

# EXPENDITURES

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# DEPARTMENTS

## THIS SECTION INCLUDES:

- *All General Fund Departments*
- *Department 74/Fund 10 – Wastewater Operations*
- *Department 77/Fund 4 – Recreation*

**DEPARTMENT 41 - LEGISLATIVE**

The Legislative Department provides for the operating needs and expenditures of the Mayor, City Council, Commissions and City Clerk. The City Council is the policy making body of City government. Five City Council members are elected at large by the citizens of Scotts Valley to overlapping four year terms. Each November the City Council selects two of its members to serve as Mayor and Vice Mayor. The Mayor's duties include serving as the official representative of the City for all business and ceremonial purposes, as well as presiding over Council meetings and signing contracts and documents on behalf of the City.

<b>EXPENDITURES</b>	<b>2013 / 2014 ACTUAL</b>	<b>2014 / 2015 BUDGET</b>	<b>2014 / 2015 PROJECTED</b>	<b>2015 / 2016 DEPT REQUEST</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>
<b>SALARIES &amp; BENEFITS</b>	188,723	189,179	205,993	211,144	211,144
<b>SERVICES &amp; SUPPLIES</b>	55,907	30,750	27,740	17,100	17,100
<b>GRAND TOTAL</b>	<b>244,630</b>	<b>219,929</b>	<b>233,733</b>	<b>228,244</b>	<b>228,244</b>

<b>PERSONNEL DETAIL</b>	<b>2011 / 2012</b>	<b>2012 / 2013</b>	<b>2013 / 2014</b>	<b>2014 / 2015</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>
<b>COUNCIL MEMBERS</b>	5.00	5.00	5.00	5.00	5.00
<b>CITY CLERK</b>	0.50	0.50	0.50	0.50	0.50
<b>TOTAL</b>	<b>5.50</b>	<b>5.50</b>	<b>5.50</b>	<b>5.50</b>	<b>5.50</b>

2015-2016 Notes:

The City has a Planning Commission and a Parks & Recreation Commission, each with five members. They are paid a nominal stipend.

**DEPARTMENT 41 - LEGISLATIVE**

	<b><u>2013 / 2014 ACTUAL</u></b>	<b><u>2014 / 2015 BUDGET</u></b>	<b><u>2014 / 2015 PROJECTED</u></b>	<b><u>2015 / 2016 DEPT REQUEST</u></b>	<b><u>2015 / 2016 CITY MANAGER PROPOSED</u></b>	
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	78,871	84,130	84,130	84,130	84,130
202	PARS	451	557	557	557	557
203	FICA	3,934	3,780	3,780	3,780	3,780
204	RETIREMENT	9,050	9,659	9,659	12,094	12,094
205	GROUP INSURANCE	96,242	90,878	107,692	110,408	110,408
206	WORKERS' COMPENSATION	175	175	175	175	175
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>188,723</b>	<b>189,179</b>	<b>205,993</b>	<b>211,144</b>	<b>211,144</b>
<b>SERVICES &amp; SUPPLIES:</b>						
301	OFFICE EXPENSE	878	1,000	1,000	1,000	1,000
303	SMALL TOOLS & SUPPLIES	4	0	0	0	0
312	PROFESSIONAL/SPEC SERVICES	5,165	5,000	5,000	5,000	5,000
	Arts Commission					5,000
313	OTHER CONTRACTUAL SERVICES	3,459	4,250	6,000	5,000	5,000
	Muni Code Updates					1,200
	Other Services					3,150
	Muni Code on Internet					650
315	MEMBERSHIPS & DUES	550	500	300	300	300
316	TRAVEL/CONFERENCES/MEETINGS	3,568	5,000	4,000	5,000	5,000
	League of California Cities					2,500
	Other					2,500
319	ELECTIONS	42,283	15,000	10,650		
402	MAINT & OPERATION OF EQMT	0	0	790	800	800
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>55,907</b>	<b>30,750</b>	<b>27,740</b>	<b>17,100</b>	<b>17,100</b>
	<b>GRAND TOTAL</b>	<b>244,630</b>	<b>219,929</b>	<b>233,733</b>	<b>228,244</b>	<b>228,244</b>

**DEPARTMENT 42 - LEGAL**

The Legal Department provides for the services of the City Attorney, for defending the City in court, and handling claims against the City. The City Attorney is appointed by the City Council and is responsible for the preparation of resolutions, ordinances, contracts and other related legal documents. The City Attorney also provides legal guidance to the City.

<b><u>EXPENDITURES</u></b>	<b><u>2013 / 2014 ACTUAL</u></b>	<b><u>2014 / 2015 BUDGET</u></b>	<b><u>2014 / 2015 PROJECTED</u></b>	<b><u>2015 / 2016 DEPT REQUEST</u></b>	<b><u>2015 / 2016 CITY MANAGER PROPOSED</u></b>
<b>SERVICES &amp; SUPPLIES</b>	<b>129,484</b>	<b>134,000</b>	<b>133,500</b>	<b>133,500</b>	<b>133,500</b>
<b>GRAND TOTAL</b>	<b><u>129,484</u></b>	<b><u>134,000</u></b>	<b><u>133,500</u></b>	<b><u>133,500</u></b>	<b><u>133,500</u></b>

**DEPARTMENT 42 - LEGAL**

	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>DEPT</u>	<u>CITY</u>
				<u>REQUEST</u>	<u>MANAGER</u>
					<u>PROPOSED</u>
<b>SERVICES &amp; SUPPLIES:</b>					
210 SUPPLEMENTAL SERVICES	126,443	130,000	130,000	130,000	130,000
Retainer					120,000
Special Litigation					10,000
313 OTHER CONTRACTUAL SERVICES	3,041	4,000	3,500	3,500	3,500
Government Code Updates					3,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>129,484</b>	<b>134,000</b>	<b>133,500</b>	<b>133,500</b>	<b>133,500</b>
<b>GRAND TOTAL</b>	<b>129,484</b>	<b>134,000</b>	<b>133,500</b>	<b>133,500</b>	<b>133,500</b>

**DEPARTMENT 43 - GENERAL GOVERNMENT**

The General Government account provides for services and functions which benefit more than one department operation and usually includes several departments. These include: City Hall utilities, non-capital telephone expenditures, rents, leases and maintenance of equipment shared by several departments, insurance costs, principal and interest payments on Certificates of Participation and related expenditures.

<u>EXPENDITURES</u>	<u>2013 / 2014 ACTUAL</u>	<u>2014 / 2015 BUDGET</u>	<u>2014 / 2015 PROJECTED</u>	<u>2015 / 2016 DEPT REQUEST</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
SALARIES & BENEFITS	525,802	435,203	471,200	423,849	423,849
SERVICES & SUPPLIES	272,293	260,263	259,945	262,182	262,182
FIXED ASSETS	6,953	0	5,775	0	0
OTHER	5,222,199	559,206	368,765	381,195	381,195
<b>GRAND TOTAL</b>	<u><u>6,027,247</u></u>	<u><u>1,254,672</u></u>	<u><u>1,105,685</u></u>	<u><u>1,067,226</u></u>	<u><u>1,067,226</u></u>

**DEPARTMENT 43 - GENERAL GOVERNMENT**

		<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>DEPT</u>	<u>CITY</u>
					<u>REQUEST</u>	<u>MANAGER</u>
						<u>PROPOSED</u>
<b>SALARIES &amp; BENEFITS:</b>						
205	GROUP INSURANCE	250,172	231,000	255,000	272,000	272,000
206	WORKERS' COMPENSATION	258,990	194,203	212,000	141,849	141,849
207	UNEMPLOYMENT INSURANCE	16,640	10,000	4,200	10,000	10,000
<b>TOTAL SALARIES &amp; BENEFITS</b>		<b>525,802</b>	<b>435,203</b>	<b>471,200</b>	<b>423,849</b>	<b>423,849</b>
<b>SERVICES &amp; SUPPLIES:</b>						
301	OFFICE EXPENSE	5,273	5,000	5,000	5,000	5,000
302	SPECIAL DEPARTMENT EXPENSE	361	0	0	0	0
303	SMALL TOOLS & SUPPLIES	1,282	500	1,300	1,300	1,300
305	ADVERTISING	115	0	0	0	0
306	COMMUNICATIONS	8,638	12,000	11,000	11,000	11,000
312	PROFESSIONAL/SPEC SERVICES	2,900	0	0	0	0
313	OTHER CONTRACTUAL SERVICES	120,315	90,000	80,000	80,000	80,000
	Information Technology Services					60,000
	Bond Trustees					7,500
	Other					12,500
314	INSURANCE & SURETY BONDS	96,494	117,918	116,145	120,782	120,782
	Liability Insurance					103,827
	Property Insurance					11,055
	Deductibles and Self-Insurance					5,900
315	MEMBERSHIPS & DUES	12,410	12,095	12,500	12,500	12,500
	League of California Cities					5,700
	AMBAG					3,700
	MBUAPCD					3,100
349	MISCELLANEOUS	9,936	8,000	8,000	8,000	8,000
401	MAINT OF BLDGS/STRUCT/GRNDS	212	0	0	0	0
402	MAINT & OPERATION OF EQMT	11,045	14,750	26,000	23,600	23,600
	Copy Machine Maintenance					9,350
	Computer Hardware Maintenance					6,900
	Computer Software Maintenance					4,150
	Internet					3,200
403	MAINT & OPERATION OF VEHICLES	3,312	0	0	0	0
<b>TOTAL SERVICES &amp; SUPPLIES</b>		<b>272,293</b>	<b>260,263</b>	<b>259,945</b>	<b>262,182</b>	<b>262,182</b>

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**DEPARTMENT 43 - GENERAL GOVERNMENT (Concluded)**

	<u>2013 / 2014 ACTUAL</u>	<u>2014 / 2015 BUDGET</u>	<u>2014 / 2015 PROJECTED</u>	<u>2015 / 2016 DEPT REQUEST</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
<b>FIXED ASSETS:</b>					
901 LAND	4,200	0	0	0	0
910 OFFICE EQUIPMENT & FURNITURE	2,753	0	5,775	0	0
<b>TOTAL FIXED ASSETS</b>	<b>6,953</b>	<b>0</b>	<b>5,775</b>	<b>0</b>	<b>0</b>
<b>OTHER:</b>					
701 CONTRIBUTIONS	11,571	13,600	13,470	13,700	13,700
Scotts Valley Fire District - Haz Mat					6,000
LAFCO					5,100
Criminal Justice Council					2,000
Mosquito					600
801 RETIREMENT OF PRINCIPAL	4,685,000	350,000	130,000	145,000	145,000
802 INTEREST EXPENSE	220,737	195,606	225,295	222,495	222,495
803 BOND ISSUANCE COSTS	304,891	0	0	0	0
<b>TOTAL OTHER</b>	<b>5,222,199</b>	<b>559,206</b>	<b>368,765</b>	<b>381,195</b>	<b>381,195</b>
<b>GRAND TOTAL</b>	<b>6,027,247</b>	<b>1,254,672</b>	<b>1,105,685</b>	<b>1,067,226</b>	<b>1,067,226</b>

**DEPARTMENT 44 - ADMINISTRATION**

The City Manager is the Chief Administrative Officer of the City. He is appointed by, is responsible to, and serves at the pleasure of the City Council and is charged with the duty of carrying out City policy as determined by the City Council. He is also charged with the responsibility of all personnel and risk management activities of the City.

<u>EXPENDITURES</u>	<u>2013 / 2014 ACTUAL</u>	<u>2014/ 2015 BUDGET</u>	<u>2014 / 2015 PROJECTED</u>	<u>2015 / 2016 DEPT REQUEST</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
SALARIES & BENEFITS	285,795	299,192	302,759	329,328	329,328
SERVICES & SUPPLIES	4,321	2,100	2,005	2,055	2,055
<b>GRAND TOTAL</b>	<b>290,116</b>	<b>301,292</b>	<b>304,764</b>	<b>331,383</b>	<b>331,383</b>

<u>PERSONNEL DETAIL</u>	<u>2011 / 2012</u>	<u>2012 / 2013</u>	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
CITY MANAGER	0.60	1.00	1.00	1.00	1.00
DEPUTY CITY MANAGER / ADMINISTRATIVE SERVICES DIR.	0.10	0.10	0.10	0.10	0.10
CITY CLERK	0.50	0.50	0.50	0.50	0.50
<b>TOTAL</b>	<b>1.20</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>

2015-2016 Notes:

\* Included in personnel detail above is a partial Deputy City Manager/Administrative Services Director position. This position is vacant and currently frozen. No amounts were budgeted for this position.

\* Prior to 2012-2013, a portion of the City Manager position was allocated to the Redevelopment Agency as the Executive Director. With the elimination of the Redevelopment Agency, the full position of the City Manager is now budgeted in Administration.

**DEPARTMENT 44 - ADMINISTRATION**

	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>DEPT</u>	<u>CITY</u>	
				<u>REQUEST</u>	<u>MANAGER</u>	
					<u>PROPOSED</u>	
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	195,342	204,460	204,460	212,625	212,625
203	FICA	12,259	12,574	12,574	12,990	12,990
204	RETIREMENT	44,349	49,240	49,240	63,688	63,688
205	GROUP INSURANCE	33,570	32,643	36,210	39,750	39,750
206	WORKERS' COMPENSATION	275	275	275	275	275
<b>TOTAL SALARIES &amp; BENEFITS</b>		<b>285,795</b>	<b>299,192</b>	<b>302,759</b>	<b>329,328</b>	<b>329,328</b>
<b>SERVICES &amp; SUPPLIES:</b>						
301	OFFICE EXPENSE	747	900	750	800	800
315	MEMBERSHIPS & DUES	55	0	55	55	55
316	TRAVEL/CONFERENCES/MEETINGS	447	100	100	100	100
	League of California Cities					100
322	TRAINING & EDUCATION	0	100	100	100	100
403	MAINT & OPERATION OF VEHICLE	3,072	1,000	1,000	1,000	1,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>		<b>4,321</b>	<b>2,100</b>	<b>2,005</b>	<b>2,055</b>	<b>2,055</b>
<b>GRAND TOTAL</b>		<b>290,116</b>	<b>301,292</b>	<b>304,764</b>	<b>331,383</b>	<b>331,383</b>

**DEPARTMENT 45 - FINANCE**

The Finance Department provides a support service to all other City departments. The Department receives all income, prepares checks for payment of all expenses, and is responsible for determining City investments. It maintains records of all income and expenditures for all funds, preparing reports on these matters for both the City Council and the State. The Department processes grant records and claims, sewer service fees, alarm fees and other miscellaneous billings. Working with the City Manager, the Department participates in preparing the budget for recommendation to the City Council. The Department is also responsible for payroll, purchasing and all City insurance programs.

<u>EXPENDITURES</u>	<u>2013 / 2014 ACTUAL</u>	<u>2014 / 2015 BUDGET</u>	<u>2014 / 2015 PROJECTED</u>	<u>2015 / 2016 DEPT REQUEST</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
SALARIES & BENEFITS	339,249	344,392	358,438	392,268	392,268
SERVICES & SUPPLIES	29,053	25,825	27,225	24,325	24,325
<b>GRAND TOTAL</b>	<b>369,278</b>	<b>370,217</b>	<b>385,663</b>	<b>416,593</b>	<b>416,593</b>

<u>PERSONNEL DETAIL</u>	<u>2011 / 2012</u>	<u>2012 / 2013</u>	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
DEPUTY CITY MANAGER / ADMINISTRATIVE SERVICES DIR.	0.90	0.90	0.90	0.90	0.90
ACCOUNTANT II	1.00	1.00	1.00	1.00	1.00
SENIOR ACCOUNTING TECHNICIAN	1.00	1.00	1.00	1.00	1.00
ACCOUNTING ASSISTANT	0.85	0.85	0.85	0.85	0.85
ADMINISTRATIVE SECRETARY II	0.50	0.50	0.50	0.50	0.50
NETWORK SPECIALIST	0.50	0.50	0.50	0.50	0.50
<b>TOTAL:</b>	<b>4.75</b>	<b>4.75</b>	<b>4.75</b>	<b>4.75</b>	<b>4.75</b>

2015-2016 Notes:

\* Included in Personnel Detail above is a partial Deputy City Manager/Administrative Services Director and the Network Specialist position. These positions are vacant and currently frozen. No amounts were budgeted for these position.

**DEPARTMENT 45 - FINANCE**

	<u>2013 / 2014 ACTUAL</u>	<u>2014 / 2015 BUDGET</u>	<u>2014 / 2015 PROJECTED</u>	<u>2015 / 2016 DEPT REQUEST</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>	
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	199,228	204,897	204,897	207,410	207,410
107	TEMPORARY WAGES				15,790	15,790
203	FICA	15,059	15,675	15,675	16,097	16,097
204	RETIREMENT	45,164	48,138	48,138	60,965	60,965
205	GROUP INSURANCE	78,460	74,344	88,390	90,668	90,668
206	WORKERS' COMPENSATION	1,338	1,338	1,338	1,338	1,338
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>339,249</b>	<b>344,392</b>	<b>358,438</b>	<b>392,268</b>	<b>392,268</b>
<b>SERVICES &amp; SUPPLIES:</b>						
301	OFFICE EXPENSE	8,443	6,000	7,500	7,500	7,500
302	SPECIAL DEPARTMENT EXPENSE	0	435	435	435	435
303	SMALL TOOLS & SUPPLIES	17	0	0	0	0
312	PROFESSIONAL/SPECIALIZED SVCS Independent Audit	18,270	18,000	15,000	14,000	14,000
315	MEMBERSHIPS & DUES	190	190	190	190	190
316	TRAVEL/CONFERENCES/MEETINGS	0	100	50	100	100
322	TRAINING & EDUCATION	0	100	50	100	100
349	MISCELLANEOUS	409	0	0	0	0
402	MAINT & OPERATION OF EQMT	1,724	1,000	4,000	2,000	2,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>29,053</b>	<b>25,825</b>	<b>27,225</b>	<b>24,325</b>	<b>24,325</b>
<b>FIXED ASSETS:</b>						
910	OFFICE EQMT & FURNITURE	976	0	0	0	0
	<b>TOTAL FIXED ASSETS</b>	<b>976</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>GRAND TOTAL</b>	<b>369,278</b>	<b>370,217</b>	<b>385,663</b>	<b>416,593</b>	<b>416,593</b>

**DEPARTMENT 51 - POLICE**

The Police Department serves the Citizens of Scotts Valley in the preservation of life and property. The Department's primary task is to reduce crime through prevention, detection, and apprehension of violators; and to provide for the orderly and safe movement of vehicular traffic through traffic enforcement, accident investigation, and pre-development review. The Department also ensures public safety through the regulation and control of hazardous conditions. The Police Department seeks to recover lost and stolen property and to provide a variety of traditional and non-traditional enforcement programs reflecting community needs and desires. The Department is divided into two divisions: Operations and Support/Special Services.

<b>EXPENDITURES</b>	<b>2013 / 2014 ACTUAL</b>	<b>2014/ 2015 BUDGET</b>	<b>2014 / 2015 PROJECTED</b>	<b>2015 / 2016 DEPT REQUEST</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>
<b>SALARIES &amp; BENEFITS</b>	3,731,651	3,955,842	3,960,714	4,241,070	4,241,070
<b>SERVICES &amp; SUPPLIES</b>	286,519	280,080	286,080	283,580	282,080
<b>OTHER</b>	28,360	28,376	30,000	35,000	30,000
<b>GRAND TOTAL</b>	<u>4,052,080</u>	<u>4,264,298</u>	<u>4,293,351</u>	<u>4,564,650</u>	<u>4,558,150</u>

<b>PERSONNEL DETAIL</b>	<b>2011 / 2012</b>	<b>2012 / 2013</b>	<b>2013 / 2014</b>	<b>2014 / 2015</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>
CHIEF OF POLICE	1.00	1.00	1.00	1.00	1.00
LIEUTENANT	2.00	2.00	2.00	2.00	2.00
SERGEANT	4.00	4.00	4.00	4.00	4.00
DETECTIVE	3.00	3.00	3.00	3.00	3.00
JUVENILE OFFICER	1.00	1.00	1.00	1.00	1.00
SCHOOL RESOURCE OFFICER	1.00	1.00	1.00	1.00	1.00
PATROL OFFICER	8.00	8.00	8.00	8.00	8.00
TRAFFIC OFFICER	2.00	2.00	2.00	2.00	2.00
ADMINISTRATIVE SECRETARY III/ ANALYST	1.00	1.00	1.00	1.00	1.00
SERVICES SUPERVISOR	1.00	1.00	1.00	1.00	1.00
EMERGENCY DISPATCH CLERK II	2.00	2.00	2.00	2.00	2.00
EMERGENCY DISPATCH CLERK I	4.00	4.00	4.00	4.00	4.00
<b>TOTAL</b>	<u>30.00</u>	<u>30.00</u>	<u>30.00</u>	<u>30.00</u>	<u>30.00</u>

2015-2016 Notes:

\* Included in Personnel Detail above are two positions (School Resource Officer and one Patrol Officer) which are vacant and currently frozen. No amounts were budgeted for these positions.

**DEPARTMENT 51 - POLICE**

		<b>2013 / 2014</b>	<b>2014 / 2015</b>	<b>2014 / 2015</b>	<b>2015 / 2016</b>	<b>2015 / 2016</b>
		<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>DEPT</b>	<b>CITY</b>
					<b>REQUEST</b>	<b>MANAGER</b>
						<b>PROPOSED</b>
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	2,181,851	2,332,113	2,298,000	2,379,882	2,379,882
107	TEMPORARY WAGES	21,156	12,144	19,000	12,560	12,560
	Reserves					8,400
	Youth Work Program					4,160
109	OVERTIME WAGES	118,745	126,000	126,000	129,000	129,000
	Sworn Personnel					105,000
	Non-Sworn Personnel					24,000
203	FICA	169,938	183,404	183,404	187,356	187,356
204	RETIREMENT	647,761	688,827	641,436	796,171	796,171
205	GROUP INSURANCE	569,950	591,104	670,624	713,851	713,851
206	WORKERS' COMPENSATION	22,250	22,250	22,250	22,250	22,250
<b>TOTAL SALARIES &amp; BENEFITS</b>		<b>3,731,651</b>	<b>3,955,842</b>	<b>3,960,714</b>	<b>4,241,070</b>	<b>4,241,070</b>

**DEPARTMENT 51 - POLICE (Continued)**

	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>DEPT</u>	<u>CITY</u>	
				<u>REQUEST</u>	<u>MANAGER</u>	
					<u>PROPOSED</u>	
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM EXPENSE	15,759	20,000	26,000	20,000	20,000
210	SUPPLEMENTAL SERVICES	200	0	0	0	0
301	OFFICE EXPENSE	14,286	16,125	14,125	14,125	14,125
302	SPECIAL DEPARTMENT EXPENSE	32,844	26,000	26,000	26,000	28,000
	Armory Expenses					17,300
	Investigation Expenses					3,950
	Evidence Expenses					2,650
	Other Expenses					4,100
303	SMALL TOOLS & SUPPLIES	4,136	5,575	5,575	5,575	5,575
306	COMMUNICATIONS	26,311	30,820	29,820	29,820	29,820
	Telephones					14,520
	Electronic Access to Dept of Justice					7,600
	Cell Phones & Pagers					4,800
	Radio Equipment Repairs & Installation					2,200
	Vehicle Radios/Walkie-Talkie Batteries					500
	Internet Fees					200
308	RENTS & LEASES	1,967	4,000	4,000	4,000	4,000
310	RECRUITMENT	32,664	20,000	20,000	18,000	15,000
313	OTHER CONTRACTUAL SERVICES	4,088	3,400	2,400	3,400	2,400
315	MEMBERSHIPS & DUES	2,264	2,000	2,000	2,000	2,000
316	TRAVEL/CONFERENCES/MEETINGS	2,799	1,160	1,160	1,160	1,160
322	TRAINING & EDUCATION	30,939	40,000	40,000	48,500	45,000
	Mandatory Training					24,500
	Essential Training					11,200
	Educational Reimbursements					4,000
	Training Conferences					2,500
	Other Training Costs					2,800
349	MISCELLANEOUS	150	0	0	0	0
401	MAINT OF BLDGS/STRUCT/GROUNDS	104	0	0	0	0
402	MAINT & OPERATION OF EQMT	42,100	36,000	40,000	36,000	40,000
	Telecommunications					24,500
	Contracts					12,400
	Equipment Supplies					3,100
403	MAINT & OPERATION OF VEHICLES	75,908	75,000	75,000	75,000	75,000
	Gasoline					39,000
	Vehicle Parts and Tires					21,000
	Misc Other Costs					15,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>		<b>286,519</b>	<b>280,080</b>	<b>286,080</b>	<b>283,580</b>	<b>282,080</b>

**DEPARTMENT 51 - POLICE (Concluded)**

	<u>2013 / 2014 ACTUAL</u>	<u>2014/ 2015 BUDGET</u>	<u>2014 / 2015 PROJECTED</u>	<u>2015 / 2016 DEPT REQUEST</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
<b>FIXED ASSETS:</b>					
910 OFFICE EQMT & FURNITURE	5,550	0	4,490	5,000	5,000
Computers					5,000
914 COMMUNICATIONS EQUIPMENT	0	0	12,067	0	0
<b>TOTAL FIXED ASSETS</b>	<u>5,550</u>	<u>0</u>	<u>16,557</u>	<u>5,000</u>	<u>5,000</u>
<b>OTHER:</b>					
701 CONTRIBUTIONS	28,360	28,376	30,000	35,000	30,000
SCCNET					22,204
SART (Sexual Assault Response Team)					6,796
Santa Cruz County Criminal Justice Council					1,000
<b>TOTAL OTHER</b>	<u>28,360</u>	<u>28,376</u>	<u>30,000</u>	<u>35,000</u>	<u>30,000</u>
<b>GRAND TOTAL</b>	<u>4,052,080</u>	<u>4,264,298</u>	<u>4,293,351</u>	<u>4,564,650</u>	<u>4,558,150</u>

**DEPARTMENT 52 - ANIMAL CONTROL**

Animal Control services are provided to the City by contract with the Santa Cruz Animal Services Authority (SCASA). This contractual service is in the form of a Joint Powers Authority between the Cities of Capitola, Santa Cruz, Scotts Valley, and the County of Santa Cruz. Animal Control services include: administration; promotion of dog licensing; enforcement of animal control ordinances; humane care and housing of stray and unwanted animals; 24-hour emergency response; adoption of suitable animals; humane disposal of sick, injured, or unadoptable animals; pick up, care and appropriate disposal of stray and unwanted animals.

	<b>2013 / 2014 ACTUAL</b>	<b>2014/ 2015 BUDGET</b>	<b>2014 / 2015 PROJECTED</b>	<b>2015 / 2016 DEPT REQUEST</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>
<b>EXPENDITURES</b>					
SERVICES & SUPPLIES	104,250	104,202	106,922	111,199	111,199
<b>GRAND TOTAL</b>	<b>104,250</b>	<b>104,202</b>	<b>106,922</b>	<b>111,199</b>	<b>111,199</b>
<b>SERVICES &amp; SUPPLIES:</b>					
313 OTHER CONTRACTUAL SERVICES	104,250	104,202	106,922	111,199	111,199
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>104,250</b>	<b>104,202</b>	<b>106,922</b>	<b>111,199</b>	<b>111,199</b>
<b>GRAND TOTAL</b>	<b>104,250</b>	<b>104,202</b>	<b>106,922</b>	<b>111,199</b>	<b>111,199</b>

**DEPARTMENT 53 - EMERGENCY SERVICES**

The Emergency Services account provides funding for the maintenance and operation of the City's emergency services program. The City's Police Department developed an emergency services program and manual for the City in 1987. The City Manager serves as the Director of Emergency Services and the Police Chief serves as the Coordinator of Emergency Services. The key to the OES program is training City staff in preparation for emergency situations, such as earthquakes, forest fires and flooding.

<u>EXPENDITURES</u>	<u>2013 / 2014 ACTUAL</u>	<u>2014 / 2015 BUDGET</u>	<u>2014 / 2015 PROJECTED</u>	<u>2015 / 2016 DEPT REQUEST</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
SERVICES & SUPPLIES	1,189	1,000	1,200	1,200	1,200
OTHER	66,060	68,117	68,117	70,733	70,733
<b>GRAND TOTAL</b>	<b>67,249</b>	<b>69,117</b>	<b>69,317</b>	<b>71,933</b>	<b>71,933</b>
<b>SERVICES &amp; SUPPLIES:</b>					
306 COMMUNICATIONS	1,189	1,000	1,200	1,200	1,200
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>1,189</b>	<b>1,000</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>
<b>OTHER:</b>					
701 CONTRIBUTIONS	19,704	21,859	21,859	19,839	19,839
Winter Shelter Program					16,672
HAP Consultant					2,423
Homeless Management Info System					542
Ten-Year Strategic Plan					202
705 CONTRIBUTIONS/SOCIAL SERV	46,356	46,258	46,258	50,894	50,894
Community Service Organizations					49,894
Arts Council					1,000
<b>TOTAL OTHER</b>	<b>66,060</b>	<b>68,117</b>	<b>68,117</b>	<b>70,733</b>	<b>70,733</b>
<b>GRAND TOTAL</b>	<b>67,249</b>	<b>69,117</b>	<b>69,317</b>	<b>71,933</b>	<b>71,933</b>

**DEPARTMENT 61 - PLANNING**

The Planning Department guides and coordinates the development of the City through the preparation, maintenance, and implementation of the General Plan and administration of the City's building codes and zoning regulations. The Department provides advanced and current planning services through General Plan preparation and policy implementation. Included among planning duties are: design review, issuance of variances, master plan development, subdivision review and approval, environmental impact reports, code enforcement, and various sign permits. The Planning Department provides policy recommendations to the City Manager, City Council and Planning Commission.

<u>EXPENDITURES</u>	<u>2013 / 2014 ACTUAL</u>	<u>2014 / 2015 BUDGET</u>	<u>2014 / 2015 PROJECTED</u>	<u>2015 / 2016 DEPT REQUEST</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
SALARIES & BENEFITS	487,461	501,150	526,531	555,175	555,175
SERVICES & SUPPLIES	14,573	12,000	16,940	11,325	11,325
<b>GRAND TOTAL</b>	<b>502,034</b>	<b>513,150</b>	<b>543,471</b>	<b>566,500</b>	<b>566,500</b>

<u>PERSONNEL DETAIL</u>	<u>2011 / 2012</u>	<u>2012 / 2013</u>	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
COMMUNITY DEVELOPMENT DIR / DEPUTY CITY MANAGER	0.25	1.00	1.00	1.00	1.00
PRINCIPAL PLANNER	0.90	1.00	1.00	1.00	1.00
SENIOR PLANNER	1.75	2.00	2.00	2.00	1.00
ADMINISTRATIVE SECRETARY II	0.50	0.50	0.50	0.50	0.50
<b>TOTAL</b>	<b>3.40</b>	<b>4.50</b>	<b>4.50</b>	<b>4.50</b>	<b>3.50</b>

2015-2016 Notes:

\* Prior to 2012-2013, a portion of both the Community Development Director/Deputy City Manager and one Senior Planner positions were allocated to the Redevelopment Agency. With the elimination of the Redevelopment Agency, these positions are now fully budgeted in Planning.

**DEPARTMENT 61 - PLANNING**

		<b>2013 / 2014</b>	<b>2014/ 2015</b>	<b>2014 / 2015</b>	<b>2015 / 2016</b>	<b>2015 / 2016</b>
		<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>DEPT</b>	<b>CITY</b>
					<b>REQUEST</b>	<b>MANAGER</b>
						<b>PROPOSED</b>
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	318,974	329,646	340,730	344,070	344,070
203	FICA	23,657	24,373	25,017	25,374	25,374
204	RETIREMENT	72,292	78,502	80,218	102,252	102,252
205	GROUP INSURANCE	71,688	67,779	79,716	82,629	82,629
206	WORKERS' COMPENSATION	850	850	850	850	850
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>487,461</b>	<b>501,150</b>	<b>526,531</b>	<b>555,175</b>	<b>555,175</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM ALLOWANCE	435	250	0	250	250
301	OFFICE EXPENSE	1,369	1,000	1,500	1,500	1,500
302	SPECIAL DEPARTMENT EXPENSE	741	500	750	750	750
	Computer Software					750
303	SMALL TOOLS & SUPPLIES	38	100	175	175	175
312	PROFESSIONAL/SPECIALIZED SERV	3,650	1,000	1,365	1,000	1,000
	Triaxal Data- Data Base Update					500
	Zoning/General Plan Update					500
313	OTHER CONTRACTUAL SERVICES	1,585	1,000	500	1,000	1,000
315	MEMBERSHIPS & DUES	2,280	2,500	2,500	2,500	2,500
	3 APA					1,350
	ICMA					1,000
	AEP					150
316	TRAVEL/CONFERENCES/MEETINGS	3,624	4,000	2,500	2,500	2,500
	State APA					2,500
322	TRAINING & EDUCATION	524	1,000	500	1,000	1,000
402	MAINT & OPERATION OF EQMT	0	250	7,000	250	250
403	MAINT & OPERATION OF VEHICLES	327	400	150	400	400
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>14,573</b>	<b>12,000</b>	<b>16,940</b>	<b>11,325</b>	<b>11,325</b>
	<b>GRAND TOTAL</b>	<b>502,034</b>	<b>513,150</b>	<b>543,471</b>	<b>566,500</b>	<b>566,500</b>

**DEPARTMENT 62 - BUILDING**

The Building Division is responsible for all construction inspection activities, including compliance with the Building Code, Electrical Code, Plumbing Code and other legal requirements. The Building Division reviews proposed construction plans for conformance to Code requirements and monitors construction activities on a continuing basis to ensure structural integrity and safety. The Division identifies violations and causes their correction. The Division also provides information and processing on Building Permits, the issuance and administration of these permits, and supplies information on building activities to data collection agencies and organizations.

<b>EXPENDITURES</b>	<b>2013 / 2014 ACTUAL</b>	<b>2014 / 2015 BUDGET</b>	<b>2014 / 2015 PROJECTED</b>	<b>2015 / 2016 DEPT REQUEST</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>
<b>SALARIES &amp; BENEFITS</b>	30,218	97,077	95,011	109,953	109,953
<b>SERVICES &amp; SUPPLIES</b>	147,944	32,400	80,750	106,500	106,500
<b>GRAND TOTAL</b>	<b>178,162</b>	<b>129,477</b>	<b>175,761</b>	<b>216,453</b>	<b>216,453</b>

<b>PERSONNEL DETAIL</b>	<b>2011 / 2012</b>	<b>2012 / 2013</b>	<b>2013 / 2014</b>	<b>2014 / 2015</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>
BUILDING OFFICIAL		1.00			
BUILDING INSPECTOR			1.00		
SENIOR BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER				1.00	1.00
SENIOR BUILDING INSPECTOR	0.33	0.33	0.33		
CODE ENFORCEMENT OFFICER	0.33	0.33	0.33		
SECRETARY I	0.75	0.75	0.75	0.75	0.75
<b>TOTAL</b>	<b>1.41</b>	<b>2.41</b>	<b>2.41</b>	<b>1.75</b>	<b>1.75</b>

2015-2016 Notes:

\* Included in Personnel Detail above is a Secretary I position. This position is vacant and currently frozen. No amounts were budgeted for this position.

**DEPARTMENT 62 - BUILDING**

	<b>2013 / 2014 ACTUAL</b>	<b>2014 / 2015 BUDGET</b>	<b>2014 / 2015 PROJECTED</b>	<b>2015 / 2016 DEPT REQUEST</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>	
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	17,756	62,904	60,000	62,750	62,750
107	TEMPORARY WAGES					
203	FICA	1,351	4,812	4,590	4,800	4,800
204	RETIREMENT	1,867	3,932	3,750	11,395	11,395
205	GROUP INSURANCE	8,994	25,179	26,421	30,758	30,758
206	WORKERS' COMPENSATION	250	250	250	250	250
<b>TOTAL SALARIES &amp; BENEFITS</b>		<b>30,218</b>	<b>97,077</b>	<b>95,011</b>	<b>109,953</b>	<b>109,953</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM ALLOWANCE	0	250	0	250	250
301	OFFICE EXPENSE	2,169	600	1,500	1,000	1,000
303	SMALL TOOLS & SUPPLIES	1,707	1,500	500	500	500
	UBC Updates					250
	Misc Supplies					250
310	RECRUITMENT	1,858	0	0	0	0
312	PROFESSIONAL/SPECIALIZED SERV	138,850	25,000	74,000	100,000	100,000
315	MEMBERSHIPS & DUES	630	750	750	750	750
316	TRAVEL/CONFERENCE/MEETINGS	1,337	2,000	2,000	2,000	2,000
322	TRAINING & EDUCATION	27	1,300	1,000	1,000	1,000
402	MAINT & OPERATION OF EQMT	112	0	0	0	0
403	MAINT & OPERATION OF VEHICLES	1,254	1,000	1,000	1,000	1,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>		<b>147,944</b>	<b>32,400</b>	<b>80,750</b>	<b>106,500</b>	<b>106,500</b>
<b>GRAND TOTAL</b>		<b>178,162</b>	<b>129,477</b>	<b>175,761</b>	<b>216,453</b>	<b>216,453</b>

**DEPARTMENT 71 - ENGINEERING**

The Engineering Division provides technical support for all divisions of both the public works and planning departments, and provides operational services for the City Engineer's office. The Director of Public Works/City Engineer is responsible for the following divisions: Engineering, Street Maintenance, Vehicle and Equipment Maintenance, Wastewater, Park Maintenance, Building Maintenance and Recreation.

<u>EXPENDITURES</u>	<u>2013 / 2014 ACTUAL</u>	<u>2014/ 2015 BUDGET</u>	<u>2014 / 2015 PROJECTED</u>	<u>2015 / 2016 DEPT REQUEST</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
SALARIES & BENEFITS	542,162	396,156	399,532	280,808	280,808
SERVICES & SUPPLIES	27,822	38,500	77,330	122,500	118,000
<b>GRAND TOTAL</b>	<b>580,542</b>	<b>434,656</b>	<b>476,862</b>	<b>403,308</b>	<b>398,808</b>

<u>PERSONNEL DETAIL</u>	<u>2011 / 2012</u>	<u>2012 / 2013</u>	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
PUBLIC WORKS DIRECTOR/ CITY ENGINEER	0.50	0.80	0.80	0.60	0.60
CIVIL ENGINEER (TRAFFIC)	1.00	1.00	1.00	1.00	1.00
ADMINISTRATIVE SECRETARY I	0.50				
ADMINISTRATIVE SECRETARY II		0.50	0.50	0.50	0.50
ENGINEERING TECHNICIAN	1.00	1.00	1.00	1.00	1.00
<b>TOTAL</b>	<b>3.00</b>	<b>3.30</b>	<b>3.30</b>	<b>3.10</b>	<b>3.10</b>

2015-2016 Notes:

\* Prior to 2012-2013, a portion of the Public Works Director / City Engineer position was allocated to the Redevelopment Agency. With the elimination of the Redevelopment Agency, this position is now budgeted at .80 in Engineering.

**DEPARTMENT 71 - ENGINEERING**

	<b>2013 / 2014 ACTUAL</b>	<b>2014 / 2015 BUDGET</b>	<b>2014 / 2015 PROJECTED</b>	<b>2015 / 2016 DEPT REQUEST</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>	
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	386,996	257,327	261,212	163,361	163,361
203	FICA	26,721	19,844	19,844	12,655	12,655
204	RETIREMENT	59,795	60,951	50,755	48,508	48,508
205	GROUP INSURANCE	67,775	57,159	66,846	55,409	55,409
206	WORKERS' COMPENSATION	875	875	875	875	875
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>542,162</b>	<b>396,156</b>	<b>399,532</b>	<b>280,808</b>	<b>280,808</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM EXPENSE	250	250	0	250	250
210	SUPPLEMENTAL SERVICES	3,323	15,000	8,000	10,000	8,000
301	OFFICE EXPENSE	2,674	2,500	2,000	2,500	2,500
302	SPECIAL DEPARTMENT EXPENSE	128	3,500	500	2,500	500
303	SMALL TOOLS & SUPPLIES	701	1,000	1,000	1,000	1,000
306	COMMUNICATIONS	3,778	3,500	3,500	3,500	3,500
312	PROFESSIONAL/SPECIALIZED SERV	2,544	0	0	0	0
313	OTHER CONTRACTUAL SERVICES	3,980	0	50,000	90,000	90,000
315	MEMBERSHIPS & DUES	677	750	300	750	250
316	TRAVEL/CONFERENCES/MEETINGS	325	750	750	750	750
322	TRAINING & EDUCATION	864	750	750	750	750
401	MAINT OF BLDGS/STRUCT/GRNDS	26	0	30	0	0
402	MAINT & OPERATION OF EQMT	4,784	6,500	6,500	6,500	6,500
403	MAINT & OPERATION OF VEHICLES	3,768	4,000	4,000	4,000	4,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>27,822</b>	<b>38,500</b>	<b>77,330</b>	<b>122,500</b>	<b>118,000</b>
<b>FIXED ASSETS:</b>						
908	VEHICLES	10,558	0	0	0	0
	<b>TOTAL FIXED ASSETS</b>	<b>10,558</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>GRAND TOTAL</b>	<b>580,542</b>	<b>434,656</b>	<b>476,862</b>	<b>403,308</b>	<b>398,808</b>

**DEPARTMENT 72 - STREET MAINTENANCE**

The Maintenance Division provides maintenance and repair of all city-owned buildings, facilities and streets. The Division is responsible for maintaining roads and rights-of-way, which includes signing, street striping, safety delineations and devices, storm drains stream channels, etc.

<u>EXPENDITURES</u>	<u>2013 / 2014 ACTUAL</u>	<u>2014 / 2015 BUDGET</u>	<u>2014 / 2015 PROJECTED</u>	<u>2015 / 2016 DEPT REQUEST</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
SALARIES & BENEFITS	217,872	219,653	231,840	242,425	242,425
SERVICES & SUPPLIES	164,777	130,250	122,992	123,250	121,750
<b>GRAND TOTAL</b>	<b>393,549</b>	<b>349,903</b>	<b>354,832</b>	<b>365,675</b>	<b>364,175</b>

<u>PERSONNEL DETAIL</u>	<u>2011 / 2012</u>	<u>2012 / 2013</u>	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
MAINTENANCE DIVISION MANAGER	0.30	0.30	0.30	0.30	0.30
MAINTENANCE SUPERVISOR	0.30	0.30	0.30	0.30	0.30
MAINTENANCE WORKER III	1.00	1.00	1.00	1.00	1.00
MAINTENANCE WORKER II	1.00	1.00	1.00	1.00	1.00
MAINTENANCE WORKER I	1.00	1.00	1.00	1.00	1.00
<b>TOTAL</b>	<b>3.60</b>	<b>3.60</b>	<b>3.60</b>	<b>3.60</b>	<b>3.60</b>

2015-2016 Notes:

\* Included in Personnel Detail above is one Maintenance Worker II and a partial Maintenance Division Manager position which are vacant and currently frozen. No amounts were budgeted for these positions.

**DEPARTMENT 72 - STREET MAINTENANCE**

		<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>DEPT</u>	<u>CITY</u>
					<u>REQUEST</u>	<u>MANAGER</u>
						<u>PROPOSED</u>
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	114,776	120,686	120,686	122,738	122,738
109	OVERTIME WAGES	4,961	2,500	2,800	2,500	2,500
203	FICA	8,879	9,654	9,654	9,811	9,811
204	RETIREMENT	26,031	28,312	28,312	36,036	36,036
205	GROUP INSURANCE	62,575	57,851	69,738	70,690	70,690
206	WORKERS' COMPENSATION	650	650	650	650	650
<b>TOTAL SALARIES &amp; BENEFITS</b>		<b>217,872</b>	<b>219,653</b>	<b>231,840</b>	<b>242,425</b>	<b>242,425</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM EXPENSE	2,560	3,000	3,000	3,000	3,000
210	SUPPLEMENTAL SERVICES	5,220	0	900	0	0
302	SPECIAL DEPARTMENT EXPENSE	1,842	1,500	500	1,500	500
	DMV					250
	Hazmat Removal					250
303	SMALL TOOLS & SUPPLIES	1,450	1,300	1,300	1,300	1,300
306	COMMUNICATIONS	1,073	1,200	1,200	1,200	1,200
312	PROFESSIONAL/SPECIALIZED SERV	4,545	4,000	0	0	0
313	OTHER CONTRACTUAL SERVICES	29,669	33,000	28,000	30,000	28,000
	Traffic Signal maintenance					26,000
	Bike lane Maintenance					2,000
315	MEMBERSHIPS & DUES	80	150	271	150	150
316	TRAVEL/CONFERENCES/MEETINGS	0	100	100	100	100
322	TRAINING & EDUCATION	40	1,000	1,000	1,000	1,000
327	POWER UTILITIES	76,534	40,000	40,000	40,000	40,000
401	MAINT OF BLDGS/STRCT/GRNDS	13,482	8,500	10,221	8,500	10,000
402	MAINT & OPERATION OF EQMT	3,442	4,000	4,000	4,000	4,000
403	MAINT & OPERATION OF VEHICLES	9,195	7,500	7,500	7,500	7,500
404	ROAD MAINTENANCE MATERIALS	15,645	25,000	25,000	25,000	25,000
	Road & street sign maintenace					21,000
	Bike lane painting					2,000
	Bike lane asphalt repairs					2,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>		<b>164,777</b>	<b>130,250</b>	<b>122,992</b>	<b>123,250</b>	<b>121,750</b>
<b>FIXED ASSETS:</b>						
904	IMPROVEMENTS O/T BUILDINGS	10,900	0	0	0	0
<b>TOTAL FIXED ASSETS</b>		<b>10,900</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>GRAND TOTAL</b>		<b>393,549</b>	<b>349,903</b>	<b>354,832</b>	<b>365,675</b>	<b>364,175</b>

**DEPARTMENT 73 - VEHICLE/EQUIPMENT MAINTENANCE**

The Vehicle and Equipment Maintenance Division provides for the maintenance and repair of all city equipment, including police vehicles, public works vehicles, heavy operating equipment, and small support equipment. The primary objective of this division is to maintain all city equipment so that it is safe and in peak-operating condition.

<u>EXPENDITURES</u>	<u>2013 / 2014 ACTUAL</u>	<u>2014 / 2015 BUDGET</u>	<u>2014 / 2015 PROJECTED</u>	<u>2015 / 2016 DEPT REQUEST</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
SALARIES & BENEFITS	106,854	109,329	118,533	119,762	119,762
SERVICES & SUPPLIES	8,728	5,500	14,511	7,500	7,500
<b>GRAND TOTAL</b>	<b>115,582</b>	<b>114,829</b>	<b>133,044</b>	<b>127,262</b>	<b>127,262</b>

<u>PERSONNEL DETAIL</u>	<u>2011 / 2012</u>	<u>2012 / 2013</u>	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
MAINTENANCE DIVISION MANAGER	0.10	0.10	0.10	0.10	0.10
MAINTENANCE SUPERVISOR	0.10	0.10	0.10	0.10	0.10
CHIEF MECHANIC	1.00	1.00	1.00	1.00	1.00
<b>TOTAL</b>	<b>1.20</b>	<b>1.20</b>	<b>1.20</b>	<b>1.20</b>	<b>1.20</b>

2015-2016 Notes:

\* Included in Personnel Detail above is a partial Maintenance Division Manager position which is vacant and currently frozen. No amounts were budgeted for this position.

**DEPARTMENT 73 - VEHICLE/EQUIPMENT MAINTENANCE**

	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>DEPT</u>	<u>CITY</u>	
				<u>REQUEST</u>	<u>MANAGER</u>	
					<u>PROPOSED</u>	
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	62,749	65,887	65,887	67,119	67,119
109	OVERTIME WAGES	623	300	455	300	300
203	FICA	4,688	5,078	5,078	5,172	5,172
204	RETIREMENT	14,402	15,476	15,476	19,726	19,726
205	GROUP INSURANCE	24,092	22,288	31,337	27,145	27,145
206	WORKERS' COMPENSATION	300	300	300	300	300
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>106,854</b>	<b>109,329</b>	<b>118,533</b>	<b>119,762</b>	<b>119,762</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM EXPENSE	1,610	1,200	1,300	1,300	1,300
210	SUPPLEMENTAL SERVICES	0	0	1,000	0	0
301	OFFICE EXPENSE	56	100	0	0	0
302	SPECIAL DEPARTMENT EXPENSE	979	0	147	0	0
303	SMALL TOOLS & SUPPLIES	2,914	3,000	9,100	3,000	3,000
306	COMMUNICATIONS	429	500	500	500	500
313	OTHER CONTRACTUAL SERVICES	0	0	1,014	1,500	1,500
316	TRAVEL/CONFERENCES/MEETINGS	12	0	0	0	0
322	TRAINING & EDUCATION	0	200	200	200	200
401	MAINT OF BLDGS/STRUCT/GRNDS	20	0	0	0	0
402	MAINT & OPERATION OF EQMT	839	0	750	500	500
403	MAINT & OPERATION OF VEHICLES	1,869	500	500	500	500
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>8,728</b>	<b>5,500</b>	<b>14,511</b>	<b>7,500</b>	<b>7,500</b>
	<b>GRAND TOTAL</b>	<b>115,582</b>	<b>114,829</b>	<b>133,044</b>	<b>127,262</b>	<b>127,262</b>

**DEPARTMENT 74/FUND 10 - WASTEWATER OPERATIONS**

The Wastewater Operations Division provides for the collection, treatment and disposal of wastewater. This includes maintaining the collection system, lift stations and industrial monitoring, as well as complete secondary treatment of all wastewater.

<b>EXPENDITURES</b>	<b>2013 / 2014 ACTUAL</b>	<b>2014 / 2015 BUDGET</b>	<b>2014 / 2015 PROJECTED</b>	<b>2015 / 2016 DEPT REQUEST</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>
SALARIES & BENEFITS	873,589	759,510	811,912	849,206	849,206
SERVICES & SUPPLIES	769,854	655,404	702,954	699,812	699,812
FIXED ASSETS	9,806	35,600	35,600	42,500	42,500
OTHER	235,309	215,000	225,000	230,000	230,000
<b>GRAND TOTAL</b>	<b>1,888,558</b>	<b>1,665,514</b>	<b>1,775,466</b>	<b>1,821,518</b>	<b>1,821,518</b>

<b>PERSONNEL DETAIL</b>	<b>2011 / 2012</b>	<b>2012 / 2013</b>	<b>2013 / 2014</b>	<b>2014 / 2015</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>
PUBLIC WORKS DIRECTOR/ CITY ENGINEER	0.20	0.20	0.20	0.40	0.40
WASTEWATER & ENVIRONMENTAL PROGRAM MANAGER	1.00	1.00	1.00	1.00	
WASTEWATER DIVISION MANAGER CHIEF WASTEWATER PLANT OPERATOR	1.00	1.00	1.00	1.00	1.00
WASTEWATER PLANT OPERATOR II	3.00	3.00	3.00	3.00	3.00
WASTEWATER PLANT OPERATOR I	1.00	1.00	1.00	1.00	1.00
SENIOR LAB TECHNICIAN/ INDUSTRIAL WASTE INSPECTOR	1.00	1.00	1.00	1.00	1.00
ADMINISTRATIVE SECRETARY II				0.50	0.50
ACCOUNTING ASSISTANT	0.15	0.15	0.15	0.15	0.15
<b>TOTAL</b>	<b>7.35</b>	<b>7.35</b>	<b>7.35</b>	<b>8.05</b>	<b>7.05</b>

**DEPARTMENT 74/FUND 10 - WASTEWATER OPERATIONS**

		<b>2013 / 2014</b>	<b>2014/ 2015</b>	<b>2014 / 2015</b>	<b>2015 / 2016</b>	<b>2015 / 2016</b>
		<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROJECTED</b>	<b>DEPT</b>	<b>CITY</b>
					<b>REQUEST</b>	<b>MANAGER</b>
						<b>PROPOSED</b>
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	469,199	435,028	435,028	461,814	461,814
107	TEMPORARY WAGES	15,181	0	30,000	5,000	5,000
109	OVERTIME WAGES	24,371	25,000	25,000	25,000	25,000
	Emergencies & Holidays					25,000
203	FICA	37,063	34,886	34,886	36,935	36,935
204	RETIREMENT	107,094	102,275	102,275	135,008	135,008
205	GROUP INSURANCE	172,585	109,598	132,000	144,625	144,625
206	WORKERS' COMPENSATION	48,096	52,723	52,723	40,824	40,824
<b>TOTAL SALARIES &amp; BENEFITS</b>		<b>873,589</b>	<b>759,510</b>	<b>811,912</b>	<b>849,206</b>	<b>849,206</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM EXPENSE	8,025	7,000	7,000	7,000	7,000
301	OFFICE EXPENSE	1,495	2,000	3,000	2,000	2,000
302	SPECIAL DEPARTMENT EXPENSE	131,365	90,000	120,000	115,000	115,000
	Chemicals					45,000
	Sludge Disposal					45,000
	Permits & Licenses					25,000
303	SMALL TOOLS & SUPPLIES	23,673	12,000	12,000	12,000	12,000
306	COMMUNICATIONS	5,970	6,000	6,000	6,000	6,000
307	UTILITIES	256,026	265,000	255,000	255,000	255,000
308	RENTS & LEASES	0	7,000	7,000	7,000	7,000
	Ocean Outfall					7,000
313	OTHER CONTRACTUAL SERVICES	98,592	67,560	85,000	80,000	80,000
	Source Control Contract					25,000
	Various Equipment Maintenance					16,950
	Generator Service Agreement					12,850
	Storm Water Program					8,000
	Blower Annual Maintenance Agreement					7,700
	Computer Programming					7,000
	Corrosion Testing Service					2,000
	GIS Software License					500
314	INSURANCE & SURETY BONDS	37,239	48,244	46,654	53,212	53,212
	Liability Insurance					25,119
	Property Insurance					23,493
	Deductibles and Self-Insurance					4,600
315	MEMBERSHIPS & DUES	1,978	1,600	1,600	1,600	1,600
316	TRAVEL/CONFERENCES/MEETINGS	761	2,000	2,000	2,000	2,000
	State CWEA Water Reuse Conference					1,500
	Local CWEA Training/Meetings					500
320	LABORATORY	43,128	26,000	22,000	25,000	25,000
322	TRAINING & EDUCATION	2,907	3,000	2,700	3,000	3,000
	Safety/Maintenance/Process/Exams					3,000
349	MISCELLANEOUS	13,616	12,000	25,000	25,000	25,000
401	MAINT OF BLDGS/STRUCT/GRNDS	4,657	6,000	8,000	6,000	6,000
402	MAINT & OPERATION OF EQMT	108,764	80,000	80,000	80,000	80,000
403	MAINT & OPERATION OF VEHICLES	31,658	20,000	20,000	20,000	20,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>		<b>769,854</b>	<b>655,404</b>	<b>702,954</b>	<b>699,812</b>	<b>699,812</b>

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**DEPARTMENT 74/FUND 10 - WASTEWATER OPERATIONS (Concluded)**

		<u>2013 / 2014</u>	<u>2014/ 2015</u>	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>DEPT</u>	<u>CITY</u>
					<u>REQUEST</u>	<u>MANAGER</u>
						<u>PROPOSED</u>
<b>FIXED ASSETS:</b>						
904	IMPROVEMENTS - OTHER	9,806	20,000	20,000	20,000	20,000
	Miscellaneous Manhole Repairs					10,000
	Facility Painting					5,000
	Gutter and Other Repairs					5,000
915	OTHER EQUIPMENT		15,600	15,600	22,500	22,500
	Uninterrupted Power Supply					20,000
	Belt Press Belts					2,500
<b>TOTAL FIXED ASSETS</b>		<u>9,806</u>	<u>35,600</u>	<u>35,600</u>	<u>42,500</u>	<u>42,500</u>
<b>OTHER:</b>						
708	COST ALLOCATION	235,309	215,000	225,000	230,000	230,000
<b>TOTAL OTHER</b>		<u>235,309</u>	<u>215,000</u>	<u>225,000</u>	<u>230,000</u>	<u>230,000</u>
<b>GRAND TOTAL</b>		<u>1,888,558</u>	<u>1,665,514</u>	<u>1,775,466</u>	<u>1,821,518</u>	<u>1,821,518</u>

**DEPARTMENT 75 - PARK MAINTENANCE**

The Park Maintenance Division is responsible for the maintenance of grounds at Siltanen Park, MacDorsa Park, Hocus Pocus Park, the Senior Center, and various other landscaped areas throughout the City.

<u>EXPENDITURES</u>	<u>2013 / 2014 ACTUAL</u>	<u>2014 / 2015 BUDGET</u>	<u>2014 / 2015 PROJECTED</u>	<u>2015 / 2016 DEPT REQUEST</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
SALARIES & BENEFITS	120,851	181,341	123,412	200,294	200,294
SERVICES & SUPPLIES	124,090	130,950	115,490	125,600	125,100
<b>GRAND TOTAL</b>	<b>244,941</b>	<b>312,291</b>	<b>238,902</b>	<b>325,894</b>	<b>325,394</b>

<u>PERSONNEL DETAIL</u>	<u>2011 / 2012</u>	<u>2012 / 2013</u>	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
MAINTENANCE DIVISION MANAGER	0.30	0.30	0.30	0.30	0.30
MAINTENANCE SUPERVISOR	0.30	0.30	0.30	0.30	0.30
MAINTENANCE WORKER II			1.00	1.00	1.00
MAINTENANCE WORKER I	2.00	2.00	1.00	1.00	1.00
<b>TOTAL</b>	<b>2.60</b>	<b>2.60</b>	<b>2.60</b>	<b>2.60</b>	<b>2.60</b>

2015-2016 Notes:

\* Included in Personnel Detail above is a partial Maintenance Division Manager position which is vacant and currently frozen. No amounts were budgeted for this position.

**DEPARTMENT 75 - PARK MAINTENANCE**

	<b>2013 / 2014 ACTUAL</b>	<b>2014 / 2015 BUDGET</b>	<b>2014 / 2015 PROJECTED</b>	<b>2015 / 2016 DEPT REQUEST</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>	
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	67,059	114,393	67,650	118,929	118,929
109	OVERTIME WAGES	2,062	2,000	1,300	2,000	2,000
203	FICA	5,424	9,424	5,487	9,771	9,771
204	RETIREMENT	15,076	26,820	15,582	34,909	34,909
205	GROUP INSURANCE	30,830	28,304	32,993	34,285	34,285
206	WORKERS' COMPENSATION	400	400	400	400	400
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>120,851</b>	<b>181,341</b>	<b>123,412</b>	<b>200,294</b>	<b>200,294</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM EXPENSE	1,421	1,500	1,400	1,500	1,500
210	SUPPLEMENTAL SERVICES	30,589	40,000	40,000	40,000	40,000
	Park Maintenance Contracts					40,000
302	SPECIAL DEPARTMENT EXPENSE	461	450			
303	SMALL TOOLS & SUPPLIES	2,612	1,500	1,500	1,500	1,500
306	COMMUNICATIONS	884	1,000	1,000	1,000	1,000
308	RENTS & LEASES	2,023	0	1,100	1,100	1,100
313	OTHER CONTRACTUAL SERVICES	1,105	0	0	0	0
315	MEMBERSHIPS & DUES	90	100	90	100	100
316	TRAVEL/CONFERENCES/MEETINGS	0	100	100	100	100
322	TRAINING & EDUCATION	29	300	300	300	300
327	POWER UTILITIES	16,434	18,000	18,000	18,000	18,000
328	WATER UTILITIES	25,339	25,000	20,000	25,000	25,000
401	MAINT OF BLDGS/STRUCT/GRNDS	35,550	35,000	25,000	30,000	30,000
402	MAINT & OPERATION OF EQMT	4,253	2,000	3,000	2,000	2,000
403	MAINT & OPERATION OF VEHICLES	3,300	5,500	4,000	4,500	4,500
404	ROAD MAINTENANCE MATERIALS	0	500	0	500	0
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>124,090</b>	<b>130,950</b>	<b>115,490</b>	<b>125,600</b>	<b>125,100</b>
	<b>GRAND TOTAL</b>	<b>244,941</b>	<b>312,291</b>	<b>238,902</b>	<b>325,894</b>	<b>325,394</b>

**DEPARTMENT 76 - BUILDING MAINTENANCE**

The Building Maintenance Division is responsible for the maintenance of buildings, at Siltanen Park, MacDorsa Park, Skypark, City Hall, and other City owned facilities.

<u>EXPENDITURES</u>	<u>2013 / 2014 ACTUAL</u>	<u>2014 / 2015 BUDGET</u>	<u>2014 / 2015 PROJECTED</u>	<u>2015 / 2016 DEPT REQUEST</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
SALARIES & BENEFITS	88,839	114,513	123,122	131,108	131,108
SERVICES & SUPPLIES	108,484	94,650	92,653	87,890	82,890
<b>GRAND TOTAL</b>	<b>197,323</b>	<b>209,163</b>	<b>215,775</b>	<b>218,998</b>	<b>213,998</b>

<u>PERSONNEL DETAIL</u>	<u>2011 / 2012</u>	<u>2012 / 2013</u>	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2015 / 2016 CITY MANAGER PROPOSED</u>
MAINTENANCE DIVISION MANAGER	0.30	0.30	0.30	0.30	0.30
MAINTENANCE SUPERVISOR	0.30	0.30	0.30	0.30	0.30
MAINTENANCE WORKER II	1.00	1.00	1.00	1.00	1.00
<b>TOTAL</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>	<b>1.60</b>

2015-2016 Notes:

\* Included in Personnel Detail above is a partial Maintenance Division Manager position which is vacant and currently frozen. No amounts were budgeted for this position.

**DEPARTMENT 76 - BUILDING MAINTENANCE**

	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>PROJECTED</u>	<u>DEPT</u>	<u>CITY</u>	
				<u>REQUEST</u>	<u>MANAGER</u>	
					<u>PROPOSED</u>	
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	34,702	63,477	63,477	65,521	65,521
107	TEMPORARY WAGES	15,009	0	0	0	0
109	OVERTIME WAGES	2,198	1,200	1,800	1,200	1,200
	Special events and winter on call hours					1,200
203	FICA	2,928	4,767	4,767	4,903	4,903
204	RETIREMENT	7,151	8,898	8,898	15,106	15,106
205	GROUP INSURANCE	26,451	35,771	43,780	43,978	43,978
206	WORKERS' COMPENSATION	400	400	400	400	400
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>88,839</b>	<b>114,513</b>	<b>123,122</b>	<b>131,108</b>	<b>131,108</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM EXPENSE	1,289	1,300	1,300	1,300	1,300
301	OFFICE EXPENSE	10	0	0	0	0
302	SPECIAL DEPARTMENT EXPENSE	846	350	353	350	350
303	SMALL TOOLS & SUPPLIES	1,479	500	800	500	500
306	COMMUNICATIONS	454	0	200	240	240
312	PROFESSIONAL/SPECIALIZED SERV.	1,798	0	0	0	0
313	OTHER CONTRACTUAL SERVICES	19,354	12,000	5,000	9,000	9,000
	Air conditioning					5,000
	Pest Control					2,000
	Alarm service					2,000
315	MEMBERSHIPS & DUES	145	0	0	0	0
322	TRAINING & EDUCATION	823	0	0	0	0
327	POWER UTILITIES	38,212	37,000	35,000	35,000	35,000
328	WATER UTILITIES	12,194	7,500	5,000	6,500	6,500
349	MISCELLANEOUS	1,396	0	0	0	0
401	MAINT OF BLDGS/STRUCT/GRNDS	25,875	30,000	40,000	30,000	25,000
402	MAINT & OPERATION OF EQMT	19	0	0	0	0
403	MAINT & OPERATION OF VEHICLES	4,590	6,000	5,000	5,000	5,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>108,484</b>	<b>94,650</b>	<b>92,653</b>	<b>87,890</b>	<b>82,890</b>
	<b>GRAND TOTAL</b>	<b>197,323</b>	<b>209,163</b>	<b>215,775</b>	<b>218,998</b>	<b>213,998</b>

**DEPARTMENT 77/FUND 4 - RECREATION**

The Recreation Division is responsible for creating and implementing recreation services for youth through adults, development of the parks and trails master plan, general supervision of the Scotts Valley Senior Center, and the ongoing coordination of community-wide recreational activities and the Parks and Recreation Commission. Services include school-age recreation, youth and adult sports, special-interest classes, facility coordination and rentals, teen programs and special events.

<b>EXPENDITURES</b>	<b>2013 / 2014 ACTUAL</b>	<b>2014 / 2015 BUDGET</b>	<b>2014 / 2015 PROJECTED</b>	<b>2015 / 2016 DEPT REQUEST</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>
<b>SALARIES &amp; BENEFITS</b>	696,975	663,832	700,747	744,830	744,830
<b>SERVICES &amp; SUPPLIES</b>	256,998	238,192	260,000	261,150	261,150
<b>GRAND TOTAL</b>	<u>961,532</u>	<u>902,024</u>	<u>975,747</u>	<u>1,005,980</u>	<u>1,005,980</u>

<b>PERSONNEL DETAIL</b>	<b>2011 / 2012</b>	<b>2012 / 2013</b>	<b>2013 / 2014</b>	<b>2014 / 2015</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>
RECREATION DIVISION MANAGER	1.00	1.00	1.00	1.00	1.00
RECREATION COORDINATOR	1.00	1.00	1.00	1.00	1.00
ADMINISTRATIVE SECRETARY II	1.00	1.00	1.00	1.00	1.00
SENIOR CENTER COORDINATOR	1.00	1.00	1.00	1.00	1.00
RECREATION SPECIALIST					
SENIOR RECREATION SPECIALIST	1.00	1.00	1.00	1.00	1.00
SENIOR RECREATION LEADER/ SITE DIRECTOR	2.00	2.00	2.00	2.00	2.00
<b>TOTAL</b>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>

2015-2016 Notes:

\* Included in personnel detail above is a Senior Recreation Specialist position and a Senior Center Coordinator position. These positions are currently frozen. No amounts were budgeted for these positions.

**DEPARTMENT 77/FUND 4 - RECREATION**

	<b>2013 / 2014 ACTUAL</b>	<b>2014/ 2015 BUDGET</b>	<b>2014 / 2015 PROJECTED</b>	<b>2015 / 2016 DEPT REQUEST</b>	<b>2015 / 2016 CITY MANAGER PROPOSED</b>	
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	247,615	231,524	245,000	247,339	247,339
107	TEMPORARY WAGES	276,829	270,000	276,000	300,000	300,000
109	OVERTIME WAGES	252	150	80	150	150
203	FICA	23,304	21,345	22,600	23,424	23,424
204	RETIREMENT	54,145	54,271	56,600	72,292	72,292
205	GROUP INSURANCE	86,650	77,575	91,500	94,682	94,682
206	WORKERS' COMPENSATION	8,180	8,967	8,967	6,943	6,943
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>696,975</b>	<b>663,832</b>	<b>700,747</b>	<b>744,830</b>	<b>744,830</b>
<b>SERVICES &amp; SUPPLIES:</b>						
301	OFFICE EXPENSE	7,771	5,500	5,500	5,500	5,500
302	SPECIAL DEPARTMENT EXPENSE	95,595	85,000	80,000	80,000	80,000
303	SMALL TOOLS & SUPPLIES	420	400	400	400	400
305	ADVERTISING	7,287	8,000	7,500	7,500	7,500
306	COMMUNICATIONS	2,966	3,400	3,400	3,400	3,400
307	UTILITIES	9,792	9,500	9,500	9,500	9,500
310	RECRUITMENT	200	500	0	0	0
313	OTHER CONTRACTUAL SERVICES	98,978	91,000	120,000	120,000	120,000
314	INSURANCE & SURETY BONDS	9,312	11,942	12,000	13,150	13,150
	Liability Insurance					12,112
	Property Insurance					1,038
315	MEMBERSHIPS & DUES	170	200	200	200	200
322	TRAINING & EDUCATION	0	250	0	0	0
401	MAINT OF BLDGS/STRUCT/GRNDS	8,885	7,000	8,000	8,000	8,000
402	MAINT & OPERATION OF EQMT	11,991	12,000	10,000	10,000	10,000
403	MAINT & OPERATION OF VEHICLES	3,631	3,500	3,500	3,500	3,500
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>256,998</b>	<b>238,192</b>	<b>260,000</b>	<b>261,150</b>	<b>261,150</b>
<b>FIXED ASSETS:</b>						
904	IMPROVEMENTS O/T BLDGS-OTHER	4,600	0	0	0	0
910	OFFICE EQUIPMENT & FURNITURE	2,959	0	15,000	0	0
	<b>TOTAL FIXED ASSETS</b>	<b>7,559</b>	<b>0</b>	<b>15,000</b>	<b>0</b>	<b>0</b>
	<b>GRAND TOTAL</b>	<b>961,532</b>	<b>902,024</b>	<b>975,747</b>	<b>1,005,980</b>	<b>1,005,980</b>

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