	\$0
201 Recreation Fund	286,107	291,267	0	0
202 City Hall Admin Fund	0	0	1,949	10,200
204 Prevention Underage Drinking	0	0	2,000	2,000
205 Code Enforcement	66,191	135,193	0	0
207 RSTP Exchange	275,760	0	0	0
212 Peg Franchise Fund	0	0	38,255	0
215 Gas Tax 2105	691,765	891,400	613,814	1,081,378
219 Traffic Congestion Relief	93,086	0	0	0
225 SB325 Fund	125,513	469,114	535,571	92,525
230 Traffic Impact Fee Fund	19,617	15,000	168,607	805,000
232 Storm Drain Fee Fund	243	220,000	0	0
235 Asset Forfeiture Fund	5,924	5,238	75,200	30,000
236 Public Safety Augmentation Police	918,068	1,129,571	1,231,725	1,282,721
237 SLESF COPs Fund	115,639	130,777	126,765	136,569
238 Public Safety Augmentation Fire	829,406	885,193	1,166,603	1,225,851
239 JAG (Justice Assistant Grant) Program	14,669	0	0	20,804
240 JAG Edward Byrne Grant	38,501	16,684	16,555	1,905
241 JAG Edward Byrne Grant	16,968	11,623	0	2,411
242 CHRP-COPS Hiring Recovery	183,194	212,643	105,631	0
243 Fire Capital Improvement	53,824	53,172	88,000	575,000
245 Police Capital Improvement	261,748	200,000	277,875	139,000
246 Traffic Safety Fund	88,540	21,398	56,236	34,198
248 Homeland Security Grant	155,738	62,929	86,050	29,000
249 CMAQ Grant	0	11,582	537,951	1,202,846
258 Stonecreek Park Development	0	0	99,953	0
262 CDBG Micro Enterprise Program Income	38,627	0	6,500	500
263 CDBG Economic Development	37,953	17,836	0	0
268 Neighborhood Stabilization Program	513,596	60,425	0	0
269 First Time Homebuyers Grant	68,362	0	0	0
271 Ranchwood Estates AD #1	348,323	359,566	359,319	377,453
272 Cresthills AD #2	78,941	45,530	50,304	71,746
273 Los Banos Gardens AD #3	57,405	85,826	88,523	88,640
274 College Green Estates AD #4	83,739	76,177	109,757	93,018
275 Orchard Terrace AD #5	40,220	56,852	47,224	48,981
276 St. Francis Estates AD #6	26,665	27,857	30,401	25,174
277 Valley Meadows & Bedford AD #7	4,344	6,157	7,329	9,159
279 Jo-Lin & Rancho De Amigos AD #9	50,335	72,707	72,484	95,163
280 LB Creek Shopping Center AD #10	14,866	16,015	15,260	20,324
281 Meadowlands AD #11	128,346	158,009	150,794	161,815
282 Verona/Mission Estates AD #12	111,377	111,844	88,504	97,443
283 Somerset Park AD #13	18,699	18,333	22,479	21,748

City of Los Banos
Expenditure History by Fund
2013-2014

(Continued)

	Actual Expenditures 2010-2011	Actual Expenditures 2011-2012	Projected Expenditures 2012-2013	Adopted Expenditures 2013-2014
Special Revenue Funds				
284 Northgate @ Regency Park AD #14	172,848	213,154	175,864	178,897
285 Magnolia Grove AD #15	3,808	4,897	4,378	5,733
286 Senior Homes Villages AD #16	4,537	4,612	5,078	6,587
287 Stonecreek Villages AD #17	71,761	120,927	112,577	128,907
288 Rail Trail Corridor AD #18	65,949	67,598	68,733	80,765
289 Talbott Park Basin AD #19	17,243	37,537	43,591	23,150
290 CFD 2002-01 Police	389,731	370,118	361,802	383,695
291 CFD 2002-01 Fire	381,820	387,637	420,055	432,276
294 NSP Program Income	1,435,957	642,680	75,000	300,000
Total Special Revenue Funds	\$8,407,154	\$7,725,078	\$7,544,696	\$9,322,582
Capital Project Funds				
304 City Hall Fund	\$0	\$0	\$0	\$0
306 Corporation Yard	0	0	0	130,000
308 Prop 1B	355,608	17,523	576,762	0
309 ARRA	1,140,751	0	0	0
312 Comcast Video Upgrade Grant	0	0	0	0
318 CCID Canal Park Grant	0	0	0	0
320 Community Center	1,236,383	0	0	0
324 Child Development Center	15,532	22,536	19,564	23,262
325 Los Banos Transpo Center	0	0	0	0
Total Capital Project Funds	\$2,748,274	\$40,059	\$596,326	\$153,262
Business Type Funds				
501 Water Fund	\$3,868,615	\$3,645,442	\$3,870,452	\$11,220,092
502 Wastewater Fund	3,035,249	5,436,849	3,742,275	6,800,404
505 Airport Fund	476,207	470,337	548,838	558,093
510 Solid Waste Fund	4,798,808	4,962,359	5,545,207	5,972,907
Total Business Type Funds	\$12,178,879	\$14,514,987	\$13,706,772	\$24,551,496
Internal Service Funds				
601 Fleet Maintenance	\$765,931	\$786,885	\$750,399	\$784,223
610 Information Technology	412,560	365,622	381,007	442,069
615 Engineering Services	60,286	55,184	0	0
656 Retiree's Medical Health	595,639	785,635	797,609	761,246
Total Internal Service Funds	\$1,834,416	\$1,993,326	\$1,929,015	\$1,987,538
TOTAL ALL FUNDS	\$34,561,419	\$33,481,141	\$34,736,644	\$46,194,723

*Transfer Outs are not included in this schedule

City of Los Banos
Adopted Expenditure History by Department
2013-2014

Fund No.	Dept. No.	Department	Actual 2010-2011	Actual 2011-2012	Projected 2012-2013	Adopted 2013-2014
<u>Administration Department</u>						
100	410	Administration	\$1,099,890	\$1,150,384	\$2,180,966	\$1,078,578
202	410	City Hall Admin Fund	0	0	1,949	10,200
212	410	Peg Franchise Fee	0	0	38,255	0
501	410	Water Administration	565,794	528,776	572,137	590,709
502	410	Wastewater Administration	547,161	522,437	563,078	582,693
510	410	Solid Waste Administration	558,888	541,208	562,947	583,706
610	410	Information Technology	412,560	365,622	381,007	442,069
656	415	Retiree's Medical Health	595,639	785,635	797,609	761,246
Total Administration			\$3,779,932	\$3,894,062	\$5,097,948	\$4,049,201
<u>Community Development Department</u>						
100	419	Community Development	\$557,684	\$360,941	\$349,383	\$368,540
Total Community Development			\$557,684	\$360,941	\$349,383	\$368,540
<u>Economic Development</u>						
262	463	CDBG Micro Enterprise PI	\$38,627	\$0	\$6,500	\$500
263	463	CDBG Economic Dev Grant	37,953	17,836	0	0
268	463	Neighborhood Stabilization Program	513,596	60,425	0	0
269	463	1st Time Homebuyers Program	68,362	0	0	0
294	463	NSP Program Income	1,435,957	642,680	75,000	300,000
320	463	Los Banos Community Center	1,236,383	0	0	0
Total Economic Development			\$3,330,878	\$720,941	\$81,500	\$300,500
<u>Police Department</u>						
100	421	Police	\$5,595,298	\$5,511,820	\$5,585,712	\$6,122,982
100	441	Animal Control	97,176	99,979	94,989	99,840
204	421	Prevention Underage Drinking	0	0	2,000	2,000
235	421	Asset Forfeiture	5,924	5,238	75,200	30,000
236	421	Safety Augmentation	918,068	1,129,571	1,231,725	1,282,721
237	421	SLESF - COPS	115,639	130,777	126,765	136,569
239	421	JAG (Justice Assistant Grant) Program	14,669	0	0	20,804
240	421	JAG Edward Byrne Grant	38,501	16,684	16,555	1,905
241	421	JAG Edward Byrne Grant	16,968	11,623	0	2,411
242	421	CHRP-COPS Hiring Recovery	183,194	212,643	105,631	0
245	421	Police Capital Improvements	261,748	200,000	277,875	139,000
246	421	Traffic Safety Fund	88,540	21,398	56,236	34,198
248	421	Homeland Security	80,962	0	38,000	14,000
290	421	CFD Public Safety - Police	389,731	370,118	361,802	383,695
Total Police			\$7,806,418	\$7,709,851	\$7,972,490	\$8,270,125
<u>Fire & Building Department</u>						
100	422	Fire	\$1,079,684	\$1,125,874	\$1,194,766	\$1,026,790
100	424	Building	253,741	256,717	300,246	166,269
100	429	Code Enforcement	0	0	183,255	188,729
205	429	Code Enforcement	66,191	135,193	0	0
238	422	Safety Augmentation	829,406	885,193	1,166,603	1,225,851
243	422	Fire Capital Improvements	53,824	53,172	88,000	575,000
248	422	Homeland Security Grant	74,776	62,929	48,050	15,000
291	422	CFD Public Safety - Fire	381,820	387,637	420,055	432,276
Total Fire/Building			\$2,739,442	\$2,906,715	\$3,400,975	\$3,629,915

City of Los Banos
Adopted Expenditure History by Department
2013-2014
(continued)

Fund No.	Dept. No.	Department	Actual 2010-2011	Actual 2011-2012	Projected 2012-2013	Adopted 2013-2014
Public Works Department						
Streets & Roads						
100	431	Street	(\$191)	\$0	\$1	\$0
100	426	Engineering	0	0	62,865	66,768
207	430	RSTP Exchange	275,760	0	0	0
215	430	Gas Tax 2105	691,765	891,400	613,814	1,081,378
219	430	Traffic Congestion Relief	93,086	0	0	0
225	430	SB325 Transportation	125,513	469,114	535,571	92,525
230	430	Traffic Impact Fee	19,617	15,000	168,607	805,000
249	430	CMAQ/SR2S Grant	0	0	134,622	1,202,846
306	430	Corporation Yard	0	0	0	130,000
308	430	Prop 1B	355,608	17,523	576,762	0
309	430	ARRA	1,140,751	0	0	0
Maintenance & Recreation						
100	452	Maintenance	536,555	550,741	555,440	591,921
100	481	Community Center	172,859	151,235	158,274	162,790
100	451	Recreation	0	0	272,839	285,189
100	453	Seniors	0	0	21,099	21,449
200	451	Movie Night	746	0	0	0
201	451	Recreation	261,706	271,354	0	0
201	453	Seniors	24,401	19,913	0	0
250	454	Los Banos Parks Development	455	0	0	0
258	454	Villages @ Stonecreek Park Development	0	0	99,953	0
324	451	Child Development Center	15,532	22,536	19,564	23,262
Assessment Districts						
271	458	Ranchwood Estates AD #1	348,323	359,566	359,319	377,453
272	458	Cresthills AD #2	78,941	45,530	50,304	71,746
273	458	Los Banos Gardens AD #3	57,405	85,826	88,523	88,640
274	458	College Green Estates AD #4	83,739	76,177	109,757	93,018
275	458	Orchard Terrace AD #5	40,220	56,852	47,224	48,981
276	458	St. Francis Estates AD #6	26,665	27,857	30,401	25,174
277	458	Valley Meadows & Bedford AD #7	4,344	6,157	7,329	9,159
279	458	Jo-Lin & Rancho De Amigos AD #9	50,335	72,707	72,484	95,163
280	458	LB Creek Shopping Center AD #10	14,866	16,015	15,260	20,324
281	458	Meadowlands AD #11	128,346	158,009	150,794	161,815
282	458	Verona/Mission Estates AD #12	111,377	111,844	88,504	97,443
283	458	Somerset Park AD #13	18,699	18,333	22,479	21,748
284	458	Northgate @ Regency Park AD #14	172,848	213,154	175,864	178,897
285	458	Magnolia Grove AD #15	3,808	4,897	4,378	5,733
286	458	Senior Homes Villages AD # 16	4,537	4,612	5,078	6,587
287	458	Stonecreek Villages AD # 17	71,761	120,927	112,577	128,907
288	458	Rail Trail Corridor AD #18	65,949	67,598	68,733	80,765
289	458	Talbott Park Storm Basin AD #19	17,243	37,537	43,591	23,150
Water/Wastewater						
232	440	Storm Drain	243	220,000	0	0
501	461	Water	3,302,821	3,116,666	3,298,315	10,529,383
501	495	Contingency	0	0	0	100,000
502	432	Wastewater Collection	1,038,517	2,834,251	1,142,977	2,276,272
502	433	Wastewater Treatment	1,449,571	1,980,161	2,036,220	3,841,439
502	495	Contingency	0	100,000	0	100,000

City of Los Banos
Adopted Expenditure History by Department
2013-2014
(continued)

Fund No.	Dept. No.	Department	Actual 2010-2011	Actual 2011-2012	Projected 2012-2013	Adopted 2013-2014
		Airport				
505	435	Airport	476,207	470,337	548,838	558,093
		Solid Waste & Street Sweeping				
510	490	Solid Waste & Street Sweeping	4,239,920	4,421,151	4,982,260	5,289,201
510	495	Contingency	0	0	0	100,000
249	490	CMAQ Grant	0	11,582	403,329	0
		Internal Services				
601	480	Fleet Maintenance	765,931	786,885	750,399	784,223
615	426	Engineering	60,286	55,184	0	0
		Total Public Works	\$16,347,065	\$17,888,631	\$17,834,348	\$29,576,442
		TOTAL ALL FUNDS	\$34,561,419	\$33,481,141	\$34,736,644	\$46,194,723

City of Los Banos
2013-2014 Adopted Budget

Interfund Transfer

<u>Fund #</u>	<u>Fund</u>	<u>Transfer In</u>	<u>Transfer Out</u>
290	Police CFD	\$20,081	
291	Fire CFD	\$24,303	
100	General Fund		\$44,384
249	CMAQ/SR2S Grant	\$77,457	
207	RSTP		\$51,764
501	Water		\$25,693
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	Total	\$121,841	\$121,841

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City of Los Banos

Revenue History by Fund 2013-2014

	Actual Revenues 2010-2011	Actual Revenues 2011-2012	Projected Revenues 2012-2013	Adopted Revenues 2013-2014
100 General Fund	\$9,765,833	\$9,672,015	\$10,442,533	\$9,993,829
Special Revenue Funds				
200 Movie Night	\$109	\$198	\$0	\$0
201 Recreation Fund	253,962	263,690	0	0
202 Admin City Hall Service Charge	4,385	5,294	1,159	1,230
204 Prevention Underage Drinking	0	32	1,550	800
205 Code Enforcement Fund	101,562	126,964	0	0
207 RSTP Exchange Fund	348,263	10,290	351,769	356,000
212 PEG Franchise Fund	21,426	21,677	21,500	21,575
215 Gas Tax 2105 Fund	883,024	993,941	873,306	1,066,159
219 Traffic Congestion Relief	0	0	0	0
225 SB325 Fund	9,109	7,063	3,842	0
229 Regional Transportation Impact Fees	1,227	2,366	0	0
230 Traffic Impact Fee Fund	121,905	340,195	268,784	71,000
232 Storm Drain Fund	2,549	1,048	449	82,000
233 Lamoglia Traffic Impact Fund	5,837	6,217	0	0
234 Meadowland Traffic Impact Fund	1,005	1,070	0	0
235 Asset Forfeiture Fund	4,162	16,357	10,066	2,000
236 Safety Augmentation Fund - Police	852,749	905,231	919,895	923,850
237 SLESF COPS Fund	101,077	100,284	144,065	100,000
238 Safety Augmentation Fund - Fire	846,254	900,044	905,950	922,850
239 JAG/LLEBG Grant Fund	2,389	0	0	20,804
240 JAG Edward Byrne Grant Fund	39,054	16,684	17,155	1,905
241 JAG Edward Byrne Grant Fund	0	11,623	0	2,411
242 CHRP-COPS Hiring Recovery Fund	182,370	213,467	105,742	0
243 Fire Capital Improvement Fund	39,299	37,233	16,958	17,800
244 Community Center Fee Fund	5,557	7,819	2,581	1,900
245 Police Capital Improvement Fund	55,298	62,564	17,966	11,360
246 Traffic Safety Fund	84,828	39,019	31,424	35,184
247 Special Aviation Fund	12	12	0	0
248 Homeland Security Grant	116,391	45,000	149,550	29,000
249 CMAQ Grant	0	8,853	493,219	1,125,389
250 Los Banos Parks Development	136,013	49,834	0	0
251 Mission Village North Park Developme	533	568	0	0
252 Facility Reserve Fund	317	299	185	185
253 Northgate Park Development	1,058	1,128	0	0
255 Vineyard Park Development	123	132	0	0
256 Meadowland Park Development	1,412	1,504	0	0

City of Los Banos

Revenue History by Fund 2013-2014

(continued)

	Actual Revenues 2010-2011	Actual Revenues 2011-2012	Projected Revenues 2012-2013	Adopted Revenues 2013-2014	
<u>Special Revenue Funds (continued)</u>					
257	Mission Estates Park Development	1,154	1,229	0	0
258	Stone Creek Park Development	68,412	16,348	0	0
259	Orchard Terrace Park Development	81	45	0	0
262	CDBG Micro Enterprise Program Income	8,004	10,776	17,292	21,030
263	CDBG Economic Development	58,397	0	0	0
268	Neighborhood Stabilization Program	416,224	(512,913)	0	0
269	First Time Homebuyers Grant	72,526	0	0	0
271	Ranchwood Estates AD #1	372,257	350,467	350,469	350,469
272	Cresthills AD #2	80,352	72,530	72,532	72,540
273	Los Banos Gardens AD #3	73,823	80,944	88,946	97,786
274	Collage Green Estates AD #4	112,802	101,451	101,306	101,306
275	Orchard Terrace AD #5	49,815	49,372	49,566	49,566
276	St. Francis Estates AD #6	25,458	25,427	25,398	25,398
277	Valley Meadows & Bedford AD #7	11,074	11,070	12,179	12,179
279	Jo-Lin & Rancho De Amigos AD #9	85,392	86,401	95,353	104,888
280	LB Creek Shopping Center AD #10	14,527	21,030	23,120	23,120
281	Meadowlands AD #11	139,006	145,643	152,884	160,525
282	Verona/Mission Estates AD #12	101,537	96,905	97,572	97,475
283	Somerset Park AD #13	25,774	22,993	23,016	22,990
284	Northgate @ Regency Park AD #14	183,380	151,942	151,735	151,735
285	Magnolia Grove AD #15	7,034	6,389	7,023	7,726
286	Senior Home Village AD # 16	7,471	7,463	8,204	9,024
287	Stonecreek Villages AD #17	110,841	107,608	118,344	130,178
288	Railroad Corridor AD #18	78,898	80,723	88,792	97,649
289	Talbott Park Basin AD #19	20,919	20,900	20,663	22,685
290	CFD 2002-01 - Police	349,685	346,888	353,034	363,614
291	CFD 2002-01 - Fire	350,514	343,319	353,294	363,814
292	CDBG Prog Inc Housing Rehab	38	39	0	0
293	HOME Prog Inc Housing Rehab	0	0	0	0
294	NSP Program Income	1,262,889	920,214	185,000	100,000
295	Repair & Demolition	116	124	0	0
	Total Special Revenue Funds	\$8,311,659	\$6,763,027	\$6,732,837	\$7,179,099
<u>Capital Project Funds</u>					
303	Traffic Mitigation-S.F.	\$1,131	\$1,204	\$0	\$0
304	City Hall Impact Fee	13,134	18,369	5,541	5,675
306	Corporation Yard Impact Fee	4,673	6,603	4,148	2,775
308	Prop 1B	3,828	3,889	0	0

City of Los Banos
Revenue History by Fund
2013-2014

(continued)

	Actual Revenues 2010-2011	Actual Revenues 2011-2012	Projected Revenues 2012-2013	Adopted Revenues 2013-2014
<u>Capital Project Funds (Continued)</u>				
309 ARRA Fund	1,243,304	0	0	0
320 Los Banos Community Center	851	0	0	0
324 Child Development Center	36,138	37,763	47,340	47,340
325 Los Banos Transpo Center	1,929	0	0	0
Total Capital Project Funds	\$1,304,988	\$67,828	\$57,029	\$55,790
<u>Business Type Funds</u>				
501 Water Fund	\$4,831,187	\$5,002,729	\$5,184,000	\$5,393,000
502 Wastewater Fund	3,210,082	3,905,765	4,618,613	4,829,155
505 Airport Fund	492,449	522,271	601,434	601,119
510 Solid Waste & Street Sweeping	5,288,993	5,392,413	5,828,976	6,068,570
Total Business Type Funds	\$13,822,711	\$14,823,178	\$16,233,023	\$16,891,844
<u>Internal Service Funds</u>				
601 Fleet Maintenance	\$744,116	\$780,950	\$754,647	\$732,415
610 IT Services	375,920	328,979	346,972	361,836
615 Engineering Services	44,296	31	0	0
656 Retirees' Medical Health Benefits	1,016,015	1,356,732	1,175,982	1,344,236
Total Internal Service Funds	\$2,180,347	\$2,466,692	\$2,277,601	\$2,438,487
TOTAL ALL FUNDS	\$35,385,538	\$33,792,740	\$35,743,023	\$36,559,049

City of Los Banos

Revenue Detail by Fund

General Fund

2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
General Fund - Fund 100-000				
311-010 Prop Taxes-Sec-Current	\$1,780,971	\$1,833,983	\$1,879,627	\$1,898,423
311-011 Senate Bill 813 Sup Taxes	8,384	11,861	0	0
311-015 Prop Taxes - Unsecured	156,952	158,776	142,725	144,152
311-017 Property Tax Reimbursement	0	0	107,000	0
311-035 Prop Taxes in lieu VLF	1,731,510	1,789,110	1,794,820	1,812,768
312-010 Transient Occupancy	203,333	215,959	226,193	220,000
313-010 Sales & Use Tax	2,199,311	2,329,534	2,559,607	2,610,800
313-015 Prop Taxes In Lieu 1/4 Sales Tax	931,626	617,684	884,175	600,000
313-020 Sales & Use Tax-Prop 172	99,410	107,590	115,000	115,000
317-010 Documentary Stamp Tax	80,781	66,186	63,000	60,000
318-020 Franchise Fees	419,554	424,274	425,000	425,000
Taxes	\$7,611,832	\$7,554,957	\$8,197,147	\$7,886,143
321-010 Business Licenses	\$93,011	\$94,668	\$95,000	\$95,000
321-015 Business License Transfer	365	365	250	250
322-010 Building Permits	87,602	65,051	130,000	60,000
322-011 Plumb\Elect\Mech Permits	21,096	27,941	25,000	20,000
322-012 Encroachment Fees	1,904	2,161	2,600	2,200
322-060 Animal License & Shelter	7,185	6,439	7,000	7,000
322-065 Animal Spay/Neuter	6,155	3,446	3,500	3,500
322-070 Bicycle License	40	20	28	20
Licenses & Permits	\$217,358	\$200,091	\$263,378	\$187,970
334-010 State Grant	\$61,143	\$19,492	\$23,872	\$32,295
334-011 St. Reimb Police Training	11,239	21,902	10,500	9,500
334-012 Fire Fighting Reimbursement	7,484	19,864	40,807	10,000
334-018 State Mandate Reimbursement	0	0	874	0
335-010 HOPTR Home Owner Property	30,213	29,016	3,577	3,600
335-050 Motor Veh In Lieu Tax	183,820	18,734	0	0
337-010 County Grants	3,000	0	0	0
Revenue - Other Agencies	\$296,899	\$109,008	\$79,630	\$55,395
341-010 Admin Service Charge	\$61,307	\$67,194	\$67,000	\$67,000
341-011 Business License Admin Fee	0	0	39,333	40,000
341-016 Workers Comp Receipts	10,780	65,716	32,234	10,000
341-025 Notary Fees	2,590	1,620	950	900
341-028 Environmental Impact	56,327	0	0	0
341-029 Annex Processing	1,000	0	0	0
341-031 Subd Eng Review Inspection	30,756	146,992	63,320	65,000
341-032 Zoning & Planning	35,844	47,380	31,000	40,000
341-033 Reinspection Fee	47	0	0	0
341-035 Building Plan Check Fees	27,855	65,197	65,000	30,000
341-036 Plan Admin Fee	6,050	4,130	5,000	5,500
341-039 General Plan Maint. Fee	3,577	6,965	2,875	2,700

City of Los Banos

Revenue Detail by Fund

General Fund

2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
General Fund - Fund 100-000 (continued)				
341-040 Xerox Copies	221	216	100	200
342-010 Special Police Services	600	600	4,745	4,500
342-015 Animal Impound Fee	14,225	14,382	13,000	13,000
342-016 Police Department Report Fee	8,241	6,860	6,500	6,000
342-017 Live Scan Fee	31,422	30,570	23,800	24,000
342-020 Prisoner Care	24,577	1,330	5,500	1,500
342-030 Fire Inspection Fee	3,444	2,970	2,146	2,000
342-040 First Responder Fee	5,780	5,704	3,020	3,500
342-060 School Police Grants	153,333	170,790	178,553	186,077
346-016 Returned Check Charges	7,420	1,365	600	600
347-011 Recreation Programs	0	0	198,000	202,000
347-013 Senior Citizen Activities	0	0	8,000	8,000
347-015 Special Recreation Functions	0	0	4,236	3,000
348-010 Weed Abatement	0	0	15,762	15,000
Current Services	\$485,396	\$639,981	\$770,674	\$730,477
342-050 Booking Fees	\$0	\$19,640	\$6,158	\$6,150
351-010 Parking Fees	64,815	49,356	24,000	24,000
351-011 Admin Citation Fees	(50)	0	25,500	25,000
351-012 Fee, Fines & Forfeitures	93,399	97,735	45,000	55,000
Fines	\$158,164	\$166,731	\$100,658	\$110,150
361-010 Interest Earnings	\$33,306	\$29,815	\$27,528	\$20,000
362-010 Gain/Value on Invest GASB 31	7,234	3,806	2,500	2,500
363-010 Rentals -Buildings	87,466	76,133	88,400	88,400
363-011 Recreations Rentals	0	0	50,000	50,000
363-015 Rentals -Land	743,394	743,394	743,394	743,394
363-020 Comm Cntr Grand Room Rental	71,567	84,110	80,000	80,000
363-030 Comm Cntr Multi Purpose Rental	188	2,820	3,000	3,000
363-050 Comm Cntr Meeting Rm Rental	1,960	4,735	3,500	3,500
363-070 Digital Sign Advertising	2,125	600	4,300	3,500
363-080 Community Center Pavers	950	500	0	0
363-090 Comm Cntr Other Rentals	1,340	3,250	800	500
365-012 Recreation Contributions	0	0	2,952	3,500
365-013 Mural Program Contributions	0	0	10,000	10,000
Interest & Misc. Income	\$949,530	\$949,163	\$1,016,374	\$1,008,294
390-010 Misc. Revenues	\$35,600	\$54,492	\$10,000	\$12,000
390-020 Refunds	11,054	(\$2,408)	1,569	1,100
390-030 Receivership Revenue	0	0	803	0
396-030 Fiscal Agent - Restricted Earn.	0	0	2,300	2,300
Other Revenues	\$46,654	\$52,084	\$14,672	\$15,400
General Fund Total	\$9,765,833	\$9,672,015	\$10,442,533	\$9,993,829

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Movie Night - Fund 200-000				
347-015 Special Programs	\$0	\$165	\$0	\$0
361-010 Interest Earnings	25	26	0	0
362-010 Gain/Value on Invest GASB 31	4	7	0	0
365-010 Contributions & Donations	80	0	0	0
Total	\$109	\$198	\$0	\$0
Recreation - Fund 201-000				
347-010 Recreation Programs	\$183,786	\$201,391	\$0	\$0
347-013 Senior Citizen Activities	7,107	6,910	0	0
347-015 Special Rec. Functions	6,040	2,911	0	0
Services & Fees	\$196,933	\$211,212	\$0	\$0
361-010 Interest Earnings	\$425	\$257	\$0	\$0
362-010 Gain/Value on Invest GASB 31	83	40	0	0
363-010 Rental	54,781	50,126	0	0
365-010 Contributions & Donations	1,740	2,055	0	0
Interest & Misc.	\$57,029	\$52,478	\$0	\$0
Recreation Fund Total	\$253,962	\$263,690	\$0	\$0
City Hall Admin Service Charge - Fund 202-000				
348-010 City Hall Admin Service	\$3,568	\$4,508	\$763	\$1,000
361-010 Interest Earnings	711	629	359	200
362-010 Gain/Value on Invest GASB 31	106	157	37	30
Total	\$4,385	\$5,294	\$1,159	\$1,230
Prevention Underage Drinking - Fund 204-000				
348-010 Underage Drinking Fines	\$0	\$0	\$1,500	\$750
361-010 Interest Earnings	0	22	45	\$45
362-010 Gain/Value on Invest GASB 31	0	10	5	\$5
Total	\$0	\$32	\$1,550	\$800
Code Enforcement Fund - Fund 205-000				
341-010 Admin Service Charge	\$38,838	\$40,586	\$0	\$0
348-010 Weed Abatement	30,049	13,097	0	0
351-011 Admin Citation Fees	31,706	72,124	0	0
361-010 Interest Earnings	815	891	0	0
362-010 Gain/Value on Invest GASB 31	154	266	0	0
Total	\$101,562	\$126,964	\$0	\$0
RSTP Exchange - Fund 207-000				
334-010 State Grant	\$341,691	\$0	\$342,997	\$350,000
361-010 Interest Earnings	5,624	8,128	7,400	5,000
362-010 Gain/Value on Invest GASB 31	948	2,162	1,372	1,000
Total	\$348,263	\$10,290	\$351,769	\$356,000

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
PEG Franchise - Fund 212-000				
318-025 PEG Franchise Fee	\$21,040	\$21,101	\$21,000	\$21,000
361-010 Interest Earnings	321	451	400	450
362-010 Gain/Value on Invest GASB 31	65	125	100	125
Total	\$21,426	\$21,677	\$21,500	\$21,575
Gas Tax 2105 - Fund 215-000				
335-013 Motor Vehicle Fuel Taxes - 2103	\$344,982	\$491,192	\$348,689	\$517,274
335-015 Motor Vehicle Fuel Taxes - 2105	186,903	166,198	155,637	170,725
335-016 Motor Vehicle Fuel Taxes - 2106	93,662	89,874	115,871	117,977
335-017 Motor Vehicle Fuel Taxes - 2107	249,621	238,546	245,265	254,183
335-018 Motor Vehicle Fuel Taxes - 2107.5	6,000	6,000	6,000	6,000
361-010 Interest Earnings	1,051	1,363	1,444	0
362-010 Gain/Value on Invest GASB 31	487	483	202	0
390-010 Misc. Revenues	318	285	198	0
Total	\$883,024	\$993,941	\$873,306	\$1,066,159
SB325 Local Transportation - Fund 225-000				
334-010 State Grant	\$0	\$0	\$0	\$0
361-010 Interest Earnings	7,812	5,658	3,556	0
362-010 Gain/Value on Invest GASB 31	1,297	1,405	286	0
Total	\$9,109	\$7,063	\$3,842	\$0
Regional Transportation Impact Fee - Fund 229-000				
361-010 Interest Earnings	\$1,227	\$2,366	\$0	\$0
Total	\$1,227	\$2,366	\$0	\$0
Traffic Impact Fee - Fund 230-000				
349-020 Impact Fees	\$106,706	\$321,812	\$252,042	\$60,000
361-010 Interest Earnings	13,378	15,324	15,158	10,000
362-010 Gain/Value on Invest GASB 31	1,821	3,059	1,584	1,000
Total	\$121,905	\$340,195	\$268,784	\$71,000
Storm Drain - Fund 232-000				
349-030 Storm Drain Fees	\$735	\$669	\$400	\$82,000
361-010 Interest Earnings	1,548	498	44	0
362-010 Gain/Value on Invest GASB 31	266	(119)	5	0
Total	\$2,549	\$1,048	\$449	\$82,000
Lamoglia Traffic Impact Fee - Fund 233-000				
361-010 Interest Earnings	\$4,969	\$4,911	\$0	\$0
362-010 Gain/Value on Invest GASB 31	868	1,306	0	0
Total	\$5,837	\$6,217	\$0	\$0

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Meadowland Traffic Impact Fee - Fund 234-000				
361-010 Interest Earnings	\$856	\$845	\$0	\$0
362-010 Gain/Value on Invest GASB 31	149	225	0	0
Total	\$1,005	\$1,070	\$0	\$0
Asset Forfeiture - Fund 235-000				
331-010 Federal Grant	\$3,181	\$1,444	\$754	\$1,000
342-050 Asset Forfeiture	0	13,878	8,899	1,000
361-010 Interest Earnings	833	823	381	0
362-010 Gain/Value on Invest GASB 31	148	212	32	0
Total	\$4,162	\$16,357	\$10,066	\$2,000
Public Safety Augmentation - Police Fund 236-000				
313-050 Sales Tax - Measure P	\$841,094	\$894,750	\$902,500	\$920,550
361-010 Interest Earnings	9,915	8,378	6,250	3,000
362-010 Gain/Value on Invest GASB 31	1,740	2,103	650	300
390-010 Misc. Revenues	0	0	10,495	0
Total	\$852,749	\$905,231	\$919,895	\$923,850
SLESF COPS - Fund 237-000				
334-010 State Grant	\$100,724	\$100,114	\$144,065	\$100,000
361-010 Interest Earnings	300	132	0	0
362-010 Gain/Value on Invest GASB 31	53	38	0	0
Total	\$101,077	\$100,284	\$144,065	\$100,000
Public Safety Augmentation - Fire Fund 238-000				
313-050 Sales Tax - Measure P	\$841,094	\$894,750	\$902,500	\$920,550
361-010 Interest Earnings	4,405	4,224	3,150	2,100
362-010 Gain/Value on Invest GASB 31	755	1,070	300	200
Total	\$846,254	\$900,044	\$905,950	\$922,850
JAG/LLEBG Grant - Fund 239-000				
331-010 Federal Grant	\$2,359	\$0	\$0	\$20,804
361-010 Interest Earnings	38	0	0	0
362-010 Gain/Value on Invest GASB 31	(8)	0	0	0
Total	\$2,389	\$0	\$0	\$20,804
JAG Edward Byrne Grant - Fund 240-000				
331-010 Federal Grant	\$39,054	\$16,684	\$17,155	\$1,905
Total	\$39,054	\$16,684	\$17,155	\$1,905

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2013-2014 Adopted Budget

	2011-2012 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
JAG Edward Byrne Grant - Fund 241-000				
331-010 Federal Grant	\$0	\$11,623	\$0	\$2,411
Total	\$0	\$11,623	\$0	\$2,411
CHRP-COPS Hiring Recovery - Fund 242-000				
331-010 Federal Grant	\$182,370	\$213,467	\$105,742	\$0
Total	\$182,370	\$213,467	\$105,742	\$0
Fire Capital Improvement - Fund 243-000				
342-035 Fire Capital Improv. Fee	\$27,367	\$25,313	\$9,158	\$10,000
361-010 Interest Earnings	10,266	9,489	7,000	7,000
362-010 Gain/Value on Invest GASB 31	1,666	2,431	800	800
Total	\$39,299	\$37,233	\$16,958	\$17,800
Community Center Fee - Fund 244-000				
349-020 Community Center Fee	\$4,203	\$6,323	\$1,780	\$1,000
361-010 Interest Earnings	1,148	1,182	726	800
362-010 Gain/Value on Invest GASB 31	206	314	75	100
Total	\$5,557	\$7,819	\$2,581	\$1,900
Police Capital Improvement - Fund 245-000				
342-025 Police Capital Improv. Fee	\$40,611	\$39,339	\$9,666	\$9,700
361-010 Interest Earnings	12,593	12,145	7,500	1,500
362-010 Gain/Value on Invest GASB 31	2,094	3,134	800	160
390-010 Misc Revenues	0	7,946	0	0
Total	\$55,298	\$62,564	\$17,966	\$11,360
Traffic Safety - Fund 246-000				
331-010 Federal Grant	\$0	\$0	\$5,162	\$14,838
334-010 State Grant	70,934	24,019	16,052	14,346
342-018 Auto Impound Fee	13,894	14,338	10,000	6,000
361-010 Interest Earnings	0	215	190	0
362-010 Gain/Value on Invest GASB 31	0	112	20	0
390-020 Refunds	0	335	0	0
Total	\$84,828	\$39,019	\$31,424	\$35,184
Special Aviation - Fund 247-000				
361-010 Interest Earnings	\$10	\$9	\$0	\$0
362-010 Gain/Value on Invest GASB 31	2	3	0	0
Total	\$12	\$12	\$0	\$0

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Homeland Security Grant - Fund 248-000				
331-010 Federal Grant	\$116,391	\$45,000	\$149,550	\$29,000
Total	\$116,391	\$45,000	\$149,550	\$29,000
CMAQ Grant - Fund 249-000				
331-010 Federal Grant	\$0	\$8,853	\$362,419	\$992,839
331-011 Federal Grant-SR2S	0	0	130,800	132,550
Total	\$0	\$8,853	\$493,219	\$1,125,389
Los Banos Parks Development - Fund 250-000				
347-080 Park Development Fees	\$115,856	\$45,618	\$0	\$0
347-085 Land Dedication Fees	13,209	4,144	0	0
349-090 Community Center Fees	0	0	0	0
361-010 Interest Earnings	6,948	72	0	0
Total	\$136,013	\$49,834	\$0	\$0
Mission Village North Park Development- Fund 251-000				
361-010 Interest Earnings	\$454	\$449	\$0	\$0
362-010 Gain/Value on Invest GASB 31	79	119	0	0
Total	\$533	\$568	\$0	\$0
Facility Reserve - Fund 252-000				
349-020 Development Fees	\$187	\$166	\$100	\$100
361-010 Interest Earnings	112	105	75	75
362-010 Gain/Value on Invest GASB 31	18	28	10	10
Total	\$317	\$299	\$185	\$185
Regency Park Estates Park Development - Fund 253-000				
361-010 Interest Earnings	\$901	\$891	\$0	\$0
362-010 Gain/Value on Invest GASB 31	157	237	0	0
Total	\$1,058	\$1,128	\$0	\$0
Vineyard Park Development - Fund 255-000				
361-010 Interest Earnings	\$105	\$104	\$0	\$0
362-010 Gain/Value on Invest GASB 31	18	28	0	0
Total	\$123	\$132	\$0	\$0
Meadowlands Park Development - Fund 256-000				
361-010 Interest Earnings	\$1,202	\$1,188	\$0	\$0
362-010 Gain/Value on Invest GASB 31	210	316	0	0
Total	\$1,412	\$1,504	\$0	\$0

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds *2013-2014 Adopted Budget*

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Mission Estates Park Development - Fund 257-000				
361-010 Interest Earnings	\$982	\$971	\$0	\$0
362-010 Gain/Value on Invest GASB 31	172	258	0	0
Total	\$1,154	\$1,229	\$0	\$0
Stone Creek Park Development Fees - Fund 258-000				
347-080 Park Development Fees	\$62,406	\$13,868	\$0	\$0
347-085 Land Dedication Fees	4,662	1,036	0	0
361-010 Interest Earnings	1,144	1,151	0	0
362-010 Gain/Value on Invest GASB 31	200	293	0	0
Total	\$68,412	\$16,348	\$0	\$0
Orchard Terrace II Park Development - Fund 259-000				
361-010 Interest Earnings	\$84	\$36	\$0	\$0
362-010 Gain/Value on Invest GASB 31	(3)	9	0	0
Total	\$81	\$45	\$0	\$0
CDBG Economic Dev Program Income - Fund 262-000				
361-010 Interest Earnings	\$3,135	\$2,717	\$4,100	\$4,100
362-010 Gain/Value on Invest GASB 31	11	73	30	30
390-010 Misc. Revenues	4,858	7,986	13,162	16,900
Total	\$8,004	\$10,776	\$17,292	\$21,030
CDBG Economic Development Grant - Fund 263-000				
331-010 Federal Grant	\$58,397	\$0	\$0	\$0
Total	\$58,397	\$0	\$0	\$0
Neighborhood Stabilization Program-Fund 268-000				
331-010 Federal Grant	\$411,964	\$254,486	\$0	\$0
362-010 Gain/Value on Invest GASB 31	0	126,500	0	0
390-010 Misc. Revenues	4,260	(893,899)	0	0
Total	\$416,224	(\$512,913)	\$0	\$0
First Time Home Buyers Grant - Fund 269-000				
331-010 Federal Grant	\$72,411	\$0	\$0	\$0
390-020 Refunds	115	0	0	0
Total	\$72,526	\$0	\$0	\$0
Ranchwood Estates Assessment District #1 - Fund 271-000				
355-020 L&L Assessments	\$370,863	\$349,624	\$349,625	\$349,625
361-010 Interest Earnings	1,254	798	799	799
362-010 Gain/Value on Invest GASB 31	140	45	45	45
Total	\$372,257	\$350,467	\$350,469	\$350,469

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Cresthills Assessment District #2 - Fund 272-000				
355-020 L&L Assessments	\$79,353	\$71,604	\$71,604	\$71,604
361-010 Interest Earnings	865	751	752	760
362-010 Gain/Value on Invest GASB 31	134	175	176	176
Total	\$80,352	\$72,530	\$72,532	\$72,540
Los Banos Gardens Assessment District #3 - Fund 273-000				
355-020 L&L Assessments	\$73,749	\$80,896	\$88,896	\$97,786
361-010 Interest Earnings	74	48	50	0
Total	\$73,823	\$80,944	\$88,946	\$97,786
College Greens Assessment District # 4 - Fund 274-000				
355-020 L&L Assessments	\$112,095	\$100,706	\$100,706	\$100,706
361-010 Interest Earnings	589	604	500	500
362-010 Gain/Value on Invest GASB 31	118	141	100	100
Total	\$112,802	\$101,451	\$101,306	\$101,306
Orchard Terrace Assessment District # 5 - Fund 275-000				
355-020 L&L Assessments	\$49,680	\$49,300	\$49,516	\$49,516
361-010 Interest Earnings	126	69	50	50
362-010 Gain/Value on Invest GASB 31	9	3	0	0
Total	\$49,815	\$49,372	\$49,566	\$49,566
St Francis Assessment District # 6 - Fund 276-000				
355-020 L&L Assessments	\$25,118	\$25,117	\$25,118	\$25,118
361-010 Interest Earnings	297	252	250	250
362-010 Gain/Value on Invest GASB 31	43	58	30	30
Total	\$25,458	\$25,427	\$25,398	\$25,398
Valley Meadows/Bedford Assessment District # 7 - Fund 277-000				
355-020 L&L Assessments	\$11,063	\$11,063	\$12,169	\$12,169
361-010 Interest Earnings	11	7	10	10
Total	\$11,074	\$11,070	\$12,179	\$12,179
Jo-Lin / Rancho DeAmigo Assessment District # 9 - Fund 279-000				
355-020 L&L Assessments	\$85,309	\$86,322	\$95,353	\$104,888
361-010 Interest Earnings	83	79	0	0
Total	\$85,392	\$86,401	\$95,353	\$104,888
LB Creek Shopping Center Assessment District # 10 - Fund 280-000				
355-020 L&L Assessments	\$14,517	\$21,018	\$23,120	\$23,120
361-010 Interest Earnings	10	12	0	0
Total	\$14,527	\$21,030	\$23,120	\$23,120

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Meadowlands Assessment District # 11 - Fund 281-000				
355-020 L&L Assessments	\$138,659	\$145,555	\$152,834	\$160,475
361-010 Interest Earnings	347	88	50	50
Total	\$139,006	\$145,643	\$152,884	\$160,525
Verona / Mission Estates Assessment District # 12 - Fund 282-000				
355-020 L&L Assessments	\$100,841	\$96,429	\$97,175	\$97,175
361-010 Interest Earnings	628	414	382	300
362-010 Gain/Value on Invest GASB 31	68	62	15	0
Total	\$101,537	\$96,905	\$97,572	\$97,475
Sommerset Assessment District # 13 - Fund 283-000				
355-020 L&L Assessments	\$25,754	\$22,965	\$22,990	\$22,990
361-010 Interest Earnings	20	30	26	0
362-010 Gain/Value on Invest GASB 31	0	(2)	0	0
Total	\$25,774	\$22,993	\$23,016	\$22,990
Northgate @ Regency Assessment District # 14 - Fund 284-000				
355-020 L&L Assessments	\$181,862	\$150,803	\$151,000	\$151,000
361-010 Interest Earnings	1,344	977	700	700
362-010 Gain/Value on Invest GASB 31	174	162	35	35
Total	\$183,380	\$151,942	\$151,735	\$151,735
Magnolia Grove Assessment District # 15 - Fund 285-000				
355-020 L&L Assessments	\$7,028	\$6,384	\$7,023	\$7,726
361-010 Interest Earnings	6	5	0	0
Total	\$7,034	\$6,389	\$7,023	\$7,726
The Villages @ Stonecreek Assessment District # 16 - Fund 286-000				
355-020 L&L Assessments	\$7,459	\$7,459	\$8,204	\$9,024
361-010 Interest Earnings	12	4	0	0
Total	\$7,471	\$7,463	\$8,204	\$9,024
The Villages II @ Stonecreek Assessment District # 17 - Fund 287-000				
355-020 L&L Assessments	\$110,736	\$107,530	\$118,284	\$130,178
361-010 Interest Earnings	105	78	60	0
Total	\$110,841	\$107,608	\$118,344	\$130,178
Rail Trail Corridor Assessment District # 18 - Fund 288-000				
355-020 L&L Assessments	\$78,845	\$80,702	\$88,772	\$97,649
361-010 Interest Earnings	53	21	20	0
Total	\$78,898	\$80,723	\$88,792	\$97,649

City of Los Banos

Revenue Detail by Fund

Special Revenue Funds *2013-2014 Adopted Budget*

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Talbott Park Drainage Basin Assessment District # 19 - Fund 289-000				
355-020 L&L Assessments	\$20,622	\$20,622	\$20,623	\$22,685
361-010 Interest Earnings	248	223	40	0
362-010 Gain/Value on Invest GASB 31	49	55	0	0
Total	\$20,919	\$20,900	\$20,663	\$22,685
Community Facilities District 2002-01 - Fund 290-000				
319-010 Public Safety Prop. Taxes	\$349,336	\$342,839	\$353,034	\$363,614
361-010 Interest Earnings	396	214	0	0
362-010 Gain/Value on Invest GASB 31	(47)	0	0	0
390-010 Misc Revenues	0	3,835	0	0
Total	\$349,685	\$346,888	\$353,034	\$363,614
Community Facilities District 2002-01 - Fund 291-000				
319-010 Public Safety Prop. Taxes	\$349,336	\$342,839	\$353,034	\$363,614
361-010 Interest Earnings	1,115	506	260	200
362-010 Gain/Value on Invest GASB 31	63	(26)	0	0
Total	\$350,514	\$343,319	\$353,294	\$363,814
CDBG REHAB Program Income - Fund 292-000				
361-010 Interest Earnings	\$32	\$31	\$0	\$0
362-010 Gain/Value on Invest GASB 31	6	8	0	0
Total	\$38	\$39	\$0	\$0
NSP Program Income - Fund 294-000				
331-011 Program Income	\$1,262,889	\$915,608	\$185,000	\$100,000
361-010 Interest Earnings	0	472	0	0
362-010 Gain/Value on Invest GASB 31	0	312	0	0
390-010 Misc Revenues	0	3,822	0	0
Total	\$1,262,889	\$920,214	\$185,000	\$100,000
Repair & Demolition - Fund 295-000				
361-010 Interest Earnings	\$99	\$98	\$0	\$0
362-010 Gain/Value on Invest GASB 31	17	26	0	0
Total	\$116	\$124	\$0	\$0

City of Los Banos

Revenue Detail by Fund

Capital Projects

2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Traffic Mitigation Fee - Fund 303-000				
349-040 Traffic Fees	\$0	\$0	\$0	
361-010 Interest Earnings	\$963	\$951	\$0	\$0
362-010 Gain/Value on Invest GASB 31	168	253	0	0
Total	\$1,131	\$1,204	\$0	\$0
City Hall Impact Fee - Fund 304-000				
348-020 City Hall Impact Fee	\$10,235	\$15,026	\$3,816	\$4,000
361-010 Interest Earnings	2,468	2,676	1,550	1,500
362-010 Gain/Value on Invest GASB 31	431	667	175	175
Total	\$13,134	\$18,369	\$5,541	\$5,675
Corporation Yard Impact Fee - Fund 306-000				
348-030 Corporation Yard Impact	\$3,698	\$5,473	\$3,000	\$2,000
361-010 Interest Earnings	830	905	1,040	700
362-010 Gain/Value on Invest GASB 31	145	225	108	75
Total	\$4,673	\$6,603	\$4,148	\$2,775
Prop 1B - Fund 308-000				
361-010 Interest Earnings	\$3,246	\$3,061	\$0	\$0
362-010 Gain/Value on Invest GASB 31	582	828	0	0
Total	\$3,828	\$3,889	\$0	\$0
ARRA - Fund 309-000				
331-010 Federal Grant	\$1,243,304	\$0	\$0	\$0
Total	\$1,243,304	\$0	\$0	\$0
Los Banos Community Center - Fund 320-000				
361-050 Interest	\$851	\$0	\$0	\$0
365-010 Community Center Donation	0	0	0	0
Total	\$851	\$0	\$0	\$0
Child Development Center - Fund 324-000				
363-010 Rental-Buildings	\$30,600	\$31,580	\$41,340	\$41,340
390-010 Misc. Revenue	5,538	6,183	6,000	6,000
Total	\$36,138	\$37,763	\$47,340	\$47,340
Los Banos Transpo Center - Fund 325-000				
331-010 Federal Grants	\$1,929	\$0	\$0	\$0
Total	\$1,929	\$0	\$0	\$0

City of Los Banos

Revenue Detail by Fund

Business-Type Funds *2013-2014 Adopted Budget*

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Water Fund - Fund 501-000				
343-010 Fees Collected	\$4,305,858	\$4,501,794	\$4,815,000	\$5,055,000
343-015 Penalties	128,578	151,982	165,000	165,000
343-020 Water Development Fee	0	0	0	0
343-025 Water Connection Fee	58,646	156,133	52,000	25,000
Charges & Fees	\$4,493,082	\$4,809,909	\$5,032,000	\$5,245,000
361-010 Interest Earnings	\$114,148	\$114,242	\$115,000	\$115,000
362-010 Gain/Value on Invest GASB 31	19,440	30,657	12,000	10,000
365-050 Infrastructure Contrib.	170,655	0	0	0
Interest & Misc.	\$304,243	\$144,899	\$127,000	\$125,000
390-010 Misc. Revenues	\$10,815	\$24,404	\$10,000	\$8,000
390-020 Refunds	0	470	0	0
396-030 Fiscal Agent Restricted Earn.	23,047	23,047	15,000	15,000
Other Financial Sources	\$33,862	\$47,921	\$25,000	\$23,000
Water Total	\$4,831,187	\$5,002,729	\$5,184,000	\$5,393,000
Wastewater Fund - Fund 502-000				
343-015 Penalties	\$100,165	\$117,716	\$135,000	\$140,000
344-010 Fees - Collection	1,569,700	2,036,619	2,540,818	2,720,000
344-015 Fees - Treatment	1,176,450	1,465,653	1,755,000	1,810,000
344-025 Sewer Connection Fee	123,657	92,217	16,260	25,000
Charges & Fees	\$2,969,972	\$3,712,205	\$4,447,078	\$4,695,000
361-010 Interest Earnings	\$63,707	\$46,818	\$53,729	\$45,000
362-010 Gain/Value on Invest GASB 31	10,250	12,085	5,000	5,000
363-014 Rental of Pasture	34,155	34,155	34,155	34,155
363-017 Ag Farming Income	71,043	93,809	78,651	50,000
365-050 Developer Infrast. Contribution	60,480	0	0	0
Interest & Misc.	\$239,635	\$186,867	\$171,535	\$134,155
390-010 Misc. Revenues	\$475	\$3,845	\$0	\$0
390-020 Refunds	0	177	0	0
396-030 Fiscal Agent Restrict Earn.	0	2,671	0	0
Other Financial Sources	\$475	\$6,693	\$0	\$0
Wastewater Total	\$3,210,082	\$3,905,765	\$4,618,613	\$4,829,155

City of Los Banos

Revenue Detail by Fund

Business-Type Funds 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Airport Operation Fund - Fund 505-000				
311-015 Prop Taxes - Unsec.	\$2,374	\$2,412	\$2,389	\$2,389
Taxes	\$2,374	\$2,412	\$2,389	\$2,389
331-010 Federal Grant	\$119,054	\$63,361	\$0	\$0
334-010 State Grant	30,000	10,000	10,000	10,000
Grants	\$149,054	\$73,361	\$10,000	\$10,000
346-010 Tie Down Fees	\$719	\$437	\$241	\$200
346-020 Aviation Gas	272,452	371,620	503,295	503,295
Services & Charges	\$273,171	\$372,057	\$503,536	\$503,495
361-010 Interest Earnings	\$113	\$184	\$300	\$200
362-010 Gain/Value on Invest GASB 31	184	94	45	35
363-014 Rental Land/Buildings	67,524	73,639	85,000	85,000
390-010 Misc. Revenues	29	524	0	0
390-020 Refunds	0	0	164	0
Other Financial Sources	\$67,850	\$74,441	\$85,509	\$85,235
Airport Total	\$492,449	\$522,271	\$601,434	\$601,119
Solid Waste & Street Sweeping Fund - Fund 510-000				
318-020 Franchise Fees-Roll Off	\$41,736	\$40,729	\$45,500	\$50,000
334-010 State Grant	9,808	10,095	9,806	9,800
Grants	\$51,544	\$50,824	\$55,306	\$59,800
343-015 Penalties	\$214,722	\$205,994	\$191,000	\$150,000
344-030 Solid Waste Fees	5,009,413	5,109,902	5,559,900	5,838,000
349-010 Highway Cleaning	2,385	7,155	4,770	4,770
Services & Charges	\$5,226,520	\$5,323,051	\$5,755,670	\$5,992,770
361-010 Interest Earnings	\$9,033	\$12,727	\$15,000	\$15,000
362-010 Gain/Value on Invest GASB 31	1,891	3,607	3,000	1,000
Interest & Misc.	\$10,924	\$16,334	\$18,000	\$16,000
390-010 Misc. Revenues	\$5	\$2,204	\$0	\$0
Other Financial Sources	\$5	\$2,204	\$0	\$0
Solid Waste Total	\$5,288,993	\$5,392,413	\$5,828,976	\$6,068,570

City of Los Banos

Revenue Detail by Fund

Internal Services Funds 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Fleet Maintenance - Fund 601-000				
341-060 Fleet Maint. Service Charges	\$741,727	\$778,079	\$750,000	\$732,415
361-010 Interest Earnings	2,188	2,444	3,000	0
362-010 Gain/Value on Invest GASB 31	201	427	300	0
390-010 Misc. Revenues	0	0	1,347	0
Total	\$744,116	\$780,950	\$754,647	\$732,415
Information Technology Services - Fund 610-000				
341-060 IT Service Charges	\$371,922	\$325,140	\$343,772	\$358,911
361-010 Interest Earnings	1,638	1,378	1,000	750
362-010 Gain/Value on Invest GASB 31	100	293	100	75
390-010 Misc. Revenues	2,260	2,168	2,100	2,100
Total	\$375,920	\$328,979	\$346,972	\$361,836
Engineering Services - Fund 615-000				
341-060 Engineering Service Charges	\$44,237	\$0	\$0	\$0
361-010 Interest Income	51	26	0	0
362-010 Gain/Value on Invest GASB 31	8	5	0	0
Total	\$44,296	\$31	\$0	\$0
Retiree's Medical Health Services - Fund 656-000				
341-012 Payroll Assessments	\$1,001,253	\$1,342,584	\$1,174,761	\$1,342,586
361-010 Interest Earnings	2,433	3,291	1,100	1,500
362-010 Gain/Value on Invest GASB 31	664	697	121	150
390-020 Refunds	11,665	10,160	0	0
Total	\$1,016,015	\$1,356,732	\$1,175,982	\$1,344,236
GRAND TOTAL:	\$35,385,538	\$33,792,740	\$35,743,023	\$36,559,049

City of Los Banos
Adopted Revenues by Department
2013-2014

	Taxes	Licenses /Permits	Intergov /Grants	Charges for Services	Misc.	Total
100 General Fund	\$7,886,143	\$187,970	\$55,395	\$730,477	\$1,133,844	\$9,993,829
Special Revenue Funds						
202 Admin City Hall Service Charge	\$0	\$0	\$0	\$1,000	\$230	\$1,230
204 Prevention Underage Drinking	0	0	0	750	50	800
207 RSTP Exchange Fund	0	0	350,000	0	6,000	356,000
212 PEG Franchise Fees	0	0	0	21,575	0	21,575
215 Gas Tax 2105 Fund	1,066,159	0	0	0	0	1,066,159
225 SB325 Fund	0	0	0	0	0	0
230 Traffic Impact Fee Fund	0	60,000	0	0	11,000	71,000
232 Storm Drain Fund	0	82,000	0	0	0	82,000
235 Asset Forfeiture Fund	0	0	1,000	0	1,000	2,000
236 Safety Augmentation Fund - Police	920,550	0	0	0	3,300	923,850
237 SLESF COPS Fund	0	0	100,000	0	0	100,000
238 Safety Augmentation Fund - Fire	920,550	0	0	0	2,300	922,850
239 JAG/LLEBG Grant Fund	0	0	20,804	0	0	20,804
240 JAG Edward Byrne Grant Fund	0	0	1,905	0	0	1,905
241 JAG Edward Byrne Grant Fund	0	2,411	0	0	0	2,411
242 CHRP-COPS Hiring Recovery Fund	0	0	0	0	0	0
243 Fire Capital Improvement Fund	0	10,000	0	0	7,800	17,800
244 Community Center Fee	0	0	0	0	1,900	1,900
245 Police Capital Improvement Fund	0	9,700	0	0	1,660	11,360
246 Traffic Safety Fund	0	0	29,184	6,000	0	35,184
248 Homeland Security Grant	0	0	29,000	0	0	29,000
249 CMAQ Grant	0	0	1,125,389	0	0	1,125,389
252 Facility Reserve Fund	0	100	0	0	85	185
262 CDBG Micro Enterprise Program Income	0	0	0	0	21,030	21,030
271 Ranchwood Estates AD #1	349,625	0	0	0	844	350,469
272 Cresthills AD #2	71,604	0	0	0	936	72,540
273 Los Banos Gardens AD #3	97,786	0	0	0	0	97,786
274 Collage Green Estates AD #4	100,706	0	0	0	600	101,306
275 Orchard Terrace AD #5	49,516	0	0	0	50	49,566
276 St. Francis Estates AD #6	25,118	0	0	0	280	25,398
277 Valley Meadows & Bedford AD #7	12,169	0	0	0	10	12,179
279 Jo-Lin & Rancho De Amigos AD #8	104,888	0	0	0	0	104,888
280 LB Creek Shopping Center AD #10	23,120	0	0	0	0	23,120
281 Meadowlands AD #11	160,475	0	0	0	50	160,525
282 Verona/Mission Estates AD #12	97,175	0	0	0	300	97,475
283 Somerset Park AD #13	22,990	0	0	0	0	22,990
284 Northgate @ Regency Park AD #14	151,000	0	0	0	735	151,735
285 Magnolia Grove AD #15	7,726	0	0	0	0	7,726
286 Senior Home Village AD # 16	9,024	0	0	0	0	9,024
287 Stonecreek Villages AD #17	130,178	0	0	0	0	130,178
288 Railroad Corridor AD #18	97,649	0	0	0	0	97,649
288 Remove Grant	0	0	0	0	0	0
289 Talbott Park Basin AD #19	22,685	0	0	0	0	22,685

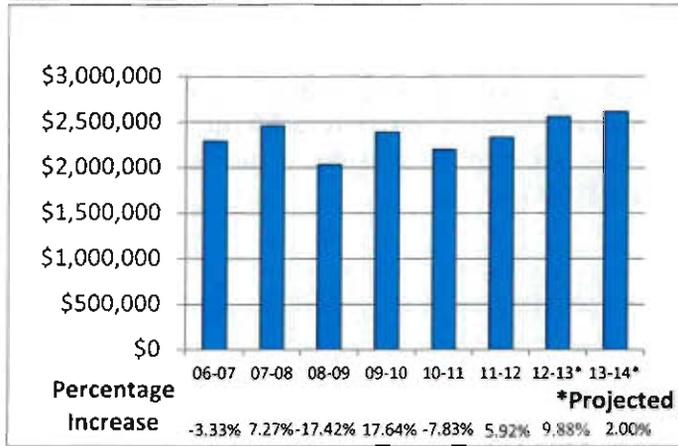
City of Los Banos
Adopted Revenues by Department
2013-2014

		(continued)					
		Taxes	Licenses /Permits	Intergov /Grants	Charges for Services	Misc.	Total
Special Revenue Funds (Continued)							
290	CFD 2002-01 - Police	363,614	0	0	0	0	363,614
291	CFD 2002-01 - Fire	363,614	0	0	0	200	363,814
294	NSP Program Income	0	0	100,000	0	0	100,000
Total Special Revenue Funds		\$5,167,921	\$164,211	\$1,757,282	\$29,325	\$60,360	\$7,179,099
Capital Project Funds							
303	Traffic Mitigation-S.F.	\$0	\$0	\$0	\$0	\$0	\$0
304	City Hall Impact Fee	0	4,000	0	0	1,675	5,675
306	Corporation Yard Impact Fee	0	2,000	0	0	775	2,775
312	Comcast Video/Upgrade Grant	0	0	0	0	0	0
324	Child Development Center	0	0	6,000	0	41,340	47,340
Total Capital Project Funds		\$0	\$6,000	\$6,000	\$0	\$43,790	\$55,790
Business Type Funds							
501	Water Fund	\$0	\$0	\$0	\$5,245,000	\$148,000	\$5,393,000
502	Wastewater Fund	0	0	0	4,695,000	134,155	4,829,155
505	Airport Fund	2,389	0	10,000	503,495	85,235	601,119
510	Solid Waste & Street Sweeping	0	0	59,800	5,992,770	16,000	6,068,570
Total Business Type Funds		\$2,389	\$0	\$69,800	\$16,436,265	\$383,390	\$16,891,844
Internal Service Funds							
601	Fleet Maintenance	\$0	\$0	\$732,415	\$0	\$0	\$732,415
610	IT Services	0	0	358,911	0	2,925	361,836
656	Retirees' Medical Health Benefits	0	0	1,342,586	0	1,650	1,344,236
Total Internal Service Funds		\$0	\$0	\$2,433,912	\$0	\$4,575	\$2,438,487
TOTAL ALL FUNDS		\$13,056,453	\$358,181	\$4,322,389	\$17,196,067	\$1,625,959	\$36,559,049

Major Revenue Assumptions

GENERAL FUND

Sales and Use Tax - \$2,610,800



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 8.00 % 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 \$2,610,800 or 26.1% total General Fund revenues projected for FY 13-14. This tax is estimated based on the information received from the State Board of Equalization.

Property Tax in Lieu of ¼ Sales & Use Tax – \$600,000

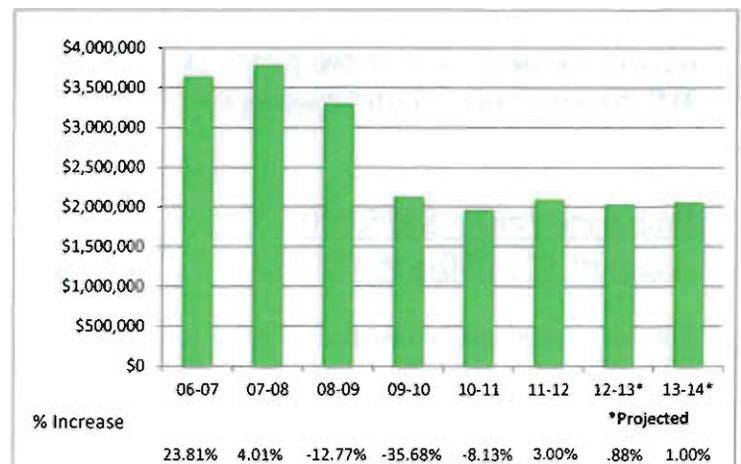
Account 100-000-313-015

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 13-14 is a 32.18% decrease from FY 12-13.

Property Tax - \$2,042,575

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 \$2,042,575 or 20.4% of the total General Fund revenue for FY 13-14. Due to the housing market crisis, property values have drastically decreased resulting in stagnant property tax growth.

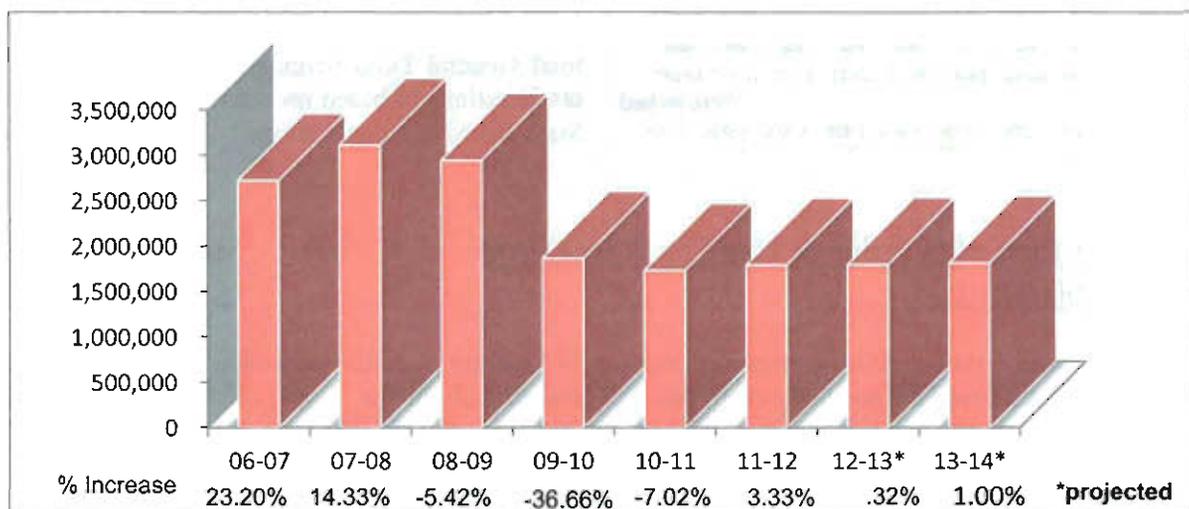


Major Revenue Assumptions (continued)

Property Taxes in lieu VLF- \$1,812,768

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 13-14 was projected from the FY 12-13 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 13-14 is a 1.00% increase from FY 12-13.



Transient Occupancy Tax (TOT) - \$220,000

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 \$220,000 for FY 13-14, which represents 2.2% of the General Fund revenue. It is expected that TOT revenues will remain the same for FY 13-14.

Franchise Fees – \$425,000

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 remain the same for FY 13-14. For FY 13-14 Franchise Fees represents 4.2% of General Fund revenues. These taxes are estimated on prior year's revenues.

Major Revenue Assumptions (continued)

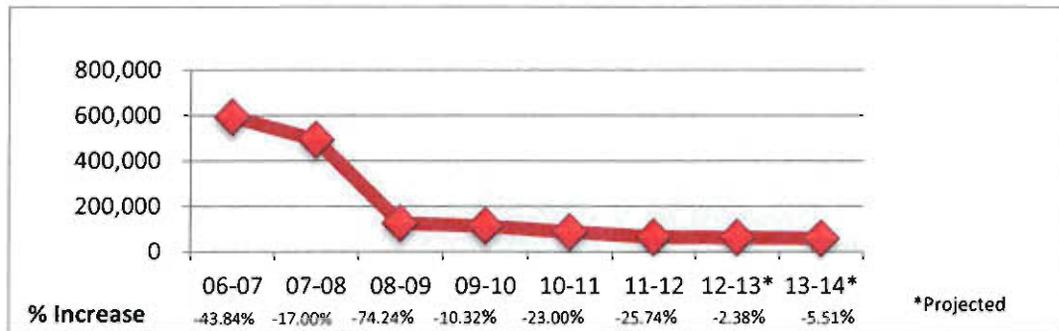
Business License Fee - \$95,000

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 \$79.00 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 13-14 the city is projecting revenues to stay the same as 12-13. Estimates are based on trend analysis of prior year's actual receipts.

Building Permits – \$60,000

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 at a decrease of 5.51% for FY 13-14. Estimates are based on number of permits accepted.

Parks & Recreation - \$213,000

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 2.02% is projected from Recreation fees for FY 13-14. Estimates are based on trend analysis and costs to run the programs.

Rental Land & Building – \$968,794

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.

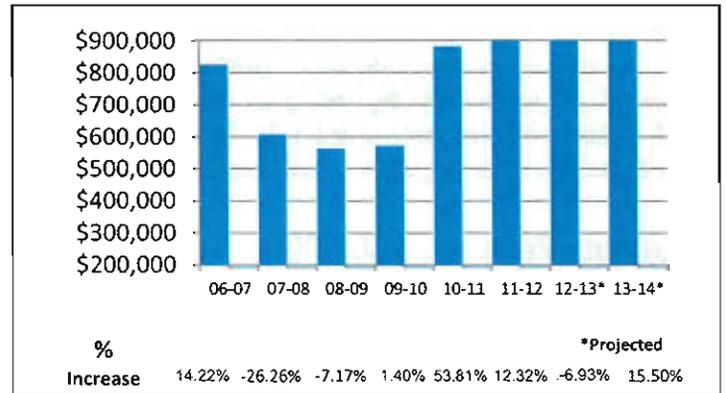
Major Revenue Assumptions (continued)

SPECIAL REVENUE FUNDS

Gas Tax Funds - \$1,066,159

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

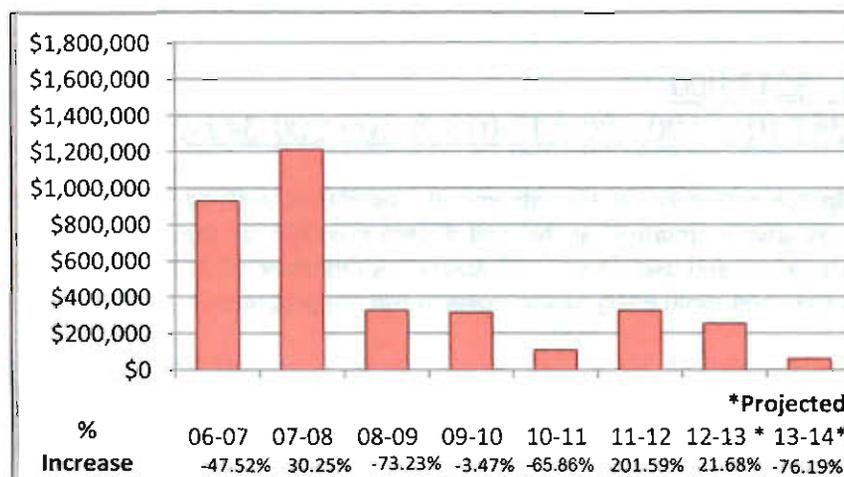
Gas tax is a tax that is imposed on fuel. This tax is authorized under the Motor Vehicle Fuel License Tax Law, Use Fuel Tax Law, Diesel Fuel Tax Law, and various sections of the Revenue and Taxation Code. An increase of 15.50% is projected from Gas Taxes for FY 13-14. Estimates are based on trend analysis of prior year's actual receipts.



Traffic Impact Fee – \$60,000

Account 230-000-349-020

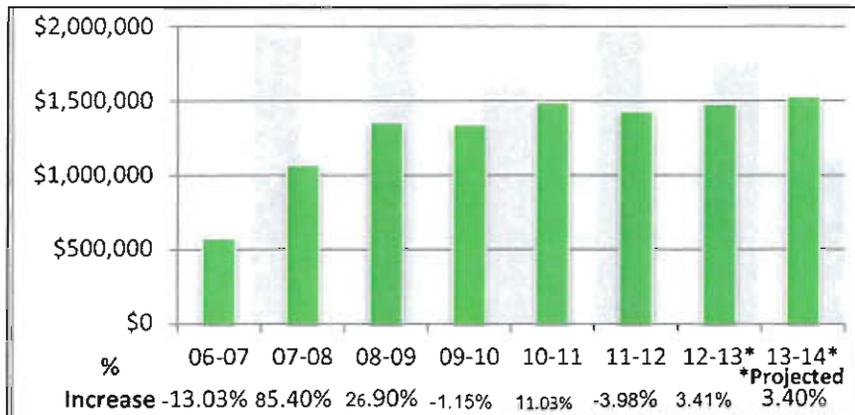
This development impact fee is used to maintain traffic signs and markings in the city neighborhoods that have been impacted by growth. For FY 13-14 revenue is decreased by 76.19% due to a decline in building permits issued. Estimates are based on number of building permits accepted to issue in various developments.



Major Revenue Assumptions (continued)

Assessment Districts – \$1,533,434

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

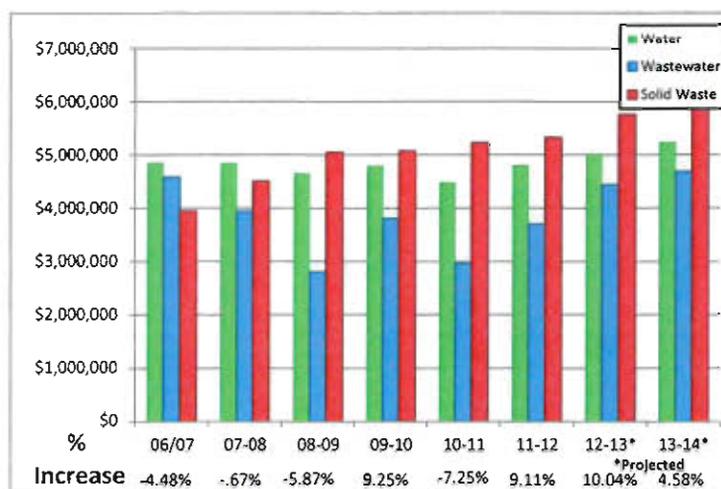


Assessment District funds are established to permit the City to construct improvements in new developments. Property assessments are collected from property owners within the assessment district for a proportional share of the improvements. Revenue projections are estimated by the City Engineer based 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 3.40% for FY 13-14.

BUSINESS TYPE FUNDS

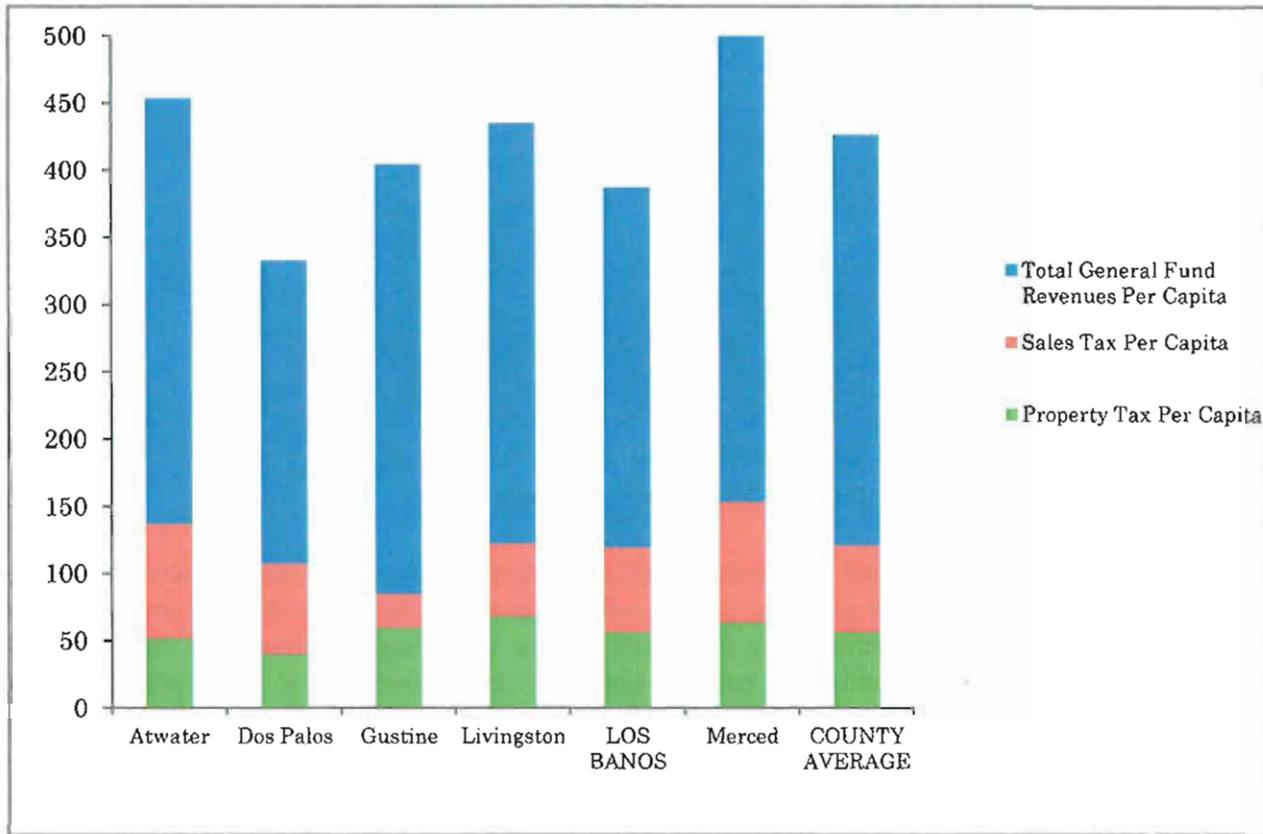
Water , Wastewater & Solid Waste - \$15,932,770

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 12,730 accounts. Fees are based on the cost to maintain and operate each system and are charged monthly. As of July 1, 2012 the minimum bill per customer is \$73.06



Comparison of Municipalities in Merced County

**Property Tax, Sales Tax and Transient Occupancy Tax per Capita
Merced County Cities
2011-2012**

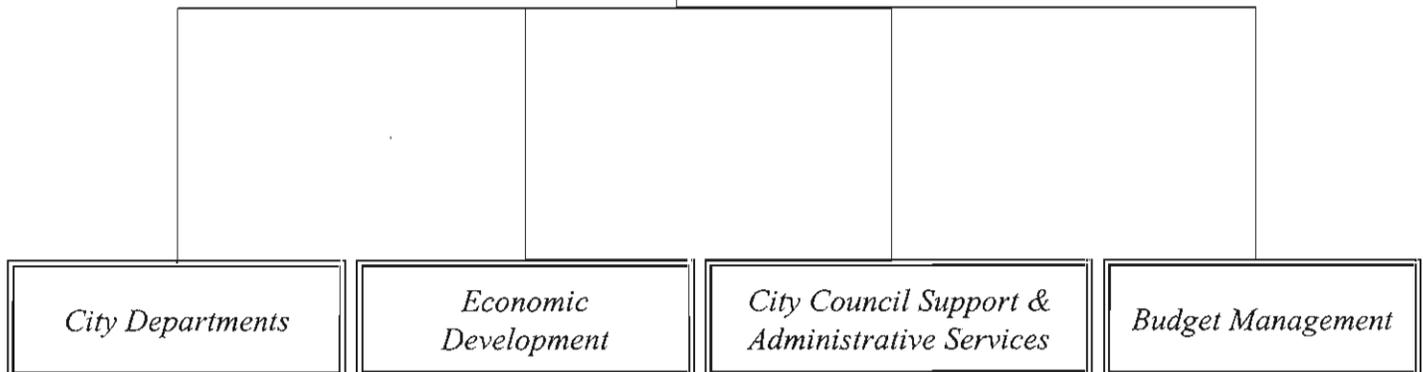


	Population 1/1/2012	Property Tax		Sales Tax		Total General Fund Revenues	
		Amount	Per Capita	Amount	Per Capita	Amount	Per Capita
Atwater	28,714	1,497,657	52	2,446,000	85	9,077,696	316
Dos Palos	5,000	200,098	40	338,288	68	1,125,924	225
Gustine	5,577	334,520	60	140,185	25	1,781,826	319
Livingston	13,433	919,501	68	732,308	55	4,198,634	313
LOS BANOS	36,732	2,070,806	56	2,329,534	63	9,821,629	267
Merced	79,727	5,072,550	64	7,182,685	90	31,158,896	391
COUNTY AVERAGE	28,197	\$ 1,682,522	\$ 57	\$ 2,194,833	\$ 64	\$ 9,527,434	\$ 305

Source: Cities in Merced County

CITY OF LOS BANOS
CITY MANAGER
ORGANIZATION CHART

City Manager
Steve Carrigan



Oversee City Departments:

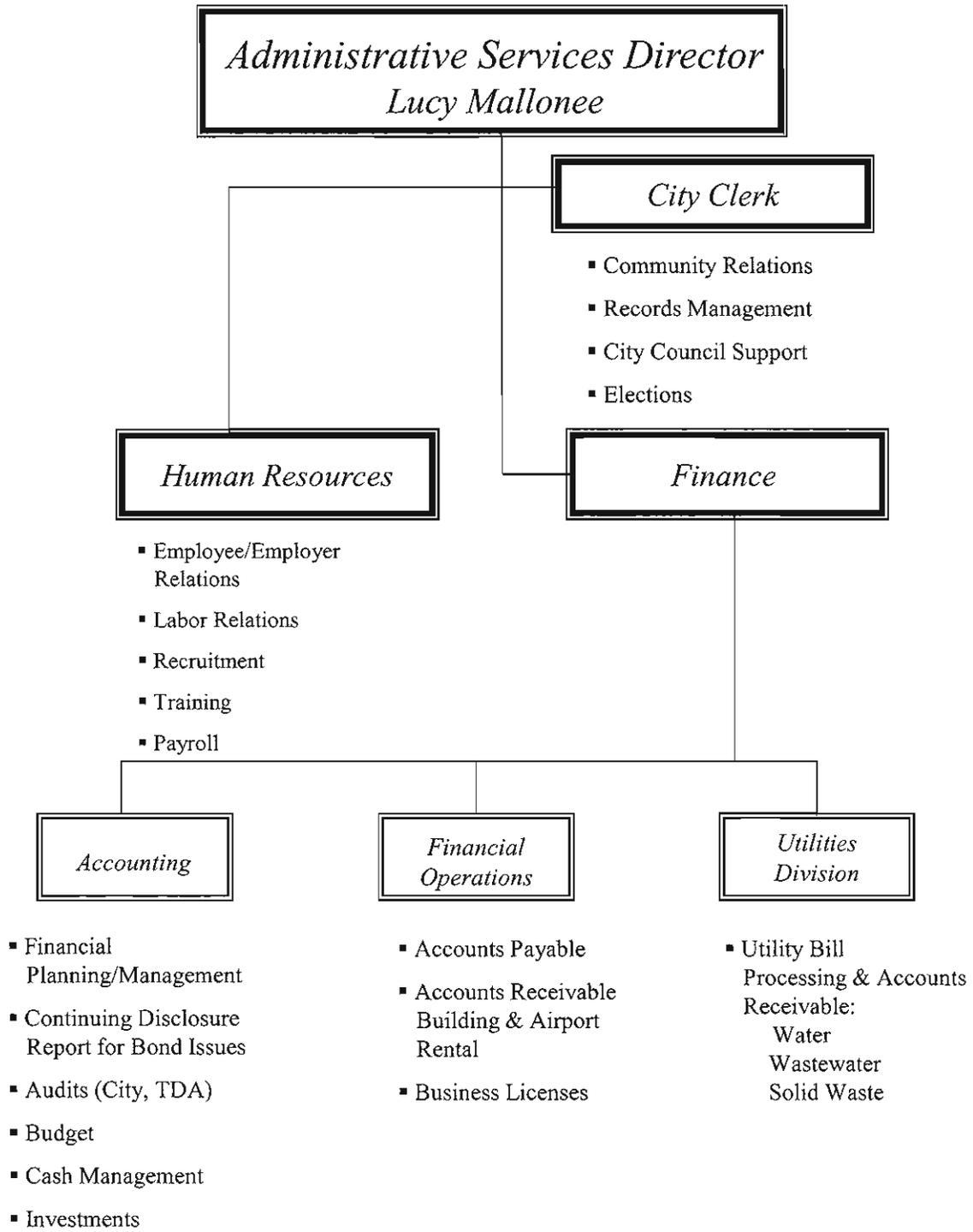
- Administrative Services
- Community Development
- Fire
- Information Technology
- Police
- Public Works

- 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



Administrative Services

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.

Administrative Services (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 statues and regulations.
- Records minutes for the City Council.
- Ensures proper agenda posting, public hearing notification and publication of all legal notices pertaining to the City Council.
- 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.

Administrative Services (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:

- 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.
- Finance is responsible for Accounts Payable, Accounts Receivable and Business License
- Responsible for Utility Billing Processing.
- Received the California Society of Municipal Finance Officers (CSMFO) Comprehensive Annual Financial Report (CAFR) Award for FY 2012-2013.
- Received California Society of Municipal Finance Officers (CSMFO) Excellence in Operating Budgeting Award for 2012-2013.

Future Outlook

- **Comprehensive Annual Financial Report (CAFR) Award** – Submit City Audit to Government Finance Officers Association (GFOA) for the Comprehensive Annual Financial Report Award.
- **Retention of Records** – Review City-wide records retention requirements and procedures to improve efficiency.
- **Purchasing Ordinance** – Review City-wide purchasing requirements and procedures.

Administrative Services (continued)

Performance Measures

Utility Accounts	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal Year 2012-2013
In House Credit Card Payments (per month)	604	622	644
Work Orders Taken (per month)	5180	4818	4635
Auto Bill Payments (per month)	627	657	707
Utility Accounts Billed (per month)	10,961	11,065	11,132
On Line Credit Card Payments (per month)	1333	1601	1991

Accounts Payable	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal Year 2012-2013
Checks Ran (per Year)	6188	6135	5792
Vendors Paid (per Year)	1616	1989	1796

Payroll	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal Year 2012-2013
Checks/Direct Deposits Ran (Per Month)	378	370	356
Wages Paid (Per Month)	\$790,203	\$747,328	\$738,384

City Clerk	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal Year 2012-2013
Resolutions processed	65	34	60
Ordinances processed	2	4	2

Human Resources	Fiscal Year 2010-2011	Fiscal Year 2011-2012	Fiscal Year 2012-2013
Full-time employees hired	4	5	5

City of Los Banos

Administration

2013-2014 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, Solid Waste Admin
City Manager	1	40%	Water Admin, WW Admin, Solid Waste Admin
Admin Services Director/ City Clerk	1	62.5%	Water Admin, WW Admin, Solid Waste Admin
Accounting Budget Supervisor	1	7.5%	Water Admin, WW Admin, Solid Waste Admin
Accountant II	1	25%	Water Admin, WW Admin, Solid Waste Admin
Accountant I	2	25%	Water Admin, WW Admin, Solid Waste Admin
Accounts Payable Technician	1	50%	Water Admin, WW Admin, Solid Waste Admin
Payroll Technician	1	25%	Water Admin, WW Admin, Solid Waste Admin
Account Clerk II	1	70%	Water Admin, WW Admin, Solid Waste Admin
Assistant City Clerk/HR Technician	1	62.5%	Water Admin, WW Admin, Solid Waste Admin
Part Time		100%	
Total Salaries (Including Overtime)			\$286,665
Workmen's Compensation Insurance			\$17,586
State Retirement (PERS)			\$59,338
Health Insurance			\$98,685
Health Savings			\$769
Health Insurance Reimb			\$2,961
OPEB			\$20,630
Retirees Health Insurance			\$158,435
Life Insurance			\$776
Unemployment Insurance			\$1,404
Dental & Optical			\$4,533
Total Benefits:			\$387,048
Total Personnel Services:			\$673,713

City of Los Banos

Administration 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
General Fund - Fund 100				
Administration - Department 410				
General Services - Activity 100				
101 Salaries	\$276,247	\$278,357	\$283,190	\$283,415
102 Part Time	3,247	4,046	3,717	3,000
103 Overtime	24	0	0	250
120 Employee Benefits	336,408	386,056	399,964	387,048
Personnel Services	\$615,926	\$668,459	\$686,871	\$673,713
203 Equipt. Repair/Maint.	\$10,124	\$9,953	\$10,000	\$10,000
205 Facility Maintenance	5,701	6,453	4,500	4,500
231 Professional Services	117,689	150,987	130,000	120,000
233 Other Consulting Services	4,600	4,600	0	0
237 Recruitment	40	0	7,000	5,000
239 Elections	10,000	0	3,412	32,000
240 IT Services	20,367	16,200	13,468	13,300
250 Insurance	13,817	10,133	9,006	11,598
251 Memberships & Dues	51,272	34,248	38,350	38,350
252 Communications	786	723	1,000	1,200
253 Advertising	1,540	1,041	1,154	1,000
257 Travel & Training	13,448	7,721	6,500	8,000
259 Community Promotion	686	(\$25)	0	0
260 Office Supplies	52,167	33,757	40,000	35,000
264 Electricity & Gas	19,856	24,393	22,000	22,660
273 Special Departmental Exp.	0	(\$100)	0	0
274 Books & Periodicals	475	253	500	500
275 Bad Debt Expense	0	350	0	0
300 Cash Over/Under	(141)	102	0	0
Supplies & Services	\$322,427	\$300,789	\$286,890	\$303,108
770 Computer Equipment	\$0	\$0	\$0	\$1,141
Capital Outlay	\$0	\$0	\$0	\$1,141
821 Principal:Lease/Loans	\$0	\$0	\$35,438	\$37,800
822 Principal: Debt Service	62,400	55,988	1,083,775	0
881 Interest:Lease/Loans	0	0	5,670	5,316
882 Interest: Debt Service	76,532	63,749	49,822	0
885 Debt Related Fees	5,176	6,715	7,500	7,500
Debt Service	\$144,108	\$126,452	\$1,182,205	\$50,616
Contingency - Department 495				
General Services - Activity 100				
900 Contingency	\$17,429	\$54,684	\$25,000	\$50,000
Contingency	\$17,429	\$54,684	\$25,000	\$50,000
Total: Administration	\$1,099,890	\$1,150,384	\$2,180,966	\$1,078,578

Administrative Services

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.

251-MEMBERSHIP & DUES: Expenses related to cost of memberships including – League of California Cities, IIMC, CSMFO, MCAG.

CAPITAL OUTLAY

770- COMPUTER EQUIPMENT: Replacement of network servers.

DEBT SERVICE

821-PRINCIPAL LEASE/LOANS: Payment of the Principal on the refinance of the City Hall/Fire Station C.O.P. & 2002 Land Lease Bond as an inter-fund loan from the Water Fund.

822-PRINCIPAL: DEBT SERVICE: Payoff of Principal on City Hall/Fire Station C.O.P. Bond which is allocated to Administration, Fire and Building. This bond was refinanced as an inter-fund loan from the Water Fund.

881-INTEREST LEASE/LOANS: Interest payment on the refinance of the City Hall/Fire Station C.O.P. & 2002 Land Lease Bond as an inter-fund loan from the Water Fund.

882-INTEREST: DEBT SERVICE: Payment of Interest on final payoff of City Hall/Fire Station C.O.P. Bond & 2002 Land Lease Bond which is allocated to Administration, Fire and Building. This bond was refinanced as an inter-fund loan from the Water Fund.

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

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
City Hall Admin-Fund 202				
Administration - Department 410				
General Services - Activity 100				
231 Professional Services	\$46,986	\$175	\$1,949	\$10,200
Supplies & Services	\$46,986	\$175	\$1,949	\$10,200
Total: City Hall Admin	\$46,986	\$175	\$1,949	\$10,200
Peg Franchise Fee - Fund 212				
Administration - Department 410				
General Services - Activity 100				
203 Equipment Repair & Maint	\$0	\$0	\$1,360	\$0
Supplies & Services	\$0	\$0	\$1,360	\$0
752 Communication Equipment	\$0	\$0	\$36,895	\$0
Capital Outlay	\$0	\$0	\$36,895	\$0
498 Transfer out	\$3,000	\$0	\$0	\$0
Transfer out	\$3,000	\$0	\$0	\$0
Total: Peg Franchise Fee	\$3,000	\$0	\$38,255	\$0

City Hall Admin

SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: Expenses related to Springbrook Migration to 7v Version and building code update.

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City of Los Banos

Water Administration Fund
2013-2014 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, Solid Waste Admin
City Manager	1	20%	Admin, WW Admin, Solid Waste Admin
Admin Services Director/ City Clerk	1	12.5%	Admin, WW Admin, Solid Waste Admin
Accountant II	1	25%	Admin, WW Admin, Solid Waste Admin
Accountant I	2	25%	Admin, WW Admin, Solid Waste Admin
Accounts Payable Technician	1	20%	Admin, WW Admin, Solid Waste Admin
Payroll Technician	1	25%	Admin, WW Admin, Solid Waste Admin
Accounting Budget Supervisor	1	31.5%	Adm, WW Adm, Solid Waste Adm
Accounting Clerk I	2	34%	WW Admin, Solid Waste Admin
Accounting Clerk II	1	10%	Admin, WW Admin, Solid Waste Admin
Accounting Clerk II	1	34%	WW Admin, Solid Waste Admin
Assistant City Clerk/HR Technician	1	12.5%	Water Admin, WW Admin, Solid Waste Admin
Part Time		100%	
Total Salaries (Including Overtime)			\$195,248
Workmen's Compensation Insurance			\$12,165
State Retirement (PERS)			\$36,044
Social Security (FICA)			\$14,936
Health Insurance			\$71,768
Health Savings			\$1,167
Health Insurance Reimb.			\$2,211
OPEB			\$17,365
Retirees Health Insurance			\$5,553
Life Insurance			\$650
Unemployment Insurance			\$3,262
Dental & Optical			\$3,797
Total Benefits:			\$170,848
Total Personnel Services:			\$366,096

City of Los Banos

Business-Type Fund 2013-2014 Adopted Budget

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Actual</u>	<u>2012-2013</u> <u>Projected</u>	<u>2013-2014</u> <u>Adopted</u>
Water - Fund 501				
Administration - Department 410				
General Services - Activity 100				
101 Salaries	\$165,644	\$170,846	\$184,502	\$185,248
102 Part Time	10,707	8,762	9,000	9,000
103 Overtime	19	18	500	1,000
120 Employee Benefits	122,169	127,114	158,931	170,848
Personnel Services	\$298,539	\$306,740	\$352,933	\$366,096
202 Fleet Repair & Maintenance	\$442	\$396	\$442	\$250
203 Equipment Maintenance	10,124	13,519	14,775	23,700
204 Fleet Services	879	788	879	500
205 Facility Maintenance	5,401	4,854	5,000	5,000
207 Building Lease/Rental	28,422	24,507	30,000	30,000
231 Professional Services	81,963	67,630	61,000	65,000
236 Medical Services	0	0	50	50
237 Recruitment	404	394	7,500	2,500
239 Elections	8,000	0	10,825	0
240 IT Services	20,367	16,200	13,468	13,300
250 Insurances	5,909	2,206	3,623	8,072
252 Communications	740	723	750	900
257 Travel & Training	2,316	2,863	3,450	6,950
260 Office Supplies	76,841	67,946	67,000	67,000
265 Gasoline & Oil	442	396	442	250
275 Bad Debt	25,005	19,614	0	0
Supplies & Services	\$267,255	\$222,036	\$219,204	\$223,472
770 Computer Equipment	\$0	\$0	\$0	\$1,141
Capital Outlay	\$0	\$0	\$0	\$1,141
Total: Water Administration	\$565,794	\$528,776	\$572,137	\$590,709

Water Administration

SERVICES & SUPPLIES

203-EQUIPMENT REPAIR & MAINTENANCE: Expenses related to Springbrook Maintenance and Springbrook Migration to new 7v version.

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

CAPITAL OUTLAY

770- COMPUTER EQUIPMENT: Replacement of network servers.

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City of Los Banos

Wastewater Administration Fund

2013-2014 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, Solid Waste Admin
City Manager	1	20%	Admin, Water Admin, Solid Waste Admin
Admin Services Director/ City Clerk	1	12.5%	Solid Waste Admin Admin, Water Admin, Solid Waste Admin
Accountant II	1	25%	Admin, Water Admin, Solid Waste Admin
Accountant I	2	25%	Admin, Water Admin, Solid Waste Admin
Accounts Payable Technician	1	15%	Admin, Water Admin, Solid Waste Admin
Payroll Technician	1	25%	Admin, Water Admin, Solid Waste Admin
Accounting Budget Supervisor	1	30.5%	Adm, Water Adm, Solid Waste Adm
Accounting Clerk II	1	33%	Water Admin, Solid Waste Admin
Accounting Clerk II	1	10%	Admin, Water Admin, Solid Waste Admin
Accounting Clerk I	2	33%	Water Admin, Solid Waste Admin
Assistant City Clerk/HR Technician	1	12.5%	Admin, Water Admin, Solid Waste Admin
Part Time		100%	Solid Waste Admin
Total Salaries (Including Overtime)			\$190,705
Workmen's Compensation Insurance			\$11,804
State Retirement (PERS)			\$35,153
Social Security (FICA)			\$14,589
Health Insurance			\$70,582
Health Savings			\$1,149
Health Insurance Reimb.			\$2,211
OPEB			\$17,017
Retirees Health Insurance			\$5,507
Life Insurance			\$637
Unemployment Insurance			\$3,218
Dental & Optical			\$3,719
Total Benefits:			\$167,542
Total Personnel Services:			\$358,247

City of Los Banos

Business-Type Fund 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Wastewater - Fund 502				
Administration - Department 410				
General Services - Activity 100				
101 Salaries	\$161,567	\$166,509	\$178,924	\$180,705
102 Part Time	11,191	8,589	9,000	9,000
103 Overtime	19	18	500	1,000
120 Employee Benefits	119,410	129,573	155,526	167,542
Personnel Services	\$292,187	\$304,689	\$343,950	\$358,247
202 Fleet Repair & Maintenance	\$442	\$396	\$442	\$250
203 Equipment Maintenance	10,124	13,519	14,775	23,700
204 Fleet Services	879	788	879	500
205 Facility Maintenance	5,401	4,854	5,000	5,000
207 Building Lease/Rental	28,422	24,507	30,000	30,000
231 Professional Services	81,992	69,300	61,000	65,000
236 Medical Service	0	0	50	50
237 Recruitment	404	394	7,500	2,500
239 Elections	8,000	0	10,825	0
240 IT Services	20,367	16,200	13,468	13,300
250 Insurances	5,793	2,212	3,547	7,905
252 Communications	786	719	750	900
257 Travel & Training	2,308	2,828	3,450	6,951
260 Office Supplies	76,791	68,215	67,000	67,000
265 Gasoline & Oil	442	396	442	250
275 Bad Debt Expense	12,823	13,420	0	0
Supplies & Services	\$254,974	\$217,748	\$219,128	\$223,306
770 Computer Equipment	\$0	\$0	\$0	\$1,140
Capital Outlay	\$0	\$0	\$0	\$1,140
Total: WW Administration	\$547,161	\$522,437	\$563,078	\$582,693

Wastewater Administration

SERVICES & SUPPLIES

203-EQUIPMENT REPAIR & MAINTENANCE: Expenses related to Springbrook Maintenance and Springbrook Migration to new 7v version.

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

CAPITAL OUTLAY

770- COMPUTER EQUIPMENT: Replacement of network servers.

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City of Los Banos

Solid Waste - Administration
2013-2014 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	20%	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%	Adm, Water Admin, WW Adm
Accounting Clerk I	2	33%	Water Admin, WW Admin
Accounting Clerk II	1	33%	Water Admin, WW Admin
Accounting Clerk II	1	10%	Admin, Water Admin, WW Adm
Assistant City Clerk/HR Technician	1	12.5%	Admin, Water Admin, WW Admin
Part Time		100%	
Total Salaries (Including Overtime)			\$191,005
Workmen's Compensation Insurance			\$11,832
State Retirement (PERS)			\$35,217
Social Security (FICA)			\$14,612
Health Insurance			\$70,582
Health Savings			\$1,551
Health Insurance Reimb.			\$2,211
OPEB			\$17,017
Retirees Health Insurance			\$5,605
Life Insurance			\$637
Unemployment Insurance			\$1,993
Dental & Optical			\$3,718
Total Benefits:			\$168,256
Total Personnel Services:			\$359,261

City of Los Banos

Business-Type Fund *2013-2014 Adopted Budget*

	<u>2010-2011</u> Actual	<u>2011-2012</u> Actual	<u>2012-2013</u> Projected	<u>2013-2014</u> Adopted
Solid Waste & Street Sweeping - Fund 510				
Administration - Department 410				
General Services - Activity 100				
101 Salaries	\$161,831	\$166,509	\$179,374	\$181,005
102 Part Time	6,736	8,448	9,000	9,000
103 Overtime	19	18	500	1,000
120 Employee Benefits	118,474	135,641	154,945	168,256
Personnel Services	\$287,060	\$310,616	\$343,819	\$359,261
202 Fleet Repair & Maintenance	\$442	\$396	\$442	\$250
203 Equipment Maintenance	10,124	13,519	14,775	23,700
204 Fleet Services	879	788	879	500
205 Facility Maintenance	5,401	4,854	5,000	5,000
207 Building Lease/Rental	28,422	24,507	30,000	30,000
231 Professional Services	82,051	70,969	61,000	65,000
236 Medical Services	0	0	50	50
237 Recruitment	404	394	7,500	2,500
239 Elections	8,000	0	10,825	0
240 IT Services	20,367	16,200	13,468	13,300
250 Insurances	5,793	2,212	3,547	7,905
252 Communications	786	719	750	900
257 Travel & Training	2,308	3,049	3,450	6,950
260 Office Supplies	76,053	68,215	67,000	67,000
265 Gasoline & Oil	442	396	442	250
273 Special Departmental Expense	1,923	1,178	0	0
275 Bad Debt Services	28,433	23,196	0	0
Supplies & Services	\$271,828	\$230,592	\$219,128	\$223,305
770 Computer Equipment	\$0	\$0	\$0	\$1,140
Capital Outlay	\$0	\$0	\$0	\$1,140
Total: Solid Waste-Administration	\$558,888	\$541,208	\$562,947	\$583,706

Solid Waste-Administration

SERVICES & SUPPLIES

203-EQUIPMENT REPAIR & MAINTENANCE: Expenses related to Springbrook Maintenance and Springbrook Migration to new 7v version.

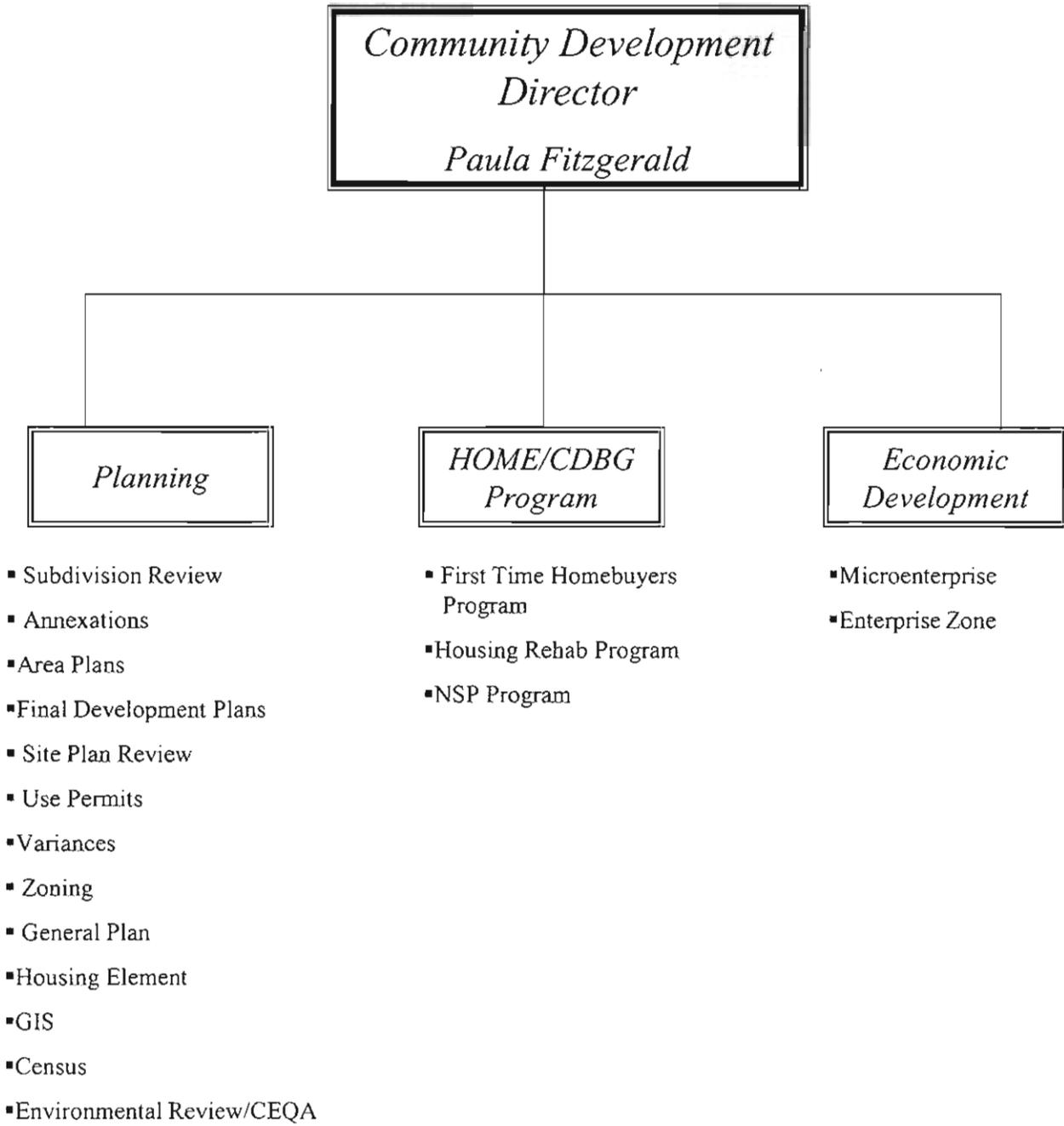
231-PROFESSIONAL SERVICES: Expenses of independent auditor, contract legal services, and other miscellaneous professional services.

CAPITAL OUTLAY

770 -COMPUTER EQUIPMENT: Replacement of network servers.

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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 development of the City in a manner that will foster positive physical, social, and economic growth, consistent with the goals of the General Plan while promoting and facilitating economic development. The Department's operating principles are to assist citizen and business 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 the department 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 Ordinance and General Plan policies.

The department is preparing an Economic Development Strategic Plan and provides assistance to prospective developers, local businesses, and site selectors by providing demographic data and other marketing information. The department is the staff contact for the Merced Regional Enterprise Zone and provides assistance to local and outside businesses for expansion and sustainability and new start ups and is responsible for marketing on the digital sign on Pacheco Blvd and I Street.

Major Accomplishments/Service Efforts

The Community Development Department is focusing its service efforts on working with project proponents, business owners and citizens and is currently administering a number of current, long-range, development and economic development projects. This fiscal year also includes State mandated updates. The following activities will be worked on and/or completed:

- Housing Element.
- General Plan update.
- Economic Development Strategic Plan.
- Los Banos History Mural Program.

Community Development

- Guidelines for CDBG and HOME grant programs and re-use programs to assist businesses and citizens.
- Processing of development applications and permits.
- Preparation of multiple environmental documents for both applicant initiated and City projects.

Future Outlook

Population growth is expected to increase in 2013-2014 as far as the construction of new homes. Demand appears to be outweighing supply and it is not uncommon for homeowners to receive multiple offers, above the asking price. There have been numerous inquiries regarding vacant lots and discussions related to new home starts with local home builders. Existing residential tentative maps are being finalized and existing area plans are being mapped. Additionally, State and local incentive and grant programs will facilitate the rehabilitation of the existing housing stock and will provide housing opportunities for families. The Regional Housing Needs Allocation Plan will dictate the types of housing that are most needed within the community.

The development of the Economic Development Strategic Plan will play a key role in the economic growth of the community. The Strategic Plan will provide tools and strategies for the community to grow economically, whether that will be in expansion or retention, business start ups, or relocation, will be determined throughout the process. The City is seeing a slow but steady rise in its commercial growth and there are several new ground up projects which are in the preliminary stages and more that are in the due diligence stage.

The Merced Regional Enterprise Zone is another effective economic development tool which provides tax benefits to local businesses. The program has grown to include eighty-nine (89) local businesses utilizing the program which has provided for the creation of five hundred twenty-three (523) new jobs and the retention of one thousand three hundred sixty (1,360) jobs within the City of Los Banos and this number is steadily growing as more businesses become aware of the program.

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City of Los Banos

Community Development
2013-2014 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)			\$194,182
Workmen's Compensation Insurance			\$12,370
State Retirement (PERS)			\$41,137
Social Security (FICA)			\$14,855
Health Insurance			\$24,777
OPEB			\$8,315
Retirees Health Insurance			\$10,637
Life Insurance			\$300
Unemployment Insurance			\$971
Dental & Optical			\$1,752
Total Benefits:			\$115,114
Total Personnel Services:			\$309,296

City of Los Banos

Community Development 2013-2014 Adopted Budget

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Actual</u>	<u>2012-2013</u> <u>Projected</u>	<u>2013-2014</u> <u>Adopted</u>
General Fund - Fund 100				
Community Development - Department 419				
General Services - Activity 100				
101 Salaries	\$235,617	\$187,359	\$193,932	\$193,932
102 Part Time	0	0	0	0
103 Overtime	0	38	100	250
120 Employee Benefits	118,385	105,473	115,440	115,114
Personnel Services	\$354,002	\$292,870	\$309,472	\$309,296
231 Professional Services	\$53,345	\$42,927	\$15,000	\$24,000
238 Technical Services	0	943	0	0
240 IT Services	10,368	10,442	9,396	9,325
250 Insurance	4,108	1,068	2,415	3,724
251 Memberships & Dues	845	845	850	865
252 Communications	901	937	1,800	800
253 Advertising	5,254	4,503	5,000	5,000
257 Travel & Training	1,961	1,736	700	700
260 Office Supplies	3,230	2,500	600	600
270 Special Programs	0	0	2,500	10,000
273 Special Departmental Expense	9,873	2,056	1,500	1,500
274 Books & Periodicals	115	114	150	150
278 Digital Signs	0	0	0	1,850
Supplies & Services	\$90,000	\$68,071	\$39,911	\$58,514
770 Computer Equipment	\$0	\$0	\$0	\$730
Capital Outlay	\$0	\$0	\$0	\$730
Total: General Services	\$444,002	\$360,941	\$349,383	\$368,540
Special Services - Activity 170				
231 Professional Services	\$113,682	\$0	\$0	\$0
Supplies & Services	\$113,682	\$0	\$0	\$0
Total: Special Services	\$113,682	\$0	\$0	\$0
Total: Community Development	\$557,684	\$360,941	\$349,383	\$368,540

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.

270-SPECIAL PROGRAMS: Costs associated with the mural program.

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

278-DIGITAL SIGN: Costs associated with the digital sign on I Street.

CAPITAL OUTLAY

770-COMPUTER EQUIPMENT: Server replacement by IT department.

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Actual</u>	<u>2012-2013</u> <u>Projected</u>	<u>2013-2014</u> <u>Adopted</u>
CDBG Program Income Micro Enterprise - Fund 262				
Economic Development - Department 463				
General Services - Activity 100				
238 Technical Services	\$38,627	\$0	\$6,500	\$500
Supplies & Services	\$38,627	\$0	\$6,500	\$500
Total: CDBG PI Micro Enterprise	\$38,627	\$0	\$6,500	\$500
CDBG Micro Enterprise Grant - Fund 263				
Economic Development - Department 463				
General Services - Activity 100				
238 Technical Services	\$37,953	\$17,836	\$0	\$0
Supplies & Services	\$37,953	\$17,836	\$0	\$0
Total: CDBG Micro Enterprise	\$37,953	\$17,836	\$0	\$0
Neighborhood Stabilization Program-Fund 268				
Economic Development - Department 463				
General Services - Activity 100				
238 Technical Services	\$513,596	\$60,425	\$0	\$0
Supplies & Services	\$513,596	\$60,425	\$0	\$0
Total: Neighborhood Stabilization	\$513,596	\$60,425	\$0	\$0
First Time Home Buyers Grant - Fund 269				
Economic Development - Department 463				
General Services - Activity 100				
238 Technical Services	\$68,362	\$0	\$0	\$0
Supplies & Services	\$68,362	\$0	\$0	\$0
Total: 1st Time Home Buyers	\$68,362	\$0	\$0	\$0
NSP Program Income - Fund 294				
Economic Development - Department 463				
General Services - Activity 100				
238 Technical Services	\$1,435,957	\$642,680	\$75,000	\$300,000
Supplies & Services	\$1,435,957	\$642,680	\$75,000	\$300,000
Total: NSP Program Income	\$1,435,957	\$642,680	\$75,000	\$300,000

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.

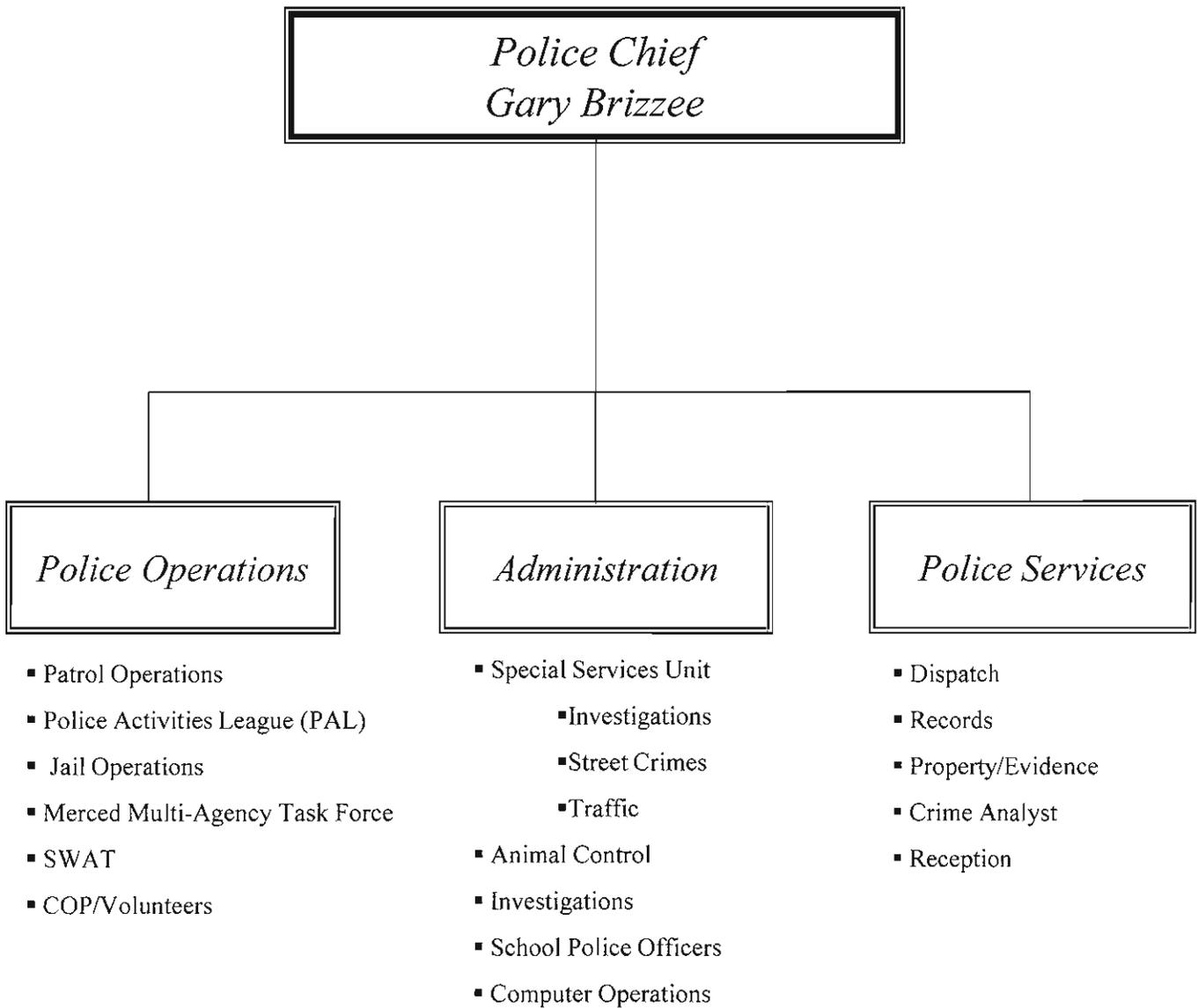
Neighborhood Stabilization Program Income

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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*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 operate 24 hours, seven days a week. We are proud to continue to provide our community with dependable services.

Major Accomplishments/Service Efforts

- The Department introduced online Crime Maps. These maps are typically updated weekly and are another aid to help citizens become aware of crime in their neighborhoods. The maps can be found at: losbanos.org
- This year, Department Detectives handled more than 1,000 investigations. Of those investigations Detectives issued approximately 60 search and arrest warrants.
- Our Police Activities League (PAL), through the efforts of our community, won the “Buster Posey Field Makeover” for one of our 7th Street ball fields.
- The Department continues to use social media to get its message out to the public. Currently, the Department maintains Facebook, Twitter and Nixle accounts.
- 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 2012 the volunteers assisted in several City operations, logging approximately 2,400 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. In 2012 VITAL members assisted in the removal of approximately 290 abandoned vehicles from the streets of Los Banos; an outstanding accomplishment.

Goals for Fiscal Year 2013 – 2014

We strive to find ways to decrease criminal activity within the City limits and lower our Part I (Major) Crimes. We continue to develop our relationship 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, to both parents and students, and we continue to pursue education efforts to deter gang membership through our partnership with the Los Banos Unified School District.

We participate 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.

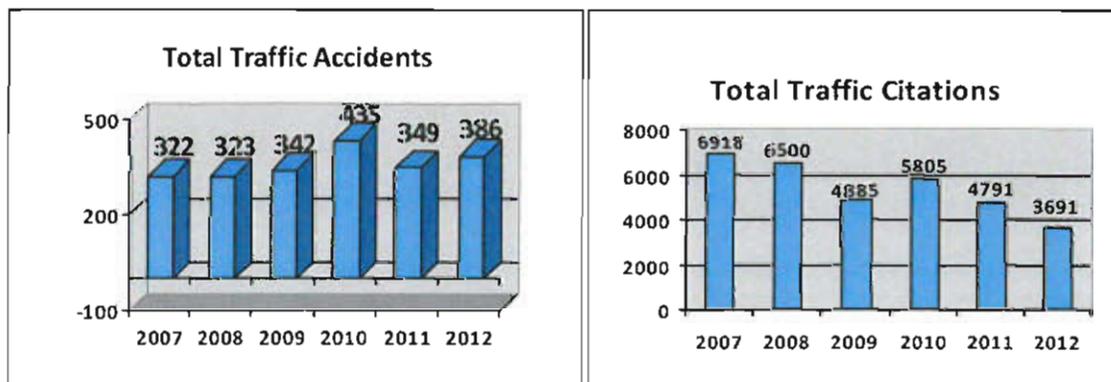
Police (continued)

Operational goals for Fiscal Year 2013 – 2014

- Maintain staffing levels.
- Use a “best practices” approach to suppress and prevent crime.
- Continue our crime prevention and intervention efforts through Community Oriented Policing.
- Utilize VITAL volunteers to assist patrol officers in our “Project Right of Way” efforts.
- Refocus strategies for community policing and problem oriented policing.
- Continue to focus on professional training opportunities for staff to meet Department training needs, State standards and community expectations.

2012 Department statistics

	Year in Comparison for 2007—2012						Percentage Change 2011-2012
	2007	2008	2009	2010	2011	2012	
Homicide	1	0	0	2	3	1	-67%
Rape	6	7	7	4	8	0	-100%
Robbery	17	18	23	41	29	24	-17%
Agg. Assault	118	141	128	94	129	117	-9%
Burglary	238	203	243	310	397	340	-14%
Larceny	618	532	720	667	677	775	14%
Motor Vehicle Theft	113	105	111	82	106	94	-11%
Grand Totals	1111	1006	1232	1200	1349	1351	0.15%



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City of Los Banos

Police
2013-2014 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	17	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)			\$2,864,853
Workmen's Compensation Insurance			\$169,313
State Retirement (PERS)			\$781,542
Social Security (FICA)			\$221,456
Health Insurance			\$804,853
Health Savings			\$7,050
OPEB			\$167,231
Retirees Health Insurance			\$336,086
Life Insurance			\$6,450
Unemployment Insurance			\$14,474
Dental & Optical			\$37,669
Total Benefits:			\$2,546,123
Total Personnel Services:			\$5,410,976

City of Los Banos

Police 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
General Fund - Fund 100				
Police - Department 421				
Police Services - Activity 140				
101 Salaries	\$2,590,130	\$2,372,101	\$2,269,993	\$2,529,853
102 Part Time	61,545	69,052	75,000	75,000
103 Overtime	279,763	287,219	290,000	260,000
120 Employee Benefits	1,987,961	2,202,305	2,281,993	2,546,123
Personnel Services	\$4,919,399	\$4,930,677	\$4,916,986	\$5,410,976
201 Grounds Maintenance	\$1,295	\$267	\$1,800	\$2,000
202 Fleet Repair & Maintenance	49,882	47,505	65,000	40,000
203 Equipment Repair & Maint.	36,287	33,566	32,000	32,800
204 Fleet Services	39,196	41,794	48,895	39,805
205 Facility Maintenance	11,723	9,594	8,000	8,000
231 Professional Services	11,580	20,224	41,400	38,500
237 Recruitment	4,103	6,689	3,000	3,000
238 Technical Services	19,502	15,422	12,000	12,000
240 IT Services	111,746	87,707	103,920	107,598
250 Insurance	98,320	40,807	71,487	112,464
252 Communications	15,867	14,368	15,000	15,000
257 Travel & Training	22,850	28,024	28,000	28,000
260 Office Supplies	43,734	35,852	30,000	30,000
262 Uniform Expenses	12,884	13,238	10,000	10,000
264 Electricity & Gas	55,111	65,141	58,981	60,750
265 Gasoline & Oil	97,243	98,124	116,743	108,266
267 General Materials & Supplies	5,547	0	0	0
270 Special Programs & Activities	3,192	3,883	3,500	3,500
273 Special Departmental Expense	35,837	18,938	19,000	19,000
Supplies & Services	\$675,899	\$581,143	\$668,726	\$670,683
770 Computer Equipment	\$0	\$0	\$0	\$9,028
Capital Outlay	\$0	\$0	\$0	\$9,028
Police - Department 421				
Special Services - Activity 170				
103 Overtime	\$0	\$0	\$0	\$30,000
120 Benefits	0	0	0	2,295
Personnel Services	\$0	\$0	\$0	\$32,295
Total: Special Services	\$0	\$0	\$0	\$32,295
Total: Police	\$5,595,298	\$5,511,820	\$5,585,712	\$6,122,982

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, VITAL volunteer program activities 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.

CAPITAL OUTLAY

770-COMPUTER EQUIPMENT: Server replacement by IT Department.

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. The Animal Control Officer maintains shelter records, operates 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 2012, our staff responded to over 2,000 calls for service. During 2012 Animal Control impounded 1,372 dogs and 865 cats. Thanks to the work of the Animal Control officer and the Volunteers for Animals many animals were adopted or sent to animal rescues.

Sent to Rescue – 1,133 Adopted – 196 Claimed by Owner - 262

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 remained steady over the past ten years. The following table shows the comparison of animals impounded over the last several years.

YEAR	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Animals	1816	1709	1901	2134	2151	2301	2190	2192	2378	2237

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 and holding their own low cost spay/neuter events.

They coordinate with different rescues and humane societies and transporting animals. Volunteers also make shelter animals available for adoption via different internet resources and local pet stores; they even maintain a Face book page. Their major goal is the increased placement of animals.

During 2012 the Los Banos Volunteers for Animals helped save approximately 70% of the animals that were brought into the shelter. 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 2013 – 2014

We continue to encourage citizens to be responsible pet owners by offering our low cost spay and neuter program. As always our goal of providing efficient and effective animal control services to our community is our highest priority.

If you are interested in volunteering at the Animal Shelter please contact Officer Noah Jones at (209) 827-7070 ext. 262.

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City of Los Banos

Animal Control
2013-2014 Department Detail
Personnel Services

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

Position Title(s)	Number	Departmental Salary Allocation	Balance of Salary Allocation
Animal Control Officer II	1	100%	
Part Time		100%	
Total Salaries (Including Overtime)			\$40,248
Workmen's Compensation Insurance			\$2,508
State Retirement (PERS)			\$8,410
Social Security (FICA)			\$3,079
Health Insurance			\$3,809
OPEB			\$4,439
Retirees Health Insurance			\$8,114
Life Insurance			\$150
Unemployment Insurance			\$201
Dental & Optical			\$876
Total Benefits:			\$31,628
Total Personnel Services:			\$71,876

City of Los Banos

Animal Control 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
General Fund - Fund 100				
Animal Control - Department 441				
General Services - Activity 100				
101 Salaries	\$42,579	\$37,764	\$37,764	\$39,648
103 Overtime	643	370	600	600
120 Employee Benefits	23,418	31,436	30,000	31,628
Personnel Services	\$66,640	\$69,570	\$68,364	\$71,876
201 Grounds Maintenance	\$543	\$541	\$600	\$600
205 Facility Maintenance	597	683	350	350
236 Medical Services	816	3,813	600	900
238 Technical Services	7,208	7,300	5,800	5,800
250 Insurance	1,568	731	1,298	1,980
252 Communications	0	165	200	200
257 Travel & Training	35	35	150	300
260 Office Supplies	58	1,003	800	800
262 Uniform Expense	350	225	200	200
264 Electricity & Gas	4,457	4,644	4,927	5,074
267 General Materials & Supplies	1,275	737	1,400	1,400
270 Special Programs/Activities	71	470	300	360
273 Spay/Neuter Program	13,558	10,062	10,000	10,000
Supplies & Services	\$30,536	\$30,409	\$26,625	\$27,964
Total: Animal Control	\$97,176	\$99,979	\$94,989	\$99,840

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. It is also used to support the activities of the Animal Control Volunteers.

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

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
Prevention Underage Drinking - Fund 204				
Police - Department 421				
General Services - Activity 100				
270 Special Programs	\$0	\$0	\$2,000	\$2,000
Supplies & Services	\$0	\$0	\$2,000	\$2,000
<u>Total: Prevention Underage Drinking</u>	<u>\$0</u>	<u>\$0</u>	<u>\$2,000</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, enforcement operations and other educational/preventative strategies.

City of Los Banos

Public Safety Augmentation Police
 2013-2014 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			\$12,245
State Retirement (PERS)			\$56,584
Social Security (FICA)			\$14,931
Health Insurance			\$61,209
OPEB			\$16,067
Retirees Health Insurance			\$0
Life Insurance			\$600
Unemployment Insurance			\$5,600
Dental & Optical			\$3,503
Total Benefits:			\$178,962
Total Personnel Services:			\$374,134

City of Los Banos

Public Safety Augmentation Police
 2013-2014 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>\$415,392</u></u>
Workmen's Compensation Insurance			\$23,538
State Retirement (PERS)			\$124,218
Social Security (FICA)			\$31,777
Health Insurance			\$129,153
OPEB			\$23,819
Retirees Health Insurance			\$0
Life Insurance			\$900
Unemployment Insurance			\$2,077
Dental & Optical			\$5,255
Total Benefits:			<u><u>\$341,938</u></u>
Total Personnel Services:			<u><u>\$757,330</u></u>

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
Assets Forfeiture - Fund 235				
Police - Department 421				
Special Services - Activity 170				
<u>267 General Materials & Supplies</u>	\$5,924	\$5,041	\$20,000	\$30,000
Supplies & Services	\$5,924	\$5,041	\$20,000	\$30,000
<u>750 Vehicles</u>	\$0	\$197	\$55,200	\$0
Capital Outlay	\$0	\$197	\$55,200	\$0
Total: Assets Forfeiture	\$5,924	\$5,238	\$75,200	\$30,000
Public Safety Augmentation - Fund 236				
Police - Department 421				
General Services - Activity 100				
101 Salaries	\$181,848	\$186,342	\$186,672	\$186,672
103 Overtime	5,542	5,211	8,500	8,500
120 Employee Benefits	172,073	160,820	177,369	178,962
Salaries & Benefits	\$359,463	\$352,373	\$372,541	\$374,134
240 IT Services	\$59,231	\$86,587	\$95,233	\$92,229
270 Special Equipment	32,576	11,790	34,000	50,000
Supplies & Services	\$91,807	\$98,377	\$129,233	\$142,229
<u>770 Computer Equipment</u>	\$0	\$7,589	\$0	\$9,028
Capital Outlay	\$0	\$7,589	\$0	\$9,028
Special Services - Activity 180				
101 Salaries	\$258,598	\$322,643	\$364,723	\$364,392
103 Overtime	31,838	61,099	51,000	51,000
120 Employee Benefits	176,362	287,490	314,228	341,938
Salaries & Benefits	\$466,798	\$671,232	\$729,951	\$757,330
Total: Public Safety Aug.	\$918,068	\$1,129,571	\$1,231,725	\$1,282,721

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.

CAPITAL OUTLAY

770-COMPUTER EQUIPMENT: Server replacement by IT Department.

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City of Los Banos

SLESF Grant Fund
2013-2014 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)			\$75,228
Workmen's Compensation Insurance			\$3,903
State Retirement (PERS)			\$21,698
Social Security (FICA)			\$5,755
Health Insurance			\$24,144
OPEB			\$4,439
Retirees Health Insurance			\$0
Life Insurance			\$150
Unemployment Insurance			\$376
Dental & Optical			\$875
Total Benefits:			\$61,341
Total Personnel Services:			\$136,569

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Actual</u>	<u>2012-2013</u> <u>Projected</u>	<u>2013-2014</u> <u>Adopted</u>
SLESF - COPS Program - Fund 237				
Police Department 421				
Special Services - Activity 170				
101 Salaries	\$59,628	\$60,228	\$60,228	\$60,228
103 Overtime	9,773	15,849	15,000	15,000
120 Employee Benefits	46,238	54,700	51,537	61,341
Salaries & Benefits	\$115,639	\$130,777	\$126,765	\$136,569
Total: SLESF-COPS Program	\$115,639	\$130,777	\$126,765	\$136,569

JAG (Justice Assistant Grant) Program - Fund 239

Police - Department 421

Special Services - Activity 170

102 Part-Time	\$1,818	\$0	\$0	\$0
120 Employee Benefits	139	0	0	0
Salaries & Benefits	\$1,957	\$0	\$0	\$0
267 General Materials & Supplies	\$1,135	\$0	\$0	\$0
Supplies & Services	\$1,135	\$0	\$0	\$0
753 Specialized Equipment	\$11,577	\$0	\$0	\$20,804
Capital Outlay	\$11,577	\$0	\$0	\$20,804
Total: JAG Program	\$14,669	\$0	\$0	\$20,804

JAG (Justice Assistant Grant)

CAPITAL OUTLAY

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

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
JAG Edward Byrne Grant Program - Fund 240				
Police - Department 421				
Special Services - Activity 170				
203 Equipment Repair & Maintenance	\$16,968	\$3,800	\$0	\$0
252 Communications	7,110	7,158	3,379	0
267 General Material & Supplies	0	0	3,295	0
<u>Supplies & Services</u>	<u>\$24,078</u>	<u>\$10,958</u>	<u>\$6,674</u>	<u>\$0</u>
753 Specialized Equipment	\$14,423	\$5,726	\$0	\$0
<u>Capital Outlay</u>	<u>\$14,423</u>	<u>\$5,726</u>	<u>\$0</u>	<u>\$0</u>
Police - Department 421				
Special Services - Activity 180				
267 General Material & Supplies	\$0	\$0	\$4,052	\$1,905
<u>Supplies & Services</u>	<u>\$0</u>	<u>\$0</u>	<u>\$4,052</u>	<u>\$1,905</u>
753 Specialized Equipment	\$0	\$0	\$5,829	\$0
<u>Capital Outlay</u>	<u>\$0</u>	<u>\$0</u>	<u>\$5,829</u>	<u>\$0</u>
Total: JAG Edward Byrne Program	\$38,501	\$16,684	\$16,555	\$1,905

JAG Edward Byrne Grant Program - Fund 241

Police - Department 421

Special Services - Activity 170

273 Special Departmental Expenditure	\$16,968	\$5,674	\$0	\$2,411
<u>Supplies & Services</u>	<u>\$16,968</u>	<u>\$5,674</u>	<u>\$0</u>	<u>\$2,411</u>
753 Specialized Equipment	\$0	\$5,949	\$0	\$0
<u>Capital Outlay</u>	<u>\$0</u>	<u>\$5,949</u>	<u>\$0</u>	<u>\$0</u>
Total: JAG Edward Byrne Program	\$16,968	\$11,623	\$0	\$2,411

JAG Edward Byrne Grant

SUPPLIES & SERVICES

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

City of Los Banos

Special Revenue Funds

2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
CHRP-Cops Hiring Recovery - Fund 242				
Police - Department 421				
Special Services - Activity 170				
101 Salaries	\$110,475	\$106,960	\$54,180	\$0
103 Overtime	9,277	13,647	4,879	0
120 Benefits	63,442	92,036	46,572	0
Salaries & Benefits	\$183,194	\$212,643	\$105,631	\$0
Total: CHRP Program	\$183,194	\$212,643	\$105,631	\$0

Police Capital Improvement - Fund 245

Police - Department - 421

General Services - Activity 100

203 Equipment Repair & Maint	\$0	\$0	\$14,730	\$10,000
207 Rental Building & Land	208,364	0	0	0
238 Technical Services	1,706	0	0	0
Supplies & Services	\$210,070	\$0	\$14,730	\$10,000
720 Buildings & Structure	\$32,590	\$0	\$8,000	\$50,000
740 Miscellaneous Equipment	13,282	0	9,145	0
750 Vehicles	0	0	227,000	73,000
752 Communication Equipment	5,806	0	0	0
770 Computer Equipment	0	200,000	19,000	6,000
Capital Outlay	\$51,678	\$200,000	\$263,145	\$129,000
Total: Police Capital Improvement	\$261,748	\$200,000	\$277,875	\$139,000

Police Capital Improvement

CAPITAL OUTLAY

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

750 – VEHICLES: Funding will be used to purchase two investigator vehicles.

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

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Traffic Safety - Fund 246				
Police - Department 421				
General Services - Activity 100				
267 General Materials & Supplies	\$3,005	\$2,379	\$0	\$5,000
Supplies & Services	\$3,005	\$2,379	\$0	\$5,000
753 Specialized Equipment	\$4,400	\$0	\$0	\$0
Capital Outlay	\$4,400	\$0	\$0	\$0
Special Services - Activity 150				
103 Overtime	\$0	\$0	\$4,800	\$13,786
120 Benefits	0	0	368	1,052
Personnel Services	\$0	\$0	\$5,168	\$14,838
Special Services - Activity 170				
101 Salaries	\$0	\$0	\$0	\$0
103 Overtime	41,225	12,520	11,200	11,000
120 Employee Benefits	3,154	958	856	842
Personnel Services	\$44,379	\$13,478	\$12,056	\$11,842
257 Travel & Training	\$5,139	\$4,744	\$312	\$1,688
267 General Materials & Supplies	1,617	797	3,700	830
273 Special Programs	5,000	0	\$0	\$0
Supplies & Services	\$11,756	\$5,541	\$4,012	\$2,518
750 Vehicles	\$0	\$0	\$35,000	\$0
753 Specialized Equipment	25,000	0	0	0
Capital Outlay	\$25,000	\$0	\$35,000	\$0
Total: Traffic Safety	\$88,540	\$21,398	\$56,236	\$34,198

City of Los Banos

CFD 2002-01 Public Safety Police
 2013-2014 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%	
Total Salaries (Including Overtime)			<u><u>\$204,827</u></u>
Workmen's Compensation Insurance			\$11,906
State Retirement (PERS)			\$66,227
Social Security (FICA)			\$15,669
Health Insurance			\$66,372
OPEB			\$12,191
Retirees Health Insurance			\$0
Life Insurance			\$450
Unemployment Insurance			\$1,024
Dental & Optical			\$2,629
Total Benefits:			<u><u>\$176,468</u></u>
Total Personnel Services:			<u><u>\$381,295</u></u>

City of Los Banos

Special Revenue Funds *2013-2014 Adopted Budget*

	<u>2010-2011</u> Actual	<u>2011-2012</u> Actual	<u>2012-2013</u> Projected	<u>2013-2014</u> Adopted
Homeland Security Grant - Fund 248				
Police - Department 421				
Police Services - Activity 140				
753 Specialized Equipment	\$80,962	\$0	\$38,000	\$14,000
Capital Outlay	\$80,962	\$0	\$38,000	\$14,000
Total: Homeland Security Grant	\$80,962	\$0	\$38,000	\$14,000
Community Facilities District 2002-01 Public Safety - Fund 290				
Police - Department 421				
General Services - Activity 100				
101 Salaries	\$214,631	\$183,414	\$183,827	\$183,827
103 Overtime	22,716	24,946	21,000	21,000
120 Employee Benefits	150,147	159,382	155,175	176,468
Personnel Services	\$387,494	\$367,742	\$360,002	\$381,295
231 Professional Services	2,237	2,376	1,800	2,400
Supplies & Services	\$2,237	\$2,376	\$1,800	\$2,400
Total: CFD 2002-01	\$389,731	\$370,118	\$361,802	\$383,695

Homeland Security Grant

CAPITAL OUTLAY

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

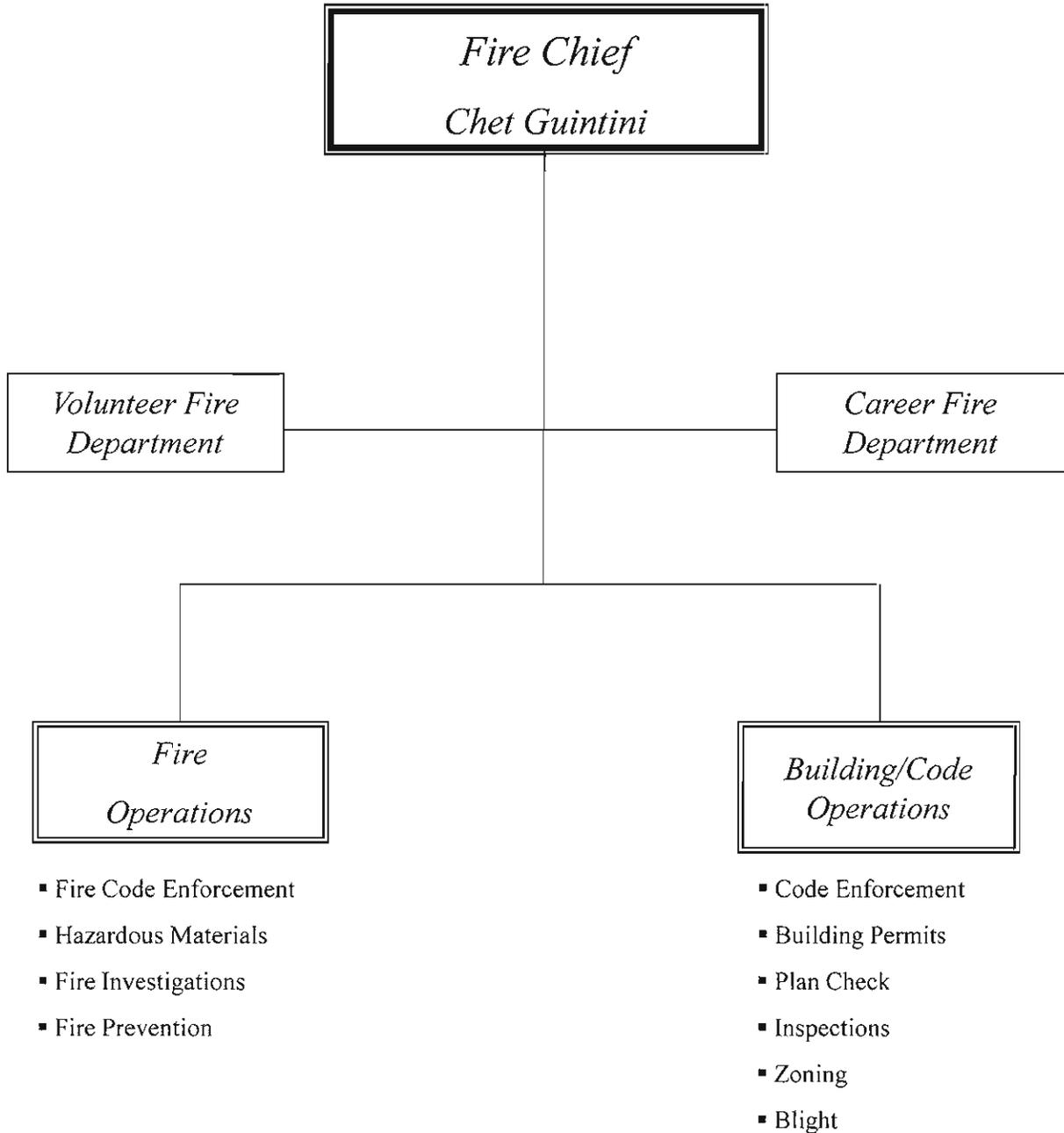
Community Facilities District (CFD) *2002-01*

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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***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; and 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.
- 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.

Fire (continued)

- 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 16 Career and 28 Volunteer firefighters.

Major Accomplishments/Service Efforts

ISO Rating - ISO service rating of 3, this past winter the fire department went through a new ISO rating, we are happy to say we maintain our 3 rating and improved by several points. The department continues to provide excellent service to the community.

Radio System Upgrade - Completed update to Fire and Police Departments radio system; all upgrades were funded Fire & Police grants.

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.

Special Programs – The Knox Box program is for disabled citizens and seniors that may need assistance for medical reasons. We currently have 33 Knox boxes in use.

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.

Fire (continued)

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%. We currently have two (2) captains position in M-A. Thank you to our citizens for supporting public safety.

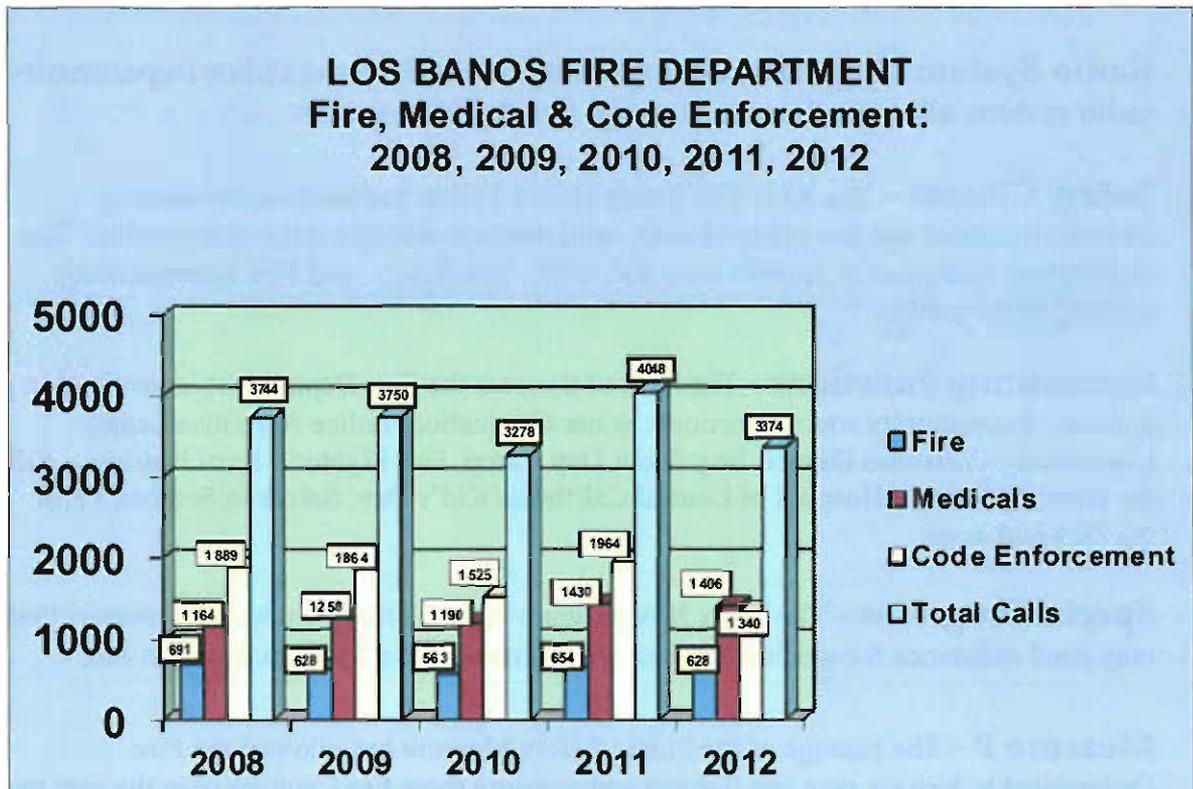
Community Facility District – As new subdivisions are being built in the community, they are required to participate in the program. Currently the CFD funds four and one-half positions.

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.

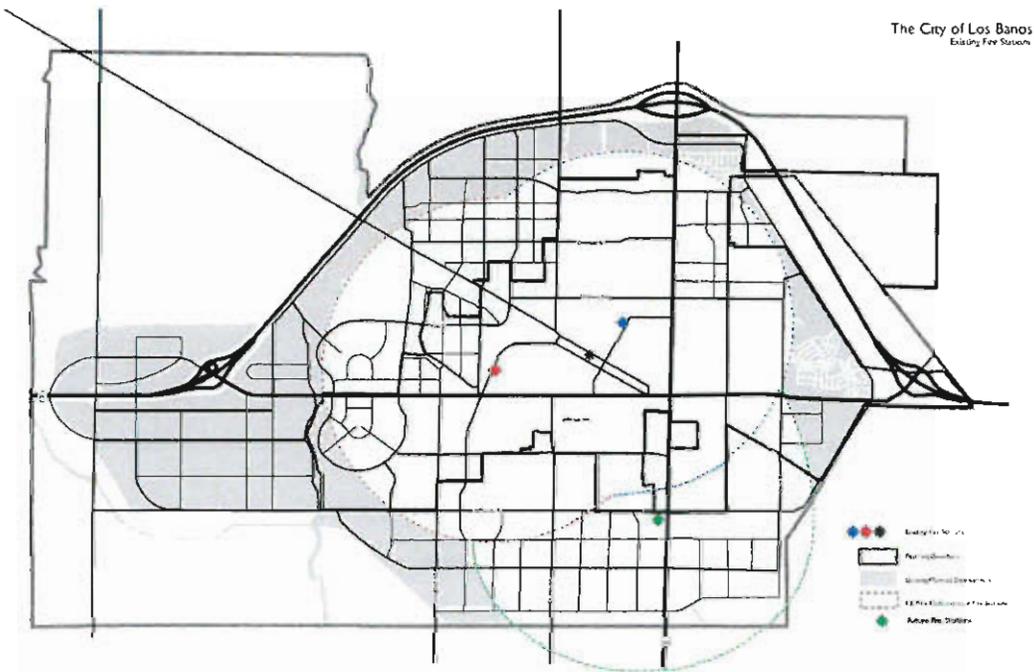
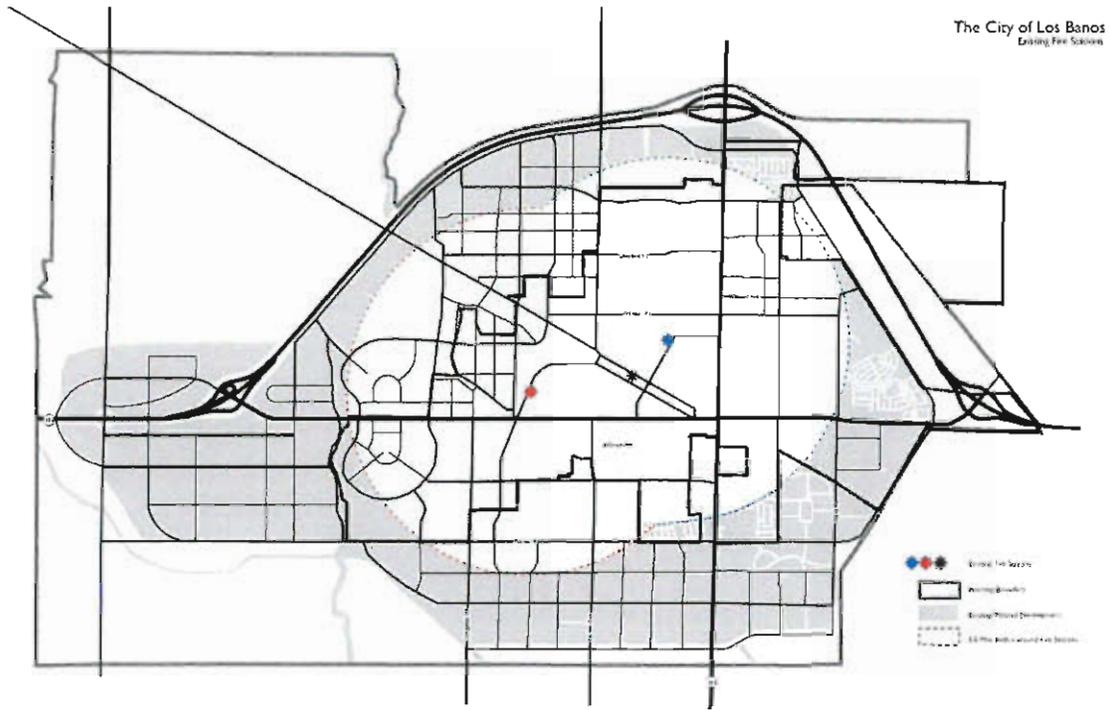
Code Enforcement - Responded to 1340 calls for service that range from abandoned/disabled vehicles, abandoned/run-down houses, dangerous property abatement, business license enforcement and much more.

Performance Measures



Performance Measures

Existing Fire Stations 1 & 2 Coverage Areas



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City of Los Banos

Fire
2013-2014 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%	Public Safety CFD
Administrative Assistant	1	100%	
Part-time		100%	
Total Salaries (Including Overtime)			\$372,094
Volunteers Fire Fighters	35		
Workmen's Compensation Insurance			\$33,084
State Retirement (PERS)			\$114,579
Social Security (FICA)			\$28,465
Health Insurance			\$95,954
OPEB			\$17,656
Retirees Health Insurance			\$25,763
Life Insurance			\$812
Unemployment Insurance			\$1,860
Dental & Optical			\$3,863
Total Benefits:			\$326,050
Total Personnel Services:			\$698,144

City of Los Banos

Fire 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
General Fund - Fund 100				
Fire - Department 422				
General Services - Activity 100				
101 Salaries	\$468,292	\$461,949	\$348,002	\$354,594
102 Part Time	2,326	680	0	2,500
103 Overtime	47,487	31,020	10,000	15,000
120 Employee Benefits	330,349	376,935	306,463	326,050
Personnel Services	\$848,454	\$870,584	\$664,465	\$698,144
201 Grounds Maintenance	\$118	\$26	\$300	\$300
202 Fleet Repair & Maintenance	10,776	13,194	21,000	21,000
203 Equipment Repair & Maintenance	7,795	10,319	15,000	15,000
205 Facility Maintenance	5,218	7,487	5,000	6,000
216 Vehicle Repair & Maintenance	9,764	11,316	21,000	21,000
231 Professional Services	2,500	8,901	33,000	35,000
236 Medical Services	0	0	0	450
237 Recruitment	0	0	435	0
240 IT Services	21,397	30,755	23,560	28,893
250 Insurance	29,207	16,134	26,853	37,919
252 Communications	7,875	7,558	8,500	8,500
257 Travel & Training	1,096	1,703	1,000	3,000
260 Office Supplies	6,208	4,658	5,000	5,000
262 Uniform Expense	5,046	5,752	6,000	6,000
264 Electricity & Gas	28,946	32,618	32,000	32,000
265 Gasoline & Oil	23,000	28,786	33,000	32,000
267 General Materials & Supplies	1,814	1,449	2,000	2,000
270 Special Programs	30,000	24,000	24,000	24,000
273 Special Departmental Expense	11,531	8,075	8,000	8,000
274 Special Activities	8,222	8,500	7,614	8,000
Supplies & Services	\$210,513	\$221,231	\$273,262	\$294,062
770 Computer Equipment	\$0	\$0	\$0	\$821
Capital Outlay	\$0	\$0	\$0	\$821
821 Principal:Lease/Loans	\$0	\$0	\$27,750	\$29,600
822 Principal: Debt Service	12,800	20,350	218,300	0
881 Interest:Lease/Loans	0	0	4,440	4,163
882 Interest: Debt Service	7,917	13,709	6,549	0
Debt Service	\$20,717	\$34,059	\$257,039	\$33,763
Total: Fire	\$1,079,684	\$1,125,874	\$1,194,766	\$1,026,790

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.

CAPITAL OUTLAY

770-COMPUTER EQUIPMENT: Server replacement by IT department.

DEBT SERVICE

821-PRINCIPAL-LEASE/LOANS: Principal payment on City Hall/Fire Station COP refinanced as an inter-fund loan from the Water Fund.

881-INTEREST-LEASE/LOANS: Interest payment on City Hall/Fire Station COP refinanced as an inter-fund loan from the Water Fund.

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 CSG Consultants 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 Community Development.
- New commercial businesses: Wal-Mart super store expansion, Arco AM/PM & McDonald's, and Dollar General.

Performance Measures

	FY 10/11	FY 11/12	FY 12/13
# Of Total Permits Issued	579	435	417
# Of Single Family Dwellings Permits Issued	9	0	0
# Of New Homes Built	0	0	0
# Of New Businesses Built	0	2	5
# Of Inspections	1773	1192	1325
Renew Permit/Expired Permit/SFH	16	1	0

City of Los Banos

Building
2013-2014 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)

\$14,772

Workmen's Compensation Insurance

\$921

State Retirement (PERS)

\$4,998

Social Security (FICA)

\$1,130

Health Insurance

(\$1,822)

OPEB

\$951

Retirees Health Insurance

\$9,335

Life Insurance

\$15

Unemployment Insurance

\$74

Dental & Optical

\$87

Total Benefits:

\$15,689

Total Personnel Services:

\$29,561

City of Los Banos

Building 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
General Fund - Fund 100				
Building - Department 424				
General Services - Activity 100				
101 Salaries	\$34,708	\$34,680	\$13,872	\$13,872
120 Employee Benefits	28,039	32,625	15,377	15,689
Personnel Services	\$62,747	\$67,305	\$29,249	\$29,561
205 Facility Maintenance	\$0	\$150	\$200	\$200
231 Professional Services	1,300	0	560	1,000
238 Technical Services	109,171	110,598	160,000	120,000
250 Insurance	1,027	400	121	186
252 Communications	200	199	200	200
260 Office Supplies	1,000	753	500	750
274 Books & Periodicals	600	144	0	0
Supplies & Services	\$113,298	\$112,244	\$161,581	\$122,336
821 Principal:Lease/Loans	\$0	\$0	\$11,813	\$12,600
822 Principal: Debt Service	4,800	8,663	92,925	0
881 Interest:Lease/Loans	0	0	1,890	1,772
882 Interest: Debt Service	3,519	5,835	2,788	0
Debt Service	\$8,319	\$14,498	\$109,416	\$14,372
Total: General Services	\$184,364	\$194,047	\$300,246	\$166,269
Special Services - Activity 170				
101 Salaries	\$39,486	\$34,665	\$0	\$0
103 Overtime	6,923	3,146	0	0
120 Employee Benefits	22,968	24,859	0	0
Personnel Services	\$69,377	\$62,670	\$0	\$0
Total: Special Services	\$69,377	\$62,670	\$0	\$0
Total: Building	\$253,741	\$256,717	\$300,246	\$166,269

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

821-PRINCIPAL: LEASE/LOANS: Principal payment on City Hall/Fire Station C.O.P. refinanced as an inter-fund loan from the Water Fund.

881-INTEREST: LEASE/LOANS: Interest payment on City Hall/Fire Station C.O.P. refinanced as an inter-fund loan from the Water Fund.

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City of Los Banos

Code Enforcement
2013-2014 Department Detail
Personnel Services

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

Position Title(s)	Number	Departmental Salary Allocation	Balance of Salary Allocation
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			\$4,787
State Retirement (PERS)			\$15,513
Social Security (FICA)			\$5,595
Health Insurance			\$20,826
OPEB			\$6,377
Retirees Health Insurance			\$0
Life Insurance			\$225
Unemployment Insurance			\$366
Dental & Optical			\$1,314
Total Benefits:			\$55,002
Total Personnel Services:			\$128,136

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
Code Enforcement - Fund 100				
Code Enforcement - Department 429				
General Services - Activity 100				
101 Salaries	\$0	\$0	\$73,134	\$73,134
120 Employee Benefits	0	0	50,682	55,002
Salaries & Benefits	\$0	\$0	\$123,816	\$128,136
216 Vehicle Repair & Maintenance	\$0	\$0	\$500	\$500
231 Professional Services	0	0	24,000	19,000
238 Technical Services	0	0	28,000	28,000
250 Insurance	0	0	1,811	2,793
252 Communications	0	0	300	300
260 Office Supplies	0	0	3,000	2,250
262 Uniform Expense	0	0	400	400
265 Gasoline & Oil	0	0	1,000	1,200
267 General Materials & Supplies	0	0	0	300
274 Books & Periodicals	0	0	0	100
275 Bad Debt	0	0	428	0
Supplies & Services	\$0	\$0	\$59,439	\$54,843
Special Services - Activity 170				
231 Professional Services	\$0	\$0	\$0	\$5,000
260 Office Supplies	0	0	0	750
Supplies & Services	\$0	\$0	\$0	\$5,750
Total: Special Services	\$0	\$0	\$0	\$5,750
Total: Code Enforcement	\$0	\$0	\$183,255	\$188,729
Code Enforcement - Fund 205				
Code Enforcement - Department 429				
General Services - Activity 100				
101 Salaries	\$19,806	\$60,031	\$0	\$0
120 Employee Benefits	17,226	41,566	0	0
Salaries & Benefits	\$37,032	\$101,597	\$0	\$0
216 Vehicle Repair & Maintenance	\$4,000	\$500	\$0	\$0
231 Professional Services	3,652	1,419	0	0
238 Technical Services	22,902	11,618	0	0
250 Insurance	0	743	0	0
251 Membership & Dues	249	0	0	0
252 Communications	179	196	0	0
257 Travel & Training	200	0	0	0
260 Office Supplies	3,000	3,284	0	0
262 Uniform Expenses	387	389	0	0
265 Gasoline & Oil	2,268	1,108	0	0
267 General Materials & Supplies	417	137	0	0
274 Books & Periodicals	100	0	0	0
275 Bad Debt	(8,195)	14,202	0	0
Supplies & Services	\$29,159	\$33,596	\$0	\$0
Total: Code Enforcement	\$66,191	\$135,193	\$0	\$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). Attorney legal services, receiverships for abandon and structures in disrepair.

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

City of Los Banos

Public Safety Augmentation Fire
2013-2014 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
 Total Salaries (Including Overtime)			<u><u>\$455,430</u></u>
Workmen's Compensation Insurance			\$26,628
State Retirement (PERS)			\$148,534
Social Security (FICA)			\$34,840
Health Insurance			\$164,720
OPEB			\$29,633
Retirees Health Insurance			\$0
Life Insurance			\$1,125
Unemployment Insurance			\$2,277
Dental & Optical			<u>\$6,570</u>
Total Benefits:			<u><u>\$414,327</u></u>
 Total Personnel Services:			 <u><u>\$869,757</u></u>

City of Los Banos

Public Safety Augmentation Fire

2013-2014 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%	
Total Salaries (Including Overtime)			<u><u>\$156,472</u></u>
Workmen's Compensation Insurance			\$9,975
State Retirement (PERS)			\$52,769
Social Security (FICA)			\$11,970
Health Insurance			\$41,874
OPEB			\$7,986
Retirees Health Insurance			\$0
Life Insurance			\$300
Unemployment Insurance			\$782
Dental & Optical			\$1,752
Total Benefits:			<u><u>\$127,408</u></u>
Total Personnel Services:			<u><u>\$283,880</u></u>

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Actual</u>	<u>2012-2013</u> <u>Projected</u>	<u>2013-2014</u> <u>Adopted</u>
Public Safety Augmentation Fire - Fund 238				
Fire - Department 422				
General Services - Activity 100				
101 Salaries	\$433,445	\$420,930	\$420,430	\$420,430
103 Overtime	35,676	46,471	37,500	35,000
120 Employee Benefits	329,095	381,299	365,371	414,327
Salaries & Benefits	\$798,216	\$848,700	\$823,301	\$869,757
203 Equipment Repair & Maintenance	\$2,012	\$1,082	\$4,000	\$4,000
205 Facility Maintenance	1,000	1,004	1,000	1,500
231 Professional Services	1,833	2,500	2,500	2,500
240 IT Services	6,581	13,234	9,443	7,393
257 Travel & Training	0	0	0	4,000
262 Uniform Expenses	3,385	4,661	7,000	7,000
267 General Material/Supplies	5,664	3,352	5,000	5,000
270 Special Programs	10,715	10,660	30,000	40,000
Supplies & Services	\$31,190	\$36,493	\$58,943	\$71,393
770 Computer Equipment	\$0	\$0	\$0	\$821
Capital Outlay	\$0	\$0	\$0	\$821
Special Services - Activity 180				
101 Salaries	\$0	\$0	\$146,210	\$146,472
103 Overtime	0	0	27,500	10,000
120 Benefits	0	0	110,649	127,408
Salaries & Benefits	\$0	\$0	\$284,359	\$283,880
Total: Public Safety Augmentation	\$829,406	\$885,193	\$1,166,603	\$1,225,851
Fire Capital Improvement - Fund 243				
Fire - Department 422				
General Services - Activity 100				
216 Vehicle Repair & Maintenance	\$6,000	\$21,454	\$8,000	\$8,000
273 Special Department Expense	305	0	0	0
Supplies & Services	\$6,305	\$21,454	\$8,000	\$8,000
740 Miscellaneous Equipment	\$47,519	\$31,718	\$80,000	\$25,000
750 Vehicles	0	0	0	542,000
Capital Outlay	\$47,519	\$31,718	\$80,000	\$567,000
Total: Fire Capital Improvement	\$53,824	\$53,172	\$88,000	\$575,000

Public Safety Augmentation

SERVICES & SUPPLIES

231-PROFESSIONAL SERVICES: Expenses related to professional services.

257-TRAVEL/TRAINING: Specialized training, required training, and tuition reimbursement.

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

CAPITAL OUTLAY

770-COMPUTER EQUIPMENT: Server replacement by IT department.

Fire Capital Improvement

SERVICE & SUPPLIES

216-VEHICLE REPAIR & MAINTENANCE: Funding used for repair and maintenance of vehicle.

CAPITAL OUTLAY

740-MISCELLANEOUS EQUIPMENT: Funding to purchase department equipment and equipment for new engines.

750-SPECIALIZED VEHICLES: Funding for one (1) new engine and one (1) new truck.

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City of Los Banos

CFD 2002-01 Public Safety Fire
2013-2014 Department Detail
Personnel Services

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

Position Title(s)	Number	Departmental Salary Allocation	Balance of Salary Allocation
Fire Engineer	2	100%	
Fire Engineer	1	49%	Fire
Fire Fighter	1	100%	
Part-time		100%	
Total Salaries (Including Overtime)			\$233,672
Workmen's Compensation Insurance			\$12,956
State Retirement (PERS)			\$78,637
Social Security (FICA)			\$17,876
Health Insurance			\$68,496
OPEB			\$14,090
Retirees Health Insurance			\$0
Life Insurance			\$524
Unemployment Insurance			\$1,168
Dental & Optical			\$3,056
Total Benefits:			\$196,804
Total Personnel Services:			\$430,476

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Actual</u>	<u>2012-2013</u> <u>Projected</u>	<u>2013-2014</u> <u>Adopted</u>
Fire Homeland Security Grant - Fund 248				
Fire - Department 422				
General Services - Activity 100				
273 Special Department Expense	\$35,167	\$0	\$0	\$0
Supplies & Services	\$35,167	\$0	\$0	\$0
753 Specialized Equipment	\$39,609	\$62,929	\$48,050	\$15,000
Capital Outlay	\$39,609	\$62,929	\$48,050	\$15,000
Total: Fire Homeland Security	\$74,776	\$62,929	\$48,050	\$15,000
Community Facilities District 2002-01 Public Safety Fire - Fund 291				
Fire - Department 422				
General Services - Activity 100				
101 Salaries	\$213,485	\$205,903	\$213,757	\$218,272
103 Overtime	31,109	25,159	32,400	15,400
120 Employee Benefits	133,241	154,199	172,150	196,804
Personnel Services	\$377,835	\$385,261	\$418,307	\$430,476
231 Professional Services	\$3,985	\$2,376	\$1,748	\$1,800
Supplies & Services	\$3,985	\$2,376	\$1,748	\$1,800
Total: CFD 2002-01	\$381,820	\$387,637	\$420,055	\$432,276

Homeland Security

CAPITAL OUTLAY

753-SPECIALIZED EQUIPMENT: Funding to purchase department equipment. Radios, rescue equipment, safety equipment.

Community Facilities District (CFD)

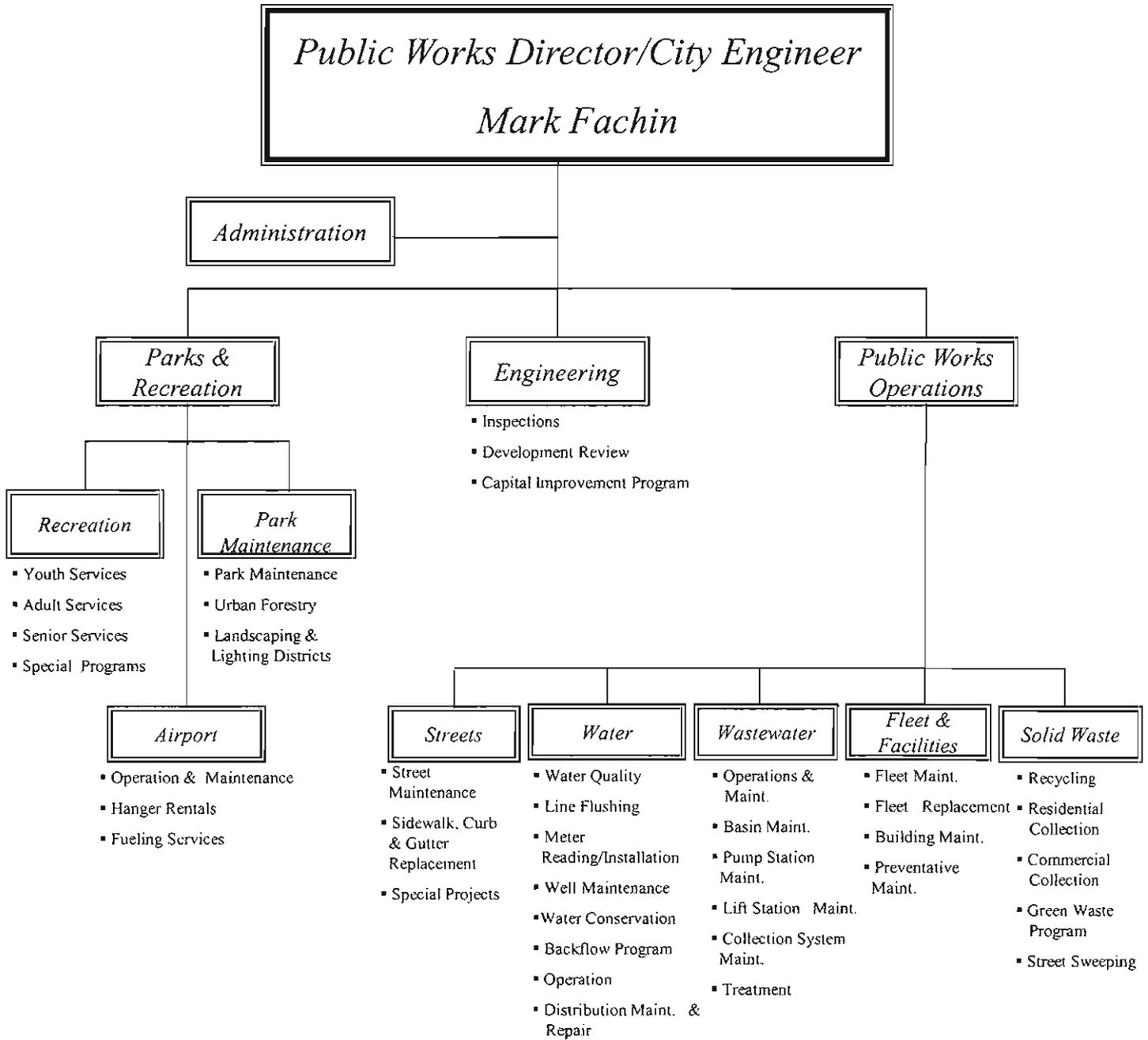
2002-01

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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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.
- Engineering and Inspection services were completed on two projects to the City: 2012 Street Repairs and Overlays and the Les Schwab Tire Store.
- 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.
- RFP Engineering Firms to provide design of upcoming Utility Master Plan and Construction Projects.
- Provide Inspection and Construction support for the upcoming CMAQ B Street Sidewalk Installation Project.
- Provide Inspection and Administration of the Safe Routes to School Grant
- Provide Administration and procurement of CMAQ Grants for the addition of, Dump Truck, Backhoes, Motor Grader and Loader.
- Provide Inspection and Plan Review of Mercey Springs Elementary School, Arco/McDonalds, Dollar General, Wal-Mart and other proposed upcoming construction projects.

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City of Los Banos

Engineering Services
2013-2014 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			\$2,010
State Retirement (PERS)			\$6,559
Social Security (FICA)			\$2,442
Health Insurance			\$10,990
OPEB			2,695
Retirees Health Insurance			\$0
Life Insurance			\$83
Unemployment Insurance			\$553
Dental & Optical			\$482
Total Benefits:			\$25,813
Total Personnel Services:			\$57,734

City of Los Banos

Engineering Services 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
Engineering Services - Fund 100				
Engineering - Department 426				
General Services - Activity 100				
101 Salaries	\$0	\$0	\$30,921	\$30,921
103 Overtime	0	0	2,000	1,000
120 Employee Benefits	0	0	22,780	25,813
Personnel Services	\$0	\$0	\$55,701	\$57,734
231 Professional Services	\$0	\$0	\$6,500	\$6,000
250 Insurance	0	0	664	1,024
253 Advertising	0	0	0	500
Supplies & Services	\$0	\$0	\$7,164	\$7,524
770 Computer Equipment	\$0	\$0	\$0	\$1,510
Capital Outlay	\$0	\$0	\$0	\$1,510
Total: Engineering Services	\$0	\$0	\$62,865	\$66,768

Engineering Services - Fund 615

Engineering - Department 426

General Services - Activity 100

101 Salaries	\$30,921	\$30,921	\$0	\$0
103 Overtime	3,144	0	0	0
120 Employee Benefits	21,534	21,608	0	0
Personnel Services	\$55,599	\$52,529	\$0	\$0
231 Professional Services	\$3,181	\$2,362	\$0	\$0
250 Insurance	1,506	293	0	0
Supplies & Services	\$4,687	\$2,655	\$0	\$0
Total: Engineering Services	\$3,144	\$0	\$0	\$0

Engineering Services

SERVICES & SUPPLIES

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

CAPITAL OUTLAY

770-COMPUTER EQUIPMENT: Server replacement by IT department.

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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 1.9 miles of curb markings; repainted 22 miles of centerline, edge lines and crosswalks; repainted 112 STOPS and Bike Lane wording.
- Repaired approximately 400 street potholes using about 12 tons of cold asphalt mix (SC) 26 gallons of SS1h (tack oil).
- Made over 2,500 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 20 man hours per week dedicated to the removal of graffiti throughout the city.
- Installed 450 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 5,000 SF of sidewalk, 900 LF of curb & gutter, 15 driveway approaches, & 3 ADA accessible street/sidewalk corners.
- Replaced over 500 reflective pavement markers throughout the city.

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.
- Continuing 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 Crack Sealer to the Rail Trail asphalt.

Street Services (continued)

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

FY 2011-12 Project/Job Costs	Labor	Equipment	Material	Total Cost
Overlays Total	\$ 10,193.66	\$ 10,629.85	\$ 2,442.19	\$ 23,265.70
Fog Sealing Total	\$ 99,423.29	\$ 57,787.25	\$ 54,973.40	\$ 212,183.94
Patching Total	\$ 21,148.65	\$ 17,895.06	\$ 2,632.44	\$ 41,676.15
Crack Filling Total	\$ 26,822.20	\$ 19,154.49	\$ 1,093.20	\$ 47,069.89
Other Total	\$ 513,761.69	\$ 374,982.11	\$ 134,391.51	\$ 923,135.50

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City of Los Banos

Street
2013-2014 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, Solid Waste-Refuse, Recreation, Maintenance, Fleet
Assistant Public Works Director	1	10%	Water, WW Collection & Treatment, Maint., Fleet, Solid Waste-Refuse
Public Works Operations Manager	1	10%	Solid Waste-Refuse, Water, Fleet, WW Treatment & Collection
Public Works Office Manager	1	10%	Maint, Water, Solid Waste-Refuse, WW Treatment & Collection Recreation, Fleet
Administrative Assistant	1	5%	Water, WW Treatment & Collection, Solid Waste-Refuse
Administrative Clerk II	1	5%	Water, WW Treatment & Collection, Solid Waste-Refuse
Foreman	1	90%	Water, WW Collection
Inspector I	1	10%	Engineering, Water, WW Coll, Maint.
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)			\$458,942
Workmen's Compensation Insurance			\$26,794
State Retirement (PERS)			\$74,611
Social Security (FICA)			\$35,109
Health Insurance			\$169,002
OPEB			\$30,796
Retirees Health Insurance			\$41,389
Life Insurance			\$1,170
Unemployment Insurance			\$11,030
Dental & Optical			\$6,833
Total Benefits:			\$396,734
Total Personnel Services:			\$855,676

City of Los Banos

Street 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
General Fund - Fund 100				
Street - Department 431				
Maintenance - Activity 210				
101 Salaries	\$380,118	\$249,313	\$255,173	\$368,942
102 Part Time	31,945	30,749	26,188	75,000
103 Overtime	11,032	5,066	11,077	15,000
120 Employee Benefits	335,805	226,467	264,445	396,734
Personnel Services	\$758,900	\$511,595	\$556,883	\$855,676
201 Grounds Maintenance	\$0	\$241	\$0	\$500
202 Fleet Repair & Maintenance	57,462	42,625	55,919	51,108
203 Equipment Repair & Maint.	1,089	857	950	1,500
204 Fleet Services	22,018	13,605	15,646	16,397
205 Facility Maintenance	4,799	3,094	317	5,000
208 Rental Vehicles & Equipment	34,510	21,603	22,155	32,500
210 Sidewalk Gutter & Curb Maint.	23,830	15,983	18,990	35,000
211 Street Repair	35,075	38,183	81,024	100,000
231 Professional Services	7,428	3,823	10,503	20,000
236 Medical Services	747	396	630	1,000
237 Recruitment	0	468	1,100	1,650
238 Technical Services	0	313	0	500
240 IT Services	5,313	1,703	2,539	4,991
250 Insurance	16,259	6,063	6,859	16,077
251 Memberships & Dues	200	81	0	350
252 Communications	4,959	3,612	3,170	5,000
253 Advertising	0	259	0	0
256 Permit Fees & Charges	150	234	982	1,600
257 Travel & Training	939	686	1,266	2,000
260 Office Supplies	2,575	2,043	2,300	3,600
262 Uniform Expenses	5,783	3,537	3,482	6,000
263 Street Lights	114,728	80,567	74,694	78,475
264 Electricity & Gas	2,857	8,807	1,646	3,000
265 Gasoline & Oil	33,593	21,313	32,384	46,000
267 General Materials & Supplies	16,202	16,766	25,953	60,000
273 Special Departmental Expense	29,741	15,677	9,496	27,000
Supplies & Services	\$420,257	\$302,539	\$372,005	\$519,248
716 Street/Road Construction	\$0	\$1,027	\$0	\$0
740 Miscellaneous Equipment	0	0	0	20,000
770 Computer Equipment	0	0	0	1,510
Capital Outlay	\$0	\$1,027	\$0	\$21,510
825 Street Charge-Out	(\$1,179,348)	(\$815,161)	(\$928,887)	(\$1,396,434)
Charge-Out	(\$1,179,348)	(\$815,161)	(\$928,887)	(\$1,396,434)
Total: Street	(\$191)	\$0	\$1	\$0

Street Services

SERVICES & SUPPLIES

208-RENTAL VEHICLES & EQUIPMENT: Lease charges for pickups in the fleet lease program. 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.

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. 12 ADA Corners and 4 approaches.

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.

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.

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.

Street Services (continued)

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-claimite 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. 2 Bridge deck repairs \$30,000.00

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.

CAPITAL OUTLAY

740-MISCELLANEOUS EQUIPMENT: Purchase of a portable, trailer mounted, air compressor to replace the 1988 Atlas compressor.

770-COMPUTER EQUIPMENT: Server replacement by IT Department.

CHARGE-OUTS

825-CHARGE-OUT: Street charge-outs to Solid Waste Refuse Vehicle Impact, and Highway Users Taxes.

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City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
RSTP - Fund 207				
Road - Department 430				
Maintenance-Activity 210				
820 Charge-In	\$275,760	\$0	\$0	\$0
Charge-In	\$275,760	\$0	\$0	\$0
Total: RSTP	\$275,760	\$0	\$0	\$0
Gas Tax 2105 - Fund 215				
Road - Department 430				
Maintenance - Activity 210				
264 Electricity & Gas	\$68,574	\$76,239	\$57,000	\$60,000
Supplies & Services	\$68,574	\$76,239	\$57,000	\$60,000
Construction - Activity 220				
820 Charge In	\$623,191	\$815,161	\$556,814	\$1,021,378
Charge-In	\$623,191	\$815,161	\$556,814	\$1,021,378
Total: Gas Tax 2105	\$691,765	\$891,400	\$613,814	\$1,081,378
Traffic Congestion Relief - Fund 219				
Road - Department 430				
Construction - Activity 220				
820 Charge-In	\$93,086	\$0	\$0	\$0
Charge-In	\$93,086	\$0	\$0	\$0
Total: Traffic Congestion	\$93,086	\$0	\$0	\$0

Highway Users Tax (Gas Tax)

CHARGE IN

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

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
SB325 - Transportation - Fund 225				
Road - Department 430				
Maintenance - Activity 210				
101 Salaries	\$0	\$130,062	\$147,800	\$0
102 Part Time	0	16,485	11,744	0
103 Overtime	0	2,141	5,505	0
120 Benefits	0	145,946	153,320	0
Personnel Services	\$0	\$294,634	\$318,369	\$0
201 Ground Maintenance	\$0	\$144	\$0	\$0
202 Fleet Repair & Maintenance	0	25,466	33,409	0
203 Equipment Repair & Maintenance	0	512	550	0
204 Fleet Services	0	8,128	9,779	0
205 Facility Maintenance	0	1,848	184	0
208 Rental-Vehicles & Equipment	0	12,907	12,845	0
210 Sidwalk Gutter Curb Mnt.	0	9,564	11,010	0
211 Street Repair	(54)	22,812	46,976	50,000
231 Professional Services	16	2,284	6,090	0
236 Medical Services	0	236	300	0
237 Recruitment	0	280	636	0
238 Technical Services	0	187	0	0
240 I.T. Services	0	1,017	1,428	0
250 Insurance	0	1,559	3,977	0
251 Memberships & Dues	0	45	0	0
252 Communications	6	1,925	1,830	0
253 Advertising	0	155	0	0
256 Permits, Fees & Charges	0	136	548	0
257 Travel & Training	0	409	734	0
260 Office Supplies	0	1,134	1,300	0
262 Uniform Expense	0	2,050	2,019	0
263 Street Light Maintenance	0	49,017	43,306	42,525
264 Electricity & Gas	0	0	954	0
265 Gasoline & Oil	0	12,733	18,775	0
267 General Materials & Supplies	49	10,008	15,047	0
273 Special Departmental Exp.	162	9,310	5,505	0
Supplies & Services	\$179	\$173,866	\$217,202	\$92,525
716 Street/Road Construction	\$0	\$614	\$0	\$0
Capital Outlay	\$0	\$614	\$0	\$0
820 Charge-In	\$125,334	\$0	\$0	\$0
Charge-In	\$125,334	\$0	\$0	\$0
Total: Maintenance	\$125,513	\$469,114	\$535,571	\$92,525
Total: SB325 Roads	\$125,513	\$469,114	\$535,571	\$92,525

SB325 Transportation

SERVICES & SUPPLIES

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.

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

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Actual</u>	<u>2012-2013</u> <u>Projected</u>	<u>2013-2014</u> <u>Adopted</u>
Traffic Impact Fee - Fund 230				
Road - Department 430				
Construction - Activity 220				
238 Technical Services	\$19,617	\$8,342	\$1,700	\$15,000
<u>Supplies & Services</u>	<u>\$19,617</u>	<u>\$8,342</u>	<u>\$1,700</u>	<u>\$15,000</u>
716 Road Construction / Imp.	\$0	\$6,658	\$166,907	\$790,000
<u>Capital Outlay</u>	<u>\$0</u>	<u>\$6,658</u>	<u>\$166,907</u>	<u>\$790,000</u>
Total: Construction	<u>\$19,617</u>	<u>\$15,000</u>	<u>\$168,607</u>	<u>\$805,000</u>
Total: Traffic Impact Fee	<u>\$19,617</u>	<u>\$15,000</u>	<u>\$168,607</u>	<u>\$805,000</u>
CMAQ/SR2S Grant - Fund 249				
Road - Department 431				
Maintenance - Activity 210				
715 Street Improvements	\$0	\$0	\$3,822	\$301,296
743 Monitor/Detect/Test Equip	0	0	130,800	132,550
753 Specialized Equipment	0	0	0	769,000
<u>Capital Outlay</u>	<u>\$0</u>	<u>\$0</u>	<u>\$134,622</u>	<u>\$1,202,846</u>
Total: CMAQ/SR2S Grant	<u>\$0</u>	<u>\$0</u>	<u>\$134,622</u>	<u>\$1,202,846</u>

Traffic Impact Fee

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.

CAPITAL OUTLAY

716- ROAD CONST./IMPROVEMENTS: Reimbursement for Master Plan Related Improvements installed by developments. The design and construction of Master Plan related improvements installed by the City. Traffic Signal for San Luis @ SR165 \$750,000.00.

CMAQ/SR2S Grant

CAPITAL OUTLAY

715-STREET IMPROVEMENTS: Los Banos Schools Street Improvements – Grant Award amount is \$313,000.00. Approximately \$4,000 is still needed for PE design. The City match for PE is \$500 (11.47%). Approximately \$269,825 will be used for construction. The City match for the construction amount is \$34,959.

743-MONITOR/DETECT/TEST EQUIPMENT: 7th Street Crosswalk and Speed Radar Signs – Grant Award amount is \$263,350.00. The purchase and installation of 14 speed radar signs within selected school speed zones. All 100% of the grant award is reimbursable.

753-SPECIALIZED EQUIPMENT: Dump Truck – Grant Award amount is \$150,000. Grader – Grant Award amount is \$245,000. Loader – Grant Award amount is \$150,000. A grant to improve the air quality in California by replacing two emissions in-efficient backhoes in the city inventory with two PM-10 efficient backhoes. The awarded grant is \$224,000. The federal reimbursement of that amount is 88.53% or \$198,307 and the local match is 11.47% or \$25,693.

City of Los Banos

Capital Projects 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
Corporation Yard - Fund 306				
Road - Department 430				
Construction - Activity 220				
710 Land Purchase	\$0	\$0	\$0	\$130,000
Capital Outlay	\$0	\$0	\$0	\$130,000
Total: Corporation Yard	\$0	\$0	\$0	\$130,000
Prop 1B - Fund 308				
Road - Department 430				
Maintenance - Activity 210				
231 Professional Services	\$0	\$525	\$175	\$0
234 Engineering Services	275	16,998	0	0
Supplies & Services	\$275	\$17,523	\$175	\$0
716 Prop 1B Project 1	\$355,333	\$0	\$0	\$0
717 Prop 1B Capital Project 2	0	0	576,587	0
Capital Outlay	\$355,333	\$0	\$576,587	\$0
Total: Prop 1B	\$355,608	\$17,523	\$576,762	\$0
ARRA - Fund 309				
Road - Department 430				
Maintenance - Activity 210				
235 City Engineer	\$17,111	\$0	\$0	\$0
Supplies & Services	\$17,111	\$0	\$0	\$0
712 ARRA Road Imp	\$1,123,640	\$0	\$0	\$0
Capital Outlay	\$1,123,640	\$0	\$0	\$0
Total: ARRA	\$1,140,751	\$0	\$0	\$0

Corporation Yard

CAPITAL OUTLAY

710-LAND ACQUISITION: Expenses related to the cost of appraising and purchase of land directly adjacent to the Public Works F Street Operations Corporation Yard.

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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 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
2013-2014 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, Street, Fleet, Solid Waste, Recreation
Assistant Public Works Director	1	5%	Water, WW Collection & Treatment, Street, Fleet, Solid Waste-Refuse,
Parks & Recreation Operations Manager	1	85%	Recreation
Public Works Office Manager	1	10%	Street, Water, Solid Waste-Refuse, WW Treatment & Collection, Recreation, Fleet
Foreman	1	100%	
Inspector I	1	5%	Engineering, Water, Street, WW Coll
Maintenance III	1	100%	
Maintenance II	3	100%	
Maintenance I	1	100%	
Part Time		100%	
Total Salaries (Including Overtime)			\$450,717
Workmen's Compensation Insurance			\$24,529
State Retirement (PERS)			\$79,796
Social Security (FICA)			\$34,480
Health Insurance			\$152,689
OPEB			\$28,276
Retirees Health Insurance			\$17,821
Life Insurance			\$1,073
Unemployment Insurance			\$12,113
Dental & Optical			\$6,263
Total Benefits:			\$357,040
Total Personnel Services:			\$807,757

City of Los Banos

Maintenance 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
General Fund - Fund 100				
Maintenance - Department 452				
General Services - Activity 100				
101 Salaries	\$373,331	\$376,183	\$372,514	\$376,183
102 Part Time	69,230	79,019	78,000	69,534
103 Overtime	6,065	1,489	3,000	5,000
120 Employee Benefits	241,870	306,595	336,450	357,040
Personnel Services	\$690,496	\$763,286	\$789,964	\$807,757
202 Fleet Repair & Maintenance	\$3,526	\$3,584	\$8,295	\$8,295
203 Equipment Repair & Maint.	481	181	0	500
204 Fleet Services	2,111	1,677	1,956	1,956
205 Facility Maintenance	39,193	37,629	36,988	36,988
208 Rental-Vehicle/Equipment	0	54	0	0
213 Water, Sewer, & Disposal	24,785	15,951	21,000	21,000
231 Professional Services	109,523	109,782	110,000	115,500
236 Medical Expenses	223	515	700	800
237 Recruitment	222	837	600	600
238 Technical Services	0	654	900	900
240 IT Services	5,313	2,720	3,967	4,991
250 Insurances	28,222	17,031	11,947	16,929
252 Communications	4,256	3,427	3,000	3,000
257 Travel & Training	108	778	1,028	1,000
260 Office Supplies	3,890	3,160	3,600	3,600
262 Uniform Expense	2,678	2,699	2,730	2,730
264 Electricity & Gas	35,581	37,025	30,000	30,900
265 Gasoline & Oil	6,542	5,861	9,842	9,842
267 General Materials & Supplies	25,538	23,989	22,400	24,400
268 Building Maintenance	291	0	0	0
273 Special Dept. Expenses	18,225	16,037	10,000	10,000
Supplies & Services	\$310,708	\$283,591	\$278,953	\$293,931
770 Computer Equipment	\$0	\$0	\$0	\$1,510
Capital Outlay	\$0	\$0	\$0	\$1,510
825 Maintenance Charge-Out	(\$464,649)	(\$496,136)	(\$513,477)	(\$511,277)
Charge-Out	(\$464,649)	(\$496,136)	(\$513,477)	(\$511,277)
Total: Maintenance	\$536,555	\$550,741	\$555,440	\$591,921

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 DEPARTMENTAL 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.

CAPITAL OUTLAY

770-COMPUTER EQUIPMENT: Server replacement by IT Department.

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	Kids Science Club
Tiger Cubs Karate Class	Woman’s Karate Class	Breakfast w/ Santa
Basketball for Youth	Ballet & Tap Classes	Tee-Ball
Japanese Culture and Celebration	Spanish Classes	Jiu-jitsu
Los Banos Ministries	Soccer	Pee-Wee Ball
Cooking Classes	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	\$10.00
Arts and Crafts	Mondays & Fridays	9:00 - 4:00 pm	\$10.00
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 2010-11	F/Y 2011/12	F/Y 2012/13
Youth Soccer	386	368	428
Youth Basketball	383	420	448
Youth T-Ball	310	320	322
Adult Basketball	270	250	No League 12-13
Adult Softball	500	500	500

City of Los Banos

Recreation
2013-2014 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, Street, Fleet Solid Waste-Refuse, Maint., WW Collection & Treatment
Parks & Recreation Operations Manager	1	15%	Maintenance
Public Works Office Manager	1	2%	Street, Maint, Water, WW Treatment & Collection, Fleet, Solid Waste-Refuse
Recreation Coordinator II	1	100%	
Part Time		100%	
Total Salaries (Including Overtime)			\$108,080
Workmen's Compensation Insurance			\$3,978
State Retirement (PERS)			\$12,924
Social Security (FICA)			\$8,268
Health Insurance			\$28,874
OPEB			\$5,175
Retirees Health Insurance			\$0
Life Insurance			\$179
Unemployment Insurance			\$1,600
Dental & Optical			\$1,042
Total Benefits:			\$62,262
Total Personnel Services:			\$170,342

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Actual</u>	<u>2012-2013</u> <u>Projected</u>	<u>2013-2014</u> <u>Adopted</u>
Recreation - Fund 100				
Recreation - Department 451				
General Recreational Services - Activity 240				
101 Salaries	\$0	\$0	\$60,930	\$60,930
102 Part Time	0	0	44,500	45,150
103 Overtime	0	0	2,000	2,000
120 Employee Benefits	0	0	57,365	62,262
Personnel Services	\$0	\$0	\$164,795	\$170,342
231 Professional Services	\$0	\$0	\$20,000	\$23,345
238 Technical Services	0	0	36,000	36,000
240 IT Services	0	0	5,806	7,187
250 Insurances	0	0	2,497	3,064
252 Communications	0	0	650	650
257 Travel & Training	0	0	60	0
260 Office Supplies	0	0	5,091	5,091
267 General Materials & Supplies	0	0	35,940	36,000
270 Special Programs/Activities	0	0	2,000	2,000
Supplies & Services	\$0	\$0	\$108,044	\$113,337
770 Computer Equipment	\$0	\$0	\$0	\$1,510
Capital Outlay	\$0	\$0	\$0	\$1,510
Total: General Services	\$0	\$0	\$272,839	\$285,189
Recreation - Department 453				
Senior Citizens Info & Ref. - Activity 260				
102 Part Time	\$0	\$0	\$11,250	\$11,250
103 Overtime	0	0	0	150
120 Employee Benefits	0	0	1,050	1,250
Personnel Services	\$0	\$0	\$12,300	\$12,650
260 Office Supplies	\$0	\$0	\$2,000	\$2,000
267 General Materials & Supplies	0	0	6,799	6,799
Supplies & Services	\$0	\$0	\$8,799	\$8,799
Total: Senior Citizens	\$0	\$0	\$21,099	\$21,449
Grand Total: Recreation Fund	\$0	\$0	\$293,938	\$306,638

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.

267-GENERAL SUPPLIES AND MATERIAL: Expenses related to Adult Softball League registrations. Insurance for Adult Softball Leagues. Membership with CPRS. To pay for Maintenance provided when Pacheco High School Gym is used for Youth Basketball.

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

CAPITAL OUTLAY

770-COMPUTER EQUIPMENT: Server replacement by IT Department.

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Recreation - Fund 201				
Recreation - Department 451				
General Recreational Services - Activity 240				
101 Salaries	\$60,945	\$60,930	\$0	\$0
102 Part Time	33,499	44,696	0	0
103 Overtime	2,581	1,787	0	0
120 Employee Benefits	48,935	54,308	0	0
Personnel Services	\$145,960	\$161,721	\$0	\$0
231 Professional Services	\$66,494	\$22,601	\$0	\$0
236 Medical Services	0	0	0	0
238 Technical Services	0	36,593	0	0
240 IT Services	6,350	5,806	0	0
250 Insurances	4,664	3,763	0	0
252 Communications	824	1,375	0	0
257 Travel & Training	(140)	(140)	0	0
260 Office Supplies	4,585	4,877	0	0
267 General Materials & Supplies	31,635	32,713	0	0
270 Special Programs/Activities	1,334	2,045	0	0
Supplies & Services	\$115,746	\$109,633	\$0	\$0
821 Principal: Leases/Loans	\$0	\$0	\$0	\$0
881 Interest: Leases/Loans	0	0	0	0
Debt Service	\$0	\$0	\$0	\$0
Total: General Services	\$261,706	\$271,354	\$0	\$0
Senior Citizens - Department 451				
Senior Citizens Info & Ref. - Activity 260				
102 Part Time	\$11,635	\$11,512	\$0	\$0
103 Overtime	26	0	0	0
120 Employee Benefits	6,677	895	0	0
Personnel Services	\$18,338	\$12,407	\$0	\$0
252 Communications	\$0	\$0	\$0	\$0
260 Office Supplies	970	1,723	0	0
267 General Materials & Supplies	5,093	5,783	0	0
Supplies & Services	\$6,063	\$7,506	\$0	\$0
Total: Senior Citizens	\$24,401	\$19,913	\$0	\$0
Grand Total: Recreation Fund	\$286,107	\$291,267	\$0	\$0

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 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
General Fund - Fund 100				
Community Center - Department 481				
General Services - Activity 100				
102 Part Time	\$54,965	\$49,093	\$49,866	\$53,309
103 Overtime	20	0	0	300
120 Employee Benefits	4,206	3,796	4,000	4,265
Personnel Services	<u>\$59,191</u>	<u>\$52,889</u>	<u>\$53,866</u>	<u>\$57,874</u>
205 Facility Maintenance	\$26,060	\$28,691	\$28,700	\$28,700
231 Professional Services	3,113	0	0	0
236 Medical Expenses	240	70	0	250
240 IT Services	2,500	0	10,805	13,156
250 Insurances	20,709	20,038	15,696	11,583
252 Communications	2,060	1,840	3,075	3,075
257 Travel & Training	0	0	100	0
260 Office Supplies	6,035	4,943	4,840	4,900
264 Electricity & Gas	24,267	19,322	18,250	18,800
267 General Materials & Supplies	8,823	7,530	7,390	7,390
268 Building Maintenance	13,629	12,279	12,335	12,335
273 Special Dept. Expenses	6,232	3,633	3,217	3,217
Supplies & Services	<u>\$113,668</u>	<u>\$98,346</u>	<u>\$104,408</u>	<u>\$103,406</u>
770 Computer Equipment	\$0	\$0	\$0	\$1,510
Capital Outlay	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,510</u>
Total: Community Center	<u><u>\$172,859</u></u>	<u><u>\$151,235</u></u>	<u><u>\$158,274</u></u>	<u><u>\$162,790</u></u>

Community Center

SERVICES & SUPPLIES

205-FACILITY MAINTENANCE: Expenses related to Janitorial Services.

268-BUILDING MAINTENANCE: Expenses related to upkeep of the building; Air conditioning, electrical, landscaping.

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

CAPITAL OUTLAY

770-COMPUTER EQUIPMENT: Server replacement by IT Department.

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Los Banos Parks - Fund 250				
Park Development - Department 454				
Construction - Activity 220				
238 Technical Services	\$455	\$0	\$0	\$0
Supplies & Services	\$455	\$0	\$0	\$0
Total: Los Banos Park	\$455	\$0	\$0	\$0
Villages @ Stonecreek - Fund 258				
Park Development - Department 454				
Construction - Activity 220				
747 Park & Playground Equipt.	\$0	\$0	\$99,953	\$0
Capital Outlay	\$0	\$0	\$99,953	\$0
Total: Stonecreek Park	\$0	\$0	\$99,953	\$0
Child Development Center - Fund 324				
Recreation - Department 452				
General Service - Activity 100				
213 Water Sewerage & Disposal	\$2,224	\$2,653	\$2,662	\$2,662
250 Insurance	0	5,449	1,902	1,600
264 Electricity & Gas	0	0	0	4,000
268 Building Maintenance	13,308	14,434	15,000	15,000
Supplies & Services	\$15,532	\$22,536	\$19,564	\$23,262
Total: Child Dev. Center	\$15,532	\$22,536	\$19,564	\$23,262

Child Development Center

SUPPLIES & SERVICES

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

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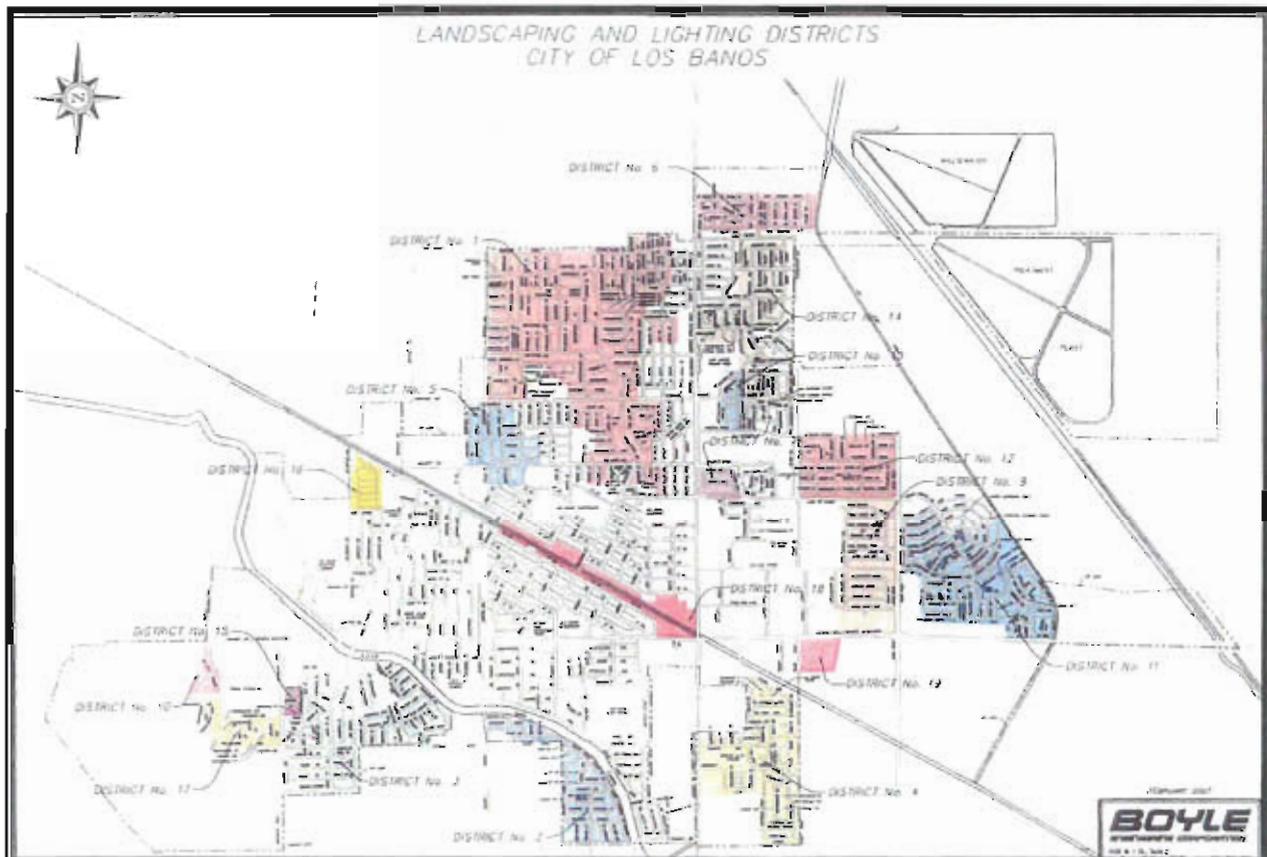
Assessment Districts

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 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Ranchwood Estates AD #1 - Fund 271				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$70,639	\$71,027	\$73,150	\$72,459
220 Landscape Maintenance	15,687	14,881	17,000	17,878
221 Park Maintenance	192,397	209,315	214,495	225,000
223 Storm Drain Maintenance	2,371	0	0	0
224 Street Sign Maintenance	8,894	0	3,000	0
230 Administrative Services	16,077	16,305	16,294	17,116
235 City Engineer	0	0	0	0
263 Street Light Maintenance	404	1,698	4,270	3,000
264 Electricity & Gas	41,854	46,340	31,110	42,000
Supplies & Services	\$348,323	\$359,566	\$359,319	\$377,453
Total: Ranchwood AD #1	\$348,323	\$359,566	\$359,319	\$377,453
Cresthills AD #2 - Fund 272				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$1,763	\$2,197	\$4,843	\$5,000
220 Landscape Maintenance	720	745	780	880
221 Park Maintenance	30,078	28,575	31,900	34,725
223 Storm Drain Maintenance	0	0	0	2,000
224 Street Sign Maintenance	4,669	2,223	2,500	1,000
230 Administrative Services	3,747	2,065	2,281	2,641
235 City Engineer	0	0	500	1,000
263 Street Light Maintenance	0	448	300	1,000
264 Electricity & Gas	6,979	9,277	7,200	7,500
Supplies & Services	\$47,956	\$45,530	\$50,304	\$55,746
747 Park & Playground Equipment	\$30,985	\$0	\$0	\$10,000
Capital Outlay	\$30,985	\$0	\$0	\$10,000
900 Contingency	\$0	\$0	\$0	\$6,000
Contingency	\$0	\$0	\$0	\$6,000
Total: Cresthills AD #2	\$78,941	\$45,530	\$50,304	\$71,746

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011</u> Actual	<u>2011-2012</u> Actual	<u>2012-2013</u> Projected	<u>2013-2014</u> Adopted
Los Banos Gardens AD #3 - Fund 273				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$0	\$25,818	\$26,388	\$26,500
220 Landscape Maintenance	6,104	5,655	7,521	7,521
221 Park Maintenance	39,697	40,959	40,000	40,000
230 Administrative Services	2,711	3,892	4,014	4,019
263 Street Light Maintenance	2,091	1,027	2,000	2,000
264 Electricity & Gas	6,802	8,475	8,600	8,600
Supplies & Services	\$57,405	\$85,826	\$88,523	\$88,640
Total: LB Gardens AD #3	\$57,405	\$85,826	\$88,523	\$88,640
College Green Estates AD #4 - Fund 274				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$519	\$592	\$650	\$1,000
220 Landscape Maintenance	1,332	1,378	1,500	1,600
221 Park Maintenance	45,129	52,307	78,396	70,000
223 Storm Drain Maintenance	0	630	0	0
224 Street Sign Maintenance	4,802	2,896	2,000	0
230 Administrative Services	3,969	3,454	4,523	4,218
263 Street Light Maintenance	169	711	1,500	1,200
264 Electricity & Gas	12,615	14,209	11,188	15,000
Supplies & Services	\$68,535	\$76,177	\$99,757	\$93,018
747 Park & Playground Equipment	\$15,204	\$0	\$10,000	\$0
Capital Outlay	\$15,204	\$0	\$10,000	\$0
Total: Collage Green AD #4	\$83,739	\$76,177	\$109,757	\$93,018

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Actual</u>	<u>2012-2013</u> <u>Projected</u>	<u>2013-2014</u> <u>Adopted</u>
Orchard Terrace AD #5 - Fund 275				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$3,412	\$11,720	\$14,195	\$15,000
220 Landscape Maintenance	4,112	3,667	3,770	3,960
221 Park Maintenance	20,683	30,813	21,309	20,500
224 Street Sign Maintenance	3,919	0	0	0
230 Administrative Services	1,889	2,578	2,141	2,221
263 Street Light Maintenance	55	698	500	500
264 Electricity & Gas	6,150	7,376	5,309	6,800
Supplies & Services	\$40,220	\$56,852	\$47,224	\$48,981
Total: Orchard Terrace AD #5	\$40,220	\$56,852	\$47,224	\$48,981

St. Francis Estates AD #6 - Fund 276

Assessment District - Department 458

Assessments - Activity 200

213 Water, Sewerage & Disposal	\$425	\$395	\$434	\$500
220 Landscape Maintenance	3,141	2,990	3,900	4,095
221 Park Maintenance	8,229	15,637	11,588	12,588
223 Storm Drain Maintenance	861	0	8,000	0
224 Street Sign Maintenance	7,052	725	0	0
230 Administrative Services	1,268	1,263	1,378	1,141
263 Street Light Maintenance	191	887	600	750
264 Electricity & Gas	5,498	5,960	4,501	6,100
Supplies & Services	\$26,665	\$27,857	\$30,401	\$25,174
Total: St. Francis AD #6	\$26,665	\$27,857	\$30,401	\$25,174

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Actual</u>	<u>2012-2013</u> <u>Projected</u>	<u>2013-2014</u> <u>Adopted</u>
Valley Meadows & Bedford AD #7 - Fund 277				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$212	\$407	\$376	\$450
220 Landscape Maintenance	2,065	2,002	2,160	2,294
221 Park Maintenance	1,231	2,785	3,520	4,500
224 Street Sign Maintenance	0	0	500	500
230 Administrative Services	205	279	332	415
263 Street Light Maintenance	0	0	0	200
264 Electricity & Gas	631	684	441	800
Supplies & Services	\$4,344	\$6,157	\$7,329	\$9,159
Total: Valley Meadows AD #7	\$4,344	\$6,157	\$7,329	\$9,159

Jo-Lin Manor & Rancho De Amigos AD #9 - Fund 279

Assessment District - Department 458

Assessments - Activity 200

213 Water, Sewerage & Disposal	\$0	\$11,017	\$9,319	\$13,000
220 Landscape Maintenance	3,162	4,770	4,166	4,100
221 Park Maintenance	38,393	42,387	50,412	57,465
224 Street Sign Maintenance	0	0	0	1,000
230 Administrative Services	2,386	3,275	3,287	3,998
263 Street Light Maintenance	0	4,215	800	1,000
264 Electricity & Gas	6,394	7,043	4,500	7,600
Supplies & Services	\$50,335	\$72,707	\$72,484	\$88,163
900 Contingency	\$0	\$0	\$0	\$7,000
Contingency	\$0	\$0	\$0	\$7,000
Total: Jo-Lin & Rancho AD #9	\$50,335	\$72,707	\$72,484	\$95,163

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011</u> Actual	<u>2011-2012</u> Actual	<u>2012-2013</u> Projected	<u>2013-2014</u> Adopted
Los Banos Creek Shopping Center AD #10 - Fund 280				
Assessment District - Department 458				
Assessments - Activity 200				
220 Landscape Maintenance	\$1,848	\$1,848	\$1,720	\$2,102
221 Park Maintenance	9,705	10,547	11,158	14,500
230 Administrative Services	698	667	692	922
263 Street Light Maintenance	0	0	0	300
264 Electricity & Gas	2,615	2,953	1,690	2,500
Supplies & Services	<u>\$14,866</u>	<u>\$16,015</u>	<u>\$15,260</u>	<u>\$20,324</u>
Total: LB Creek Center AD #10	<u><u>\$14,866</u></u>	<u><u>\$16,015</u></u>	<u><u>\$15,260</u></u>	<u><u>\$20,324</u></u>
Meadowlands AD #11 - Fund 281				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$0	\$18,082	\$44,850	\$34,512
220 Landscape Maintenance	29,547	31,262	15,331	28,965
221 Park Maintenance	67,927	63,741	69,292	69,000
230 Administrative Services	6,071	7,165	6,838	7,338
263 Street Light Maintenance	7,225	18,463	3,000	2,000
264 Electricity & Gas	17,576	19,296	11,483	20,000
Supplies & Services	<u>\$128,346</u>	<u>\$158,009</u>	<u>\$150,794</u>	<u>\$161,815</u>
Total: Meadowlands AD #11	<u><u>\$128,346</u></u>	<u><u>\$158,009</u></u>	<u><u>\$150,794</u></u>	<u><u>\$161,815</u></u>

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Actual</u>	<u>2012-2013</u> <u>Projected</u>	<u>2013-2014</u> <u>Adopted</u>
Verona/Mission Estates AD #12 - Fund 282				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$20,762	\$17,708	\$9,743	\$13,000
220 Landscape Maintenance	3,890	7,619	7,354	8,225
221 Park Maintenance	49,143	53,447	53,411	53,000
223 Storm Drain Maintenance	861	0	0	0
224 Street Sign Maintenance	3,271	1,877	0	0
230 Administrative Services	5,142	5,072	4,013	4,419
263 Street Light Maintenance	1,989	6,996	1,100	1,000
264 Electricity & Gas	18,463	19,125	12,883	17,799
Supplies & Services	\$103,521	\$111,844	\$88,504	\$97,443
717 Landscaping & Irrigation	\$7,856	\$0	\$0	\$0
Capital Outlay	\$7,856	\$0	\$0	\$0
Total: Verona/Mission AD #12	\$111,377	\$111,844	\$88,504	\$97,443

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

213 Water, Sewerage & Disposal	\$1,646	\$1,793	\$2,418	\$2,000
220 Landscape Maintenance	2,056	2,034	2,430	2,212
221 Park Maintenance	8,218	9,320	11,100	11,350
224 Street Sign Maintenance	0	0	1,000	0
230 Administrative Services	879	831	1,019	986
263 Street Light Maintenance	439	518	1,500	1,000
264 Electricity & Gas	5,461	3,837	3,012	4,200
Supplies & Services	\$18,699	\$18,333	\$22,479	\$21,748
Total: Somerset Park AD #13	\$18,699	\$18,333	\$22,479	\$21,748

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
Northgate @ Regency Park AD #14 - Fund 284				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$323	\$19,867	\$19,915	\$19,000
220 Landscape Maintenance	10,004	8,604	6,326	5,597
221 Park Maintenance	130,259	140,731	121,473	125,988
230 Administrative Services	8,210	9,666	7,975	8,112
263 Street Light Maintenance	968	12,291	3,000	1,200
264 Electricity & Gas	23,084	21,995	17,175	19,000
Supplies & Services	\$172,848	\$213,154	\$175,864	\$178,897
Total: Northgate AD #14	\$172,848	\$213,154	\$175,864	\$178,897

Magnolia Grove AD #15 - Fund 285

Assessment District - Department 458
Assessments - Activity 200

220 Landscape Maintenance	\$1,320	\$1,335	\$1,415	\$1,502
221 Park Maintenance	1,214	2,023	1,847	2,579
230 Administrative Services	181	222	199	252
263 Street Light Maintenance	79	186	221	200
264 Electricity & Gas	1,014	1,131	696	1,200
Supplies & Services	\$3,808	\$4,897	\$4,378	\$5,733
Total: Magnolia Grove AD #15	\$3,808	\$4,897	\$4,378	\$5,733

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Actual</u>	<u>2012-2013</u> <u>Projected</u>	<u>2013-2014</u> <u>Adopted</u>
Senior Homes Villages AD #16 - Fund 286				
Assessment District - Department 458				
Assessments - Activity 200				
220 Landscape Maintenance	\$1,100	\$1,320	\$1,320	\$1,750
221 Park Maintenance	2,822	2,603	2,978	3,839
230 Administrative Services	216	209	230	298
263 Street Light Maintenance	0	32	315	250
264 Electricity & Gas	399	448	235	450
<u>Supplies & Services</u>	<u>\$4,537</u>	<u>\$4,612</u>	<u>\$5,078</u>	<u>\$6,587</u>
Total: Senior Homes Villages #16	<u><u>\$4,537</u></u>	<u><u>\$4,612</u></u>	<u><u>\$5,078</u></u>	<u><u>\$6,587</u></u>

Stonecreek Villages AD #17 - Fund 287
Assessment District - Department 458
Assessments - Activity 200

213 Water, Sewerage & Disposal	\$0	\$27,249	\$50,985	\$51,000
220 Landscape Maintenance	13,315	16,329	4,997	16,962
221 Park Maintenance	43,894	45,302	36,902	40,500
230 Administrative Services	3,392	5,484	5,105	5,845
263 Street Light Maintenance	1,536	11,447	2,000	2,000
264 Electricity & Gas	9,624	15,116	12,588	12,600
<u>Supplies & Services</u>	<u>\$71,761</u>	<u>\$120,927</u>	<u>\$112,577</u>	<u>\$128,907</u>
Total: Stonecreek Villages #17	<u><u>\$71,761</u></u>	<u><u>\$120,927</u></u>	<u><u>\$112,577</u></u>	<u><u>\$128,907</u></u>

City of Los Banos

Special Revenue Funds 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Rail Road Corridor AD#18 - Fund 288				
Assessment District - Department 458				
Assessments - Activity 200				
213 Water, Sewerage & Disposal	\$0	\$4,911	\$6,986	\$6,900
220 Landscape Maintenance	16,557	15,787	17,357	18,430
221 Park Maintenance	39,077	37,773	35,431	40,000
230 Administrative Services	3,451	3,065	3,117	3,435
263 Street Light Maintenance	1,975	1,448	2,000	2,000
264 Electricity & Gas	4,889	4,614	3,842	5,000
Supplies & Services	\$65,949	\$67,598	\$68,733	\$75,765
900 Contingency	\$0	\$0	\$0	\$5,000
Contingency	\$0	\$0	\$0	\$5,000
Total: Rail Road Corridor #18	\$65,949	\$67,598	\$68,733	\$80,765

Talbott Park Storm Basin AD#19 - Fund 289

Assessment District - Department 458

Assessments - Activity 200

213 Water, Sewerage & Disposal	\$0	\$12,864	\$19,750	\$10,000
220 Landscape Maintenance	0	4,058	0	0
221 Park Maintenance	13,233	14,684	17,864	8,900
230 Administrative Services	817	1,702	1,977	1,050
263 Street Light Maintenance	1,325	1,361	1,000	500
264 Electricity & Gas	1,868	2,868	3,000	2,700
Supplies & Services	\$17,243	\$37,537	\$43,591	\$23,150
Total: Talbott Pk Storm Basin #19	\$17,243	\$37,537	\$43,591	\$23,150

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, as follows – Park Labor, Ronny;s Contract, fleet services, parts and materials.

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 3 Transmitter Repeaters in weak reception areas of the City.
- Serviced and repaired 163 backflow devices owned by the City.
- Completed 148 leak audits for high consumption, leaks, and general complaints.
- Rehabilitated Well #9.
- Completed 54 water complaints for taste, odor, color, hardness, and a variety of other quality issues.

- Delivered 2,736.7 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

- Upgrade Sensus TGB server processors.
- Paint Ward Road 5 MG Storage Tank.
- 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 # 1.
- Start the design for three new water lines upgraded per the City's Water Master Plan.
- Develop a municipal drinking well on the west side of Los Banos for improving the service demands on the system.
- Prepare for Chrome VI Treatment.

Performance Measures

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

Gallons of water delivered in 2012: 2,736.7 million gallons

of water services: 12,730 (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
2013-2014 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, Solid Waste-Refuse, Street Maint, Fleet, Recreation
Assistant Public Works Director	1	25%	WW Collection & Treatment, Street, Fleet, Solid Waste-Refuse, Maintenance
Public Works Operations Manager	1	20%	WW Treatment & Collection, Fleet, Solid Waste-Refuse, Street
Water Quality Specialist	1	75%	WW Collection
Foreman	1	50%	WW Collection
Foreman	1	5%	WW Collection, Street
Public Works Office Manager	1	25%	Solid Waste-Refuse, Maint., Street, WW Treatment & Collection, Fleet, Recreation
Administrative Assistant	1	30%	WW Treatment & Collection, Street, Solid Waste-Refuse
Administrative Clerk II	1	30%	WW Treatment & Collection, Solid Waste-Refuse, Street
Inspector I	1	15%	WW Collection, Street, Maint, Engineering
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)			\$627,545
Workmen's Compensation Insurance			\$38,736
State Retirement (PERS)			\$117,019
Social Security (FICA)			\$48,007
Health Insurance			\$235,576
OPEB			\$44,556
Retirees Health Insurance			\$65,811
Life Insurance			\$1,703
Unemployment Insurance			\$3,138
Dental & Optical			\$9,943
Total Benefits:			\$564,488
Total Personnel Services:			\$1,192,033

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City of Los Banos

Business-Type Fund 2013-2014 Adopted Budget

	<u>2010-2011</u> Actual	<u>2011-2012</u> Actual	<u>2012-2013</u> Projected	<u>2013-2014</u> Adopted
Water - Fund 501				
Water - Department 461				
General Services - Activity 100				
101 Salaries	\$589,863	\$587,611	\$558,251	\$565,045
102 Part Time	32,264	30,996	18,000	39,000
103 Overtime	16,827	13,808	18,500	23,500
120 Employee Benefits	442,810	495,435	530,338	564,488
Personnel Services	\$1,081,764	\$1,127,850	\$1,125,089	\$1,192,033
201 Grounds Maintenance	\$1,266	\$2,570	\$3,000	\$3,500
202 Fleet Repair & Maint.	39,781	40,318	52,050	26,000
203 Equipment Repair & Maint.	3,641	11,141	7,000	7,000
204 Fleet Services	31,297	30,153	37,592	33,000
205 Facility Maintenance	10,079	8,530	5,000	7,000
206 Property Lease	256,311	256,311	256,311	256,311
208 Rental: Vehicles/Equip	7,116	6,982	13,000	15,000
212 Well Repair & Maint.	56,578	63,830	50,000	70,000
213 Water, Sewer & Disposal	173,726	60,466	5,000	5,000
231 Professional Services	1,110	335	4,000	5,000
235 City Engineer	10,000	0	15,000	22,000
236 Medical Services	1,083	774	800	1,500
237 Recruitment	1,786	0	1,074	2,000
238 Technical Services	33,465	42,872	40,000	60,000
240 IT Services	5,313	2,720	3,968	4,993
250 Insurances	33,981	23,597	20,835	27,486
251 Memberships & Dues	6,287	4,573	6,000	6,500
252 Communications	13,358	11,328	9,300	11,000
253 Advertising	0	0	500	500
256 Permit Fees & Charges	13,449	12,468	15,300	55,000
257 Travel & Training	2,099	2,626	2,676	3,000
259 Community Promotion	8,942	9,000	200	12,000
260 Office Supplies	7,796	4,738	6,000	9,000
262 Uniform Expense	13,121	9,877	10,000	12,000
264 Electricity & Gas	584,410	657,660	600,000	625,000
265 Gasoline & Oil	21,262	21,503	30,437	29,000
267 General Materials & Supplies	141,626	140,550	150,000	150,000
273 Special Departmental Expense	274	500	500	1,000
274 Books & Periodicals	1,264	701	800	800
Supplies & Services	\$1,480,421	\$1,426,123	\$1,346,343	\$1,460,590

City of Los Banos

Business-Type Fund 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
Water - Fund 501				
Water - Department 461				
General Services - Activity 100				
735 Master Plan	\$63,189	\$3,170	\$20,000	\$0
737 Meters	442,054	0	0	0
738 Wells	0	0	190,000	1,100,000
739 Water Master Plan Improv.	0	0	0	2,088,000
750 Vehicles	0	0	59,883	60,000
753 Specialized Equipment	0	0	0	195,000
770 Computer Equipment	0	0	0	1,510
Capital Outlay	\$505,243	\$3,170	\$269,883	\$3,444,510
822 Principal: Debt Service	\$0	\$325,000	\$340,000	\$4,325,000
882 Interest: Debt Service	246,904	234,523	212,700	102,950
885 Debt Related Fees	1,900	0	4,300	4,300
Debt Service	\$248,804	\$559,523	\$557,000	\$4,432,250
825 Charge Ins - Outs	(\$13,411)	\$0	\$0	\$0
Charge Ins - Outs	(\$13,411)	\$0	\$0	\$0
Contingency - Department 495				
General Services - Activity 100				
900 Contingency	\$0	\$0	\$0	\$100,000
Contingency	\$0	\$0	\$0	\$100,000
Total: Water	\$3,302,821	\$3,116,666	\$3,298,315	\$10,629,383
Grand Total: Water Fund	\$3,868,615	\$3,645,442	\$3,870,452	\$11,220,092

Water Services

SERVICES & SUPPLIES

205-BUILDING/STRUCTURES REPAIR & MAINTENANCE: Materials, parts, and services for the maintenance of all water production facilities and areas. This includes repairs or improvements that are completed by either city maintenance staff or outside vendors.

206-PROPERTY LEASE: Expenditures for leasing buildings, facilities, and maintenance yards to support the Water Production services to the City.

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 year it is Well #3. 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.

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.

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.

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

720-BUILDING & STRUCTURES: Paint the ground water storage tank on Ward Road for an estimated cost of \$230,000.

738-WELLS: Implement the water quality treatment established by the Water Quality Control Board of California. The maximum limit for constituents will determine the level of water quality treatment necessary for local drinking water. The estimated cost for the initial implementation is \$1,100,000. Well # 15 Rehabilitation; study of Chromium 6 Treatment.

739-WATER MASTER PLAN IMPROVEMENTS: Project Number: P-4, Project Name: L St-West I to 4th, \$68,000 for design. Project Number: P-8, Project Name: M St-Maryland to Iowa, \$8,000 for design. Project Number: P-16, Project Name: Santa Rita St-G to Romero, \$24,000 for design. Implement a joint project with CCID for the recharge of ground water on the west side with an estimated cost of \$218,000. Build a new well, west of Ortigalita Road, as part of the Water Master Plan. The costs associated with the new well, project number W-16, are establishing a test well-buying the land-developing the well for putting it on line. The estimated costs for this process – from finding the adequate location to having the well in service is \$1,770,000.

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

753-SPECIALIZED EQUIPMENT: Purchase of one replacement Combination Sewer Truck. Total purchase price - \$390,000. Half of the cost to be shared with the Wastewater Fund.

770-COMPUTER EQUIPMENT: Server replacement by IT Department.

Water Services (continued)

DEBT SERVICE

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

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

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

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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

- Entered into a service agreement with Solar Bee to maintain the Wastewater Treatment Plant (WWTP) pond Solar Bee mixers.
- Ongoing replacement of treatment plant head works grating.
- Repair of levee erosion as needed.
- Abandonment of WWTP irrigation canal lift pump due to water shortage of the canal owner.
- Addition of Ag well for irrigation of WWTP Ag land.
- Replacement of the Treatment Plant influent pump variable speed drive unit.
- Annual Sewer System Management Plan review and audit report.
- Annual Storm Water Management Plan evaluation and Water Quality Control Board report.
- Conducted best management practices (BMP) inspections of Public Works corporation yards.
- Conducted Sewer System Management Plan training with the Public Works crew, as follows:
 - Municipal Storm Water Pollution Prevention – BMP's
 - Illicit Discharge Detection and Elimination
 - Fats, Oils & Grease (FOG) control
 - Sewer System Overflow Response Plan training
 - Sewer Lift Station Response/Repair

Wastewater Services (continued)

Future Outlook

- Ground water study to be conducted.
- Update the Sewer System Management Plan to meet the new Water Quality Board requirements as set forth in the National Pollution Discharge Elimination System Permit and submit to the City Council for approval/adoption.
- Continued Sewer and Storm System Management Plan training to the Public Works crew.
- Continue the solar-powered mixer (Solar Bee) pilot test program.
- Design and construct several storm drain line for the elimination of storm water in the sewer lines.
- Replace/repair several manhole upper cone and covers near the plant.

Performance Measures

Wastewater Collection

Maintained sewer mains: Approximately 130 miles

Lift Stations: 13

Sewer Manholes: 1,260

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 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
Storm Drain - Fund 232				
Storm Drain - Department 440				
Construction - Activity 220				
235 Technical Services	\$243	\$0	\$0	\$0
Supplies & Services	\$243	\$0	\$0	\$0
714 Storm Drain Improvments	\$0	\$220,000	\$0	\$0
Capital Outlay	\$0	\$220,000	\$0	\$0
Total: Storm Drain	\$243	\$220,000	\$0	\$0

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City of Los Banos

Wastewater - Collection
2013-2014 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, Street, Fleet, Solid Waste-Refuse, Maint., Recreation
Assistant Public Works Director	1	22.5%	Water, WW Treatment, Street, Fleet, Solid Waste-Refuse, Maint.
Public Works Operations Manager	1	20%	Water, WW Treatment, Fleet Solid Waste-Refuse, Street
Public Works Office Manager	1	17.5%	Maint, Solid Waste-Refuse, Fleet, WW Treatment, Street, Water, Recreation
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 Treatment, Water, Street, Solid Waste-Refuse
Administrative Clerk II	1	25%	WW Treatment, Water, Street, Solid Waste-Refuse
Part Time		100%	
Total Salaries (Including Overtime)			\$370,225
Workmen's Compensation Insurance			\$23,462
State Retirement (PERS)			\$72,649
Social Security (FICA)			\$28,322
Health Insurance			\$114,352
OPEB			\$26,823
Retirees Health Insurance			\$39,870
Life Insurance			\$1,016
Unemployment Insurance			\$1,685
Dental & Optical			\$5,934
Total Benefits:			\$314,115
Total Personnel Services:			\$684,340

City of Los Banos

Business-Type Fund 2013-2014 Adopted Budget

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Actual</u>	<u>2012-2013</u> <u>Projected</u>	<u>2013-2014</u> <u>Adopted</u>
Wastewater - Fund 502				
Wastewater Collection - Department 432				
General Services - Activity 100				
101 Salaries	\$354,207	\$353,518	\$347,225	\$348,225
102 Part Time	3,198	3,000	4,000	4,000
103 Overtime	10,642	10,764	17,000	18,000
120 Employee Benefits	251,135	280,291	297,308	314,115
Personnel Services	\$619,182	\$647,573	\$665,533	\$684,340
202 Fleet Repair & Maint.	\$17,681	\$20,607	\$34,700	\$25,000
203 Equipment Repair & Maint.	7,181	15,346	13,000	15,000
204 Fleet Services	16,937	16,717	20,603	17,000
205 Facility Maintenance	779	982	1,500	1,500
206 Property Lease	2,946	2,946	3,000	3,000
208 Rental - Equipment	5,713	8,734	7,000	11,000
231 Professional Services	614	1,575	1,500	2,000
235 City Engineer	0	0	0	20,000
236 Medical Services	148	193	700	1,600
237 Recruitment	0	0	145	500
238 Technical Services	3,982	5,030	5,000	5,000
240 IT Services	5,317	2,720	3,967	4,991
250 Insurances	9,854	3,925	8,936	13,491
251 Memberships & Dues	60	0	0	300
252 Communications	977	1,490	2,000	2,000
253 Advertising	0	0	0	300
256 Permits, Fees, & Charges	120,839	123,941	125,000	130,000
257 Travel & Training	1,028	602	1,400	1,500
260 Office Supplies	1,054	1,423	1,500	1,800
262 Uniform Expenses	3,462	3,636	3,000	3,000
264 Electricity & Gas	50,992	61,176	48,000	49,440
265 Gasoline & Oil	15,028	15,231	20,818	21,000
267 General Materials & Supplies	24,512	19,150	28,855	40,000
273 Special Departmental Exp.	0	161,656	0	0
Supplies & Services	\$289,104	\$467,080	\$330,624	\$369,422
710 Land Purchase	\$46,352	\$0	\$0	\$0
714 Storm Drain Improvement	66,888	1,717,065	115,648	520,000
735 Master Plan	16,991	2,533	0	0
739 Master Plan	0	0	0	506,000
753 Specialized Equipment	0	0	34,359	195,000
770 Computer Equipment	0	0	0	1,510
Capital Outlay	\$130,231	\$1,719,598	\$150,007	\$1,222,510
825 Charge Out	\$0	\$0	(\$3,187)	\$0
Total: WW Collection	\$1,038,517	\$2,834,251	\$1,142,977	\$2,276,272

Wastewater Collection Services

SERVICES & SUPPLIES

205-FACILITY 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.

206-PROPERTY LEASE: Expenditures for leasing buildings, facilities, and maintenance yards to support the Wastewater Collection services to the City.

208-RENTAL OF VEHICLES & EQUIPMENT: Lease charges for pickups in the fleet lease program. 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.

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.

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.

CAPITAL OUTLAY

714-STORM DRAIN IMPROVEMENT: Reimbursement to the Grasslands Water District for the City Capital Improvement Obligation per the agreement in the amount of \$500,000. Funds used for this reimbursement are restricted Waste Water funds. Complete the Municipal Storm Sewer System (MS4) Phase II plan to meet the NPDES requirements. The projected cost is \$20,000.

739-WASTEWATER MASTER PLAN IMPROVEMENTS: Project Number: DT-1, Project Name: J St-East of Linda Vista, \$67,000 for design/RFP/construction. Project Number: CC-3, Project Name: Place Rd-South of Highway 152, \$250,000 for design/RFP/construction. Project Number: CC-4, Project Name: Pacheco Blvd-Nickel to Place, \$54,000 for design/RFP/construction. Project Number: JL-PS, Project Name: JoLyn Lift Station, \$65,000 for design/RFP/construction. Project Number: A1-3, Project Name: L St-Delaware to Idaho, \$10,000 for design.

Wastewater Collection Services

(continued)

753-SPECIALIZED VEHICLES: Purchase of one replacement Combination Sewer Truck. Total purchase price - \$390,000. Half of the cost to be shared with the Water Fund.

770-COMPUTER EQUIPMENT: Server replacement by the IT Department.

City of Los Banos

Wastewater - Treatment
2013-2014 Department Detail
Personnel Services

Wastewater - Fund 502

Wastewater Treatment - Department 433

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 Collection, Street, Maint., Fleet, Solid Waste-Refuse, Recreation
Assistant Public Works Director	1	22.5%	Water, WW Collection, Street, Fleet, Solid Waste-Refuse, Maint.
Public Works Operations Manager	1	20%	Water, WW Collections, Fleet Solid Waste-Refuse, Street
Public Works Office Manager	1	17.5%	Maintenance, Solid Waste-Refuse, WW Collection, Street, Water, Fleet, Recreation
Supervisor (Wastewater)	1	90%	WW Collection
Administrative Assistant	1	20%	WW Collection, Water, Street, Solid Waste-Refuse
Administrative Clerk II	1	20%	WW Collection, Water, Street, Solid Waste-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			\$16,043
State Retirement (PERS)			\$52,583
Social Security (FICA)			\$19,576
Health Insurance			\$80,079
OPEB			\$15,970
Retirees Health Insurance			\$19,369
Life Insurance			\$596
Unemployment Insurance			\$1,685
Dental & Optical			\$3,482
Total Benefits:			\$209,384
Total Personnel Services:			\$465,278

City of Los Banos

Business-Type Fund 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Wastewater - Fund 502				
Wastewater Treatment - Department 433				
General Services - Activity 100				
101 Salaries	\$248,946	\$247,894	\$247,894	\$247,894
103 Overtime	3,747	2,188	6,000	8,000
120 Employee Benefits	168,323	190,774	199,273	209,384
Personnel Services	\$421,016	\$440,856	\$453,167	\$465,278
201 Grounds Maintenance	\$5,203	\$4,948	\$6,000	\$7,000
202 Fleet Repair & Maint.	8,840	13,439	17,000	13,000
203 Equipment Repair & Maint.	18,294	22,869	28,000	35,000
204 Fleet Services	14,982	15,046	18,647	15,000
205 Facility Maintenance	1,576	1,918	7,000	16,000
206 Property Lease	427,857	427,857	427,857	427,857
208 Rental - Vehicles & Equip.	153	169	300	500
231 Professional Services	326	1,906	865	5,000
236 Medical Services	196	290	350	1,500
237 Recruitment	0	0	145	500
238 Technical Services	30,681	20,068	61,000	70,000
240 IT Services	5,313	2,720	3,967	4,991
250 Insurances	8,723	5,535	18,768	34,153
251 Memberships & Dues	1,169	979	1,000	1,500
252 Communications	1,972	2,119	2,200	2,200
256 Permit Fees & Charges	16,507	19,090	25,000	25,000
257 Travel & Training	752	703	1,000	2,000
260 Office Supplies	1,648	1,829	2,000	2,000
262 Uniform Expense	2,611	2,743	2,200	2,600
264 Electricity & Gas	58,697	84,688	85,000	87,550
265 Gasoline & Oil	12,376	10,751	17,118	17,000
267 General Materials & Supplies	17,790	20,206	23,795	25,000
273 Special Departmental Expense	28,469	29,572	30,000	32,000
Supplies & Services	\$664,135	\$689,445	\$779,212	\$827,351
717 Landscape & Irrigation	\$0	\$0	\$9,553	\$40,000
735 Master Plan	16,988	27,656	0	70,000
740 Miscellaneous Equipment	0	0	0	100,000
753 Specialized Equipment	57,889	0	0	0
770 Computer Equipment	0	0	0	1,510
Capital Outlay	\$74,877	\$27,656	\$9,553	\$211,510

City of Los Banos

Business-Type Fund 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
Wastewater - Fund 502				
Wastewater Treatment - Department 433				
General Services - Activity 100				
822 Principal: Debt Service	\$0	\$540,000	\$560,000	\$2,180,000
882 Interest: Debt Service	289,101	277,148	230,175	150,000
885 Debt Related Fees	6,545	5,056	7,300	7,300
Debt Service	\$295,646	\$822,204	\$797,475	\$2,337,300
825 Charge Out	(\$6,103)	\$0	(\$3,187)	\$0
Charge Ins-Outs	(\$6,103)	\$0	(\$3,187)	\$0
Total: WW Treatment	\$1,449,571	\$1,980,161	\$2,036,220	\$3,841,439
Contingency - Department 495				
General Services - Activity 100				
900 Contingency	\$0	\$100,000	\$0	\$100,000
Contingency	\$0	\$100,000	\$0	\$100,000
Grand Total: Wastewater	\$3,035,249	\$5,436,849	\$3,742,275	\$6,800,404

Wastewater Treatment 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.

205-FACILITY MAINTENANCE: Maintenance of the buildings, bridges, and structures at the plant, including the levees, performed by either city maintenance staff or outside sources.

206-PROPERTY LEASE: Expenditures for leasing buildings, facilities, and maintenance yards to support the Wastewater Treatment services to the City.

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.

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.

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 Treatment Services

(continued)

CAPITAL OUTLAY

735-MASTER PLAN: Conduct a Groundwater study for the treatment facility. Funds in the amount of \$70,000 are being programmed from the restricted Wastewater Fund.

740-MISCELLANEOUS EQUIPMENT: Replacement of the debris channel monster and replacing it with a Bar Screen debris removal system for an estimated cost of \$60,000. Purchase of a backup recirculation pump for an estimated cost of \$40,000.

770-COMPUTER EQUIPMENT: Server replacement by IT Department.

DEBT SERVICE

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

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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 D) 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 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Airport - Fund 505				
Airport - Department 435				
General Services - Activity 100				
102 Part Time	\$4,617	\$4,197	\$4,500	\$6,750
120 Employee Benefits	353	321	375	580
Personnel Services	\$4,970	\$4,518	\$4,875	\$7,330
201 Grounds Maintenance	\$4,139	\$4,096	\$5,000	\$5,000
205 Facility Maintenance	9,453	4,448	10,000	10,000
213 Water, Sewer, Disposal	16	0	0	0
231 Professional Services	22,078	0	6,500	10,000
233 Other consulting services	123,370	0	0	0
238 Technical Services	2,632	2,270	2,600	2,600
250 Insurance	12,077	12,271	9,457	10,152
252 Communications	1,058	515	500	1,000
260 Office Supplies	100	179	500	1,000
264 Electricity & Gas	11,137	14,805	12,500	13,300
265 Gasoline & Oil	254,416	337,824	468,406	468,406
Supplies & Services	\$440,476	\$376,408	\$515,463	\$521,458
725 Airport Improvements	\$0	\$60,752	\$0	\$0
Capital Outlay	\$0	\$60,752	\$0	\$0
821 Principal: Lease/Loan	\$22,242	\$21,280	\$22,318	\$23,433
881 Interest: Lease/Loan	8,519	7,379	6,182	5,872
Debt Service	\$30,761	\$28,659	\$28,500	\$29,305
Total: Airport	\$476,207	\$470,337	\$548,838	\$558,093

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.

265-GASOLINE & OIL: Purchase of Low Lead Fuel and Jet Fuel for resale.

DEBT SERVICE

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

881-INTEREST-DEBT SERVICE: Interest payment on Airport State Grant, thirteenth 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 4,672 tons of waste has occurred in the form of green waste during the last year.
- The diversion of 2,383 tons of waste has occurred in the form of co-mingled recyclables during the last year.
- Manage Old Landfill for the continued maintenance of the facility pending a final Clean Closure.
- Perform City Wide weed abatement activities. Maintain aggressive maintenance of City Right of Ways.
- Maintain 4.8 Miles of alley ways, 57 miles of tree lined parkways, and 15 miles of undeveloped parkways.
- Removed and hauled to Billy Wright Landfill 398 tons of leaves during the fall.
- Serviced 57 Dead End Barriers.

Solid Waste & Street Sweeping *(continued)*

- The street sweeping service is providing professional management of the City’s public right-of-ways.
- Sweeping services in the city have potentially protected the natural waterways in our region from over 796 tons of silt and debris from going down the drain and entering into our streams and rivers.

Future Outlook

- Build an environment within our community where residents and businesses actively participate in reducing the ever growing impact in landfills.
- Work with responsible agencies in the preparation for a successful “Clean Closure” of the City’s old municipal landfill.
- Make every effort to keep Los Banos aesthetically pleasing for our community by efficiently maintaining public right-of-ways which promotes a welcome atmosphere in our area.

Performance Measures

Year	2009	2010	2011	2012
# Of Residential Garbage Pick-Up (per month)	10,027	10,667	10,156	10,213
# Of Residential Green Waste Pick-Up (per month)	7,366	9,744	10,006	10,027
# Of Residential Recycling Pick-Up (per month)	6,682	9,655	10,015	10,061
Miles of Street Sweeping (annually)	20,178	22,298	22,920	21,697

City of Los Banos

Solid Waste
2013-2014 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., Recreation
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%	Maintenance, Street, Water, WW Treatment & Collection Recreation, Fleet
Foreman	1	100%	
Administrative Assistant	1	20%	WW Treatment & Collection, Street, Water
Administrative Clerk II	1	20%	Water, WW Treatment & Collection, Street
Maintenance Worker I	2	100%	
Part Time		100%	
Total Salaries (Including Overtime)			\$258,522
Workmen's Compensation Insurance			\$13,677
State Retirement (PERS)			\$44,868
Social Security (FICA)			\$19,777
Health Insurance			\$86,606
OPEB			\$16,067
Retirees Health Insurance			\$12,877
Life Insurance			\$600
Unemployment Insurance			\$9,150
Dental & Optical			\$3,505
Total Benefits:			\$207,127
Total Personnel Services:			\$465,649

City of Los Banos

Business-Type Fund 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
Solid Waste & Street Sweeping - Fund 510				
Waste Management - Department 490				
General Services - Activity 100				
101 Salaries	\$217,451	\$211,522	\$211,519	\$211,522
102 Part Time	38,352	31,572	38,000	46,000
103 Overtime	3,210	1,318	600	1,000
120 Employee Benefits	156,235	163,889	197,452	207,127
Personnel Services	<u>\$415,248</u>	<u>\$408,301</u>	<u>\$447,571</u>	<u>\$465,649</u>
201 Grounds Maintenance	\$1,000	\$998	\$1,340	\$1,500
202 Fleet Repair & Maint.	15,028	14,335	21,000	19,000
203 Equipment Maintenance	918	991	1,000	2,000
204 Fleet Services	5,891	6,687	8,868	7,000
205 Facility Maintenance	2,054	1,894	2,000	2,500
206 Property Lease	56,280	56,280	56,280	56,280
208 Rental of Vehicles/Equipment	10,370	10,370	8,642	12,000
209 Alley Maintenance/Repair	2,430	1,996	3,000	3,000
231 Professional Services	99	5,737	1,000	5,000
236 Medical Services	667	579	600	1,000
237 Recruitment	0	0	208	1,000
238 Technical Services	2,689,998	2,820,067	2,889,887	3,012,343
240 I.T. Services	5,313	2,720	3,967	4,991
250 Insurances	8,217	2,136	4,960	7,576
251 Membership & Dues	0	0	0	500
252 Communications	2,053	2,208	2,400	2,400
253 Advertisement	0	634	0	500
255 Solid Waste Dumping Fees	721,665	742,394	761,000	804,519
256 Permit Fees & Charges	303	400	680	800
257 Travel & Training	365	0	412	0
259 Community Promotion	0	0	0	500
260 Office Supplies	1,961	1,068	1,500	2,400
262 Uniform Expense	2,153	2,169	2,600	3,000
264 Electricity & Gas	919	1,156	1,400	1,450
265 Gasoline & Oil	10,608	12,543	37,098	36,000
267 General Materials/Supplies	2,115	1,998	2,000	5,000
273 Special Dept. Expense	1,029	1,019	1,500	2,000
Supplies & Services	<u>\$3,541,436</u>	<u>\$3,690,379</u>	<u>\$3,813,342</u>	<u>\$3,994,259</u>

City of Los Banos

Business-Type Fund 2013-2014 Adopted Budget

	<u>2010-2011</u> Actual	<u>2011-2012</u> Actual	<u>2012-2013</u> Projected	<u>2013-2014</u> Adopted
Solid Waste & Street Sweeping - Fund 510				
Waste Management - Department 490 (Continued)				
General Services - Activity 100				
720 Building & Structures	\$0	\$0	\$14,300	\$0
734 Landfill Closure	59,985	59,034	65,000	135,000
735 Master Plan	19,305	613	0	0
753 Specialized Equipt.	9,244	0	0	47,000
770 Computer Equipment	0	0	0	1,510
Capital Outlay	\$88,534	\$59,647	\$79,300	\$183,510
820 Charge In	\$0	\$0	\$372,073	\$375,056
Charge In	\$0	\$0	\$372,073	\$375,056
Contingency -Department 495				
General Services - Activity 100				
900 Contingency	\$0	\$0	\$0	\$100,000
Contingency	\$0	\$0	\$0	\$100,000
Waste Management - Department 490				
Special Services - Activity 170				
102 Part Time	\$0	\$0	\$0	\$16,000
120 Employee Benefits	0	0	0	1,224
Personnel Services	\$0	\$0	\$0	\$17,224
267 General Materials & Supplies	\$0	\$0	\$0	\$4,000
Supplies & Services	\$0	\$0	\$0	\$4,000
Total: Solid Waste-Refuse	\$4,045,218	\$4,158,327	\$4,712,286	\$5,139,698

Solid Waste General Services

SUPPLIES & SERVICES

201-GROUNDS MAINTENANCE: Charges incurred for maintenance of "F" street operations yard maintenance, and other Solid Waste facilities. Purchase of materials for the control of weeds, storm drainage, and hazardous spill cleanup at Solid Waste yards.

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

208-RENTAL OF VEHICLES/EQUIP.: Lease charges for pickups in the fleet lease program. 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.

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.

238-TECHNICAL SERVICES: . Costs associated with the Solid Waste Disposal contractor Allied Waste. Cost reflects gross revenues from user fees of 56.14. 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.

273-SPECIAL DEPARTMENTAL EXPENSES: For miscellaneous safety equipment.

Solid Waste General Services (continued)

CAPITAL OUTLAY

734-LANDFILL CLOSURE: Expenses are associated with ongoing quarterly testing of ground water to insure harmful constituents are not detected, annual reporting to the Regional Water Quality Control Board of the conditions of the site and reporting of annual rainfalls, and supplies needed to maintain the facility in an environmentally friendly condition. Additional costs for this fiscal year include an updated Water Quality Standards Report (approximately \$30,000) required since the installation of monitoring wells 6-10 and the initiation by the selected engineering firm assigned to the preparation of the Plans, Specifications, and Engineering (approximately \$40,000) for the implementation of the clean closure plan.

753-MISCELLANEOUS EQUIPMENT: Purchase of a trailer mounted leaf machine for use in the removal of leaf debris in the public ROW. The estimated cost for the machine is \$38,000. Purchase of a 3 point, PTO driven, rotary mower for the abatement of weeds within the public ROW and areas around city owned facilities. The estimated cost for the mower is \$9,000.

770-COMPUTER EQUIPMENT: Server replacement by IT Department.

CONTINGENCY

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

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City of Los Banos

Solid Waste - Sweeping
2013-2014 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)			<u><u>\$75,956</u></u>
Workmen's Compensation Insurance			\$5,012
State Retirement (PERS)			\$16,006
Social Security (FICA)			\$5,811
Health Insurance			\$7,714
OPEB			\$8,315
Retirees Health Insurance			\$0
Life Insurance			\$300
Unemployment Insurance			\$6,350
Dental & Optical			\$1,753
Total Benefits:			<u><u>\$51,259</u></u>
Total Personnel Services:			<u><u>\$127,215</u></u>

City of Los Banos

Business-Type Fund 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
Solid Waste & Street Sweeping - Fund 510				
Waste Management -Department 490				
Maintenance/Sweeping Services - Activity 210				
101 Salaries	\$86,427	\$73,195	\$75,456	\$75,456
103 Overtime	59	0	500	500
120 Employee Benefits	22,154	46,172	48,691	51,259
Personnel Services	<u>\$108,640</u>	<u>\$119,367</u>	<u>\$124,647</u>	<u>\$127,215</u>
201 Grounds Maintenance	\$500	\$457	\$620	\$1,000
202 Fleet Repair & Maint.	48,622	56,445	53,000	33,000
203 Equipment Maintenance	575	966	950	1,500
204 Fleet Services	22,018	21,733	26,470	23,000
205 Facility Maintenance	1,188	989	1,000	1,000
208 Rental of Vehicles/Equip	7,460	7,460	7,500	0
209 Alley Maintenance/Repair	679	465	500	1,000
240 I.T. Services	5,313	2,720	3,967	4,991
250 Insurance	0	1,067	3,128	4,987
252 Communications	886	710	700	700
257 Travel & Training	0	0	0	500
260 Office Supplies	961	947	1,200	1,900
262 Uniform Expense	2,429	2,116	1,800	2,000
265 Gasoline & Oil	27,405	45,982	42,992	42,000
267 General Materials/Supplies	936	943	1,000	2,000
273 Special Departmental Expense	496	457	500	1,200
Supplies & Services	<u>\$119,468</u>	<u>\$143,457</u>	<u>\$145,327</u>	<u>\$120,778</u>
770 Computer Equipment	\$0	\$0	\$0	\$1,510
Capital Outlay	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$1,510</u>
825 Charge Out	(\$33,406)	\$0	\$0	\$0
Charge Out	<u>(\$33,406)</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total: Solid Waste-Sweeping	<u>\$194,702</u>	<u>\$262,824</u>	<u>\$269,974</u>	<u>\$249,503</u>
Grand Total: Solid Waste & Sweeping	<u>\$4,798,808</u>	<u>\$4,962,359</u>	<u>\$5,545,207</u>	<u>\$5,972,907</u>

Solid Waste Street Sweeping

SUPPLIES & SERVICES

201-GROUNDS MAINTENANCE: Charges incurred for Solid Waste's portion of the maintenance of "F" Street operations yard maintenance. Purchase of materials for the control of weeds, storm drainage, and hazardous spill cleanup at solid waste maintenance facilities.

205-FACILITY MAINTENANCE.: Materials, parts, and services for the maintenance of all Solid Waste equipment facilities and areas. This includes repairs or improvements that are completed by either city maintenance staff or outside vendors.

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.

273-SPECIAL DEPARTMENTAL EXPENSES: For miscellaneous safety equipment.

CAPITAL OUTLAY

770 COMPUTER EQUIPMENT: Server replacement by IT Department.

City of Los Banos

Business-Type Fund 2013-2014 Adopted Budget

	<u>2010-2011 Actual</u>	<u>2011-2012 Actual</u>	<u>2012-2013 Projected</u>	<u>2013-2014 Adopted</u>
CMAQ Grant - Fund 249				
Waste Management -Department 490				
Maintenance/Sweeping Services - Activity 210				
753 Specialized Equipment	\$0	\$11,582	\$403,329	\$0
<u>Capital Outlay</u>	<u>\$0</u>	<u>\$11,582</u>	<u>\$403,329</u>	<u>\$0</u>
Total: CMAQ Grant	<u>\$0</u>	<u>\$11,582</u>	<u>\$403,329</u>	<u>\$0</u>

Fleet Maintenance

Fleet Services

Mission Statement

Fleet Operations is committed to maintaining the City's fleet of 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 of Public Works is responsible for the maintenance, service, and repairs of the City's inventory. The City's inventory consists of approximately 213 vehicles and 74 motorized pieces of equipment/tools. 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 assists in providing regular safety training and manages the Commercial Driver's License Control Sheet. Fleet Services is also responsible for vehicle procurement, preparation for service of the vehicles/equipment, and disposal of surplus inventory.

Major Accomplishments/Service Efforts

- Effected the replacement of two 2006 street sweepers utilizing CMAQ funding (grant) and avoiding ARB diesel retrofit costs of \$30,000+.
- Drafted four RFP's for the purchase of two backhoes, one 10 yard dump truck, one wheeled loader, and one motor grader using CMAQ grants. Fleet completed the required Buy America documentation for submittal.
- Continued organizing and updating Fleet Operations to accommodate new technology in order to accomplish more diagnostic and repair activities in-house vs outsourcing.
- Working to identify a fleet software program that will allow Fleet to track all maintenance work and related costs in one program. A fleet maintenance program specifically tailored to fleet management will allow Fleet Services to provide accurate reports to management staff. The program will allow in-depth analysis and evaluation of the City's fleet when requested.
- Fleet Services have been able to manage maintenance costs and the escalating cost of fuel which has allowed services to be managed within budget projections.

Fleet Services (continued)

- Fleet services approximately 430 complaint tags and work orders each year. In addition, we also manage the 16 BIT (90 day) vehicle inspections and related repairs, 30 smog inspections, 26 smoke tests, and about 220 PMI (oil changes and brake checks) inspections. The majority of these activities are handled in-house by one mechanic and the Fleet supervisor. The required documentation and reports are handled by two part time clerks.
- Fleet has renewed our VMR (Value Managed Relationship) with Santos Ford and we continue to monitor and manage our other VMR's with local vendors.
- Fleet is involved with weekly safety meetings to help Public Works maintenance personnel keep safety at the forefront of their minds and daily activities. Areas covered are equipment operating safety, driving safety, general work, and personal protective equipment practices.

Future Outlook

In anticipation of the new Fleet management software we hope to:

- Utilize our vendor Value Managed Relationships (VMR's) to manage vehicle maintenance costs at or below budget.
- Develop a life cycle cost model for the City's inventory.
- Prepare and fulfill authorized vehicle replacement.
- Explore and take advantage of any applicable grants for vehicle and equipment replacement.
- Develop a preliminary five year replacement planning model for management review.
- Continue to 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.
- Provide improved overall maintenance by utilizing software reports to assist us in being pro-active about preventative maintenance verses reactionary.

City of Los Banos

Fleet Maintenance 2013-2014 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%	Water, WW Collection & Treatment, Solid Waste-Refuse, Street, Maint., Recreation
Assistant Public Works Director	1	5%	Water, WW Collection & Treatment, Maint., Street, Solid Waste-Refuse
Public Works Operations Manager	1	10%	Water, WW Treatment & Collections, Solid Waste-Refuse, Street
Fleet Supervisor	1	100%	
Public Works Office Manager	1	3%	Maintenance, Street, Water, WW Treatment & Collection, Recreation, Solid Waste-Refuse

Part Time 100%

Total Salaries (Including Overtime)

\$91,835

Workmen's Compensation Insurance

\$5,093

State Retirement (PERS)

\$16,722

Social Security (FICA)

\$7,025

Health Insurance

\$27,426

OPEB

\$5,253

Retirees Health Insurance

\$0

Life Insurance

\$182

Unemployment Insurance

\$750

Dental & Optical

\$1,059

Total Benefits:

\$63,511

Total Personnel Services:

\$155,346

City of Los Banos

Internal Service Fund 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Fleet Maintenance - Fund 601				
Fleet Maintenance - Department 480				
Maintenance - Activity 210				
101 Salaries	\$85,701	\$83,929	\$78,835	\$78,835
102 Part Time	10,972	7,970	12,689	13,000
120 Employee Benefits	29,537	35,542	59,138	63,511
Personnel Services	\$126,210	\$127,441	\$150,662	\$155,346
202 Fleet Repair & Maintenance	\$288,412	\$226,844	\$232,000	\$232,000
205 Facility Maintenance	652	1,028	2,000	2,000
208 Rental - Vehicles & Equipment	5,247	5,247	6,000	0
236 Medical Services	0	0	0	250
237 Recruitment	0	0	311	500
240 I.T. Services	5,313	2,720	3,967	4,991
250 Insurance	1,657	646	1,461	2,253
252 Communications	713	870	1,000	1,000
256 Permit Fees & Charges	0	39	0	0
260 Office Supplies	5,888	2,886	2,500	2,500
264 Electricity & Gas	11,239	12,415	9,100	9,373
265 Gasoline & Oil	297,757	339,319	318,000	335,000
267 General Materials/Supplies	13,534	17,199	16,123	19,000
273 Special Departmental Expense	2,420	2,352	2,000	2,500
Supplies & Services	\$632,832	\$611,565	\$594,462	\$611,367
720 Building & Structures	\$0	\$0	\$0	\$6,000
743 Monitor/Detect/Test Equip	0	0	0	10,000
753 Specialized Equipment	0	43,699	0	0
770 Computer Equipment	0	0	0	1,510
Capital Outlay	\$0	\$43,699	\$0	\$17,510
882 Interest Debt Service	\$6,889	\$4,180	\$5,275	\$0
Debt Service	\$6,889	\$4,180	\$5,275	\$0
Total: Fleet Maintenance	\$765,931	\$786,885	\$750,399	\$784,223

Fleet Maintenance

SERVICES & SUPPLIES

205-FACILITY MAINTENANCE: Materials, parts, and services for the maintenance of the fleet maintenance facilities and areas. This includes repairs or improvements that are completed by either city maintenance personnel or outside vendors.

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.

CAPITAL OUTLAY

720-BUILDINGS & STRUCTURES: The replacement of worn out steel rollup door on the maintenance garage building.

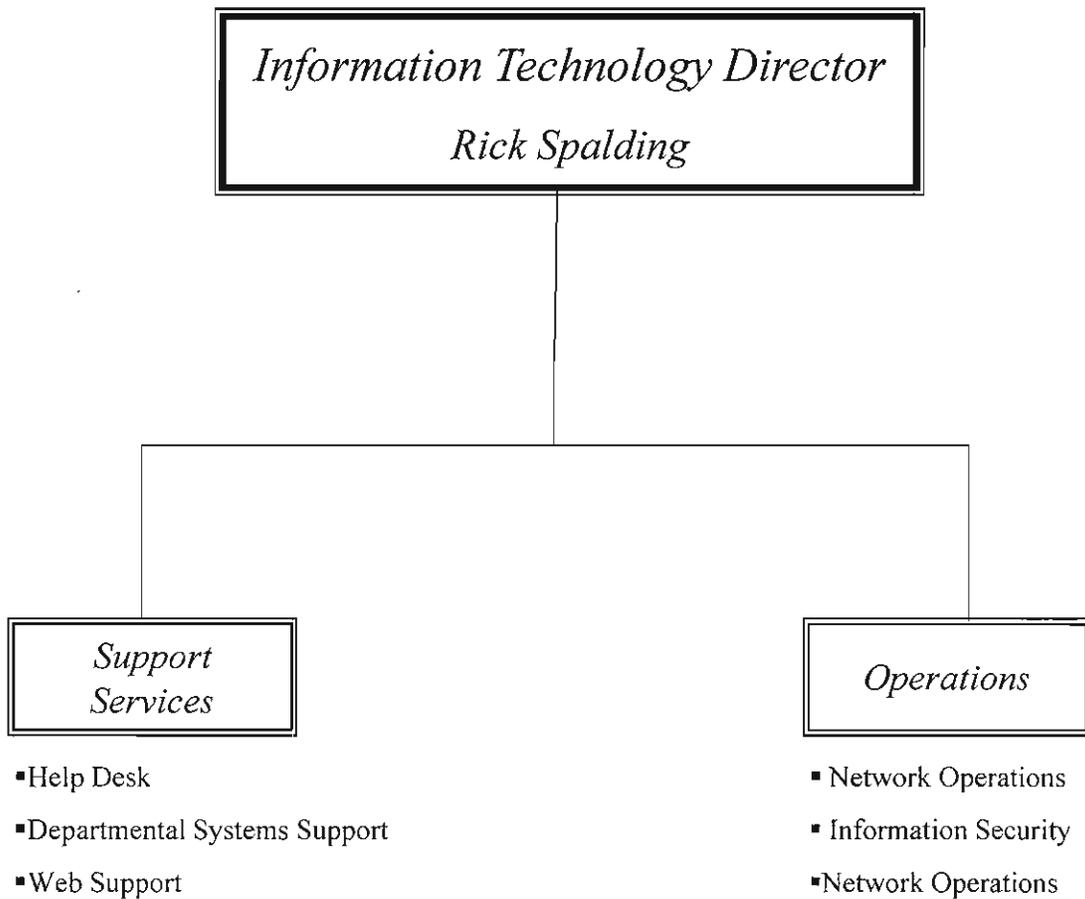
743-MONITOR/DETECT/TEST EQUIPMENT: Purchase of a fleet software program to effectively monitor, manage, and forecast the fleet inventory.

770-COMPUTER EQUIPMENT: Server replacement by IT Department.

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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

- Continued migrating PD applications to centralized “virtual” server environment. Additional servers were taken out of service, saving on power and air conditioning expenses.
- Complete consolidating leased printer/copier contracts into one contract for all City departments. This will save funds by having one contract with a larger volume of services, allow for printer/copier equipment throughout the City to have a consistent set of features, and ensure a high level of vendor support.
- Completed upgrading the Mobile Data Computer environment for the Police Department. This included deployment of new Mobile Data Computer and Video Recording equipment, and involved changes to the overall Police Mobile Data Computer environment to enhance the provision of critical functionality.
- Continued providing support for IT infrastructure – including computers, servers, network devices, etc. – to allow users to effectively and efficiently make use of IT equipment. This included replacement of obsolete or failed computers and servers to ensure the reliable operation of IT equipment.
- Deployed software that installs updates and patches on all City computers without intervention from users or IT staff.
- Completed migration of Internet Service from AT&T to Comcast for City Hall, Police, and Police Annex. Comcast’s Internet Service provides faster speeds for a lower monthly cost.
- Upgraded servers that broadcast, record, and archive City Hall and School Board meetings.

Future Outlook

- Deploy a “virtualized” server environment to support applications housed at City Hall (Springbrook finance, email, centralized storage)
- Configure ability for laptop computers in patrol vehicles to access officers’ email and shared storage.
- 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.
- Continue to maintain and enhance the City of Los Banos Information Technology infrastructure and systems to ensure their reliable operation and availability by City staff and the community.

Information Technology (continued)

Performance Measures

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

Department	Number of IT Tickets (2012 Calendar Year)	% of IT Hours
Administration	95	10%
Finance	52	5%
Fire	57	8%
Fire MDC	5	2%
Community Development	47	3%
Police	233	30%
Police MDC	103	26%
Public Works	140	16%
Total	732	100%
Number of City Council meetings filmed and recorded		24
Number of School Board meetings filmed and recorded		12
Number of Council and Commission agenda items posted to Web site		219
Other Web site updates (among all departments)		79

City of Los Banos

Information Technology Services
2013-2014 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	\$12,564
State Retirement (PERS)	\$41,244
Social Security (FICA)	\$15,066
Health Insurance	\$35,408
OPEB	\$12,191
Retirees Health Insurance	\$0
Life Insurance	\$450
Unemployment Insurance	\$985
Dental & Optical	\$2,628

Total Benefits: \$120,535

Total Personnel Services: \$317,471

City of Los Banos

Internal Service Fund 2013-2014 Adopted Budget

	2010-2011 Actual	2011-2012 Actual	2012-2013 Projected	2013-2014 Adopted
Information Technology Services - Fund 610				
Administration - Department 410				
General Services - Activity 100				
101 Salaries	\$199,959	\$194,436	\$194,436	\$194,436
103 Overtime	179	0	500	2,500
120 Employee Benefits	87,672	108,927	112,448	120,535
Personnel Services	\$287,810	\$303,363	\$307,384	\$317,471
202 Fleet Repair & Maintenance	\$442	\$396	\$442	\$442
204 Fleet Services	879	788	978	978
236 Medical Services	0	0	0	200
238 Technical Services	23,426	21,274	22,500	22,500
250 Insurances	4,108	1,602	3,376	5,586
251 Memberships & Dues	160	160	160	200
257 Travel & Training	2,294	3,902	725	750
260 Office Supplies	8,189	6,350	5,000	7,000
265 Gasoline & Oil	442	396	442	442
Supplies & Services	\$39,940	\$34,868	\$33,623	\$38,098
770 Computer Equipment	\$84,810	\$27,391	\$40,000	\$86,500
Capital Outlay	\$84,810	\$27,391	\$40,000	\$86,500
Total: IT Services	\$412,560	\$365,622	\$381,007	\$442,069

Information Technology

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 Health Benefits

City of Los Banos

Internal Service Fund 2013-2014 Adopted Budget

	<u>2010-2011</u> <u>Actual</u>	<u>2011-2012</u> <u>Actual</u>	<u>2012-2013</u> <u>Projected</u>	<u>2013-2014</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>\$595,639</u>	<u>\$785,635</u>	<u>\$797,609</u>	<u>\$761,246</u>
<u>Personnel Services</u>	<u>\$595,639</u>	<u>\$785,635</u>	<u>\$797,609</u>	<u>\$761,246</u>
<u>Total: Retiree's Health Benefits</u>	<u>\$595,639</u>	<u>\$785,635</u>	<u>\$797,609</u>	<u>\$761,246</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.

City of Los Banos

Description of Budgeted Debt Obligation

	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Projected	2013-14 Adopted	Balance
CERTIFICATE OF PARTICIPATION							
1993 City Hall / Fire Station Certificate of Participation - (1993 - 2019)				Called Bonds on 12/1/12			
Principal: Debt Service	\$45,000	\$50,000	\$55,000	\$55,000	\$590,000	\$0	\$0
Interest: Debt Service	46,350	43,500	40,350	37,050	17,700	0	0
Debt Service	\$91,350	\$93,500	\$95,350	\$92,050	\$607,700	\$0	\$0
FUNDING SOURCE: General Fund - Administration 47.25%, Fire 37%, Building 15.75%							
2003 Wastewater Certificate Of Participation - (2003 - 2019) *							
Principal: Debt Service	\$315,000	\$320,000	\$330,000	\$340,000	\$350,000	\$360,000	\$2,495,000
Interest: Debt Service	163,168	155,070	146,125	135,730	123,820	110,680	331,162
Debt Service	\$478,168	\$475,070	\$476,125	\$475,730	\$473,820	\$470,680	\$2,826,162
*2003 REFUNDED 1993 CERTIFICATE OF PARTICIPATION							
FUNDING SOURCE: Wastewater Fund							
97 Wastewater Expansion Plant II Certificate of Participation (1997 - 2019)							
Principal: Debt Service	\$175,000	\$185,000	\$190,000	\$200,000	\$210,000	\$1,820,000	\$0
Interest: Debt Service	134,576	125,843	116,560	106,760	96,355	85,375	0
Debt Service	\$309,576	\$310,843	\$306,560	\$306,760	\$306,355	\$1,905,375	\$0
FUNDING SOURCE: Wastewater Fund							
2002 Water Certificate of Participation (2002 - 2022)							
Principal: Debt Service	\$295,000	\$305,000	\$315,000	\$325,000	\$340,000	\$4,325,000	\$0
Interest: Debt Service	259,993	249,635	238,160	225,838	212,700	198,725	0
Debt Service	\$554,993	\$554,635	\$553,160	\$550,838	\$552,700	\$4,523,725	\$0
FUNDING SOURCE: Water Fund							
BONDS							
2002 Public Financing Authority - Land Lease Bond (2002-2027)				Called Bonds on 12/1/12			
Principal: Leases / Loans	\$70,000	\$75,000	\$25,000	\$30,000	\$805,000	\$0	\$0
Interest: Leases / Loans	130,093	126,935	47,618	46,243	41,337	0	0
Debt Service	\$200,093	\$201,935	\$72,618	\$76,243	\$846,337	\$0	\$0
FUNDING SOURCE: General Fund - Administration							
NOTES PAYABLE							
I Modular Building - County Bank (1999 - 2009)							
Principal: Leases / Loans	\$10,131	\$0	\$0	\$0	\$0	\$0	\$0
Interest: Leases / Loans	462	0	0	0	0	0	0
Debt Service	\$10,593	\$0	\$0	\$0	\$0	\$0	\$0
FUNDING SOURCE: Recreation Fund							
Airport State Grant (2001 - 2018)							
Principal: Leases / Loans	\$18,166	\$19,204	\$20,242	\$21,280	\$22,318	\$23,356	\$64,174
Interest: Leases / Loans	10,622	9,599	8,519	\$7,379	\$6,182	4,926	6,658
Debt Service	\$28,788	\$28,803	\$28,761	\$28,659	\$28,500	\$28,282	\$70,832
FUNDING SOURCE: Airport Fund							

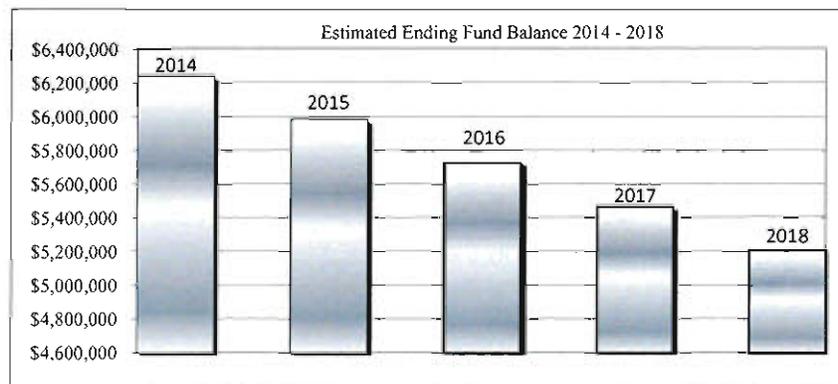
City of Los Banos

Description of Budgeted Debt Obligation (continued)

	2008-09 Actual	2009-10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Projected	2013-14 Adopted	Balance
CAPITAL LEASES							
<u>2 Modular Buildings - Westamerica Bank (2000 - 2010)</u>							
Principal: Leases / Loans	\$17,423	\$13,272	\$0	\$0	\$0	\$0	\$0
Interest: Leases / Loans	1,092	185	0	0	0	0	0
Debt Service	\$18,515	\$13,457	\$0	\$0	\$0	\$0	\$0
FUNDING SOURCE: Recreation Fund							
<u>Police Annexation - RDA Lease - Westamerica Bank (7/1/1999 - 4/1/2014)</u>							
Principal: Leases / Loans	\$62,829	\$66,162	\$205,867	\$0	\$0	\$0	\$0
Interest: Leases / Loans	14,326	10,993	2,496	0	0	0	0
Debt Service	\$77,155	\$77,155	\$208,363	\$0	\$0	\$0	\$0
FUNDING SOURCE: RDA Debt Service Fund							
<u>Loan from Wastewater Fund</u>							
Principal: Leases / Loans	\$0	\$0	\$0	\$0	\$0	\$0	\$660,000
Debt Service	\$0	\$0	\$0	\$0	\$0	\$0	\$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)							
<u>Loan from Water Fund</u>							
Principal: Leases / Loans	\$0	\$0	\$0	\$0	\$75,000	\$80,000	\$1,045,000
Interest: Leases / Loans	0	0	0	0	12,000	11,250	63,400
Debt Service	\$0	\$0	\$0	\$0	\$87,000	\$91,250	\$1,108,400
FUNDING SOURCE: General Fund - Administration							

City of Los Banos
2013-2014 FY Budget
Five Year Financial Forecasting
General Fund Revenues by Source & Expenditures by Function

Fiscal Year Ending June 30,	2014	2015	2016	2017	2018
Estimated Population ⁽¹⁾	37,017	38,868	40,811	42,852	44,994
Revenues:					
Taxes	\$ 7,461,143	\$ 7,610,366	\$ 7,762,573	\$ 7,917,825	\$ 8,076,181
Licenses & permits	187,970	191,729	195,564	199,475	203,465
Revenues - other agencies	55,395	56,503	56,503	57,633	58,786
Charges for services	1,155,477	1,190,141	1,225,846	1,262,621	1,287,873
Fines	110,150	112,353	114,600	116,892	119,230
Interest & Rents	1,010,594	1,010,594	1,010,594	1,010,594	1,030,806
Other revenues	13,100	13,362	13,629	13,902	14,180
Transfers In	-	-	-	-	-
Total Revenues:	\$ 9,993,829	\$ 10,185,048	\$ 10,379,309	\$ 10,578,942	\$ 10,790,521
Revenues per capita	270	262	254	247	240
Expenditures:					
Administration	\$ 977,962	\$ 997,521	\$ 1,017,472	\$ 1,037,821	\$ 1,058,578
Community Development	368,540	375,911	383,429	391,098	398,920
Police	6,122,982	6,245,442	6,370,350	6,497,757	6,627,713
Fire	993,027	1,012,888	1,033,145	1,053,808	1,074,884
Building	151,897	154,935	158,034	161,194	164,418
Engineering	66,768	68,103	69,465	70,855	72,272
Code Enforcement	188,729	192,504	196,354	200,281	204,286
Streets	-	-	-	-	-
Animal Control	99,840	101,837	103,874	105,951	108,070
Recreation	306,638	312,771	319,026	325,407	331,915
Maintenance	591,921	603,759	615,835	628,151	640,714
Community Center	162,790	166,046	169,367	172,754	176,209
Debt Service	98,751	88,876	79,988	71,989	73,429
Transfers Out	44,384	44,828	45,276	45,729	46,186
Contingency	50,000	75,000	75,000	75,000	75,000
Total Expenditures	\$ 10,224,229	\$ 10,440,420	\$ 10,636,615	\$ 10,837,796	\$ 11,052,594
Expenditures per capita	276	269	261	253	246
Revenues - Expenditures	\$ (230,400)	\$ (255,371)	\$ (257,306)	\$ (258,854)	\$ (262,074)
Fund Balance:					
Beginning Balance	6,471,327	6,240,927	5,985,556	5,728,250	5,469,396
Net Change	(230,400)	(255,371)	(257,306)	(258,854)	(262,074)
Ending Fund Balance	\$ 6,240,927	\$ 5,985,556	\$ 5,728,250	\$ 5,469,396	\$ 5,207,323



- 1) Population based on estimated no sfd permits for the 2014 FY & a .5% growth thereafter.
- 2) Revenues - 2014 FY based on estimated 1% increase in taxes due to increase in 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

RESOLUTION NO. 5493

**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 2013-2014 FISCAL YEAR**

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 Limitation Analysis; and

WHEREAS, a Public Hearing was duly held on June 19, 2013 providing an opportunity for City Council to review the Appropriation Limitation Analysis and to allow for public comment; and

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

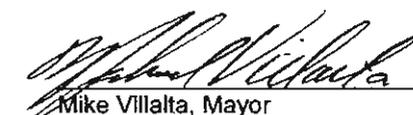
NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Los Banos that the annual adjusting factors of California Per Capita Personal Income at 1.0512% and County population at 1.0093% is hereby adopted; and

BE IT FURTHER RESOLVED that the City Council of the City of Los Banos that said Tax Related Appropriation Limit of \$65,893,579 is hereby adopted by the City Council of the City of Los Banos, a copy of which is attached hereto as Exhibit "A".

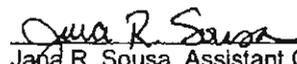
The foregoing Resolution was introduced at a regular meeting of the City Council of the City of Los Banos held on the 19th day of June 2013, by Council Member Lewis who moved its adoption, which motion was duly seconded by Council Member Faria and the Resolution adopted by the following vote:

AYES: Council Members Faria, Lewis, Silveira, Stonegrove, Mayor Villalta
NOES: None
ABSENT: None

APPROVED:


Mike Villalta, Mayor

ATTEST:


Jana R. Sousa, Assistant City Clerk

RESOLUTION NO. 5494

**A RESOLUTION OF THE CITY OF LOS BANOS
ADOPTING THE 2013-2014 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 2013-2014 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 21, 2013 and May 28, 2013; and

WHEREAS, a Public Hearing was duly held on June 19, 2013 providing an opportunity for City Council to review the Proposed Budget and to allow for public comment; and

NOW, THEREFORE IT IS RESOLVED by the City Council of the City of Los Banos that the 2013-2014 Fiscal Year Budget, including Employee Salary Schedule & Personnel Benefits of the City's Policy & 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

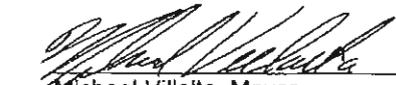
BE IT FURTHER RESOLVED that the City Manager is hereby authorized to transfer, per occurrence, up to \$100,000 in appropriations for the General Fund and \$50,000 in appropriations for any other fund between accounts within other funds in Exhibit A as a budget adjustment to meet unforeseen events; and

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 2013-2014 Fiscal Year by action to amend this budget.

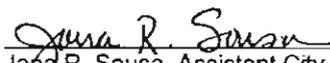
The foregoing resolution was introduced at a regular meeting of the Los Banos City Council held on the 19th day of June 2013, by Council Member Silveira who moved for its adoption, which motion was duly seconded by Council Member Faria, and the Resolution was adopted by the following vote:

AYES: Council Members Faria, Lewis, Silveira, Stonegrove, Mayor Villalta
NOES: None
ABSENT: None

APPROVED:


Michael Villalta, Mayor

ATTEST:


Jana R. Sousa, Assistant 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 19, 2013)

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>	(3)						
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>	(5) ¹						
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>	(1) ²						
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 2013/2014

² Authorized but unfunded for fiscal year 2013/2014

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>	(1)						
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 2013/2014

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

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

SECTION D - PUBLIC WORKS
TOTAL POSITIONS AUTHORIZED (49)

EMPLOYEE CLASSIFICATION	AUTHORIZED	RANGE	START	STEP 1	STEP 2	STEP 3	STEP 4
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>	(14)						
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>	(16) ⁴						
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>	(2) ⁵						
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 2013/2014

⁵ Two (2) positions authorized, with one (1) position unfunded for fiscal year 2013/2014

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)	*	3,676	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
<u>Animal Control Officer</u>	(1)						
Animal Control Officer II	*	*	3,304	3,470	3,643	3,825	4,017
Animal Control Officer I	*	*	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}	*	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 2013/2014

⁷ Thirty-one (31) positions authorized, with two (2) positions unfunded for fiscal year 2013/2014

⁸ 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 Clerk	11.67	12.25	12.87	13.51	14.18
Program Supervisor	10.80	11.34	11.91	12.50	13.13
Garage Aid	10.54	11.07	11.62	12.20	12.81
Recreation Assistant	8.45	8.87	9.32	9.78	10.27
Recreation Aide	8.00	8.40	8.82	9.26	9.72

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
Custodian	10.85	11.39	11.96	12.56	13.19
Community Services	10.54	11.07	11.62	12.20	12.81
Receptionist	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	11.39	11.96	12.56	13.19
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:

Calendar Year 2012

Calendar Year 2013

Employee Only: \$677.69
 Employee plus One: \$1,241.44
 Employee plus Family: \$1,438.75

Employee Only: \$748.44
 Employee plus One: \$1,371.19
 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

	2010-11	%	TOTAL %	2011-12	%	TOTAL %	2012-13	%	TOTAL %	2013-14	%	TOTAL %
ADMINISTRATION												
MAYOR- COUNCIL MEMBERS	5	20%		5	20%		5	25%		5	25%	
CITY MANAGER	1	40%		1	40%		1	43%		1	40%	
CHIEF FINANCIAL OFFICER/TREASURER	-	30%		-	30%		-	0%		-	0%	
HR DIRECTOR/ CITY CLERK	1	60%		1	60%		1	62.5%		1	62.5%	
ACCOUNTING BUDGET SUPERVISOR	1	7.5%		1	7.5%		1	7.5%		1	7.5%	
ASSISTANT CITY CLERK/HR TECHNICIAN	1	60%		1	60%		1	62.5%		1	62.5%	
ADMINISTRATIVE CLERK II	-	-		-	-		-	-		-	-	
ADMINISTRATIVE CLERK I	-	20%		-	20%		-	20%		-	20%	
ACCOUNTANT II	1	20%		1	20%		1	25%		1	25%	
ACCOUNTANT I	2	20%		2	20%		2	25%		2	25%	
ACCOUNTS PAYABLE TECHNICIAN	1	50%		1	50%		1	50%		1	50%	
ACCOUNTING LEAD CLERK	-	-		-	-		-	-		-	-	
PAYROLL TECHNICIAN	1	40%		1	40%		1	25%		1	25%	
ACCOUNTING CLERK II	1	70%		1	70%		1	70%		1	70%	
	FTE		4.88	FTE		4.88	FTE		5.21	FTE		5.18
WATER ADMINISTRATION												
MAYOR- COUNCIL MEMBERS	5	20%		5	20%		5	25%		5	25%	
CITY MANAGER	1	15%		1	15%		1	19%		1	20%	
CHIEF FINANCIAL OFFICER/TREASURER	-	20%		-	20%		-	0%		-	0%	
HR DIRECTOR/ CITY CLERK	1	10%		1	10%		1	12.5%		1	12.5%	
ACCOUNTING BUDGET SUPERVISOR	1	31.5%		1	31.5%		1	31.5%		1	31.5%	
ASSISTANT CITY CLERK/HR TECHNICIAN	1	10%		1	10%		1	12.5%		1	12.5%	
ADMINISTRATIVE CLERK I	-	20%		-	20%		-	20%		-	20%	
ACCOUNTANT II	1	20%		1	20%		1	25%		1	25%	
ACCOUNTANT I	2	20%		2	20%		2	25%		2	25%	
ACCOUNTS PAYABLE TECHNICIAN	1	20%		1	20%		1	20%		1	20%	
PAYROLL TECHNICIAN	1	20%		1	20%		1	25%		1	25%	
UTILITY BILLING TECHNICIAN	-	34%		-	34%		-	34%		-	34%	
ACCOUNTING CLERK II	1	33%		-	33%		-	33%		-	33%	
ACCOUNTING CLERK II	1	10%		1	10%		1	10%		1	10%	
ACCOUNTING CLERK II	2	34%		2	34%		2	34%		1	34%	
ACCOUNTING CLERK I	-	-		1	34%		1	34%		2	34%	
	FTE		3.78	FTE		3.79	FTE		4.33	FTE		4.34
WASTEWATER ADMINISTRATION												
MAYOR- COUNCIL MEMBERS	5	20%		5	20%		5	25%		5	25%	
CITY MANAGER	1	15%		1	15%		1	19%		1	20%	
CHIEF FINANCIAL OFFICER/TREASURER	-	20%		-	20%		-	0%		-	0%	
HR DIRECTOR/ CITY CLERK	1	10%		1	10%		1	12.5%		1	12.5%	
ACCOUNTING BUDGET SUPERVISOR	1	30.5%		1	30.5%		1	30.5%		1	30.5%	
ASSISTANT CITY CLERK/HR TECHNICIAN	1	10%		1	10%		1	12.5%		1	12.5%	
ADMINISTRATIVE CLERK I	-	20%		-	20%		-	20%		-	20%	
ACCOUNTANT II	1	20%		1	20%		1	25%		1	25%	
ACCOUNTANT I	2	20%		2	20%		2	25%		2	25%	
ACCOUNTS PAYABLE TECHNICIAN	1	15%		1	15%		1	15%		1	15%	
PAYROLL TECHNICIAN	1	20%		1	20%		1	25%		1	25%	
UTILITY BILLING TECHNICIAN	-	33%		-	33%		-	33%		-	33%	
ACCOUNTING CLERK II	3	33%		2	33%		2	33%		1	33%	
ACCOUNTING CLERK II	1	10%		1	10%		1	10%		1	10%	
ACCOUNTING CLERK I	-	33%		1	33%		1	33%		2	33%	
	FTE		3.70	FTE		3.70	FTE		4.24	FTE		4.25

CITY OF LOS BANOS FULL-TIME PERSONNEL

	2010-11	%	TOTAL %	2011-12	%	TOTAL %	2012-13	%	TOTAL %	2013-14	%	TOTAL %
SOLID WASTE ADMINISTRATION												
MAYOR- COUNCIL MEMBERS	5	20%		5	20%		5	25%		5	25%	
CITY MANAGER	1	15%		1	15%		1	19%		1	20%	
CHIEF FINANCIAL OFFICER/TREASURER	-	20%		-	20%		-	0%		-	0%	
HR DIRECTOR/ CITY CLERK	1	10%		1	10%		1	12.5%		1	12.5%	
ACCOUNTING BUDGER	1	30.5%		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	-	20%		-	20%		-	20%		-	20%	
ACCOUNTANT II	1	20%		1	20%		1	25%		1	25%	
ACCOUNTANT I	2	20%		2	20%		2	25%		2	25%	
ACCOUNTS PAYABLE TECHNICIAN	1	15%		1	15%		1	15%		1	15%	
PAYROLL TECHNICIAN	1	20%		1	20%		1	25%		1	25%	
UTILITY BILLING TECHNICIAN	-	33%		-	33%		-	33%		-	33%	
ACCOUNTING CLERK II	1	34%		-	34%		-	34%		-	34%	
ACCOUNTING CLERK II	1	10%		1	10%		1	10%		1	10%	
ACCOUNTING CLERK II	2	33%		2	33%		2	33%		1	33%	
ACCOUNTING CLERK I	-	33%		1	33%		1	33%		2	33%	
	FTE		3.05	FTE		3.70	FTE		4.21	FTE		4.22
PLANNING												
COMMUNITY DEVELOPMENT DIRECTOR	-	-		-	-		1	100%		1	100%	
PLANNING DIRECTOR	1	100%		1	100%		-	100%		-	100%	
ASSISTANT PLANNER	1	100%		1	100%		1	100%		1	100%	
ADMINISTRATIVE ASSISTANT	1	100%		-	100%		-	100%		-	100%	
	FTE		3.00	FTE		2.00	FTE		2.00	FTE		2.00
REDEVELOPMENT- HOUSING												
CITY MANAGER/ EXECUTIVE DIRECTOR	1	3%		1	3%		-	0%		-	0%	
CHIEF FINANCIAL OFFICER/TREASURER	-	2%		-	2%		-	0%		-	0%	
REDEVELOPMENT AGENCY DIRECTOR	1	50%		1	50%		-	0%		-	0%	
ADMINISTRATIVE CLERK I				1	75%		-	0%		-	0%	
	FTE		0.53	FTE		1.28	FTE		0.00	FTE		0.00
REDEVELOPMENT- CAPITAL PROJECTS												
MAYOR- COUNCIL MEMBERS	5	20%		5	20%		-	0%		-	0%	
CITY MANAGER/ EXECUTIVE DIRECTOR	1	12%		1	12%		-	0%		-	0%	
CHIEF FINANCIAL OFFICER/TREASURER	-	8%		-	8%		-	0%		-	0%	
REDEVELOPMENT AGENCY DIRECTOR	1	50%		1	50%		-	0%		-	0%	
HR DIRECTOR/ CITY CLERK	1	10%		1	10%		-	0%		-	0%	
ASSISTANT CITY CLERK/HR TECHNICIAN	1	10%		1	10%		-	0%		-	0%	
ADMINISTRATIVE CLERK I	1	20%		1	20%		-	0%		-	0%	
ADMINISTRATIVE CLERK I	1	100%		1	25%		-	0%		-	0%	
CODE ENFORCEMENT OFFICER	1	100%		1	30%		-	0%		-	0%	
ACCOUNTANT II	1	20%		1	20%		-	0%		-	0%	
ACCOUNTANT I	2	20%		2	20%		-	0%		-	0%	
	FTE		4.62	FTE		3.17	FTE		0.00	FTE		0.00
POLICE												
CHIEF OF POLICE	1	100%		1	100%		1	100%		1	100%	
POLICE COMMANDER	2	100%		2	100%		2	100%		2	100%	
SERGEANT	6	100%		6	100%		6	100%		6	100%	
POLICE OFFICER	19	100%		16	100%		16	100%		17	100%	
POLICE OFFICER	-	50%		-	50%		-	50%		-	50%	
POLICE SERVICES MANAGER	1	100%		1	100%		1	100%		1	100%	

CITY OF LOS BANOS FULL-TIME PERSONNEL

	2010-11	%	TOTAL %	2011-12	%	TOTAL %	2012-13	%	TOTAL %	2013-14	%	TOTAL %
DISPATCHER SUPERVISOR	1	100%		-	100%		-	100%		-	100%	
DISPATCHER	9	100%		10	100%		10	100%		10	100%	
COMMUNITY SERVICE OFFICER	3	100%		3	100%		4	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		44.00	FTE		41.00	FTE		42.00	FTE		43.00
SLESF GRANT												
POLICE OFFICER	1	100%		1	100%		1	100%		1	100%	
	FTE		1.00									
CHRP-COPS HIRING RECOVERY PROG												
POLICE OFFICER	2	100%		2	100%		2	100%		0	100%	
	FTE		2.00	FTE		2.00	FTE		2.00	FTE		0.00
PUBLIC SAFETY AUGMENTATION POLICE												
POLICE OFFICER	6	100%		8	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		8.00	FTE		10.00	FTE		10.00	FTE		10.00
ANIMAL CONTROL												
ANIMAL CONTROL OFFICER	1	100%		1	100%		1	100%		0	100%	
ANIMAL CONTROL OFFICER II	0	100%		0	100%		0	100%		1	100%	
	FTE		1.00									
CFD - POLICE												
POLICE OFFICER	3	100%		3	100%		3	100%		3	100%	
COMMUNITY SERVICE OFFICER	1	100%		-	100%		-	100%		-	100%	
	FTE		4.00	FTE		3.00	FTE		3.00	FTE		3.00
FIRE												
FIRE CHIEF	1	75%		1	75%		1	90%		1	90%	
ASSISTANT FIRE CHIEF	1	100%		1	100%		1	100%		1	100%	
FIRE CAPTAIN	1	100%		1	100%		-	100%		-	100%	
FIRE CAPTAIN	1	90%		1	90%		-	90%		-	90%	
FIRE CAPTAIN	1	50%		1	50%		-	100%		-	100%	
FIRE ENGINEER	1	51%		1	51%		1	51%		1	51%	
FIRE FIGHTER	-	-		-	-		1	100%		1	100%	
ADMINISTRATIVE ASSISTANT	1	100%		1	100%		1	100%		1	100%	
	FTE		5.66	FTE		5.66	FTE		4.41	FTE		4.41
BUILDING												
FIRE CHIEF	1	25%		1	25%		1	10%		1	10%	
FIRE CAPTAIN	1	50%		1	50%		-	50%		-	50%	
	FTE		0.75	FTE		0.75	FTE		0.10	FTE		0.10
PUBLIC SAFETY AUGMENTATION FIRE												
FIRE CAPTAIN	1	10%		1	10%		-	10%		-	10%	
FIRE CAPTAIN	-	-		-	-		2	100%		2	100%	
FIRE ENGINEER	3	100%		3	100%		3	100%		3	100%	
FIRE FIGHTER	4	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		9.50	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%	

CITY OF LOS BANOS FULL-TIME PERSONNEL

	2010-11	%	TOTAL %	2011-12	%	TOTAL %	2012-13	%	TOTAL %	2013-14	%	TOTAL %
	FTE		3.49									
CODE ENFORCEMENT												
FIRE CLERK II	1	50%		1	50%		1	50%		1	50%	
CODE ENFORCEMENT	-	-		1	70%		1	100%		1	100%	
	FTE		0.50	FTE		1.20	FTE		1.50	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%		-	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%		-	90%		-	90%		-	90%	
	FTE		8.80	FTE		7.80	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%		-	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	3	100%		3	100%		3	100%		3	100%	
MAINTENANCE WORKER I	1	100%		1	100%		1	100%		1	100%	
	FTE		7.20	FTE		7.15	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%		-	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%	

CITY OF LOS BANOS FULL-TIME PERSONNEL

	2010-11	%	TOTAL %	2011-12	%	TOTAL %	2012-13	%	TOTAL %	2013-14	%	TOTAL %
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%	
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%		-	5%		-	5%		-	5%	
	FTE		11.55	FTE		11.35	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%		-	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%		-	5%		-	5%		-	5%	
	FTE		6.98	FTE		6.78	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%	

CITY OF LOS BANOS FULL-TIME PERSONNEL

	2010-11	%	TOTAL %	2011-12	%	TOTAL %	2012-13	%	TOTAL %	2013-14	%	TOTAL %
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									
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	-	55%		-	55%		-	55%		-	55%	
	FTE		0.55									
TOTAL EMPLOYEES			152			148			147			146

* 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.

Charges In/Out

Amounts charged from one fund to another to account for the recipient fund's share of the expenditures.

Budget Glossary (continued)

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.

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

Budget Glossary (continued)

(including depreciation) of providing goods or services to the general public be financed or recovered primarily through user charges.

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.

Budget Glossary (continued)

Infrastructure

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

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.

Budget Glossary (continued)

Risk Management

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

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
ISF	Internal Service Fund
IT	Information Technology
JAG	Justice Assistance Grant
JHBG	Jobs Housing Balance Grant
L&L/LLD's	Landscape & Lighting Districts
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
MOU	Memorandum of Understanding
NEPA	National Environmental Policy Act
NOFA	Notice of Funding Availability
NOI	Net Operating Income

Abbreviations and Acronyms (continued)

NSP	Neighborhood Stabilization Program
OPEB	Other Post Employee Benefits
OTS	Office of Traffic Safety
PTA	Planning and Technical Assistance
PTAF	Property Tax Administration Fee
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
TOT	Transient Occupancy Tax
VLF	Motor Vehicle in Lieu Fees

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