

# 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.

<u>EXPENDITURES</u>	<u>2014 / 2015 ACTUAL</u>	<u>2015/ 2016 BUDGET</u>	<u>2015 / 2016 PROJECTED</u>	<u>2016 / 2017 DEPT REQUEST</u>	<u>2016/ 2017 CITY MANAGER PROPOSED</u>
SALARIES & BENEFITS	201,041	211,144	210,631	222,589	222,589
SERVICES & SUPPLIES	25,836	17,100	17,979	32,200	32,200
<b>GRAND TOTAL</b>	<b>226,877</b>	<b>228,244</b>	<b>228,610</b>	<b>254,789</b>	<b>254,789</b>

<u>PERSONNEL DETAIL</u>	<u>2012 / 2013</u>	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2016 / 2017 CITY MANAGER PROPOSED</u>
COUNCIL MEMBERS	5.00	5.00	5.00	5.00	5.00
CITY CLERK	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>

2016-2017 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**

	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>	<u>2016 / 2017</u>	<u>2016 / 2017</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	82,331	84,130	84,130	84,957	84,957
202	PARS	468	557	557	557	557
203	FICA	4,071	3,780	3,780	3,843	3,843
204	RETIREMENT	9,684	12,094	10,346	12,947	12,947
205	GROUP INSURANCE	104,312	110,408	111,643	120,110	120,110
206	WORKERS' COMPENSATION	175	175	175	175	175
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>201,041</b>	<b>211,144</b>	<b>210,631</b>	<b>222,589</b>	<b>222,589</b>
<b>SERVICES &amp; SUPPLIES:</b>						
301	OFFICE EXPENSE	944	1,000	990	1,000	1,000
303	SMALL TOOLS & SUPPLIES	30	0	229	200	200
312	PROFESSIONAL/SPEC SERVICES	3,271	5,000	5,000	5,000	5,000
	Arts Commission					5,000
313	OTHER CONTRACTUAL SERVICES	6,885	5,000	5,000	5,000	5,000
	Muni Code Updates					1,200
	Other Services					3,150
	Muni Code on Internet					650
315	MEMBERSHIPS & DUES	395	300	535	500	500
316	TRAVEL/CONFERENCES/MEETINGS	2,879	5,000	5,725	5,000	5,000
	League of California Cities					2,500
	Other					2,500
319	ELECTIONS	10,649	0	0	15,000	15,000
402	MAINT & OPERATION OF EQMT	783	800	500	500	500
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>25,836</b>	<b>17,100</b>	<b>17,979</b>	<b>32,200</b>	<b>32,200</b>
	<b>GRAND TOTAL</b>	<b>226,877</b>	<b>228,244</b>	<b>228,610</b>	<b>254,789</b>	<b>254,789</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>2014 / 2015 ACTUAL</u></b>	<b><u>2015 / 2016 BUDGET</u></b>	<b><u>2015 / 2016 PROJECTED</u></b>	<b><u>2016 / 2017 DEPT REQUEST</u></b>	<b><u>2016 / 2017 CITY MANAGER PROPOSED</u></b>
<b>SERVICES &amp; SUPPLIES</b>	<b>105,319</b>	<b>133,500</b>	<b>143,580</b>	<b>171,500</b>	<b>171,500</b>
<b>GRAND TOTAL</b>	<b>105,319</b>	<b>133,500</b>	<b>143,580</b>	<b>171,500</b>	<b>171,500</b>

**DEPARTMENT 42 - LEGAL**

	<u>2014 / 2015 ACTUAL</u>	<u>2015 / 2016 BUDGET</u>	<u>2015 / 2016 PROJECTED</u>	<u>2016 / 2017 DEPT REQUEST</u>		<u>2016 / 2017 CITY MANAGER PROPOSED</u>
<b>SERVICES &amp; SUPPLIES:</b>						
210	SUPPLEMENTAL SERVICES	102,269	130,000	140,280	168,000	168,000
	Retainer					132,000
	Special Litigation					36,000
313	OTHER CONTRACTUAL SERVICES	3,050	3,500	3,300	3,500	3,500
	Government Code Updates					3,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>		<u>105,319</u>	<u>133,500</u>	<u>143,580</u>	<u>171,500</u>	<u>171,500</u>
<b>GRAND TOTAL</b>		<u>105,319</u>	<u>133,500</u>	<u>143,580</u>	<u>171,500</u>	<u>171,500</u>

**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.

<b><u>EXPENDITURES</u></b>	<b><u>2014 / 2015 ACTUAL</u></b>	<b><u>2015/ 2016 BUDGET</u></b>	<b><u>2015 / 2016 PROJECTED</u></b>	<b><u>2016 / 2017 DEPT REQUEST</u></b>	<b><u>2016/ 2017 CITY MANAGER PROPOSED</u></b>
<b>SALARIES &amp; BENEFITS</b>	<b>451,592</b>	<b>423,849</b>	<b>400,065</b>	<b>474,825</b>	<b>474,825</b>
<b>SERVICES &amp; SUPPLIES</b>	<b>315,652</b>	<b>263,767</b>	<b>266,175</b>	<b>280,966</b>	<b>280,966</b>
<b>FIXED ASSETS</b>	<b>5,775</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER</b>	<b>368,766</b>	<b>381,195</b>	<b>381,045</b>	<b>380,555</b>	<b>380,555</b>
<b>GRAND TOTAL</b>	<b><u>1,141,785</u></b>	<b><u>1,068,811</u></b>	<b><u>1,047,285</u></b>	<b><u>1,136,346</u></b>	<b><u>1,136,346</u></b>

**DEPARTMENT 43 - GENERAL GOVERNMENT**

		<u>2014 / 2015</u>	<u>2015/ 2016</u>	<u>2015 / 2016</u>	<u>2016 / 2017</u>	<u>2016/ 2017</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	242,226	272,000	250,949	260,000	260,000
206	WORKERS' COMPENSATION	206,791	141,849	145,096	209,825	209,825
207	UNEMPLOYMENT INSURANCE	2,575	10,000	4,020	5,000	5,000
<b>TOTAL SALARIES &amp; BENEFITS</b>		<b>451,592</b>	<b>423,849</b>	<b>400,065</b>	<b>474,825</b>	<b>474,825</b>
<b>SERVICES &amp; SUPPLIES:</b>						
210	SUPPLEMENTAL SERVICES	26,910	0	0	0	0
301	OFFICE EXPENSE	4,145	5,000	4,679	5,000	5,000
303	SMALL TOOLS & SUPPLIES	949	1,300	1,871	1,500	1,500
305	ADVERTISING	1,047	0	0	0	0
306	COMMUNICATIONS	11,112	11,000	10,995	11,000	11,000
312	PROFESSIONAL/SPEC SERVICES	2,900	0	0	0	0
313	OTHER CONTRACTUAL SERVICES	102,314	80,000	80,480	94,000	94,000
	Information Technology Services					60,300
	GFS Software Services					16,700
	Bond Trustees					7,500
	Other					9,500
314	INSURANCE & SURETY BONDS	117,952	120,782	119,070	131,966	131,966
	Liability Insurance					113,021
	Property Insurance					13,045
	Deductibles and Self-Insurance					5,900
315	MEMBERSHIPS & DUES	9,367	12,500	14,495	14,500	14,500
	League of California Cities					5,800
	AMBAG					3,700
	MBUAPCD					5,000
316	TRAVEL/CONFERENCE/MEETINGS	0	1,585	1,585	0	0
349	MISCELLANEOUS	11,808	8,000	8,000	8,000	8,000
402	MAINT & OPERATION OF EQMT	27,001	23,600	25,000	15,000	15,000
	Copy Machine Maintenance					10,700
	Computer Hardware Maintenance					1,000
	Internet					3,300
403	MAINT & OPERATION OF VEHICLES	147	0	0	0	0
<b>TOTAL SERVICES &amp; SUPPLIES</b>		<b>315,652</b>	<b>263,767</b>	<b>266,175</b>	<b>280,966</b>	<b>280,966</b>

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

	<u>2014 / 2015 ACTUAL</u>	<u>2015 / 2016 BUDGET</u>	<u>2015 / 2016 PROJECTED</u>	<u>2016 / 2017 DEPT REQUEST</u>	<u>2016 / 2017 CITY MANAGER PROPOSED</u>
<b>FIXED ASSETS:</b>					
910 OFFICE EQUIPMENT & FURNITURE	5,775	0	0	0	0
<b>TOTAL FIXED ASSETS</b>	<b>5,775</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OTHER:</b>					
701 CONTRIBUTIONS	13,471	13,700	13,700	16,010	16,010
Scotts Valley Fire District - Haz Mat					6,000
LAFCO					7,410
Criminal Justice Council					2,000
Mosquito					600
801 RETIREMENT OF PRINCIPAL	130,000	145,000	145,000	145,000	145,000
802 INTEREST EXPENSE	225,295	222,495	222,345	219,545	219,545
<b>TOTAL OTHER</b>	<b>368,766</b>	<b>381,195</b>	<b>381,045</b>	<b>380,555</b>	<b>380,555</b>
<b>GRAND TOTAL</b>	<b><u>1,141,785</u></b>	<b><u>1,068,811</u></b>	<b><u>1,047,285</u></b>	<b><u>1,136,346</u></b>	<b><u>1,136,346</u></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.

<b><u>EXPENDITURES</u></b>	<b><u>2014 / 2015 ACTUAL</u></b>	<b><u>2015 / 2016 BUDGET</u></b>	<b><u>2015 / 2016 PROJECTED</u></b>	<b><u>2016 / 2017 DEPT REQUEST</u></b>	<b><u>2016 / 2017 CITY MANAGER PROPOSED</u></b>
<b>SALARIES &amp; BENEFITS</b>	<b>310,225</b>	<b>329,328</b>	<b>426,684</b>	<b>352,343</b>	<b>352,343</b>
<b>SERVICES &amp; SUPPLIES</b>	<b>1,507</b>	<b>2,055</b>	<b>2,508</b>	<b>2,055</b>	<b>2,055</b>
<b>GRAND TOTAL</b>	<b><u>311,732</u></b>	<b><u>331,383</u></b>	<b><u>429,192</u></b>	<b><u>354,398</u></b>	<b><u>354,398</u></b>

<b><u>PERSONNEL DETAIL</u></b>	<b><u>2012 / 2013</u></b>	<b><u>2013 / 2014</u></b>	<b><u>2014 / 2015</u></b>	<b><u>2015 / 2016</u></b>	<b><u>2016 / 2017 CITY MANAGER PROPOSED</u></b>
CITY MANAGER	1.00	1.00	1.00	1.00	1.00
DEPUTY CITY MANAGER / ADMINISTRATIVE SERVICES DIR.	0.10	0.10	0.10	0.10	
CITY CLERK	0.50	0.50	0.50	0.50	0.50
<b>TOTAL</b>	<b><u>1.60</u></b>	<b><u>1.60</u></b>	<b><u>1.60</u></b>	<b><u>1.60</u></b>	<b><u>1.50</u></b>

**DEPARTMENT 44 - ADMINISTRATION**

	<u>2014 / 2015 ACTUAL</u>	<u>2015/ 2016 BUDGET</u>	<u>2015 / 2016 PROJECTED</u>	<u>2016 / 2017 DEPT REQUEST</u>	<u>2016/ 2017 CITY MANAGER PROPOSED</u>	
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	212,353	212,625	270,218	224,709	224,709
107	TEMPORARY WAGES	0	0	63,464	0	0
203	FICA	13,631	12,990	20,672	13,217	13,217
204	RETIREMENT	48,232	63,688	41,225	70,663	70,663
205	GROUP INSURANCE	35,734	39,750	30,830	43,379	43,379
206	WORKERS' COMPENSATION	275	275	275	375	375
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>310,225</b>	<b>329,328</b>	<b>426,684</b>	<b>352,343</b>	<b>352,343</b>
<b>SERVICES &amp; SUPPLIES:</b>						
301	OFFICE EXPENSE	598	800	1,418	800	800
303	SMALL TOOLS & SUPPLIES	24	0	0	0	0
314	INSURANCE & SURETY BONDS	25	0	0	0	0
315	MEMBERSHIPS & DUES	55	55	55	55	55
316	TRAVEL/CONFERENCES/MEETINGS League of California Cities	58	100	100	100	100
322	TRAINING & EDUCATION	0	100	0	100	100
403	MAINT & OPERATION OF VEHICLE	747	1,000	935	1,000	1,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>1,507</b>	<b>2,055</b>	<b>2,508</b>	<b>2,055</b>	<b>2,055</b>
	<b>GRAND TOTAL</b>	<b>311,732</b>	<b>331,383</b>	<b>429,192</b>	<b>354,398</b>	<b>354,398</b>

**DEPARTMENT 45 - FINANCE**

The Finance Department provides support services 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>2014 / 2015 ACTUAL</u>	<u>2015 / 2016 BUDGET</u>	<u>2015 / 2016 PROJECTED</u>	<u>2016 / 2017 DEPT REQUEST</u>	<u>2016 / 2017 CITY MANAGER PROPOSED</u>
SALARIES & BENEFITS	361,544	392,268	347,629	507,250	507,250
SERVICES & SUPPLIES	27,899	24,325	28,142	27,825	27,825
<b>GRAND TOTAL</b>	<b>389,443</b>	<b>416,593</b>	<b>375,771</b>	<b>535,075</b>	<b>535,075</b>

<u>PERSONNEL DETAIL</u>	<u>2012 / 2013</u>	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2016 / 2017 CITY MANAGER PROPOSED</u>
DEPUTY CITY MANAGER / ADMINISTRATIVE SERVICES DIR.	0.90	0.90	0.90	0.90	
ADMINISTRATIVE SERVICES DIR					0.80
ACCOUNTANT II	1.00	1.00	1.00	1.00	1.00
ACCOUNTANT I					1.00
SENIOR ACCOUNTING TECHNICIAN	1.00	1.00	1.00	1.00	
ACCOUNTING ASSISTANT	0.85	0.85	0.85	0.85	0.85
<b>TOTAL:</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>	<b>3.75</b>	<b>3.65</b>

**DEPARTMENT 45 - FINANCE**

	<b>2014 / 2015 ACTUAL</b>	<b>2015/ 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016/ 2017 CITY MANAGER PROPOSED</b>
<b>SALARIES &amp; BENEFITS:</b>					
101 REGULAR WAGES	207,577	207,410	185,623	274,127	274,127
107 TEMPORARY WAGES	1,952	15,790	10,259	11,000	11,000
203 FICA	15,717	16,097	14,560	20,971	20,971
204 RETIREMENT	48,382	60,965	49,470	84,630	84,630
205 GROUP INSURANCE	86,578	90,668	86,379	115,684	115,684
206 WORKERS' COMPENSATION	1,338	1,338	1,338	838	838
<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>361,544</b>	<b>392,268</b>	<b>347,629</b>	<b>507,250</b>	<b>507,250</b>
<b>SERVICES &amp; SUPPLIES:</b>					
301 OFFICE EXPENSE	8,672	7,500	7,280	7,500	7,500
302 SPECIAL DEPARTMENT EXPENSE	435	435	435	435	435
310 RECRUITMENT	0	0	0	1,500	1,500
312 PROFESSIONAL/SPECIALIZED SVCS Independent Audit	15,070	14,000	18,319	16,000	16,000
315 MEMBERSHIPS & DUES	190	190	190	190	190
316 TRAVEL/CONFERENCES/MEETINGS	31	100	50	100	100
322 TRAINING & EDUCATION	0	100	0	100	100
402 MAINT & OPERATION OF EQMT	3,501	2,000	1,868	2,000	2,000
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>27,899</b>	<b>24,325</b>	<b>28,142</b>	<b>27,825</b>	<b>27,825</b>
<b>GRAND TOTAL</b>	<b>389,443</b>	<b>416,593</b>	<b>375,771</b>	<b>535,075</b>	<b>535,075</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>2014 / 2015 ACTUAL</b>	<b>2015 / 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>
<b>SALARIES &amp; BENEFITS</b>	3,995,668	4,241,070.	4,153,589	4,325,921	4,325,921
<b>SERVICES &amp; SUPPLIES</b>	305,166	282,080	280,080	285,080	285,080
<b>OTHER</b>	28,669	30,000	29,083	30,000	30,000
<b>GRAND TOTAL</b>	<u>4,333,993</u>	<u>4,558,150</u>	<u>4,467,752</u>	<u>4,646,001</u>	<u>4,646,001</u>

<b>PERSONNEL DETAIL</b>	<b>2012 / 2013</b>	<b>2013 / 2014</b>	<b>2014 / 2015</b>	<b>2015 / 2016</b>	<b>2016 / 2017 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	3.00
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	11.00
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 SUPER/PROJECT MGR	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>32.00</u>

2016-2017 Notes:

\* Included in Personnel Detail above are two Patrol Officer positions which are currently vacant. No amounts were budgeted for these positions.

**DEPARTMENT 51 - POLICE**

		<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>	<u>2016 / 2017</u>	<u>2016 / 2017</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	2,324,140	2,379,882	2,262,900	2,318,909	2,318,909
107	TEMPORARY WAGES	20,661	12,560	12,391	12,390	12,390
	Reserves					8,400
	Youth Work Program					3,990
109	OVERTIME WAGES	128,343	129,000	129,000	131,500	131,500
	Sworn Personnel					107,000
	Non-Sworn Personnel					24,500
203	FICA	185,551	187,356	182,775	195,351	195,351
204	RETIREMENT	664,483	796,171	847,473	891,900	891,900
205	GROUP INSURANCE	650,240	713,851	696,800	753,871	753,871
206	WORKERS' COMPENSATION	22,250	22,250	22,250	22,000	22,000
<b>TOTAL SALARIES &amp; BENEFITS</b>		<b>3,995,668</b>	<b>4,241,070</b>	<b>4,153,589</b>	<b>4,325,921</b>	<b>4,325,921</b>

**DEPARTMENT 51 - POLICE (Continued)**

	<u>2014 / 2015</u>	<u>2015/ 2016</u>	<u>2015 / 2016</u>	<u>2016 / 2017</u>	<u>2016/ 2017</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	29,308	20,000	19,000	20,000	20,000
301	OFFICE EXPENSE	10,589	14,125	14,125	14,125	14,125
302	SPECIAL DEPARTMENT EXPENSE	53,469	28,000	30,000	30,000	30,000
	Armory Expenses					18,300
	Investigation Expenses					4,450
	Evidence Expenses					2,900
	Other Expenses					4,350
303	SMALL TOOLS & SUPPLIES	4,646	5,575	5,575	5,575	5,575
306	COMMUNICATIONS	29,301	29,820	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	2,412	4,000	4,000	4,000	4,000
310	RECRUITMENT	20,233	15,000	10,000	15,000	15,000
313	OTHER CONTRACTUAL SERVICES	2,133	2,400	3,400	3,400	3,400
315	MEMBERSHIPS & DUES	2,076	2,000	2,000	2,000	2,000
316	TRAVEL/CONFERENCES/MEETINGS	663	1,160	1,160	1,160	1,160
322	TRAINING & EDUCATION	42,065	45,000	45,000	45,000	45,000
	Mandatory Training					24,500
	Essential Training					11,200
	Educational Reimbursements					4,000
	Training Conferences					2,500
	Other Training Costs					2,800
401	MAINT OF BLDGS/STRUCT/GROUNDS	1,705	0	0	0	0
402	MAINT & OPERATION OF EQMT	33,152	40,000	41,000	40,000	40,000
	Telecommunications					24,500
	Contracts					12,400
	Equipment Supplies					3,100
403	MAINT & OPERATION OF VEHICLES	73,414	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>305,166</b>	<b>282,080</b>	<b>280,080</b>	<b>285,080</b>	<b>285,080</b>

**DEPARTMENT 51 - POLICE (Concluded)**

	<b>2014 / 2015 ACTUAL</b>	<b>2015/ 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016/ 2017 CITY MANAGER PROPOSED</b>
<b>FIXED ASSETS:</b>					
910 OFFICE EQMT & FURNITURE Computers	4,490	5,000	5,000	5,000	5,000
					5,000
<b>TOTAL FIXED ASSETS</b>	<b>4,490</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>OTHER:</b>					
701 CONTRIBUTIONS SCCNET SART (Sexual Assault Response Team) Santa Cruz County Criminal Justice Council	28,669	30,000	29,083	30,000	30,000
					22,204
					6,796
					1,000
<b>TOTAL OTHER</b>	<b>28,669</b>	<b>30,000</b>	<b>29,083</b>	<b>30,000</b>	<b>30,000</b>
<b>GRAND TOTAL</b>	<b>4,333,993</b>	<b>4,558,150</b>	<b>4,467,752</b>	<b>4,646,001</b>	<b>4,646,001</b>

**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>EXPENDITURES</b>	<b>2014 / 2015 ACTUAL</b>	<b>2015 / 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>
<b>SERVICES &amp; SUPPLIES</b>	<b>106,922</b>	<b>111,199</b>	<b>111,199</b>	<b>117,842</b>	<b>117,842</b>
<b>GRAND TOTAL</b>	<b>106,922</b>	<b>111,199</b>	<b>111,199</b>	<b>117,842</b>	<b>117,842</b>
<b>SERVICES &amp; SUPPLIES:</b>					
313 OTHER CONTRACTUAL SERVICES	106,922	111,199	111,199	117,842	117,842
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>106,922</b>	<b>111,199</b>	<b>111,199</b>	<b>117,842</b>	<b>117,842</b>
<b>GRAND TOTAL</b>	<b>106,922</b>	<b>111,199</b>	<b>111,199</b>	<b>117,842</b>	<b>117,842</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.

<b>EXPENDITURES</b>	<b>2014 / 2015 ACTUAL</b>	<b>2015/ 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016/ 2017 CITY MANAGER PROPOSED</b>
<b>SERVICES &amp; SUPPLIES</b>	<b>1,337</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>
<b>OTHER</b>	<b>73,828</b>	<b>70,733</b>	<b>70,734</b>	<b>80,684</b>	<b>80,684</b>
<b>GRAND TOTAL</b>	<b>75,165</b>	<b>71,933</b>	<b>71,934</b>	<b>81,884</b>	<b>81,884</b>
<b>SERVICES &amp; SUPPLIES:</b>					
306 COMMUNICATIONS	1,337	1,200	1,200	1,200	1,200
<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>1,337</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>	<b>1,200</b>
<b>OTHER:</b>					
701 CONTRIBUTIONS	21,859	19,839	19,840	29,790	29,790
Winter Shelter Program					26,502
HAP Consultant					2,544
Homeless Management Info System					542
Ten-Year Strategic Plan					202
705 CONTRIBUTIONS/SOCIAL SERV	51,969	50,894	50,894	50,894	50,894
Community Service Organizations					49,894
Arts Council					1,000
<b>TOTAL OTHER</b>	<b>73,828</b>	<b>70,733</b>	<b>70,734</b>	<b>80,684</b>	<b>80,684</b>
<b>GRAND TOTAL</b>	<b>75,165</b>	<b>71,933</b>	<b>71,934</b>	<b>81,884</b>	<b>81,884</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.

<b><u>EXPENDITURES</u></b>	<b><u>2014 / 2015 ACTUAL</u></b>	<b><u>2015 / 2016 BUDGET</u></b>	<b><u>2015 / 2016 PROJECTED</u></b>	<b><u>2016 / 2017 DEPT REQUEST</u></b>	<b><u>2016 / 2017 CITY MANAGER PROPOSED</u></b>
<b>SALARIES &amp; BENEFITS</b>	<b>529,996</b>	<b>555,205</b>	<b>515,027</b>	<b>438,681</b>	<b>438,681</b>
<b>SERVICES &amp; SUPPLIES</b>	<b>28,181</b>	<b>11,325</b>	<b>25,600</b>	<b>23,325</b>	<b>23,325</b>
<b>GRAND TOTAL</b>	<b><u>558,177</u></b>	<b><u>566,530</u></b>	<b><u>540,627</u></b>	<b><u>462,006</u></b>	<b><u>462,006</u></b>

<b><u>PERSONNEL DETAIL</u></b>	<b><u>2012 / 2013</u></b>	<b><u>2013 / 2014</u></b>	<b><u>2014 / 2015</u></b>	<b><u>2015 / 2016</u></b>	<b><u>2016 / 2017 CITY MANAGER PROPOSED</u></b>
COMMUNITY DEVELOPMENT DIR / DEPUTY CITY MANAGER	0.25	1.00	1.00	1.00	
COMMUNITY DEVELOPMENT DIR PRINCIPAL PLANNER	0.90	1.00	1.00	1.00	1.00
SENIOR PLANNER	1.75	1.00	1.00	1.00	1.00
ASSISTANT PLANNER					1.00
ADMINISTRATIVE SECRETARY II	0.50	0.50	0.50	0.50	
<b>TOTAL</b>	<b><u>3.40</u></b>	<b><u>3.50</u></b>	<b><u>3.50</u></b>	<b><u>3.50</u></b>	<b><u>3.00</u></b>

**DEPARTMENT 61 - PLANNING**

		<b>2014 / 2015 ACTUAL</b>	<b>2015/ 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016/ 2017 CITY MANAGER PROPOSED</b>
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	345,293	344,070	322,700	269,944	269,944
203	FICA	25,376	25,374	24,686	20,651	20,651
204	RETIREMENT	80,289	102,252	79,383	83,484	83,484
205	GROUP INSURANCE	78,188	82,659	87,408	63,852	63,852
206	WORKERS' COMPENSATION	850	850	850	750	750
<b>TOTAL SALARIES &amp; BENEFITS</b>		<b>529,996</b>	<b>555,205</b>	<b>515,027</b>	<b>438,681</b>	<b>438,681</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM ALLOWANCE	0	250	0	250	250
301	OFFICE EXPENSE	2,158	1,500	3,000	1,500	1,500
302	SPECIAL DEPARTMENT EXPENSE	744	750	750	750	750
	Computer Software					750
303	SMALL TOOLS & SUPPLIES	179	175	175	175	175
312	PROFESSIONAL/SPECIALIZED SERV	2,804	1,000	14,200	10,000	10,000
	Contract Planning Services					9,000
	Triaxal Data- Data Base Update					500
	Zoning/General Plan Update					500
313	OTHER CONTRACTUAL SERVICES	8,163	1,000	3,000	4,000	4,000
315	MEMBERSHIPS & DUES	2,073	2,500	2,945	2,500	2,500
	3 APA					1,350
	ICMA					1,000
	AEP					150
316	TRAVEL/CONFERENCES/MEETINGS	2,723	2,500	1,280	2,500	2,500
	State APA					2,500
322	TRAINING & EDUCATION	944	1,000	0	1,000	1,000
402	MAINT & OPERATION OF EQMT	8,164	250	0	250	250
403	MAINT & OPERATION OF VEHICLES	229	400	250	400	400
<b>TOTAL SERVICES &amp; SUPPLIES</b>		<b>28,181</b>	<b>11,325</b>	<b>25,600</b>	<b>23,325</b>	<b>23,325</b>
<b>GRAND TOTAL</b>		<b>558,177</b>	<b>566,530</b>	<b>540,627</b>	<b>462,006</b>	<b>462,006</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>2014 / 2015 ACTUAL</b>	<b>2015 / 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>
<b>SALARIES &amp; BENEFITS</b>	100,556	109,953	86,339	190,828	190,828
<b>SERVICES &amp; SUPPLIES</b>	118,141	106,500	178,449	57,950	57,950
<b>GRAND TOTAL</b>	<u>218,697</u>	<u>216,453</u>	<u>264,788</u>	<u>248,778</u>	<u>248,778</u>

<b>PERSONNEL DETAIL</b>	<b>2012 / 2013</b>	<b>2013 / 2014</b>	<b>2014 / 2015</b>	<b>2015 / 2016</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>
BUILDING OFFICIAL	1.00				
BUILDING INSPECTOR		1.00			
SENIOR BUILDING INSPECTOR / CODE ENFORCEMENT OFFICER			1.00	1.00	1.00
SENIOR BUILDING INSPECTOR	0.33	0.33			
BUILDING PERMIT TECHNICIAN					1.00
CODE ENFORCEMENT OFFICER	0.33	0.33			
SECRETARY I	0.75	0.75	0.75	0.75	
<b>TOTAL</b>	<u>2.41</u>	<u>2.41</u>	<u>1.75</u>	<u>1.75</u>	<u>2.00</u>

**DEPARTMENT 62 - BUILDING**

	<b>2014 / 2015 ACTUAL</b>	<b>2015/ 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016/ 2017 CITY MANAGER PROPOSED</b>	
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	64,856	62,750	48,173	117,780	117,780
203	FICA	4,811	4,800	4,434	9,010	9,010
204	RETIREMENT	3,709	11,395	8,092	37,153	37,153
205	GROUP INSURANCE	26,930	30,758	25,390	26,385	26,385
206	WORKERS' COMPENSATION	250	250	250	500	500
<b>TOTAL SALARIES &amp; BENEFITS</b>		<b>100,556</b>	<b>109,953</b>	<b>86,339</b>	<b>190,828</b>	<b>190,828</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM ALLOWANCE	358	250	50	250	250
301	OFFICE EXPENSE	4,170	1,000	1,200	1,000	1,000
303	SMALL TOOLS & SUPPLIES	505	500	500	500	500
	UBC Updates					250
	Misc Supplies					250
310	RECRUITMENT	284	0	0	1,750	1,750
312	PROFESSIONAL/SPECIALIZED SERV	101,815	100,000	175,000	50,000	50,000
313	OTHER CONTRACTUAL SERVICES	437	0	0	0	0
315	MEMBERSHIPS & DUES	815	750	635	750	750
316	TRAVEL/CONFERENCE/MEETINGS	2,347	2,000	496	2,000	2,000
322	TRAINING & EDUCATION	999	1,000	0	1,000	1,000
402	MAINT & OPERATION OF EQMT	5,700	0	43	0	0
403	MAINT & OPERATION OF VEHICLES	711	1,000	525	700	700
<b>TOTAL SERVICES &amp; SUPPLIES</b>		<b>118,141</b>	<b>106,500</b>	<b>178,449</b>	<b>57,950</b>	<b>57,950</b>
<b>GRAND TOTAL</b>		<b>218,697</b>	<b>216,453</b>	<b>264,788</b>	<b>248,778</b>	<b>248,778</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.

<b>EXPENDITURES</b>	<b>2014 / 2015 ACTUAL</b>	<b>2015/ 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016/ 2017 CITY MANAGER PROPOSED</b>
<b>SALARIES &amp; BENEFITS</b>	398,454	280,808	268,939	448,854	448,854
<b>SERVICES &amp; SUPPLIES</b>	121,303	118,000	181,080	37,250	37,250
<b>GRAND TOTAL</b>	<u>519,757</u>	<u>398,808</u>	<u>450,019</u>	<u>486,104</u>	<u>486,104</u>

<b>PERSONNEL DETAIL</b>	<b>2012 / 2013</b>	<b>2013 / 2014</b>	<b>2014 / 2015</b>	<b>2015 / 2016</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>
PUBLIC WORKS DIRECTOR / CITY ENGINEER	0.80	0.80	0.60	0.60	0.60
CIVIL ENGINEER	1.00	1.00	1.00	1.00	1.00
ADMINISTRATIVE SECRETARY I					
ADMINISTRATIVE SECRETARY II	0.50	0.50	0.50	0.50	0.50
ENGINEERING TECHNICIAN	1.00	1.00	1.00	1.00	1.00
<b>TOTAL</b>	<u>3.30</u>	<u>3.30</u>	<u>3.10</u>	<u>3.10</u>	<u>3.10</u>

**DEPARTMENT 71 - ENGINEERING**

		<b>2014 / 2015</b>	<b>2015/ 2016</b>	<b>2015 / 2016</b>	<b>2016 / 2017</b>	<b>2016/ 2017</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	262,534	163,361	157,068	258,625	258,625
203	FICA	18,569	12,655	11,238	19,785	19,785
204	RETIREMENT	50,802	48,508	37,600	80,668	80,668
205	GROUP INSURANCE	65,674	55,409	62,158	88,951	88,951
206	WORKERS' COMPENSATION	875	875	875	825	825
<b>TOTAL SALARIES &amp; BENEFITS</b>		<b>398,454</b>	<b>280,808</b>	<b>268,939</b>	<b>448,854</b>	<b>448,854</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM EXPENSE	0	250	280	250	250
210	SUPPLEMENTAL SERVICES	4,048	8,000	2,500	2,500	2,500
301	OFFICE EXPENSE	1,433	2,500	2,500	2,500	2,500
302	SPECIAL DEPARTMENT EXPENSE	148	500	200	200	200
303	SMALL TOOLS & SUPPLIES	1,164	1,000	750	750	750
306	COMMUNICATIONS	3,785	3,500	3,800	3,800	3,800
310	RECRUITMENT	0	0	0	1,500	1,500
312	PROFESSIONAL/SPECIALIZED SERV	2,710	0	0	0	0
313	OTHER CONTRACTUAL SERVICES	94,702	90,000	160,000	15,000	15,000
315	MEMBERSHIPS & DUES	0	250	250	250	250
316	TRAVEL/CONFERENCES/MEETINGS	348	750	750	750	750
322	TRAINING & EDUCATION	64	750	750	750	750
401	MAINT OF BLDGS/STRUCT/GRNDS	24	0	300	0	0
402	MAINT & OPERATION OF EQMT	10,448	6,500	6,500	6,500	6,500
403	MAINT & OPERATION OF VEHICLES	2,429	4,000	2,500	2,500	2,500
<b>TOTAL SERVICES &amp; SUPPLIES</b>		<b>121,303</b>	<b>118,000</b>	<b>181,080</b>	<b>37,250</b>	<b>37,250</b>
<b>GRAND TOTAL</b>		<b>519,757</b>	<b>398,808</b>	<b>450,019</b>	<b>486,104</b>	<b>486,104</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.

<b><u>EXPENDITURES</u></b>	<b>2014 / 2015 ACTUAL</b>	<b>2015 / 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>
SALARIES & BENEFITS	225,539	242,425	232,321	262,311	262,311
SERVICES & SUPPLIES	97,661	121,750	135,500	114,500	114,500
<b>GRAND TOTAL</b>	<b>323,200</b>	<b>364,175</b>	<b>367,821</b>	<b>376,811</b>	<b>376,811</b>

<b><u>PERSONNEL DETAIL</u></b>	<b>2012 / 2013</b>	<b>2013 / 2014</b>	<b>2014 / 2015</b>	<b>2015 / 2016</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>
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	2.00
MAINTENANCE WORKER II	1.00	1.00	1.00	1.00	
MAINTENANCE WORKER I	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>2.60</b>

**DEPARTMENT 72 - STREET MAINTENANCE**

	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>	<u>2016 / 2017</u>	<u>2016 / 2017</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	116,666	122,738	118,841	129,652	129,652
109	OVERTIME WAGES	2,897	2,500	4,000	3,000	3,000
203	FICA	10,072	9,811	9,121	10,148	10,148
204	RETIREMENT	27,320	36,036	28,260	40,116	40,116
205	GROUP INSURANCE	67,934	70,690	71,449	77,095	77,095
206	WORKERS' COMPENSATION	650	650	650	2,300	2,300
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>225,539</b>	<b>242,425</b>	<b>232,321</b>	<b>262,311</b>	<b>262,311</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM EXPENSE	2,076	3,000	3,000	3,000	3,000
210	SUPPLEMENTAL SERVICES	900	0	0	0	0
302	SPECIAL DEPARTMENT EXPENSE	390	500	500	500	500
	DMV					250
	Hazmat Removal					250
303	SMALL TOOLS & SUPPLIES	2,230	1,300	2,500	1,500	1,500
306	COMMUNICATIONS	1,287	1,200	1,200	1,200	1,200
313	OTHER CONTRACTUAL SERVICES	28,205	28,000	24,000	16,000	16,000
	Traffic Signal Maintenance					14,000
	Bike Lane Maintenance					2,000
315	MEMBERSHIPS & DUES	451	150	150	150	150
316	TRAVEL/CONFERENCES/MEETINGS	0	100	150	150	150
322	TRAINING & EDUCATION	920	1,000	1,000	1,000	1,000
327	POWER UTILITIES	8,788	40,000	40,000	40,000	40,000
401	MAINT OF BLDGS/STRCT/GRNDS	21,347	10,000	12,000	12,000	12,000
402	MAINT & OPERATION OF EQMT	3,953	4,000	13,000	4,000	4,000
403	MAINT & OPERATION OF VEHICLES	10,344	7,500	13,000	10,000	10,000
404	ROAD MAINTENANCE MATERIALS	16,770	25,000	25,000	25,000	25,000
	Road & Street Sign Maintenance					21,000
	Bike Lane Painting					2,000
	Bike Lane Asphalt Repairs					2,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>97,661</b>	<b>121,750</b>	<b>135,500</b>	<b>114,500</b>	<b>114,500</b>
	<b>GRAND TOTAL</b>	<b>323,200</b>	<b>364,175</b>	<b>367,821</b>	<b>376,811</b>	<b>376,811</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.

<b>EXPENDITURES</b>	<b>2014 / 2015 ACTUAL</b>	<b>2015 / 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>
<b>SALARIES &amp; BENEFITS</b>	<b>104,506</b>	<b>119,762</b>	<b>111,821</b>	<b>118,139</b>	<b>118,139</b>
<b>SERVICES &amp; SUPPLIES</b>	<b>15,504</b>	<b>7,500</b>	<b>12,645</b>	<b>8,000</b>	<b>8,000</b>
<b>GRAND TOTAL</b>	<b>120,010</b>	<b>127,262</b>	<b>124,466</b>	<b>126,139</b>	<b>126,139</b>

<b>PERSONNEL DETAIL</b>	<b>2012 / 2013</b>	<b>2013 / 2014</b>	<b>2014 / 2015</b>	<b>2015 / 2016</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>
MAINTENANCE DIVISION MANAGER	0.10	0.10	0.10	0.10	0.10
MAINTENANCE SUPERVISOR	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>1.10</b>	<b>1.10</b>

**DEPARTMENT 73 - VEHICLE/EQUIPMENT MAINTENANCE**

	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>	<u>2016 / 2017</u>	<u>2016 / 2017</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	55,795	67,119	63,644	70,227	70,227
109	OVERTIME WAGES	435	300	370	400	400
203	FICA	4,147	5,172	4,746	3,385	3,385
204	RETIREMENT	13,344	19,726	15,570	13,526	13,526
205	GROUP INSURANCE	30,485	27,145	27,191	29,501	29,501
206	WORKERS' COMPENSATION	300	300	300	1,100	1,100
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>104,506</b>	<b>119,762</b>	<b>111,821</b>	<b>118,139</b>	<b>118,139</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM EXPENSE	1,605	1,300	1,300	1,300	1,300
210	SUPPLEMENTAL SERVICES	1,001	0	755	0	0
301	OFFICE EXPENSE	0	0	110	100	100
302	SPECIAL DEPARTMENT EXPENSE	147	0	30	0	0
303	SMALL TOOLS & SUPPLIES	10,066	3,000	3,000	3,000	3,000
306	COMMUNICATIONS	471	500	800	700	700
313	OTHER CONTRACTUAL SERVICES	1,014	1,500	5,000	1,500	1,500
322	TRAINING & EDUCATION	0	200	150	200	200
401	MAINT OF BLDGS/STRUCT/GRNDS	13	0	0	0	0
402	MAINT & OPERATION OF EQMT	783	500	500	500	500
403	MAINT & OPERATION OF VEHICLES	404	500	1,000	700	700
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>15,504</b>	<b>7,500</b>	<b>12,645</b>	<b>8,000</b>	<b>8,000</b>
	<b>GRAND TOTAL</b>	<b>120,010</b>	<b>127,262</b>	<b>124,466</b>	<b>126,139</b>	<b>126,139</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>2014 / 2015 ACTUAL</b>	<b>2015/ 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016/ 2017 CITY MANAGER PROPOSED</b>
<b>SALARIES &amp; BENEFITS</b>	740,400	849,206	851,305	900,450	900,450
<b>SERVICES &amp; SUPPLIES</b>	800,428	699,812	691,188	700,175	700,175
<b>FIXED ASSETS</b>	11,000	42,500	42,500	42,500	42,500
<b>OTHER</b>	232,536	230,000	222,400	230,000	230,000
<b>GRAND TOTAL</b>	<b>1,784,364</b>	<b>1,821,518</b>	<b>1,807,393</b>	<b>1,873,125</b>	<b>1,873,125</b>

<b>PERSONNEL DETAIL</b>	<b>2012 / 2013</b>	<b>2013 / 2014</b>	<b>2014 / 2015</b>	<b>2015 / 2016</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>
PUBLIC WORKS DIRECTOR/ CITY ENGINEER	0.20	0.20	0.40	0.40	0.40
WASTEWATER & ENVIRONMENTAL PROGRAM DIRECTOR	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	2.00	2.00
WASTEWATER PLANT OPERATOR I	1.00	1.00	1.00	1.00	1.00
SENIOR LAB TECHNICIAN/ ADMINISTRATIVE SECRETARY II	1.00	1.00	1.00	1.00	1.00
ACCOUNTING ASSISTANT	0.15	0.15	0.50	0.50	0.50
<b>TOTAL</b>	<b>7.35</b>	<b>7.35</b>	<b>8.05</b>	<b>7.05</b>	<b>7.05</b>

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

	<b>2014 / 2015 ACTUAL</b>	<b>2015 / 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>	
<b>SALARIES &amp; BENEFITS:</b>						
101	REGULAR WAGES	385,533	461,814	465,562	460,977	460,977
107	TEMPORARY WAGES	29,991	5,000	5,172	0	0
109	OVERTIME WAGES	29,199	25,000	29,000	25,000	25,000
	Emergencies & Holidays					25,000
203	FICA	33,320	36,935	36,399	37,177	37,177
204	RETIREMENT	47,543	135,008	130,318	138,181	138,181
205	GROUP INSURANCE	162,091	144,625	144,030	181,136	181,136
206	WORKERS' COMPENSATION	52,723	40,824	40,824	57,979	57,979
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>740,400</b>	<b>849,206</b>	<b>851,305</b>	<b>900,450</b>	<b>900,450</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM EXPENSE	8,631	7,000	7,000	7,000	7,000
301	OFFICE EXPENSE	5,257	2,000	2,000	2,000	2,000
302	SPECIAL DEPARTMENT EXPENSE	137,305	115,000	128,000	115,000	115,000
	Chemicals					45,000
	Sludge Disposal					45,000
	Permits & Licenses					25,000
303	SMALL TOOLS & SUPPLIES	12,929	12,000	12,000	12,000	12,000
306	COMMUNICATIONS	6,766	6,000	6,000	6,000	6,000
307	UTILITIES	305,948	255,000	265,000	265,000	265,000
308	RENTS & LEASES	5,732	7,000	7,000	7,000	7,000
	Ocean Outfall					7,000
310	RECRUITMENT	1,227	0	0	0	0
312	PROFESSIONAL/SPECIALIZED SERV	12,031	0	0	0	0
313	OTHER CONTRACTUAL SERVICES	90,345	80,000	65,000	84,000	84,000
	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/GFS Software					11,000
	Corrosion Testing Service					2,000
	GIS Software License					500
314	INSURANCE & SURETY BONDS	46,654	53,212	48,588	59,575	59,575
	Liability Insurance					29,943
	Property Insurance					27,632
	Deductibles and Self-Insurance					2,000
315	MEMBERSHIPS & DUES	1,719	1,600	1,600	1,600	1,600
316	TRAVEL/CONFERENCES/MEETINGS	972	2,000	1,000	2,000	2,000
	State CWEA Water Reuse Conference					1,500
	Local CWEA Training/Meetings					500
320	LABORATORY	37,583	25,000	28,000	28,000	28,000
322	TRAINING & EDUCATION	2,967	3,000	3,000	3,000	3,000
	Safety/Maintenance/Process/Exams					3,000
349	MISCELLANEOUS	28,167	25,000	6,000	6,000	6,000
401	MAINT OF BLDGS/STRUCT/GRNDS	8,174	6,000	6,000	6,000	6,000
402	MAINT & OPERATION OF EQMT	61,163	80,000	80,000	76,000	76,000
403	MAINT & OPERATION OF VEHICLES	26,858	20,000	25,000	20,000	20,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>800,428</b>	<b>699,812</b>	<b>691,188</b>	<b>700,175</b>	<b>700,175</b>

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

	<u>2014 / 2015 ACTUAL</u>	<u>2015 / 2016 BUDGET</u>	<u>2015 / 2016 PROJECTED</u>	<u>2016 / 2017 DEPT REQUEST</u>	<u>2016 / 2017 CITY MANAGER PROPOSED</u>
<b>FIXED ASSETS:</b>					
904 IMPROVEMENTS - OTHER	0	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	11,000	22,500	22,500	22,500	22,500
Uninterrupted Power Supply					20,000
Belt Press Belts					2,500
<b>TOTAL FIXED ASSETS</b>	<b>11,000</b>	<b>42,500</b>	<b>42,500</b>	<b>42,500</b>	<b>42,500</b>
<b>OTHER:</b>					
708 COST ALLOCATION	232,536	230,000	222,400	230,000	230,000
<b>TOTAL OTHER</b>	<b>232,536</b>	<b>230,000</b>	<b>222,400</b>	<b>230,000</b>	<b>230,000</b>
<b>GRAND TOTAL</b>	<b>1,784,364</b>	<b>1,821,518</b>	<b>1,807,393</b>	<b>1,873,125</b>	<b>1,873,125</b>

**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.

<b>EXPENDITURES</b>	<b>2014 / 2015 ACTUAL</b>	<b>2015 / 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>
<b>SALARIES &amp; BENEFITS</b>	123,128	200,294	110,112	111,874	111,874
<b>SERVICES &amp; SUPPLIES</b>	118,758	125,100	99,099	110,100	110,100
<b>GRAND TOTAL</b>	<u>241,886</u>	<u>325,394</u>	<u>209,211</u>	<u>221,974</u>	<u>221,974</u>

<b>PERSONNEL DETAIL</b>	<b>2012 / 2013</b>	<b>2013 / 2014</b>	<b>2014 / 2015</b>	<b>2015 / 2016</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>
MAINTENANCE DIVISION MANAGER	0.30	0.30	0.30	0.30	0.30
MAINTENANCE SUPERVISOR	0.30	0.30	0.30		
MAINTENANCE WORKER II		1.00	1.00	1.00	1.00
MAINTENANCE WORKER I	2.00	1.00	1.00		
<b>TOTAL</b>	<u>2.60</u>	<u>2.60</u>	<u>2.60</u>	<u>1.30</u>	<u>1.30</u>

**DEPARTMENT 75 - PARK MAINTENANCE**

	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>	<u>2016 / 2017</u>	<u>2016 / 2017</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	67,596	118,929	65,734	46,179	46,179
107	TEMPORARY WAGES	0	0	0	20,000	20,000
	2 summer positions for 6 months					20,000
109	OVERTIME WAGES	1,243	2,000	1,115	2,000	2,000
203	FICA	5,431	9,771	5,298	3,976	3,976
204	RETIREMENT	15,584	34,909	15,569	14,227	14,227
205	GROUP INSURANCE	32,874	34,285	21,996	24,192	24,192
206	WORKERS' COMPENSATION	400	400	400	1,300	1,300
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>123,128</b>	<b>200,294</b>	<b>110,112</b>	<b>111,874</b>	<b>111,874</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM EXPENSE	1,278	1,500	1,500	1,500	1,500
210	SUPPLEMENTAL SERVICES	37,293	40,000	15,000	30,000	30,000
	Park Maintenance Contracts					30,000
302	SPECIAL DEPARTMENT EXPENSE	84	0	0	0	0
303	SMALL TOOLS & SUPPLIES	3,056	1,500	2,500	1,500	1,500
306	COMMUNICATIONS	1,036	1,000	900	1,000	1,000
308	RENTS & LEASES	1,104	1,100	1,100	1,100	1,100
313	OTHER CONTRACTUAL SERVICES	36	0	915	0	0
315	MEMBERSHIPS & DUES	0	100	100	100	100
316	TRAVEL/CONFERENCES/MEETINGS	0	100	100	100	100
322	TRAINING & EDUCATION	140	300	300	300	300
327	POWER UTILITIES	20,740	18,000	18,000	18,000	18,000
328	WATER UTILITIES	18,591	25,000	25,000	25,000	25,000
401	MAINT OF BLDGS/STRUCT/GRNDS	26,026	30,000	25,000	25,000	25,000
402	MAINT & OPERATION OF EQMT	5,319	2,000	4,000	3,000	3,000
403	MAINT & OPERATION OF VEHICLES	3,901	4,500	3,500	3,500	3,500
404	ROAD MAINTENANCE MATERIALS	154	0	1,184	0	0
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>118,758</b>	<b>125,100</b>	<b>99,099</b>	<b>110,100</b>	<b>110,100</b>
	<b>GRAND TOTAL</b>	<b>241,886</b>	<b>325,394</b>	<b>209,211</b>	<b>221,974</b>	<b>221,974</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>2014 / 2015 ACTUAL</u>	<u>2015/ 2016 BUDGET</u>	<u>2015 / 2016 PROJECTED</u>	<u>2016 / 2017 DEPT REQUEST</u>	<u>2016/ 2017 CITY MANAGER PROPOSED</u>
SALARIES & BENEFITS	124,069	131,108	126,012	141,341	141,341
SERVICES & SUPPLIES	102,383	82,890	89,648	83,590	83,590
<b>GRAND TOTAL</b>	<b>226,452</b>	<b>213,998</b>	<b>224,510</b>	<b>224,931</b>	<b>224,931</b>

<u>PERSONNEL DETAIL</u>	<u>2012 / 2013</u>	<u>2013 / 2014</u>	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2016 / 2017 CITY MANAGER PROPOSED</u>
MAINTENANCE DIVISION MANAGER	0.30	0.30	0.30		
MAINTENANCE SUPERVISOR	0.30	0.30	0.30	0.40	0.40
MAINTENANCE WORKER II	1.00	1.00	1.00		
MAINTENANCE WORKER I				1.00	1.00
LABORER	0.30	0.30	0.30	0.30	0.30
<b>TOTAL</b>	<b>1.90</b>	<b>1.90</b>	<b>1.90</b>	<b>1.70</b>	<b>1.70</b>

**DEPARTMENT 76 - BUILDING MAINTENANCE**

	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>	<u>2016 / 2017</u>		<u>2016 / 2017</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	65,103	65,521	62,920	66,912	66,912
109	OVERTIME WAGES	1,874	1,200	3,125	3,200	3,200
	Special events and winter on-call hours					3,200
203	FICA	4,971	4,903	4,907	4,988	4,988
204	RETIREMENT	8,828	15,106	9,570	16,440	16,440
205	GROUP INSURANCE	42,893	43,978	45,090	48,051	48,051
206	WORKERS' COMPENSATION	400	400	400	1,750	1,750
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>124,069</b>	<b>131,108</b>	<b>126,012</b>	<b>141,341</b>	<b>141,341</b>
<b>SERVICES &amp; SUPPLIES:</b>						
208	UNIFORM EXPENSE	1,840	1,300	1,500	1,400	1,400
302	SPECIAL DEPARTMENT EXPENSE	403	350	227	300	300
303	SMALL TOOLS & SUPPLIES	1,320	500	1,325	1,350	1,350
306	COMMUNICATIONS	671	240	240	240	240
313	OTHER CONTRACTUAL SERVICES	4,603	9,000	15,000	9,000	9,000
	Air Conditioning					5,000
	Pest Control					2,000
	Alarm Service					2,000
315	MEMBERSHIPS & DUES	65	0	0	0	0
322	TRAINING & EDUCATION	80	0	0	0	0
327	POWER UTILITIES	42,428	35,000	37,960	38,000	38,000
328	WATER UTILITIES	3,996	6,500	6,246	6,300	6,300
349	MISCELLANEOUS	1,244	0	1,650	2,000	2,000
401	MAINT OF BLDGS/STRUCT/GRNDS	41,332	25,000	19,500	20,000	20,000
403	MAINT & OPERATION OF VEHICLES	4,401	5,000	6,000	5,000	5,000
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>102,383</b>	<b>82,890</b>	<b>89,648</b>	<b>83,590</b>	<b>83,590</b>
<b>FIXED ASSETS:</b>						
904	IMPROVEMENTS O/T BUILDINGS	0	0	8,850	0	0
	<b>TOTAL FIXED ASSETS</b>	<b>0</b>	<b>0</b>	<b>8,850</b>	<b>0</b>	<b>0</b>
	<b>GRAND TOTAL</b>	<b>226,452</b>	<b>213,998</b>	<b>224,510</b>	<b>224,931</b>	<b>224,931</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>2014 / 2015 ACTUAL</b>	<b>2015/ 2016 BUDGET</b>	<b>2015 / 2016 PROJECTED</b>	<b>2016 / 2017 DEPT REQUEST</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>
<b>SALARIES &amp; BENEFITS</b>	730,563	744,830	728,519	809,634	809,634
<b>SERVICES &amp; SUPPLIES</b>	266,093	261,150	269,377	254,050	254,050
<b>FIXED ASSET</b>	10,746	0	0	0	0
<b>GRAND TOTAL</b>	<u>1,007,402</u>	<u>1,005,980</u>	<u>997,896</u>	<u>1,063,684</u>	<u>1,063,684</u>

<b>PERSONNEL DETAIL</b>	<b>2012 / 2013</b>	<b>2013 / 2014</b>	<b>2014 / 2015</b>	<b>2015 / 2016</b>	<b>2016 / 2017 CITY MANAGER PROPOSED</b>
ADMINISTRATIVE SERVICES DIR					0.20
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	0.70
SENIOR RECREATION LEADER/ SITE DIRECTOR	2.00	2.00	2.00	2.00	2.00
<b>TOTAL</b>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>4.90</u>

**DEPARTMENT 77/FUND 4 - RECREATION**

	<u>2014 / 2015</u>	<u>2015 / 2016</u>	<u>2015 / 2016</u>	<u>2016 / 2017</u>	<u>2016 / 2017</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	246,904	247,339	233,591	276,431	276,431
107	TEMPORARY WAGES	294,038	300,000	295,600	307,000	307,000
109	OVERTIME WAGES	216	150	0	0	0
203	FICA	23,168	23,424	22,592	25,125	25,125
204	RETIREMENT	29,866	72,292	69,582	85,117	85,117
205	GROUP INSURANCE	127,404	94,682	100,211	106,101	106,101
206	WORKERS' COMPENSATION	8,967	6,943	6,943	9,860	9,860
	<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>730,563</b>	<b>744,830</b>	<b>728,519</b>	<b>809,634</b>	<b>809,634</b>
<b>SERVICES &amp; SUPPLIES:</b>						
301	OFFICE EXPENSE	4,160	5,500	4,303	5,000	5,000
302	SPECIAL DEPARTMENT EXPENSE	79,162	80,000	75,962	75,000	75,000
303	SMALL TOOLS & SUPPLIES	479	400	445	400	400
305	ADVERTISING	8,731	7,500	7,425	7,500	7,500
306	COMMUNICATIONS	3,679	3,400	5,986	3,600	3,600
307	UTILITIES	7,144	9,500	7,991	7,500	7,500
313	OTHER CONTRACTUAL SERVICES	119,060	120,000	131,768	120,000	120,000
314	INSURANCE & SURETY BONDS	12,598	13,150	13,150	13,150	13,150
	Liability Insurance					12,112
	Property Insurance					1,038
315	MEMBERSHIPS & DUES	103	200	604	400	400
401	MAINT OF BLDGS/STRUCT/GRNDS	8,436	8,000	9,701	8,000	8,000
402	MAINT & OPERATION OF EQMT	17,468	10,000	7,573	10,000	10,000
403	MAINT & OPERATION OF VEHICLES	5,073	3,500	4,469	3,500	3,500
	<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>266,093</b>	<b>261,150</b>	<b>269,377</b>	<b>254,050</b>	<b>254,050</b>
<b>FIXED ASSETS:</b>						
910	OFFICE EQUIPMENT & FURNITURE	10,746	0	0	0	0
	<b>TOTAL FIXED ASSETS</b>	<b>10,746</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>GRAND TOTAL</b>	<b>1,007,402</b>	<b>1,005,980</b>	<b>997,896</b>	<b>1,063,684</b>	<b>1,063,684</b>

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