



NOTICE AND CALL OF A
CITY OF RIVERBANK
SPECIAL CITY COUNCIL MEETING
(Budget Workshop)

Riverbank Teen center
3600-A Santa Fe Street • Riverbank • CA 95367

AGENDA

WEDNESDAY, MAY 21, 2014; 6:00 P.M.

(The agenda packet is posted at the City Clerk's office and at www.riverbank.org)

CALL TO ORDER: Mayor Richard D. O'Brien

FLAG SALUTE: Mayor Richard D. O'Brien

ROLL CALL: Mayor Richard D. O'Brien
Vice Mayor Cal Campbell
Councilmember Darlene Barber-Martinez
Councilmember Leanne Jones Cruz
Councilmember Jeanine Tucker

CONFLICT OF INTEREST

Council Members and Staff who would have a direct Conflict of Interest on any scheduled agenda item to be considered are to declare their conflict at this time.

1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken)

Pursuant to Government Code in reference to a special meeting, the public has the opportunity to address the City Council only on items appearing on this special meeting notice. Individual comments are limited to a **maximum of 5 minutes** per person and each person may speak once during this time. Time cannot be yielded to another person.

2. BUSINESS

Item 2.1: **Fiscal Year 2014-15 Budget Workshop** – It is recommended that the City Council participate in the Fiscal Year 2014-15 Budget Workshop and provide feedback in anticipation of the adoption of the Final Budget on June 24, 2014.

ADJOURNMENT

Any documents that are not privileged or part of a Closed Session provided to a majority of the City Council/LRA Board after distribution of the agenda packet, regarding any item on this agenda, will be made available for public inspection at North City Hall, 6707 Third Street, Riverbank, CA, during normal business hours.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted on the City Hall bulletin board and the front entrance of the Riverbank Teen Center 24-hours prior to the meeting.

Dated this 20th day of May, 2014.

Annabelle H. Aguilar, CMC, City Clerk

Notice Regarding Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (209) 863-7122. Notification 48-hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II].

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

Meeting Schedule	The City Council Members also serve as the LRA Board Members. The Riverbank City Council/LRA Board meets in the City Hall North Council Chambers. Regular City Council meetings are held on the 2 nd and 4 th Mondays of each month at 6:00 p.m. The Local Redevelopment Authority Board meets on an "as needed" basis. Meetings are held as indicated, unless otherwise noticed.
City Council / LRA Agenda & Reports	The City Council/LRA Board agenda is posted pursuant to the California Brown Act, which only requires these agenda title pages to be posted near the entrance of the location where the meeting is to be held and, if available, on the City's website. Additional documents may be provided by the City in its efforts of transparency to keep the public well informed. The agenda packet (agenda plus supporting documents) are posted for public review at the City Clerk's Office, 6707 Third Street, Riverbank, CA and at www.riverbank.org upon distribution to a majority of the City Council/LRA Board. A subscription to receive the agenda can be purchased for a nominal fee through the City Clerk's Office.
Public Hearings	In general, a public hearing is an open consideration within a regular meeting of the City Council or a meeting of the LRA, for which special notice has been given and may be required. During a specified portion of the hearing, any resident or concerned individual is invited to present protests or offer support for the subject under consideration.
Questions	Contact the City Clerk at (209) 863-7122 or aaguilar@riverbank.org

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 2.1

SECTION 2: BUSINESS

Meeting Date:	May 21, 2014
Subject:	Fiscal Year 2014-15 Budget Workshop
From:	Jill Anderson, City Manager
Submitted by:	Marisela H. Garcia, Director of Finance

RECOMMENDATION

It is recommended that the City Council participate in the Fiscal Year 2014-15 Budget Workshop and provide feedback in anticipation of the adoption of the Final Budget on June 24, 2014.

SUMMARY

An overview of the proposed Fiscal Year 2014-15 budget will be presented to the City Council in anticipation of the adoption of the final budget in June.

GENERAL FUND RESERVE PROJECTIONS

The Finance Department has calculated initial projections for General Fund Reserve, Revenue, and Expenditures for the 2014-15 Fiscal Year. Projections for the status of the General Fund is as follows:

Beginning Reserve	\$ 789,404 (9.42%)
Estimated Revenues	\$ 8,261,415
Estimated Expenditures	\$ 8,174,206
Anticipated Ending Reserve	\$ 876,613 (10.61%)
Required Minimum Reserve (10%)	\$ 826,142
Reserve Overage	\$ 50,472
Operating Structural Surplus	\$ 87,209

Currently, staff is projecting a **structural operating surplus (revenues exceeding expenditures) of \$87,209.** This operating surplus does not include the proposed allocation of one-time funds for necessary capital improvement projects of \$85,600.

GENERAL FUND REVENUE PROJECTIONS

General Fund revenue projections were discussed with the Committee at the March 26, 2014 meeting. Overall, staff is projecting a 1.46% decrease in General Fund Revenues when compared to the FY 2013-14 projections.

FY Budget	2013-14	FY Budget	2014-15	Difference	% Change
\$8,384,127		\$8,261,415		-\$77,012	-1.46%

Several factors have contributed to an overall net decrease of 1.46% in anticipated General Fund Revenue and include the following:

1. Assessed Values throughout the City continue to increase. Although figures have not yet been released by the Stanislaus County Assessor's Office, initial information from their staff has been positive. Conservative increases in Assessed Value have been factored in to several revenue sources including:
 - 9.96% Increase in Property Tax Revenue = \$108,900 increase
 - 7.22% Increase In Property Tax in Lieu of VLF = \$97,118
2. Discussions with our sales tax consultants have resulted in obtaining positive figures for the upcoming fiscal year. Although we remain optimistic that our sales tax will continue to increase, we remain conservative with our projections. A 2% increase has been factored which equates to \$53,000.
3. During the current fiscal year the City obtained a grant for the purchase of Energy Efficient utility vehicles for \$57,000. These are one-time revenues that will not occur during the next fiscal year leading to a decrease.
4. Negotiations with Stanislaus County for the reimbursement of Property Tax Administration Fees resulted in the City receiving \$147,500 in revenues during the current year. These are also one-time revenues that will not occur in the upcoming fiscal year.
5. A decrease in the Transfer In of Management Fee Revenue has been factored in to account for the vacant Director of Development Services position.

GENERAL FUND EXPENDITURE PROJECTIONS

General Fund expenditures for the fiscal year are projected to decrease as reflected below.

FY Budget	2013-14	FY Budget	2014-15	Difference	% Change
\$8,299,994		\$8,174,206		-\$125,788	-1.5%

Major Expenditure changes in the General Fund include the following:

Department	Projected Reductions
City Council	<u>\$49,000 Reduction</u> due to final payment of Housing Authority Assessments to SCFPD in current fiscal year
Finance	<u>\$33,000 Increase</u> in Personnel Costs due to Merit Increases for eligible employees & Part-Time staffing assistance
Economic Development	<u>\$103,400 Reduction</u> due to LRA Specific Plan having been completed and the closure of two grants received.
Administrative Services	<u>\$20,000 Increase</u> for the November 2014 Elections <u>\$36,000 Decrease</u> in Computer Components due to the completion of the computer upgrade project
Police Services	<u>\$18,000 Increase</u> in the County's Vehicle Mileage Fee <u>\$15,000 Increase</u> for Special Enforcement <u>\$22,000 Increase</u> for the 2014-15 Sheriff's Contract
Building Maintenance	<u>\$42,000 Decrease</u> in Equipment/Projects for one-time capital projects that have been completed
Parks	<u>\$12,000 Decrease</u> in Bark/Fiber Account. This project will be delayed until the 2015-16 FY.
Planning	<u>\$67,800 Increase</u> in Personnel Costs as a result of the proposed reorganization of the Development Services Department. <u>\$46,400 Decrease</u> in Professional Services due to the reduced scope of services for our current contract planning staff.
Development Services Admin.	<u>\$20,000 Decrease</u> in Professional Services due to the completion of the ADA Transition Plan <u>\$10,000 Decrease</u> in Contract Engineering based on historical billings

As proposed, the General Fund is currently at an operating structural surplus of \$87,200.

General Fund One-Time Capital Expenditures

In March 2014, the City Council, through its Strategic Plan, continued to support the following three-year goals:

- Improve and Maintain Infrastructure and Facilities
- Enhance Professionalism and Customer Service

With the achievement of these goals in mind, staff will be recommending the following one-time expenditures within the General Fund:

Project	Department	Allocation Request
Performance Management Training	Admin. Services	\$10,000
Housing Element Update	Planning	\$50,000
HVAC Replacement-Scout Hall	Bldg. Maintenance	\$12,700
HVAC Replacement-Museum	Bldg. Maintenance	\$5,500
Scout Hall/Pioneer Park Dry Rot Removal	Parks	\$2,500
Castleburg Park Dry Rot Removal	Parks	\$4,900
Total		\$85,600

Development Services Reorganization

For over a year, the Development Services Department has been functioning without a Director of Development Services. In the interim, the City Manager and the Finance Director have collaborated to provide general oversight over the department. Kathleen Cleek, Sr. Management Analyst has been assigned additional duties that encompass a variety of regional planning issues, such as the North County Corridor and serves as the City's representatives on a variety of committee's and task forces in the County. To provide the City with the necessary planning support, we currently contract with J.B. Anderson Land Use Planning. With the renewed interest in the development community, as well as the numerous day-to-day local and regional planning concerns that affect Riverbank, it has become evident that the need for a full-time planning staff member is necessary to fully address these issues as well as to begin preparing the City for future development.

To this end, the City Manager is proposing the addition of a new planning position, a reclassification of a current employee and the re-titling of another employee as follows:

Current Position	Proposed Position
Contract Planning Staff	Building & Planning Manager
Sr. Management Analyst	Development Services Admin. Manager
Deputy Director of Development Services-Operations	Public Works Superintendent

This reorganization would create three distinct divisions within the department with Managers to provide the necessary guidance and oversight and who would continue to

work together to make the department function as a whole to serve the needs of the City.

Future Items to Consider

Several items for future consideration that could potentially have an effect on the General Fund are as follows:

1. Legal Fees associated with Open matters
 - a. Skate Park Litigation
2. Future impacts of the State Budget
3. District Elections
4. Non-Motorized Transportation Plan
5. Sheriff Contract Negotiations
6. Retention issues at the Sheriff's Department
7. Meet & Confer
 - a. Labor Negotiations with Bargaining Units will begin in July 2014
8. Outdated Finance Software
9. Outdated Communications System
10. Website Update

GAS TAX FUND RESERVE PROJECTIONS

Initial projections for the Gas Tax Fund have been calculated. This fund is entirely self-sufficient with no subsidy required to fund street and storm maintenance. For the 2014-15 Fiscal Year, the following reserve projection has been calculated:

Beginning Reserve	\$ 267,658 (37%)
Estimated Revenues	\$ 722,559
Estimated Expenditures	\$ 770,300
Anticipated Ending Reserve	\$ 219,917 (30%)
Structural Deficit	\$ 47,741

GAS TAX REVENUE PROJECTIONS

The Gas Tax Fund receives 76% of its revenues from the State Highway Users Tax Allocation. Funds are allocated to cities based on population, per capita, and registered vehicles. Revenue projections are received from the State but the City conservatively budgets 5% below these projections. For the 2014-15 Fiscal Year Highway Users Tax revenues are anticipated to decrease when compared to the current fiscal year.

FY Budget	2013-14	FY Budget	2014-15	Difference	% Change
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\$741,400	\$722,559	-\$18,841	-2.54%
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GAS TAX EXPENDITURE PROJECTIONS

Expenditures for the 2014-15 Fiscal Year are anticipated to decrease by a net of 14% (\$34,900). Significant expenditure adjustments are projected as follows:

Account	Projected Reductions
Professional Services	<u>\$20,000 Decrease</u> in Professional Services due to the completion of the ADA Transition Plan
Equipment/Projects	<u>\$12,000 Decrease</u> due to the completion of several one-time projects

Although the Gas Tax Fund is proposing a structural deficit in spending, it should be noted that the City is recommending \$73,000 in Projects, one of which is a one-time project. These projects include:

Project	Allocation Request
ADA Improvements (as required in our ADA Transition Plan)	\$50,000
Equipment Parking Structure (one-time)	\$23,000

SEWER FUND RESERVE PROJECTIONS

The Sewer Fund remains in a precarious position with a \$220,000 deficit anticipated in the upcoming fiscal year. This operating deficit directly reflects the lack of revenues available to fund the day to day operations of the Sewer Collection system as well as the Waste Water Treatment Plant system. For the 2014-15 Fiscal Year, the Finance Department has made the following reserve projections:

Beginning Reserve	\$ 343,694 (16%)
Estimated Revenues	\$ 2,061,850
Estimated Expenditures	\$ 2,282,595
Anticipated Ending Reserve	\$ 122,949 (6%)
Structural Deficit	\$ 220,745

SEWER FUND REVENUE PROJECTIONS

The Sewer Fund receives 94% of its revenue from user fees charged to customers (residential, commercial, and industrial). Based on historical billings over the past year, a net decrease of 1.5% is anticipated in Sewer Fund revenues.

FY Budget	2013-14	FY Budget	2014-15	Difference	% Change
\$2,093,151		\$2,061,850		-\$31,301	-1.5%

In June 2013, the Budget Advisory Committee recommended that the City Council consider engaging a consultant to perform a Sewer Rate Study that would provide the City with information for a potential rate increase that would provide sufficient funding for current operations, funding for delayed maintenance, as well as future capital projects. At the March 2014 Strategic Planning Session, the City Council provided direction to staff to issue a Request for Proposal (RFP) for a combined Sewer & Water Rate Study. Staff will be presenting the results of the RFP to the City Council at their May 13, 2014 meeting and will be requesting that the funding for this study be allocated in the 2014-15 Fiscal Year Budget.

SEWER FUND EXPENDITURE PROJECTIONS

Overall, Sewer Fund expenditures are projected to increase by .75%.

Division	FY Budget	2013-14	FY 2014-15 Budget	Difference	% Change
Sewer Collection	\$1,318,608		\$1,358,500	+\$39,900	+3%
Sewer Treatment	\$947,112		\$924,095	-\$23,000	-2%

Significant Expenditure Adjustments for the Sewer Fund are as follows:

Sewer Collection:

Account	Projected Reductions
Personnel Expenses	<u>\$19,400 Increase</u> due to an employee who was on leave during the current year and is anticipated to work full-time next fiscal year
Professional Services	<u>\$20,000 Increase</u> in Professional Services due to the completion of the Sanitary Sewer Management Plan required by the State.
Equipment/Projects	<u>\$33,000 Decrease</u> due to the completion of several one-time projects this fiscal year

Sewer Treatment:

Account	Projected Reductions
Maintenance of Operations Equipment	<u>\$22,400 Decrease</u> due to the completion of the repairs on the Headworks Grinder at the WWTP

WATER FUND RESERVE PROJECTIONS

For the 2014-15 Fiscal Year, the Water Fund is anticipated to run an operating structural surplus of \$27,000 and will end with a health reserve of 43.7%.

Beginning Reserve	\$ 722,581 (43%)
Estimated Revenues	\$ 1,715,300
Estimated Expenditures	\$ 1,688,250
Anticipated Ending Reserve	\$ 749,631 (43.7%)
Structural Surplus	\$ 27,050

WATER FUND REVENUES

The Water Fund receives 99% of its revenues from residential, commercial, and industrial customers throughout the City. For the upcoming fiscal year, revenues are projected to increase by 2% overall.

FY Budget	2013-14	FY Budget	2014-15	Difference	% Change
\$1,681,590		\$1,715,300		\$33,710	+2%

Governor Brown has issued an Executive Order to strengthen the State's ability to manage our water in drought conditions and has asked all residents to redouble their efforts to conserve water. As the drought continues and our residents continue their water conservation efforts, we will continually watch our revenues to ensure that our structural surplus remains. The proposed Water & Sewer Rate study will take such information into consideration.

WATER FUND EXPENDITURES

This current fiscal year the Water Fund issued its final payment on a 1998 bond issuance for water improvements and is therefore debt free. With debt service no longer an expense in this fund, we are able to present a structural surplus. Overall, fund expenditures are estimated to decrease by 3%.

FY Budget	2013-14	FY Budget	2014-15	Difference	% Change
\$1,733,760		\$1,688,250		-\$45,510	-3%

Significant expenditure adjustments are noted in the following accounts:

Account	Projected Reductions
Professional Services	<u>\$23,000 Increase</u> in Professional Services due

	to the Groundwater Basin Association Report Update
Equipment/Projects	<u>\$88,000 Decrease</u> due to the completion of several one-time projects this fiscal year

RECOMMENDATION

It is recommended that the City Council participate in the Fiscal Year 2014-15 Budget Workshop and provide feedback in anticipation of the adoption of the Final Budget on June 24, 2014.

FINANCIAL IMPACT

There is no financial impact associated with this presentation.

STRATEGIC PLAN

This report has been prepared to accomplish the following strategic objective established at the March 3, 2014 Strategic Planning Session:

“Present to the City Council for consideration a FY 2014-2015 structurally-balanced budget.”

ATTACHMENT

1. FY 2014-15 Major Fund Budget Projections



City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

Fund 101: General Fund

Projected Reserve @ July 1, 2014 **9.42%** **\$789,404**

Add:

Projected FY 2014-2015 Revenues **\$8,261,415**

Less:

Requested Appropriations by Department

CITY COUNCIL	401	\$99,431
CITY MANAGER	402	214,275
FINANCE	403	635,750
LEGAL	404	217,250
PLANNING	405	309,900
BUILDING	406	232,600
BUILDING MAINTENANCE	407	154,942
ADMINISTRATIVE SERVICES	408	620,150
POLICE	409	3,739,226
CODE COMPLIANCE	411	224,050
DEVELOP. SERVICES ADMIN	412	630,552
STREET MAINTENANCE	413	47,800
PARKS	414	624,130
ECONOMIC DEVELOPMENT	439	102,250
RECREATION	459	321,900

Total Appropriations **\$8,174,206**

Projected Reserve @ June 30, 2015 **\$876,613**

% of Reserve To Revenues **10.61%**

10% Reserve Requirement **\$826,142**

Surplus/(Deficit) to Reserve Requirement **\$50,472**

Operating Structural Surplus (Deficit) [Rev vs. Exp] **\$87,209**

One-Time Expenditure Requests **\$85,600**



CITY OF RIVERBANK

GENERAL FUND REVENUE PROJECTIONS -- FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 BUDGET	FY 13-14 REVENUES TO DATE	PROJECTED FY 14-15 REVENUES	PROJECTED INCREASE (DECREASE)	% CHANGE
400.010	PROP TAX CURRENT SECURED	\$992,134	\$1,093,125	\$601,220	\$1,202,000	\$108,875	9.96%
400.020	PROP TAX CURRENT UNSECURED	57,919	56,804	58,312	64,100	\$7,296	12.84%
400.030	PROP TAX PRIOR SECURED	9,750	980	1,274	1,400	\$420	42.86%
400.040	PROP TAX PRIOR UNSECURED	2,886	1,800	1,743	1,800	\$0	0.00%
400.050	SALES TAX	2,793,989	2,647,000	\$1,710,494	2,700,000	\$53,000	2.00%
400.060	PROP TRANSFER TAX	36,379	38,861	23,094	40,800	\$1,939	4.99%
400.070	UNITARY TAXES	21,651	0	0	0	\$0	0.00%
400.080	PAYMENT IN LIEU OF TAXES (PILOT)	29,511	29,192	29,503	29,600	\$408	1.40%
400.090	MOTOR VEHICLE IN LIEU TAX	11,751	9,800	9,821	0	(\$9,800)	-100.00%
400.100	HOMEOWNERS PROP TAX RELIEF	17,859	15,680	8,615	16,400	\$720	4.59%
400.130	S/B 813 SUPPL. TAXES	9,804	8,600	14,915	8,800	\$200	2.33%
400.131	STATE APPORTIONMENTS	0	0	150	0	\$0	0.00%
400.190	PROPERTY TAX IN LIEU OF VLF	1,293,156	1,344,882	686,667	1,442,000	\$97,118	7.22%
450.000	BUSINESS LICENSE	61,373	61,693	64,201	61,200	(\$493)	-0.80%
450.010	ANIMAL CONTROL FEES	7,879	5,359	8,190	6,600	\$1,241	23.16%
450.020	MISC LIC-BIKE/YARD SALE	990	1,000	670	1,000	\$0	0.00%
450.030	BUILDING PERMIT FEES	75,033	71,705	97,368	50,000	(\$21,705)	-30.27%
501.000	COPS GRANT	101,057	100,000	87,574	100,000	\$0	0.00%
501.001	GRANTS	112,003	57,400	95,236	0	(\$57,400)	-100.00%
501.002	SPECIFIC PLAN LOAN	39,777	45,000	20,622	0	\$0	0.00%
600.000	FRANCHISE FEES - GARBAGE	234,147	230,711	214,079	249,000	\$18,289	7.93%
600.010	POLICE SERVICES	5,222	2,000	5,218	500	(\$1,500)	-75.00%
600.030	POLICE/TRAFFIC REPORTS	681	500	390	500	\$0	0.00%
600.040	SB 1186 REVENUES	214	400	506	300	\$600	-25.00%
600.050	BOOKING FEES	1,611	1,000	1,064	1,000	\$0	0.00%
600.060	PLANNING FEES/SPECIFIC PLAN	3,809	0	0	0	\$0	0.00%
600.090	PLAN CHECK FEES	6,692	19,615	27,318	9,615	(\$10,000)	-50.98%
600.100	PLANNING & ZONING FEES	6,453	2,000	2,481	2,000	\$0	0.00%
600.120	PEG FEES	20,069	15,000	9,965	16,100	\$1,100	7.33%
600.130	FRANCHISE FEES - OTHER	264,200	258,596	215,979	262,000	\$3,404	1.32%
600.160	MISC CURRENT SERVICES	2,699	2,000	1,789	2,300	\$300	15.00%
600.170	VEHICLE CODE FINES	91,077	102,724	82,499	108,500	\$5,776	5.62%
655.000	FINES, FORFEITURES, PENALTIES	29,942	33,364	27,012	32,100	(\$1,264)	-3.79%
660.040	VEHICLE RELEASES	21,500	18,156	19,500	18,500	\$344	1.89%
664.000	INTEREST INCOME	47,273	30,000	40,791	48,600	\$18,600	62.00%
665.000	RENTS	50	0	0	0	\$0	0.00%
673.040	LEGAL FEE REIMBURSEMENT	185,000	0	0	0	\$0	0.00%
673.050	PTAF REIMBURSEMENT	0	147,500	147,480	0	(\$147,500)	-100.00%
675.050	AB 939 REIMBURSEMENT	1,101	500	-354	500	\$0	0.00%
675.060	MISC REVENUE-OTHER AGENCIES	10,843	0	0	0	\$0	0.00%
675.090	MISCELLANEOUS REVENUES	45,057	5,000	43,950	5,000	\$0	0.00%
675.340	PUBLIC WORKS FEES	594	700	510	700	\$0	0.00%
675.350	CAPTIAL PROJECT REIMBURSEMENTS	0	82,207	733	65,700	(\$16,507)	-20.08%
675.550	UNCLAIMED MONEY REVENUE	729	0	0	0	\$0	0.00%
680.025	MISC PROGRAM INCOME	15,980	27,766	19,159	30,000	\$2,234	8.05%
680.034	REALIZED GAIN ON INVESTMENTS	2,826	3,900	6,548	0	(\$3,900)	-100.00%
699.000	TRANSFERS IN	205,451	604,000	0	630,000	\$26,000	4.30%
699.000	TRANSFERS IN OF MGMT FEES	1,179,215	1,207,607	560,391	1,052,800	(\$154,807)	-12.82%
TOTAL GENERAL FUND REVENUES		\$8,057,336	\$8,384,127	\$4,946,677	\$8,261,415	(\$77,012)	-1.46%

FY 2014-15 GENERAL FUND REVENUE PROJECTIONS

Property Tax Current Secured: 101-000.000-400.010

Property tax is imposed on real property (land and permanent improvements) and tangible personal property (furniture, fixtures, and equipment). The general tax levy rate is 1% of the assessed value, adjusted by an annual inflation factor not to exceed 2%. Property in the State of California is generally reassessed only upon change of ownership. Property in Riverbank is assessed by the Stanislaus County Assessor's Office. Cities and other local agencies, such as schools, special districts, and Stanislaus County share in County-wide property tax pool for purchases made within the county, but not within a specific jurisdiction. The chart below reflects a history of the City's property tax revenue.

400.010 PT Current Secured		
FY	Amount	% Change
04/05	741,318.17	
05/06	1,104,942.38	49.05%
06/07	1,497,179.71	35.50%
07/08	1,365,265.06	-8.81%
08/09	1,221,051.11	-10.56%
09/10	1,420,693.11	16.35%
10/11	834,697.04	-41.25%
11/12	1,038,129.09	24.37%
12/13	992,134.00	-4.43%
13/14	1,093,125.00	10.18%
14/15	1,202,437.50	10.00%

FY 2014-15 Outlook: The County Assessor's Office has not yet released official estimates but has indicated that a positive change will occur in the next year. At this time, staff is conservatively estimating a 10% increase but based on a preliminary discussion with their office, estimates for Riverbank may potentially be higher than 10%.

Property Tax Current Unsecured: 101-000.000-400.020

Unsecured Property Taxes are for vessels, airplanes, farm equipment, business furniture and fixtures, and other unsecured property assessments. The tax levy rate is also 1% of the assessed value of the personal property. The chart below reflects a history of the City's property tax revenue and the Fiscal year 2014-15 estimate.

400.020 PT Current Unsecured		
FY	Amount	% Change
04/05	45,019.04	
05/06	54,160.89	20.31%
06/07	57,484.11	6.14%
07/08	56,964.44	-0.90%
08/09	58,907.05	3.41%
09/10	59,066.52	0.27%
10/11	64,555.94	9.29%
11/12	55,977.01	-13.29%
12/13	57,918.67	3.47%
13/14	58,312.27	0.68%
14/15	64,143.50	10.00%

Property Tax Prior Secured: 101-000.000-400.030

Delinquent property taxes that are collected and paid in the subsequent fiscal year from an assessment are recorded separately from those that are being currently collected. Over the past two fiscal years, the city has experienced a significant decrease in delinquent property taxes as property owners are beginning to repay delinquent taxes and as banks that have foreclosed on homes have repaid delinquent taxes. For the 2014-15 fiscal year estimate, the city is conservatively estimating a 10% increase from the current year revenues due to the trends that have been experienced over the past several years.

400.030 Prop Tax Prior Secured		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	0.00	
05/06	0.00	
06/07	1,083.43	
07/08	174.10	-83.93%
08/09	42,781.75	24473.09%
09/10	38,053.79	-11.05%
10/11	88,900.70	133.62%
11/12	790.55	-99.11%
12/13	9,750.15	1133.34%
13/14	1,273.93	-86.93%
14/15	1,401.32	10.00%

Sales Tax: 101-000.000-450.050

Sales and Use Tax is imposed on most retail transactions. The current sales tax rate in Stanislaus County is 7.375%.

With the passage of Proposition 57 (the Triple Flip) in March 2004, the State shifted .25% of the City's sales tax allocation to the State General Fund to pay for recovery bonds. The .25% shift in sales tax was replaced with an equal amount of property taxes.

A meeting with our sales tax consultant is upcoming. Until such time, the City has decided to remain conservative with regards to sales tax.

400.050 Sales Tax		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	1,198,161.88	
05/06	1,243,140.01	3.75%
06/07	2,094,328.12	68.47%
07/08	2,397,457.88	14.47%
08/09	2,341,564.27	-2.33%
09/10	2,410,425.64	2.94%
10/11	2,441,891.72	1.31%
11/12	2,537,834.68	3.93%
12/13	2,793,988.88	10.09%
13/14	2,647,000.00	-5.26%
14/15	2,700,000.00	2.00%

Property Transfer Tax: 101-000.000-400.060

The City of Riverbank Code of Ordinances Chapter 34 §34.01 establishes the Real Property Transfer Tax rate. This section states as follows:

“There is hereby imposed on each deed, instrument or writing by which any lands, tenements other realty sold within the city shall be granted, assigned, transferred or otherwise conveyed to, or vested in, the purchaser or purchasers, or any other person or persons, by his or their direction, when the consideration or value of the interest or property conveyed (exclusive of the value of any lien or encumbrances remaining thereon at the time of sale) exceeds \$100, a tax at the rate of **\$0.275 for each \$500** or fractional part thereof.”

The Finance Department has anticipated a five percent (5%) increase from the current year for the expected amount in FY 2014-15 due to the anticipated increased home sales in the upcoming year.

400.060 Property Transfer Tax		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	221,692.25	
05/06	176,041.62	-20.59%
06/07	79,550.43	-54.81%
07/08	55,366.72	-30.40%
08/09	65,316.93	17.97%
09/10	54,667.18	-16.30%
10/11	36,336.49	-33.53%
11/12	29,155.52	-19.76%
12/13	36,379.13	24.78%
13/14	38,861.00	6.82%
14/15	40,804.05	5.00%

Unitary Taxes: 101-000.000-400.070

Unitary taxes are charged on land, improvements, and personal property owned or leased by a state assessee and used in its primary operation of freight or rail; gas or fluids by pipeline, canal or ditch, generation, transmission or distribution of electricity; or transmission of information by cellular, paging, or telephone. The assessment rate is imposed by the State Board of Equalization on an annual basis. No revenues were anticipated for the current fiscal year, therefore the projection estimates no revenues for the 2014-15 fiscal year.

400.070 Unitary Taxes		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	0.00	
05/06	0.00	0.00%
06/07	0.00	0.00%
07/08	7,282.40	0.00%
08/09	7,645.71	4.99%
09/10	19,398.48	153.72%
10/11	10,519.63	-45.77%
11/12	0.00	-100.00%
12/13	21,650.51	0.00%
13/14	0.00	-100.00%
14/15	0.00	0.00%

Motor Vehicle in Lieu Tax: 101-000.000-400.090

Motor Vehicle in Lieu Fees (VLF) are remitted by the State of California. VLF is paid initially at the date of purchase of new or used vehicles. In subsequent years, it is remitted as part of the vehicle registration process.

Until 1998 the VLF rate in California was 2% of a vehicle's assessed value. At that time, the State reduced the Vehicle License Fee (VLF) in two stages to 0.65%. This portion of the fees is a property tax, so this reduction is a property tax relief for the people of California. Until fiscal year 2003/04, the State had backfilled this loss of City revenue. As a result of Proposition 1A (Local Government Agreement) passing in November 2004, VLF will remain permanently at 0.65% of assessed value and the State will no longer backfill the revenues to local government. Instead, beginning in fiscal year 2004/05, the City has been receiving additional property tax revenues to compensate (known as the VLF Swap) from Stanislaus County.

For the 2011-12 Fiscal Year, the Governor signed SB89 which shifted City Motor Vehicle License Fees to fund the COPS, also known as the Supplemental Law Enforcement Services Funding (SLESF), Grant. The revenues that the City has received during the 2013-14 year, have been allocations from surplus revenues that are not anticipated. Therefore, the City anticipates no further funding from this source for the 2014-15 fiscal year.

400.090 Motor Vehicle In Lieu		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	225,889.67	
05/06	411,500.24	82.17%
06/07	142,740.93	-65.31%
07/08	101,072.70	-29.19%
08/09	76,006.23	-24.80%
09/10	65,991.75	-13.18%
10/11	101,419.14	53.68%
11/12	11,300.03	-88.86%
12/13	11,751.32	3.99%
13/14	9,820.91	-16.43%
14/15	0.00	-100.00%

Home Owners Property Tax Relief: 101-000.000-400.100

Homeowners are eligible to receive a \$7,000 exemption on the assessed value of the home that is listed as their primary residence. The State of California has legislation enacted to reimburse the County and the cities for the property tax revenue lost from the exemption.

For the 2014-15 fiscal year, the Finance Department is remaining conservative and projecting a 5% increase.

400.100 HO Prop Tax Relief		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	12,119.15	
05/06	22,239.00	83.50%
06/07	27,438.24	23.38%
07/08	20,286.32	-26.07%
08/09	19,339.44	-4.67%
09/10	10,087.55	-47.84%
10/11	29,053.77	188.02%
11/12	18,597.72	-35.99%
12/13	17,859.00	-3.97%
13/14	15,680.00	-12.20%
14/15	16,464.00	5.00%

SB 813 Supplemental Taxes: 101-000.000-400.130

State law (through the adoption of Senate Bill 813) requires the County Assessor to reappraise property upon change in ownership or completion of new construction. The supplemental assessment reflects the difference between the new value and the old value. The Auditor-Controller calculates the supplemental property tax, and prorates it based upon the number of months remaining in the fiscal year in which the event occurred.

The Finance Department estimates the new fiscal year projection based on the anticipated activity for the upcoming year. An increase in Solar upgrades and home sales will result in an increase in the Supplemental revenues.

400.130 SB 813 Supplemental		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	88,573.91	
05/06	251,624.70	184.08%
06/07	309,863.63	23.15%
07/08	142,411.95	-54.04%
08/09	21,504.45	-84.90%
09/10	1,388.17	-93.54%
10/11	7,290.79	425.21%
11/12	3,664.19	-49.74%
12/13	9,804.44	167.57%
13/14	8,601.43	-12.27%
14/15	8,773.46	2.00%

Property Tax in Lieu of VLF (Vehicle License Fees): 101-000.000-400.190

This revenue source accounts for the 1.35% Property Tax received from the State, which is in lieu of receiving the full 2% vehicle license fee.

The State first began allocating this revenue source during the 2004-2005 fiscal year. Because it is classified as a “property tax”, the calculation of this revenue source is dependent on the assessed values of the properties located within the City.

This revenue source is considered a property tax and is therefore affected by increases and decreases in property values. The City has estimated a preliminary 5% increase as an extremely conservative estimate.

400.190 PT in Lieu of VLF		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	967,922.00	
05/06	1,451,969.00	50.01%
06/07	1,730,573.00	19.19%
07/08	1,910,290.00	10.38%
08/09	1,656,943.00	-13.26%
09/10	1,376,678.00	-16.91%
10/11	1,419,883.00	3.14%
11/12	1,349,173.00	-4.98%
12/13	1,293,156.00	-4.15%
13/14	1,373,333.00	6.20%
14/15	1,441,999.65	5.00%

Business License Fees: 101-000.000-450.000

Business license fees are imposed on all businesses or persons conducting business within the city limits. Fees are imposed based on the number of people employed by the business. Fees are assessed every January and businesses receive a license for the calendar year.

For the 2014-15 fiscal year, the Finance Department has used a 3-year rolling average to estimate our projection.

450.000 Business Licenses		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	71,467.30	
05/06	73,841.75	3.32%
06/07	74,067.00	0.31%
07/08	63,450.75	-14.33%
08/09	64,416.26	1.52%
09/10	66,293.82	2.91%
10/11	64,511.25	-2.69%
11/12	60,568.50	-6.11%
12/13	61,372.87	1.33%
13/14	61,693.00	0.52%
14/15	61,211.46	-0.78%

Animal Control Fees: 101-000.000-450.010

The City currently contracts these services through the City of Oakdale. The City has a deputy assigned to Riverbank on a part-time basis for $\frac{3}{4}$ time. This contract with Oakdale allows residents to obtain or renew their dog licenses either at the City of Riverbank or City of Oakdale. Any revenues received directly offset the animal control contract.

The Finance Department estimates the new fiscal year projection based on a two-year rolling average.

450.010 Animal Control Fees		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	0.00	
05/06	0.00	0.00%
06/07	0.00	0.00%
07/08	0.00	0.00%
08/09	970.00	0.00%
09/10	2,647.00	172.89%
10/11	8,115.00	206.57%
11/12	11,524.00	42.01%
12/13	7,879.00	-31.63%
13/14	5,359.00	-31.98%
14/15	6,619.00	23.51%

Plan Check Fees: 101-000.000-600.090

Plan check fees are imposed at the time that plans are submitted by homeowners for upgrades, additions, or new constructions. The fees are based on the estimated amount that the construction will cost. Over the past fiscal years, this amount has decreased due the downfall in the economy.

Current estimates are only preliminary as we await for additional information regarding the potential housing development located in the Crossroads. Developers will be submitting a construction phasing plan that will assist in determining the potential amount of building permits that will be issued next fiscal year.

600.090 Plan Check Fees		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	275,019.83	
05/06	97,135.43	-64.68%
06/07	47,962.53	-50.62%
07/08	43,328.30	-9.66%
08/09	26,768.58	-38.22%
09/10	24,722.92	-7.64%
10/11	12,627.20	-48.93%
11/12	6,604.28	-47.70%
12/13	6,692.28	1.33%
13/14	19,615.00	193.10%
14/15	9,615.00	-50.98%

Vehicle Code Fines: 101-000.000-600.170

Vehicle code fines are collected through the issuance of police citations for certain violations to the State of California Vehicle Code. Riverbank Police Services issues citations for violations such as speeding, running a stop sign or red light, amongst others. These citations are sent to the Department of Motor Vehicles for processing. The City then receives about 1/3 of the fee assessed.

The City uses a three-year rolling average as its basis for the estimate.

600.170 Vehicle Code Fines		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	48,449.35	
05/06	117,202.69	141.91%
06/07	134,379.21	14.66%
07/08	142,313.44	5.90%
08/09	100,091.72	-29.67%
09/10	107,670.94	7.57%
10/11	76,569.49	-28.89%
11/12	131,605.08	71.88%
12/13	91,077.32	-30.79%
13/14	102,724.00	12.79%
14/15	108,468.80	5.59%

Fines, Forfeitures, and Penalties: 101-000.000-655.000

These are the fees assessed for delinquent garbage collection bills on a bi-monthly basis. All customers with a delinquent account are assessed a 10% late fee.

The fiscal year 2014-15 estimate is based on a three-year rolling average of the actual amounts received. A potential change to a monthly billing cycle may require an estimate revision at mid year.

655.000 Fines, Forfeitures, Penalties		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	22,460.16	
05/06	26,841.69	19.51%
06/07	28,626.87	6.65%
07/08	32,724.50	14.31%
08/09	34,010.68	3.93%
09/10	34,681.43	1.97%
10/11	33,125.22	-4.49%
11/12	32,967.34	-0.48%
12/13	29,942.37	-9.18%
13/14	33,364.00	11.43%
14/15	32,091.24	-3.81%

Vehicle Release: 101-000.000-660.040

When the Riverbank Police Services tows a vehicle to storage due to a violation, the owner must pay a storage vehicle fee to the City of \$150. \$100 is designated to the General Fund and helps to pay for the contract with the Sheriff's Office. \$50 is designated to go in a separate account to be used for traffic safety programs and equipment. This fee is established by Resolution 2007-094.

In 2011, the State of California amended the Vehicle Code and limited the instances when a vehicle could be towed. This affected the number of vehicles the Riverbank Police Services towed and significantly decreased revenues.

For the 2014-15 Fiscal Year, staff is conservatively estimating a 2% increase.

660.040 Vehicle Release		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	39,975.00	
05/06	37,125.00	-7.13%
06/07	34,560.00	-6.91%
07/08	43,000.00	24.42%
08/09	63,800.00	48.37%
09/10	66,230.00	3.81%
10/11	31,200.00	-52.89%
11/12	25,500.00	-18.27%
12/13	21,500.00	-15.69%
13/14	18,156.00	-15.55%
14/15	18,519.12	2.00%

Miscellaneous Program Income: 101-000.000-680.025

This account is used for the accounting of fees from some recreational activities. Fees are collected for the use of the Riverbank Sports Complex for the field maintenance and for the use of the lights. All of the fees collected are used to pay for staff time, field maintenance by Grover Landscape, and MID for the electrical billing. Parking fees from Jacob Myer Park are collected to offset the cost of providing maintenance by a part-time Parks employee.

For the 2014-15 fiscal year projection, the Finance Department and Recreation have estimated the total to be collected from rentals (Complex is at capacity and rented throughout the year, as well as the costs for a part-time employee to maintain.

680.025 Misc. Program Income		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	0.00	0.00%
05/06	0.00	0.00%
06/07	6,243.32	0.00%
07/08	12,523.66	100.59%
08/09	21,048.14	68.07%
09/10	21,312.98	1.26%
10/11	13,695.50	-35.74%
11/12	13,192.50	-3.67%
12/13	15,980.00	21.13%
13/14	27,766.00	73.75%
14/15	30,000.00	8.05%

Franchise Fees – Utilities: 101-000.000-600.130

The City of Riverbank receives franchise fees for the use of public streets from MID, PG&E, Charter Communication and AT&T. Each company pays a percentage of the gross receipts collected from their customers and varies from 1% to 5%. Charter Communication and AT&T remit their fees on a quarterly basis, whereas MID & PG&E remit one annual payment.

For the 2014-15 fiscal year projection, the Finance Department has used a three-year rolling average.

600.130 Franchise Fees-Utilities		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	249,627.53	
05/06	273,748.97	9.66%
06/07	265,142.35	-3.14%
07/08	256,945.80	-3.09%
08/09	270,223.83	5.17%
09/10	250,156.48	-7.43%
10/11	252,535.22	0.95%
11/12	263,255.66	4.25%
12/13	264,199.58	0.36%
13/14	258,596.00	-2.12%
14/15	262,017.08	1.32%

Franchise Fees – Garbage: 101-000.000-600.000

Franchise fees are collected from Gilton Solid Waste based on the contract established. Currently, Gilton pays the city 12.85% on all residential collections and 15% for commercial collections. Funds are remitted on a monthly basis.

For the 2014-15 fiscal year new rates will be adopted. An estimate has been prepared based on these proposed rates.

600.000 Franchise Fees-Garbage		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	182,327.17	
05/06	203,072.58	11.38%
06/07	224,101.99	10.36%
07/08	225,366.17	0.56%
08/09	226,191.89	0.37%
09/10	228,706.65	1.11%
10/11	231,337.21	1.15%
11/12	231,628.52	0.13%
12/13	234,147.26	1.09%
13/14	230,711.00	-1.47%
14/15	249,000.00	7.93%

Building Permits: 101-000.000-450.030

The City collects fees for building permits issued under the Uniform Building Code. Permits are issued for items such as new construction, plumbing permits, roof replacements, water heater and electrical permits, amongst others. The fees collected are based on the estimated value of the construction. During the past seven fiscal years, the City has seen drastic changes in building permit fees as the slowdown in the economy has affected new home construction and homeowners are no longer upgrading their homes as in the past.

Current estimates are only preliminary as we await for additional information regarding the potential housing development located in the Crossroads. Developers will be submitting a construction phasing plan that will assist in determining the potential amount of building permits that will be issued next fiscal year.

450.030 Building Permit		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	1,227,267.96	
05/06	424,317.04	-65.43%
06/07	298,405.76	-29.67%
07/08	218,887.00	-26.65%
08/09	92,658.67	-57.67%
09/10	146,977.22	58.62%
10/11	49,261.31	-66.48%
11/12	97,888.48	98.71%
12/13	75,032.72	-23.35%
13/14	71,705.00	-4.44%
14/15	50,000.00	-30.27%

Interest Income: 101-000.000-664.000

The City invests cash that is considered to be surplus and is not needed for immediate cash flow needs. Currently, the City has approximately \$7 million invested in the Local Agency Investment Fund (LAIF) administered by the State of California Treasurer's Office. Over the past several fiscal years, the downturn in the economic market has caused interest rates to plummet and the return on investment that was once experienced is no longer being achieved. The City has an Investment Policy established by the City Council which specifies the types of investments that can be made such as CD's, agency bonds that are rated AAA (highest rating available) and LAIF. In making investments, the City conforms to the SLY rule: Safety (being assured that the city's funds are invested in a safe manner which will not lose value), Liquidity (investing in items that are liquid and can be quickly converted to cash in case of an emergency), and Yield (investing in items which will provide the city with the highest return on investment). Throughout the past fiscal year, the City has diversified its portfolio by investing in FDIC insured negotiable CD's that have given the City an increase in income.

For the 2014-15 fiscal year, staff has estimated the interest to be earned during the year based on the investments currently held.

664.000 Interest Income		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	49,222.15	
05/06	152,638.61	210.10%
06/07	313,004.79	105.06%
07/08	235,387.68	-24.80%
08/09	86,978.67	-63.05%
09/10	27,312.48	-68.60%
10/11	27,245.71	-0.24%
11/12	34,045.35	24.96%
12/13	47,272.87	38.85%
13/14	30,000.00	-36.54%
14/15	48,600.00	62.00%

Housing Authority Payment In-Lieu of Taxes (PILOT): 101-000.000-400.080

A Payment In Lieu Of Taxes (PILOT), is made to compensate a local government for some or all of the tax revenue that it loses because of the nature of the ownership or use of a particular piece of real property. Usually it relates to the foregone property tax revenue. In this case, the Riverbank Housing Authority is exempt from the payment of property taxes. The Housing authority has negotiated this PILOT payment with the City of Riverbank. PILOT payments received are allocated towards the payment of the Housing Authority Fire District Assessments.

For the 2014-15 fiscal year projection, the Finance Department has used a three-year rolling average.

400.080 Housing Authority PILOT		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	21,791.57	
05/06	23,616.35	8.37%
06/07	26,200.93	10.94%
07/08	27,286.63	4.14%
08/09	28,702.27	5.19%
09/10	29,744.13	3.63%
10/11	30,348.92	2.03%
11/12	30,229.87	-0.39%
12/13	29,510.99	-2.38%
13/14	29,192.00	-1.08%
14/15	29,644.29	1.55%

Transfers In: 101-000.000-699.000

The General Fund transfers in reimbursements for salaries, benefits and contracts that by State Law or mandate must be initially accounted for in a Special Revenue or Enterprise Fund. Several of these reimbursements include Prop 172 Public Safety Funding received from the State of California for the payment of our contract with the Sheriff's Office. There is a statewide ½ cent sales tax that is collected and allocated to cities based on population. These funds are required to be accounted for in a separate fund from the General Fund but may be used to reimburse for public safety related activities. Another example of a transfer in, are the administrative fees collected via the landscape and lighting charges. The Development Services Department is in charge of administering these funds and their salary (which is accounted for in the general fund) is reimbursed.

The FY 2014-15 projection is based on an estimate of the reimbursements to be received. 61% of the revenues received are reimbursement of Management Fees for employees in the General Fund that perform work that is associated with other funds (i.e. Sewer & Water Funds).

699.000 Transfers In		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	177,163.13	
05/06	142,798.75	-19.40%
06/07	104,336.51	-26.93%
07/08	10,845.22	-89.61%
08/09	568,700.83	5143.79%
09/10	144,506.06	-74.59%
10/11	400,000.17	176.81%
11/12	1,279,932.27	219.98%
12/13	1,384,665.63	8.18%
13/14	1,843,012.00	33.10%
14/15	1,682,800.00	-8.69%

COPS Grant: 101-000.000-501.000

The Citizens Option for Public Safety (COPS) program provides funding for front-line law enforcement (city police, County Sheriff's, and police protection districts); county jails; district attorneys for prosecution; and (since 2000-01) local juvenile justice programs. If provided in the State budget, COPS funding is allocated by the State Controller's Office to counties for deposit by the county auditor in a Supplemental Law Enforcement Services Fund (SLESF) established in each county. The "Front Line Law Enforcement" portion of the COPS program provides for a per capita allocation to cities, counties and five police protection districts with a minimum allocation of \$100,000 per agency.

During the 2011-12 Fiscal Year, the Governor signed SB89 which shifted City Motor Vehicle License Fees to fund the Supplemental Law Enforcement Services Funding (SLESF) Grant thus providing a guaranteed funding source.

501.000 SLESF		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	99,566.19	
05/06	102,635.37	3.08%
06/07	100,060.03	-2.51%
07/08	100,485.14	0.42%
08/09	100,087.01	-0.40%
09/10	100,099.18	0.01%
10/11	100,030.24	-0.07%
11/12	100,026.81	0.00%
12/13	101,056.60	1.03%
13/14	100,000.00	-1.05%
14/15	100,000.00	0.00%



City of Riverbank

Annual Operating Budget -- Fiscal Year 2014-2015

Fund: 101	GENERAL FUND	Department: 401
Function:	General Government	CITY COUNCIL

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Personnel Salaries & Benefits							
701.001	PERSONNEL REGULAR	19,875	21,600	17,475	21,950	350	1.6%
708.005	MEDICARE	277	313	241	318	5	1.6%
708.006	PERS RETIREMENT	1,171	1,129	1,083	1,453	324	28.7%
	Total Personnel Salaries & Benefits	\$21,323	\$23,042	\$18,799	\$23,721	679	2.9%
Operating Expenses							
702.031	RENTS & LEASES	10,221	10,000	1,730	10,000	0	0.0%
702.032	PROFESSIONAL/SPECIAL SERVICES*	4,062	11,500	17,469	21,200	9,700	84.3%
703.024	POSTAGE	11	300	50	300	0	0.0%
703.025	OFFICE EXPENSE	2,942	2,800	2,933	2,800	0	0.0%
706.026	MISCELLANEOUS EXPENSE	75	350	259	350	0	0.0%
706.033	PROMOTIONAL EXPENSE	2,904	3,000	2,077	3,000	0	0.0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	10,242	10,060	1,007	10,060	0	0.0%
706.037	CONFERENCES & MEETINGS	8,599	6,000	7,586	5,000	-1,000	-16.7%
706.056	STATE/COUNTY FEES	71,040	72,000	71,697	23,000	-49,000	-68.1%
	Total Operating Expenses	\$110,096	\$116,010	\$104,808	\$75,710	-40,300	-34.7%
CAPITAL OUTLAY							
707.002	CAPITAL EXPENDITURES	0	0	0	0	0	0.0%
	Total Capital Outlay	\$0	\$0	\$0	\$0	0	0.0%
	Total Department Appropriations	\$131,419	\$139,052	\$123,607	\$99,431	-39,621	-28.5%

*Professional/Special Service Increase Description

Increase in Newsletter Costs	4,500
Additional Request: Color Newsletter	5,200
Total Increase	<u>9,700</u>

CITY COUNCIL
PROPOSED BUDGET
FY 2014-15

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>BUDGET</u>
101-401.000-701.001 Personnel Regular	City Council Monthly Stipends	21,950
101-401.000-702.031 Rents & Leases	Savin Copier Lease	2,000
	Building Replacement Fund	8,000
		10,000
101-401.000-702.032 Prof/Special Services	AIS: Bi-Monthly Utility Newsletter	8,000
	New Appropriation Request: Color	5,200
	Strategic Planning/Teambuilding	8,000
		21,200
101-401.000-703.024 Postage	Postage Expense	300
		300
101-401.000-703.025 Office Expense	City Council Office Supplies	2,300
	Business Card Expense	500
		2,800
101-401.000-706.026 Miscellaneous Expense		
	Misc. Expenditures	350
		350
101-401.000-706.033 Promotional Expense	Flag Posting	300
	Advertising	2,700
		3,000
101-401.000-706.036 Membership, Dues, etc.		
	StanCog	900
	League of California Cities	8,800
	Sister Cities International	360
		10,060
101-401.000-706.037 Travel, Conf. Meetings		
	League Annual Conference	1,500
	League New Mayor/Council Conf.	1,500
	Other Conf./Meetings & Expenses	1,000
		4,000
101-401.000-706.056 State/County Fees	Housing Authority Fire Assessments	23,000
		23,000

[illegible]



City of Riverbank

Annual Operating Budget -- Fiscal Year 2014-2015

Fund: 101	GENERAL FUND	Department: 402
Function:	General Government	CITY MANAGER

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR*	137,500	138,000	111,558	145,000	7,000	5.1%
701.002	PERSONNEL TEMPORARY	0	0	0	0	0	0.0%
708.004	MISC EMPLOYEE BENEFITS	11,885	2,365	-16,558	2,400	35	1.5%
708.005	MEDICARE	1,931	1,994	1,553	2,100	106	5.3%
708.006	PERS RETIREMENT	10,789	11,674	8,939	11,600	-74	-0.6%
708.007	PAYROLL TAXES	437	434	434	400	-34	-7.8%
708.008	HEALTH DENTAL VISION INSURANCE	8,254	8,173	7,149	7,500	-673	-8.2%
708.009	NATIONAL RETIREMENT	2,371	2,631	1,976	2,900	269	10.2%
708.010	WORKERS' COMPENSATION	18,604	20,934	16,404	21,500	566	2.7%
708.012	DEFERRED COMPENSATION	5,250	5,000	4,039	5,000	0	0.0%
Total Personnel Salaries & Benefits		\$197,021	\$191,205	\$135,494	\$198,400	\$7,195	3.8%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	566	550	0	550	0	0.0%
702.031	RENTS & LEASES	3,323	3,200	793	3,700	500	15.6%
702.032	PROFESSIONAL/SPECIAL SERVICES	4,343	3,000	222	3,000	0	0.0%
703.024	POSTAGE	63	300	2	300	0	0.0%
703.025	OFFICE EXPENSE	928	1,100	872	1,100	0	0.0%
704.022	COMMUNICATIONS	0	0	0	0	0	0.0%
706.015	EMPLOYEE FUNCTIONS	1,992	2,800	2,368	2,800	0	0.0%
706.035	INSURANCE & SURETY BONDS	625	625	625	625	0	0.0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	1,540	1,800	400	1,800	0	0.0%
706.037	CONFERENCES & MEETINGS	1,534	2,000	2,825	2,000	0	0.0%
706.038	STAFF DEVELOPMENT	0	0	0	0	0	0.0%
Total Operating Expenses		\$14,914	\$15,375	\$8,107	\$15,875	\$500	3.3%
CAPITAL OUTLAY							
707.006	OFFICE EQUIPMENT	0	0	0	0	0	0.0%
Total Capital Outlay		\$0	\$0	\$0	\$0	\$0	0.0%
Total Department Appropriations		\$211,935	\$206,580	\$143,601	\$214,275	\$7,695	3.7%

TRANSFER IN OF MANAGEMENT FEES	SEWER FUND	(\$39,656)
	WATER FUND	(\$39,656)
	LOCAL REDEVELOPMENT AUTHORITY	(\$15,863)
	NET GENERAL FUND ALLOCATION	<u>\$119,100</u>

*Personnel Regular Increase Description:
 Increase in Personnel Costs due to Merit Increase Eligibility 9,500

CITY MANAGER
PROPOSED BUDGET
FY 2014-15

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>BUDGET</u>
101-402.000-702.030		
Maint. Operations Equipment	Computer Maintenance	550
101-402.000-702.031		
Rents & Leases	Savin Copier Lease	1,000
	Building Replacement Fund	2,700
		3,700
101-402.000-702.032		
Prof/Special Services	City Manager Annual Evaluation	1,000
	Other Professional Services	2,000
		3,000
101-402.000-703.024		
Postage	Postage Expense	300
		300
101-402.000-703.025		
Office Expense	City Manager Office Supplies	1,100
101-402.000-706.015		
Employee Functions	Annual Employee Luncheon	1,000
	Employee Recognitions Program	1,800
		2,800
101-402.000-706.035		
Insurance & Surety Bond	Public Officials Bond	625
		625
101-402.000-706.036		
Membership, Dues, etc.	ICMA	1,200
	CCMA	400
	Other Memberships	200
		1,800
101-402.000-706.037		
Travel, Conf. Meetings	League Annual Conference	1,000
	Other Conf./Meetings & Expenses	1,000
		2,000



City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

Fund:	101	GENERAL FUND	Department:	404
Function:		General Government		LEGAL

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	% Change
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Operating Expenses

702.032	PROFESSIONAL/SPECIAL SERVICES	42,750	0	0	0	0.0%
702.033	SPECIAL LEGAL COUNSEL	282,126	217,250	117,249	217,250	0.0%
702.034	OTHER CONTRACT SERVICES	0	0	0	0	0.0%
Total Operating Expenses		\$324,876	\$217,250	\$117,249	\$217,250	0.0%

Total Department Appropriations	\$324,876	\$217,250	\$117,249	\$217,250	0.0%
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LEGAL DEPARTMENT
PROPOSED BUDGET
FY 2014-15

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>BUDGET</u>
101-404.000-702.033	Legal Matters	<u>217,250</u>
Special Counsel	City Attorney	
	Allen v. City of Riverbank	
	District Election Guidance	
	Personnel Matters	



City of Riverbank

Annual Operating Budget -- Fiscal Year 2014-2015

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

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	307,010	319,606	247,885	333,300	13,694	4.3%
701.002	PERSONNEL TEMPORARY*	894	0	8,016	11,800	11,800	0.0%
708.004	MISC EMPLOYEE BENEFITS	-1,148	492	-40,762	500	8	1.6%
708.005	MEDICARE	4,221	4,675	3,515	5,000	325	7.0%
708.006	PERS RETIREMENT	31,642	40,546	30,861	44,900	4,354	10.7%
708.007	PAYROLL TAXES	2,281	2,170	3,037	3,400	1,230	56.7%
708.008	HEALTH DENTAL VISION INSURANCE	52,236	52,611	65,973	52,700	89	0.2%
708.009	NATIONAL RETIREMENT	11,854	13,155	9,112	14,500	1,345	10.2%
708.010	WORKERS' COMPENSATION	41,406	48,167	36,076	49,200	1,033	2.1%
708.012	DEFERRED COMPENSATION	11,107	11,107	8,981	11,100	-7	-0.1%
Total Personnel Salaries & Benefits		\$461,503	\$492,529	\$372,694	\$526,400	\$33,871	6.9%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	11,282	15,400	11,709	15,700	300	1.9%
702.031	RENTS & LEASES	20,587	20,050	2,383	20,800	750	3.7%
702.032	PROFESSIONAL/SPECIAL SERVICES	49,561	49,600	47,923	47,500	-2,100	-4.2%
702.034	OTHER CONTRACT SERVICES	10,001	9,779	6,767	10,000	221	2.3%
703.024	POSTAGE	3,324	5,750	3,855	5,000	-750	-13.0%
703.025	OFFICE EXPENSE	7,818	7,775	5,386	6,800	-975	-12.5%
706.023	ADVERTISING	353	550	234	550	0	0.0%
706.035	INSURANCE & SURETY BONDS	625	625	625	625	0	0.0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	375	375	444	375	0	0.0%
706.037	CONFERENCES & MEETINGS	1,467	2,000	2,039	2,000	0	0.0%
706.999	BAD DEBT EXPENSE - GARBAGE	19,721	0	0	0	0	0.0%
Total Operating Expenses		\$125,114	\$111,904	\$81,365	\$109,350	-\$2,554	-2.3%
CAPITAL OUTLAY							
707.002	CAPITAL EXPENDITURES	10,903	0	0	0	0	0.0%
Total Capital Outlay		\$10,903	\$0	\$0	\$0	\$0	0.0%
Total Department Appropriations		\$597,520	\$604,433	\$454,059	\$635,750	\$31,317	5.2%

TRANSFER IN OF MANAGEMENT FEES	SEWER FUND	(\$166,162)
	WATER FUND	(\$169,589)
	SYS DEV FUND	(\$22,841)
	NET GENERAL FUND ALLOCATION	<u>\$277,158</u>

EMPLOYEES:	1 DIRECTOR OF FINANCE	*Personnel Regular Increase Description:	
	1 ACCOUNTING MANAGER	Increase in Personnel Costs due to Merit Increase Eligibility	13,694
	3 ACCOUNT CLERK II		
	1 *PART-TIME COLLECTIONS CLERK		

FINANCE BUDGET

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>13/14</u>	<u>2014-2015</u>	
		<u>PRIOR</u> <u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u> <u>BAL.</u>
101-403.000-701.002	Personnel Temporary	6,585.02	11,800	11,800
101-403.000-701.003	Staff Overtime		0	0.00
101-403.000-702.030	Maint. Operations Eq.			
	Comm/IT		300	300
	Executime Software	4,192.50	4,200	4,200
	FundBalance Software	7,336.39	7,700	7,700
	Ez Signer Maintenance	180.00	200	200
	PSI Business License Software	2,951.96	3,000	3,000
	Misc. Maintenance		300	300
	Housing Copier Maint		0	0
		<u>14,661</u>	<u>\$15,700</u>	<u>0</u> <u>\$15,700</u>
101-403.000-702.031	Rents & Leases			
	Savin Copier Lease	2,224	3,300	3,300
	Mail Equipment Lease	481	500	500
	Equip. Pool Allocation: Fuel/Maint	17,000.00	17,000	17,000
	Housing Copier Lease		0	0
		<u>19,704</u>	<u>\$20,800</u>	<u>0</u> <u>\$20,800</u>
101-403.000-702.032	Prof/Special Services			
	Audit Fees	33,175	32,600	32,600
	AIS-Utility Bill Printing	5,825	8,200	8,200
	Thales Consulting-SCO Reports	3,465	3,700	3,700
	Charter Internet Connect Fee	148	0	0
	MBIA-Sales Tax Audits	2,906	3,000	3,000
			0	0
		<u>45,520</u>	<u>\$47,500</u>	<u>0</u> <u>\$47,500</u>
101-403.000-702.034	Other Contract Serv.			
	B of A Banking Fees	4,729	10,000	10,000
		<u>4,729</u>	<u>\$10,000</u>	<u>0</u> <u>\$10,000</u>
101-403.000-703.024	Postage Expense	3,078	5,000	5,000
Postage	Housing Postage		0	0
		<u>3,078</u>	<u>\$5,000</u>	<u>0</u> <u>\$5,000</u>
101-403.000-703.025	Office Expense			
	Misc. Office Items	912	2,640	2,640
	Copier Count	333	2,000	2,000
	Window Envelopes (AP & UB)	0	360	360
	Water Forms	0	600	600
	A/P Check Stock	0	400	400
	Payroll Check Stock	0	300	300
	Time Slips	0	0	0
	W-2's, 1099's, Envelopes	115	200	200
	Pacific Storage	242	300	300
	Housing Office Expense	0	0	0
		<u>1,602</u>	<u>\$6,800</u>	<u>0</u> <u>\$6,800</u>

FINANCE BUDGET

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>PRIOR</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BAL.</u>
101-403.000-704.022	Communications				
	Cell Phone Stipend-Fin. Director	0	0	0	0
101-403.000-705.041	Vehicle Fuel	0	\$0	0	\$0
	Fuel Reimbursements	0	0	0	0
101-403.000-706.023	Advertising	0	\$0	0	\$0
	Annual Budget, Mid-Year	234	550		550
	Financial Summary, Prelim Budget	234	\$550	0	\$550
101-403.000-706.035	Surety Bonds				
	Treasurer Surety Bond	0	625		625
101-403.000-706.036	Membership, Dues, etc.	0	\$625	0	\$625
	CSMFO (2 members)	220	220		220
	CMTA	155	155		155
	TRAINING IN HOUSE	64	0		0
		439	\$375	0	\$375
101-403.000-706.037	Travel, Conf. Meetings				
	League Finance Officers Seminar	0.00	0		0.00
	CSMFO	222.92	2,000		2,000.00
	Other Conf./Meetings & Expenses	71.93	0		0.00
		295	\$2,000	0	\$2,000
101-403.000-706.038	Staff Development				
	UB Webinar	0	0	0	0
		0	\$0	0	\$0



City of Riverbank

Annual Operating Budget -- Fiscal Year 2014-2015

Fund: 101	GENERAL FUND	Department: 439
Function:	Community Development	ECONOMIC DEVELOPMENT

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Operating Expenses							
702.043	AMMO PLANT SPECIFIC PLAN	28,081	45,000	34,606	0	-45,000	0%
702.032	SR 108 RELINQUISHMENT GRANT	60,330	0	82,311	0	0	0%
707.122	PUBLIC BENEFIT GRANT	0	57,400	57,402	0	-57,400	-100%
706.026	DEBT SERVICE - ED BANK LOAN	79,000	103,250	103,250	102,250	-1,000	-1%
	Total Operating Expenses	\$167,411	\$205,650	\$277,569	\$102,250	-\$103,400	-50%
Total Department Appropriations		\$167,411	\$205,650	\$277,569	\$102,250	-\$103,400	-50%

*THE AMMO PLANT SPECIFIC PLAN EXPENSES ARE FULLY REIMBURSED BY THE STANISLAUS COUNTY ED BANK LOAN. REPAYMENT IS SECURED BY THE LOCAL REDEVELOPMENT AUTHORITY AND IS DUE IN DECEMBER 2014.



City of Riverbank

Fund:	101	GENERAL FUND	Department:	408
Function:		General Government		Administrative Services

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	258,764	269,885	216,342	273,500	3,615	1.3%
701.002	PERSONNEL TEMPORARY	62,708	79,570	56,973	79,600	30	0.0%
701.003	PERSONNEL OVERTIME	386	900	905	0	-900	0.0%
708.004	MISC EMPLOYEE BENEFITS	11,755	0	-17,740	0	0	0.0%
708.005	MEDICARE	4,383	5,017	3,701	5,200	183	3.6%
708.006	PERS RETIREMENT	27,858	38,474	31,543	43,300	4,826	12.5%
708.007	PAYROLL TAXES	5,513	2,170	2,492	2,100	-70	-3.2%
708.008	HEALTH DENTAL VISION INSURANCE	50,744	52,420	47,952	51,600	-820	-1.6%
708.009	NATIONAL RETIREMENT	9,485	10,524	8,135	11,600	1,076	10.2%
708.010	WORKERS' COMPENSATION	35,011	40,596	31,332	40,300	-296	-0.7%
708.012	DEFERRED COMPENSATION	4,225	5,200	4,150	5,200	0	0.0%
Total Personnel Salaries & Benefits		\$470,832	\$504,756	\$385,785	\$512,400	\$7,644	1.5%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	9,175	10,963	9,604	9,700	-1,263	-11.5%
702.031	RENTS & LEASES	4,622	4,550	1,606	4,600	50	1.1%
702.032	PROFESSIONAL SERVICES	39,337	37,800	36,011	37,800	0	0.0%
702.034	OTHER CONTRACT SERVICES	3,446	5,200	2,150	5,200	0	0.0%
702.039	SPECIAL COMMUNITY SERVICES	7,542	15,000	13,158	15,000	0	0.0%
703.023	ADVERTISING	387	1,000	625	1,000	0	0.0%
703.024	POSTAGE	220	500	219	500	0	0.0%
703.025	OFFICE EXPENSE	4,164	4,000	2,692	4,000	0	0.0%
706.014	MISC. PERSONNEL EXPENSE	1,150	1,500	1,071	1,500	0	0.0%
706.026	MISCELLANEOUS EXPENSE	593	0	0	0	0	0.0%
706.035	INSURANCE & SURETY BOND	318	350	318	350	0	0.0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	513	850	730	1,100	250	29.4%
706.037	CONFERENCES & MEETINGS*	1,879	500	353	1,500	1,000	200.0%
706.042	SAFETY	319	500	95	500	0	0.0%
706.047	WEBSITE	0	1,000	0	1,000	0	0.0%
706.066	**ELECTIONS	67,039	0	-7	20,000	20,000	0.0%
Total Operating Expenses		\$140,704	\$83,713	\$68,625	\$103,750	\$20,037	23.9%
CAPITAL OUTLAY							
707.002	CAPITAL EXPENDITURES	0	0	0	0	0	0.0%
707.017	COMPUTER COMPONENTS	25,025	40,000	36,375	4,000	-36,000	-90.0%
Total Capital Outlay		\$25,025	\$40,000	\$36,375	\$4,000	-\$36,000	-90.0%
Total Department Appropriations		\$636,561	\$628,469	\$490,785	\$620,150	-\$8,319	-1.3%

TRANSFER IN OF MANAGEMENT FEES:

SEWER FUND

(\$47,584)

WATER FUND

(\$58,871)

NET GENERAL FUND ALLOCATION

\$513,695

COMPUTER COMPONENTS:

COMPUTER REPLACEMENT PROGRAM

\$4,000

*Conferences & Meetings Increase:

Performance Management Program

10,000

**Elections Increase:

Nov 2014 Elections (2 seats)

20,000

EMPLOYEES:

1 PART-TIME HUMAN RESOURCE MANAGER

1 CITY CLERK

1 ADMINISTRATIVE ASSISTANT/CONFIDENTIAL

1 HUMAN RESOURCE ANALYST

1 HUMAN SERVICES SPECIALIST/ADMINISTRATIVE ANALYST II

Administrative Services Department 14/15 Base Budget Request

	FY 14/15	Description
702.030 Maintenance of Oper & Equip		
COOP Maintenance Fee	1,500	Emergency Management Plans (Admin; CD; PW)
ECS Imaging Incorporated	5,100	Laserfiche Management
American Legal	400	Uncodified Ordinances Online
HRN Management - Appraisal	1,100	Performance Appraisal Software
People Track Annual Maintenance	1,100	Human Services Program (Keep track of Personnel)
AdTech (Filtering)	500	Filtering Email - Annual Cost
Total	<u>\$9,700</u>	
702.031 Rents & Leases		
Copier Lease	\$2,200	
Charter Monthly Charge (Cable Connection)	2,400	
Total	<u>\$4,600</u>	
702.032 Professional/Special Services		
Codification of Municipal Code	\$3,000	Codify Municipal Code - Laws of the City
Charter - Web Hosting/Registration	3,600	Internet Connection
Adtech Annual Service	31,200	\$2,600 monthly charge for IT services
Total	<u>\$37,800</u>	
702.034 Other Contract Services		
OES Contract	\$1,200	Contract services with Stan County Office of Emergency Services
Centration	2,000	State Mandated Costs
Liebert, Cassidy, Whitmore	2,000	Employment Consortium
Total	<u>\$5,200</u>	
702.039 Special Community Services		
Government Channel - Filming	\$15,000	Money received from Public Education/Government (PEG) Fees
Total	<u>\$15,000</u>	
703.023 Advertising	<u>\$1,000</u>	Public Notices
703-024 Postage	<u>\$500</u>	Recruitments; Daily
703.025 Office Expense	<u>\$4,000</u>	Office Supplies; Copy Count Distribution
706.014 Misc. Personnel Expense	<u>\$1,500</u>	Physicals; Fingerprints; Annual DOT
706.035 Insurance & Bonds		
City Clerk Bond	<u>\$350</u>	Required bond per City Code
706.036 Memberships, Dues, Books, etc.		
Safety Council	\$200	
IIMC	400	
Riverbank News	100	
CCAC Annual Dues	300	
Modesto Bee	100	
	<u>\$1,100</u>	

**Administrative Services Department
14/15 Base Budget Request**

706.037	Travel, Conf & Meetings	<u><u>\$1,500</u></u>	
706.042	Safety	<u><u>\$500</u></u>	Safety Supplies (First Aid, etc.)
706.047	New Web Site Development	<u><u>\$1,000</u></u>	
706.066	Elections	<u><u>\$20,000</u></u>	Election Year (2 Council Seats)
707.017	Computer Components	<u><u>\$ 4,000</u></u>	City Computer Replacement Program

[illegible]



City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

Fund:	101	GENERAL FUND	Department:	411
Function:		Public Safety		CODE COMPLIANCE

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Operating Expenses							
702.034	ANIMAL CONTROL SERVICES	156,115	155,831	119,204	158,400	2,569	1.6%
999.000	TRANSFERS OUT TO FUND 117	55,509	65,733	0	65,650	-83	-0.1%
	Total Operating Expenses	\$211,624	\$221,564	\$119,204	\$224,050	\$2,486	1.1%
	Total Department Appropriations	\$211,624	\$221,564	\$119,204	\$224,050	\$2,486	1.1%



City of Riverbank

Annual Operating Budget -- Fiscal Year 2014-2015

Fund: 101	GENERAL FUND	Department: 409
Function:	Public Safety	POLICE SERVICES

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	4,563	1,500	1,075	1,500	0	0.0%
702.031	RENTS & LEASES/BLDG REPLACE.	19,972	19,500	2,809	19,500	0	0.0%
702.034	VEHICLE MILEAGE FEE	136,591	122,000	88,713	140,000	18,000	14.8%
702.039	SPECIAL COMMUNITY SERVICES	0	0	0	15,000	15,000	0.0%
702.060	CONTRACT SHERIFF SERVICES	3,293,255	3,452,986	2,314,943	3,474,946	21,960	0.6%
703.024	POSTAGE	1,030	1,500	821	1,500	0	0.0%
703.025	OFFICE EXPENSE	2,250	2,000	688	2,000	0	0.0%
704.021	UTILITIES	35,201	45,000	26,001	40,000	-5,000	-11.1%
704.022	COMMUNICATIONS	3,051	3,000	2,092	3,000	0	0.0%
706.023	ADVERTISING	0	100	0	100	0	0.0%
706.026	MISCELLANEOUS EXPENSE	99	180	346	180	0	0.0%
706.029	MAINT. OF BLDG. & STRUCTURES	633	1,500	1,076	1,500	0	0.0%
706.072	SDEA CONTRIBUTION	36,335	37,062	19,503	40,000	2,938	7.9%
Total Operating Expenses		\$3,532,980	\$3,686,328	\$2,458,067	\$3,739,226	\$52,898	1.4%
Capital Outlay							
707.003	EQUIPMENT/PROJECTS	0	0	0	0	0	0.0%
Total Capital Outlay		\$0	\$0	\$0	\$0	\$0	0.0%
Total Department Appropriations		\$3,532,980	\$3,686,328	\$2,458,067	\$3,739,226	\$52,898	1.4%

STAFFING:

- 1 Lieutenant (Chief of Police)
- 2 Sergeants
- 15 Deputy Sheriff/Detective
- 1 Supervising Legal Clerk
- 2 Legal Clerks
- 1 Community Services Officer

POLICE SERVICES
PROPOSED BUDGET
FY 2014-15

<u>ACCOUNT NUMBER</u>	<u>DESCRIPTION</u>	<u>BUDGET</u>
101-409.000-702.030		
Maint. Operations Eq.	Equipment Maint./Lidar Guns	1,500
		<u>\$1,500</u>
101-409.000-702.031		
Rents & Leases	Building Replacement Fund	15,700
	Copier Lease - MoCal	3,800
		<u>\$19,500</u>
101-409.000-702.034		
Other Contract Serv.	Sheriff Vehicle Maintenance	140,000
	Stan County	<u>\$140,000</u>
101-409.000-702.039		
Special Comm. Services	Special Services-Sheriff's	15,000
		<u>\$15,000</u>
101-409.000-702.060		
Contract Sheriff Services	Sheriff's Contract - Stan County	3,474,946
		<u>\$3,474,946</u>
101-409.000-703.024		
Postage	Postage Expense	1,500
		<u>\$1,500</u>
101-409.000-703.025		
Office Expense	Citation Books	1,000
	Mo-Cal Copy County	1,000
		<u>\$2,000</u>
101-409.000-704.021		
Utilities	Building Utilities - PG&E	40,000
		<u>\$40,000</u>
101-409.000-704.022		
Communications	Communication System	3,000
	AT&T	<u>\$3,000</u>
101-409.000-706.023		
Advertising	Riverbank News	100
	SLESF Public Hearing	<u>\$100</u>
101-409.000-706.026		
Miscellaneous Expense	Charter Communications	120
	Administrative Hearing Officer	60
		<u>\$180</u>
101-409.000-706.029		
Maint. Of Blding	Maintenance Expenses	1,500
		<u>\$1,500</u>
101-409.000-706.072		
SDEA Contribution	Stan Drug Enforcement Agency	40,000
		<u>\$40,000</u>
Total Police Services FY 2014-15 Budget		<u>\$3,739,226</u>

SHERIFF CONTRACT EXPENDITURE ALLOCATION

101-409.000-702.060	<u>Estimated FY 2013-14</u>	<u>Proposed FY 2014-15</u>	<u>% Increase</u>
SALARIES & BENEFITS	2,712,546	2,742,420	1.10%
Less: COPS Grant	0	0	
OVERTIME	178,117	196,953	10.58%
SERVICES & SUPPLIES	179,129	161,460	-9.86%
INTERNAL SERVICE FUND			
LIABILITY COVERAGE	0	0	0.00%
COMMUNICATION SERV.	391,140	374,113	-4.35%
STORES	0	0	0.00%
 TOTAL 702.060	 3,460,932	 3,474,946	 0.40%
 OTHER CONTRACT SERVICES			
101-409.000-702.034			
 PATROL VEHICLE CHARGES	122,000	140,000	14.75%
 TOTAL 702.034	 122,000	 140,000	 14.75%
 TOTAL ESTIMATED BUDGET	 3,582,932	 3,614,946	 0.89%
 Difference		 32,014	

Draft

EXHIBIT C

STANISLAUS COUNTY SHERIFF'S DEPARTMENT
CONTRACT RATES FOR
CITY OF RIVERBANK
2013/2014

	A Final Budget 2013/2014	B Estimated 2013/2014	C 2014-15 No Change	D 2014-15 Add 1 Dep	E 2014-15 Add 2 Dep
Staffing					
Lieutenant	1	1	1	1	1
Sergeants	2	2	2	2	2
Deputy Sheriff/Detective	15	15	15	16	17
Supervising Legal Clerk	1	1	1	1	1
Legal Clerk	2	2	2	2	2
Community Services Officer	1	1	1	1	1
Total Officers including Lientenant	18	18	18	19	20
Officers per 1,000 based on Population of 22,924	0.79	0.79	0.79	0.83	0.87
FTEs					
Lieutenant 1	194,739	195,664	201,789	201,789	201,789
Sergeants 2	287,383	289,233	293,988	293,988	293,988
Deputy Sheriff/Detective 15	1,862,611	1,902,433	1,921,428	2,049,523	2,177,618
Supervising Legal Clerk 1	85,574	86,499	86,499	86,499	86,499
Legal Clerk 2	156,737	158,587	158,587	158,587	158,587
Community Services Officer 1	79,205	80,130	80,130	80,130	80,130
Total Salary and Benefits	2,666,249	2,712,546	2,742,420	2,870,515	2,998,611
Overtime and Extra Help (Backfill, Grants, School, Security events)	234,198	320,222	339,058	357,895	376,731
Service, Supplies and Other Charges	158,094	179,129	161,460	161,460	161,460
SR911 Dispatch Services	391,140	391,140	374,113	374,113	374,113
Patrol Vehicle charges (Rates Below) Estimated	122,000	122,000	155,000	155,000	155,000
Total Cost of City Contract	3,571,681	3,725,037	3,772,051	3,918,983	4,065,915
Revenues:					
City Payment to County	3,521,086	3,582,931	3,474,946	3,776,878	3,923,810
Grants, School, Security Contractual Events	50,596	142,105	142,105	142,105	142,105
Revenue from Vehicle Mileage	0	0	155,000	0	0
Revenue from Canine Grant	0	0	0	0	0
Total Revenue	3,571,682	3,725,036	3,772,051	3,918,983	4,065,915

COST INCREASES

- Lieutenant cost increased by \$6,125 or 3.13% due to the conversion of a portion of the retirement costs to employee paid.
- Sergeant cost increased by \$4,755 or 1.64% due to the conversion of a portion of the retirement costs to employee paid.
- Deputy Costs increased by \$18,995 or 1% due to the conversion of a portion of the retirement costs to employee paid.
- Overtime increased by \$104,860 or 44.77% (\$52,973.53 of this was directly attributable to grant funding)
- Services, Supplies and Other Charges budgeted amount are expected to increase from last year however it is budgeted below what the actual expenses are anticipated to be for 2013/14. There are expected increases in the following line items:
 - Communications expenses are expected to increase by \$1,000 to reflect rising costs for upgrading to fiber optic lines.
 - Vet Services have increased from a previously budgeted amount of \$649 to \$2,000 to reflect an increase in the actual costs incurred this year.
 - Salvage Disposal expense was increased to \$750 from \$340 (\$410) to reflect actual costs incurred in 13/14.
 - Morgan Shop Fuel expense was increase due to increased usage of this refueling facility.
- Patrol Vehicle charges are expected to increase by \$33,000 or 27.05% due to several factors including:
 - Increased mileage leading to more wear on the vehicles
 - Cost incurred to outfit new patrol vehicles to replace those that mileage out.
 - Estimated increase in fuel costs

COST DECREASES

- Costs for SR911 have decreased by \$17,027 or 4.35% due to a slight decrease (.02%) in the relative population and a .72% decrease in the relative incidents rate.



City of Riverbank

Annual Operating Budget -- Fiscal Year 2014-2015

Fund: 101	GENERAL FUND	Department: 407
Function:	Parks & Recreation	BUILDING MAINTENANCE

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	45,767	49,388	39,900	49,800	412	0.8%
701.002	PERSONNEL TEMPORARY	0	0	0	1,000	1,000	0.0%
701.003	PERSONNEL OVERTIME	0	0	0	0	0	0.0%
708.004	MISC EMPLOYEE BENEFITS	3,443	0	-3,577	0	0	0.0%
708.005	MEDICARE	602	710	525	715	5	0.7%
708.006	PERS RETIREMENT	4,771	6,156	4,955	6,700	544	8.8%
708.007	PAYROLL TAXES	434	434	434	900	466	107.4%
708.008	HEALTH DENTAL VISION INSURANCE	12,927	12,893	12,256	12,800	-93	-0.7%
708.009	NATIONAL RETIREMENT	2,371	2,631	1,976	2,900	269	10.2%
708.010	WORKERS' COMPENSATION	6,192	7,402	5,765	7,300	-102	-1.4%
	Total Personnel Salaries & Benefits	\$76,507	\$79,614	\$62,234	\$82,115	\$2,501	3.1%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	1,820	2,000	1,399	2,000	0	0.0%
702.031	RENTS & LEASES (VEHICLES)	5,760	5,000	0	5,000	0	0.0%
702.032	PROFESSIONAL/SPECIAL SERVICES	19,745	19,430	13,879	16,527	-2,903	-14.9%
703.028	SMALL TOOLS	163	200	0	200	0	0.0%
704.021	UTILITIES	27,094	24,000	18,867	24,000	0	0.0%
704.022	COMMUNICATIONS	8,843	8,500	7,337	8,500	0	0.0%
706.027	BOOT & JACKET ALLOWANCE	150	150	0	150	0	0.0%
706.029	MAINT. OF BLDG. & STRUCTURES	12,770	12,000	6,327	12,000	0	0.0%
706.056	STATE/COUNTY FEES	2,393	2,950	2,208	2,950	0	0.0%
706.073	UNIFORMS & RAGS	1,737	1,500	1,001	1,500	0	0.0%
	Total Operating Expenses	\$80,475	\$75,730	\$51,018	\$72,827	-\$2,903	-3.8%
Capital Outlay							
707.003	EQUIPMENT/PROJECTS	0	42,175	22,185	0	-42,175	-100.0%
	Total Capital Outlay	\$0	\$42,175	\$22,185	\$0	-\$42,175	-100.0%
	Total Department Appropriations	\$156,982	\$197,519	\$135,437	\$154,942	-\$42,577	-21.6%

EQUIPMENT/PROJECTS

STAFFING:

1 SR. FACILITIES MAINTENANCE WORKER

HVAC REPLACEMENT AT SCOUTS HALL

\$12,700

HVAC REPLACEMENT AT MUSEUM

\$5,500

\$18,200

**City of Riverbank
Facility Maintenance Budget Information Sheet
2014-2015 Fiscal Year**

Personnel

101.407.000.701.001

- 1 Full Time position: Eddie Simas

Personnel Temporary: 1,000

101.407.000.701.002

- Part time staff for custodial services on open buildings for alternating Fridays.

Personnel Overtime: 0

101.407.000.701.003

- No Overtime

Maintenance Operations Equipment: \$2,000

101.407.000.702.030

- Funds for misc. repair (usually done in house)
- Key copies, lock replacement
- Flag Replacement
- Corp Yard Gate Service

Rents & Leases: \$5,000

101.407.000.702.031

- Non-Discretionary Item

Professional Services: \$16,527

101.407.000.702.032

- Bay Alarm: \$7,000
- HVAC Contracts: \$5,700 (All buildings)
- Pest Control Services: \$1,827
- Fire Extinguisher Service: \$500
- Unexpected Repairs (requiring professional): \$1,500

Small Tools: \$200

101.407.000.703.028

- Tools needed for repairs or maintenance

Utilities: \$24,000

101.407.000.704.021

- MID
- PG&E
- Water

Communications: \$8,500

101.407.000.704.022

- City Telephones: AT&T- MCI

Boot & Jacket Allowance: \$150

101.407.000.706.027

Maintenance of Buildings/Structures/Grounds: \$12,000

101.407.000.706.029

- Cleaning supplies
- Paper supplies

State /County Fees: \$2,950

101.407.000.706.056

- SCFPD Annual Assessment on City Buildings

Uniforms & Rags: \$1,500

- Uniform Shirts: \$300
- Rags: \$1200

[illegible]

January 22, 2014

City of Riverbank
6727 3rd Street
Riverbank, CA 95367

Attn: Sue Fitzpatrick

Re: Replacement of Unit #1@ the Scout Hall

Dear Sue:

As per your request, we propose to replace (1) one six ton roof mounted gas/electric package unit.

Price Includes:

1. (1) one Carrier 6-ton 12-EER R410A 208/230 3-phase gas/electric package unit
2. (1) one programmable thermostat
3. Line voltage wiring
4. Low voltage wiring
5. Gas piping
6. Condensate piping
7. Systems operation check
8. Ductwork pressurization testing
9. Crane service
10. City permit
11. Removal & disposal of existing equipment
12. Taxes and freight

Not Included in Price:

1. 110V outlet on roof, if required
2. Connection to any smoke/fire alarm/suppression system
3. Structural modifications, if necessary
4. Roofing
5. Ductwork replacement, repairs or sealing
6. Engineering or drawings

Price:.....\$5,995

Work limited to items stated above.

Option # 1. Add energy saving economizer.....\$790

\$6,785

Note: As of October 1, 2005, the State of California is requiring a third party independent ductwork pressurization test and certification of any existing or new duct system associated with HVAC equipment replacement. When a permit is pulled in association with this project, you will be required to follow those standards. If the duct system fails to meet the maximum of 15% leakage allowed, you will be required seal the duct system. The cost for sealing, if required, is not accounted for in our proposal.

We will need a clear area in the parking lot while the crane is operating.

Warranty Information:

1. (1) one year warranty on all part and labor
2. (5) five year limited warranty on air conditioning compressors (labor not included)
3. (10) ten year limited warranty on furnace heat exchangers (labor not included)

Sincerely,

TENNEY A. NORQUIST

Doug Campbell

Accepted

Date

January 22, 2014

City of Riverbank
6727 3rd Street
Riverbank, CA 95367

Attn: Sue Fitzpatrick

Re: Replacement of Unit #2@ the Scout Hall

Dear Sue:

As per your request, we propose to replace (1) one 2 ton roof mounted gas/electric package unit.

Price Includes:

1. (1) one Carrier 2-ton 13-SEER R410A 208/230 1-phase gas/electric package unit
2. (1) one curb adapter
3. (1) one programmable thermostat
4. Line voltage wiring
5. Low voltage wiring
6. Gas piping
7. Condensate piping
8. Systems operation check
9. Ductwork pressurization testing
10. Crane service
11. City permit
12. Removal & disposal of existing equipment
13. Taxes and freight

Not Included in Price:

1. 110V outlet on roof, if required
2. Connection to any smoke/fire alarm/suppression system
3. Structural modifications, if necessary
4. Roofing
5. Ductwork replacement, repairs or sealing
6. Engineering or drawings

Price:.....\$5,231

Work limited to items stated above.

Option # 1. Add energy saving economizer....\$728

\$5,959

Note: As of October 1, 2005, the State of California is requiring a third party independent ductwork pressurization test and certification of any existing or new duct system associated with HVAC equipment replacement. When a permit is pulled in association with this project, you will be required to follow those standards. If the duct system fails to meet the maximum of 15% leakage allowed, you will be required seal the duct system. The cost for sealing, if required, is not accounted for in our proposal.

We will need a clear area in the parking lot while the crane is operating.

Warranty Information:

1. (1) one year warranty on all part and labor
2. (5) five year limited warranty on air conditioning compressors (labor not included)
3. (10) ten year limited warranty on furnace heat exchangers (labor not included)

Sincerely,

TENNEY A. NORQUIST

Doug Campbell

Accepted

Date

January 22, 2014

City of Riverbank
6727 3rd Street
Riverbank, CA 95367

Attn: Sue Fitzpatrick

Re: Replacement of Unit #1@ the Museum

Dear Sue:

As per your request, we propose to replace (1) one three ton ground mounted gas/electric package unit.

Price Includes:

1. (1) one Carrier 3-ton 13-SEER R410A 208/230 1-phase gas/electric package unit
2. (1) one programmable thermostat
3. Line voltage wiring
4. Low voltage wiring
5. Gas piping
6. Condensate piping
7. Systems operation check
8. Ductwork pressurization testing
9. City permit
10. Removal & disposal of existing equipment
11. Taxes and freight

Not Included in Price:

1. 110V outlet on roof, if required
2. Connection to any smoke/fire alarm/suppression system
3. Structural modifications, if necessary
4. Ductwork replacement, repairs or sealing
5. Engineering or drawings

Price:.....\$4,697

Work limited to items stated above.

Option # 1. Add energy saving economizer.....\$728

\$5,425

Note: As of October 1, 2005, the State of California is requiring a third party independent ductwork pressurization test and certification of any existing or new duct system associated with HVAC equipment replacement. When a permit is pulled in association with this project, you will be required to follow those standards. If the duct system fails to meet the maximum of 15% leakage allowed, you will be required seal the duct system. The cost for sealing, if required, is not accounted for in our proposal.

We will need a clear area in the parking lot while the crane is operating.

Warranty Information:

1. (1) one year warranty on all part and labor
2. (5) five year limited warranty on air conditioning compressors (labor not included)
3. (10) ten year limited warranty on furnace heat exchangers (labor not included)

Sincerely,

TENNEY A. NORQUIST

Doug Campbell

Accepted

Date



City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

Fund:	101	GENERAL FUND	Department:	414
Function:		Parks & Recreation		PARKS

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	205,980	207,982	168,800	206,700	-1,282	-0.6%
701.002	PERSONNEL TEMPORARY	16,183	22,540	20,146	22,300	-240	-1.1%
701.003	PERSONNEL OVERTIME	547	1,100	1,761	1,000	-100	-9.1%
701.004	STANDBY PAY	3,716	4,000	3,516	4,000	0	0.0%
708.004	MISC EMPLOYEE BENEFITS	-487	0	-9,362	0	0	0.0%
708.005	MEDICARE	3,082	3,129	2,646	3,300	171	5.5%
708.006	PERS RETIREMENT	21,179	25,629	20,703	27,800	2,171	8.5%
708.007	PAYROLL TAXES	3,616	3,224	4,151	3,500	276	8.6%
708.008	HEALTH DENTAL VISION INSURANCE	68,598	68,834	64,386	66,300	-2,534	-3.7%
708.009	NATIONAL RETIREMENT	9,485	10,524	7,903	11,600	1,076	10.2%
708.010	WORKERS' COMPENSATION	27,574	30,829	24,065	30,400	-429	-1.4%
708.012	DEFERRED COMPENSATION	1,950	1,950	1,575	2,000	50	2.6%
	Total Personnel Salaries & Benefits	\$361,423	\$379,741	\$310,290	\$378,900	-\$841	-0.2%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	294	300	289	300	0	0.0%
702.031	RENTS & LEASES	62,125	51,800	1,115	51,800	0	0.0%
702.032	PROFESSIONAL SERVICES	85,201	93,780	73,819	93,780	0	0.0%
703.025	OFFICE EXPENSE	176	200	183	200	0	0.0%
703.028	SMALL TOOLS	498	500	243	500	0	0.0%
703.049	CHEMICALS	8,444	5,000	1,973	5,000	0	0.0%
703.050	POOL CHEMICALS	19,150	22,000	10,208	22,000	0	0.0%
703.051	BARK/FIBER	0	12,000	7,399	0	-12,000	-100.0%
704.021	UTILITIES	33,369	26,000	20,162	26,000	0	0.0%
704.022	COMMUNICATIONS	595	600	534	400	-200	-33.3%
706.027	BOOT & JACKET ALLOWANCE	600	600	398	600	0	0.0%
706.029	MAINT. OF BLDG & STRUCTURES	30,302	28,000	25,362	28,000	0	0.0%
706.038	STAFF DEVELOPMENT	1,269	1,000	530	3,000	2,000	200.0%
706.050	SAFETY EQUIPMENT	376	350	15	350	0	0.0%
706.056	STATE/COUNTY FEES	3,393	3,600	3,486	3,600	0	0.0%
706.073	UNIFORMS & RAGS	366	700	0	700	0	0.0%
706.081	DOWNTOWN & WATERFALL MAINT.	2,523	2,200	2,218	3,000	800	36.4%
	Total Operating Expenses	\$248,681	\$248,630	\$147,934	\$239,230	-\$9,400	-3.8%
CAPITAL OUTLAY							
707.003	EQUIPMENT/PROJECTS	15,024	6,000	4,913	6,000	0	0.0%
	Total Capital Outlay	\$15,024	\$6,000	\$4,913	\$6,000	\$0	0.0%
	Total Department Appropriations	\$625,128	\$634,371	\$463,137	\$624,130	-\$10,241	-1.6%

EQUIPMENT AND PROJECTS:

PLAYGROUND EQUIPMENT REPLACEMENT PROGRAM	\$6,000
SCOUT HALL & PIONEER PARK DRY ROT REMOVAL	\$0
CASTLEBURG PARK RESTROOM DRY ROT REMOVAL	\$0
BOBCAT EQUIPMENT	\$0
	<u>\$6,000</u>

SALARY REIMBURSEMENT	(12,000)
NET GENERAL FUND EFFECT	<u>\$612,130</u>

STAFFING:

- 1 PARKS SUPERVISOR
- 2 SR. PARKS MAINTENANCE WORKERS
- 1 PARKS MAINTENANCE WORKER II
- 2 PT PARKS MAINTENANCE AIDES (SEASONAL)

**City of Riverbank
Park Maintenance Budget Information Sheet
2014-2015 Fiscal Year**

Personnel

101.414.000.701.001

- 4 Full Time positions

Personnel Temporary: \$22,285

101.414.000.701.002

- \$12,000 of this is deposited back into revenue from the JMP parking fees for park aide services
- General park (opening/closing restrooms on weekends & holidays): \$2,100
- Seasonal Park Aide: \$8,285

Personnel Overtime: \$1,000

101.407.000.701.003

- Park related needs during off hours, special events

Standby Pay: \$4,000

101.414.701.004

- This is not required for parks coverage and impacts our department negatively.

Maintenance Operations Equipment: \$300

101.414.000.702.030

- Unplanned minor repairs

Rents & Leases: \$51,800

101.414.000.702.031

- Copier
- Motor pool

Professional Services: \$93,780

101.414.000.702.032

- This amount is offset by approx. \$15,000 from sports complex revenue
- Landscaping contract: \$93,780 (Downtown, Museum, Designated parks, non-park areas)

Office Expense: \$200

101.414.000.703.025

Small Tools: \$500

101.414.000.703.028

- Tools needed for repairs or maintenance

Chemicals: \$5,000

101.414.000.703.049

- Pesticides & other chemicals needed

Pool Expenses & Chemicals: \$22,000

101.414.000.703.050

- Pool expenses
- Pool Chemicals
- Water Feature Chemicals

Bark Fiber for Playground Surfacing: ~~\$12,000~~ \$0 Delay until FY 2015-16

101.414.000.703.051

Utilities: \$26,000

101.414.000.704.021

- MID
- PG&E
- Water Feature at Plaza

Communications: \$600

101.414.000.704.022

Boot & Jacket Allowance: \$600

101.414.000.7065.027

Maintenance of Buildings/structures/grounds

101.414.706.029: \$28,000

- Supplies and equipment for maintenance of all parks, downtown and other areas
- Toilet paper, irrigation repair, plumbing, faucets etc.
- Project needs

Staff Development: \$3,000

101.414.000706.029

- Certificate renewals, CEU requirements
(pesticide, playground inspector)

Safety Equipment: \$350

101.414.706.050

Uniforms & Rags: \$700

101.414.000.706.073

- Shirts, sweatshirts, hats, rags

Downtown & Waterfall: \$3,000

101.414.000.706.081

- Repairs, supplies, general expenses for downtown & waterfall

Capital Expenditures: Due March 7th

101.414.707.002

Equipment/Projects: \$6,000

101.414.707.003

- Playground equipment maintenance & repair

[illegible]



American Family Home Roofing

Licensed Contractor & Owner: Dan L. Wilcox

415052 C-39

Roofing Quote/Contract

Job Location: Pioneer Park Restroom and
Scout Hall Christian Building
Riverbank, CA 95367

Quote Date: January 20, 2014

Sales Contact		Customer	
Name:	David E. Wilcox	Name:	Sue Fitzpatrick
Address:	5039 Prospectors Pkwy.	Company:	City of Riverbank
City/St/Zip:	Riverbank, CA 95367	Bill Address:	6707 Third Street
Phone:	209-863-0336	City/St/Zip:	Riverbank, CA 95367
Cl. Phone:	209-774-6655	Phone:	209-863-7150
email:	wilcox_david@att.net	Email:	sfitzpatrick@riverbank.org

Description / Item		Squares	Bldg.	Total
Fascia & Roof Repair				
1	Restroom: Extensive dry-rot damage to 3 roof joist rafter tails that resulted in breaking off the fascia at the corner of the restroom. (see photos)			
a	Removal of rotted roof joist-tails and remaining bad fascia boards. To be replaced with new primed and painted boards.			
b	We'll scrap off old paint on all of remaining fascia around restroom building, prime and repaint. And likewise do the same to the posts on the front of the restroom.			
c	We will remove fasteners around the perimeter of the corrugated roof on top of the fascia, clean and install 1.5" x 1.5" metal drip edge to prevent any further rotting and re-install fasteners.			\$ 1,500.00
2	Scout Hall: Remove, furnish and replace crushed corner portion of gutter and downspout (custom job). Cut-off and replace exposed portion of fascia that rotted, prime & paint. Clean out all gutters on bldg. (see photos)			
b	Back Building Shed Roof: Remove & replace damaged shingles & replace missing comp. shingles. Apply new under liner, metal drip edge/nosing & new ltd. Lifetime shingles (color compatible w/bldg.) (see photos)			\$ 1,000.00
Grand Total (includes all taxes) ----->				\$ 2,500.00

Certified Licensed Roofing by American Family Home (Est.1981) Over 1,500 roofs built under Lic.# 415052 C-39

American Family Home Roofing will offer a 5 Year Warranty on Performed Labor.

This is a close ended quote, No additional costs included (except where serious structural damage is found, usually not the case).

Both buyer and seller agree to this proposal, price & terms by signing below.

Payment Terms and Agreement: We accept cash & checks

- | | |
|---|-------------|
| 1. 10% due upon signing of quote to contract. | \$ 250.00 |
| 2. 60% due upon loading of materials needed & starting job. | \$ 1,500.00 |
| 3. Remaining 30% due upon completion & inspection of work. | \$ 750.00 |

Approximate Job Start Date (depending on weather & contractors notified work load): ASAP

(Notes: Customer cannot forfeit or cancel this contract after 3 days from the signing of contract; this is based on the 3 day rescission law. For re-roofing, we will need 3 days of forecasted clear sky weather.)

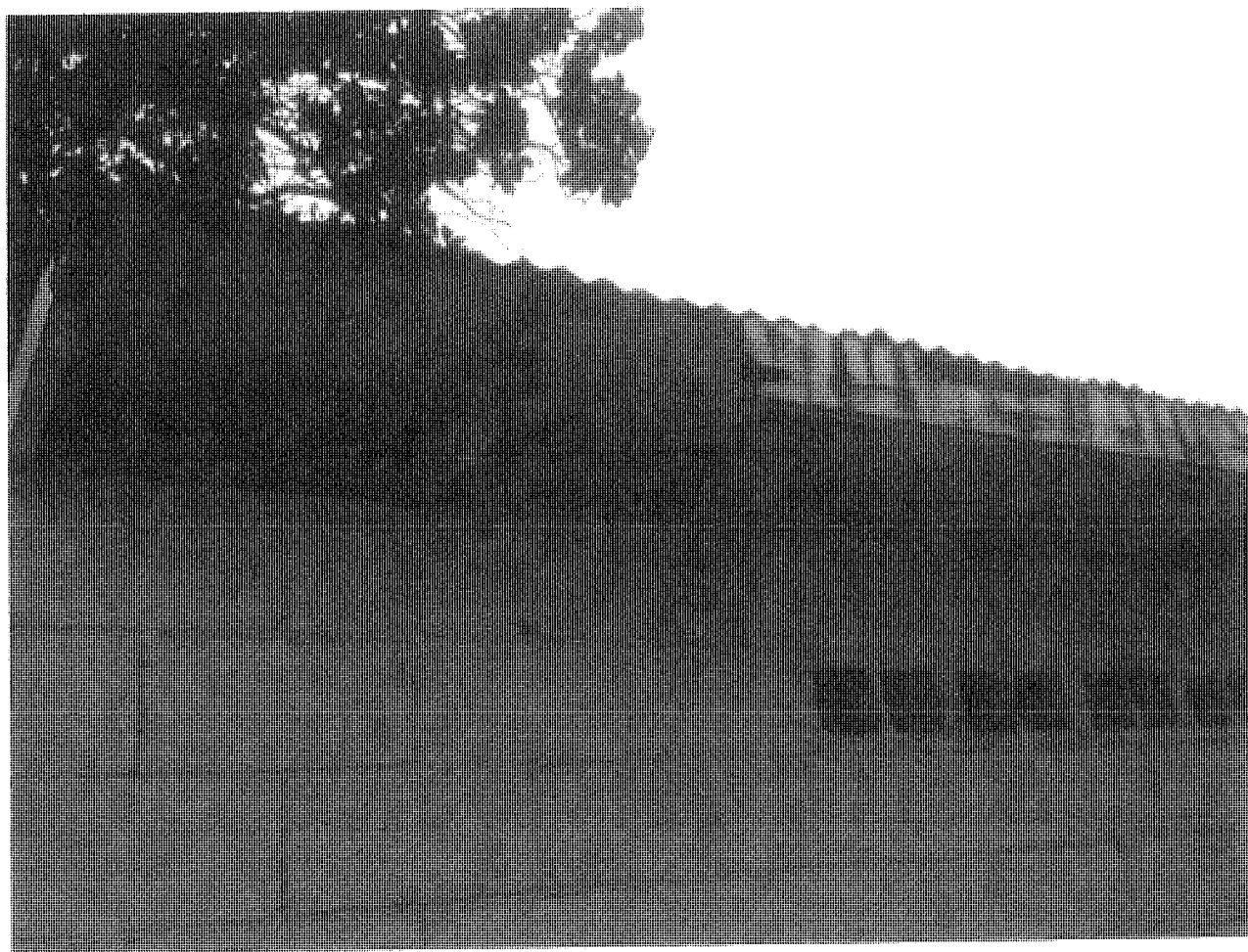
Authorized Customers signature: _____ Date: _____

Authorized A.F.H.R. Sales agent signature: _____ Date: _____













American Family Home Roofing

Licensed Contractor & Owner: Dan L. Wilcox

415052 C-39

Roofing Quote/Contract

Job Location:

Castleberg Park

Kentucky & 8th Street

Riverbank, CA 95367

Quote Date:

January 20, 2014

Sales Contact	Customer
Name: David E. Wilcox	Name: Sue Fitzpatrick
Address: 5039 Prospectors Pkwy.	Company: City of Riverbank
City/St/Zip: Riverbank, CA 95367	Bill Address: 6707 Third Street
Phone: 209-863-0336	City/St/Zip: Riverbank, CA 95367
Cl. Phone: 209-774-6655	Phone: 209-863-7150
email: wilcox_david@att.net	Email: sfitzpatrick@riverbank.org

Description / Item	Squares	Bldg.	Total
Restroom Fascia & Roof Repair			
Restroom: Extensive dry-rot damage throughout entire perimeter edge of roof deck and almost all of fascia boards, approximately 220 feet (see photos)			
1 Remove all first coarse of roof tiles and metal bird stop to inspect deck. Many of the joist-tails need to be replaced with new primed and painted boards. (see photos)			
2 First coarse of under liner needs to removed and replaced w/new under liner to prevent future rotting.			
3 Replace all of the rotted fascia boards (approximately 220') with new furnished, primed and painted fascia boards.			
3 1.5" x 1.5" metal galvanized drip edge/nosing needs to be installed over new fascia & under new under liner and under existing tile bird-stop to prevent any further rotting of wood.			
4 We will replace broken tiles throughout the roof and repaint existing roof jacks top match color of roof tiles to recondition the look and function of roof.			
Grand Total (includes all taxes) ----->			\$ 4,900.00

Certified Licensed Roofing by American Family Home (Est.1981) Over 1,500 roofs built under Lic.# 415052 C-39

American Family Home Roofing will offer a 5 Year Warranty on Performed Labor.

This is a close ended quote, No additional costs included (except where serious structural damage is found, usually not the case). Both buyer and seller agree to this proposal, price & terms by signing below.

Payment Terms and Agreement: We accept cash & checks

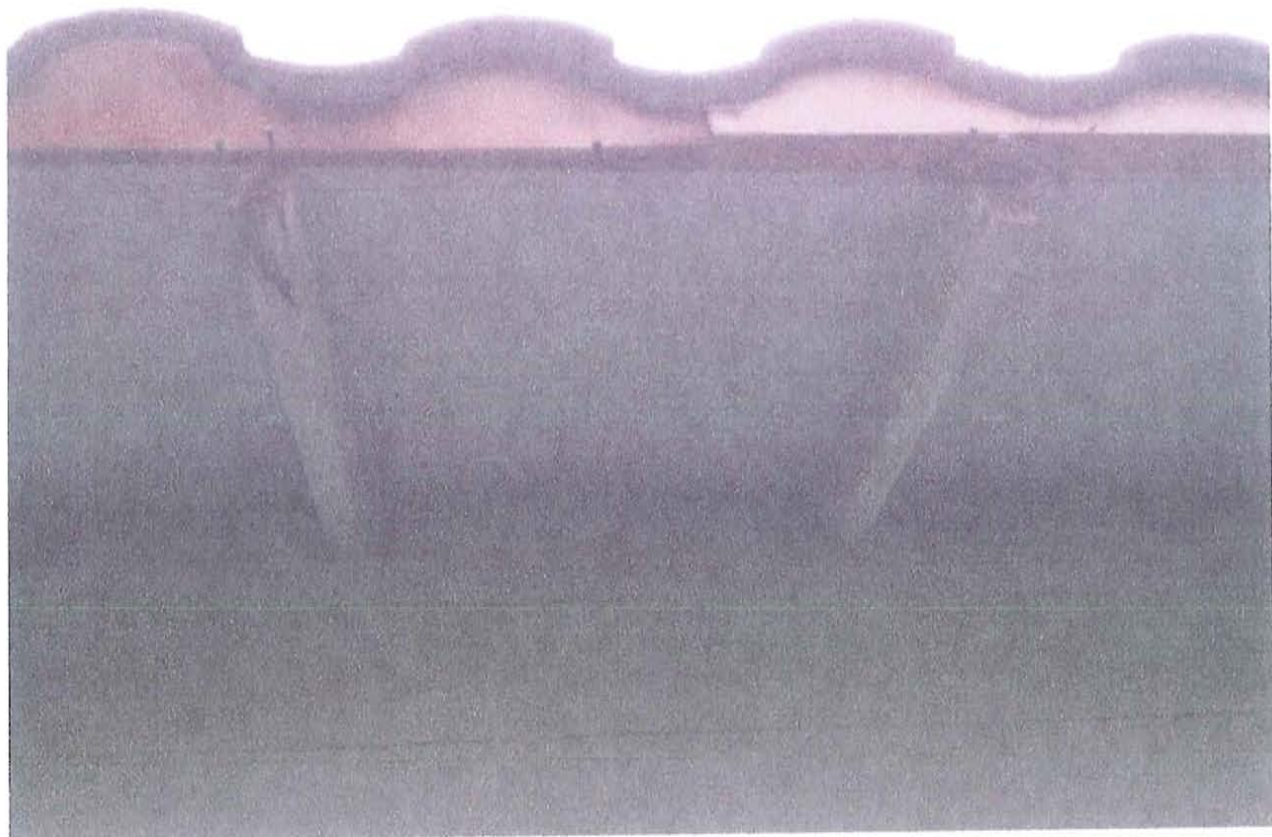
- | | |
|---|-------------|
| 1. 10% due upon signing of quote to contract. | \$ 490.00 |
| 2. 60% due upon loading of materials needed & starting job. | \$ 2,940.00 |
| 3. Remaining 30% due upon completion & inspection of work. | \$ 1,470.00 |

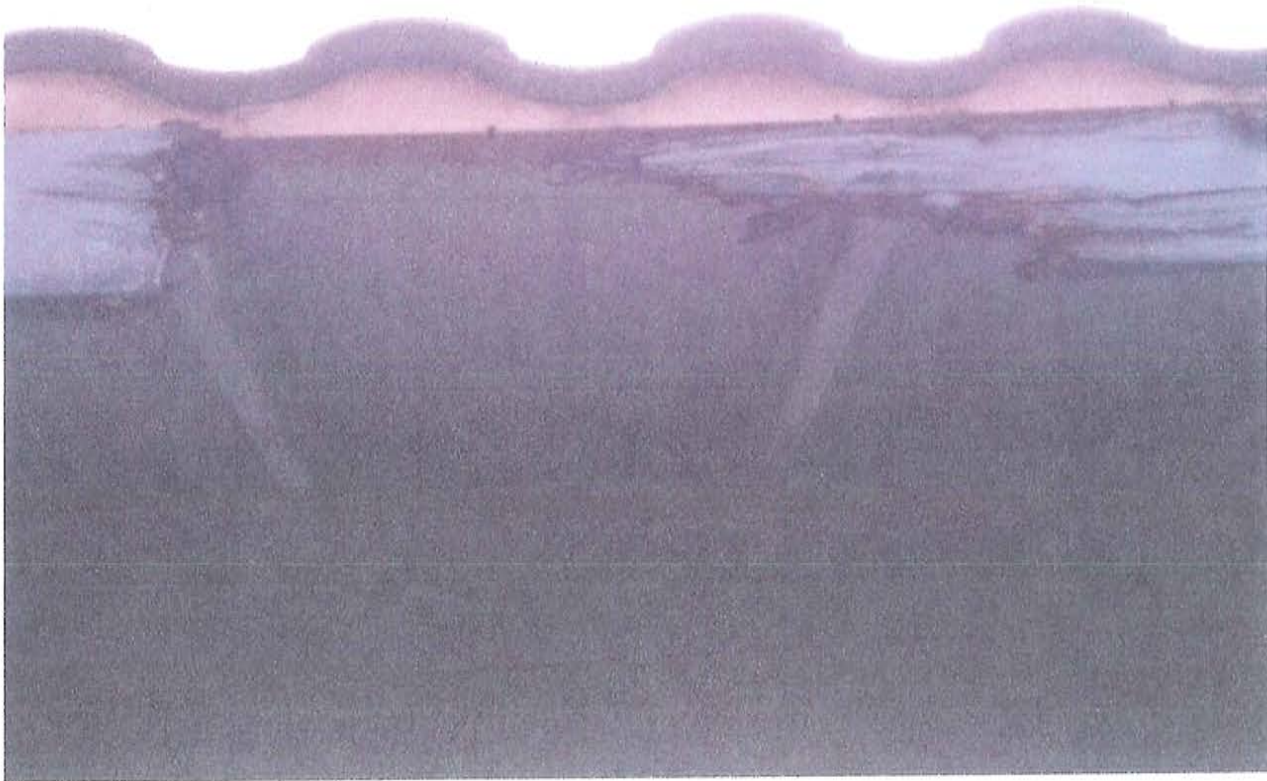
Approximate Job Start Date (depending on weather & contractors notified work load): ASAP

(Notes: Customer cannot forfeit or cancel this contract after 3 days from the signing of contract; this is based on the 3 day rescission law. For re-roofing, we will need 3 days of forecasted clear sky weather.)

Authorized Customers signature: _____ **Date:** _____

Authorized A.F.H.R. Sales agent signature: _____ **Date:** _____









City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

Fund 134: Recreation & Park Development

Reserve @ July 1, 2014 **\$0**

Add:

Projected '14-'15 Revenues **\$356,300**

Less:

Requested Appropriations

SALARY & BENEFITS	\$323,500
OPERATING EXPENSES	32,800
TRANSFERS OUT	0
CAPITAL OUTLAY	0

Total Appropriations **\$356,300**

Projected Reserve @ June 30, 2015 **\$0**

RECREATION REVENUES

	BUDGET 13/14	ACTUAL 13/14	BUDGET 14/15
POOL REVENUE	27,000	11,813	23,000
POOL CONCESSIONS	100	108	100
POOL/RECREATION DONATIONS	800	0	800
MISCELLANEOUS REVENUES	1,500	0	0
OPEN GYM	10,500	12,409	10,500
SUMMER PROGRAMS	0	174	0
MISC PROGRAM INCOME	0	0	0
GENERAL FUND SUBSIDY-TR. IN	316,281	133,625	321,900
	\$356,181	\$158,129	\$356,300



City of Riverbank

Annual Operating Budget -- Fiscal Year 2014-2015

Fund:	134	RECREATION & PARK DEVELOPMENT	Department:	459	RECREATION
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APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	172,674	173,064	141,226	174,500	1,436	1%
701.002	PERSONNEL TEMPORARY	63,343	62,771	42,735	69,800	7,029	11%
708.004	MISC EMPLOYEE BENEFITS	1,723	409	-6,642	400	-9	-2%
708.005	MEDICARE	3,260	3,684	2,543	3,500	-184	-5%
708.006	PERS RETIREMENT	18,876	21,282	18,737	23,200	1,918	9%
708.007	PAYROLL TAXES	7,026	10,512	4,453	5,700	-4,812	-46%
708.008	HEALTH DENTAL VISION INSURANCE	14,061	11,590	12,153	9,000	-2,590	-22%
708.009	NATIONAL RETIREMENT	4,619	5,262	3,951	5,800	538	10%
708.010	WORKERS' COMPENSATION	22,957	25,966	20,343	25,800	-166	-1%
708.012	DEFERRED COMPENSATION	5,841	5,841	4,717	5,800	-41	-1%
	Total Personnel Salaries & Benefits	\$314,380	\$320,381	\$244,216	\$323,500	\$3,119	1%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	106	300	167	300	0	0%
702.031	RENTS & LEASES	142	1,500	47	1,500	0	0%
702.032	PROFESSIONAL SERVICES	1,860	1,000	7	1,000	0	0%
703.024	POSTAGE	254	300	177	300	0	0%
703.025	OFFICE EXPENSE	1,269	1,000	964	1,000	0	0%
703.027	RECREATION PROGRAM SUPPLIES	2,915	3,200	1,902	3,200	0	0%
704.022	COMMUNICATIONS	864	1,200	793	1,200	0	0%
706.023	ADVERTISING	1,868	1,500	2,024	1,500	0	0%
706.027	BOOT & JACKET ALLOWANCE	161	300	0	300	0	0%
706.037	CONFERENCES & MEETINGS	2,977	1,800	1,772	2,500	700	39%
706.052	GYM EXPENSES	11,096	19,600	13,594	16,000	-3,600	-18%
706.065	PRINTING EXPENSE	3,536	4,000	4,041	4,000	0	0%
	Total Operating Expenses	\$27,048	\$35,700	\$25,488	\$32,800	-\$2,900	-8%
CAPITAL OUTLAY							
707.002	CAPITAL EXPENDITURES	0	0	0	0	0	0%
707.003	EQUIPMENT/PROJECTS	0	0	0	0	0	0%
	Total Capital Outlay	\$0	\$0	\$0	\$0	\$0	0%
Total Department Appropriations		\$341,428	\$356,081	\$269,704	\$356,300	\$219	0.1%

STAFFING:

1 PARKS & RECREATION DIRECTOR
 1 RECREATION SUPERVISOR
 V PART-TIME (ADMIN, AQUATICS, TEEN CENTER, REC PROGRAMS)

**City of Riverbank
Recreation Program Budget Information Sheet
2014-2015 Fiscal Year**

134.459.000.701.001 Personnel

- Parks & Recreation Director, Recreation Supervisor

134.459.000.701.002 Personnel Temporary: \$69,800

- \$25,000 two part time admin. Clerks
- \$24,000 aquatics
- \$1,000 non-self sustaining programs
- \$19,800 Teen Center Staffing

134.459.000.702.030 Maintenance Operation Equipment: \$300

- Unplanned minor repairs

134.459.000.702.031 Rents & Leases: \$1,500

- Copier

134.459.000.702.032 Professional Services: \$1,000

- Professional Services needed for special events

134.459.000.703.024 Postage: \$300

134.459.000.703.025 Office Expense: \$1,000

134.459.703.027 Recreation Program Supplies: \$3,200

- Supplies for programs

134.459.000.704.022 Communications: \$1,200

- Phone lines, AT&T

134.459.000.706.023 Advertising: \$1,500

- For employee recruitment, public notice, park host recruitment

134.459.000.706.027 Boot & Jacket Allowance: \$300

134.459.000.706.037 Conferences and Meetings:

- CPRS membership and conference

134.459.000.706.052 Gym Expenses: \$16,000

- Utilities and supply split with School District for joint use

134.459.000.706.065 Printing Expense: \$4,000

- Activity Guides & Distribution



City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

Fund 118: Recreation Enterprise Fund

Projected Reserve @ July 1, 2014 **\$23,871**

Add:

Projected '14-'15 Revenues **\$108,500**

Less:

Requested Appropriations

SALARY & BENEFITS	\$46,871
OPERATING EXPENSES	85,500
CAPITAL OUTLAY	0
TRANSFERS OUT	0

Total Appropriations **\$132,371**

Projected Reserve @ June 30, 2015 **\$0**

COMMUNITY CENTER REVENUES

	BUDGET 13/14	ACTUAL 13/14	BUDGET 14/15
DONATIONS	4,500	4,398	500
JACOB MEYER PARKING FEES	33,500	21,695	27,500
CUSTOMER DEPOSITS FORFEITED	0	0	0
MISCELLANEOUS REVENUES	8,500	11,494	8,500
COMMUNITY CENTER FEES	26,000	32,485	26,000
CONTRACT PROGRAMS	31,000	23,386	28,000
MISC PROGRAM INCOME	18,000	16,586	18,000
TRANSFERS IN	0	0	0
	\$121,500	\$110,044	\$108,500



CITY OF RIVERBANK

COMM. CENTER FUND REVENUE PROJECTIONS -- FISCAL YEAR 2014-2015

FUND 118

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 BUDGET	FY 13-14 REVENUES TO DATE	PROJECTED FY 14-15 REVENUES	PROJECTED INCREASE (DECREASE)	% CHANGE
672.003	DONATIONS	\$864	\$4,500	\$4,398	\$500	(\$4,000)	-88.89%
672.005	JMP PARKING FEE	31,958	33,500	21,325	27,500	(6,000)	-17.91%
675.090	MISCELLANEOUS REVENUEES	9,099	8,500	11,369	8,500	0	0.00%
675.220	COMMUNITY CENTER FEES	37,522	26,000	30,160	26,000	0	0.00%
680.002	CONTRACT PROGRAMS	27,638	31,000	21,191	28,000	(3,000)	0.00%
680.025	MISC PROGRAM INCOME	25,754	18,000	15,800	18,000	0	0.00%
TOTAL GENERAL FUND REVENUES		\$132,835	\$121,500	\$104,243	\$108,500	-\$13,000	-10.70%



City of Riverbank

Annual Operating Budget -- Fiscal Year 2014-2015

Fund:	118	COMMUNITY CENTER	Department:	441
Function:		Recreation & Park Development		COMMUNITY CENTER

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.002	PERSONNEL TEMPORARY	42,148	40,000	35,488	40,000	0	0%
701.003	PERSONNEL OVERTIME	0	200	120	0	-200	-100%
708.005	MEDICARE	611	667	529	667	0	0%
708.006	PERS RETIREMENT	19	0	272	500	500	0%
708.007	PAYROLL TAXES	4,964	5,704	3,954	5,704	0	0%
	Total Personnel Salaries & Benefits	\$47,742	\$46,571	\$40,363	\$46,871	\$300	1%
Operating Expenses							
702.032	PROFESSIONAL/SPECIAL SERVICES	1,931	1,500	1,586	1,500	0	0%
703.030	CONTRACT PROGRAMS	12,479	13,000	14,025	13,000	0	0%
703.066	JMP PARKING EXPENSE	22,626	31,300	23,716	22,000	-9,300	-30%
704.021	UTILITIES	29,713	29,000	21,725	29,000	0	0%
706.010	DEPRECIATION EXPENSE	9,363	0	0	0	0	0%
706.026	MISCELLANEOUS EXPENSE	11,973	10,000	9,844	10,000	0	0%
706.029	MAINT. OF BLDG & STRUCTURES	2,942	5,000	2,672	5,000	0	0%
706.035	INSURANCE & SURETY BONDS	3,400	2,500	2,649	2,500	0	0%
706.056	STATE/COUNTY FEES	493	500	508	500	0	0%
706.079	PARK HOST	1,715	1,680	1,853	2,000	320	19%
999.000	TRANSFERS OUT	0	0			0	0%
	Total Operating Expenses	\$96,635	\$94,480	\$78,578	\$85,500	-\$8,980	-10%
CAPITAL OUTLAY							
707.002	CAPITAL EXPENDITURES	0	0	0	0	0	0%
	Total Capital Outlay	\$0	\$0	\$0	\$0	\$0	0%
	Total Department Appropriations	\$144,377	\$141,051	\$118,941	\$132,371	-\$8,680	-6%
CAPITAL EXPENDITURES:							
NO CAPITAL EXPENDITURES							
		0					
		\$0					



City of Riverbank

Annual Operating Budget -- Fiscal Year 2014-2015

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

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	252,636	83,400	51,891	64,100	-19,300	-23.1%
701.005	PLANNING COMMISSIONER COMP.	1,900	6,000	3,100	6,000	0	0.0%
701.080	SALARY & BENEFIT REQUEST	0	0	0	127,700	127,700	0.0%
708.004	MISC EMPLOYEE BENEFITS	-20,463	1,858	380	1,200	-658	-35.4%
708.005	MEDICARE	3,462	2,819	718	900	-1,919	-68.1%
708.006	PERS RETIREMENT	23,095	23,480	6,463	8,600	-14,880	-63.4%
708.007	PAYROLL TAXES	868	868	434	400	-468	-53.9%
708.008	HEALTH DENTAL VISION INSURANCE	3,306	3,463	1,439	1,700	-1,763	-50.9%
708.009	NATIONAL RETIREMENT	4,551	5,262	1,976	2,900	-2,362	-44.9%
708.010	WORKERS' COMPENSATION	28,079	26,765	7,362	9,500	-17,265	-64.5%
708.012	DEFERRED COMPENSATION	3,446	3,546	1,814	2,200	-1,346	-38.0%
Total Personnel Salaries & Benefits		\$300,880	\$157,461	\$75,577	\$225,200	\$67,739	43.0%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	615	300	0	1,800	1,500	500.0%
702.031	RENTS & LEASES	2,566	2,500	142	2,500	0	0.0%
702.032	PROFESSIONAL/SPECIAL SERVICES	13,547	104,200	76,143	57,800	-46,400	-44.5%
702.034	OTHER CONTRACT SERVICES (ED)	15,002	13,700	4,581	11,700	-2,000	-14.6%
703.024	POSTAGE	1,768	1,800	354	1,800	0	0.0%
703.025	OFFICE EXPENSE	1,939	2,000	1,713	2,200	200	10.0%
704.022	COMMUNICATIONS	994	1,200	739	1,200	0	0.0%
706.023	ADVERTISING	2,829	2,500	1,180	2,500	0	0.0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	4,298	3,500	1,358	700	-2,800	-80.0%
706.037	CONFERENCES & MEETINGS	2,150	5,000	3,602	2,500	-2,500	-50.0%
Total Operating Expenses		\$45,708	\$136,700	\$89,812	\$84,700	-\$52,000	-38.0%
Total Department Appropriations		\$346,588	\$294,161	\$165,389	\$309,900	\$15,739	5.4%

Professional Services
 Contract Planner \$50,000
 Other Contract Services
 Housing Element \$50,000

Transfer In of Management Fees:
 Sewer (31,925)
 Water (31,925)
 Net General Fund Allocation \$246,050

Staffing: 1 Sr. Community Development Specialist
 Proposed Staff: Planning Manager

Fund 101: Planning 405

702.030	Maintenance Operations Equipment		\$ 1,800
	Computer/Miscellaneous Repairs	\$ 300	
	California CAD-Quarterly Maint.	\$ 1,500	
702.031	Rents & Leases		\$ 2,500
702.032	Professional/Special Services		\$100,800
	Contribution to LAFCO	\$ 5,800	\$57,800
	California CAD – GIS Extra	\$ 1,500	
	Structural Analysis – Insp. Serv.	\$ 500	
	Planning Consultant Services	\$93,000	\$50,000
702.034	Other Contract Services		\$ 11,700
	Alliance – Annual Investment	\$ 3,200	
	Traffic Engineering Services	\$ 8,500	
702.024	Postage		\$ 1,800
703.025	Office Expense		\$ 2,200
704.022	Communications		\$ 1,200
704.023	Advertising		\$ 2,500
706.036	Membership, Dues, Books		\$ 1,700
	Planning Education Materials	\$ 200	
	Certification & Contact Hours	\$1,000	
	CEQA Books	\$ 500	
706.037	Travel, Conference & Meetings		\$ 2,500
	League of California Cities	\$1,000	
	State APA Conference	\$1,000	
	Stanislaus County	\$ 300	
	Transportation Land Use Class	\$ 200	

[illegible]

CITY OF RIVERBANK

PROPOSAL FOR 2014-2023 HOUSING ELEMENT UPDATE

March 14, 2014

Submitted By:



139 South Stockton Ave.
Ripon, CA 95366
Phone: 209.599.8377
Fax: 209.599.8399

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SECTION 1 INTRODUCTION

J.B. Anderson Land Use Planning is pleased to present this proposal to the City of Riverbank for the preparation of the County's 2014-2023 Housing Element Update. This update represents an update to the City's 2009-2014 Housing Element, which was adopted by the City Council on August 24, 2009.

Located in the Central Valley, and established in 1993, J.B. Anderson Land Use Planning is vastly experienced and knowledgeable in Housing Element Law, and has worked on a variety of Housing Element Updates within the Central Valley, Sierra Nevada Foothills, and Sierra Nevada Mountain Range.

Most recently, our Firm has been commissioned to assist the County of Mariposa in preparing updates to their respective General Plan Housing Elements. In recent past, we have successfully prepared Housing Element Updates for the Cities of Ceres and Livingston, and the County of Mariposa.

For the purposes of organization, this Proposal is presented in the following sections:

Section 1, Introduction: This Section provides City staff with a description of our understanding of the County's Housing Element Update, our Technical Approach, and how this Proposal is organized.

Section 2, Scope of Services and Cost Proposal: This Section provides City staff a description of the Scope of Work associated with preparing the Housing Element Update, and a Cost Proposal for costs associated with performing Project tasks.

SECTION 1.2

PROJECT UNDERSTANDING

J.B. Anderson Land Use Planning understands that the City of Riverbank is seeking the services of a qualified consultant to prepare an update to the County's Housing Element, previously adopted in August 2009. Based on discussions with City Staff, the proposed scope of work shall be focused on a technical update to the current Housing Element and the Goals and Policies contained therein. The ultimate goal of the Housing Element update process is to secure certification by the State Department of Community Development (HCD). It has been suggested that the chosen consultant team develop an approach to update the previously certified Housing Element, and bring current the source data (as necessary), and update the goals, policies, objectives, and programs to reflect the current legislature.

We understand through communication with HCD staff, as well as a review of the Draft Regional Housing Needs Allocation Plan for Stanislaus County 2014-2023, dated January 2014 that the new Regional Housing Needs Allocation for the City for the planning period of January 1, 2014 through June 30, 2023 is 1,280 residential housing units. The City has been allocated the following housing types by income classification, by HCD through the Planning Period of 2014-2023.

HCD Regional Housing Needs Determination

Family Income Categories				
Very Low	Low	Moderate	Above Moderate	Total
321	206	217	536	1,280

As City staff may be aware, Section 65580 of the Government Code declares, "The availability of housing is of vital statewide importance, and the early attainment of decent housing and a suitable living environment for every Californian, including farmworkers, is a priority of highest order." State law also recognizes the most critical decisions about supply and affordability of housing shall occur at a local level. As such, the Housing Element Update process shall play a critical role in identifying and addressing housing needs for all residents of the City of Riverbank.

In accordance with Section 65583 of the Government Code, the Housing Element shall contain the following:

- An analysis of the existing housing needs;
- An analysis of population and employment trends;
- An analysis and documentation of household characteristics;
- An inventory of land suitable for residential development, including vacant sites and suitable for redevelopment;

- An identification of a zone or zones where emergency shelters are allowed or permitted without a conditional use or other discretionary permit;
- An analysis of potential and actual governmental constraints upon the maintenance, improvement, or development housing for all income levels;
- An analysis of potential and actual non-governmental constraints upon the maintenance, improvement, or development housing for all income levels;
- An analysis of all special housing needs (i.e. those residents with disabilities, large families, farmworkers, etc.);
- An analysis of opportunities for energy conservation with respect to residential development;
- An analysis of existing assisted housing developments that may be eligible to change from low-income housing uses during the next 10 years;
- A statement of the County's goals, quantified objectives, and policies relative to the maintenance, preservation, improvement, and development of housing; and
- An identification of housing programs within the County to provide housing opportunities for all income levels.

The City's Housing Element Update shall be completed eighteen (18) months upon adoption of the StanCOG Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). The RTP/SCS is scheduled for adoption in June 2014. As such, the City has until December 2015 to complete the Housing Element Update.

J.B. Anderson Land Use Planning recognizes the City currently has a certified Housing Element. As such, to the extent that the update process can be streamlined through maintaining information obtained in the City's current Housing Element, J.B. Anderson Land Use Planning will adjust our contract proposal to reflect a most effective process.

SECTION 2 SCOPE OF SERVICES

TASK 1 PUBLIC PARTICIPATION

The Project Team shall coordinate with City Staff to develop and implement the Project's Public Participation Plan. Based on our experience in the City, as well as other jurisdictions, we suggest the following meetings and tasks in an effort to solicit public comment on the Housing Element Update:

- One (1) Public Workshop;
- Links on the City's Website that allow County residents to provide comment; and,
- One (1) Planning Commission Study Session/Presentation.

JBA Staff shall be responsible for preparing the appropriate Staff Reports, Presentation materials, and provide verbal presentations during the above meetings. In addition, JBA Staff will coordinate with City staff in developing material for posting on the City's website.

Deliverables: Staff Reports, Presentation Materials (i.e. PowerPoint), Meeting Notes, etc.

Meetings: Up to two (2) meetings are assumed for this task.

TASK 2 HOUSING NEEDS ASSESSMENT

The Project Team shall collect all data pertinent to the preparation of the Project. Such data shall include, but is not limited to:

- Population trends and census data and other demographic information from U.S. Department of Finance;
- Regional Housing Needs Allocation Plan, to be adopted by StanCOG;
- Annual Housing Reports (if applicable);
- Number of existing affordable housing units within the City;
- List and information of current residential development projects with entitlements (if applicable);
- An inventory of "at risk" residential units (units that have developed with some level of governmental assistance, which may be at risk of converting to market rate units within a five (5) year period);
- Building Permit trends for the last ten (10) years;

- Review of the City's Zoning Ordinance.

Deliverables: None. The housing needs and assessment prepared as part of this task will be incorporated into the 2014-2019 Housing Element.

Meetings: Meetings are not required for this task. Although, phone calls and emails with County staff are assumed as part of this task.

TASK 3 HOUSING CONSTRAINTS AND OPPORTUNITIES

The Project Team shall evaluate the City's constraints and opportunities as it relates to the development of housing in the City. This evaluation shall include; Market Constraints, Governmental Constraints, Non-Governmental Constraints (i.e. environmental, geographic, etc.), Infrastructure Constraints, and Housing Issues unique to Mariposa County. The Project Team will evaluate a variety of documents and sources as part of this task; including, but not limited to, Current Mortgage Interest Rates, Land and Construction Costs based on discussions with local Real Estate Agents, City's Zoning Code, Land Use Application Fees, Land Use Application Processes, Environmental Issues affecting housing development, Infrastructure (i.e. water, sewer, etc.).

Deliverables: None. The evaluation of housing constraints and opportunities will be incorporated into the 2014-2019 Housing Element Update.

Meetings: Meetings are not required for this task.

TASK 4 HOUSING RESOURCES

As part of Task 4, the Project Team shall prepare the Housing Resources Chapter of the 2014-2019 Housing Element Update. This Chapter consists of the Vacant Sites Inventory, and the evaluation of financial resources currently available in the County for the development and rehabilitation of affordable housing.

Vacant Sites Inventory:

The Project Team shall evaluate vacant properties in each of the Communities identified above, and confirm their General Plan land use designation and zoning. Vacant parcels identified for residential development will be inventoried (Refer to Table 4-2 of the 2009-2014 Housing Element), and evaluated for their respective ability to yield residential units. This evaluation will include the City's General Plan, and the densities permissible within each land use designation allowing for residential development.

Additionally, as part of this inventory, the Project Team will evaluate approved but not yet constructed Projects.

Financial Resources:

The Project Team shall evaluate the resources and programs available for the development and rehabilitation of housing in the City. Said resources and programs are primarily available from the HCD website. In addition, the Project Team shall also review local programs, including but not limited to, Habitat for Humanity, etc.

Deliverables: None. The Housing Resources section will be incorporated into the 2014-2019 Housing Element Update.

Meetings: Meetings are not required for this task. However, this task will require numerous communications with City staff and outside Agencies (i.e. Habitat for Humanity) via email and phone communications.

TASK 5 REVIEW AND EVALUATION OF 2009-2014 HOUSING ELEMENT

As current Contract Planners for the City, the Project Team is vastly familiar with the Policies and Programs incorporated into the Housing Element. This familiarity should allow our staff to streamline the review the Policies and Programs adopted as part of the 2009-2014 Housing Element. Our staff shall coordinate with City staff on each Policy and Program, and identify the progress made in implementing these Policies and Programs. The evaluation of each Policy and Program shall identify; 1) Was it implemented? 2) Was it successful/not successful? 3) Why was it successful/not successful?

In addition, as noted previously, through the adoption of the City's 2009-2014, the City committed to implementing various Programs, including but not limited to; Density Bonus Program, Inclusionary Housing Ordinance, and Rezone of lands to achieve RHNA. As part of Task, the Project Team shall coordinate with HCD Staff to potentially implement these Programs prior to submittal to HCD. Should HCD require these Programs be implemented prior to the certification of the 2014-2023 Housing Element, the Project Team shall prepare a separate Scope of Work to implement said Programs.

JBA staff assumes that after negotiations with HCD that some of the Programs (i.e. Density Bonus Ordinance, etc.) can be managed as part of our monthly Planning Services. This provides a substantial benefit to the City.

Deliverables: None. The evaluation of the 2009-2014 Housing Element Policies and Programs will be incorporated into the 2014-2019 Housing Element Update.

Meetings: Meetings are not anticipated for this task.

TASK 6

ADMINISTRATIVE DRAFT 2014-2023 HOUSING ELEMENT

Based on the documents and information collected and reviewed, the Project Team shall prepare a Draft Housing Element for submittal to City staff and City Council for review and comment. The Draft Housing Element shall be prepared in accordance with Section 65583 of the Government Code, and contain the information and contents completed under Task 1-5, above.

Please note that five (5) copies of the Administrative Draft 2014-2023 Housing Element shall be provided to City Staff for review and comment.

Deliverables: Five (5) electronic copies of the Administrative Draft 2014-2023 Housing Element.

Meetings: None. However, this task will include communications via phone and email to discuss any comments provided by the City on the Administrative Draft.

TASK 7

CEQA ANALYSIS AND DOCUMENTATION

The Project Team will prepare an Initial Study in an administrative draft form for City staff to review. The Initial Study will consist of a Project Description, CEQA Environmental Checklist, Discussion of Environmental Issues, and References. The project description will summarize the proposed Housing Element amendments, areas of the City affected by specific programs that may have significant impacts, and will include a general location map showing the areas of the City affected by those proposed programs. The Initial Study will include an analysis of each environmental issue as it relates to the policies and actions of the Project. Additionally, the Initial Study will provide an analysis of other mandatory CEQA findings. We will provide five (5) copies and an electronic version (MS Word) of the Administrative Draft Initial Study.

The Administrative Draft Initial Study will be submitted to County staff concurrently with the Administrative Draft 2014-2023 Housing Element, as described in Task 7, above. Comments received from City staff shall be incorporated into a Public Review Draft

Initial Study, and the public review draft shall be submitted to the City in preparation of the 30-day public review period.

The Public Review Draft Initial Study will be released for public review at the same time as the Public Review Draft 2014-2023 Housing Element, as described below in Task 9. Comments received on the Initial Study during this public review period will be addressed, as appropriate.

Deliverables: Ten (10) hard copies and two (2) electronic copies total of the Administrative and Public Review Draft Initial Study. Copies of the Public Review Initial Study shall be produced in accordance with the California Office of Planning and Research requirements. It is anticipated that the Project Team will coordinate with City staff for production responsibilities.

Meetings: Meetings are not required for this task. However, communications via phone and email may be required to discuss comments on the Draft Initial Study.

TASK 8 PUBLIC REVIEW DRAFT 2014-2023 HOUSING ELEMENT

In accordance with Section 65585 of the Government Code, the Draft Housing Element shall be released for a sixty (60) day public review period. It is assumed that up to fifteen (15) hard copies shall be provided to City staff for the public review period. Prior to submittal to HCD, the Project Team shall conduct a Joint Planning Commission/City Council Meeting, requesting authorization to submit the Housing Element to HCD.

The Project Team shall also be responsible for preparing the necessary Public Notices, Staff Report, and presentation materials (i.e. PowerPoint Presentation) as part of the Joint Meeting.

The Project Team assumes that during the public review process, HCD Staff will contact City Staff and /or the Project Team to discuss the element prior to the HCD's issuance of their written findings. In accordance with Section 65585, the Project Team assumes that written findings shall be received from HCD Staff within sixty (60) days of receiving the Draft 2014-2019 Housing Element.

Deliverables: Up to fifteen (15) hard copies of the 2014-2019 Housing Element, and one (1) electronic copy. These copies will be submitted to City staff, Planning Commissioners, City Council Members, and HCD.

Meetings: One (1) Joint Planning Commission/City Council Meeting, asking for authorization to submit the 2014-2023 Housing Element to HCD.

TASK 9 FINAL DRAFT HOUSING ELEMENT UPDATE

Upon completion of the public review period, the Project Team shall prepare the Final Draft Housing Element Update for ultimate review and consideration by the City's Planning Commission and City Council. The Project Team shall prepare the necessary public notices, Staff Reports, and Resolutions in preparation for the Planning Commission and City Council Public Hearings.

In addition, as described in Task 7, above, the Project Team shall prepare the Housing Element's Mitigation Monitoring Program and required CEQA Findings prior to the Planning Commission and City Council Public Hearing.

Deliverables: Up to fifteen (15) hard copies of the 2014-2019 Housing Element, and one (1) electronic copy. These copies will be submitted to County staff, Planning Commissioners, Supervisors, and HCD. In addition, other materials, the final CEQA documents referenced above shall be provided.

Meetings: Meetings are not required for this task.

TASK 10 PUBLIC HEARINGS

Upon completion of the Final Draft 2014-2019 Housing Element Update, the Project Team shall coordinate with City staff to schedule the required Planning Commission and City Council Public Hearings.

It is also assumed that the Project Team will be tasked with preparing the necessary Staff Reports, PowerPoint presentations, and other presentation materials required for the Public Hearings.

Deliverables: Planning Commission and City Council Staff Reports, PowerPoint Presentation materials, and other information as requested by County staff.

Meetings: One (1) Meeting each at the Planning Commission and City Council. Total of two (2) meetings are assumed for this task.

TASK 11 SUBMIT ADOPTED HOUSING ELEMENT TO HCD

The Project Team shall submit the adopted Housing Element to HCD for review and comment. In accordance with Section 65585 of the Government Code, the HCD shall be permitted ninety (90) days for review.

The Project Team shall coordinate with HCD Staff to address any comments received and achieve HCD Certification of the Housing Element. As such, Task 11 includes coordinating with HCD Staff on issues necessary to achieve State Certification of the City's Housing Element Update.

Deliverables: Adopted 2014-2023 Housing Element to both the City and HCD. Five (5) hard copies and one (1) electronic copy shall be provided to the City. One (1) hard copy and 1 electronic copy shall be submitted to HCD.

Meetings: Meetings are not required for this task. However, communications via phone and email with HCD staff may be required.

ASSUMPTIONS:

1. J.B. Anderson Land Use Planning assumes the Scope of Work provided above does not include implementing Programs adopted by the City of Riverbank as part of the 2009-2014 Housing Element. These Programs include the following:

- Adopt a Density Bonus Program in compliance with State Law;
- Revise the R-3 zoning to include emergency shelters;
- Rezone and GPA for eighty (80) acres of land identified in the General Plan to higher density uses;
- Adopt an Inclusionary Housing Ordinance which would require a mixture of housing opportunities for projects creating 5 or more lots;
- Adopt an Ordinance to facilitate housing for special needs groups; and,
- Adopt a Reasonable Accommodations Ordinance.

At this time, it is unclear if the State Housing and Community Development Department (HCD) will require the implementation of these Programs prior to certification of the 2014-2023 Housing Element. Due to lack of funding for adequate Planning staff to administer, this will be determined through the Housing Element Update process. Should HCD require implementation of these Programs, the Project Team shall prepare a separate Scope of Work and Cost Estimate for City review and consideration.

SECTION 3 COST PROPOSAL

J.B. Anderson Land Use Planning proposes the following NOT-TO-EXCEED Cost Proposal for the City's 2014-2023 Housing Element Update:

Task 1:	Public Participation	\$3,904.00
Task 2:	Housing Needs Assessment	\$7,104.00
Task 3:	Housing Constraints and Opportunities	\$4,704.00
Task 4:	Housing Resources	\$5,024.00
Task 5:	Review and Evaluation of 2009-2014 Housing Element	\$5,344.00
Task 6:	Administrative Draft 2014-2023 Housing Element	\$4,544.00
Task 7:	CEQA Analysis and Documentation	\$6,488.00
Task 8:	Public Review Draft 2014-2023 Housing Element	\$4,704.00
Task 9:	Final Draft Housing Element Update	\$1,984.00
Task 10:	Public Hearings	\$2,304.00
Task 11:	Submit Adopted Housing Element to HCD	\$1,584.00
	Admin. Expenses:	\$2,000.00
	Total:	\$49,688.00



City of Riverbank

Annual Operating Budget -- Fiscal Year 2014-2015

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

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	133,017	133,998	108,447	134,000	2	0.0%
701.002	PERSONNEL OVERTIME	0	300	256	0	-300	-100.0%
708.004	MISC EMPLOYEE BENEFITS	1,367	0	-13,506	0	0	0.0%
708.005	MEDICARE	1,755	1,975	1,438	1,900	-75	-3.8%
708.006	PERS RETIREMENT	13,846	17,128	13,513	18,100	972	5.7%
708.007	PAYROLL TAXES	868	868	868	900	32	3.7%
708.008	HEALTH DENTAL VISION INSURANCE	34,692	35,784	32,591	36,200	416	1.2%
708.009	NATIONAL RETIREMENT	4,742	5,262	3,951	5,800	538	10.2%
708.010	WORKERS' COMPENSATION	17,997	19,943	15,493	19,800	-143	-0.7%
	Total Personnel Salaries & Benefits	\$208,284	\$215,258	\$163,051	\$216,700	\$1,442	0.0%
Operating Expenses							
702.031	RENTS & LEASES (VEHICLES)	8,234	8,000	22	8,000	0	0.0%
703.024	POSTAGE	182	400	69	300	-100	-25.0%
703.025	OFFICE EXPENSE	1,124	1,000	1,087	1,400	400	40.0%
704.022	COMMUNICATIONS	2,009	2,000	1,282	2,000	0	0.0%
706.027	BOOT/ JACKET ALLOWANCE, UNIFORMS	150	700	150	700	0	0.0%
706.028	SMALL TOOLS	28	100	0	100	0	0.0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	0	1,500	1,889	500	-1,000	-66.7%
706.037	CONFERENCES & MEETINGS	0	400	36	400	0	0.0%
706.038	STAFF DEVELOPMENT	569	2,500	200	2,500	0	0.0%
	Total Operating Expenses	\$12,296	\$16,600	\$4,735	\$15,900	-\$700	-4.2%
CAPITAL OUTLAY							
707.002	CAPITAL EXPENDITURES	0	0	0	0	0	0.0%
	Total Capital Outlay	\$0	\$0	\$0	\$0	\$0	0.0%
	Total Department Appropriations	\$220,580	\$231,858	\$167,786	\$232,600	\$742	0.3%

Staffing: 1 Building Inspector
1 Construction Inspector

Fund 101: Building 406

703.024	Postage		\$ 300
703.025	Office Expense		\$ 1,400
704.022	Communications AT&T-Calnet 2		\$ 2,000
706.027	Boot & Jacket Allowance		\$ 700
706.028	Small Tools		\$ 100
706.036	Memberships, Dues, Books, Etc. Building Code Updates	\$500	\$ 500
706.037	Conferences & Meetings CASP Certificate Training (roll over from FY 13/14) ICC Classes	\$200 \$200	\$ 400
706.038	Staff Development CASP Certification Training (roll over from FY 13/14) ICC Classes	\$1,800 \$700	\$ 2,500



City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

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

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
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Personnel Salaries and Benefits

701.001	PERSONNEL REGULAR	333,169	349,673	282,284	352,700	3,027	0.9%
701.002	PERSONNEL TEMPORARY	548	15,280	12,150	15,652	372	2.4%
701.080	SALARY & BENEFIT REQUEST	0	0	0	5,300	5,300	0.0%
708.004	MISC EMPLOYEE BENEFITS	2,218	0	-6,705	0	0	0.0%
708.005	MEDICARE	4,492	5,265	3,947	5,300	35	0.7%
708.006	PERS RETIREMENT	32,295	39,599	31,517	41,900	2,301	5.8%
708.007	PAYROLL TAXES	2,238	3,675	3,585	3,700	25	0.7%
708.008	HEALTH DENTAL VISION INSURANCE	85,450	79,796	75,850	74,100	-5,696	-7.1%
708.009	NATIONAL RETIREMENT	11,856	13,155	9,878	14,500	1,345	10.2%
708.010	WORKERS' COMPENSATION	45,078	52,435	40,437	52,000	-435	-0.8%
708.012	DEFERRED COMPENSATION	3,900	3,900	3,150	3,900	0	0.0%
Total Personnel Salaries & Benefits		\$521,244	\$562,778	\$456,093	\$569,052	\$6,274	1.1%

Operating Expenses

702.031	RENTS & LEASES	4,860	3,600	2,327	3,600	0	0.0%
702.032	PROFESSIONAL SERVICES	931	21,500	2,446	1,500	-20,000	-93.0%
702.035	CONTRACT ENGINEERING	21,158	50,000	22,798	40,000	-10,000	-20.0%
703.023	ADVERTISING	-264	200	1,080	200	0	0.0%
703.024	POSTAGE	1,485	2,000	1,690	2,000	0	0.0%
703.025	OFFICE EXPENSE	3,180	2,000	2,026	2,400	400	20.0%
704.021	UTILITIES	3,542	3,000	1,624	3,000	0	0.0%
704.022	COMMUNICATIONS	1,094	1,500	651	1,500	0	0.0%
706.026	MISCELLANEOUS EXPENSE	1,133	300	455	300	0	0.0%
706.027	BOOT/ JACKET ALLOWANCE/UNIFORMS	0	300	0	300	0	0.0%
706.029	MAINT. OF BLDG. & STRUCTURES	209	500	-57	500	0	0.0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	532	600	223	1,000	400	66.7%
706.037	CONFERENCES & MEETINGS	392	1,000	967	1,000	0	0.0%
706.038	STAFF DEVELOPMENT	933	3,800	2,388	4,200	400	10.5%
Total Operating Expenses		\$39,185	\$90,300	\$38,618	\$61,500	-\$28,800	-31.9%

CAPITAL OUTLAY

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

Total Department Appropriations

\$560,429	\$653,078	\$494,711	\$630,552	-\$22,526	-3.4%
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TRANSFER IN OF MANAGEMENT FEES:	SEWER FUND	(\$167,659)
	WATER FUND	(\$218,464)
	LTF	(\$6,417)
	GAS TAX	(\$30,985)
	LANDSCAPE & LIGHTING	(\$5,165)
	NET GENERAL FUND ALLOCATION	<u>\$201,862</u>

Staffing:

- 1 Deputy Director of Development Services
- 1 Sr. Management Analyst
- 1 Project Coordinator
- 2 Administrative Assistants
- 1 Part-Time Administrative Clerk

Fund 101: Public Works 412

702.031	Rents & Leases		\$ 3,600
	Copier Lease/Count		
702.032	Professional/Special Services		\$ 1,500
	Software Updates/Changes	\$400	
	DBE Annual Report	\$1,200	
			\$40,000
702.035	Contract Engineering		\$50,000
703.023	Advertising		\$ 200
703.024	Postage		\$ 2,000
703.025	Office Expense		\$ 2,400
704.021	Utilities		\$ 3,000
	MID		
703.022	Communications		\$ 1,500
	AT&T-Calnet 2		
706.026	Miscellaneous Expense		\$ 300
	Computer Repairs/Maintenance		
706.027	Boot & Jacket Allowance		\$ 300
706.029	Maint. Of Bldg. & Structures		\$ 500
	Administration Office/PW Trailer		
706.036	Memberships, Dues, Books, Etc.		\$ 1,000
	APWA Membership	\$200	
	Notary Renewal	\$600	
	Stanislaus County Safety Council	\$100	
	Reference Books	\$100	
706.037	Travel, Conference & Meetings		\$ 1,000
	League of California Cities	\$600	
	Caltrans Workshops	\$400	

706.038	Staff Development		\$ 4,200
	Continuing Education Classes	\$1,000	
	League of California Cities	\$ 700	
	Project Management Certification	\$1,800	
	(roll over from FY 13/14 budget)		
	Construction Inspector Classes	\$ 700	



City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

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

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	51,812	0	0	0	0	0.0%
701.003	PERSONNEL OVERTIME	224	0	0	0	0	0.0%
701.004	STANDBY PAY	0	0	0	0	0	0.0%
708.004	MISC EMPLOYEE BENEFITS	-1,935	0	0	0	0	0.0%
708.005	MEDICARE	0	0	0	0	0	0.0%
708.006	PERS RETIREMENT	5,306	0	0	0	0	0.0%
708.007	PAYROLL TAXES	434	0	0	0	0	0.0%
708.008	HEALTH DENTAL VISION INSURANCE	20,226	0	0	0	0	0.0%
708.009	NATIONAL RETIREMENT	2,371	0	0	0	0	0.0%
708.010	WORKERS' COMPENSATION	7,010	0	0	0	0	0.0%
	Total Personnel Salaries & Benefits	\$85,448	\$0	\$0	\$0	\$0	0.0%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	13,143	15,000	10,693	15,000	0	0.0%
702.031	RENTS & LEASES	15,438	15,000	1,252	15,000	0	0.0%
702.032	PROFESSIONAL SERVICES	2,695	13,900	11,873	8,200	-5,700	-41.0%
703.055	BARRICADES	95	800	1,275	800	0	0.0%
704.021	UTILITIES	6,258	8,100	2,462	8,100	0	0.0%
706.027	BOOT & JACKET ALLOWANCE	150	0	0	0	0	0.0%
706.029	MAINT. OF BLDG. & STRUCTURES	11,409	0	99	0	0	0.0%
706.056	STATE/COUNTY FEES	666	600	645	700	100	16.7%
706.073	UNIFORMS & RAGS	0	0	0	0	0	0.0%
	Total Operating Expenses	\$49,854	\$53,400	\$28,299	\$47,800	-\$5,600	-10.5%
CAPITAL OUTLAY							
707.003	EQUIPMENT/PROJECTS	0	0	0	0	0	0.0%
	Total Capital Outlay	\$0	\$0	\$0	\$0	\$0	0.0%
	Total Department Appropriations	\$135,302	\$53,400	\$28,299	\$47,800	-\$5,600	-10.5%

Fund 101: Street Maintenance 413

702.030	Maintenance Operation Equipment	\$ 15,000
	City of Modesto – Traffic Signal Maint.	\$10,000
	Road Maintenance	\$5,000
702.031	Rents & Leases	\$ 15,000
	Vehicle Maintenance	
702.032	Professional/Special Services	\$ 8,200
	Street Light Repair	\$4,000
	Viaduct Maintenance	\$3,300
	California CAD	\$900
702.055	Barricades w/Flashers	\$ 800
704.021	Utilities	\$ 8,100
	MID	\$7,500
	City of Riverbank	\$600
706.056	State/County Fees	\$ 600
	Property Taxes	



City of Riverbank

Annual Operating Budget -- Fiscal Year 2014-2015

Fund 102: Gas Tax Fund

Projected Reserve @ July 1, 2014 **\$267,658**

Add:

Projected '14-'15 Revenues **\$722,559**

Less:

Requested Appropriations

SALARIES & BENEFITS	\$377,100
CONTRACT SERVICES	121,500
UTILITIES	80,000
OTHER OPERATING EXPENSES	87,700
TRANSFERS OUT	31,000
CAPITAL OUTLAY	73,000

Total Gas Tax Appropriations **\$770,300**

Projected Reserve @ June 30, 2015 **\$219,917**

% Of Revenues **30.44%**

GAS TAX REVENUES

	BUDGET 13/14	ACTUAL 13/14	BUDGET 14/15
SECTION 2103 GAS TAX	\$243,131	\$210,498	\$227,600
SECTION 2105 GAS TAX	101,736	67,594	104,600
SECTION 2106 GAS TAX	72,002	49,255	85,900
SECTION 2107 GAS TAX	151,468	110,862	128,500
SECTION 2107.5 GAS TAX	5,000	0	5,000
INTEREST INCOME	0	84	100
STREET SWEEPING	4,159	2,080	4,159
MISCELLANEOUS REVENUE	0	642	0
TRANSFER IN OF MGMT FEES	163,904	84,044	166,700
	<u>\$741,400</u>	<u>\$525,059</u>	<u>\$722,559</u>



CITY OF RIVERBANK

GAS TAX FUND REVENUE PROJECTIONS -- FISCAL YEAR 2014-2015

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 BUDGET	FY 13-14 REVENUES TO DATE	PROJECTED FY 14-15 REVENUES	PROJECTED INCREASE (DECREASE)	% CHANGE
400.140	STATE GAS TAX 2106	\$73,012	\$72,002	\$49,255	\$85,900	\$13,898	19.30%
400.150	STATE GAS TAX 2107	\$162,530	\$151,468	\$110,862	\$128,500	(\$22,968)	-15.16%
400.160	STATE GAS TAX 2107.5	5,000	5,000	0	5,000	\$0	0.00%
400.170	STATE GAS TAX 2105	99,186	101,736	67,594	104,600	\$2,864	2.82%
400.175	STATE GAS TAX 2103	180,097	243,131	210,498	227,600	(\$15,531)	-6.39%
600.020	STREET SWEEPING	4,159	4,159	2,080	4,159	\$0	0.00%
664.000	INTEREST INCOME	28	0	\$58	100	\$100	0.00%
675.090	MISCELLANEOUS REVENUES	0	0	642	0	\$0	0.00%
699.000	TRANSFERS IN	98,435	163,904	84,044	166,700	\$2,796	1.71%
TOTAL GAS TAX FUND REVENUES		\$622,447	\$741,400	\$525,033	\$722,559	-\$18,841	-2.54%

FY 2014-15 Gas Tax (Highway Users Tax) Fund Revenue Projections

The State of California imposes excise taxes on various transportation fuels. California motor vehicle fuel taxes include the gasoline tax, diesel fuel tax, and the use fuel tax. Taxes on aircraft jet fuel are transferred to the state Aeronautics Account. Taxes on fuel for other motor vehicles are transferred to the state Highway Users Tax Account. These include:

- The “gasoline tax” and “diesel fuel tax” imposed on the use of vehicle fuels at the rate of \$0.18 per gallon including the \$0.09 rate imposed by Prop 111 in 1994.
- The “use fuel tax” is imposed on vendors and users of motor vehicle fuels that are not taxed under either the gasoline or diesel fuel tax, such as liquefied petroleum gas, ethanol, methanol, and natural gas.

For the 2014-15 fiscal year estimate, the Finance Department has taken the State of California’s estimate and reduced it by 5% in order to remain conservative. The large fluctuations in gas prices warrants that the city be conservative in its estimates.

Cities receive highway user tax revenue under the following formulas:

Section 2103 – Section 2103 was added beginning with the 2010-11 fiscal year to allocate funds from a new motor vehicle fuel excise tax that replace previous city and county allocations from the Prop 42 sales tax on gasoline. This is known as the “fuel tax swap of 2010.” Section 2103 funds are allocated to cities and counties on a per capita basis.

400.175 Gas Tax 2103		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	0.00	0.00%
05/06	0.00	0.00%
06/07	0.00	0.00%
07/08	0.00	0.00%
08/09	0.00	0.00%
09/10	0.00	0.00%
10/11	212,256.90	0.00%
11/12	307,279.71	44.77%
12/13	180,097.02	-41.39%
13/14	243,131.00	-20.88%
14/15	227,658.95	26.41%

Section 2105 – Section 2105(b) allocates 11.5% of the tax revenues in excess of 9 cents per gallon monthly among cities based on population.

400.170 Gas Tax 2105		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	114,130.53	0.00%
05/06	122,587.53	7.41%
06/07	128,829.27	5.09%
07/08	127,062.39	-1.37%
08/09	116,789.98	-8.08%
09/10	119,083.32	1.96%
10/11	114,786.59	-3.61%
11/12	103,961.33	-9.43%
12/13	99,186.06	-13.59%
13/14	101,736.00	-2.14%
14/15	104,623.50	5.48%

Section 2106 – Revenues equal to 1.04 cents per gallon are allocated as follows:

- a. \$7.2 million per year to the State Bicycle Transportation Account.
- b. \$400 per month to each city.
- c. \$800 per month to each county.
- d. The residual amount (about \$150 million per year) to each county and the cities in that county based on registered vehicles.

400.140 Gas Tax 2106		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	77,327.80	0.00%
05/06	82,451.77	6.63%
06/07	86,472.17	4.88%
07/08	83,905.76	-2.97%
08/09	77,686.52	-7.41%
09/10	77,642.50	-0.06%
10/11	73,643.69	-5.15%
11/12	72,660.72	-1.33%
12/13	73,011.59	-0.86%
13/14	72,002.00	-0.91%
14/15	85,980.70	17.76%

Section 2107 – Provides monthly allocations to cities of 1.315 cents per gallon of gasoline, 1.8 cents per gallon of diesel, and 2.59 cents per liquefied petroleum gas, as follows:

- a. Each city with removal costs in excess of \$5,000 is allocated 50% of the cost exceeding \$5,000.
- b. The remainder is allocated to cities based on population.

400.150 Gas Tax 2107		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	151,649.24	0.00%
05/06	163,514.54	7.82%
06/07	172,214.76	5.32%
07/08	170,031.36	-1.27%
08/09	155,440.91	-8.58%
09/10	158,714.94	2.11%
10/11	153,325.96	-3.40%
11/12	149,200.95	-2.69%
12/13	162,529.95	6.00%
13/14	151,468.00	1.52%
14/15	128,554.00	-20.90%

Section 2107.5 – A flat amount is allocated to cities based on population. The City of Riverbank receives \$5,000 annually.

400.160 Gas Tax 2107.5		
<u>FY</u>	<u>Amount</u>	<u>% Change</u>
04/05	4,000.00	0.00%
05/06	5,000.00	25.00%
06/07	5,000.00	0.00%
07/08	5,000.00	0.00%
08/09	5,000.00	0.00%
09/10	5,000.00	0.00%
10/11	5,000.00	0.00%
11/12	5,000.00	0.00%
12/13	5,000.00	0.00%
13/14	5,000.00	0.00%
14/15	5,000.00	0.00%



City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

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

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
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Personnel Salaries and Benefits

701.001	PERSONNEL REGULAR	121,868	231,838	184,462	228,100	-3,738	-2%
701.002	PERSONNEL TEMPORARY	7,201	4,500	5,360	0	-4,500	-100%
701.003	PERSONNEL OVERTIME	2,644	2,500	2,364	2,500	0	0%
701.004	STANDBY PAY	6,746	4,000	5,170	4,000	0	0%
708.004	MISC EMPLOYEE BENEFITS	4,744	0	-22,009	0	0	0%
708.005	MEDICARE	1,473	2,660	1,649	2,500	-160	-6%
708.006	PERS RETIREMENT	11,690	25,944	18,260	25,800	-144	-1%
708.007	PAYROLL TAXES	2,182	2,515	2,585	2,200	-315	-13%
708.008	HEALTH DENTAL VISION INSURANCE	40,489	61,104	56,087	64,000	2,896	5%
708.009	NATIONAL RETIREMENT	7,114	13,155	9,112	14,500	1,345	10%
708.010	WORKERS' COMPENSATION	16,489	32,051	24,164	33,500	1,449	5%
Total Personnel Salaries & Benefits		\$222,640	\$380,267	\$287,204	\$377,100	-\$3,167	-1%

Operating Expenses

702.030	MAINT. OF OPERATIONS EQUIPMENT	1,626	3,000	137	3,000	0	0%
702.031	RENTS & LEASES (VEHICLE REP/MAINT)	15,694	10,000	0	10,000	0	0%
702.032	PROFESSIONAL/SPECIAL SERVICES	27,190	42,000	7,409	22,000	-20,000	-48%
702.036	STREET SWEEPING CONTRACT	84,525	85,200	63,888	84,500	-700	-1%
702.037	STREET LIGHT REPAIR	117	2,000	11	2,000	0	0%
703.028	SMALL TOOLS	1,770	1,000	453	1,000	0	0%
703.062	STREET SIGNS/STRIPING	55,717	56,000	39,629	56,000	0	0%
704.021	UTILITIES	90,503	85,500	67,992	80,000	-5,500	-6%
706.026	MISCELLANEOUS EXPENSE	948	2,000	2,719	2,000	0	0%
706.027	BOOT & JACKET ALLOWANCE	247	750	281	750	0	0%
706.029	MAINT. OF BLDG. & STRUCTURES	22,541	21,000	5,231	21,000	0	0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	511	1,500	441	1,500	0	0%
706.037	CONFERENCES & MEETINGS	0	250	458	250	0	0%
706.038	STAFF DEVELOPMENT	1,350	1,800	1,694	1,800	0	0%
706.050	SAFETY EQUIPMENT	1,455	1,600	1,252	1,600	0	0%
706.073	UNIFORMS & RAGS	520	2,100	1,291	1,800	-300	-14%
999.000	TRANSFER OUT OF MGMT FEES	22,425	24,256	14,889	31,000	6,744	28%
Total Operating Expenses		\$327,139	\$339,956	\$207,775	\$320,200	-\$19,756	-6%

CAPITAL OUTLAY

707.003	EQUIPMENT/PROJECTS	95,315	85,000	34,125	73,000	-12,000	-14%
Total Capital Outlay		\$95,315	\$85,000	\$34,125	\$73,000	-\$12,000	-14%

Total Department Appropriations

\$645,094	\$805,223	\$529,104	\$770,300	-\$34,923	-4%
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TRANSFER IN OF MANAGEMENT FEES:

SEWER FUND	(\$85,400)
LTF	(\$20,248)
WATER FUND	(\$11,277)
STERLING RIDGE STORM DRAIN DISTRICT	(\$10,390)
HEARTLANDS STORM DRAIN DISTRICT	(\$10,390)
CROSSROADS LANDSCAPE & LIGHTING DISTRICT	(\$27,886)
NET GAS TAX FUND ALLOCATION	<u>\$604,709</u>

EQUIPMENT/PROJECTS:

ADA IMPROVEMENTS	50,000
EQUIP. PARKING STRUCTURE	23,000
	<u>73,000</u>

STAFFING:

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

Fund 102: Gas Tax 418

702.030	Maintenance Operation Equipment		\$ 3,000
	Road Maintenance/Repairs		
702.031	Rents & Leases		\$ 10,000
702.032	Professional/Special Services		\$ 22,000
	State Permits/Fees	\$7,500	
	Stormwater Testing/Filters	\$5,500	
	Pump Repairs	\$5,400	
	Dry Well Maintenance	\$3,600	
702.036	Street Sweeping Contract		\$ 84,500
	Gilton Solid Waste Management	\$84,500	
702.037	Street Light Repair		\$ 2,000
	Maintenance/Vandalism Repairs		
703.028	Small Tools		\$ 1,000
703.062	Street Signs/Striping		\$ 56,000
	Street Signs	\$25,411	
	Striping	\$30,589	
704.021	Utilities		\$ 80,000
	MID	\$600	
	PG & E	\$74,400	
	Department of Transportation	\$5,000	
706.026	Miscellaneous Expense		\$ 2,000
	Computers/Repairs	\$1,800	
	Radio Repairs	100	
	Tools	100	
706.027	Boot & Jacket Allowance		\$ 750

706.029	Maintenance/Bldg/Structures		\$ 21,000
	Asphalt Maintenance/Parts	\$12,200	
	Signals-Battery System Backups	\$3,800	
	Other Maintenance	\$5,000	
706.036	Memberships, Dues, Books, Etc.		\$ 1,500
	Underground Service Alert	\$100	
	CW Environmental Assoc.	\$50	
	Books for Certifications	\$1,140	
	American Public Works	\$200	
	Pesticide Regulations	\$60	
706.037	Conferences & Meetings		\$ 250
706.038	Staff Development		\$ 1,800
	Training Classes/Certifications	\$950	
	CWEA	\$100	
	APWA	\$750	
706.050	Safety Equipment		\$ 1,600
706.073	Uniform & Rags		\$ 2,100
	Aramark Uniforms		

[illegible]

CITY OF RIVERBANK
2901 High Street
Riverbank, CA 95367-2305
ATTN: Curtis Myer

Phone: 209-869-7108
Fax: 209-869-1849
Contract No: 7-11-51-01

Account #: ODCA0275
Quote #: 56226
Job #:

Due Date:
Expiration Date: 03/19/2014
PO #:

<u>Part #</u>	<u>Customer Part #</u>	<u>Description</u>	<u>Quantity</u>	<u>Price/EA</u>	<u>Extended Price</u>
<Cust part desc>		72'x26'x14' Covering Back and sides covered	1	\$19,999.9900	\$19,999.99
72'x26'x14' Covering Back and sides covered					

USD Subtotal: \$19,999.99
Shipping & Handling: \$799.00
USD Total: \$20,798.99

1/15/14 AZZED
CAN ADD ROLL UP DOORS
-DOORS-

Thank you,

FASTENAL
509 Armstrong Way, Suite E
OAKDALE, CA 95361
Phone: (209)848-0962
Fax: (209)848-0967
E-mail: CAOAD@stores.fastenal.com



*Shipping & Handling charges are subject to change.



City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

Fund 106: Sewer Fund Summary

Projected Reserve @ July 1, 2014 \$343,694

Add:

Projected '14-'15 Revenues \$2,061,850

Less:

Requested Appropriations

	<u>SEWER COLLECTION</u>	<u>SEWER TREATMENT</u>
SALARIES & BENEFITS	\$147,900	\$321,700
CONTRACT SERVICES	85,000	132,500
UTILITIES	25,000	400,000
OPERATING EXPENSES	25,800	58,495
BOND EXPENSES	0	11,400
CAPITAL OUTLAY	0	0
TRANSFERS OUT	1,074,800	0
	\$1,358,500	\$924,095

Total Appropriations \$2,282,595

Projected Reserve @ June 30, 2015 \$122,949

% of Reserve to Budget 5.96%

Structural Surplus (Deficit) **(\$220,745)**

SEWER REVENUES

	<u>BUDGET 13/14</u>	<u>ACTUAL 13/14</u>	<u>BUDGET 14/15</u>
SEWER SERVICE CHARGES	1,909,435	1,249,701	1,871,900
FINES, FORFEITURES, PENALTIES	34,162	29,298	34,500
INTEREST INCOME	3,000	2,954	3,000
INDUSTRIAL PERMITS	30,000	37,348	34,300
INSPECTION FEES (FOG)	1,000	1,351	0
MISCELLANEOUS REVENUES	250	0	250
TRANSFER IN for SRF LOAN PYMT	65,563	65,563	65,600
TRANSFER IN MANAGEMENT FEES	49,741	24,687	52,300
TRANSFER IN OF LOAN PROCEEDS	0	0	0
	<u>\$2,093,151</u>	<u>\$1,410,902</u>	<u>\$2,061,850</u>



CITY OF RIVERBANK

SEWER FUND REVENUE PROJECTIONS -- FISCAL YEAR 2014-2015

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY 12-13 ACTUAL</u>	<u>FY 13-14 BUDGET</u>	<u>FY 13-14 REVENUES TO DATE</u>	<u>PROJECTED FY 14-15 REVENUES</u>	<u>PROJECTED INCREASE (DECREASE)</u>	<u>% CHANGE</u>
600.180	SEWER SERVICE CHARGE	\$1,872,254	\$1,909,435	\$1,250,800	\$1,871,900	(\$37,535)	-1.97%
600.225	INSPECTION FEES	0	1,000	1,051	0	(\$1,000)	-100.00%
655.000	FINES, FORFEITURES, PENALTIES	35,126	34,162	23,794	34,500	\$338	0.99%
664.000	INTEREST INCOME	3,607	3,000	2,239	3,000	\$0	0.00%
675.090	MISCELLANEOUS REVENUES	206	250	\$0	250	\$0	0.00%
675.160	INDUSTRIAL PERMIT REVENUE	35,752	30,000	32,880	34,300	\$4,300	14.33%
680.035	UNREALIZED GAIN/LOSS ON INV.	-3,784	0	4,474	0	\$0	0.00%
699.000	TRANSFERS IN	343,725	115,304	24,687	117,900	\$2,596	2.25%
TOTAL SEWER FUND REVENUES		\$2,286,886	\$2,093,151	\$1,339,925	\$2,061,850	-\$31,301	-1.50%

FY 2014-15 Sewer Fund Revenue Source Projections

Sewer Service Charge: 106-000.000-600.180

The City bills residents for sewer service charges every two months. Residential customers are billed \$20.15 per month, while commercial customers are billed a base rate of \$20.15 per month and an incremental charge based on water usage.

The Finance Department estimates annual revenues based on a rolling six-billing average.

600.180 Sewer Service Charge		
FY	Amount	% Change
04/05	1,370,681.07	
05/06	1,637,164.58	19.44%
06/07	1,794,536.85	9.61%
07/08	1,778,171.30	-0.91%
08/09	1,815,926.61	2.12%
09/10	1,893,493.99	4.27%
10/11	1,799,804.36	-4.95%
11/12	1,876,337.87	4.25%
12/13	1,872,253.85	-0.22%
13/14	1,909,435.00	1.99%
14/15	1,871,900.00	-1.97%

Fines, Forfeitures, and Penalties: 106-000.000-655.000

Customers who are delinquent on their utility bill are assessed a 10% penalty after the due date. Over the past two fiscal years, the City has seen an increase in the amount of customers who are delinquent.

For the 2014-2015 fiscal year estimate, the Finance Department has used a three-year rolling average.

655.000 Fines		
FY	Amount	% Change
04/05	20,687.01	
05/06	26,490.75	28.05%
06/07	28,826.92	8.82%
07/08	32,679.40	13.36%
08/09	35,519.16	8.69%
09/10	34,196.20	-3.72%
10/11	33,952.28	-0.71%
11/12	34,337.48	1.13%
12/13	35,125.50	2.29%
13/14	34,161.99	-2.74%
14/15	34,500.00	0.99%

Industrial Permits Revenue: 106-000.000-675.160

Industrial Sewer Permits are issued to companies that due to the nature of their business must discharge waste water in larger quantities than the average company. This discharge into our sewer system is closely metered and each company is billed.

For the 2014-15 fiscal year, the City is conservative in its estimate of revenues for the current permit holders which include a wood treating company, a meat processing plant, a small cheese company, and the Local Redevelopment Authority at the former Army Ammunition Plant.

675.160 Industrial Permits		
FY	Amount	% Change
04/05	572,895.91	
05/06	455,724.90	-20.45%
06/07	189,407.89	-58.44%
07/08	193,476.27	2.15%
08/09	298,830.43	54.45%
09/10	224,754.63	-24.79%
10/11	186,314.37	-17.10%
11/12	237,239.01	27.33%
12/13	35,752.42	-84.93%
13/14	32,880.10	-8.03%
14/15	34,300.00	4.32%



City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

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

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	80,207	63,865	47,459	84,900	21,035	33%
701.003	PERSONNEL OVERTIME	212	500	291	500	0	0%
701.004	STANDBY PAY	12,075	11,000	9,005	8,000	-3,000	-27%
708.004	MISC EMPLOYEE BENEFITS	3,260	0	-7,694	0	0	0%
708.005	MEDICARE	1,117	1,191	661	1,200	9	1%
708.006	PERS RETIREMENT	6,958	8,819	4,495	9,200	381	4%
708.007	PAYROLL TAXES	868	868	868	900	32	4%
708.008	HEALTH DENTAL VISION INSURANCE	29,673	27,144	26,330	24,900	-2,244	-8%
708.009	NATIONAL RETIREMENT	4,742	5,262	2,964	5,800	538	10%
708.010	WORKERS' COMPENSATION	10,852	9,863	7,069	12,500	2,637	27%
	Total Personnel Salaries & Benefits	\$149,964	\$128,512	\$91,448	\$147,900	\$19,388	15%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIP.	15,154	15,000	6,167	15,000	0	0%
702.031	RENTS & LEASES (VEHICLE REP/MAINT)	37,189	30,000	1,874	30,000	0	0%
702.032	PROFESSIONAL SERVICES*	7,954	10,000	6,484	30,000	20,000	200%
702.034	OTHER CONTRACT SERVICES	9,893	9,779	6,617	10,000	221	2%
703.023	ADVERTISING	271	250	0	250	0	0%
703.024	POSTAGE	6,169	7,000	8,624	7,000	0	0%
703.025	OFFICE EXPENSE	1,137	1,000	638	1,000	0	0%
703.049	CHEMICALS	873	1,000	884	1,000	0	0%
704.021	UTILITIES	24,368	25,000	19,203	25,000	0	0%
704.022	COMMUNICATIONS	1,743	2,000	1,667	2,000	0	0%
706.010	DEPRECIATION EXPENSE	161,829	0	0	0	0	0%
706.026	MISCELLANEOUS EXPENSE	439	2,000	1,530	2,000	0	0%
706.027	BOOT & JACKET ALLOWANCE	393	450	310	450	0	0%
706.028	SMALL TOOLS	114	500	25	500	0	0%
706.029	MAINT. OF BLDG & STRUCTURES	1,808	7,000	4,419	7,000	0	0%
706.036	MEMBERSHIP,DUES,BOOKS,ETC.	75	500	344	500	0	0%
706.038	STAFF DEVELOPMENT	1,755	2,000	1,136	2,000	0	0%
706.050	SAFETY EQUIPMENT	624	1,300	118	1,300	0	0%
706.073	UNIFORMS & RAGS	173	1,000	433	800	-200	-20%
706.099	BAD DEBTS (SEWER SERVICES)	19,883	0	0	0	0	0%
999.000	TRANSFERS OUT (BOND/CIP FUND)	534,486	532,800	358,116	535,900	3,100	1%
999.000	TRANSFER OUT MANAGEMENT FEE	473,703	508,517	231,807	538,900	30,383	6%
	Total Operating Expenses	\$1,300,033	\$1,157,096	\$650,396	\$1,210,600	\$53,504	5%
CAPITAL OUTLAY							
707.003	EQUIPMENT/PROJECTS	29,748	33,000	14,398	0	-33,000	-100%
707.003	EQUIPMENT/PROJECTS-LOAN	216,530	0	0	0	0	0%
	Total Capital Outlay	\$246,278	\$33,000	\$14,398	\$0	-\$33,000	-100%
Total Department Appropriations		\$1,696,275	\$1,318,608	\$756,242	\$1,358,500	\$39,892	3%

STAFFING 2 - MAINTENANCE WORKERS

*Professional Services Request \$20,000 Completion of the SSMP Required by the State

Fund 106: Sewer Collection 423

702.030	Maintenance Operation Equipment	\$15,000
702.031	Rents & Leases	\$30,000
702.032	Professional/Special Services	\$10,000
	State Licenses	\$1,530
	Monitoring Fees	\$1,000
	Special/Emergency Work	\$6,900
	CVCWA	\$270
	Work Order Software Maintenance	\$300
702.032	Other Contract Services	\$10,000
703.023	Advertising	\$ 250
703.024	Postage	\$ 7,000
703.025	Office Expense	\$ 1,000
703.049	Chemicals	\$ 1,000
	Lift Station Maintenance	
704.021	Utilities	\$25,000
	Pacific Gas & Electric	
704.022	Communications	\$ 2,000
	AT&T Mobility	
	AT&T – Calnet 2	
706.026	Miscellaneous	\$ 2,000
	Computer Replacement	\$750
	Emergency Needs	\$1,250
706.027	Boot & Jacket Allowance	\$ 450
706.028	Small Tools	\$ 500

706.029	Maintenance of Bldg/Structures		\$ 7,000
	Sewer System Repairs		
706.036	Memberships, Dues, Books, Etc.		\$ 500
	Employee books for Certification	\$305	
	CWEA	\$195	
706.038	Staff Development		\$ 2,000
	Employee Training/Education/Certs.		
706.050	Safety Equipment		\$ 1,300
706.073	Uniform & Rags		\$ 800
	Aramark		



City of Riverbank

Fiscal Year 2014-2015

NEW APPROPRIATIONS REQUEST

(Include all items over \$1,000)

Department/Division Streets/Sewer	Submitted By: M. H. Garcia	Submittal Date: 02/28/2014
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Priority	Account Number	Budget Explanation	Amount Requested	Approval (CM)
1	106-423.000-702.032	Completion of SSMP document	\$20,000	



Michael Riddell

From: Neal Colwell <ncolwell@ksninc.com>
Sent: Friday, August 30, 2013 10:31 AM
To: Michael Riddell
Subject: SSMP Update

Michael,

Based on my review of your SSMP document sent on Friday of last week, I see the following potential areas for document improvement/update:

Element 1: Goals

This is a pretty basic section and it seems like you have this well covered unless you want to highlight some particular element over another. I don't see a real need to spend any time on this.

Element 2: Organization

I think update to this section could be limited to bringing this consistent with your current organization, lines of communication, and current LRO. What I would like to for this is create an easily modifiable org-chart, chain of communications chart, and contact list that can readily be updated if new staff come or if the City makes further changes in the organization. These documents would be included in the SSMP as an attachment or Exhibit replaced and updated as needed.

Element 3: Legal Authority

This section is straight forward and looks completed. If anything, a review and update if necessary could be done based on any Ordinance changes the City has done since 2008.

Element 4: Operations and Maintenance

The O&M element of these really depends on what the agency wants to do. Your current SSMP O&M element seems pretty basic but for a smaller agency should be fine to meet the General Order requirement...however a more well defined training program might be advisable. If, on the other hand, you want the SSMP O&M element to provide more of a guidance and/or prescriptive plan for system maintenance than just meet the minimum SSMP element requirement, you might want to update this. Potential updates could include more detailed information on:

1. Sewer cleaning schedule and procedures;
2. Inspection schedule, criteria, and procedures;
3. Repair and replacement criteria;
4. Lift station/pump station cleaning and maintenance schedules and procedures;
5. Force main monitoring and inspection schedule and procedures;
6. Sewer system flow monitoring program and I/I identification and reduction program;
7. FOG maintenance procedures (coordinated with Element 7); and
8. Reference to City safety programs including the IIPP, Confined Space Entry Program, and LOTO.

Element 5: Design and Performance Provisions

As you mentioned, this seems to be the segment missing. We would look to the City's current sewer ordinance and any rules and regulations or improvement standards already adopted. Those would be incorporated/summarized in this section to meet the requirements of the General Order. I understand that the City has Sewer Design standards and that the 2007 Sewer Master Plan would give us the planning performance criteria. These would be summarized and incorporated into Element 5 with the Sewer Design Standards attached as an exhibit.

Element 6: Overflow Emergency Response Plan

Your OERP probably only needs minor updates to reflect recent changes in the General Order MRP and to reflect any organizational changes in the City since the latest OERP was developed. As with the Organization, I'd want

to prepare a document that the City could readily update as changes in the General Order or City organization occur.

Element 7: Fats, Oils, and Grease Program

Is this an issue for the City? Depending on how much of an issue this is for Riverbank and where the City took the drafts or examples (e.g., were any new ordinance adopted?), we could help you with a minor update to the SSMP element and assist with implementation documents if they have not been developed.

Element 8: Sewer Evaluation and Capacity Assurance Plan

This element does not appear to be addressed in your SSMP. I know the City completed a Sewer Master Plan in 2007, and that document appears to have the basic SECAP analysis and CIP requirements. It appears that the results of the Sewer Master Plan and resultant CIP need to be incorporated into the SSMP. Unless the City has seen that the 2007 evaluation has somehow missed the mark, it should have the information you need to prepare the Element 8 portion of the SSMP (which we can help do). Unless major changes have been made or if there are concerns that the 2007 model is not accurate, at this point, I don't see any reason to the flow model verification mentioned in section 5.4 of the SSMP.

Element 9: Monitoring, Measurement, & Program Modifications

I don't see an Element 9 of the SSMP. As I know you know, this should include a program to monitor and measure the effectiveness of the SSMP and provide for a means to modify the SSMP to address changes or required improvements. We can help you develop the Monitoring, Measurement, & Program Modifications element.

Element 10: Program Audits

You should be coming up on an audit fairly soon and the SSMP does not appear to have guidance on how the City intends to complete this requirement of the General Order. The Program Audits section should provide for a schedule and procedure for auditing the implementation and effectiveness of the SSMP. This is also something we can assist you in preparing.

Element 11: Communication Program

The City's SSMP seems to be missing this element as well. There are elements of communication in the FOG documents, but an Element 11 should be included in the SSMP to provide for a program of public education and outreach for the SSMP. As with the other above elements, we can help develop such a program to be included in the SSMP.

Looking at the key elements that you might want help on, I think we could do the following:

1. Minor updates to Elements 1, 2, 3, 6, and 7 for \$2,000;
2. Expansion of Element 4 Operation and Maintenance in the range of \$4,000 to \$8,000; depending on where you might want to go with this;
3. Prepare Element 5: Design and Performance Provisions based on existing ordinance, standards, and criteria. \$2,500;
4. Prepare Element 8: Sewer Evaluation and Capacity Assurance Plan based on existing studies and reports, \$2,500;
5. Prepare Element 9: Monitoring, Measurement, & Program Modifications Element, \$1,500;
6. Prepare Element 10: Program Audits, \$1,000; and
7. Prepare Element 11: Communication Program, \$1,800

I think a basic scope could entail Nos. 3 and 5 above for a cost not to exceed \$5,000 and the others could be added as needed. Let me know what you think and if there are particular items from the above that you think you could use our help and we'll prepare a formal proposal. If you think you could use some help on the O&M element, let me know and we can discuss that scope in further detail.

NTE: \$19,300

We are opening our West Sacramento Office @ 1355 Halyard Drive, Suite 180 in September



Neal Colwell
Principal Engineer

711 N. Pershing Avenue, Stockton CA 95203
209 946-0268 | fax: 209 946-0296
ncolwell@ksninc.com | <http://www.ksninc.com>

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City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

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

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
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Personnel Salaries and Benefits

701.001	PERSONNEL REGULAR	177,984	175,425	140,434	176,900	1,475	1%
701.003	PERSONNEL OVERTIME	26,718	30,000	23,893	25,000	-5,000	-17%
708.004	MISC EMPLOYEE BENEFITS	1,449	0	-17,313	0	0	0%
708.005	MEDICARE	2,806	2,544	2,225	2,600	56	2%
708.006	PERS RETIREMENT	18,495	22,061	17,473	23,800	1,739	8%
708.007	PAYROLL TAXES	1,302	1,302	1,302	1,300	-2	0%
708.008	HEALTH DENTAL VISION INSURANCE	46,467	50,973	46,003	53,900	2,927	6%
708.009	NATIONAL RETIREMENT	7,114	7,893	5,927	8,700	807	10%
708.010	WORKERS' COMPENSATION	23,928	25,956	20,079	26,100	144	1%
708.012	DEFERRED COMPENSATION	3,300	3,450	1,211	3,400	-50	-1%
Total Personnel Salaries & Benefits		\$309,563	\$319,604	\$241,234	\$321,700	\$2,096	1%

Operating Expenses

702.030	MAINT. OF OPERATIONS EQUIPMENT	25,087	47,400	5,984	25,000	-22,400	-47%
702.031	RENTS & LEASES (VEH REP./MAINT)	30,013	25,000	1,382	25,000	0	0%
702.032	PROFESSIONAL SERVICES	44,653	80,000	45,002	80,000	0	0%
702.056	TAXES	2,430	2,500	1,200	2,500	0	0%
703.025	OFFICE EXPENSE	3,639	4,000	1,838	4,000	0	0%
703.049	CHEMICALS	2,579	2,500	1,665	2,500	0	0%
704.021	UTILITIES	373,529	400,000	213,932	400,000	0	0%
704.022	COMMUNICATIONS	560	850	288	850	0	0%
706.010	DEPRECIATION EXPENSE	250,048	0	0	0	0	0%
706.026	MISCELLANEOUS EXPENSE	1,310	2,845	709	2,845	0	0%
706.027	BOOT & JACKET ALLOWANCE	442	600	300	600	0	0%
706.028	SMALL TOOLS	3,228	3,000	1,174	3,000	0	0%
706.029	MAINT. OF BLDG & STRUCTURES	13,603	20,000	8,971	20,000	0	0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	1,291	3,000	1,337	3,000	0	0%
706.038	STAFF DEVELOPMENT	2,459	3,000	1,349	3,000	0	0%
706.050	SAFETY EQUIPMENT	2,192	3,300	1,156	3,300	0	0%
706.053	LEVEE REPAIR & A.C.	5,363	8,000	7,148	8,000	0	0%
706.060	INTEREST PAYMENTS (I-F LOAN)	7,149	5,793	0	4,400	-1,393	-24%
706.073	UNIFORMS & RAGS	3,696	3,000	2,682	3,000	0	0%
706.076	SRF LOAN INTEREST EXPENSE	14,071	12,720	4,499	11,400	-1,320	-10%
999.000	TRANSFERS OUT	0	0	0	0	0	0%
Total Operating Expenses		\$787,342	\$627,508	\$300,616	\$602,395	-\$25,113	-4%

CAPITAL OUTLAY

707.003	EQUIPMENT/PROJECTS	0	0	0	0	0	0%
707.043	AERATOR REPLACEMENT	0	0	0	0	0	0%
Total Capital Outlay		\$0	\$0	\$0	\$0	\$0	100%

Total Department Appropriations

\$1,096,905	\$947,112	\$541,850	\$924,095	-\$23,017	-2%
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STAFFING:

- 1 WASTE WATER TREATMENT PLANT SUPERVISOR
- 1 SR. WATER WATER TREATMENT PLANT OPERATOR
- 1 WASTE WATER TREATMENT PLANT OPERATOR

Equipment/Projects
 No Equipments/Projects

Fund 106: Sewer Treatment 424

702.030	Maintenance Operation Equipment		\$ 25,000
702.031	Rents & Leases		\$ 25,000
702.032	Professional/Special Services		\$ 80,000
	Lab Analysis	\$10,300	
	Regional Reporting	\$8,200	
	Lab Testing	\$16,500	
	Water Monitoring	\$30,000	
	Misc. Professional Services	\$15,000	
702.056	Pirts & Appraisals, Taxes		\$ 2,500
	Property Taxes		
703.025	Office Expense		\$ 4,000
703.049	Chemicals		\$ 2,500
	Treatment Plant Maintenance		
704.021	Utilities		\$400,000
	Pacific Gas & Electric - Office		\$ 10,000
	MID - Treatment Plant		\$390,000
704.022	Communications		\$ 850
	AT&T Mobility		
706.026	Miscellaneous Expense		\$ 2,845
	Emergency/Unexpected Needs	\$2,305	
	Bottled Water	\$540	
706.027	Boot & Jacket Allowance		\$ 600
706.028	Small Tools		\$ 3,000
706.29	Maintenance of Bldg/Structures/Grds		\$ 20,000
	Treatment Plant Maintenance		

706.036	Memberships, Dues, Books, Etc.	\$ 3,000
	CW Environment Assoc.	\$1,500
	State Water Resources	\$300
	Staff Development Books	\$1,200
706.038	Staff Development	\$ 3,000
	Employee Training/Education/Certs/Exams	
706.050	Safety Equipment	\$ 3,300
706.053	Levee Repair and A.C.	\$ 8,000
706.073	Uniform & Rags	\$ 3,000
	Aramark Uniform Services	



City of Riverbank

Annual Operating Budget -- Fiscal Year 2014-2015

Fund 114: Water Fund Summary

Projected Reserve @ July 1, 2014 \$722,581

Add:

Projected '14-'15 Revenues \$1,715,300

Less:

Requested Appropriations

	<u>WATER COLLECTION</u>	<u>WATER CONNECTION</u>
SALARY & BENEFITS	\$460,600	\$0
CONTRACT SERVICES	193,000	0
UTILITIES	300,000	0
OPERATING EXPENSES	73,250	0
BOND EXPENSES	0	0
CAPITAL OUTLAY	80,000	0
TRANSFERS OUT	581,400	0
	\$1,688,250	\$0

Total Appropriations 1,688,250

Projected Reserve @ June 30, 2015 \$749,631

% of Reserve to Budget 43.7%

Structural Surplus **\$27,050**

WATER REVENUES

	<u>BUDGET 13/14</u>	<u>ACTUAL 13/14</u>	<u>BUDGET 14/15</u>
WATER SERVICE CHARGES	\$1,630,022	\$1,192,008	\$1,666,000
GRANTS	\$0	\$60,000	\$0
BACKFLOW INSPECTIONS	300	248	300
FINES, FORFEITURES, PENALTIES	48,268	41,919	46,100
INSPECTION FEES	0	225	0
INTEREST INCOME	3,000	3,393	2,400
MISCELLANEOUS REVENUES	0	1,426	500
TRANSFERS IN (FIXED ASSETS)	0	0	0
	\$1,681,590	\$1,299,219	\$1,715,300



CITY OF RIVERBANK

WATER FUND REVENUE PROJECTIONS -- FISCAL YEAR 2014-2015

<u>ACCOUNT NUMBER</u>	<u>ACCOUNT DESCRIPTION</u>	<u>FY 12-13 ACTUAL</u>	<u>FY 13-14 BUDGET</u>	<u>FY 13-14 REVENUES TO DATE</u>	<u>PROJECTED FY 14-15 REVENUES</u>	<u>PROJECTED INCREASE (DECREASE)</u>	<u>% CHANGE</u>
501.001	GRANTS	\$0	\$0	\$60,000	\$0	\$0	0.00%
600.140	WATER REVENUES	\$1,746,380	\$1,630,022	\$1,192,961	\$1,666,000	\$35,978	2.21%
600.225	INSPECTION FEES	300	0	150	0	\$0	0.00%
600.226	BACKFLOW INSPECTIONS	396	300	149	300	\$0	0.00%
655.000	FINES, FORFEITURES, PENALTIES	45,734	48,268	35,210	46,100	(\$2,168)	-4.49%
664.000	INTEREST INCOME	3,867	3,000	2,311	2,400	(\$600)	-20.00%
675.090	MISCELLANEOUS REVENUES	265	0	\$1,423	500	\$500	0.00%
680.035	UNREALIZED GAIN/LOSS ON INV.	-3,689	0	4,381	0	\$0	0.00%
699.000	TRANSFERS IN	174,531	0	0	0	\$0	0.00%
TOTAL WATER FUND REVENUES		\$1,967,784	\$1,681,590	\$1,296,585	\$1,715,300	\$33,710	2.00%

FY 2014-15 Water Fund Revenue Source Projections

Water Revenues: 114-000.000-600.140

The City bills residents for water service charges every two months. Residential customers are billed a base rate of \$29.29 every two months for water usage up to 1,000 cubic feet, and an incremental charge for water usage over 1,000 cubic feet.

The Finance Department estimates annual revenues based on a rolling six-billing average.

600.140 Water Service Charge		
FY	Amount	% Change
04/05	1,351,607.42	
05/06	1,512,773.70	11.92%
06/07	1,616,543.54	6.86%
07/08	1,665,040.77	3.00%
08/09	1,669,599.04	0.27%
09/10	1,712,451.27	2.57%
10/11	1,659,892.23	-3.07%
11/12	1,693,796.93	2.04%
12/13	1,746,379.51	3.10%
13/14	1,630,022.00	-6.66%
14/15	1,666,000.00	2.21%

Fines, Forfeitures, and Penalties: 114-000.000-655.000

Customers who are delinquent on their utility bill are assessed a 10% penalty after the due date. Over the past two fiscal years, the City has seen an increase in the amount of customers who are delinquent.

For the 2014-2015 fiscal year estimate, the Finance Department has used a three-year rolling average.

655.000 Fines		
FY	Amount	% Change
04/05	41,375.04	
05/06	52,749.14	27.49%
06/07	55,373.71	4.98%
07/08	58,381.38	5.43%
08/09	54,202.95	-7.16%
09/10	52,269.87	-3.57%
10/11	44,819.66	-14.25%
11/12	47,715.69	6.46%
12/13	45,733.98	-4.15%
13/14	48,268.41	5.54%
14/15	46,100.00	-4.49%



City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

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

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	260,867	268,322	215,445	268,900	578	0%
701.003	PERSONNEL OVERTIME	21,964	24,000	22,371	19,000	-5,000	-21%
701.004	STANDBY PAY	11,655	18,000	11,472	13,000	-5,000	-28%
708.004	MISC EMPLOYEE BENEFITS	-7,759	0	-25,899	0	0	0%
708.005	MEDICARE	2,926	2,764	2,444	2,800	36	1%
708.006	PERS RETIREMENT	27,281	31,641	25,311	33,900	2,259	7%
708.007	PAYROLL TAXES	2,170	2,170	2,170	2,200	30	1%
708.008	HEALTH DENTAL VISION INSURANCE	61,130	61,700	57,895	64,700	3,000	5%
708.009	NATIONAL RETIREMENT	11,856	13,155	9,878	14,500	1,345	10%
708.010	WORKERS' COMPENSATION	35,870	39,552	30,449	39,600	48	0%
708.012	DEFERRED COMPENSATION	1,877	1,300	1,450	2,000	700	54%
Total Personnel Salaries & Benefits		\$429,837	\$462,604	\$352,986	\$460,600	-\$2,004	0%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	55,647	68,000	43,657	68,000	0	0%
702.031	RENTS & LEASES	41,180	22,000	8,194	22,000	0	0%
702.032	PROFESSIONAL SERVICES*	80,890	70,000	68,059	93,000	23,000	33%
702.034	OTHER CONTRACT SERVICES	12,851	9,779	6,735	10,000	221	2%
703.023	ADVERTISING	175	250	0	250	0	0%
703.024	POSTAGE	6,462	7,000	8,624	7,000	0	0%
703.025	OFFICE EXPENSE	2,009	2,000	859	2,000	0	0%
703.064	BACKFLOW INSPECTION EXPENSES	852	3,000	1,544	3,000	0	0%
704.021	UTILITIES	354,950	300,000	250,083	300,000	0	0%
704.022	COMMUNICATIONS	1,002	1,000	1,214	1,000	0	0%
706.010	DEPRECIATION EXPENSE	285,082	0	0	0	0	0%
706.026	MISCELLANEOUS EXPENSE	1,060	2,200	887	2,200	0	0%
706.027	BOOT & JACKET ALLOWANCE	575	700	439	750	50	7%
706.028	SMALL TOOLS	1,077	1,500	89	1,500	0	0%
706.029	MAINT. OF BLDG & STRUCTURES	22,637	25,000	6,580	25,000	0	0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	776	1,750	2,002	1,750	0	0%
706.038	STAFF DEVELOPMENT	4,386	4,500	3,680	4,500	0	0%
706.050	SAFETY EQUIPMENT	3,958	2,800	2,808	2,800	0	0%
706.056	STATE & COUNTY WATER FEES	15,169	19,000	12,295	19,000	0	0%
706.073	UNIFORMS & RAGS	1,753	2,900	2,109	2,500	-400	-14%
706.999	BAD DEBTS (WATER SERVICE)	9,696	0	0	0	0	0%
706.997	LOSS ON FIXED ASSET	7,713	0	0	0	0	0%
999.000	TRANSFERS OUT	51,357	51,000	34,421	51,500	500	1%
999.000	TRANSFERS OUT MANAGEMENT FEE	501,791	508,777	235,531	529,900	21,123	4%
Total Operating Expenses		\$1,463,048	\$1,103,156	\$689,810	\$1,147,650	\$44,494	4%
CAPITAL OUTLAY							
707.002	CAPITAL EXPENDITURES	1,052	0	0	0	0	0%
707.003	EQUIPMENT/PROJECTS	61,660	113,000	0	25,000	-88,000	-78%
707.010	WATER METERS	45,835	50,000	34,721	50,000	0	0%
707.011	TWO INCH WATER METERS	0	5,000	0	5,000	0	0%
Total Capital Outlay		\$108,547	\$168,000	\$34,721	\$80,000	-\$88,000	-78%
Total Department Appropriations		\$2,001,432	\$1,733,760	\$1,077,517	\$1,688,250	-\$45,510	-3%

EQUIPMENT AND PROJECTS:
WATER CONSERVATION PROGRAM

\$ 25,000.00

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

*Professional Services \$23,000 Groundwater Basin Association-Report Update
to Meet DWR Requirement

Fund 114: Water Collection 433

702.030	Maintenance Operation Equipment		\$ 68,000
	Water System/Water Wells		
702.031	Rents & Leases		\$ 22,000
702.032	Professional/Special Services		\$ 93,000
	Software Licenses	\$4,358	
	Testing/Sampling	\$10,205	
	Backflow Testing	\$7,760	
	CRWA	\$937	
	American Water Works	\$2,000	
	MCC Control Systems	\$920	
	SJVAPCD Permit	\$2,020	
	E & M Electric & Machinery	\$2,000	
	Equarius Waterworks	\$7,000	
	Other Services	\$20,000	
	Stanislaus, Tuolumne Groundwater Assoc.	\$23,000	
702.034	Other Contract Services		\$ 10,000
703.023	Advertising		\$ 250
703.024	Postage		\$ 7,000
703.025	Office Expense		\$ 2,000
703.064	Backflow Inspection Expenses		\$ 3,000
	Testing		
704.021	Utilities		\$300,000
	Pacific Gas & Electric	\$172,000	
	MID	\$128,000	
704.022	Communications		\$ 1,000
	AT&T Mobility		
706.026	Miscellaneous Expense		\$ 2,200
	Emergency/Unexpected Needs	\$1,500	
	Computer Replacement	\$700	
706.027	Boot & Jacket Allowance		\$ 1,000
706.028	Small Tools		\$ 1,500

706.029	Maintenance of Buildings/Structures		\$ 25,000
	Water System Repairs/Maintenance		
706.036	Memberships, Dues, Books, Etc.		\$ 1,750
	Employee Books for Certification Exams	\$1,300	
	American Waterworks	\$450	
706.038	Staff Development		\$ 4,500
	Employee Training/Education/Certifications	\$1,500	
	CWEA Classes/Training	\$1,500	
	CRWA Classes/Training	\$1,500	
706.050	Safety Equipment		\$ 2,800
706.056	State/County Fees		\$ 19,000
	California Department of Public Health	\$13,440	
	SJVAPCD	\$5,560	
706.073	Uniform & Rags		\$ 2,500
	Aramark		

[illegible]



City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

Fund 117: Neighborhood Improvement Fund

Reserve @ July 1, 2014 **\$0**

Add:

Projected '14-'15 Revenues **\$87,150**

Less:

Requested Appropriations

SALARY & BENEFITS	\$79,300
OPERATING EXPENSES	7,850
TRANSFERS OUT	0
CAPITAL OUTLAY	0

Total Appropriations **87,150**

Projected Reserve @ June 30, 2015

\$0

NEIGHBORHOOD IMPROVEMENT REVENUES

	BUDGET 13/14	ACTUAL 13/14	BUDGET 14/15
ABANDONED VEHICLE	16,000	13,907	16,000
FINES, FORFEITURES, PENALTIES	5,000	4,098	5,000
INTEREST INCOME	0	0	0
MISCELLANEOUS REVENUES	500	525	500
OTHER FINANCIAL RESOURCES	0	0	0
TRANSFERS IN OF MGMT FEES	65,733	0	65,650
	\$87,233	\$18,530	\$87,150



CITY OF RIVERBANK

NEIGHBORHOOD IMP. FUND REVENUE PROJECTIONS -- FISCAL YEAR 2014-2015

FUND 117

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	FY 12-13 ACTUAL	FY 13-14 BUDGET	FY 13-14 REVENUES TO DATE	PROJECTED FY 14-15 REVENUES	PROJECTED INCREASE (DECREASE)	% CHANGE
655.000	FINES, FORFEITURES, PENALTIES	\$6,734	\$5,000	\$4,098	\$5,000	\$0	0.00%
660.010	ABANDONED VEHICLE (AVA)	15,813	16,000	13,907	16,000	0	0.00%
675.090	MISCELLANEOUS REVENUES	825	500	500	500	0	0.00%
699.000	GENERAL FUND SUBSIDY	46,207	65,733	0	65,650	(83)	-0.13%
TOTAL NEIGHBORHOOD IMP. FUND REVENUES		\$69,579	\$87,233	\$18,505	\$87,150	-\$83	-0.10%



City of Riverbank

Annual Operating Budget -- Fiscal Year 2014-2015

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

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
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Personnel Salaries and Benefits

701.001	PERSONNEL REGULAR	48,256	56,506	47,030	58,000	1,494	3%
701.002	PERSONNEL TEMPORARY	1,632	0	0	0	0	0%
701.003	PERSONNEL OVERTIME	0	0	0	0	0	0%
708.004	MISC EMPLOYEE BENEFITS	65	0	-231	0	0	0%
708.005	MEDICARE	638	834	605	800	-34	-4%
708.006	PERS RETIREMENT	4,610	6,855	5,537	7,400	545	8%
708.007	PAYROLL TAXES	636	434	434	400	-34	-8%
708.008	HEALTH DENTAL VISION INSURANCE	1,725	1,732	1,439	1,700	-32	-2%
708.009	NATIONAL RETIREMENT	1,963	2,631	1,976	2,900	269	10%
708.010	WORKERS' COMPENSATION	6,123	8,591	6,446	8,100	-491	-6%
Total Personnel Salaries & Benefits		\$65,648	\$77,583	\$63,236	\$79,300	\$1,717	2%

Operating Expenses

702.034	OTHER CONTRACT SERVICES	85	500	0	500	0	0%
702.042	RELEASE OF LIENS	0	0	0	0	0	0%
703.025	OFFICE EXPENSE	1,047	500	622	700	200	40%
704.022	COMMUNICATIONS	558	600	288	600	0	0%
706.025	WEED & RUBBISH REMOVAL	200	5,000	0	3,000	-2,000	-40%
706.027	BOOT & JACKET ALLOWANCE	150	350	0	350	0	0%
706.028	SMALL TOOLS	30	300	0	300	0	0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	339	100	0	100	0	0%
706.037	CONFERENCES & MEETINGS	588	1,300	1,160	1,300	0	0%
706.073	UNIFORMS EXPENSE	0	0	0	0	0	0%
706.077	SPRING CLEAN/ALLEY CLEANUP	1,000	1,000	0	1,000	0	0%
Total Operating Expenses		\$3,997	\$9,650	\$2,070	\$7,850	-\$1,800	-19%

CAPITAL OUTLAY

707.013	EQUIPMENT GRANT	0	0	0	0	0	0%
Total Capital Outlay		\$0	\$0	\$0	\$0	\$0	0%

Total Department Appropriations

\$69,645	\$87,233	\$65,306	\$87,150	-\$83	0%
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TRANSFER IN OF MANAGEMENT FEES:

GENERAL FUND

(\$65,650)

NET NEIGHBORHOOD IMPROVEMENT ALLOCATION

\$21,500

STAFFING:

1 NEIGHBORHOOD IMPROVEMENT OFFICER II

Fund 117: Neighborhood Improvement

702.034	Other Contract Services		\$ 500
	Technical/Legal Assistance		
703.025	Office Expense		\$ 700
704.022	Communications		\$ 600
	AT&T Mobility		
706.025	Weed & Rubbish Removal		\$ 3,000
	Modesto Sand & Gravel		
	Grover Landscaping		
706.027	Boot & Jacket Allowance		\$ 350
	1 – Employee		
	Aramark – Uniform		
706.028	Small Tools		\$ 300
706.036	Membership, Dues, Books, etc.		\$ 100
	CACEO	\$100	
706.037	Travel, Conference & Meetings		\$ 1,300
	Code Enforcement Training	\$800	
	Contract Hours Classes	\$500	
706.077	Spring Clean		\$ 1,000



City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

Fund 119: Vehicle Maintenance Fund

Reserve @ July 1, 2014 **\$0**

Add:

Projected '14-'15 Revenues **\$320,090**

Less:

Requested Appropriations

SALARY & BENEFITS	\$92,100
OPERATING EXPENSES	211,890
TRANSFER OUT	0
CAPITAL OUTLAY	16,100

Total Appropriations **\$320,090**

Projected Reserve @ June 30, 2015 **\$0**

EQUIPMENT POOL REVENUES

	BUDGET 13/14	ACTUAL 13/14	BUDGET 14/15
SALE OF FUEL	15,000	11,094	15,000
VEHICLE & EQUIP RENTAL	125,000	0	125,000
MAINT. CHARGES - LABOR	89,896	0	92,100
MAINT. CHARGES - PARTS	82,364	0	87,740
SALE OF CAPITAL ASSETS	5,500	9,000	0
MISCELLANEOUS REVENUES	250	0	250
TRANSFERS IN	0	0	0
	\$318,010	\$20,094	\$320,090



City of Riverbank
Annual Operating Budget -- Fiscal Year 2014-2015

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

APPROPRIATION DETAIL

Account	Account Description	FY 2012-13 Actual	FY 2013-14 Budget	2013-14 Expenses 5/1/2014	FY 2014-15 Budget	Difference	% Change
Personnel Salaries and Benefits							
701.001	PERSONNEL REGULAR	56,720	57,547	46,313	58,600	1,053	2%
708.004	MISC EMPLOYEE BENEFITS	2,546	0	-8,086	0	0	0%
708.005	MEDICARE	738	834	604	900	66	8%
708.006	PERS RETIREMENT	5,904	7,237	5,762	7,900	663	9%
708.007	PAYROLL TAXES	434	434	434	400	-34	-8%
708.008	HEALTH DENTAL VISION INSURANCE	20,226	18,011	17,530	12,800	-5,211	-29%
708.009	NATIONAL RETIREMENT	2,371	2,631	1,976	2,900	269	10%
708.010	WORKERS' COMPENSATION	7,674	8,726	6,709	8,600	-126	-1%
	Total Personnel Salaries & Benefits	\$96,613	\$95,420	\$71,242	\$92,100	-\$3,320	-3%
Operating Expenses							
702.030	MAINT. OF OPERATIONS EQUIPMENT	902	3,200	750	3,200	0	0%
702.038	SPRINT LEASE/PURCHASE	2,640	2,640	2,640	2,640	0	0%
702.044	CNG FUELING PUMP MAINTENANCE	49,276	20,000	4,244	20,000	0	0%
703.025	OFFICE EXPENSE	219	300	152	300	0	0%
704.021	UTILITIES	27,413	30,000	17,265	30,000	0	0%
704.022	COMMUNICATIONS	1,688	1,500	723	1,500	0	0%
705.040	VEHICLE MAINTENANCE EXPENSE	50,999	65,000	54,555	65,000	0	0%
705.041	VEHICLE FUEL	68,335	90,000	55,208	80,000	-10,000	-11%
706.026	MISCELLANEOUS EXPENSE	275	300	121	300	0	0%
706.027	BOOT & JACKET ALLOWANCE	150	200	150	200	0	0%
706.028	SMALL TOOLS	817	800	423	800	0	0%
706.036	MEMBERSHIP, DUES, BOOKS, ETC.	101	250	0	250	0	0%
706.037	TRAVEL,CONF & MEETINGS	0	500	35	500	0	0%
706.040	PERMITS & LICENSES	2,703	3,000	2,467	3,000	0	0%
706.050	SAFETY EQUIPMENT	683	1,100	462	1,100	0	0%
706.056	STATE/COUNTY FEES	947	1,100	978	1,100	0	0%
706.073	UNIFORMS & RAGS	2,171	2,700	1,077	2,000	-700	-26%
	Total Operating Expenses	\$209,319	\$222,590	\$141,250	\$211,890	-\$10,700	-5%
CAPITAL OUTLAY							
707.003	EQUIPMENT/PROJECTS	0	0	0	16,100	16,100	0%
	Total Capital Outlay	\$0	\$0	\$0	\$16,100	\$16,100	0%
	Total Department Appropriations	\$305,932	\$318,010	\$212,492	\$320,090	\$2,080	1%

STAFFING: 1 CITY MECHANIC

Equipment/Projects
 Forklift Replacement \$16,100

Fund 119: Equipment Pool

702.030	Maintenance Operation Equipment		\$ 3,200
	Certified Operator Testing		
702.038	Sprint Lease/Purchase		\$ 2,640
	Phone Service		
703.044	CNG Maintenance		\$ 20,000
703.025	Office Expense		\$ 300
704.021	Utilities		\$ 30,000
	PG & E	\$ 20,000	
	MID	\$ 10,000	
704.022	Communications		\$ 1,500
	AT&T Mobility/CalNet 2		
705.040	Vehicle Maintenance Expense		\$ 65,000
705.041	Vehicle Fuel		\$ 80,000
	Gas/CNG		
706.026	Miscellaneous Expense		\$ 300
706.027	Boot & Jacket Allowance		\$ 200
706.028	Small Tools		\$ 800
706.036	Memberships, Dues, Books, Etc.		\$ 250
706.037	Travel, Conference & Meetings		\$ 500
	Mechanic Conferences/Meetings		
706.040	Permits & Licenses		\$ 3,000
	SJVAPCD		
	State Board of Equalization		
706.050	Safety Equipment		\$ 1,100
706.056	State/County Fees		\$ 1,100
	Property Taxes		
706.73	Uniform & Rags		\$ 2,000
	Aramark		

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12/2/13

City of Riverbank
6707 Third St
Riverbank, Ca.

Attn: Curtis Myer

Holt is pleased to present this proposal for 1 Used 2007 Cat Model P-6,000-LP with New
Pneumatic Tires. In Stock Retail Ready: Unit # LN04-187

Capacities	6,000 lbs. @ 24" Load Center 186" Maximum Fork Height 85" Overall Lowered Height 36" Free Lift with Load Backrest High Visibility(Triple Stage) Mast
Tilt:	6 Degrees Forward / 6 Degrees Back
Carriage:	39.5" Class III with Sideshift
Tires:	Pneumatic Tires
Forks:	48"
Hours:	3,310 Hours
New Paint:	Completed

Includes: LP Fuel System / Single Speed Powershift Transmission; Power Steering; Elevated
Air Intake; Air Cleaner Service Indicator; Full-Floating Powertrain; 47" Load Backrest; Two
Forward / Premium Work Light Package; (2 Rear Lights, with Amber Strobe)Power Steering, .
All Other Standard Equipment.

Warranty: 30 Days/150 Hours on all components/ 1 Year 2,000 Hours on Drive Train

Sale Price : \$15,000 Plus Tax

All prices are guaranteed and/or in effect for 90 days from this date, subject to availability. Local
delivery included with purchase.

Presented by Holt Material Handling Division

Rob Stonelake
Territory Manager
209 401-9442
rstonelake@holtca.com

THE ADDITIONAL TERMS AND CONDITIONS ON THE REVERSE SIDE ARE PART OF AND INCORPORATED IN THIS AGREEMENT. THIS AGREEMENT SHALL NOT BE
CONSIDERED ENFORCEABLE UNTIL ACCEPTED BY HOLT AND EXECUTED BY ITS OFFICER. ANY INDIVIDUAL SIGNING THIS AGREEMENT REPRESENTS AND WARRANTS
THAT HE OR SHE IS AT LEAST 18 YEARS OLD AND HAS THE AUTHORITY TO BIND CUSTOMER TO THE TERMS OF THIS AGREEMENT.

WITNESSED:
HOLT RENTAL SERVICES

By: Rob Stonelake
TITLE: Territory Manager

DATED:
CUSTOMER

By: _____

TITLE: _____