BUDGET ADVISORY COMMITTEE
RIVERBANK CITY HALL NORTH
COUNCIL CHAMBER
6707 THIRD STREET
RIVERBANK CA 95367-2305

AGENDA

WEDNESDAY, APRIL 15, 2015 6:00 PM

CALL TO ORDER: **CHAIR ARLENE FIGUEROA**

ROLL CALL:
Chair Arlene Figueroa
Vice Chair Anthony McKinney
Committee Member Cindy Fosi
Committee Member Evelyn Halbert
Council Member Leanne Jones Cruz

There is currently one (1) Committee Vacancy

CONFLICT OF INTEREST

Declaration by Committee Members who would have a direct Conflict of Interest on any scheduled item to be considered should be stated at this time.

1. PUBLIC BUSINESS FROM THE FLOOR (No action can be taken.)

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the Committee.

2. ACTION & DISCUSSION ITEMS (These items will be individually discussed prior to Committee action)

Item 2.1: Approval of the March 18, 2015 Meeting Minutes

Recommendation: Motion to approve minutes by Roll Call vote.

Item 2.2: Landscape Maintenance Contract Discussion

Recommendation: Committee to discuss the current landscape maintenance contract.

Item 2.3: Review of Fiscal Year 2015-16 Base Budgets
(a) Building Maintenance
(b) Parks
(c) Recreation Subsidy Account
(d) Community Center (Enterprise) Fund
(e) Recreation Fund

Recommendation: Committee to Review Proposed Budgets and discuss recommendations.

Item 2.4: Review of Fiscal Year 2015-16 General Fund Reserve Status

Recommendation: Committee to Review current status of the FY 2015-16 General Fund Reserve Estimate.

3. INFORMATIONAL ITEMS (Informational Only – No action to be taken)

Next Meeting: May 20, 2015

4. COMMENTS (Informational Only – No action to be taken)

Item 4.1: Staff Comments.

Item 4.2: Council Liaison Comments.

Item 4.3: Committee Member Comments.

5. ADJOURNMENT

AFFIDAVIT OF POSTING			
DATE:	April 8, 2015	**TIME:**	2:30 PM
NAME:	Marisela H. Garcia	**TITLE:**	Director of Finance

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 Committee 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 Budget Advisory Committee shall be in English and anyone wishing to address the Committee 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.

Any documents, not privileged or of a closed session, produced by Budget Advisory Committee staff and distributed to a majority of the Budget Advisory Committee regarding any item on this agenda will be made available at South City Hall, 6617 Third Street, Riverbank, CA.

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AGENDA ITEM 2.1

BUDGET ADVISORY COMMITTEE
RIVERBANK CITY HALL NORTH
COUNCIL CHAMBER
6707 THIRD STREET
RIVERBANK CA 95367-2305

MINUTES
WEDNESDAY, MARCH 18, 2015 6:00 PM

CALL TO ORDER: *The meeting was called to order by Chair Figueroa at 6:00 pm*

ROLL CALL: *Present: Chair Arlene Figueroa, Vice Chair Anthony McKinney, Committee Members Cindy Fosi and Evelyn Halbert.*
Absent: Council Member Leanne Jones Cruz

There is currently one (1) Committee Vacancy

CONFLICT OF INTEREST

No conflict of interest was declared.

1. PUBLIC BUSINESS FROM THE FLOOR (No action can be taken.)

No public business from the floor was presented.

2. ACTION & DISCUSSION ITEMS (These items will be individually discussed prior to Committee action)

Item 2.1: Approval of the February 26, 2015 Meeting Minutes

Motion by Committee Member Fosi to approve the February 26, 2015 Minutes. Motion was seconded by Committee Member Fosi.
Ayes: 4 Noes: 0 Abstentions: 0 Motion Passed 4-0

Item 2.2: Review of Fiscal Year 2015-16 Base Budgets
(a) Finance Department
(b) Administrative Services
(c) Code Compliance/Animal Control
(d) Economic Development

Marisela Garcia, Director of Finance introduced this item to the Committee. Mrs. Garcia introduced Dawndi Morrell, Accounting Manager, who provided an overview of the operating expenses of the Finance Department. Mrs. Garcia provided overviews of the Administrative Services, Code Compliance/Animal Control, and Economic Development budgets.

Item 2.3: Review of Fiscal Year 2015-16 General Fund Revenue Projections

Marisela Garcia, Director of Finance, presented the Fiscal Year 2015-16 General Fund Revenue projections.

3. INFORMATIONAL ITEMS (Informational Only – No action to be taken)

Item 3.1: Update on Outstanding Items Affecting the City Budget

Marisela Garcia, Director of Finance, discussed several outstanding items that will affect the City's budget in the upcoming year. These items included the continuing labor contract negotiations with the Miscellaneous Bargaining Group and the Sheriff's Contract negotiations.

4. COMMENTS (Informational Only – No action to be taken)

Item 4.1: Staff Comments.

Marisela Garcia, Director of Finance, commented that the next meeting would be held on April 15, 2015 where the Committee will be reviewing the Parks & Recreation Budget.

Item 4.2: Council Liaison Comments. *No comments.*

Item 4.3: Committee Member Comments. *No Comments*

5. ADJOURNMENT: *There being no other business, Chair Figueroa adjourned the meeting at 7:13 pm.*

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AGENDA ITEM 2.3(a)

City of Riverbank

Annual Operating Budget -- Fiscal Year 2015-2016

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

APPROPRIATION DETAIL

Account	Account Description	FY 2013-14 Actual	FY 2014-15 Budget	2014-15 Expenses To Date	FY 2015-16 Budget	Difference	% Change
	Personnel Salaries and Benefits						
701.001	PERSONNEL REGULAR	49,696	49,800	36,246	49,300	-500	-1.0%
701.002	PERSONNEL PART-TIME	0	2,500	1,908	2,000	-500	-20.0%
701.003	PERSONNEL OVERTIME	0	0	0	0	0	0.0%
708.004	MISC EMPLOYEE BENEFITS	748	0	-4,324	0	0	0.0%
708.005	MEDICARE	652	700	508	700	0	0.0%
708.006	PERS RETIREMENT	6,148	6,700	4,896	8,000	1,300	19.4%
708.007	PAYROLL TAXES	434	900	568	700	-200	-22.2%
708.008	HEALTH DENTAL VISION INSURANCE	13,916	11,300	7,860	12,000	700	6.2%
708.009	NATIONAL RETIREMENT	2,631	2,900	1,935	3,200	300	10.3%
708.010	WORKERS' COMPENSATION	7,363	7,300	5,354	7,800	500	6.8%
	Total Personnel Salaries & Benefits	**$81,588**	**$82,100**	**$54,951**	**$83,700**	**$1,600**	**1.9%**
	Operating Expenses						
702.030	MAINT. OF OPERATIONS EQUIPMENT	2,026	2,000	1,805	2,000	0	0.0%
702.031	RENTS & LEASES (VEHICLES)	5,000	5,000	0	5,000	0	0.0%
702.032	PROFESSIONAL/SPECIAL SERVICES	16,861	16,600	12,067	16,600	0	0.0%
703.028	SMALL TOOLS	49	200	30	200	0	0.0%
704.021	UTILITIES	25,506	24,000	17,662	26,000	2,000	8.3%
704.022	COMMUNICATIONS	9,626	8,500	7,502	9,500	1,000	11.8%
706.027	BOOT & JACKET ALLOWANCE	150	150	0	200	50	33.3%
706.029	MAINT. OF BLDG. & STRUCTURES	11,436	12,000	12,081	12,000	0	0.0%
706.056	STATE/COUNTY FEES	2,208	2,950	2,267	3,000	50	1.7%
706.073	UNIFORMS & RAGS	1,051	1,500	533	1,500	0	0.0%
	Total Operating Expenses	**$73,913**	**$72,900**	**$53,947**	**$76,000**	**$3,100**	**4.3%**
	Capital Outlay						
707.002	CAPITAL EXPENDITURES	0	26,500	0	0	-26,500	-100.0%
707.003	EQUIPMENT/PROJECTS	48,444	14,700	5,180	0	-14,700	-100.0%
	Total Capital Outlay	**$48,444**	**$41,200**	**$5,180**	**$0**	**-$41,200**	**-100.0%**
	Total Department Appropriations	**$203,945**	**$196,200**	**$114,078**	**$159,700**	**-$36,500**	**-18.6%**

EQUIPMENT/PROJECTS

No Equipment/Projects

STAFFING: 1 SR. FACILITIES MAINTENANCE WORKER

City of Riverbank
Facility Maintenance Budget Information Sheet
2015-2016 Fiscal Year

Personnel
101.407.000.701.001
- 1 Full Time position: Eddie Simas

Personnel Temporary: 2,000
101.407.000.701.002
- Part time staff for custodial services to open buildings for alternating Fridays and to cover when full time custodian is ill or on vacation.

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: $26,000
101.407.000.704.021
- MID
- PG&E
- Water

Communications: $9,500
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

Equipment/Projects TBD 3/6
101.407.707.003

- **HVAC ?**
- **Castleberg building?**

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AGENDA ITEM 2.3(b)

City of Riverbank

Annual Operating Budget -- Fiscal Year 2015-2016

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

APPROPRIATION DETAIL

Account	Account Description	FY 2013-14 Actual	FY 2014-15 Budget	2014-15 Expenses To Date	FY 2015-16 Budget	Difference	% Change
	Personnel Salaries and Benefits						
701.001	PERSONNEL REGULAR	209,278	199,700	148,038	213,500	13,800	6.9%
701.002	PERSONNEL PART-TIME	26,886	29,300	22,877	22,300	-7,000	-23.9%
701.003	PERSONNEL OVERTIME	2,458	1,000	1,070	1,000	0	0.0%
701.004	STANDBY PAY	4,065	4,000	2,757	4,000	0	0.0%
708.004	MISC EMPLOYEE BENEFITS	3,303	0	-12,666	0	0	0.0%
708.005	MEDICARE	3,282	3,300	2,439	3,400	100	3.0%
708.006	PERS RETIREMENT	25,633	27,800	19,542	34,800	7,000	25.2%
708.007	PAYROLL TAXES	4,874	3,500	4,195	4,500	1,000	28.6%
708.008	HEALTH DENTAL VISION INSURANCE	68,283	66,300	48,726	66,800	500	0.8%
708.009	NATIONAL RETIREMENT	10,524	11,600	7,168	12,800	1,200	10.3%
708.010	WORKERS' COMPENSATION	30,667	29,400	21,164	33,600	4,200	14.3%
708.012	DEFERRED COMPENSATION	1,950	2,000	1,425	2,000	0	0.0%
	Total Personnel Salaries & Benefits	**$391,203**	**$377,900**	**$266,735**	**$398,700**	**$20,800**	**5.5%**
	Operating Expenses						
702.030	MAINT. OF OPERATIONS EQUIPMENT	289	300	89	300	0	0.0%
702.031	RENTS & LEASES	51,800	51,800	1,658	51,800	0	0.0%
702.032	PROFESSIONAL SERVICES	102,449	93,800	63,120	93,800	0	0.0%
703.025	OFFICE EXPENSE	183	200	189	200	0	0.0%
703.028	SMALL TOOLS	355	500	94	500	0	0.0%
703.049	CHEMICALS	6,236	5,000	458	5,000	0	0.0%
703.050	POOL EXPENSES & CHEMICALS	20,844	22,000	9,632	22,000	0	0.0%
703.051	BARK/FIBER	11,504	0	0	12,000	12,000	0.0%
704.021	UTILITIES	25,958	26,000	16,504	26,000	0	0.0%
704.022	COMMUNICATIONS	665	400	166	400	0	0.0%
706.027	BOOT & JACKET ALLOWANCE	572	600	542	600	0	0.0%
706.029	MAINT. OF BLDG & STRUCTURES	28,699	28,000	22,166	28,000	0	0.0%
706.038	STAFF DEVELOPMENT	902	3,000	1,970	3,000	0	0.0%
706.050	SAFETY EQUIPMENT	210	350	219	400	50	14.3%
706.056	STATE/COUNTY FEES	3,486	3,600	3,494	3,600	0	0.0%
706.073	UNIFORMS & RAGS	0	700	0	700	0	0.0%
706.081	DOWNTOWN & WATERFALL MAINT.	2,452	3,000	1,249	3,000	0	0.0%
	Total Operating Expenses	**$256,604**	**$239,250**	**$121,550**	**$251,300**	**$12,050**	**5.0%**
	CAPITAL OUTLAY						
707.002	CAPITAL EXPENDITURES	6,550	0	0	0	0	0.0%
707.003	EQUIPMENT/PROJECTS	6,000	10,900	0	8,000	-2,900	-26.6%
	Total Capital Outlay	**$12,550**	**$10,900**	**$0**	**$8,000**	**-$2,900**	**-26.6%**
	Total Department Appropriations	**$660,357**	**$628,050**	**$388,285**	**$658,000**	**$29,950**	**4.8%**

EQUIPMENT AND PROJECTS:

PLAYGROUND EQUIPMENT REPLACEMENT PROGRAM	$8,000	SALARY REIMBURSEMENT	(11,500)
		NET GENERAL FUND EFFECT	$646,500

STAFFING:

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

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

Personnel
101.414.000.701.001
- 4 Full Time positions

- **Personnel Temporary: TBD 3/6 submittal**

101.414.000.701.002
- ______of this is deposited back into revenue from the JMP parking fees for park aide services
- General park (opening/closing restrooms on weekends & holidays): _____
- Seasonal Park Aide: ______

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. $10,000 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
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

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101.414.000.706.081

- Repairs, supplies, general expenses for downtown & waterfall

Capital Expenditures: TBD 3-6

Equipment/Projects: $8,000
101.414.707.003

- Playground equipment maintenance & repair

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AGENDA ITEM 2.3(c)

City of Riverbank

Annual Operating Budget -- Fiscal Year 2015-2016

Fund:	**101**	**GENERAL FUND**	Department:	**459**
Function:		**Culture & Liesure**		**RECREATION**

APPROPRIATION DETAIL

Account	Account Description	FY 2013-14 Actual	FY 2014-15 Budget	2014-15 Expenses To Date	FY 2015-16 Budget	Difference	% Change
	Operating Expenses						
706.026	MISCELLANEOUS EXPENSE	0	0	0	0	0	0.0%
999.000	GENERAL FUND SUBSIDIES	321,281	334,200	138,440	354,600	20,400	6.1%
	Total Operating Expenses	**$321,281**	**$334,200**	**$138,440**	**$354,600**	**$20,400**	**6.1%**
	Total Department Appropriations	**$321,281**	**$334,200**	**$138,440**	**$354,600**	**$20,400**	**6.1%**

General Fund Subsidies:

Recreation Fund	334,600
Community Center Fund	15,000
Cheese & Wine Advance	5,000
	$354,600

City of Riverbank
Annual Operating Budget -- Fiscal Year 2015-2016

Fund 118: Recreation Enterprise Fund

Projected Reserve @ July 1, 2015 **$0**

Add:

Projected '15-'16 Revenues **$151,250**

Less:

Requested Appropriations

SALARY & BENEFITS	$75,800	
OPERATING EXPENSES	92,450	
CAPITAL OUTLAY	0	
TRANSFERS OUT	0	
Total Appropriations		**$168,250**
Projected Reserve @ June 30, 2016		**-$17,000**

COMMUNITY CENTER REVENUES

	BUDGET 14/15	ACTUAL 14/15	BUDGET 15/16
DONATIONS	500	800	500
JACOB MEYER PARKING FEES	27,500	23,501	27,500
CUSTOMER DEPOSITS FORFEITED	0	-125	0
MISCELLANEOUS REVENUES	8,500	8,954	8,500
COMMUNITY CENTER FEES	26,000	21,613	26,000
CONTRACT PROGRAMS	28,000	16,223	28,000
MISC PROGRAM INCOME	18,000	25,736	3,000
TRANSFERS IN	5,000	5,000	15,000
SOCCER LEAGUE REVENUE	0	2,037	6,350
SWIM TEAM REVENUE	0	201	6,400
HALLOWEEN HAYRIDE REVENUE	0	-1,321	6,000
TOT TIME REVENUE	0	2,266	16,000
DAY CAMP REVENUE	0	0	8,000
	$113,500	**$104,885**	**$151,250**

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AGENDA ITEM 2.3(d)

City of Riverbank

Annual Operating Budget -- Fiscal Year 2015-2016

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

APPROPRIATION DETAIL

Account	Account Description	FY 2013-14 Actual	FY 2014-15 Budget	2014-15 Expenses To Date	FY 2015-16 Budget	Difference	% Change
	Personnel Salaries and Benefits- GENERAL						
701.002	PERSONNEL PART-TIME	46,228	40,000	35,512	40,000	0	0%
701.003	PERSONNEL OVERTIME	120	0	127	0	0	0%
708.005	MEDICARE	679	700	521	700	0	0%
708.006	PERS RETIREMENT	277	500	100	500	0	0%
708.007	PAYROLL TAXES	5,238	5,700	4,089	5,700	0	0%
	Total Personnel Salaries & Benefits	**$52,542**	**$46,900**	**$40,349**	**$46,900**	**$0**	**0%**
	Operating Expenses - GENERAL						
702.032	PROFESSIONAL/SPECIAL SERVICES	2,551	1,500	718	1,500	0	0%
703.030	CONTRACT PROGRAMS	16,712	13,000	7,735	13,000	0	0%
703.066	JMP PARKING EXPENSE	32,675	22,000	24,748	22,000	0	0%
704.021	UTILITIES	30,670	29,000	20,936	29,000	0	0%
706.010	DEPRECIATION EXPENSE	9,363	0	0	0	0	0%
706.026	MISCELLANEOUS EXPENSE	12,707	10,000	10,312	10,000	0	0%
706.029	MAINT. OF BLDG & STRUCTURES	2,672	5,000	383	5,000	0	0%
706.035	INSURANCE & SURETY BONDS	3,391	2,500	1,309	2,500	0	0%
706.056	STATE/COUNTY FEES	508	500	508	500	0	0%
706.079	PARK HOST	2,133	2,000	1,347	2,000	0	0%
	Total Operating Expenses	**$113,382**	**$85,500**	**$67,996**	**$85,500**	**$0**	**0%**
	CAPITAL OUTLAY						
707.002	CAPITAL EXPENDITURES	0	0	0	0	0	0%
	Total Capital Outlay	**$0**	**$0**	**$0**	**$0**	**$0**	**0%**
	SOCCER LEAGUE PROGRAM						
701.002	PERSONNEL PART-TIME	0	0	0	3,700	3,700	0%
706.026	MISCELLANEOUS EXPENSE	0	0	0	2,650	2,650	0%
708.005	MEDICARE	0	0	0	100	100	0%
708.007	PAYROLL TAXES	0	0	0	400	400	0%
	Total Soccer League Program Expenses	**$0**	**$0**	**$0**	**$6,850**	**$6,850**	**0%**
	SWIM TEAM PROGRAM						
701.002	PERSONNEL PART-TIME	0	0	0	3,600	3,600	0%
706.026	MISCELLANEOUS EXPENSE	0	0	0	1,300	1,300	0%
708.005	MEDICARE	0	0	0	100	100	0%
708.007	PAYROLL TAXES	0	0	0	400	400	0%
	Total Swim Team Expenses	**$0**	**$0**	**$0**	**$5,400**	**$5,400**	**0%**
	HALLOWEEN HAYRIDE						
701.002	PERSONNEL PART-TIME	0	0	0	2,400	2,400	0%
706.026	MISCELLANEOUS EXPENSE	0	0	0	2,300	2,300	0%
708.005	MEDICARE	0	0	0	100	100	0%
708.007	PAYROLL TAXES	0	0	0	300	300	0%
	Total Haunted Hayride Expenses	**$0**	**$0**	**$0**	**$5,100**	**$5,100**	**0%**

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AGENDA ITEM 2.3(d)

City of Riverbank

Annual Operating Budget -- Fiscal Year 2015-2016

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

APPROPRIATION DETAIL

Account	Account Description	FY 2013-14 Actual	FY 2014-15 Budget	2014-15 Expenses To Date	FY 2015-16 Budget	Difference	% Change
	TOT TIME						
701.002	PERSONNEL PART-TIME	0	0	0	11,000	11,000	0%
706.026	MISCELLANEOUS EXPENSE	0	0	0	0	0	0%
708.005	MEDICARE	0	0	0	200	200	0%
708.007	PAYROLL TAXES	0	0	0	1,400	1,400	0%
	Total Tot Time Expenses	**$0**	**$0**	**$0**	**$12,600**	**$12,600**	**0%**
	DAY CAMPS						
701.002	PERSONNEL PART-TIME	0	0	0	4,500	4,500	0%
706.026	MISCELLANEOUS EXPENSE	0	0	0	700	700	0%
708.005	MEDICARE	0	0	0	100	100	0%
708.007	PAYROLL TAXES	0	0	0	600	600	0%
	Total Day Camp Expenses	**$0**	**$0**	**$0**	**$5,900**	**$5,900**	**0%**
	Total Department Appropriations	**$165,924**	**$132,400**	**$108,345**	**$168,250**	**$35,850**	**27%**

City of Riverbank
Annual Operating Budget -- Fiscal Year 2015-2016

Fund 134: Recreation & Park Development

Reserve @ July 1, 2015		**$0**
Add:		
Projected '15-'16 Revenues		**$371,700**
Less:		
Requested Appropriations		
SALARY & BENEFITS	$338,900	
OPERATING EXPENSES	32,800	
TRANSFERS OUT	0	
CAPITAL OUTLAY	0	
Total Appropriations		**$371,700**
Projected Reserve @ June 30, 2016		**$0**

RECREATION REVENUES

	BUDGET 14/15	ACTUAL 14/15	BUDGET 15/16
POOL REVENUE	23,000	12,288	25,000
POOL CONCESSIONS	100	225	200
POOL/RECREATION DONATIONS	800	1,853	800
MISCELLANEOUS REVENUES	0	670	600
OPEN GYM	10,500	9,663	10,500
SUMMER PROGRAMS	0	179	0
MISC PROGRAM INCOME	0	0	0
GENERAL FUND SUBSIDY-TR. IN	324,200	133,440	334,600
	$358,600	**$158,318**	**$371,700**

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AGENDA ITEM 2.3(e)

City of Riverbank

Annual Operating Budget -- Fiscal Year 2015-2016

Fund:	134	RECREATION & PARK DEVELOPMENT	Department:	459	RECREATION

APPROPRIATION DETAIL

Account	Account Description	FY 2013-14 Actual	FY 2014-15 Budget	2014-15 Expenses To Date	FY 2015-16 Budget	Difference	% Change
	Personnel Salaries and Benefits						
701.001	PERSONNEL REGULAR	175,584	174,500	129,242	177,800	3,300	2%
701.002	PERSONNEL PART-TIME	62,620	73,000	44,073	69,800	-3,200	-4%
701.003	PERSONNEL OVERTIME	0	0	203	0	0	0%
708.004	MISC EMPLOYEE BENEFITS	1,090	400	-7,354	400	0	0%
708.005	MEDICARE	3,275	3,500	2,431	3,600	100	3%
708.006	PERS RETIREMENT	23,106	23,200	18,049	28,500	5,300	23%
708.007	PAYROLL TAXES	6,481	5,700	4,540	9,500	3,800	67%
708.008	HEALTH DENTAL VISION INSURANCE	12,562	9,000	7,312	9,100	100	1%
708.009	NATIONAL RETIREMENT	5,262	5,800	3,870	6,400	600	10%
708.010	WORKERS' COMPENSATION	25,865	24,900	18,535	28,000	3,100	12%
708.012	DEFERRED COMPENSATION	5,841	5,800	4,268	5,800	0	0%
	Total Personnel Salaries & Benefits	**$321,686**	**$325,800**	**$225,169**	**$338,900**	**$13,100**	**4%**
	Operating Expenses						
702.030	MAINT. OF OPERATIONS EQUIPMENT	247	300	302	300	0	0%
702.031	RENTS & LEASES	57	1,500	174	1,500	0	0%
702.032	PROFESSIONAL SERVICES	7	1,000	383	1,000	0	0%
703.024	POSTAGE	249	300	150	300	0	0%
703.025	OFFICE EXPENSE	1,234	1,000	884	1,000	0	0%
703.027	RECREATION PROGRAM SUPPLIES	2,850	3,200	2,772	3,200	0	0%
704.022	COMMUNICATIONS	1,150	1,200	698	1,200	0	0%
706.023	ADVERTISING	2,024	1,500	1,573	1,500	0	0%
706.027	BOOT & JACKET ALLOWANCE	446	300	281	300	0	0%
706.037	CONFERENCES & MEETINGS	2,047	2,500	766	2,500	0	0%
706.052	GYM EXPENSES	15,773	16,000	11,064	16,000	0	0%
706.065	PRINTING EXPENSE	4,041	4,000	3,987	4,000	0	0%
	Total Operating Expenses	**$30,125**	**$32,800**	**$23,034**	**$32,800**	**$0**	**0%**
	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	**$351,811**	**$358,600**	**$248,203**	**$371,700**	**$13,100**	**3.7%**

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
2015-2016 Fiscal Year

134.459.000.701.001 Personnel
- Parks & Recreation Director, Recreation Supervisor

134.459.000.701.002 Personnel Temporary: TBD on submittal 3/6/15
- _____ two part time admin. Clerks or one full time
- _____ aquatics
- _____ non-self sustaining programs/special events
- _____ 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:$2,500
- 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

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City of Riverbank
Annual Operating Budget -- Fiscal Year 2015-2016

Fund 101: General Fund

Projected Reserve @ July 1, 2015 **10.0%** **$867,450**

Add:

Projected FY 2015-2016 Revenues **$8,276,266**

Less:

Requested Appropriations by Department

CITY COUNCIL	401	$106,850
CITY MANAGER	402	226,900
FINANCE	403	663,800
LEGAL	404	217,300
PLANNING	405	404,000
BUILDING	406	242,700
BUILDING MAINTENANCE	407	159,700
ADMINISTRATIVE SERVICES	408	643,300
POLICE	409	3,914,300
CODE COMPLIANCE	411	229,900
DEVELOP. SERVICES ADMIN	412	666,450
STREET MAINTENANCE	413	47,800
PARKS	414	658,000
ECONOMIC DEVELOPMENT	439	124,900
RECREATION	459	354,600

Total Appropations **$8,660,500**

Projected Reserve @ June 30, 2016 **$483,216**

% of Reserve To Revenues **5.8%**

10% Reserve Requirement **$827,627**

Surplus/(Deficit) to Reserve Requirement **-$344,411**

Structural Surplus/(Deficit) [Rev vs. Exp] **-$384,234**